

Policy 7.01 Plan and Progress Report

DSHS, Region 3 (formerly Region 3) Community Services Division

2011-2012 Annual Plan and Progress Report

Fiscal Year Timeframe: July 1, 2011 to June 30, 2012

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

PUYALLUP TRIBE

Goals/Objectives	Activities	Expected Outcome	Lead Staff and Target Date	Status Update for the Fiscal Year Starting Last July 1
1. Re-engage and initiate 7.01 planning updates with Puyallup Tribe.	Invite Puyallup Tribe leadership to participate in 7.01 planning and discussions with Region 3 CSD.	Update 7.01 plan for current relevant issues and needs.	Ronnie-Sue Johnson, CSD Region 3 Deputy Regional Administrator Dan Owens, CSD Region 3 Regional Administrator Linda Henry, CSOA— Pierce South CSO Ron Thomas, CSCA— District 5 CSC Williard Jones, CCO— Puyallup Tribal Health Administration Jennifer LaPointe, Health Planner—Puyallup Tribal Health Administration	No formal 7.01 plan was developed with the Puyallup Tribe in 2010, though local CSO-Puyallup Tribal Health Authority meetings continue to be held and the relationship is productive. On 1-6-2011 an invitation was sent to Puyallup Tribe/Pierce South CSO Coordination group staff to participate in a TANF program change information-sharing meeting. Updates on TANF changes, including time limits and dependency changes, provided via e-mail on 1/07/2011 Letter of introduction to Puyallup Tribal Chair from Dan Owens will be sent by March 31.2011. 7.01 delegates requested to meeting April 2011 to renew the 7.01 plan. Expected to have plan updated by April 22, 2011.

<p>2. Provide pertinent Medicaid program data/information on the number of Puyallup Tribal Members (PTM) and Puyallup Tribal Community Participants (PTCP) served.</p>	<p>Continue quarterly meetings with Puyallup Tribal Health Authority staff to review and share current data/information:</p> <ul style="list-style-type: none"> • DSHS to provide requested data/information and share updates to programs • Collaborative analysis (DSHS and PTHA) conducted to determine gaps between who is eligible vs. who is actually receiving services in order to ensure all eligible Puyallup Tribal Members and Puyallup Tribal Community Participants receive Medicaid. • Develop and implement strategies to close any existing gaps <p>CSD to continue full time FQHC staff placement at PTHA to coordinate medical and other assistance benefit applications for eligible American Indian/Alaska Native clients of the PTHA</p>	<p>Accurate number of PTM and PTCP in receipt of Medicaid services delivered by the Puyallup Tribal Health Authority (PTHA)</p> <p>Increase number of eligible PTM and PTCP who are Medicaid recipients</p>	<p>Meeting to be scheduled at PTHA staff convenience, and are on-going.</p> <p>Willard Jones, Chief Compliance Officer, PTHA</p> <p>Linda Henry, CSOA—Pierce South CSO</p> <p>Ron Thomas, CSCA—District 5 CSC</p> <p>Tony Torres, Case Management Program/Puyallup Tribal Health Authority (PTHA)</p> <p>Kathy Schwartz, Financial Supervisor—Pierce South CSO</p>	<p>Quarterly meetings held throughout 2010 and early 2011 to provide updates on programs, discuss health care services coordination and access issues, and FQHC referral and application processing status.</p> <p>One full-time CSD staff person from the Pierce South CSO is stationed in the PTHA facility to process applications for public assistance benefits, including medical benefits, and to provide liaison services with the statewide CSC Spend-Down team for clients with issues and questions regarding their medical spend-down cases.</p>
<p>3. Efforts are made to recruit/hire Native American staff to meet the overall DSHS goal of having a diverse workforce match service area population ratios,</p>	<p>Recruit, hire and retain Native American Staff</p> <ul style="list-style-type: none"> • Share postings on key positions i.e. supervisors, managers, administrators with Puyallup Tribe • CSD will report at 7.01 meetings status of staffing levels/hiring of Native Americans • Submit job postings to Puyallup Tribe tribal newsletter • Include Puyallup Tribal representation in the hiring/interview process of key management positions 	<p>Workforce would more greatly reflect service area population ratio.</p>	<p>Report out Quarterly when 7.01 meetings resume.</p> <p>Ronnie-Sue Johnson, Deputy Regional Administrator – Region 3CSD</p> <p>Puyallup Tribe--tbd</p>	<p>Position postings are shared with Puyallup Tribe staff when filling vacancies.</p>

