

COMMUNITY UPDATE

Division of Community Development Newsletter

Newsletter

This is the November 2016 issue of the DCD newsletter. The newsletter is meant to be a resource for DCD employees to stay informed on DCD events, issues, and resources.

Did You Know...

Navajo Silversmithing

Atsidi Sani (c. 1830–c. 1918) is considered to be the first Navajo silversmith. He learned silversmithing from a Mexican man called Nakai Tsosi ("Thin Mexican") around 1878. The Navajos' hallmark jewelry piece called the "squash blossom" necklace first appeared in the 1880s.

Read more at: <https://en.wikipedia.org/wiki/Navajo>

Upcoming Events

November 11: Veteran's Day

November 14-17: "2016 IT Summit" - Albuquerque, NM

November 24: Thanksgiving

November 25: Navajo Nation Family Day

December 25: Christmas

December 26: Christmas (observed)



DCD Team Helps Repair Hogan in Tuba City

On Wednesday, November 2, DCD helped to complete work on a hogan near Tuba City. Other volunteers had already begun installing HardiePlank™, a durable siding product from the James Hardie corporation, on some of the outer walls. The DCD team picked up where that previous team left off, and began installing the rest of the siding material. The team worked hard all morning measuring, cutting siding planks, and

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www.nndcd.org



fastening the boards to walls.

The team also installed trimmings around the windows and wall edges to provide a finished look. Another team was also on-site doing drywall taping and texturing. A third team worked on finishing the roofing.



The DCD team was able to complete the installation of the siding material and trimmings by the afternoon. At that point, the hogan just needed another team to come in and prep for painting and other final finish work.



DCD has been determined to participate in these projects and has always made an effort to send a team to help with the President's Initiative. Thanks to all who helped with this and the other projects!

CPMD PLAN OF OPERATION APPROVED BY RDC



On October 25, 2016, the Resources and Development Committee approved the plan of operation for the new Capital Projects Management Department at the NDOT Complex Naat'aanii Conference Room in Tse Bonito. This action formally establishes the department so they can begin operating according to their new plan of operation. This is a significant step for the Division in its efforts to reorganize and improve service delivery for Navajo Nation capital project development.

The new CPMD department is the result of combining the Capital Improvement Office, Design & Engineering Services Department and the Solid Waste Management Program. In prior years, DCD had determined that many functions within the departments were duplicated and that not enough coordination or communication occurred between the departments. The new department would answer to one department manager who would ensure that communication occurs at all levels within the department structure.

RDCO-77-16

RESOLUTION OF THE
RESOURCES AND DEVELOPMENT COMMITTEE
Of the 23rd Navajo Nation Council---Second Year 2016

AN ACT

RELATING TO RESOURCES AND DEVELOPMENT COMMITTEE; AMENDING THE PLAN OF OPERATION FOR THE NAVAJO DIVISION OF COMMUNITY DEVELOPMENT IN 2 N.N.C. § 1453; APPROVING AMENDMENTS TO THE MASTER PLAN OF OPERATION OF THE DIVISION OF COMMUNITY DEVELOPMENT, THE PLAN OF OPERATION FOR THE COMMUNITY HOUSING AND INFRASTRUCTURE DEPARTMENT AND THE PLAN OF OPERATION FOR THE ADMINISTRATIVE SERVICE CENTERS AND APPROVING A NEW PLAN OF OPERATION FOR THE CAPITAL PROJECTS MANAGEMENT DEPARTMENT WHICH WILL MERGE THE CAPITAL IMPROVEMENT OFFICE, DESIGN & ENGINEERING SERVICES DEPARTMENT, AND THE SOLID WASTE MANAGEMENT PROGRAM

BE IT ENACTED:

SECTION 1. AUTHORITY

The Resources and Development Committee has the power to grant final approval for the Plan of Operations, including any amendments, for the Division of Community Development, 2 N.N.C.

The work to reorganize and create the new department took many months and lots of hard work on the part of all the DCD employees. The team painstakingly dissected the operations of the DES, CIO, and ASC departments to find out where similar operations were taking place and where duplications might be occurring. The team also took a look at the overall capital development process from the very beginning to the end and mapped it out. Then the team reorganized the new department into logical sections that would take care of each phase of a project.

Currently, DCD is in the process of hiring a new Department Manager III to head the new department. This manager will need to immediately begin working with the staff to fit into the new roles and ensure that communication is occurring and that projects are moving the way they need to according to the new project process flowchart.

