

Kongiganak Activity Report

Paul Chimiugak, LGS/RUBA, Bethel Regional Office
Marita Hanson, LGS, Bethel Regional Office

General Information:

Paul Chimiugak, RUBA staff in the Bethel office, went to Kongiganak in March to do a follow up assessment of the organization and he found the administration to be a well run entity. The administrator was informed about the trip for the assessment and everyone was there at the office and the employees were punctual and satisfied with their work. They have six bank accounts: the General Fund, Clinic Fund, State Revenue Sharing, Fire Department, Water/Sewer Utility, and the Safewater (Laundry). There are seven office employees and a couple of the bookkeepers work in shifts.

Observations and Recommendations:

Finances — Their finances are healthy, thanks in most part to the fishery disaster relief fund. They are however, having a problem in collecting debts and this is a problem even with the disaster relief money. They need to enforce their collection procedures and educate the customers about the importance of making timely payments for the services. The primary bookkeeper said that at least 75% of the Puvurnaq Power Company (PPC) customers are delinquent.

Accounting Systems — Their departmental accounting is all computerized and they seem to have no problem, other than the general fund account that the tribal bookkeeper couldn't reconcile. The bookkeeper has expressed a desire to enhance her computer accounting skills.

Tax Problems — They have no problem with the IRS/DOL agencies. They are current on their payroll taxes.

Personnel System — The administrative staff is working well together, the Puvurnaq Power Company's Utility Manager, the Utility Bookkeepers, the Primary Bookkeeper and the Administrator have their own office and computers. The Primary Bookkeeper even has her own Assistant Bookkeeper.

Organizational Management — The administration expressed a desire for the Tribal Council and the Puvurnaq Power Board to get Newly Elected Officials (NEO)/Board training.

Leadership/Governance — Marita Hanson, LGS staff, and Paul Chimiugak, RUBA staff, did not get a chance to meet with the council. The President was working at the school and most of the council members were not in the village. The administrator said the council was to have a scheduled meeting but it was canceled due to there being no quorum. We hope to meet the council on the next trip out.

Operation of Utility — The Puvurnaq Power Company (PPC) and the Safewater (Laundry) are operating comfortably. PPC has over \$12,000 in its account and the washeteria has close to \$4,500. They need improvement in enforcing their collection procedure. If the disaster relief is halted they may need to rely fully on their customers to make timely payments.

Ranking

1 = Inadequate

4 = Adequate to meet minimum requirements

7 = Exceeds requirements

Category	1	4	7
Finances		X	
Accounting Systems			X
Tax Problems			X
Personnel System		X	
Organizational Management		X	
Leadership/Governance		X	
Operation of Utility		X	