

Policy 7.01 Plan and Progress Report

Timeframe: July 1, 2014 through June 30, 2015

Region 2 / Everett DCS

Tribes: Lummi, Nooksack, Samish, Sauk-Suiattle, Stillaguamish, Swinomish, Tulalip, Upper Skagit

Plan Due Dates: April 2, 2014 (Regional Plan submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to OIP).

Note: The most recent meeting held on January 24, 2014 had attendees from the Nooksack Indian Tribe and Tulalip Tribes. DCS was represented by, Paul Shuckerow, Nathan Ray, & Nicole Crawford. Tim Collins was also present as a representative of DSHS/OIP.

Each year the 7.01 meeting dates are determined for the upcoming year and published on a meeting matrix by OIP. Lummi, Nooksack, Samish, Sauk-Suiattle, Stillaguamish, Swinomish, Tulalip, & Upper Skagit are notified of the date, place, and time of the 7.01 meeting via the meeting matrix. The 7.01 meeting was held on 1/24/2014. Updates were made to the plan. A rough draft of the updated plan was emailed to all the Tribal representatives and OIP on 2/3/2014. Edits, comments and responses were due by 2/28/14. DCS did not receive any responses, comments or edits by the deadline of 2/28/14. The proposed changes were incorporated.

| Implementation Plan | | | | Progress Report |
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| (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) Prepare and disseminate pertinent statistics on American Indian community and participant population's numbers of American Indian participants served and other relevant data. | 1a) Provide data upon request regarding the number of Tribal cases being provided services through Region 2 Child Support. How many paying cases? How much are they paying? 1b) Provide a list of all cases associated with each of the 8 specific tribes upon request. Review to assure that all tribal members are correctly identified. 1c) Tribes have the opportunity to identify clients that are in need of modification or possible debt write-off, due to client's situation. | 1a) Tribes will be better informed about their member's utilization of DCS services. 1b) Tribes and DCS will be able to ensure Tribal members' cases are correctly identified as such. 1c) To ensure child support amounts are set correctly and write off debts that may cause hardships on families | 1) Paul Shuckerow /DCS Elaine Zapata-Dilley & Ken Levinson/Nooksack Marilyn Scott & Caniece Romar/Upper Skagit Ralph Jefferson & Kelly Jefferson/ Lummi Gloria Green/Stillaguamish Sheryl Fryberg, Lena Hammons, RoseAnn Green, Shelley Tucker & Helen Fenrich/Tulalip Samish-Edie Hill John Stephens/Swinomish Renee Roman Nose/Sauk-Suiattle | 1) Reports are provided as requested by Tribes 1c) Tribes may submit a request for DCS to review cases identified for possible modification or debt write off. Only debts owed to the State of Washington are eligible for debt write-off. |

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| <p>2) Ensure efforts are made to recruit/hire American Indian staff to meet the overall DSHS goal of having a diverse workforce.</p> | <p>2a) Job announcements sent to Tim Collins, OIP.</p> <p>2b) Send the DOP web address to tribal newsletters and HR staff.</p> <p>2c) Training for the DOP website (careers.wa.gov) from DCS HR representative to be extended to tribes through their tribal HR offices, TERO office, or other offices as defined by the tribe.</p> <p>2d) DCS Tribal Relations Team emails job openings to the Tribes</p> | <p>2) Tribal members will be better informed about and able to compete for DCS employment opportunities as they arise.</p> | <p>Vicky Anderson/DCS Hiring Coordinator, Jim Goodspeed Training Coordinator, Paul Shuckerow/DCS Suzanne Browning/Nooksack Caniece Romar/Upper Skagit Topsy Kinley/Lummi Gloria Green /Stillaguamish Helen Fenrich/Tulalip Teri Horton/Samish Wayne Bill/Swinomish Renee Roman Nose/Sauk-Suiattle</p> | <p>DCS will provide awareness of open positions to OIP representatives through informal communication as they become known (phone/email).</p> <p>DCS has hired 20 employees in the past 12 months. Donna Steele has been hired as the new DCS Child Support Program Manager (CSPM)</p> |
| <p>3) Work with tribes to develop and/or implement local Tribal-State agreements, protocols, MOU's, contracts or processes.</p> | <p>3a) Will the tribes consider accepting payroll deduction notices for their non-tribal employees?</p> <p>3b) DCS will provide training or overview of the State Child Support Program for each tribe's members to explain DCS processes and remedies.</p> <p>3c) DCS will provide training on Tribal TANF impacts on child support.</p> <p>3d) DCS will work with Tribal TANF and Child Support Programs that are interested in Federal Offset.</p> | <p>3a) More regular support collections for nonpaying employees.</p> <p>3b &c) Tribal members will be better informed about services DCS can provide for them.</p> | <p>3a) Paul Shuckerow with TRT assistance.</p> <p>3b, c & d) Paul Shuckerow, Nicole Crawford, Nathan Ray/DCS</p> | <p>3a) Need agreements with each tribe to identify which tribes will accept payroll deduction notices for their non-tribal employees.</p> <p>The current status of collection activity with each Region 2 tribe, is as follows:</p> <p>Lummi Nation DCS refers cases to LCSP for enforcement, order establishment, paternity and Modification.</p> <p>Periodic visits are made to review cases with LNCSP.</p> <p>Nooksack Indian Tribe –DCS refers cases to NITCSP for enforcement, order establishment, paternity and Modification. Periodic visits are made to review cases with NCSP.</p> <p>Samish Indian Nation - Accepting voluntary wage assignments, DCS can't send withholds directly to employers.</p> <p>Sauk-Suiattle Indian Tribe- Accepting voluntary wage assignments, DCS can't send withholds directly to employers.</p> <p>Stillaguamish Tribe of Indians – Withholding notice is sent to Court Administrator, Colleen Chase, who</p> |

