



**TULE RIVER INDIAN HEALTH CENTER, INC. (TRIHCI)**  
**380 N RESERVATION RD • PORTERVILLE, CALIFORNIA 93257**  
**PHONE: (559) 784-2316 • FAX: (559) 781-6514**

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**REQUEST FOR APPLICATIONS (RFA)**  
**HEALTHY TULE RIVER COALITION MEMBERSHIP**  
**PUBLISHED DATE: March 3, 2025**

The Tule River Indian Health Center, Inc. (TRIHCI) invites members of the Tule River Tribal community to apply to be a member of the Healthy Tule River Coalition. The purpose of the Coalition is to provide community leadership to activities and efforts within TRIHCI's Public Health Department. The goals of the Coalition are to identify the most important health issues in the community and help design work and efforts to address them. The Coalition's input may be used to help design new services, apply for new grants, and inform activities by TRIHCI staff and others.

The Coalition will consist of approximately 12 members, who will be chosen based on diversity of representation within the community, such as Tribal Council, Elders Council, Tribal governmental staff, and youth groups. Any community member 16 and above is eligible to apply. Previous community leadership experience is a plus but not required.

Each member must commit to spending up to 3 hours per month on the project, including a 1-hour monthly meeting between and up to 2 hours per month to read materials and meet with staff. Meetings will be held from approximately May 2025 through April 2026. Members will be compensated with stipends up to \$3,600 per year at a rate of \$100 per hour. Members must be able to attend at least half of the monthly meetings or face removal from the Coalition. Missed meetings or lack of participation may result in less compensation.

Members will sign a contract with TRIHCI but will not receive any employee benefits (i.e. health insurance). Stipends are not guaranteed and contingent upon grant funding. Stipends may fall under tax obligations.

Additional information about our organization and scope of services are provided below.

Questions Regarding RFA

Inquiries concerning this RFA should be submitted to [eric.coles@carih.org](mailto:eric.coles@carih.org) using the subject line: "Healthy Tule River Coalition RFA". Responses will be returned within 48 business hours.

Submission of Applications

A letter of interest must be submitted via e-mail to [eric.coles@carih.org](mailto:eric.coles@carih.org) until the positions are filled.

**Send Applications To:** Dr. Eric Coles, Tribal Public Health Officer  
Tule River Indian Health Center, Inc  
[eric.coles@carih.org](mailto:eric.coles@carih.org)  
**Subject Line: Healthy Tule River Coalition RFA**

**Due Date & Time:** April 1, 2025

**Contact Information:** Dr. Eric Coles, Tribal Public Health Officer  
Tule River Indian Health Center, Inc.  
380 N. Reservation Rd  
Porterville, CA 93257  
(559) 784-2316

## **SECTION I. Organizational Overview**

### **A. Program History & Philosophy**

Tule River Indian Health Center, Inc. (TRIHCI) is a 501(c)(3) non-profit organization founded in 1973 and dedicated to meeting the healthcare and health education needs of Native American Communities in Tulare County. TRIHCI is governed by a Board of Directors comprised of local Tribal members from the Tule River Indian Reservation.

### **B. Mission**

To improve the health status and quality of life of those we serve.

### **C. Vision**

Healthier Native American Families and Communities.

### **D. Governance**

TRIHCI is governed by a nine-member Health Board comprised of seven regular Board Members of the Board of Directors and two alternate Board Members. The alternates shall serve in the absence of regular Board Members. The term of office for each Board Member is three years, except individuals appointed to fill a vacancy on the Board of Directors shall serve only for the remainder of that term. Board Members elected as alternates will serve a term of one year.

The Board of Directors holds the power to take all actions necessary for, and incidental to, carrying on the purposes of this corporation. These powers include, but are not limited to the power to appoint, hire, terminate and govern personnel as provided in the Personnel Policies of Tule River Indian Health Center, Inc.; to own, buy, sell, lease, or hold in any other manner real or personal property; to receive, hold, expend and invest funds donated or appropriated by any private person, corporation, public agency, foundation, or other entity; and to do any act in the manner in which the Board of Directors in its discretion deems proper and consistent with the purposes of the corporation and which is not inconsistent with the California non-profit corporation laws under which the corporation is organized.

## **SECTION II. Project Description**

### **E. Scope of Work**

Coalition members will be chosen based on their ability to:

- a. Actively participate in monthly Coalition meetings by providing input based on their traditional knowledge, personal history, and expertise living in the Tule River Tribal community, including on and off Reservation.
- b. Support TRIHCI staff and other Coalition members in achieving shared goals.
- c. Motivation to see a healthier Tule River community with resilience to allow every member to thrive.
- d. Be open-minded about health topics with a strong interest in learning more and participating in conversations on health issues.
- e. Represent other Tribal organizations, such as the Elders Council, Tribal Council, and Tribal government.
- f. Ability to commit to attend monthly Coalition meetings and meet with staff.
- g. Work in a team and collaborate with others to achieve shared goals.

## **SECTION III. Applications**

Please email the following documents to [eric.coles@carih.org](mailto:eric.coles@carih.org) or send via mail to the address listed above.

### **A. Letter of Interest**

- o Include a letter addressed to the TRIHCI Board of Directors that answers the following questions:
  - Why do you want to join the Healthy Tule River Coalition?
  - Why would you make a strong Coalition member?

### **B. Resume or CV that highlights any relevant experience in community leadership (NOT REQUIRED)**

- o Submitting a resume is the best practice.

Applications will receive a confirmation email of their submission within 2 business days.

Selected applicants for an interview will be notified by April 15, 2025. The Coalition will begin meeting in May 2025 through April 2026 at a time chosen to best fit members' schedules.

#### **Section IV. Additional Terms**

**A. Reservation of Rights**

During the evaluation process, the TRIHCI reserves the right to request additional information or clarifications from proposers. Other information may include contact information for references or verification for previous experience.

**B. Applicant Rights**

Please note that all materials submitted in response to this RFP become the property of TRIHCI upon delivery and shall be appended to any formal documentation, which would further define or expand the contractual relationship between TRIHCI and the applicant. Submitted materials will remain confidential to TRIHCI and be reviewed solely by staff and/or the Board of Directors for decision-making purposes related to this opportunity. No submissions or supporting documentation will be returned to the submitting applicant.