There has been a steady progress at DCD with all the different areas of improvement that are taking place and with this new department and new process, DCD continues the forward push to improve.

DCD Employees Get into the Halloween Spirit

On October 31, Halloween Day, several DCD staff members dressed up in halloween costumes to show their halloween spirit. There were superheroes, scarecrows, ghouls and other weird characters represented. The staff continued the celebration of the the holiday with a light lunch consisting of hot dogs, hamburgers, "frog eye" salad, and other dishes. DCD Executive Director, Carl Smith, participated in the lunch and told staff to enjoy themselves during the luncheon but to remember not to lose focus and



get back to work after lunch. These types of fun activities promote camaraderie and teamwork and "lighten the load" of the everyday grind of work.

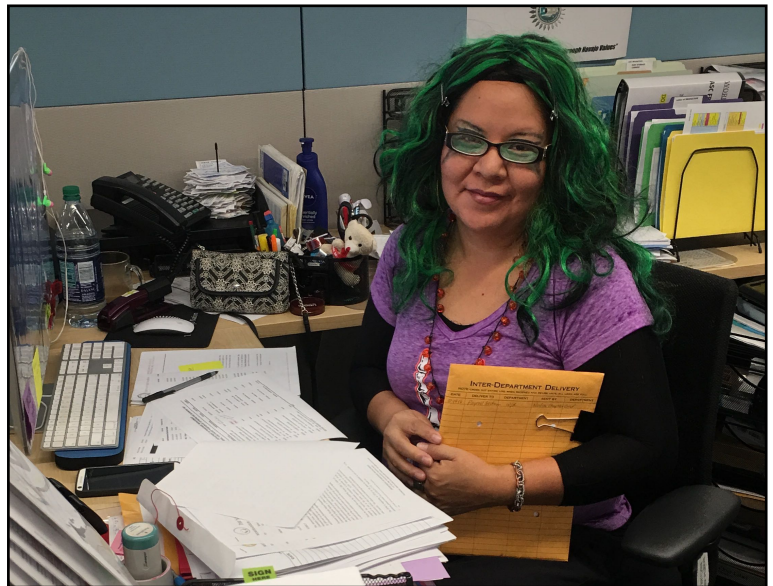
People often wonder what Halloween is about or how it originated. According to History.com,

"Straddling the line between fall and winter, plenty and paucity, life and death, Halloween is a time of celebration and superstition. It is thought to have originated with the ancient Celtic festival of Samhain, when people would light bonfires

and wear costumes to ward off roaming ghosts. In the eighth century, Pope Gregory III designated November 1 as a time to honor all saints and martyrs; the holiday, All Saints' Day, incorporated some of the traditions of Samhain. The evening before was known as All Hallows' Eve and later Halloween. Over time, Halloween evolved into a secular, community-based event characterized by child-friendly activities such as trick-or-treating. In a number of countries around the world, as the days grow shorter and the nights get colder, people continue to usher in the winter season with gatherings, costumes and sweet treats."

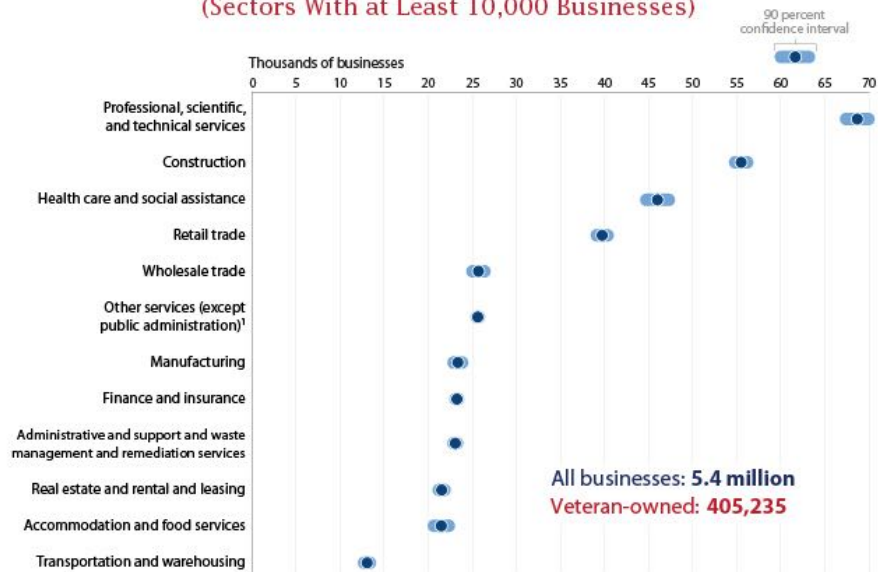
Navajos are known to comfortably incorporate characteristics and traits of other cultures and it should not be a surprise that Halloween is now very popular on the Navajo Nation. Every Halloween, you see Navajo children dressing up in costumes and going from house to house trick or treating.

