

Policy 7.01 Plan and Progress Report

Timeframe: July 1, 2014 through June 30, 2015

Region 1 / Spokane DCS

Spokane Tribe

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
Establish a process for child support services provided by DCS in connection with Spokane Tribal TANF cases.	<p>DCS and the Tribe have agreed that</p> <p>(1) DCS will open a case where the custodial parent has applied for Spokane Tribal TANF benefits and DCS receives a referral from the Spokane Tribal TANF Program.</p> <p>(2) DCS will enforce an already established child support order if that custodial parent previously received State TANF benefits; or if previously received non-assistance services from DCS; or if DCS is provided with a copy of a valid child support order.</p> <p>(3) When the Spokane Tribal TANF Program closes its case, it will notify the Spokane DCS office.</p> <p>(4) While DCS has an open case, as referenced in (1) and (2) above, DCS will continue whatever enforcement actions are available to DCS and forward collections to the Spokane Tribal TANF Program.</p>	Tribe and Spokane Tribal TANF clients receive child support services in accordance with agreement.	<p>Yvette Buckley</p> <p>Michelle Big Eagle</p> <p>Deb Ost</p> <p>Chief Judge Lawrence Numkena</p> <p>Charles Henry</p> <p>Mark Alexander</p> <p>Kathy Eastman</p> <p>Glenn Tunick</p>	The Tribe will review and discuss available options and the preferred process for writing off debt owed to the Tribal TANF Program or closing cases while debt remains.
Case management communication	<p>Timely communication is critical to effective case management for both DCS and the Spokane Tribal TANF Program:</p> <p>(1) TANF open/close information is critical to accurate case management. Staff may send TANF referrals and closures by fax 509-329-3870 to DCS at 509-329-3870.</p> <p>(2) Both programs need to know if a child is receiving SSI.</p>	Tribe and DCS communicate more effectively regarding delivery of child support services to members and others that are of mutual concern to the Tribe and DCS.	<p>Yvette Buckley</p> <p>Michelle Big Eagle</p> <p>Deb Ost</p> <p>Bobbi Williams</p> <p>Chief Judge</p>	The Tribe will look into a process for employment verification.

	<p>Information flowing to DCS will be sent to Kathy Eastman, Information from DCS, for TANF will be sent to Deb Ost and/or Bobbi Williams (TANF team leaders). When a child is identified as an SSI recipient, DCS will adjust its files to accurately account for any support owed or paid on behalf of the SSI child separately from support owed or paid for siblings on TANF.</p> <p>(3) Should DCS be unable to obtain a voluntary wage assignment by a non-tribal member employed by the Spokane Tribe, a Tribal Enterprise or an Indian owned business located on the Reservation, DCS can attach a garnishment order to a Tribal Civil Complaint Form and send it to the Tribal Court Clerk for Judicial Review at: Bldg. 268, Agency Square, PO Box 225, Wellpinit, WA 99040.</p> <p>(4) The Tribe is concerned with the release of license certification actions. DCS will negotiate with all clients in an attempt to release the certification and collect child support. DCS will release the certification of any license while the individual is receiving Tribal TANF.</p>		<p>Lawrence Numkena Kathy Eastman Glenn Tunick</p>	
<p>Exchange critical information between agencies.</p>	<p>As discussed:</p> <p>(1) DCS will provide Conference Board guidelines, write-off criteria and federal closure criteria.</p> <p>(2) DCS will provide the Spokane Tribal TANF Program with blank copies of Non-Assistance Applications for their clients.</p> <p>(3) When DCS needs a copy of a Tribal Court order, DCS will send the request in writing to the Tribal Court Clerk at: Bldg. 268, Agency Square, PO Box 225, Wellpinit, WA 99040.</p> <p>(4) When the Tribe needs a copy of a WA Administrative Order or a DCS payment record the Tribe will forward that request to DCS by mail or fax to: Spokane DCS Tribal Unit, PO Box 9067, Spokane WA 99209, or fax 509-329-3870.</p>	<p>Tribe and DCS will exchange critical information more effectively to improve services to members and clients.</p>	<p>Yvette Buckley Michelle Big Eagle Debt Ost Chief Judge Lawrence Numkena Kathy Eastman Glenn Tunick</p>	<p>DCS will forward the requested information (1) and (2). The Tribe will request additional copies and information as needed.</p>