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| | | | | <p>registers the withhold order in their court and the employer will then honor it.</p> <p>Swinomish Indian Tribal Community – Northern Lights Casino and Similk Golf Course will honor withholding notices if the employee is not a native. They also accept voluntary wage assignments. Otherwise, DCS must register the case in their tribal court.</p> <p>Tulalip Tribes – DCS refers all cases to the TCSP for enforcement, establishment, paternity and modification.</p> <p>Upper Skagit Tribe – Accepts voluntary wage assignments. The Skagit Casino honors wage withholds for non-natives.</p> <p>3b&c) Training is scheduled by mutual agreement of each tribe and the DCS liaison to the tribe. DCS Tribal Liaisons continue to serve as a resource as the regional tribes develop their social service and child support programs, or as requests are received.</p> |
| <p>4) Identify needs of American Indian clients and communities and whether current programs and policies meet these needs. Identifying ways to improve customer service to Tribal Members</p> | <p>4a) Continue to provide outreach to Region 2 tribes as requested and as resources allow.</p> <p>4b) Explore alternative locations and methods to work with community members.</p> <p>4c) Meet jointly with tribes on a quarterly basis to determine needs and assess progress of the 7.01 plan.</p> <p>4d) Invite tribes to participate in Local Planning Area (LPA) meetings</p> | <p>4a) In-person services can be provided for remotely located Tribal members.</p> <p>4b) Best processes and locations can be used to provide these services.</p> <p>4c) Better services for individual Tribal members.</p> <p>4d) Attendance and participation of Tribes in LPA</p> | <p>4a) Nicole Crawford, Nathan Ray & Paul Shuckerow / DCS</p> <p>4b) Patti Dalrymple and representatives of each tribe.</p> <p>4c) DCS Representatives, Tribal Representatives and OIP Staff</p> <p>4d) Patti Dalrymple</p> | <p>4a) DCS staff is available to conduct outreach functions to all eight regional tribes upon request.</p> <p>4b) DCS does have SEOs out stationed at the Smokey Point, Mt Vernon, & Bellingham CSOs. Clients can speak to an officer in these offices. If they need to speak specifically to a tribal SEO then they can be called from the CSO.</p> <p>4c) DCS, Nooksack, LNCSP and the Lummi IV-A program continue to meet on a regular basis to ensure that clients within their programs are receiving the best services possible.</p> <p>4d) The Tribes were invited and encouraged to attend LPA meetings.</p> |
| <p>5) DCS will ensure that training opportunities are shared with tribes.</p> | <p>DCS Regional Training Coordinator will offer and coordinate training opportunities to include regional tribes.</p> | <p>Tribal Staff will have opportunities to attend state trainings.</p> | <p>Paul Shuckerow DCS Jim Goodspeed /DCS regional training</p> | <p>Training opportunities received by the DCS Training Coordinator will be sent to the Tribal HR's as they are received and/or made available.</p> |