However, Halloween and other similar holidays are not only a festive time for children but can also be a great opportunity for staff to come together, socialize, and inject some fun into the otherwise normal day to day work.



Veteran-Owned Businesses in the U.S.

(Sectors With at Least 10,000 Businesses)

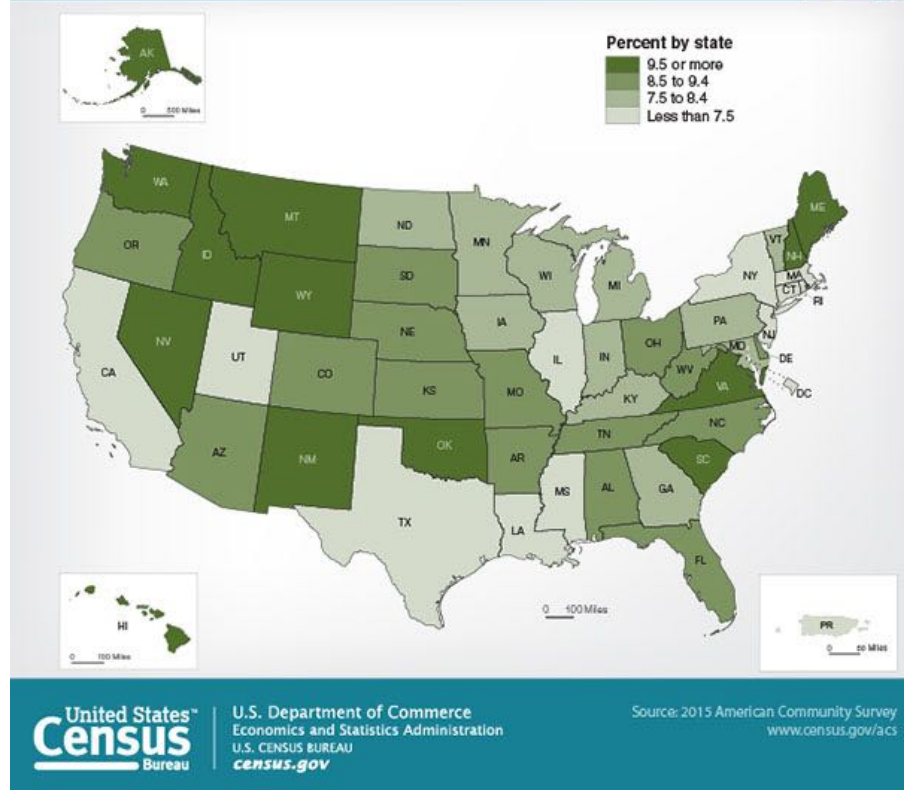


Note: The Annual Survey of Entrepreneurs includes firms with paid employees only.

¹"Other services" includes repair and maintenance (automotive, consumer electronics, etc.) and personal/laundry services (hair/nail salons, dry cleaning, pet care, etc.).

Honoring Those Who Served

The Percentage of Veterans Among the Adult Population



Navajo Nation Census Information Center News

American Indian and Alaska Native Heritage Month: November 2016

November 02, 2016

To commemorate American Indian and Alaska Native Heritage Month, the Census Bureau has compiled a list of statistics about this race group.

<http://www.census.gov/newsroom/facts-for-features/2016/cb16-ff22.html>

U.S. Census Bureau Online Training Course Schedule

Nov 16, 2016 Measuring America: An Overview of Black or African American Statistics

Description: This webinar will demonstrate how to locate statistics on the Black or African American population using American FactFinder (<http://factfinder.census.gov>), and using various Census surveys.

