

**39TH LEGISLATURE  
1ST REGULAR SESSION**

**(ADMIN/BY REQ)**

**S.R. NO. 39-19  
IN THE SENATE**

05 FEBRUARY 2025

INTRODUCED BY: Sen. Tualo Manaia Fruean, D-6

REFERRED TO COMMITTEE ON:

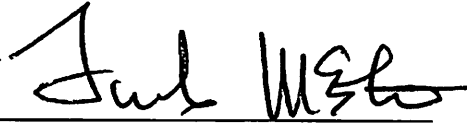
**SUBJECT:**

CONFIRMATION—DIRECTOR, DEPARTMENT OF ADMINSTRATIVE SERVICES

**SUMMARY:**

This resolution confirms the Governor's appointment of Mrs. Tanya S. Ma'o-Aab as Director of the Department of Administrative Services.

OWN VOTE			LEGISLATIVE VOTE		
YES	NO		YES	NO	DATE
<input type="checkbox"/>	<input type="checkbox"/>	1ST READING			
<input type="checkbox"/>	<input type="checkbox"/>	COMMITTEE REPORT			
<input type="checkbox"/>	<input type="checkbox"/>	2ND READING			
<input type="checkbox"/>	<input type="checkbox"/>	3RD READING			
<input type="checkbox"/>	<input type="checkbox"/>	AMENDED - SEE CALENDAR DATED			
<input type="checkbox"/>	<input type="checkbox"/>	AMENDED - SEE JOURNAL DATED			
<input type="checkbox"/>	<input type="checkbox"/>	AMENDED - SEE JOURNAL DATED			
<input type="checkbox"/>	<input type="checkbox"/>	RECOMMITTED			
<input type="checkbox"/>	<input type="checkbox"/>	ORDERED TO LIE			
<input type="checkbox"/>	<input type="checkbox"/>	WITHDRAWN			

1 S.R. NO. 39-19   
2 INTRODUCED BY: \_\_\_\_\_  
3

4 "A SENATE RESOLUTION CONFIRMING THE GOVERNOR'S  
5 NOMINATION OF MRS. TANYA S. MA'O-AAB AS DIRECTOR FOR THE  
6 DEPARTMENT OF ADMINSTRATIVE SERVICES."

7  
8 WHEREAS, by letter dated January 28, 2025, to Honorable Tualo Manaia  
9 Fruean, President of the Senate, Governor Pulaali'i Nikolao Pula,  
10 submitted the name of Mrs. Tanya S. Ma'o-Aab to the Legislature,  
11 pursuant to A.S.C.A 4.0111(b) & 4.0112(a)(f), for confirmation as  
12 Director of the Department of Administrative Services; and  
13

14 WHEREAS, in his letter the Governor stated in part:

15 "...I hereby submit my appointment of Mrs. Tanya S. Ma'o-Aab as  
16 Director of the Department of Administrative Services.

17  
18 I respectfully request that you and your colleagues review her  
19 nomination and confirm her as Director of the Department of  
20 Administrative Services."  
21

22 NOW, THEREFORE, BE IT RESOLVED BY THE SENATE OF THE  
23 TERRITORY OF AMERICAN SAMOA:

24  
25 THAT, the nomination of Mrs. Tanya S. Ma'o-Aab as Director of the Department  
26 of Administrative Services is confirmed; and  
27

28 BE IT FURTHER RESOLVED, that the Secretary of the Senate is directed to  
29 transmit this resolution to the Honorable Pulaali'i Nikolao Pula, Governor of  
30 American Samoa; with a copy to Mrs. Tanya S. Ma'o-Aab.

31 ----- END -----

**NOFOA'IGA TOLUSEFULU-IVA  
FONO TELE MUAMUA**

**(TALOSAGA/KOVANA)**

**IMM NU. 39-19  
I LE MAOTA MAUALUGA**

05 FEPUARI 2025

FA'AULUFALEINA E: Senatoa Tuaolo M. Fruean, Itumalo - 6

TU'UINA ATU I LE KOMITI:

**MATA'UPU:**

FAAMAONIGA—FAATONUSILI, AUAUNAGA TAU PULEGA

**'OTO'OTOGA:**

O lenei Iugafono e faamaonia ai le tofia e le Afioga i le Kovana o Tanya S. Ma'o-Aab e fai ma Faatonusili o le Matagaluega o Auaunaga tau Pulega.

