



July 22, 2020

Re: North Fork Rancheria Tribal TANF Modified Hours of Operations.

Dear Tribal TANF Clients and Tribal Citizens,

This notice is to all North Fork Rancheria Tribal TANF clients, participants and community, our hours of operations will be modified based on the statewide outbreak of COVID-19 pandemic. In order to protect the health and safety of our clients and employees all TANF locations will be open to drop off paperwork only. This change has taken place beginning Monday, July 20, 2020 with changes as necessary due to the rapid changes of COVID-19. The changes should not affect your case but rather the availability of staff to meet with you in person. All staff will have their company phones and can be reached Monday through Friday 8:00am to 5:00pm as normal.

Case Managers will be in contact with you by phone or email as much as possible and will include Recertification or Intake appointments. To make this change a positive one, please take some extra time and verify your Monthly Eligibility Reports are completed and you have all necessary documents available when sending them to the office. In addition, all Supportive Service Requests must have supporting documentation and valid signatures to reduce a delay in processing. Please keep in mind Cash Aid and Supportive Service requests have a turnaround time of 10-business days. All Cash Aid and Supportive Service checks will be mailed from our North Fork location during this time and will not be available to pick up in person. We apologize for any inconvenience this may cause and thank you for your patience.

You may submit any paperwork via email, North Fork Rancheria website, mail, cell phone or there is a "Drop Off" box at each Tribal TANF office. Should you need to contact us directly, our company cell phones are listed by site below.

**North Fork TANF location:**

Jamie Beihn Program Supervisor (559) 760-4054

Regina Murillo Case Manger (559)760-5205

**Clovis TANF location:**

Nichole Gonzales Program Supervisor (559)760-7208

Lynna Pich Case Manager (559)760-4649

LaVerne Martinez Case Manager (559)760-0312

**Atascadero TANF location**

Julie Steenport Case Manager(559)760-5569

Thank you for your additional cooperation and stay safe and healthy

North Fork Rancheria Tribal TANF