

The Navajo Nation



Budget and Finance Committee **Fiscal Year 2021 Budget Hearings**

Division of General Services

Navajo Nation OMB Report

September 2 - 8, 2020





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A. FY 2021 Fund Type Budget Summary

**Division of General Services
Fiscal Year 2021
Budget Summary by Fund Type**

Business Unit	Program	Fiscal Year 2020	Fiscal Year 2021 Navajo Nation Funds							Total
		Approved Budget	Proposed General Fund Budget	Indirect Cost Fund	** External Funds Cash Match NEED	Proprietary Fund	Fiduciary Fund	Special Revenue Fund - Internal	Special Revenue Fund - External	
112001	Division of General Services - Admin.	355,730	354,629	202,613						557,242
112003	Insurance Services Department (ISD) *	275,516	126,421	115,194						241,615
112004	Risk Management - Safety Loss Control *	31,609	0	36,574						36,574
112006	Telecommunications & Utilities Department	546,277	251,807	278,900						530,707
112007	Navajo Air Transportation Department	557,763	557,763	0						557,763
112008	Facilities Maintenance Department	2,388,932	1,200,198	1,108,272						2,308,470
112009	Department of Information Technology	2,326,400	1,580,458	786,795						2,367,253
112010	Records Management Dept (RMD)	260,220	99,248	0						99,248
General Funds Total:		6,742,447	4,170,524	2,528,348	0	0	0	0	0	6,698,872
812002	Air Transportation	0				0				0
812003	Fleet Management Department	13,800,000				10,000,000				10,000,000
812004	RMD - Duplicating Services Program	800,000				800,000				800,000
812005	ISD - Risk Management Program *	10,683,433				9,947,548				9,947,548
812016-17	Employee Benefits *	39,800,000				51,760,000				51,760,000
812018	Navajo Transit System	30,000				0				0
814001	ISD - Worker's Compensation Program *	4,000,000				4,000,000				4,000,000
912001	Employee Housing Department	940,000				920,000				920,000
Proprietary Funds Total:		70,053,433				77,427,548				77,427,548
118024	External Cash Match Need - Navajo Transit System	1,871,708			1,675,253				12,533,577	14,208,830
Grand Total:		78,667,588	4,170,524	2,528,348	1,675,253	77,427,548	0	0	12,533,577	98,335,250

* The oversight committee for these programs is the Health, Education and Human Services Committee, and the Budget and Finance Committee.

** Cash Match shown for information purposes only.



B. FY 2020 Third Quarter Budget Status Report

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NAVAJO NATION
 Budget Status Report
 As of 6/30/2020
Division of General Services
 General Funds

8/21/2020
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Account Range	Original Budget	Revised Budget	Actuals	Encumb-rances	Budget Available	% Expensed of Total
112001 DIV OF GEN SVCS - ADM	355,730.00	491,664.80	239,251.50	652.80	251,760.50	48.79 *
112003 INSURANCE SVCS DEPT	275,516.00	451,672.39	184,478.95	51,898.57	215,294.87	52.33 *
112004 RISK MGT-SAFETY LOSS	31,609.00	41,786.00	3,696.02	1,076.75	37,013.23	11.42 *
112006 TELECOMM & UTILITIES	546,277.00	690,432.92	429,810.16	12,766.70	247,856.06	64.10 *
112007 NAV. AIR TRANSPTN DEP	557,763.00	835,518.00	147,024.55	0.00	688,493.45	17.60 *
112008 FACILITIES MAINTNCE	2,388,932.00	3,151,266.00	1,502,542.38	10,475.21	1,638,248.41	48.01 *
112009 DEPT OF INFO TECHNOLO	2,326,400.00	2,990,432.09	1,423,173.14	29,090.08	1,538,168.87	48.56 *
112010 RECORDS MGMNT DEPT	260,220.00	447,069.00	177,950.92	0.00	269,118.08	39.80 *
Grand Total:	6,742,447.00	9,099,841.20	4,107,927.62	105,960.11	4,885,953.47	46.31 *

Note: * underexpenditure by 65% or less.
 ** overexpenditure by 85% or more.