Goals/Objectives	Activities	Expected Outcome	Lead Staff and Target Date	Status Update for the Fiscal Year Starting Last July 1
<p>4. Work with the Puyallup Tribe to determine the need for, negotiate and/or implement local Tribal-State agreements, operational agreements, contracts, or processes.</p>	<ul style="list-style-type: none"> Establish an operational agreement for each of the following Community Service Offices (CSO's); Puyallup CSO, Pierce North CSO and Lake wood CSO Review and update operational agreement for Pierce South CSO 	<p>Clear and identified role of Tribal Representative and DSHS through operational agreements.</p>	<p>Ronnie-Sue Johnson – Deputy Regional Administrator/Region 3 CSD</p> <p>Linda Henry – Community Service Office Administrator (CSOA) Pierce South CSO, Hilliary Bryan – CSOA, Puyallup CSO, BJ Bailey – CSOA, Lakewood CSO, Ralph Mercado – CSOA, Pierce North CSO</p> <p>Puyallup Tribe designee (tbd)</p>	<p>Current agreement in place with Pierce South CSO for full time FQHC outstation staff. Operational agreements with remaining Pierce County offices require review as part of overall 7.01 update as/if the Tribe is interested in participating in this process.</p>
<p>5. Ensure communication with tribal governments and Native American organizations for information sharing, consultation, joint planning, and problem solving.</p>	<p>Invite Puyallup Tribe leadership to re-engage in the 7.01 planning process with CSD Region 3.</p> <p>Puyallup Tribe provides training to Pierce North, Lakewood, Pierce South and Puyallup Administrators, supervisors and appropriate line staff in the areas of Puyallup Tribe culture, history and service delivery systems.</p>	<p>Enhanced knowledge and information as well as improved communication between the Puyallup Tribe and the Lakewood, Pierce South, Pierce North and Puyallup CSO's</p> <p>Increased awareness of DSHS programs and Puyallup Tribe culture, history and services</p>	<p>Lead contacts identified in #4 above.</p> <p>Lead contact for Puyallup cultural training for CSD staff is Tony Torres, PTHA.</p>	<p>Though formal 7.01 meetings were not held in 2010 local communication and coordination with the CSOs closest to the Puyallup Tribe reservation occurs regularly.</p> <p>Puyallup Tribe informal meetings occur regularly with the Pierce South CSO to coordinate services provided through the outstation worker at the Puyallup tribe offices. Liaisons for contact with the Puyallup CSO work closely to resolve service and eligibility issues as they arise. Puyallup CSO coordinates with Puyallup tribal staff to conduct cultural training at the CSO annually.</p> <p>Formal 7.01 communication and planning meeting will be held in April, 2011.</p>

Goals/Objectives	Activities	Expected Outcome	Lead Staff and Target Date	Status Update for the Fiscal Year Starting Last July 1
<p>6. Identify and take steps toward resolution of issues and concerns of Puyallup Tribal Community members</p>	<p>Discuss and record all Region 3 CSD level, Tribal issues and concerns at the 7.01 Workgroup meetings.</p> <p>When the Tribe communicates issues and concerns that have statewide implications communicate those issues to the appropriate ESA Executive level staff.</p> <p>Formally notify Division Directors of program policies or gaps in service that are issues for Tribal members. Ensure Tribe receives written responses.</p>	<p>Action steps are ongoing.</p> <p>Clear timely response in writing as to why issue could not be resolved</p>	<p>Meet on as needed basis</p> <p>Lead staff as identified above.</p>	<p>Informal meetings occur regularly with the Pierce South CSO and the staff of the Puyallup Tribe to coordinate services provided through the outstation worker at the Puyallup Tribe offices. Liaisons for contact with the Puyallup CSO work closely to resolve service and eligibility issues as they arise. Puyallup CSO coordinates with Puyallup Tribe staff to conduct cultural training at the CSO annually.</p>

