

**Policy 7.01 Plan and Progress Report
2015-16 Annual Plan and Progress Report
Jamestown S’Klallam Tribe
Port Angeles, Port Townsend, Forks CSO
February 17, 2016**

Implementation Plan				Progress Report
(1) <u>Goals/Objectives</u>	(2) <u>Activities</u>	(3) <u>Expected Outcome</u>	(4) <u>Lead Staff and Target Date</u>	(5) <u>Status Update for the Fiscal Year Starting Last July 1</u>
<p>1. Prepare and disseminate pertinent statistics on American Indian community and participant populations, numbers of American Indian participants served and other relevant data.</p>	<p>A. Provide accurate information to the Jamestown Tribe relative to tribal members in a timely manner</p>	<p>Information and statistics provided on an as needed basis via eJAS and Barcode ad-hoc reports.</p>	<p>James Weatherly Administrator weathj@dshs.wa.gov 360-565-2182</p> <p>Diane Mitchell, Tribal Liaison mitchmd@dshs.wa.gov 360-565-2196</p> <p>Louise Huntingford Port Townsend Administrator huntial@dshs.wa.gov 360-379-4305</p> <p>Rob Welch Director of Social/Behavioral Services rwelch@jamestowntribe.org 360-582-4868</p> <p>Sue Mapes Comm. & Social Services Supervisor smapes@jamestowntribe.org 360-681-4660</p> <p>Jessica Payne Tribal Gov’t Policy Associate jpayne@jamestowntribe.org 360-681-4657</p>	<p>Port Angeles and Forks Community Services Office (CSO’s)</p> <p>Number of Jamestown Tribal households receiving benefits through the CSO’s: Statewide Totals as of January 2016</p> <p>SNAP: 59 Medical: 117 TANF: 2 ABD/MCS: 0</p> <p><i>*The above number may not be complete due to self-declaration and coding errors. Tribes continue to provide information regarding commodity food participants.</i></p>

	<p>B. Statistics including Jamestown S’Klallam Tribal community receiving Basic Food, Medical Assistance, and Childcare.</p>	<p>Open communication with Tribal leaders and Program staff.</p>	<p>Diane Mitchell James Weatherly</p> <p>Patti Hicklin– Social Services/WorkFirst Supervisor, PA/FORKS CSO: hicklpa@dshs.wa.gov 360-565-2185</p> <p>Juli Murrain – Financial Services Supervisor, PA/FORKS CSO: murrajd@dshs.wa.gov 360-565-2197</p> <p>Sue Mapes</p> <p>Christine Kiehl Economic Services Case Manager ckiehl@jamestowntribe.org 360-681-4647</p> <p>STOWW Representative(s)</p> <p>- -</p> <p>Diane Mitchell</p>	<p>Tribal Liaison reviews the monthly STOWW (Small Tribes of Western WA) list to make sure there is no duplication of services and also posts it on a shared drive for DSHS staff to review.</p> <p>Tribal Liaison reviews/shares with tribal staff a monthly Native American Eligibility Review Ad-Hoc report and makes client contacts as appropriate.</p>
<p>2. Work with tribes to determine the need for, negotiate and/or implement local Tribal-State agreements, protocols, MOU’s, contracts, or processes.</p>	<p>A. Tribal Liaison attends quarterly IPAC ESA subcommittee meetings via web conferencing at the Jamestown Health Clinic.</p>	<p>Schedule and hold meetings to improve coordination and communication.</p>	<p>Diane Mitchell James Weatherly Brenda Francis-Thomas Liz Mueller Rob Welch Sue Mapes Christine Kiehl</p>	<p>Tribal Liaison will continue attending IPAC meetings.</p>