Time: 2:00-3:00 p.m. (ET)

Log-in Link: <https://census.webex.com/census/j.php?MTID=m2c7e5d5902bf100a4efe006df6b923e0>

Dial-in Info: 1-888-989-4508 Passcode: 5537030

Dec 01, 2016 Measuring America Series: Accessing International Data

Description: This webinar on "Accessing International Data" will help users in their search and navigation of the Census Bureau website, and in locating International data. We will include visual examples, show you actual tools to locate and access the data, and share how these data can be used.

Time: 2:00-3:00 p.m. (ET)

Dec 08, 2016 Measuring America Series: Accessing Family Living Arrangements Statistics

Description: This webinar on "Accessing Family Living Arrangements Statistics " will help users in their search and navigation of the Census Bureau website, and in locating their topic of interest. We will include visual examples, show you actual tools to locate and access the data, and share how these data can be used.

Time: 2:00-3:00 p.m. (ET)

This information can also be accessed directly from the Census Bureau's website

<http://www.census.gov/mso/www/training/>

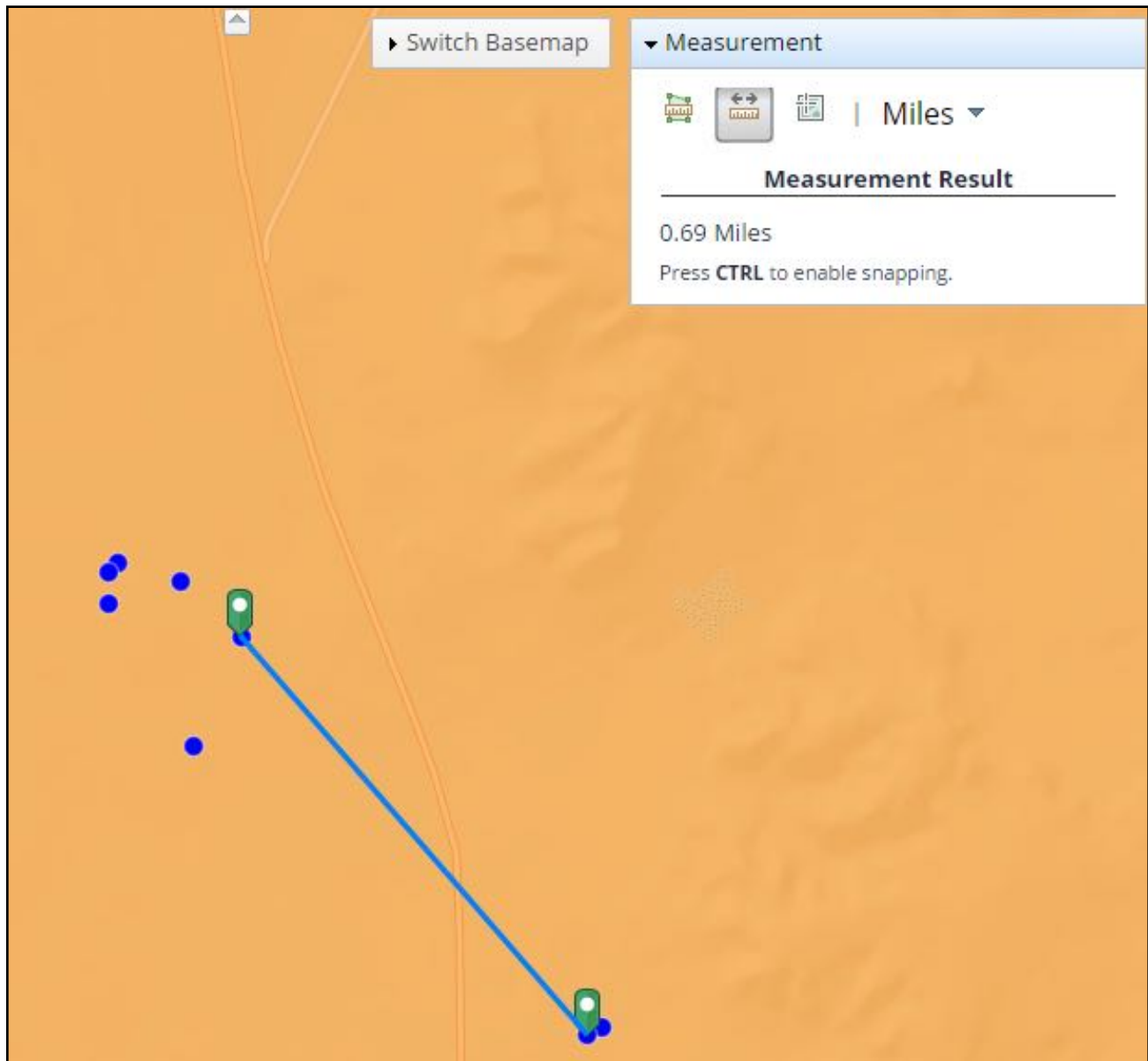
Rural Addressing Gets New Online Mapping Tool