R55BU500
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NAVAJO NATION
 Budget Status Report
 As of 06/30/2020
Division of General Services
 Proprietary Funds

8/21/2020
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Account Range	Original Budget	Revised Budget	Actuals	Encumbrances	Budget Available	% Expensed of Total
812003 FLEET MANAGEMENT DEPT.	13,800,000.00	16,674,938.98	9,816,652.55	1,737,952.41	5,120,334.02	69.29
812004 RMD-DUPLICATING SVCS P	800,000.00	1,064,774.25	529,826.38	117,961.45	416,986.42	60.84 *
812005 ISD-RISK MANAGEMENT PRG	1,156,623.00	1,379,521.02	500,267.97	218,411.43	660,841.62	52.10 *
812006 GENERAL LIABILITY	2,013,215.00	2,013,215.00	608,595.25	(66,283.91)	1,470,903.66	26.94 *
812007 AUTO LIABILITY	326,697.00	326,697.00	18,867.28	(642.54)	308,472.26	5.58 *
812008 AUTO PHYSICAL DAMAGE	681,796.00	681,796.00	311,044.03	(2,910.66)	373,662.63	45.19 *
812009 PROPERTY	4,520,969.00	4,520,969.00	2,944,787.50	22,591.28	1,553,590.22	65.64
812010 AVIATION HULL	74,695.00	74,695.00	64,826.00	0.00	9,869.00	86.79 **
812011 LAWYERS PROFESSIONAL	522,620.00	786,759.23	338,584.27	458,882.96	(10,708.00)	101.36 **
812012 AD& D	28,012.00	28,012.00	24,368.00	0.00	3,644.00	86.99 **
812013 BOILER & MACHINERY	147,033.00	147,033.00	137,872.00	0.00	9,161.00	93.77 **
812014 CRIME	666,582.00	666,582.00	331,454.00	0.00	335,128.00	49.72 *
812015 THIRD PRY ADM (TPA)	103,500.00	112,125.01	77,366.25	34,758.76	0.00	100.00 **
812023 ISD/RMP-SAFETY/LOSS CN	441,691.00	452,319.07	218,435.34	8,777.22	225,106.51	50.23 *
812016 EMPLOYEE BENEFITS	700,000.00	700,400.29	421,223.50	4,129.89	275,046.90	60.73 *
812017 ISD-GRP HLTH BENEFIT	39,100,000.00	39,100,308.75	32,642,876.22	17,980.00	6,439,452.53	83.53
812018 NAVAJO TRANSIT SYSTEM	30,000.00	30,220.45	14,734.24	3,910.83	11,575.38	61.70 *
814001 ISD -WORKERS' COMP PRG	4,031,450.00	4,087,073.50	1,458,469.92	67,620.37	2,560,983.21	37.34 *
912001 EMPLOYEE HOUSING DEPT.	940,000.00	960,840.73	533,741.81	89,115.16	337,983.76	64.82 *
Grand Total:	70,084,883.00	73,808,280.28	50,993,992.51	2,712,254.65	20,102,033.12	72.76

Note: underexpenditure by 65% or less.
 overexpenditure by 85% or more.



