| **Policy 7.01 Plan****Region 3 Developmental Disabilities Administration (DDA) and Chehalis Tribe****Update for 2014-2015** |
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| **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. Ensure the Chehalis Tribe has information available for services and support | At least quarterly DDA and the Chehalis Tribe will schedule a meeting to review the 7.01 Plan.The designated local DDA liaison will participate in meetings as requested by the Chehalis Tribe.As requested by the Chehalis Tribe, DDA staff will provide training and education regarding DDA programs and services; this will include Intake & Eligibility information and cross systems coordination.When the Chehalis Tribe has identified a cross systems situation, DDA will participate and support shared decision making and education for the Chehalis Tribe and Tribal member/families. Particularly with Tribal members receiving services across DSHS Administrations such as RCS, APS, HCS and DCFS. | The Chehalis Tribal members will have the opportunity to apply and receive services as Chehalis Tribal member DDA eligibility is identified. | DDA Regional Administrator (RA) and DDA Quality Assurance (QA) ManagerOffice of Indian Policy (OIP)Loni GreningerDDA local TribalLiaison and Tribal RepresentativesTarget mtg dates:May 2014July 2014October 2014January 2015 | DDA and the Chehalis Tribe met on 2-8-13, 3-5-13, and 5-2-13. It should be noted that additional meetings between DDA and the Chehalis Tribe have occurred to address specific needs of Tribal members.The DDA local liaison has made contact, attended meetings, and offered information, support and services to the Chehalis Tribe during this reporting period. |
| 2. Provide written information about DDA services to the Chehalis Tribe at least annually | In conjunction with Office of Indian Policy, Region 3 DDA will send a formal letter to the Chehalis Tribal Chair with copies to the Chehalis Tribal representative including:* Current brochures describing DDA services;
* A current list of Region 3 DDA staff designated as Tribal liaisons, including staff telephone numbers and email addresses.
 | Information about DDA services and local contacts will be available to the Chehalis Tribe on an ongoing basis | DDA Regional Administrator and QA Manager will provide on an annual basis | The information identified in section 2 was provided in the 7.01 meeting in June 2013 and in February 2014 to the designated Chehalis Tribal members, as well as Office of Indian Policy |
| 3. Facilitate employment opportunities within DDA for Chehalis Tribal members  | Send ongoing emails to Chehalis Tribal designated representatives concerning job announcements | Ongoing opportunity for Chehalis Tribal members to apply for DDA positions.Increased diversity within the DDA workforce | DDA Regional Administrative Assistant | DDA will check the status during quarterly meetings tentatively scheduled for:May 2014July 2014October 2014January 2015 |
| 4. Promote cultural awareness and sensitivity by all DDA staff | Ensure DDA staff attends 7.01, Government-to-Government and Centennial Accord training as appropriateParticipate in Chehalis Tribal cultural events such as the Tribe’s Annual Health FairDDA staff may have the opportunity to receive Chehalis Tribal history from Chehalis Tribal historians/elders | DDA staff will be available to the Chehalis Tribe to learn their history as opportunity and training is provided by the Chehalis Tribe | Designated Chehalis Tribal representatives, local Tribal liaisons, regional DDA staff and Loni Greninger, OIP | DDA Regional Administrator has formally communicated the priority of all supervisors and applicable staff to attend Government to Government training by June 30, 201415 DDA staff attended 7.01 training during this reporting period |
| 5 Ensure that the Chehalis Tribe is made aware of trainings available through DDA | Send a quarterly email to Chehalis Tribal designated representatives concerning DDA trainings | Opportunities for Chehalis Tribal members to be aware of and participate in DDA trainings | QA manager or designee | DDA will check the status during quarterly meetings tentatively scheduled for:May 2014July 2014October 2014January 2015 |