On Friday, November 4, DCD staff met with representatives from Real Time Solutions to review some new development work to enhance the Rural Addressing FDC Mapping Tool. This tool provides chapter LRAC users the ability to locate community housing units and other addressable structures by simply clicking on a



New Rural Addressing line mapping tool to draw roads

map and filling out a form with details of the structure. The additional work included adding the ability to draw in streets and roads and name them. After chapters locate all the addressable structures in the



New Rural Addressing measurement tool

community, this feature will allow them to take the next step and identify all the roads that service addressable structures.

There is also a tool to measure the distance along a line or road feature. This will help for quickly assigning an address. Finally, there is now a new ability to upload and download files to continue building on the growing database of addressable structures and now roads. Eventually, all this data will be able to be incorporated into a Master Street Address Guide (MSAG) for use with E-911 services. Many people don't realize that Rural Addressing is a critical component of E-911 because without the address data, it is hard to pinpoint where people are calling from and where emergency responders can be sent. These new tools provide a better way to improve the efficiency with which the Rural Addressing office can continue working with the chapters to address all the homes and addressable structures on the Navajo Nation.



NEW CPMD DEPARTMENT PLAN OF OPERATION APPROVED BY RDC

On October 25, 2016, the Resources and Development Committee approved the plan of operation for the new Capital Projects Management Department. This action formally establishes the department so they can begin operating according to their new plan of operation.

HOLIDAYS

Thanksgiving and Navajo Nation Family Day

Staff are excused for celebration of Thanksgiving and Navajo Nation Family Day on November 24 & 25

GROUNDBREAKING FOR LOK'AAH NI TEEL SHOPPING CENTER

The Ganado Chapter broke ground for a new 35,000 square-foot shopping center at Burnside on Oct. 27. The shopping center will be located at the intersection of State Road 264 and U.S. Highway 191. The facility will serve Ganado, Greasewood and Chinle.

PERSONNEL NEWS

OPEN POSITIONS WITHIN DCD**Administrative Service Center :**

Attorney, Window Rock, Arizona

Chapter Community Services Coordinators:

Hardrock, Arizona

Round Rock, Arizona

Coyote Canyon, New Mexico

Klagetoh, Arizona

Whitecone, Arizona

Shiprock, New Mexico

Coppermine, Arizona

Chapter Accounts Maintenance Specialists:

Lukachukai, Arizona

Tsaile, Arizona

Forest Lake, Arizona

Alamo, New Mexico

Church Rock, New Mexico

Standing Rock, New Mexico

Whitehorse Lake, New Mexico

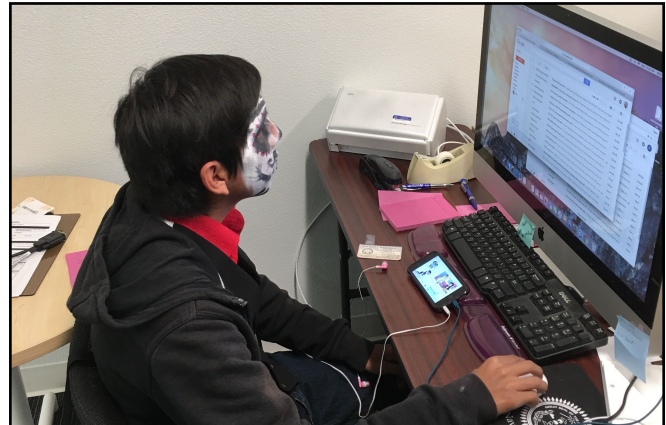
Lake Valley, New Mexico

Iyanbito, New Mexico

Jeddito, Arizona

Navajo Mountain, Arizona

Tolani Lake, Arizona

**DCD Welcomes Ryan Nez!**

A big welcome goes out to Ryan Nez who comes to us from the Department of Workforce Development as a temporary employee. Mr. Nez is from the St. Michaels area and has lived there for most of his life. Mr. Nez will be assisting the DCD IT Section with various tasks including prepping and installing computers donated to chapters from the Social Security Administration. Ryan is a recent high school graduate and will be working with DCD until January when he will start attending college. DCD welcomes the opportunity to employ enterprising young people like Ryan to provide some valuable on-the-job training and experience.

