

Policy 7.01 Plan  
2016-17 Annual Plan and Progress Report  
Kalispel Tribe  
and  
Region 1 Community Services Division  
February 29, 2016

Implementation Plan				Progress Report
(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update
Work together to maintain open communication with the Kalispel Tribe to identify issues/gaps in service; recognize needs of Native American clients and communities; and, determine if the current programs and policies meet the needs.	Describe efforts to facilitate positive working relationships to define needs. Make use of surveys and research completed by tribal staff to make program enhancements, where possible, to improve services to Native American clients.	Identify and develop a plan to resolve issues cooperatively.	<p>Carol Lee, Region 1 Regional Administrator <a href="mailto:leeca@dshs.wa.gov">leeca@dshs.wa.gov</a> 509-227-2868</p> <p>Mike Midkiff CSO Administrator, Spokane Maple CSO <a href="mailto:midkimj@dshs.wa.gov">midkimj@dshs.wa.gov</a> 509-227-2444</p> <p>Mark Dillon CSO Administrator, Spokane Valley -Trent CSO <a href="mailto:mark.dillon@dshs.wa.gov">mark.dillon@dshs.wa.gov</a> 509-227-2727</p>	<p>Interaction with the Tribe, at the program manager level, has been on an informal, case-by-case basis.</p> <p>Tribal Meeting invitations in the Spokane area have included the DSHS Assistant Secretary for Economic Services. As an example:</p> <ul style="list-style-type: none"> <li>○ Tribal Leaders Summit, 4/10/2014, Northern Quest, where Assistance Secretary Stillman will be presenting on a variety of topics, for example, Tribal TANF, Affordable Care Act, and Tribal Income.</li> </ul>

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			Larry Frick CSO Administrator, Tri-County/Colville CSO <a href="mailto:Larry.Frick@dshs.wa.gov">Larry.Frick@dshs.wa.gov</a> 509-685-5602  Adolfo de Leon Contact Center Administrator <a href="mailto:Adolfo.deleon@dshs.wa.gov">Adolfo.deleon@dshs.wa.gov</a> 509-585-3010	
	Discuss and document outstanding issues/gaps in service at meetings with the Kalispel Tribe.	Attach meeting minutes, correspondence,	Carol Lee Mike Midkiff Mark Dillon Larry Frick	Meetings to address issues and/or share information are held, as requested.

**Comment [sct1]:** My notes reflect that Adolfo deLeon was to be added here...?

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		reports, and other documentation.	Adolfo deLeon Tribal Representatives	

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Provide pertinent statistics on Native American community and participant populations, numbers of Native American participants served, and other relevant data.	Work closely to provide accurate information in a timely manner <ul style="list-style-type: none"> <li>Complete an 'ad-hoc' request to Headquarters staff that will allow us to identify Tribal members receiving financial assistance under specific program types including medical.</li> </ul>	Assist Tribes and NAIOS in developing plans and support grant applications as well as other program enhancements they identify.	Carol Lee, Mike Midkiff Mark Dillon Larry Frick Tribal Representatives	<p><b>CSOs continue information-sharing with tribes on clients that are shared by both programs.</b></p> <p><b>Number of Kalispel Tribal Families receiving benefits through the CSOs:</b> <b>Statewide Totals: January 2015:</b></p> <table border="1"> <thead> <tr> <th>Program</th> <th>January 2016</th> </tr> </thead> <tbody> <tr> <td>Basic Food</td> <td>79</td> </tr> <tr> <td>Medical (non-cash)</td> <td>21</td> </tr> <tr> <td>TANF</td> <td>15</td> </tr> <tr> <td>Childcare</td> <td>?</td> </tr> </tbody> </table> <p>The above number may not be complete due to self-declaration and coding errors. Tribes continue to provide information regarding commodity food participants</p>	Program	January 2016	Basic Food	79	Medical (non-cash)	21	TANF	15	Childcare	?
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	<ul style="list-style-type: none"> <li>Mark Dillon will coordinate with Kalispel Tribal representative Chuck Armstrong and any other Tribal representatives identified on providing access to real-time data of tribal member open assistance cases through the online Benefit Verification System (BVS) that is available.</li> <li>Washington Connections training &amp; support will be provided to Wendy Thomas and any other Tribal representatives identified.</li> </ul>	<p>Kalispel tribe will be able to determine which of their members are currently receiving assistance from DSHS.</p>	<p>Mark Dillon            Tribal Representative –            Chuck Armstrong              Eric Finley    <u><a href="mailto:Efinley@kalispeltribe.com">Efinley@kalispeltribe.com</a></u></p>	