C. FY 2020 Third Quarter Performance Assessment Report

**FY 2020 3rd Quarter
Program Performance Assessment Scores**

	BU #	Division of General Services	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
1	112001	Div of General Services (DGS) - Administration	2.60	2.40	2.40	
2	112003	Insurance Service Dept (ISD)	3.00	3.00	3.00	
3	112004	ISD - Safety & Loss Control Program	2.40	2.60	2.60	
4	112005	Navajo Transit System	2.00	1.80	2.00	
5	112006	NN Telecommunications & Utilities	2.20	2.20	2.00	
6	112007	Navajo Air Transportation Dept.	1.60	1.00	1.00	
7	112008	Facilities Maintenance Dept.	3.00	2.67	2.00	
8	112009	Dept. of Information Technology	2.00	2.00	2.00	
9	112010	Records Management Department	2.20	2.20	1.80	
10	812003	Fleet Management Department	2.67	2.67	1.00	
11	812004	RMD - Duplicating Services Program	1.80	1.80	1.00	
12	812005	ISD - Risk Management	2.60	3.00	1.80	
13	812016	ISD - Employee Benefit	2.40	2.00	1.80	
14	812018	NTS - Charter Service Program	2.00	1.60	1.80	
15	814001	ISD - Worker's Compensation Program	2.80	2.60	2.80	
16	912001	Employee Housing Program	2.40	2.40	2.40	
Average:			2.35	2.25	1.96	

Scoring:

- 3 = Exceeding goals/measures
- 2 = Meeting goals/measures
- 1 = Not Meeting goals/measures
- 0 = No Report



D. FY 2020 Third Quarter Plans of Operation Status Report

NAVAJO NATION PLANS OF OPERATION REPORT

DIVISION OF GENERAL SERVICES

#	Business Unit Number	Program Title	Statutory Reference	Year Adopted
1	112001	Division of General Services (DGS) - Admin.	CO-87-95 / 2 NNC § 1251/GSCS-69-95	1995
2	112003	Insurance Services Dept (ISD)	BFN-34-17	2017
3	112004	ISD - Safety and Loss Control	BFN-34-17	2017
4	812005	ISD - Risk Management Program	BFN-34-17	2017
5	812016	ISD - Employee Benefit Fund	BFN-34-17	2017
6	814001	ISD - Worker's Compensation Prog	BFN-34-17	2017
7	112005/812018	Navajo Transit System (NTS)	GSCS-69-95	1995
8	112006	Telecommunications & Utilities	HEHSCS-15-15	2015
9	112007	Navajo Air Transportation Dept	HEHSCMY-07-17	2017
10	112008	Facilities Maintenance Dept	HEHSCAU-29-12	2012
11	112009	Department of Information Technology	HEHSCS-17-16	2016
12	112010	Records Management Dept (RMD)	GSCS-40A-10	2010
13	812004	RMD - Duplicating Services Program	GSCS-40A-10	2010
14	812003	Fleet Management Dept	HEHSCJY-10-17	2017
15	912001	Employee Housing Department	HEHSCMY-06-17	2017

NAVAJO NATION COUNCIL RESOLUTIONS - DGS

CO-87-95 Approving the Amendment of 2 N.T.C. §1251 et. seq., and Establishing the Division of General Services

GOVERNMENT SERVICES COMMITTEE (defunct) RESOLUTIONS - DGS

GSCS-69-95 Approving & Adopting the Master Plan of Operation for the Division of General Services and the Plans of Operation for Its Component Departments

GSCS-40A-10 Approving the amendment of the Plan of Operation for Division of General Services, Records Management Department.

HEALTH, EDUCATION AND HUMAN SERVICES COMMITTEE RESOLUTIONS - DGS

HEHSCAU-29-12 Approving the amendment of resolution GSCS-69-95, October 18, 1991, by amending the Plan of Operation for The Division of General Services Navajo Nation Facilities Maintenance Department.

HEHSCS-15-15 Approving amendments to the Plan of Operation for the Navajo Nation Telecommunication & Utilities Department within Division of General Services.

HEHSCS-17-16 Amending and Approving The Department of Information Technology Plan of Operation

HEHSCMY-06-17 Amending and approving the Plan of Operation for the Navajo Employee Housing program.

HEHSCMY-07-17 Relating to Health, Education and Human Services Committee; Amending and Approving the Navajo Air Transportation Department's Plan of Operation

HEHESCJY-10-17 Amending and approving the Department of Fleet Management's Plan of Operation.

BUDGET AND FINANCE COMMITTEE RESOLUTIONS - DGS

BFN-34-17 Amending and Approving the Insurance Services Department's Plan of Operation

NOTE: Full copies of this report are updated/disseminated each quarter.