LANA PALOTA MONI			PALOTAGA A FAIPULE		
IOE	LEAI		IOE	LEAI	ASO
<input type="checkbox"/>	<input type="checkbox"/>	FAITAUGA MUAMUA			
<input type="checkbox"/>	<input type="checkbox"/>	RIPOTI A LE KOMITI			
<input type="checkbox"/>	<input type="checkbox"/>	FAITAUGA FA'ALUA			
<input type="checkbox"/>	<input type="checkbox"/>	FAITAUGA FA'ATOLU			
<input type="checkbox"/>	<input type="checkbox"/>	SUI – VA'AI ASO I LE KALENA			
<input type="checkbox"/>	<input type="checkbox"/>	SUI – VA'AI ASO TALA 'OTO'OTO			
<input type="checkbox"/>	<input type="checkbox"/>	SUI – VA'AI ASO TALA 'OTO'OTO			
<input type="checkbox"/>	<input type="checkbox"/>	TU'U ATU LE ISI KOMITI			
<input type="checkbox"/>	<input type="checkbox"/>	FA'ATONU E FA'ATA'ATIA			
<input type="checkbox"/>	<input type="checkbox"/>	TOE TAOFI			

1 I.M.M. NU. 39-19  
2 FAAULUFALEINA E: Jud Weh  
3

4 “O SE IUGAFONO A LE MAOTA MAUALUGA E FAAMAONIA AI LE  
5 TOFIGA A LE KOVANA O TANYA S. MA’O-AAB E FAI MA  
6 FAATONUSILI O LE MATAGALUEGA O AUAUNAGA TAU PULEGA.”  
7

8 TALUAI, i lana tusi ia Ianuari 28, 2025, i le Afioga ia Tuaolo Manaia Fruean,  
9 Peresetene o le Maota Mauualuga, na faaoo atu ai e le afioga i le  
10 Kovana, Pulaali’i Nikolao Pula le suafa o Tanya S. Ma’o-Aab e  
11 faamaonia e fai ma Faatonusili o le Matagaluega o Auaunaga Tau  
12 Pulega e tusa ai ma maga 4.0111(e) ma 4.0112 (a)(f), T.T.A.S; ma  
13

14 TALUAI, i se vaega o lana tusi, na faapea mai ai le Afioga i le Kovana:  
15 “...ua ou faaoo atu la’u tofiga o Tanya S. Ma’o-Aab e avea ma  
16 Faatonusili o le Matagaluega o Auaunaga Tau Pulega.  
17

18 Ou te fautuaina ma le fa’aaloalo lau Afioga ma le Maota ina ia iloilo  
19 ma faamaonia o ia e avea ma Faatonusili o le Matagaluega o  
20 Auaunaga Tau Pulega.”  
21

22 O LENEI, O LE MEA LEA, IA FAAIUGAFONOINA AI E LE MAOTA  
23 MAUALUGA O LE TERITORI O AMERIKA SAMOA:  
24

25 E FAAPEA, ua faamaonia nei le tofiga o Tanya S. Ma’o-Aab e avea ma  
26 Faatonusili o le Matagaluega o Auaunaga Tau Pulega; ma  
27

28 IA TOE FAAIUGAFONOINA FOI, e faapea e talosaga le Failautusi o le Maota  
29 Mauualuga e faaoo atu lenei Iugafono i le Afioga ia Pulaali’i Nikolao Pula, Kovana  
30 o Amerika Samoa; ma se kopi ia Tanya S. Ma’o-Aab.  
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# TANYA S. MA'O-AAB

