




**NORTHWEST
PORTLAND
AREA
INDIAN
HEALTH
BOARD**

Burns-Paiute Tribe
Chehalis Tribe
Coeur d' Alene Tribe
Colville Tribe
Coos, Suislaw &
Lower Umpqua Tribe
Coquille Tribe
Cow Creek Tribe
Cowlitz Tribe
Grand Ronde Tribe
Hoh Tribe
Jamestown S'Klallam Tribe
Kalispel Tribe
Klamath Tribe
Kootenai Tribe
Lower Elwha Tribe
Lummi Tribe
Makah Tribe
Muckleshoot Tribe
Nez Perce Tribe
Nisqually Tribe
Nooksack Tribe
NW Band of Shoshone Tribe
Port Gamble S'Klallam Tribe
Puyallup Tribe
Quileute Tribe
Quinalt Tribe
Samish Indian Nation
Sauk-Suiattle Tribe
Shoalwater Bay Tribe
Shoshone-Bannock Tribe
Siletz Tribe
Skokomish Tribe
Snoqualmie Tribe
Spokane Tribe
Squaxin Island Tribe
Stillaguamish Tribe
Suquamish Tribe
Swinomish Tribe
Tulalip Tribe
Umatilla Tribe
Upper Skagit Tribe
Warm Springs Tribe
Yakama Nation

2121 SW Broadway Drive
Suite 300
Portland, OR 97201
(503) 228-4185
(503) 228-8182 FAX
www.NPAIHB.org

DATE: January 5, 2010
TO: NPAIHB Delegates
FROM: Jim Roberts, Policy Analyst 
SUBJECT: February 9-11, 2009 Quarterly Board Meeting & Hill Visits

I am providing you with a DRAFT copy of the upcoming Quarterly Board Meeting agenda. Please note that on **Wednesday, February 10th from 1:00 – 5:00 p.m.**, we have reserved time for you and your Tribe to make hill visits to discuss Indian health issues with your Congressional members.

This memo is intended to assist you in scheduling your member appointments. The most effective way to get the appointments set is for you to schedule your own hill visits. We are happy to assist you in this process, but you can imagine how complicated this will become if we have to set up 4-5 hill visits for approximately 30-40 tribes. We have developed a sample letter and email for you to send to the Member's staff. We have also prepared a list of northwest congressional contacts complete with address information, office phone and fax numbers, and contact names with email addresses for your use.

This is a pivotal year for Indian health and we recommend that at a minimum you visit your House district member(s) and see both of your state senators. This will mean approximately 3-4 visits per Tribe. Please feel free to schedule other appointments with as many of your state congressional delegation if you would like to make more visits. Every visit will help! **Please send us a confirmation for each hill visit you make (see email list at the end of memo).**

We will be setting appointments up for the Executive Committee, however, our focus will be meeting with committees that have jurisdiction over Indian health issues. These appointments may include northwest congressional members but usually do not. So hopefully this will avoid us from calling on the same Congressional members. Multiple visits by a number of tribes to these offices is not a bad thing either, so feel free to call on the same offices that the Executive Committee will be meeting with. The Committees the Executive Committee will visit include:

- Senate Indian Affairs Committee
- Senate Health, Education, Labor and Pensions Committee
- Senate Finance Committee
- House Resources Committee
- House Energy & Commerce Committee
- House Ways & Means Committee

We recommend that you visit either the majority or minority staff of the Senate Indian Affairs and House Resources Committees. These two committees have primary jurisdiction over Indian issues in each chamber.

