



TULE RIVER INDIAN HEALTH CENTER, INC. (TRIHCI)
380 N RESERVATION RD • PORTERVILLE, CALIFORNIA 93257
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REQUEST FOR APPLICATIONS (RFA)
MATERNAL AND CHILD HOME VISITING ADVISORY COMMITTEE MEMBERSHIP
PUBLISHED DATE: August 20, 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 Maternal and Child Home Visiting Advisory Committee. The purpose of the Committee is to guide the design of a new maternal and child health home visiting program that will begin in Fall 2026. For the next twelve months, the primary goal of the Committee is to provide input and guidance on development and deployment of a maternal and child health community needs and readiness assessment and implementation plan. Based on these plans, an evidence-based home visiting model will be chosen by the TRIHCI Board of Directors to implement at TRIHCI.

The Committee will consist of approximately 9 members, who will be chosen based on experience and expertise in maternal and child health, social services, and child development. Any community member 16 and above is eligible to apply. Lived experience with children and child-rearing is preferred but not required. Each member must commit to 2 hours per month on the project, including a monthly 1-hour meeting and 1 hour of meeting preparation or input, such as completing a survey, sharing thoughts and ideas, or participating in small group meetings. Meetings will be held from approximately October 2025 through September 2026. Members will be compensated with stipends up to \$2,400 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 Committee. Missed meetings or lack of participation will 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@crihb.org using the subject line: "Maternal Home Visiting Committee 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@crihb.org until the positions are filled. The letter of interest must describe your experience and/or expertise in maternal and child health and why you would make a good committee member.

Send Applications To: Dr. Eric Coles, Tribal Public Health Officer
Tule River Indian Health Center, Inc
eric.coles@crihb.org
Subject Line: MCHV Program Advisory Committee RFA

Due Date & Time: Open until filled

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

Committee members will be chosen based on their ability to:

- a. Actively participate in monthly Committee 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 Committee members in achieving shared goals.
- c. Motivation to see a healthier parents and children in the Tule River community with resilience to allow every member to thrive.
- d. Be open-minded about maternal and child 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 Committee 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 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:
 - What is your experience and/or expertise in maternal and child health?

- Why would you make a strong Committee 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. The Committee will begin meeting in 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.