SUQUAMISH TRIBE

Goals/Objectives	Activities	Expected Outcome	Lead Staff and Target Date	Status Update for the Fiscal Year Starting Last July 1
<p>1.Re-engage and initiate 7.01 planning updates with Suquamish Tribe.</p>	<p>Invitation to engage in 7.01 planning process sent to 7.01 delegate on 2-24-2011, follow up call by CSOA on 3-15-2011, and additional invitation to meet with new RA sent 3-24-2011.</p>	<p>Renew active 7.01 partnership planning.</p>	<p>Ronnie-Sue Johnson, CSD Region 3 Deputy Regional Administrator— Dan Owens, CSD Region 3 Regional Administrator Margaret Swigert, CSOA—Bremerton CSO, Ron Thomas, CSCA-District 5 CSC</p>	<p>Letter of introduction to Puyallup Tribal Chair from Dan Owens will be sent by March 31.2011.</p> <p>Frequent local planning and coordination around the CSD FQHC outstation at Suquamish and Medicaid services are conducted with the Bremerton administration and representatives from the Suquamish Tribe. Once per week a CSO WorkFirst staff member meets to review TANF case management plans and strategies with Suquamish tribal case management staff. Representatives at these meetings are not delegated 7.01 plan authority by the tribe.</p> <p>CSD Region 3 will continue to offer opportunities to meet with the Suquamish Tribe representatives to enhance the 7.01 process and services to Suquamish members.</p>
<p>2. Prepare and disseminate pertinent statistics on American Indian community and participant populations, numbers of Native American participants served and other relevant data. Information will be requested from DSHS Research and Data Analysis Division.</p>	<p>Define and Identify the data information needed to provide collaborate services, including Suquamish members transferred back to the Bremerton CSO at their request from the Port Gamble-S'klallam project.</p>	<p>Data Sharing agreement</p>	<p>See lead contacts above. Suquamish representative (tbd).</p>	

Goals/Objectives	Activities	Expected Outcome	Lead Staff and Target Date	Status Update for the Fiscal Year Starting Last July 1
<p>3. Work with tribe to determine the need for, negotiate and/or implement local Tribal-State agreements, protocols, operational agreements, contracts, or processes.</p>	<p>Identify Tribal Service level needs and ways to collaboratively meet those needs DSHS will make training and technical assistance available to the Suquamish Tribe as needed in all program areas e.g. Transitional Food Assistance (TFA)</p>	<p>Continuation of good working relationship, updated agreements/processes to reflect tribe's members' needs under SDR and the Port Gamble-S'Klallam project.</p>	<p>Ronnie-Sue Johnson – Deputy Regional Administrator, Region 3 CSD Margaret Swigert—CSOA, Bremerton CSO Ron Thomas—CSCA, District 5 CSC Stephen Weaver – Director of Human Services/Suquamish Tribe</p>	<p>Agreement at the state level was reached in March 2010 about Suquamish members' ability to opt out of the Port Gamble-S'Klallam project by requesting a transfer to the Bremerton CSO. This will be part of the service protocols for both the Bremerton CSO and the PGST project protocols.</p>

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<p>5. Ensure communication with tribal governments, landless tribes, and off reservation Native American organizations for information sharing, consultation, joint planning, and problem solving.</p>	<p>Meet with the Regional 7.01 Workgroup on a as needed basis, on Workfirst, 7.01 planning and other relevant CSD issues</p> <ul style="list-style-type: none"> • WorkFirst • TANF • TFA • Medicaid • Basic Food • Child Care <p>Add CSD program changes/updates to the agenda of the 7.01 as needed meetings</p> <p>On rotating basis record and distribute minutes for each meeting.</p> <p>Maintain and distribute list of current contacts for both CSO's and Tribe.</p> <p>Invite Tribal Representatives to attend monthly Local Area Planning meetings to increase the information availability of WorkFirst resources.</p>	<p>Record of discussions and decisions.</p> <p>Updated lists</p> <p>Increased/improved communication</p>	<p>Ronnie-Sue Johnson – Deputy Regional Administrator/Region 3 CSD</p> <p>Stephen Weaver – Director of Human Services/Suquamish Tribe</p> <p>Leslie Harmon, WorkFirst Coordinator Region 3 CSD</p> <p>Ron Thomas—CSCA, District 5 CSC</p> <p>For Kitsap County LPA Margaret Swigert – Administrator Bremerton CSO.</p>	<p>Suquamish Tribe informal meetings occur regularly with the Bremerton CSO to coordinate services.</p> <p>Liaisons for contact with the Bremerton CSO work closely to resolve service and eligibility issues as they arise.</p>