Instructions for Scheduling Hill Visits

To assist in scheduling meetings we have included a list of NW Congressional contacts and I recommend that you follow these directions to schedule appointments:

1. **Phone and email the member's scheduler with a proposed time to meet with the member or staff.** In most instances the scheduler will request a letter or email be sent. (Refer to the sample script if necessary).
2. If you cannot reach the scheduler, try the contact under the "Email/Tribal LA" column. This person is responsible for handling Tribal and/or Indian health issues and may be easier to schedule an appointment.
3. **Send a follow up letter by fax AND email to the scheduler using the attached listing of contacts.** Under the STAFF column, the scheduler's name is followed with the abbreviation "SCH". Schedulers may not want to give you their email addresses and will request you fax the letter, but it's quite simple to figure out email addresses covered in Items No. 3 and 4 below. I recommend you do both.
4. The email convention for a Senate staff is: first name, followed by an underscore, then last name followed by the domain "@ member's last name.senate.gov." For examples: Jane Doe from Senator Cantwell's office would be: Jane_Doe@cantwell.senate.gov or John Smith from Senator Reid's office would be: John_Smith@reid.senate.gov.
5. The email convention for a House staff is: first name, followed by a period, last name followed by the domain "@mail.house.gov". For example, Jane Doe for Congressman Inslee would be: Jane.Doe@mail.house.gov.
6. Please set your meetings up between 1:00-5:00 p.m. on February 10th.
7. You should allow at least 15 minutes for each appointment; and 10 minutes in between appointments. (I usually schedule one meeting every 30 minutes.) Avoid scheduling appointments between the House and Senate in the same hour. For example, schedule Senate appointments between 1:00 and 2:00 p.m.; and then schedule House appointments beginning at 2:30 p.m. You'll want to give yourself at least 30 minutes to get between the House and Senate (or vice-versa) in order to get a taxi and clear security. You do not want to be going between the House and Senate sides any more than one to two times. If you have questions about this call me.
8. **Follow up with the scheduler by email if you do not hear back approximately 2-3 days after sending your initial email/letter.**

During the Board meeting we will discuss matching you up with other Delegates and NPAIHB staff who have made hill visits in the past. We will also have talking points and briefing materials for you to use when making your hill visits. Hopefully this will assist you with any anxiety you may have with this process and make your hill visit a bit easier. We don't want this process to be overwhelming and it can indeed be fun once you get going.

If you have any questions related to this process, please feel free to contact Sonciray Bonnell at (503) 416-3260 or email at sbonnell@npaihb.org; or Elaine Dado at (503) 416-3268 or email at edado@npaihb.org; Lisa Griggs at (503) 416-3269 or email at lgriggs@npaihb.org. You may also contact Jim Roberts at (503) 416-3276 or email at jroberts@npaihb.org.

Sample Script for Calling the Scheduler

[CALL AND ASK FOR THE SCHEDULER OR TRIBAL LEGISLATIVE AIDE (LA)]

"My name is, _____, with the _____ (Tribe). I serve as the _____ (Tribal Health Director/NPAIHB Delegate). We will be in Washington, DC in February and we would like to schedule a meeting to meet with _____ (Senator/Congressman Member Name) or their staff person responsible for Indian health issues? "

[THE SCHEDULER/TRIBAL LA MAY ASK YOU WHAT ISSUES YOU WILL WANT TO DISCUSS]

"We would like to discuss Indian health care issues that include funding for the Indian Health Service, health reform implementation, and Medicaid and Medicare issues."

NOTE: You may also include any other issues that are important to your Tribe's health program.

Sample email follow-up to send to Scheduler/Tribal LA

This is in follow-up to our telephone call about scheduling a meeting with Senator/Congressman Name or his/her staff to discuss Indian health issues. Some of the items we would be interested in meeting with the Senator/Congressman include the Indian Health Service budget, health reform implementation, and Medicare/Medicaid concerns.

We would be interested in meeting on Wednesday, February 10th, between 1:00 – 5:00 p.m. Please let us know what time would be most convenient for you.

Thank you,
YOUR NAME, PHONE, AND EMAIL ADDRESS

[YOU SHOULD ALSO ATTACH A COPY OF THE LETTER REQUESTING THE SAME]

Sample letter to send by fax and email to Scheduler

SENT TELEFAX: (###) ###-###

January 6, 2010

SENATE:

The Honorable "Full Senator Name"
United States Senate
Washington, DC 20510

HOUSE:

The Honorable "Full Congressman/woman Name"
United States House of Representatives
Washington, DC 20515

Dear Senator/Representative "Last name":

On behalf of the "[TRIBAL HEALTH PROGRAM]" and the Northwest Portland Area Indian Health Board, we are writing to schedule an appointment with you to discuss important Indian health issues.