P.O. Box 3217, Pago Pago 96799 ♦ (684) 7709851 ♦ Taumafai96@gmail.com

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## PROFESSIONAL SUMMARY

Dynamic individual with hands-on experience in Management and talent for navigating challenges. Brings strong problem-solving skills and proactive approach to new tasks. Known for adaptability, creativity, and results-oriented mindset. Committed to making meaningful contributions and advancing organizational goals

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## SKILLS

Team Work

Problem Solving

Workflow Optimization

Leadership

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## WORK HISTORY

**Property Management Division, Office Manager, 06/2024 - Current**

**American Samoa Government Dept. of Public Works**

Assist in the planning and organization of the operations of Supply Team, Security Team, and Maintenance Team under the Property Management Division of the Department of Public Works  
Responsible for inventory of supplies and equipments in warehouse. Providing quarterly reports.  
Communication within department divisions on goals and benchmarks

Assist Security Team on maintaining a professional, organized, and safe environment for employees and patrons.

Maximized performance by monitoring daily activities and mentoring team members.

Assisted in organizing and overseeing assignments to drive operational excellence.

Established team priorities, maintained schedules and monitored performance.

**Civil Highway Division, Office Manager, 10/2013 - 05/2024**

**American Samoa Government Department of Public Works – Pago Pago, AS**

Oversee all aspects of office administrative process and coordination

Plans, organize, assigns, and reviews the work of and administrative support staff for conformance to regulations, policies, and procedures

Responsible for the application and submission of the yearly *National Summer Transportation Institute* grant

Responsible for the coordination of the Bi-Annual *United States Territorial Peer Exchange*

Reconciles financial reports with local Finance Division, local contractors and federal grantor- Federal Highway Administration (FHWA)

Prepares material and supplies acquisitions - I240s, BUD202;s and amendments for various federal aid projects for Civil Highway Division

Oversaw office inventory activities by ordering and requisitions and stocking and shipment receiving.

Established team priorities, maintained schedules and monitored performance

Evaluated employee performance and conveyed constructive feedback to improve skills

Recruited, interviewed and hired employees and implemented mentoring program to promote positive feedback and engagement

#### **Child Protection Services Specialist - Investigations Unit, 09/2005 - 11/2012**

##### **Arizona Department of Economic Security – Flagstaff, Arizona**

Receives referrals and investigates cases of suspected adult and child abuse and neglect

Screens and makes determination for validity of abuse or neglect allegations by evaluating risk situations

Participate in planning and evaluation of family reunification, abuse and neglect programs, foster care, and adoption

Exercises emergency removal authority and interviews family members in order to study and document information for strengths and risk assessments

Consults with and advises the multi-disciplinary teams and Family Assessment Planning Teams within the community as a liaison for education on issues of abuse or neglect

Prepares case files and reports for testimony in court proceedings as required and executes court orders

#### **Product Surveillance Associate, 11/2003 - 09/2008**

##### **W.L. Gore & Associates – Flagstaff, Arizona**

Serve as subject matter expert for Managed, Detected, and Response (MDR) reportability and consistent decision making regarding AUS, CAN, JPN and CHN reportability on manufactured medical devices.

Creates and submits timely MedWatch/Medical Device Reports directly to FDA

Assists with internal and cross-business management of quality issues by ensuring containment of non-conforming product, communicating those issues to the appropriate departments

Initiating health hazard determination and executing health hazard evaluations

Interact with regulatory bodies during quality systems audit

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### **EDUCATION**

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**Master of Science: Management, 11/2017**

**Argosy University - American Samoa**

**Bachelor of Science: Criminal Justice, 05/2003**

**Northern Arizona University - Flagstaff, Arizona**

**Minor in Psychology**

**Associate of Science: Administration of Justice, 05/2000**

**Arizona Western College - Yuma, Arizona**

**President, Arizona Western College Student Body Government**

**Athletic Trainer, Arizona Western College Football Team, 1996 to 1998**

**Certificate of Completion: Paralegal Studies, 04/1999**

**University of Arizona, Extended Education - Yuma, Arizona**