<p>Improve employment opportunities for Spokane Tribal members and for clients of Spokane Tribal TANF Program.</p>	<p>Spokane TANF now receives electronic notification of DSHS vacancies. Any current test information is available via websites ACCESS WASHINGTON and careers.wa.gov</p>	<p>Tribal members learn about DSHS employment opportunities, how to effectively apply for State of Washington employment positions, and employment opportunities for Tribal members improved.</p>	<p>Electronically</p>	<p>Information is available</p>
<p>Training</p>	<p>DCS staff will be available to appear at TANF staff in-training sessions to ask and answer questions as requested.</p> <p>DCS staff will be available to provide outstation days at one of the Spokane Tribal TANF offices as requested.</p> <p>DCS staff will provide SEMS Web Training as requested.</p>	<p>DCS staff and Tribal staff learn how to more effectively work with each other to deliver child support services to Tribal members and others of mutual concern to the Tribe and DCS.</p>	<p>Yvette Buckley Kathy Eastman Glenn Tunick</p>	<p>Scheduling will be done at the Tribe's discretion.</p> <p>SEMS Web access is available for up to 2 Tribal TANF workers at DCS expense.</p>
<p>Continue implementation of agreed protocol on the handling of child support issues in Spokane County Superior Court family law cases where a party receives, or has received, Spokane Tribal TANF benefits.</p>	<p>DCS and the Tribe have agreed to the following protocol: when the judge or commissioner becomes aware that TANF benefits are being paid to one of the parties, the judge will notify Paul Cornelius of the Prosecutor's Office, if Mr. Cornelius is not already involved. If it is unclear whether the TANF benefits being paid are State or Tribal in origin, the Spokane DCS Tribal Unit will make the determination. (If there are Tribal TANF benefits being paid, they will most likely be Spokane Tribal TANF benefits.) If it is determined that Spokane Tribal TANF benefits are being paid to one of the parties, Mr. Cornelius will notify Donnie Lebret, Spokane Tribal Executive Director. The Spokane Tribal TANF Program, having received an assignment of child support from their Tribal TANF client, will have an interest in the Order of Child Support. Mr. Cornelius, as attorney for DCS, may have a separate interest in establishing a medical support obligation, in addition to the child support obligation. Mr. Cornelius will make sure that the proposed Order of Child Support has a signature line for the Spokane Tribal TANF Program separate from Mr. Cornelius's signature line on behalf of DCS. Upon notification to the Spokane Tribal TANF Program, all the interested parties will either agree and sign off on the Order, or not agree, at which point all the parties, including the Spokane Tribal TANF</p>	<p>Tribe has opportunity to be heard on child support issues in Spokane Superior Court family law cases in which the Tribe has an interest because Tribal TANF benefits have been or are being paid on behalf of a party.</p>	<p>Donnie Lebret Paul Cornelius</p>	<p>Ongoing</p>

	<p>Program, will be notified of a contested (or presentment) hearing, and, after hearing from the parties who appear at the hearing, the judge or commissioner will enter the Order. If an attorney for the Spokane Tribal TANF Program does not appear at the contested (or presentment) hearing, the judge or commissioner will not enter the Order, unless there is proof, by certificate of mailing, of having served Donnie Lebret, Executive Director of the Tribe, with a copy of the proposed Order (according to the time required for the particular Order) and of having served Donnie Lebret with adequate notice of the hearing. The address and contact numbers for Mr. Lebret are as follows:</p> <p>Donnie Lebret Executive Director</p> <p>Spokane Tribe of Indians PO Box 100 Wellpinit, WA 99040</p> <p>Telephone: (509) 458-6500 (Receptionist)</p>			
<p>Explore Tribal IV-D Planning with Spokane Tribe</p>	<p>DCS (with OCSE) and the Tribe will meet to provide resources, child support data resources, technical assistance and contacts for Spokane Tribe to review and prepare to apply for Tribal IV-D Start-Up Program funding.</p>	<p>Spokane Tribe will have all the resources to complete and gain approval for federal Tribal IV-D Start-Up funding.</p>		<p>Discussed the benefits of a Tribal IV-D program.</p> <p>DCS remains available to assist the Spokane Tribe with their IV-D questions and start-up application as requested.</p>