We will be in Washington D.C. on February 10th and would like to schedule an appointment between 1:00 – 5:00 p.m. to discuss funding for the Indian Health Service, health reform implementation, Indian health disparities, and Medicare/Medicaid concerns. We are also happy to address any questions your member might have with respect to our health care program.

I would greatly appreciate the opportunity to discuss these important issues with you. Please have your office contact me at [(###) ###-####] or by email at [email@address.com] to schedule a meeting. If you are unavailable for an appointment, I would like to meet with a member of your staff that is responsible for Indian health issues.

Thank you for your consideration of this request.

Sincerely,

[YOUR NAME]

STATE NAME		PHONE		COMMITTEES		STAFF		E-MAIL/Tribal LA	
CoS – Chief of Staff		LD – Legislative Director		Sch – Scheduler		CD – Communications Director		LA – Legislative Assistant	
OREGON	Gov. Ted Kulongoski	503-378-3111	---	---	---	---	---	www.oregon.gov	
Class III	Sen. Ron Wyden (D) 223 Dirksen Senate Office Building Washington, DC 20510-3703	Phone: (202) 224-5244 Fax: (202) 228- 2717	Budget, Energy & Natural Resources, Finance, Select Intelligence, Special Aging	Josh Kardon (CoS) Joshua Sheinkman (LD) Sallie Derr (Sch) Jennifer Hoelzer (CD)	Michelle Miranda – Indian Issues Michelle_miranda@wyden.senate.gov Nicole Tapay – Health Policy Nicole_tapay@wyden.senate.gov				
	Sen. Jeff Merkley (D) SDB-40B Dirksen Senate Office Building Washington DC, 20510	(202) 224-3753 Fax: 202-228- 3997	Health, Education, Labor, and Pensions; Banking, Housing, and Urban Affairs	Michael Zamore (CoS) Tamara Fucile (LD)	senator@merkley.senate.gov Michael_Zamore@merkley.senate.gov Tamara_Fucile@merkley.senate.gov				
	Rep. David Wu (D) 2238 Rayburn HOB Washington, DC 20515	202-225-0855 Fax: 202-225- 0855	Education, Labor, Foreign Affairs, Science & Technology	Julie Tippens (CoS) Lisa Bianco (Sch) Brian Branton (LD) Jillian Schoene (CD)	Mary Cunningham – Indian Issues Mary.Cunningham@mail.house.gov www.house.gov/wu				
	Rep. Greg Walden (R) 2352 Rayburn HOB Washington, DC 20515	202-225-6730 Fax: 202- 2255774	Energy & Commerce	Brian MacDonald (CoS) Blair Larkins (Sch) Colby Marshall (LD) Andrew Whelan (Press)	Colby Marshall – Indian Issues Colby_marshall@mail.house.gov Valerie Henry – Health Policy Valerie.Henry@mail.house.gov www.Walden.house.gov				
	Rep. Earl Blumenauer (D) 2267 Rayburn HOB Washington, DC 20515	202-225-4811 Fax: 225-4811	Budget, Ways & Means	James Koski (CoS) Jackie Lynn Ray (Sch) Janine Benner (LD) Erin Allweiss (CD)	Nathan Rae – Indian Issues Nathan.Rae@mail.house.gov www.Blumenauer.house.gov				
	Rep. Peter Defazio (D) 2134 Rayburn HOB Washington, DC	202-225-6416 Fax: 202-225- 0032	Homeland Security, Natural Resources, Transportation & Infrastructure	Penny Dodge (CoS) Jamie Harrell (Sch) Tom Vinson (LD) Dannielle Langone (Press)	Susanlane Brown – Indian Issues Susanlane.Brown@mail.house.gov www.House.gov/defazio				
	Rep. Kurt Schrader (D) 1419 Longworth HOB Washington, D.C. 20515	Phone: 202-225- 5711 Fax: (202) 225-5699	Agriculture, Small Business	Paul Gage (CoS) Anne Marie Feeney (Sch) Megan Murphy (LD) James Atkin (Press)	www.House.gov/schrader				