Goals/Objectives	Activities	Expected Outcome	Lead Staff and Target Date	Status Update for the Fiscal Year Starting Last July 1
<p>6. Identify needs of Native American clients & communities and whether current programs and policies meet these needs.</p>	<p>Discuss and record all Region 3 CSD level , Tribal issues and concerns at the Workgroup's meetings.</p> <p>When the Tribe communicates issues and concerns that have statewide implications communicate those issues to the appropriate ESA Executive level staff.</p> <p>Formally notify Division Directors of program policies or gaps in service that are issues for Tribal members. Ensure Tribes receive written responses.</p>	<p>Improved communication and cooperation</p> <p>Improved working relations and communication.</p>	<p>Dan Owens -Regional Administrator, Region 3 CSD</p> <p>Ronnie-Sue Johnson – Deputy Regional Administrator, Region 3 CSD</p> <p>Margaret Swigert – Administrator Bremerton CSO.</p> <p>Ron Thomas—CSCA, District 5 CSC</p>	<p>The CSO and Suquamish Tribe share information through frequent local meetings for service coordination and issues are forwarded to the appropriate office/organizational level for resolution when they come up.</p>

Policy 7.01 Implementation Plan

Biennium Timeframe: July 1,2010 to June 30, 2012

PORT GAMBLE S'KLALLAM

Plan Due Dates: April 2 (Regional Plan submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each even-numbered year.
 Progress Report Due Dates: April 2 (Regional Plan submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each odd-numbered year.

Goals/Objectives	Activities	Expected Outcome	Lead Staff and Target Date	Status Update for the Fiscal Year Starting Last July 1
<p>1. Ensure communication with Tribe for information sharing, consultation, joint planning, and problem solving.</p> <p>2. Work with tribe to determine the need for, negotiate and/or implement local Tribal-State agreements, protocols, operational agreement, contracts, or processes.</p>	<p>The 7.01 planning process at the Regional level has been significantly changed due to the Port Gamble-S'Klallam Tribe implementing the pilot for SNAP and Medicaid program eligibility in January 2010. This plan is captured in the comprehensive statewide agreement for this pilot project. CSD Region 3 will continue to provide coordination and support for this pilot.</p>	<p>Meetings held on an as needed basis with multiple administrations of DSHS, improving cross-administration coordination with the PGST pilot and human services programs.</p> <p>Minutes of meetings distributed.</p> <p>All information relevant to success of Plan distributed in a timely fashion to all partners</p>	<p>Dan Owens—Regional Administrator, Region 3 CSD</p> <p>Jolene Sullivan—Director of Social Services, Port Gamble S'Klallam Tribe</p> <p>Ronnie-Sue Johnson – Deputy Regional Administrator, Region 3 CSD</p> <p>Deborah Collier – Program Manager Port Gamble S'Klallam Tribe</p> <p>Ron Thomas—CSCA, District 5 CSC</p> <p>Margaret Swigert – Administrator, Bremerton CSO</p>	<p>Continuous/ongoing communication established. Statewide agreement and processes in place for Medicaid/SNAP program project.</p> <p>Operating Agreement Updated for PGST Tribal TANF program in February, 2011.</p> <p>7.01 Meeting scheduled for April 20, 2011 to update the 7.01 plan and strategies. Attendees at this meeting will include Holly St. John and Candy Banker, who support the on-going Basic Food/Medicaid Eligibility pilot that PGST is participating in, and staff from the Bremerton CSO and Region 3 Headquarters.</p>