

Policy 7.01 Plan and Progress Report

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

Region 1 / Spokane DCS

Spokane Tribe

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
1. Continue the informal agreement on child support services provided by DCS in connection with Spokane Tribal TANF cases.	DCS and the Tribe have agreed that (1) DCS will open a case where the custodial parent has applied for Spokane Tribal TANF benefits and that custodial parent previously received State TANF benefits or previously received non-assistance services from DCS; (2) DCS will provide Spokane Tribal Accounting with a copy of the "Basic Case" computer screen, and the "Case Financial" screen on our case to assist Tribal Accounting with identifying the parties and the amount of child support arrearages assigned to the Spokane Tribal TANF program; (3) when the Spokane Tribal TANF Program closes its case, it will notify our office; and (4) when DCS receives notice of a Spokane Tribal TANF case closure, our office will send via encrypted Email to the Spokane Tribal TANF Program a month-by-month debt calculation, a copy of our Basic Case screen on the case, and a copy of our "Order Record" screen on the case; (5) While DCS has an open case, as referenced in (1) – (4), DCS will continue whatever enforcement actions are available to DCS and forward collections to the Spokane Tribal TANF Program;	Tribe and Spokane Tribal TANF clients receive child support services in accordance with agreement.	Bob Brisbois, Yvette Buckley David Parman September 1, 2012 January 1, 2013 April 1, 2013 June 30, 2012	Ongoing
2. Improve employment opportunities for Spokane Tribal members and for clients of Spokane Tribal TANF Program.	Spokane TANF now receives electronic notification of DSHS vacancies. Any current test information is available via websites ACCESS WASHINGTON and careers.wa.gov	Tribal members learn about DSHS employment opportunities, how to effectively apply for State of Washington employment positions, and employment opportunities for Tribal members improved.	Bob Brisbois, Yvette Buckley David Parman September 1, 2012 January 1, 2013 April 1, 2013 June 30, 2013	Information is available

3. Training	DCS staff to appear at TANF staff in-training sessions to ask and answer questions. DCS is scheduled to attend the April 2012 in-training, and subsequent sessions at the discretion of TANF management.	DCS staff and Tribal staff learn how to more effectively work with each other to deliver child support services to Tribal members and others of mutual concern to the Tribe and DCS.	Bob Brisbois, Yvette Buckley David Parman September 1, 2012 January 1, 2013 April 1, 2013 June 30, 2013	Scheduling at the Tribe's discretion
4. Continue implementation of agreed protocol on the handling of child support issues in Spokane County Superior Court family law cases where a party receives, or has received, Spokane Tribal TANF benefits.	DCS and the Tribe have agreed to the following protocol: when the judge or commissioner becomes aware that TANF benefits are being paid to one of the parties, the judge will notify Paul Cornelius of the Prosecutor's Office, if Mr. Cornelius is not already involved. If it is unclear whether the TANF benefits being paid are State or Tribal in origin, the Spokane DCS Tribal Unit will make the determination. (If there are Tribal TANF benefits being paid, they will most likely be Spokane Tribal TANF benefits.) If it is determined that Spokane Tribal TANF benefits are being paid to one of the parties, Mr. Cornelius will notify Bob Brisbois, Spokane Tribal Executive Director. The Spokane Tribal TANF Program, having received an assignment of child support from their Tribal TANF client, will have an interest in the Order of Child Support. Mr. Cornelius, as attorney for DCS, will have a separate interest in establishing the medical support obligation, since the Tribal TANF client necessarily receives Medical Assistance from the State of Washington in conjunction with the Spokane Tribal TANF benefits. Mr. Cornelius will make sure that the proposed Order of Child Support has a signature line for the Spokane Tribal TANF Program separate from Mr. Cornelius's signature line on behalf of DCS. Upon notification to the Spokane Tribal TANF Program, all the interested parties will either agree and sign off on the Order, or not agree, at which point all the parties, including the Spokane Tribal TANF Program, will be notified of a contested (or presentment) hearing, and, after hearing from the parties who appear at the hearing, the judge or commissioner will enter the Order. If an attorney for the Spokane Tribal TANF Program does not appear at the contested (or presentment) hearing, the judge or commissioner will not enter the Order, unless there is proof, by certificate of mailing, of having served Bob Brisbois, Executive Director of the Tribe, with a copy of the proposed Order (according to the time required for the particular Order) and of having served Bob	Tribe has opportunity to be heard on child support issues in Spokane Superior Court family law cases in which the Tribe has an interest because Tribal TANF benefits have been or are being paid on behalf of a party.	Bob Brisbois, Yvette Buckley David Parman September 1, 2012 January 1, 2013 April 1, 2013 June 30, 2013	Ongoing

	<p>Brisbois with adequate notice of the hearing. The address and contact numbers for Mr. Brisbois are as follows:</p> <p>Bob Brisbois Executive Director Spokane Tribe of Indians PO Box 100 Wellpinit, WA 99040 Telephone: (509) 458-6500 (Receptionist)</p>			
5. Case management communication	<p>Timely communication of TANF open/close information is critical to effective case management for both DCS and TANF. TANF staff may send TANF closure Emails to DCS in bundles, or separately at their convenience. (2) Both programs need to know if a child is receiving SSI. Information flowing to DCS will be sent to Julie Woods, Information from DCS, for TANF will be sent to Deb Ost and/or Bobbi Williams (TANF team leaders). When a child is identified as an SSI recipient, DCS will adjust its files to accurately account for any support owed or paid on behalf of the SSI child separately from support owed or paid for siblings on TANF.</p>	<p>Tribe and DCS communicate more effectively regarding delivery of child support services to members and others that are of mutual concern to the Tribe and DCS.</p>	<p>Bob Brisbois, Yvette Buckley David Parman</p> <p>September 1, 2012 January 1, 2013 April 1, 2013 June 30, 2013</p>	<p>Revamped process to begin effective February 2012.</p>