**Comment [sct2]:** I believe Eric Finley also may need access to this as well.

**Comment [sct3]:** Eric Finley also needed to be added to the Washington Connections. His email is [EFinley@kalispeltribe.com](mailto:EFinley@kalispeltribe.com)

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Ensure efforts are made to recruit/hire Native American staff to meet the overall DSHS goal of having a diverse workforce.	Region 1 will work to develop recruitment efforts for tribal staff by: <ul style="list-style-type: none"> <li>Forwarding local job announcements to the Kalispel Staff Attorney, Catherine Granger</li> </ul>	Document local recruitment and discussions with Tribes of recruitment efforts.	Carol Lee, Mike Midkiff Mark Dillon Larry Frick Tribal Representatives – Catherine Grainger cgrainger@kalispeltribe.com	Strategies have been discussed to continue to try to recruit and hire Native American applicants when filling positions.
	Training will be provided by Tribes and Region 1 CSD to staff of each organization to improve understanding of career opportunities and how each system works.	Document training plans and opportunities provided.	Carol Lee, Mark Dillon Mike Midkiff Larry Frick Tribal Representatives	DSHS stands ready to share information regarding job qualifications, salaries, and how to assist interested applicants with navigating the NeoGov/Careers process. Mark Dillon will serve as a point of contact if Tribal members need assistance with applying for positions on <a href="http://Careers.wa.gov">Careers.wa.gov</a>

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Work together to develop MOUs or processes to provide quality services to all.	Establish a process for discussion of needed agreements.	Document all discussion with Tribes of process to define and negotiate agreements.	Carol Lee, Mark Dillon Mike Midkiff Larry Frick Tribal Representatives	Region 1 CSD will continue to coordinate and participate in meetings with the Tribes in order to bring the Intergovernmental TANF Agreement up to date with regard to the operating agreement between the Tribal TANF program and Region 1.
Train Region 1 CSD staff on major principles of Federal Indian Law.	Ensure Region 1 CSD staff has access to the training provided by the Governor's office, DSHS, and other Region 1 CSD resources.	Build a strong understanding, both of the principles of Federal Indian Law and government	Carol Lee, Mark Dillon Mike Midkiff Larry Frick Tribal Representatives	Increased levels of DSHS hiring since Summer 2013 have created a need for government-to-government training for new management level staff. Goal will be to complete these training sessions by July 2016.

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		-to- government relationships.		
Promote and communicate training opportunities with the Kalispel Tribe	<p>Monitor and identify all training sessions, identify available training slots, and invite participation by tribal staff.</p> <ul style="list-style-type: none"> <li>Region 1 Tribal Liaison, Mark Dillon will forward any available training opportunities to Kalispel representatives, Lisa Guzman and Wendy Thomas.</li> <li>Region 1 Tribal Liaison Mark Dillon will schedule training with the Kalispel tribe re:</li> </ul>	Contribute to training opportunities for staff	Carol Lee, Mark Dillon Mike Midkiff Larry Frick Tribal Representatives	Although this has occurred in the past, this new goal/objective is for a continued effort to ensure maximum participation in training opportunities. Examples include trainings in LEAN, CPR/First Aid, team-building, etc.

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	<p>DSHS benefits available to relative placements i.e. Basic Food &amp; Childcare.</p> <ul style="list-style-type: none"> <li>• DSHS will attend the Maximizing State Resources for Tribal Communities at the Northern Quest Casino June 1<sup>st</sup> and 2<sup>nd</sup>. DSHS will coordinate to provide "Break-out" workshops on: childcare, Washington Connections, Contact Center and the Mobile CSO.</li> </ul>	<p>Building understanding of DSHS programs and promote access to programs.</p>		