| **Policy 7.01 Plan****Region 3 Developmental Disabilities Administration (DDA) and Port Gamble S’Klallam 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 YearStarting Last July 1** |
| 1. Ensure the Port Gamble S’Klallam Tribe has information available for services and support. | DDA will meet semi-annually with the Port Gamble S’Klallam Tribe to schedule a review of the 7.01 Plan.The designated local DDA liaison will participate in meetings as requested by the Port Gamble S’Klallam Tribe.Promote local collaboration between the Port Gamble S’Klallam Tribe and DDA.As requested by the Port Gamble S’Klallam Tribe, DDA staff will provide training and education regarding DDA programs and services. | The Port Gamble S’Klallam Tribal members will have the opportunity to apply and receive services as Tribal member DDA eligibility is identified. | DDA Regional Administrator (RA) and DDA Quality Assurance (QA) ManagerWill meet in:February 2015August 2014DDA local TribalLiaisonMuriel AndersonTribal Representatives | DDA and the Port Gamble S’Klallam Tribe met on 2/4/14 |
| 2. Provide written information about DDA services to all Tribe at least annually. | Region 3 DDA will send a formal letter to the Tribal Chair with copies to the Social Services Director and to the Office of Indian Policy, 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 Port Gamble S’Klallam Tribe on an ongoing basis. | DDA Regional QA Manager will send out on an annual basis. | Information was shared in the 7.01 meeting on 2/4/2014 the designated Tribal members received updated information including contacts. |
| 3. Facilitate employment opportunities within DDA for Port Gamble S’Klallam Tribal members. | DDA will forward job/recruitment announcements electronically to the Port Gamble S’Klallam Tribe designated representatives. | Ongoing opportunity for Port Gamble S’Klallam Tribal members to apply for DDA positions.Increased diversity within the DDA workforce. | DDA Regional Administrative Assistant | Ongoing |
| 4. Promote cultural awareness and sensitivity by all DDA staff. | Ensure DDA staff attends Government-to-Government and Centennial Accord training as appropriate.Participate in cultural sensitivity training offered by the Port Gamble S’Klallam Tribe.At the request of the Port Gamble S’Klallam Tribe DDA liaison will participate in the Annual Strong Families Fair. | DDA staff will be available to the Port Gamble S’Klallam Tribe to learn their history as opportunity and training is provided by the Tribe. | Designated Tribal representatives, local Tribal liaisons, and regional DDA staff. | DDA Region 3 is currently assessing training needs for its staff and plans to ensure that needed training occurs in 2014-15. |
| 6. Ensure that the Port Gamble S’Klallam Tribe is made aware of trainings available through DDA. | DDA will forward training announcements and information electronically to the Port Gamble S’Klallam Tribe designated representatives. | Ongoing opportunities for Port Gamble S’Klallam Tribal members to be aware of and participate in relevant DDA trainings. | QA manager or designee | Ongoing as Port Gamble S’Klallam Tribe has requested. |