Welcomes Back Jeremy and Keith!

Also welcome back to Jeremy Jesus and Keith Spencer! These two gentlemen will be working again for DCD Admin helping out with the Rural Addressing section and also with various projects within the Division. It's great to see them back!

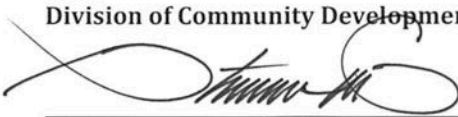


THE NAVAJO NATION

RUSSELL BEGAYE PRESIDENT
JONATHAN NEZ VICE PRESIDENT

MEMORANDUM

TO : Staff
Division of Community Development

FROM : 
Stevens, M.B., M.B.A., Department Manager II
Community Housing & Infrastructure Department

DATE : November 14, 2016

SUBJECT : MEMORANDUM OF APPRECIATION
Re: Veteran's Day

I want to extend my sincere appreciation for our Navajo Veterans who have served in the U.S. Military and families of Veterans who are currently serving in our Armed Forces for their outstanding contribution, commitment, and honorable service in the protection and preservation of our freedom. I am thankful and blessed to live in one of the greatest countries in the world, the United States. May the Creator continue to protect and bless our Veterans and their families. Happy Veteran's Day. Ahe'hee.

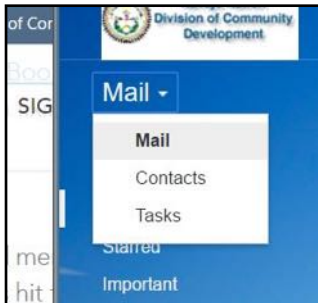
Distribution

cc: file

Google Tips for the Month

Organize your Contacts

Have you organized your contacts? Do you know that managing your google contacts can make or break your communication? So lets make it manageable - organized and hey maybe you can express yourself a little better to those who you want to communicate yourself to. Make your email address book useful again - don't let it clutter and misdirect your emails ever again.

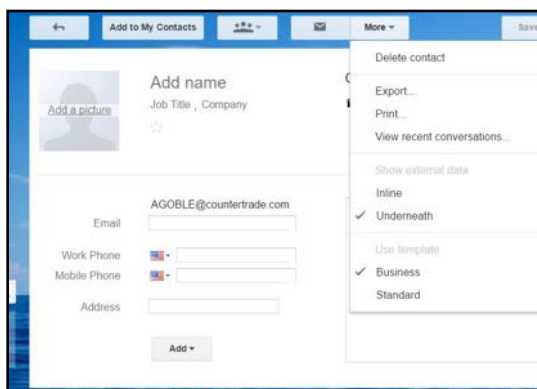
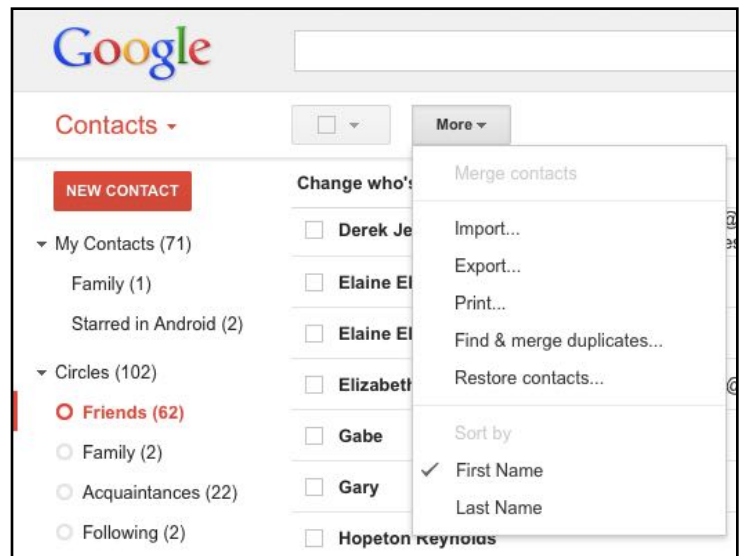


1. Find Contacts

Contacts is located behind your Mail Button - Yes there is a drop down list behind the button.