	<p>B. Meetings between the Tribe's staff and PA/FORKS CSO staff.</p>	<p>Improved information sharing, consultation, joint planning and problem solving.</p>	<p>Diane Mitchell Patti Hicklin Juli Murrain James Weatherly gloria Marshall-Perez Rob Welch</p> <p>Reviewed Annually</p> <p>- -</p> <p>Diane Mitchell James Weatherly Kim Kettel</p>	<p>As requested, DSHS will put together presentations that provide basic program information and training for the Tribe. DSHS Region office support also available for training opportunities, per request, i.e. JSKT/DSHS joint fair, etc.</p> <p>Jamestown S'Klallam Tribe has been invited to attend the Local Planning Area meetings. Tribes are invited to participate in the LPA meetings to design appropriate community service plans. LPA meetings are traditionally held at the PA CSO, but may be moved to locations more geographically accommodating for all attending—and by request, e.g. Tribe and/or LPA partner wants to host.</p>
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	<p>C. Identify outstanding issues/gaps in service and develop performance expectations, which can be implemented, monitored and evaluated.</p>	<p>Schedule and hold meetings to improve coordination and communication.</p>	<p>James Weatherly Diane Mitchell Rob Welch</p> <p>Reviewed Annually</p> <p>- -</p> <p>Martin C. Bohl – Tribal Relations Program Administrator – TANF: bohlmc@dshs.wa.gov 360-725-4656</p> <p>gloria Marshall-Perez – Deputy Regional Administrator, Region 3 CSD: marshgj@dshs.wa.gov 253-476-7025</p> <p>James Weatherly Diane Mitchell Rob Welch</p> <p>Ongoing</p>	<p>In addition to the annual 7.01 meeting, DSHS CSD PA/FORKS CSO will maintain its State-Tribal relationship with Lower Elwha Klallam Tribe and strive to improve it, based on recommendations and feedback from the Tribe.</p> <p>The CSD Tribal Relations and TANF Program Administrator presented information on Washington Connection as a resource available to the tribe, and provided an update and additional information on Tribal Eligibility and sources of unearned income, and application of the Indian Country Disregard and the American Indian Labor Force Report published by the Dept. of Interior.</p>
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	D. DSHS ESA CSD PA/FORKS CSO hiring processes to include participation with area Tribes for a more robust representation of all Olympic Peninsula communities.	Coordinate and develop processes between the CSO and Tribes to improve DSHS staff hiring outcomes.	James Weatherly Diane Mitchell Rob Welch	Tribal Liaison shall attend future hiring panels. Jamestown S’Klallam Tribe will receive an invite to attend future hiring panels, as part of the DSHS PA/FORKS CSO employment onboarding process.
	E. DSHS training and events and Tribal events will be communicated to promote shared understanding of programs, services, and culture.	Sharing of information regarding DSHS training events and cultural programs for DSHS staff	Brenda Francis-Thomas James Weatherly Diane Mitchell Rob Welch Ongoing - - James Weatherly Diane Mitchell Patti Hicklin March 23, 2016	All DSHS PA/FORKS CSD staff will attend continuous/ongoing government-to-government training, with priority given to new CSO hires. Tribes are invited to attend, too. Local Planning Area (LPA) sponsored Clallam County Hiring Fair event continues.
3. Ensure communication with tribal governments, landless tribes, and off reservation American Indian organizations for information sharing, consultation, joint planning, and problem solving.	A. 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. Enhanced communication of state services to Tribal community.	James Weatherly Louise Huntingford Diane Mitchell Liz Mueller Jessica Payne Rob Welch	Full-time Tribal Liaison provides and coordinates communication between the Jamestown S’Klallam, Hoh, Lower Elwha Klallam, Makah and Quileute Tribes and the Local DSHS CSO’s that serve them. Tribal Liaison stationed at the Jamestown S’Klallam Tribe’s SCS office and clinic every Tuesday.

	<p>B. CSO invited to disseminate information through Tribal newsletters.</p>	<p>Enhanced communications of state programs to Tribal members.</p>	<p>Liz Mueller James Weatherly Diane Mitchell James Weatherly</p> <p>Betty Oppenheimer Communication Specialist boppenheimer@jamestowntribe.org 360-681-3410</p> <p>Sue Mapes Christine Kiehl</p> <p>Ongoing</p>	<p>Revisions or changes to DSHS program and services will be shared with the Tribal Editor to determine what they would like to include in their newsletter.</p>
	<p>C. Statewide CSD Contact Center invited to disseminate information at 7.01 meetings.</p>	<p>Enhanced communications of state call center information to Tribal members.</p>	<p>Joey Anderson – CSD Contact Center Administrator: andersj@dshs.wa.gov 360-397-9625</p>	<p>Customer Service Contact Center will share a contact list for all programs administered and provide contact center updates.</p>

Completed or Tabled Items

Goals/Activity/Outcome	Date	Item
Goal 3, Activity A COMPLETED	January 30, 2015	Tribal Liaison held an all-staff webinar to review State and Tribal TANF desk aide and current procedures.
Goal 1, Activity COMPLETED	January 22, 2015	The LPA (Local Planning Area) brought the Evergreen Empowerment group to do a workshop on how to overcome obstacles in the job market when you have had legal issues.
Goal 2, Activity - Communication/Tribal Events COMPLETED	July 11, 2014	Tribal Liaison, WorkFirst/Social Service Supervisor and Financial Services Supervisor volunteered at the Annual Elder's Gathering.
Goal 2, Activity COMPLETED	April 25, 2014	LPA held a conference hosted by the Jamestown Tribe with guest speaker: Dr. Donna Beegle - Communication Across Barriers. Staff from the Jamestown Tribe attended.
Goal 2, Activity - Schedule and hold meetings to improve coordination and communication. COMPLETED	February 11, 2014	DSHS had a Lean training seminar. Lean is a process that the State is implementing to look at how they do business. This is a used by many large corporations, such as Toyota. Jamestown staff attended.
Goal 2, Activity - Implement a process to identify action needed by Native American clients, so that their benefits are not terminated prematurely. COMPLETED	January 2014	With the Healthcare Reform, there are several changes to how medical is processed. Beginning 10/1/13, Client sign up for medical coverage through: www.wahealthplanfinder.org . DSHS is no longer be accepting applications for medical.
Goal 2, Activity - Improvement of the ADATSA (Alcoholism and Drug Addiction Treatment Support Act) referral process for Tribal community. COMPLETED	January 1, 2014	As of this date, Tribal Liaison/DSHS no longer able to process ADATSA applications. Beginning 10/1/13, clients now need to apply at: www.healthplanfinder.org .
Goal 2, Activity - Have a FQHC (Federally Qualified Health Center) worker, stationed at the Jamestown Clinic. COMPLETED	October 1, 2013	Jamestown S'Klallam Tribe decided to terminate the use of an outstation worker, due to lack of space and need.
Goal 2, Activity - Communication/Tribal Events COMPLETED	July 12, 2013	Diane volunteered at the Elder's Annual gathering.
Goal 2, Activity - Communication/Tribal Events COMPLETED	November 17, 2012	Tribal Liaison attended the Jamestown Resource Fair.