

**Policy 7.01 Plan and Progress Report
 Jamestown S’Klallam Tribe
 Port Angeles, Port Townsend, Forks CSO
 2011-12 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).

Implementation Plan				Progress Report
Goals/Objectives	Activities	Expected Outcome	Lead Staff and Target Date	
Prepare and disseminate pertinent statistics on American Indian community and participant populations, numbers of American Indian participants served and other relevant data.	Provide accurate information to JAMESTOWN S’KLALLAM TRIBE relative to Tribal community in a timely manner.	Information and statistics provided on an as needed basis via eJAS and Barcode ad-hoc reports.	Patricia Busse, Louise Huntingford, Diane Mitchell	Port Angeles, Port Townsend, and Forks CSO’s Number of Tribal community/Households receiving benefits through the CSO’s: Updated: (2009) Food: 33 (30) Medical: 18 (26) TANF: 5(5) GA:1 (3)
				The above number may not

				be complete due to self-declaration and coding errors.
	Statistics including JAMESTOWN S'KLALLAM TRIBE Tribal community receiving Basic Food, Medical Assistance, and Childcare.	Open communication with Tribal leaders and Program staff.		Tribe (Christine Kiehl) will continue to provide information regarding Commodity food Recipients & GA Clients.
Work with tribes to determine the need for, negotiate and/or implement local Tribal-State agreements, protocols, MOU's, contracts, or processes.	Identify needs of American Indian clients & communities and whether current programs and policies meet these needs. Identify outstanding issues/gaps in service and develop performance expectations, which can be implemented, monitored and evaluated	Currently the Tribal Liaison is scheduled to be at Jamestown every Tuesday morning. The FQHC worker is at the clinic Monday through Thursday.	Diane Mitchell Toni Blankenship	Tribal Liaison provides and coordinates communication between the Jamestown, Lower Elwha, Makah, Quileute, and Hoh Tribes and the local DSHS CSO's that serve them. The Tribe has agreed to participate in the placement of an FQHC-based financial worker. The FSS will process medical applications on site or directly with the clinic. This will provide expedited eligibility determinations and assistance for low income medical applicants.

				<p>The FQHC worker is stationed at the Jamestown Clinic four days per week. Since June 1, 2010, Toni Blankenship has processed 663 cases, of which 182 were for medical coverage.</p> <p>With the agreement of the Tribe, we have been able to expand the services of the Tribal Liaison. Ms. Mitchell is now able to complete applications for assistance. This position will continue to be fully utilized at the service of the Tribes. As of this date, Diane has processed 130 cases,</p>
<p>Ensure communication with tribal governments, landless tribes, and off reservation American Indian organizations for information sharing, consultation, joint planning, and problem solving.</p>	<p>CSO invited to utilize the Tribal newsletter to disseminate information.</p>	<p>Schedule and hold meetings to improve coordination and communication.</p>	<p>Patricia Busse, Louise Huntingford, Stephanie Del Camp, and Diane Mitchell</p>	<p>The 7.01 meeting was held 2/8/11.</p> <p>For future meetings, we have been asked to have Garnet Charles make the necessary arrangements.</p>
	<p>Provide opportunities for Tribal WorkFirst clients to participate</p>	<p>Increase work experience for WorkFirst recipients.</p>	<p>Patricia Busse, Louise Huntingford, Andy Pascua,</p>	<p>The Tribes and CSO worked together to develop training that enhanced the</p>

	in work experience positions at the CSO	Enhanced cultural understanding.	Diane Mitchell	skills of both agency's staff. Invitations and participation occurred when slots were available.
	Work with tribal community, tribal staff, and community agencies to obtain information about what services are needed and how they should be delivered.	Ensure ease of access with timely updates of the CSO Tribal contact list.	Diane Mitchell Patricia Busse Louise Huntingford Andy Pascua	<p>Revisions or changes to DSHS programs and services will be shared with the tribal editor to determine if they would like to include it in their newsletter. The tribe will put the Port Angeles CSO on their mailing list. (Diane Mitchell has the information regarding the newsletter.)</p> <p>Tribal Liaison has established contacts with the Jamestown S'Klallam Tribe as part of a concerted effort toward working directly with staff from the Port Angeles and Port Townsend CSOs. Diane attends various tribal functions to be available to provide assistance to tribal community. The Regional Manager, Garnet Charles, from the Indian Policy</p>

				<p>Support Service Office is permanently housed at the Port Angeles DCFS office. The Division of Child Support and the Community Services Office will work together to provide basic program information and training to the tribes. We hope to put this together for a May presentation. Brian List will take the lead in coordinating date and place.</p>
	<p>Improvement of the ADATSA referral process for Tribal community.</p>	<p>Streamline the application process for tribal staff and tribal community.</p> <p>Enhanced communication of state services to Tribal community.</p>	<p>Patricia Busse, Louise Huntingford, Diane Mitchell Louise Huntingford</p>	<p>Face to face intake interviews have been waived.</p> <p>Tribal Liaison reviews a monthly Native American Eligibility Review Ad-hoc report, and makes client contact as appropriate. Diane also sends a copy monthly to Jessica Payne, Vicki Lowe and Melissa Smith of Tribal Clients who have a review due that month.</p>

	Implement a process to identify action needed by Native American clients, so that their benefits are not terminated prematurely.	Program needs and concerns of the Native American clients will be identified and addressed. Easier accessibility for Native American clients to chemical dependency treatment.	Patricia Busse, Louise Huntingford, Andy Pascua, Diane Mitchell	The Tribal Liaison took the lead in coordinating an online application review for the Jamestown S'Klallam Tribe. Refresher training will be available upon request. The CSO is also willing to provide an overview of DSHS programs/services whenever requested by the tribes. Diane is now able to provide full application services, and FQHC staff are providing expedited medical application services.
	New 7.01 Admin. Policy Training, Tribal TANF Boundary Training and Gov't to Gov't training offered to CSO Staff	Build a good working relationship, increase information sharing. Reduced breaks in service for tribal community.	Patricia Busse, Louise Huntingford, Andy Pascua, Leslie Eisenhower, Intake Staff	Patty, Andy ,and Louise have received the 7.01 Admin. Policy Training. Keep training current for Financial Staff to ensure knowledge of Tribal boundary zones that are applicable for Tribal TANF and WorkFirst jurisdiction as it applies to federal law.