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CoS – Chief of Staff		LD – Legislative Director		Sch – Scheduler		CD – Communications Director		LA – Legislative Assistant	
IDAHO	Gov. C.L. "Butch" Otter (R)	208-334-2100	---	---	---	---	---	---	---
	Sen. James E. Risch (R) 2 Russell Courtyard Washington, DC 20510	Phone: 202-224-2752 Fax: 202-224-2573	Energy & Natural Resources; Foreign Relations; Ethics; Intelligence; Joint Economic Committee	John Sandy (CoS) Vanessa Kermick (Sch) Ryan White (LD) Kyle Hines (Press)	Risch.senate.gov Darren Parker – AI/AN Issues Darren_Parker@risch.senate.gov Ryan White Ryan_White@risch.senate.gov				
	Sen. Mike Crapo (R) 239 Dirksen Senate Building Washington, DC 20510	Phone: (202) 224-6142 Fax: (202) 228-1375	Banking, Housing, and Urban Affairs; Budget; Finance, Indian Affairs; Environment and Public Works	Peter Fischer (CoS) Karen Brown (Sch) Ken Flanz (LD) Susan Wheeler (CD)	Ken Flantz – Indian Issues Ken_Flantz@crapo.senate.gov Crapo.senate.gov				
	Rep. Walt Minnick (D) 1517 Longworth HOB Washington, DC 20515	Phone: (202) 225-6611 Fax: (202) 225-3029	Agriculture	Isaac Squires (Cos) Patty Stiburek (Sch) Rob Ellsworth (LD) John Foster (Press)	www.House.gov/minnick				
	Rep. Mike Simpson (R) 2312 Rayburn HOB Washington, DC 20515	202-225-5531 Fax: (202) 225-8216	Appropriations & Budget	Linsay Slater (Cos) Kaylen Peterson (Sch) Malisah Small (LD) Nikki Watts (CD)	Shane Larsen – Indian Issues Shane.Larsen@mail.house.gov www.House.gov/simpson				
WASH	Gov. Christine Gregoire (D)	360-753-6780	---	---	---	---	---	---	www.access.wa.gov
	Sen. Patty Murray (D) 173 Russell Senate Bldg. Washington, D.C. 20510	Phone: (202) 224-2621 Fax: (202) 224-0238	Appropriations; Budget; Health, Education, Labor, Pensions; Rules & Administration; Veteran's Affairs; Joint Committee on Printing; and, Democratic Leadership – Conference Secretary	Jeff Bjornstad (CoS) Arija Flowers (Sch) Evan Schatz (LD) Alex Glass (Press)	Jaime Shimek – Indian Issues Jaime_Shimek@murray.senate.gov Murray.senate.gov				

