

Policy 7.01 Plan and Progress Report

Annual Timeframe: July 1, 2012 to June 30, 2013

Region 1 / Spokane DCS

Confederated Tribes of the Colville Reservation

Annual Due Date: April 2 (Submit Regional Plan to the Assistant Secretary) and April 30 (submit Assistant Secretary's Plan to OIP).

Implementation Plan				Progress Report
(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update for the Fiscal Year Starting Last July 1
Develop coordinated procedures consolidating IV-D cases concerning former Colville TANF customers and determining the most appropriate provider of continued non-assistance services.	Create a written checklist of factors delineating which program should be the primary provider of IV-D services. Clarify existing files as to whether IV-D services were "transferred" or "referred" by DCS to CTCSP. Inform parents of their primary IV-D provider.	Clarity for staff and customers as to the duties of both DCS and CTCSP in every case.	Sam Ankney, Neeka Somday, Dave Parman	Develop coordinated procedures consolidating IV-D cases concerning former Colville TANF customers and determining the most appropriate provider of continued non-assistance services.
Transfer and refer Colville Tribal cases from DCS to Colville Tribal Child Support Program.	DCS forwarded to CTCSP 1,020 case referrals between January 2010 and January 2011. Total of referral/transfers to date is 1,160.	100% transfer/referral before 6/30/11.	Sam Ankney, Neeka Somday, Dave Parman	June 2011 deadline was met. Project is complete. See item above re: continued case collaboration.
Document clients requesting CTCSP services and requesting DCS case closure.	CTCSP will email or fax to DCS client identifying information and portion of application for CTCSP services where client requests DCS case closure.	DCS closes cases where client has applied for CTCSP services and wants DCS case closed.	Sam Ankney, Neeka Somday, Dave Parman October 1, 2012 January 1, 2013 April 1, 2013	Process is functional and ongoing.

Establish deadline for Colville Tribal TANF Program (CTTP) to send child support referrals directly to CTCSP.	Colville TANF Program makes IV-D referrals directly to CTCSP. DCS is no longer in the loop.	CTCSP will provide IV-D services to all Colville TANF customers and will have primary responsibility for provision of IV-D services to their former TANF customers.	Sam Ankney, Neeka Somday, Dave Parman	2003 TANF agreement is dormant. No intention of terminating the TANF agreement in 2011, possibly by 9/30/2012. Agreements are under review by the Office of Reservation Attorney. Recommendations by ORA will be subject to review/approval by Council.
Cooperative process that maximizes efficiency when CTCSP and DCS request IV-D services from each other on behalf of respective customers.	State and Tribe agree to use existing Federal transmittal forms and protocols.	CTCSP has procedure for effectively enforcing support obligations from off reservation sources of NCP income. DCS has a procedure for effectively enforcing support obligations from on reservation sources of NCP income.	Sam Ankney, Neeka Somday, Dave Parman October 1, 2012 January 1, 2013 April 1, 2013	Caseworker staff have used the Federal forms for a year and are adept in their usage.
Office space currently allocated to CTCSP is insufficient to house case manager staff. CTCSP seeks to provide optimum work stations to maximize worker productivity.	DCS will explore making up to 4 cubicles available at the Spokane DCS Field Office for use of CTCSP employees. DCS will look into providing computers and SEMS access. CTCSP will arrange long distance telephone access (not SCAN) CTCSP has a long distance telephone contract in place with COMCAST. Hardware is already on site at DCS.	Up to 4 CTCSP may be stationed at Spokane DCS by 03/01/12.	Sam Ankney Mark Swenson 7/01/12 10/01/12	DCS and CTCSP management support this project.
Establish procedure for handling requests from NCPs for charge-off of State-owed arrearages under Tribal Charge-off Statute after Colville case transfer/referral to CTCSP complete.	CTCSP to look at possible code amendment of section 5-1-290 through 5-1-301 since DCS has no employee with membership in Colville Tribal Bar Association. CTCSP offered to allow their spokesperson to present on behalf of DCS should a need be perceived. No known charge-off issues are currently before the court.	NCP have accessible forum for requesting charge-off of State-owed child support arrearages.	Sam Ankney, Neeka Somday, Dave Parman October 1, 2012 January 1, 2013 April 1, 2013	No occurrences in previous 12 months. State and Tribe will work with individual customers on a case by case basis.
DCS and CTCSP mutually agree that staff training is an ongoing activity. Both programs benefit from understanding the policies and processes of both IV-D programs.	CTCSP staff may inquire of DCS staff on case management questions as necessary. CTCSP will arrange future formal training modules as the need arises. CTCSP employs a former DCS staff member in a training capacity. Ms. Ankney received a syllabus of Spokane SEO academy classes in progress. CTCSP staff may attend future modules.	Case managers knowledge base will grow piecemeal in the process of fulfilling their daily caseload duties.	Sam Ankney, Neeka Somday, Mark Swenson Dave Parman	Case managers have full telephone access to each other. The relationship is amiable and productive.

<p>A procedure for fulfilling the current Federal mandate that DCS confirm Indian Health Services (IHS) coverage for children subject to Medical Enforcement Only (MEO) cases.</p>	<p>CTCSP to assist Members with obtaining proof of IHS coverage for child(ren) to satisfy a medical support obligation in connection with receipt of State of Washington Medical Assistance by the child(ren)'s custodial parent and providing proof of such coverage to DCS.</p>	<p>DCS can efficiently and quickly satisfy its medical enforcement obligation on its MEO cases involving Tribal children in accordance with DCS and federal policy.</p>	<p>Sam Ankney, Neeka Somday, Dave Parman</p> <p>October 1, 2012 January 1, 2013 April 1, 2013</p>	<p>Neeka Somday is the acting liaison for DCS inquiries on IHS eligibility.</p>
<p>Reach agreement on the phasing out of the 1995 Child Support Agreement between DCS and the Confederated Tribes of the Colville Reservation.</p>	<p>CTCSP and DCS to discuss the conditions under which they mutually agree that the 1995 Agreement will no longer serve any of its originally intended purposes and, therefore, can be phased out by mutual agreement.</p>	<p>DCS and CTCSP are engaging each other as partner IVD agencies providing reciprocal services. DCS access to Colville Tribal Court is no longer necessary.</p>	<p>Sam Ankney, Neeka Somday, Dave Parman</p> <p>Annual review 6/30/2012</p>	<p>No active discussions on terminating the written agreement in 2011. Agreements are under review by the Office of Reservation Attorney. Recommendations by ORA will be subject to review/approval by Council.</p>