



# DR. BUU NYGREN *PRESIDENT*

# RICHELLE MONTOYA *VICE PRESIDENT*

The Navajo Nation | Yideeskáądi Nitsáhákees

Date: February 17, 2023 (updated 4/18/24)  
To: Lisa Jymm, Director, NNFRFO  
From: Johnson Nez, Network Specialist-NNFRFO  
Subject: Technology Plan for Navajo Nation Fiscal Recovery Fund Office

This memorandum is to inform and state the Technology Plan for Navajo Nation Recovery Fund Office. This technology plan also explains the basic plan for our small office.

- **Network infrastructure:** Implement a secure and reliable network infrastructure, including routers, switches, and access points (Arakis Networks). This will ensure that all employees have access to the internet and can communicate with each other.
  - Network infrastructure is like the roads and highways that cars use to get from one place to another. Just like how cars need roads to drive on, computers in the office need a network to talk to each other and access the internet.
- **Cloud services:** Utilize cloud services such as Microsoft 365, file storage, and collaboration. This will allow employees to access important files and documents from anywhere and collaborate in real-time.
  - Cloud services are like having a big online storage unit where you can keep your important papers and projects. It's like having a big library, but instead of books, it's full of documents and files that you can access from anywhere.
- **Backup and disaster recovery:** Implement a backup and disaster recovery plan to protect important data and minimize downtime in the event of a disaster (MS365 – OneDrive).
  - Backup and disaster recovery are like having a backup plan in case something bad happens. For example, if there's a fire in the office and all the papers and files get burned, the backup plan makes sure that copies of everything are safe and somewhere else, so you don't lose everything.
- **Cybersecurity:** Implement a cybersecurity plan to protect the office from cyber threats. This may include firewalls, antivirus software, and employee education on best practices for cybersecurity.
  - Cybersecurity is like having a guard at the door to keep bad people out and keep your important papers and files safe.



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- **Hardware and software:** Regularly update hardware (*2<sup>nd</sup> Year Hardware Upgrade*) and software to ensure that employees have access to the latest technology and that the office remains secure.
  - Hardware and software are like the tools and toys that you use to play and learn new things, the office needs new technology to work and stay safe.
- **Communication and collaboration:** Implement communication and collaboration tools such as instant messaging, video conferencing, and project management software to improve communication and productivity among employees.
  - Communication and collaboration tools are like having a walkie-talkie to your friends when you're playing outside. Just like how you use a walkie-talkie to talk to your friends, the office uses these tools to talk to each other and work together on projects.
- **Mobile device management:** Implement a mobile device management solution to ensure that all mobile devices used by employees are secure and comply with company policies. *Find my Device will be Activated on all NNFRFO devices.*
  - Mobile devices management is like having a grown-up help you keep track of your toys and make sure they're not lost or broken. Just like how a grown-up keeps track of your toys, mobile devices management makes sure that all the devices like phones and tablets used in the office are safe and being used properly.
- **Maintenance and support:** Establish a maintenance and support plan to ensure that all technology is properly maintained and that employees have access to technical support when needed.
  - Maintenance and support are like having a mechanic fix your bike, maintenance and support makes sure that all the technology in the office is working properly and helps people when they have problems.

Any questions regarding this technology plan, please feel free to reach out at (928)270-8409 or email at [johnson.nez@navajo-nsn.gov](mailto:johnson.nez@navajo-nsn.gov) and Alexandria Tom at [alexandria.tom@navajo-nsn.gov](mailto:alexandria.tom@navajo-nsn.gov)

I, **Lisa Jymm**, authorize **Johnson Nez/Alexandria Tom** to handle the technology plan for NNFRFO. This includes support decision making and implementation from the year, 2023 (*updated 2024*)-2026, or until further notice. NNFRFO Executive Director is authorized for all matters related to the technology plan.

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Fiscal Recovery Fund Office

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