2. Make Google Contact Groups

Google has organized your contacts based on your Google+ circles and your Android favorites list, if you have one. Make a group that you regularly contact into one group and make groups of contacts that are semi-regular. Update and add persons as you go to keep it current.



3. Find and merge Duplicates

Google allows you to find and merge duplicate entries or entries that it perceives to be related. Hit the more option at the top and select find & merge Duplicates. Google will find contacts that match, you may have to manually merge one or

two contacts but it makes managing the bad email addresses that have been coming up in your contacts. If you have no duplicates - it will tell you so.

Create contacts for auto-complete:	<input checked="" type="radio"/> When I send a message to a new person, add them to Other Contacts so that I can auto-complete to them next time <input type="radio"/> I'll add contacts myself
Signature:	<input type="radio"/> No signature

4. Adjust your Auto-Save Settings

Every single mail address you send to anyone is saved to your "Other Contacts" folder. This can create a messy "Other Contacts" if you repeatedly type in wrongly spelled email addresses or mistyped addresses. Older email addresses also can clutter up your folder. This is an auto feature to keep email addresses you have already sent to from being lost. However, you can disable this feature but you risk losing email addresses you intended to save. To disable this feature, go to the "Settings" menu in the upper right hand corner under the gear icon. From the "General" tab, you'll see a section labeled "Create contacts for auto complete." Change the radio button to "I'll add contacts myself." Save settings. Remember to save email addresses manually from new contacts from now on. The Auto type feature will no longer be able to save email addresses.



5. Manually Update

It's tedious and generally no one wants to do it, however the long term will prove that taking a little time to manually update your contacts is the best option. The best place to start is the "Other Contacts" group, and start filling out as much information as possible. Generally, you will find this is the time to delete misspelled email addresses and old email contacts - that are out of date and invalid. If you are able to sync your contacts to your phone you will realize how helpful all the data you entered is.

6. Export Your Contacts

Export your contacts and re-save the file regularly. If for any reason you lose your phone, change jobs or disastrously compromise your account, you may have a copy of your contacts and simply import them back in. You can also import them to another email account or other professional services you may use.

HOW TO CLEAR YOUR CACHE ON ANY BROWSER

BY EVAN DASHEVSKY

APRIL 13, 2015

It's not always a straight-forward process, but it's always a good thing to do on occasion.

The Best Browser: Chrome vs. IE11 vs. Firefox

The cache—your browser's local storehouse of code and images downloaded from the Internet—exists to help your Web experience run smoother. If you visit the same sites again and again, your computer can save time and resources by not downloading the same files over and over again.

At least, that's how it's supposed to work.

Unfortunately, sometimes an error can occur with the files in your cache and things start to run funky. If that happens, you'll need to dump your browser's little data bank to get things back in order. Aside from usability issues, your cache also presents opportunities for capable ne'er-do-wells to find their way into your system and cause mischief OR they may exploit personal information inherent in your local cache files to steal your identity. And that's no good.

Bottom line: while the cache is there for a reason—it's still a very good idea to do some spring cleaning on occasion. Here's how.

Google Chrome

Step one: Click the Chrome menu (the three horizontal lines in the top-right corner). In the pull-down menu select More tools > Clear browsing data, which will open a pop-up tab. (Or conversely, you can just press Ctrl-Shift-Del.)

Step two: In the new dialog box, check the box next to "Cached images and files," as well as any other types of data you would like to delete. In the pull-down menu at the top, you can control the time period over which you would like to delete data—everywhere from "the past hour" to "the beginning of time."

Step three: Click the "Clear browsing data" at the bottom of the dialog box.

Firefox

This process is very similar to clearing data in Chrome—you can just press Ctrl-Shift-Del to open the Clear Recent History dialog box. Then check the box next to "Cache," choose a time range from the pull-down menu at the top, and click Clear Now." However, if that process doesn't clear your issues, then you can try this slightly more in-depth route:



Step one: Open the Options dialog box. You can get here two ways: 1) Hit the "Alt" button to reveal the pulldown menus at the top and click Tools > Options, or 2) Click the three horizontal lines in the top-right and then select Options.

Step two: Select "Advanced" in the top-right of the window.

Step three: Select the "Network" tab.

