| **Policy 7.01 Plan****Region 3 Developmental Disabilities Administration (DDA) and Cowlitz Tribe****2014-2015 Update** |
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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 Cowlitz Tribe has information available for services and support | DDA will meet annually with the Cowlitz Tribe to schedule a review of the 7.01 Plan. The designated local DDA liaison will participate in meetings as requested by the Cowlitz Tribe. As requested by the Cowlitz Tribe, DDA staff will provide training and education regarding DDA programs and services; this will include Intake & Eligibility information and resources for parents of children with special needs.DDA Regional Administrator will send Cowlitz Tribe data information regarding the number of enrolled Cowlitz Tribal members receiving DDA services. | The Cowlitz Tribal members will have the opportunity to apply and receive services as Cowlitz Tribal member DDA eligibility is identified  | DDA Regional Administrator (RA) and DDA Quality Assurance (QA) ManagerOffice of Indian Policy (OIP)Loni GreningerDDA local Tribal Liaison and Tribal RepresentativesWill meet in:January 2015 | DDA and the Cowlitz Tribe met on 5-3-13 and 2-13-14.The DDA local liaison did contact, attend meetings, and offer information, support and services to the Cowlitz Tribe during this reporting period. |
| 2. Provide written information about DDA services to the Cowlitz Tribe at least annually | In conjunction with Office of Indian Policy, Region 3 DDA will send a formal letter to the Cowlitz Tribal Chair with copies to the Cowlitz 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 Cowlitz 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 Cowlitz Tribal members, as well as Office of Indian Policy |
| 3. Facilitate employment opportunities within DDA for Cowlitz Tribal members  | Send ongoing emails to Cowlitz Tribal designated representatives concerning job announcements  | Ongoing opportunity for Cowlitz Tribal members to apply for DDA positions.Increased diversity within the DDA workforce | DDA Regional Administrative Assistant | DDA will check the status during annual meetings tentatively scheduled for:January 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 Cowlitz Tribal cultural events such as the Tribe’s Health Fair on Sept. 20, 2014.DDA staff may have the opportunity to receive Cowlitz Tribal history from Cowlitz historians/elders | DDA staff will be available to the Cowlitz Tribe to learn their history as opportunity and training is provided by the Cowlitz Tribe | Designated Cowlitz 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, 2014.15 DDA staff attended 7.01 training during this reporting period |
| 5 Ensure that the Cowlitz Tribe is made aware of trainings available through DDA | Send a quarterly email to Cowlitz Tribal designated representatives concerning DDA trainings | Opportunities for Cowlitz Tribal members to be aware of and participate in DDA trainings | QA manager or designee | DDA will check the status during annual meetings tentatively scheduled for:January 2015 |