STATE NAME		PHONE		COMMITTEES		STAFF		E-MAIL/Tribal LA	
CoS – Chief of Staff		LD – Legislative Director		Sch – Scheduler		CD – Communications Director		LA – Legislative Assistant	
	Sen. Maria Cantwell (D) 511 Dirksen Senate Office Building Washington, DC 20510	202-224-3441	202-228-0514 - FAX	Commerce, Science & Transportation; Energy, Natural Resources; Finance; Small Business, Entrepreneurship; Indian Affairs	Maria O'Neill (CoS) Ryan Hubbard (Sch) Vacant (LD) Ciaran Clayton (CD)	Pete Wolfe – Indian Issues Pete_Wolfe@cantwell.gov		Cantwell.senate.gov	
	Rep. Jay Inslee (D) 403 Cannon HOB Washington, DC 20510	202-225-6311	Fax: (202) 226-1606	Energy & Commerce, Natural Resources	Brian Bonlender (CoS) Laura Burgher (Sch) Beth Osborne (LD) Toria Brazitis (Press)	Beth Osborne – Indian Issues Beth.Osborne@mail.house.gov		www.house.gov/inslee	
	Rep. Rick Larsen (D) 108 Cannon HOB Washington, DC 20510	202-225-2605	Fax: (202) 225-4420	Armed Services, Small Business, Transportation & Infrastructure	Kim Johnston (CoS) Kristin Murphy (Sch) Michael Dabbs (LD) Amanda Mahnke (CD)	Michael Dabbs – Indian Issues Michael.Dabbs@mail.house.gov		www.house.gov/inslee	
	Rep. Brian Baird (D) 2350 Rayburn HOB Washington, DC 20515	202-225-3536	Fax: (202) 225-3478	Budge, Science & Technology, Transportation & Infrastructure	Lisa Austin (CoS) Nicole Brener-Schmitz (Sch) Hilary Cain (LD)	Jessica Lemos – Indian Issues Jessica.Lemos@mail.house.gov		www.House.gov/baird	
	Rep. Doc Hastings (R) 1203 Longworth HOB Washington, DC 20515	202-225-5816	Fax: (202) 225-3251	Rules, Standards of Official Conduct	Todd Young (CoS) Ilene Clauson (Sch) Martin Doern (LD) Jessica Gleason (Press)	Tara Robertson – Indian Issues Tara.Robertson@mail.house.gov Chris Fleur – Indian Issues www.House.gov/hastings			
	Rep. Cathy McMorris Rodgers (R) 1323 Longworth HOB Washington, DC 20515	202-225-2006	Fax: (202) 225-3392	Armed Services, Education & Labor, Natural Resources	Connie Correll Partoyan (CoS) Brian Frankovic (Sch) Ryan Work (LD) Jill Strait (Press)	Kim Betz – Indian Issues Kim.Betz@mail.house.gov www.House.gov/mcmorris			

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CoS – Chief of Staff		LD – Legislative Director		Sch – Scheduler		CD – Communications Director		LA – Legislative Assistant			
	Rep. Norman Dicks (D) 2467 Rayburn HOB Washington, DC 20515	202-225-5916 Fax: (202) 225-1176	Appropriations, Homeland Security	George Behan (CoS) Jessica Boegel (Sch) Pete Modaff (LD) George Behan (Press)	Pete Modaff – Indian Issues Pete.Modaff@mail.house.gov www.House.gov/dicks						
	Rep. Jim McDermott (D) 1035 Longworth HOB Washington, DC 20515	202-225-3106 Fax: (202) 225-6197	Ways & Means	Jan Shinpoch (CoS) Beverly Swain (EA) Jayme White (LD) Mike DeCesare (CD)	Anne Grady – Indian Issues Anne.Grady@mail.house.gov www.House.gov/mcdermott						
	Rep. Dave Reichert (R) 1730 Longworth HOB Washington, DC 20515	202-225-7761 Fax: (202) 225-4282	Homeland Security, Transportation & Infrastructure	Mike Shields (CoS) Nichole Robison (Sch) Chris Miller (LD) Kimberly Cadena (Press)	Frank Walker – Indian Issues Frank.Walker@mail.house.gov www.House.gov/reichert						
	Rep. Adam Smith (D) 2402 Rayburn HOB Washington, DC 20515	202-225-8901 5893	Armed Services, Foreign Affairs	John Mulligan (CoS) Paul Hoover (Sch) Shana Chandler (Dep CoS) Derrick Crowe (CD)	Kelsey Knowles – Indian Issues Kelsey.Knowles@mail.house.gov www.House.gov/adamsmith						