Step four: In the "Offline Web Content and User Data" and "Cached Web Content" sections, click the "Clear Now" button. And then hit Okay.

Internet Explorer

Are you still using IE!? You really should stop that. Even Microsoft is getting ready to dump it. And its history-pruning operation is dumb. It's simple, but unnecessary convoluted—just like Explorer. But here's what you do:

Step one: Open the Delete Browsing History box by 1) clicking Ctrl-Shift-Del or 2) clicking the gear in the top-right corner > Safety > Delete browsing history.

Step two: Be sure the box next to "Preserve Favorites website data" is unchecked. Conversely, make sure the box next to "Temporary Internet files and website files" is checked. Then click "delete" at the bottom.

Safari

This one is for Mac users only. For some reason, the most updated version of Safari doesn't have an easy direct route to delete your cache. You can delete your cache along with all your other browsing data (history, cookies, etc) by going to the Safari menu > "Clear History and Website Data" to prompt a pop-up similar to the other methods (except with the ability to delete different types of browsing data).


However, there is a way to delete just your cache if you are willing to take a few extra steps:


Step one: Enable the secret "Develop" menu by going to Safari > Preferences > Advanced [tab] > click the "Show Develop menu in the menu bar" box at the bottom. This will enable the new Develop pull-down menu at the top of your browser window, which houses a bunch of under-the-hood goodies you probably won't ever need.

Step two: Click on the Develop menu and scroll down to "Empty Caches" (or alternatively, press Option-Apple key-E after the Develop menu has been enabled.)

<http://www.pcmag.com/article2/0,2817,2480401,00.asp>

Local Governance Certified Chapters

Chapter	Agency	LGA Cert. Date		Chapter	Agency	LGA Cert. Date
1 Nahata Dziil	Ft. Defiance	8/16/02		1 Newcomb	Northern	6/18/04
2 Steamboat	Ft. Defiance	5/30/03		2 San Juan	Northern	3/7/07
3 Cornfields	Ft. Defiance	7/14/10		3 Tse'Daa'Kaan	Northern	6/21/07
4 Naschitti	Ft. Defiance	11/22/10		4 Sheepsprings	Northern	8/24/07
5 Lupton	Ft. Defiance	11/24/10		5 Tolikan	Northern	11/29/10
6 Dilkon	Ft. Defiance	12/21/10		6 Toadlena/Two Grey Hills	Northern	1/10/11
7 Greasewood Springs	Ft. Defiance	12/21/10		7 Burnham	Northern	7/11/11
8 Kinlichee	Ft. Defiance	12/29/10		8 Beclabito	Northern	1/10/12
9 Teesto	Ft. Defiance	7/11/11		9 Mexican Water	Northern	2/7/12
10 Ganado	Ft. Defiance	12/2/14		10 Upper Fruitland	Northern	2/28/12
11 Houck	Ft. Defiance	12/2/14		11 Aneth	Northern	3/31/15
12 Ft. Defiance	Ft. Defiance	1/15/16		12 Cove	Northern	4/5/15
TOTAL: 12				TOTAL: 12		

Chapter	Agency	LGA Cert. Date		Chapter	Agency	LGA Cert. Date
1 Shonto	Western	9/22/99		1 Chinle	Chinle	12/21/10
2 Tuba City	Western	12/27/04		2 Pinon	Chinle	2/21/12
3 Kayenta	Western	8/6/10		3 Whippoorwill Springs	Chinle	12/2/14
4 Bodaway/Gap	Western	12/21/10		4 Nazlini	Chinle	2/17/15
5 Birdsprings	Western	7/11/11		TOTAL: 4		
6 Chilchinbeto	Western	7/11/11				
7 Leupp	Western	7/11/11				
8 LeChee	Western	1/31/12				
9 Dennehotso	Western	2/14/12				
10 Tonalca	Western	12/2/14				
11 Ts'ah Bi' Kin	Western	6/24/16				
TOTAL 11						

TOTAL CERTIFICATION : 45

Chapter	Agency	LGA Cert. Date
1 Littlewater	Eastern	11/15/07
2 Baahaali	Eastern	12/24/08
3 Whiterock	Eastern	12/21/10
4 Ojo Encino	Eastern	3/6/12
5 Baca/Prewitt	Eastern	12/22/14
6 Casamero Lake	Eastern	4/15/15
TOTAL: 6		