Senate & House Standing Committees

Committee	Phone & Fax	Staff	E-Mail/ Tribal LA
House - Natural Resources – Office of Indian Affairs Maj. 1324 Longworth HOB Min. 1329 Longworth HOB	Maj. 202-225-6065 Fax: 202-225-1931 Min. 202-225-2761 Fax: 202-225-5929	Maj. Chief of Staff: Jim Zoia Min. Chief of Staff: Todd Young	Eric Lovsen – Indian Issues Tracey Parker Janet Erickson Marie Howard www.resourcescommittee.house.gov
House - Energy and Commerce Maj. 2125 Rayburn HOB Min. 2322A Rayburn HOB	Maj. 202-225-2927 Fax: 202-225-2525 Min. 202-225-3641 Fax: 202-225-1919	Maj. Staff Dir. Phil Barnett Min. Staff Dir. David Cavicke	www.energycommerce.house.gov
House – Ways and Means Committee Maj. 1102 Longworth HOB Min. 1139E Longworth HOB	Maj. 202-225-3625 Fax: 202-225-2610 Min. 202-225-4021 Fax: 202-225-5680	Maj. Chief of Staff: Janice Mays Min. Staff Dir. Jon Traub	www.waysandmeans.house.gov
House – Veterans Affairs Committee Maj. 335 Cannon HOB Min. 335 Cannon HOB	Maj. 202-225-9756 Fax: 202-225-2034 Min. 202-225-3527 Fax: 202-225-5486	Maj. Chief of Staff: Tony Buckles Min. Staff Dir. Kingston Smith	www.veterans.house.gov
Senate Indian Affairs 838 Hart Senate Office Building	202-224-2251 Fax: 202-228-2589	Maj. Staff Dir. Allison Binney Min. Staff Dir.: David Mullon	Rhonda Hartjo www.indian.senate.gov
Senate – Finance Committee 219 Dirksen Senate Office Building	202-224-4515 Fax: 202-228-0554	Maj. Staff Dir. Russell Sullivan Min. Staff Dir. Kolan Davis	www.finance.senate.gov
Senate – Health, Education, Labor and Pension Maj. 428 Dirksen Senate Office Building Min. 835 Russell Senate Office Building	Maj. 202-224-5375 Fax: 202-228-5044 Min. 202-224-6770	Maj. Staff Dir. Michael Myers Min. Staff Dir. Greg Dean	www.help.senate.gov
Senate – Veterans Affairs Maj. 428A Russell Senate Office Building Min. 825A Hart Senate Office Building	Maj. 202-224-9126 Fax: 202-224-9575 Min. 202-224-2074 Fax: 202-224-8908	Maj. Staff Dir. William Brew Min. Staff Dir. Lupe West	www.veterans.senate.gov

Committee Assignments

	AGRICULTURE, NUTRITION, AND FORESTRY	APPROPRIATIONS	BANKING, HOUSING, AND URBAN AFFAIRS	BUDGET	COMMERCE, SCIENCE, AND TRANSPORTATION	ENERGY AND NATURAL RESOURCES	ENVIRONMENT AND PUBLIC WORKS	FINANCE	FOREIGN RELATIONS	HEALTH, EDUCATION, LABOR AND PENSIONS	RULES AND ADMINISTRATION	SMALL BUSINESS AND ENTREPRENEURSHIP	VETERANS' AFFAIRS	INDIAN AFFAIRS	ETHICS	SELECT INTELLIGENCE
Wyden				X		X		X								X
Merkley			X							X						
Crapo			X	X				X						X		
Reish																
Murray		X		X						X	X		X			
Cantwell					X	X		X				X		X		

	AGRICULTURE, NUTRITION, & FORESTRY	APPROPRIATIONS	ARMED SERVICES	BUDGET	COMMERCE, SCIENCE, & TRANSPORTATION	ENERGY AND NATURAL RESOURCES	FOREIGN RELATIONS	HOMELAND SECURITY & GOVERNMENTAL AFFAIRS	SMALL BUSINESS & ENTREPRENEURSHIP
Wu					X				
Walden					X	X			
Blumenauer				X					
DeFazio					X	X		X	
Schrader	X								
Minnick									
Simpson		X		X					
Inslee					X	X			X
Larsen			X		X				
Baird				X	X				
Hastings									
McMorris-Ro			X			X			
Dicks		X						X	
McDermott									
Reichert					X			X	
Smith			X				X		