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| | | | <p>coordinator</p> <p>Elaine Zapata-Dilley & Ken Levinson/Nooksack</p> <p>Marilyn Scott, Caniece Romar, & David Hawkins/Upper Skagit</p> <p>Topsy Kinley & Ralph Jefferson/Lummi</p> <p>Gloria Green/Stillaguamish</p> <p>RoseAnn Green, Lena Hammons, Helen Fenrich, Wendy Fryberg, Shelley Tucker & Sarah Colleen Sotomish/Tulalip</p> <p>Teri Horton/Samish</p> <p>Wayne Bill/Swinomish</p> <p>Renee Roman Nose/Sauk-Suiattle</p> | <p>Invitations were extended in 2013 for tribal employees to attend the DCS Support Enforcement Officer Training Academy; on an audit basis.</p> |
| <p>6) DCS and TCPS will establish a referral process and the rate of referrals for DCS to send cases to TCPS for enforcement, establishment, paternity and modification</p> | <p>6) DCS and TCSP will continue to transfer and refer cases as needed as determined by DCS and TCSP agreement</p> | <p>6) Communicate with TCSP on rate of referral based in current staffing levels and the ability to accommodate more cases</p> | <p>6) Sheryl Fryberg, Lena Hammons, RoseAnn Green, Shelley Tucker & Helen Fenrich/Tulalip</p> <p>Paul Shuckerow, Nathan Ray and Lisa Dupre DCS</p> | <p>6) DCS continues to refer cases to TCSP after employment with Tulalip Tribes, Quil Ceda Village and Tulalip Resort and Casino's has been verified. Other referrals are done as requested by TCSP</p> |
| <p>7) DCS and Tribes will discuss specific cases on a regular basis</p> | <p>7) Email and phone communication regarding specific cases.</p> | <p>7) Clear understanding on the status of cases and client contact.</p> | <p>7) Paul Shuckerow /DCS</p> <p>Elaine Zapata-Dilley & Ken Levinson/Nooksack</p> <p>Marilyn Scott & Caniece Romar/Upper Skagit</p> <p>Ralph Jefferson & Kelly Jefferson/ Lummi</p> <p>Gloria Green/Stillaguamish</p> <p>Sheryl Fryberg, Lena Hammons, RoseAnn</p> | <p>7) DCS will discuss specific cases and issues via email and telephone as questions and issues are identified.</p> |

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| | | | Green, Shelley Tucker & Helen Fenrich/Tulalip Samish-Edie Hill John Stephens/Swinomish Renee Roman Nose/Sauk-Suiattle | |
| 8) DCS staff will participate and volunteer at Tribal cultural events when available | 8) Attend and volunteer at Tribal cultural events. | 8) Better understanding of the Tribal culture and heritage by DCS staff | 8) DCS Staff | DCS staff volunteered at the 2013 Canoe Journey. |

Completed / Historical Information

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| <p>Prepare and disseminate pertinent statistics on American Indian community and participant population's numbers of American Indian participants served and other relevant data.</p> | | | | <p>1a) The Tulalip Tribes Child Support Program has requested a monthly report that will include the number of Tulalip affiliated cases – statewide, the number of Tulalip TANF cases, the number of cases currently in process of being heard in Tulalip Tribal Court, the number of times that DCS appeared in Tulalip Tribal Court, and the number of children affected by those appearances. August 2009: TCSP requested that DCS stop bringing cases directly to Tulalip Court; they must be referred to TCSP. March 2010 TCSP requests monthly TANF report (no change to previous format) and quarterly report of Tulalip affiliated cases</p> |
| <p>DCS will ensure that training opportunities are shared with tribes.</p> | | | | <p>In 2007 and 2008 DCS held Support Enforcement Officer Training Academies, Scott Morris extended invitations out to the Tribes with IV-D & IV-A programs for the possible attendance of tribal employees to sit in on the training in an auditing format. Currently there are not any training academies scheduled for the upcoming year. However, if one is held, each tribe will be notified. DCS provided the TCSP a copy of the training guide (RTI). DCS offered to provide training on any of the modules that were of interest to the TCSP,</p> |
| <p>7) Priority of referrals to Lummi Nation Child Support Program.</p> | <p>7a) DCS will send cases as requested by LNCSP. 7b) DCS will send cases having an avenue of collection only available through LNCSP. 7c) DCS will send cases ready for referral to LNCSP.</p> | <p>7) Cases will be guided to the LNCSP to receive the appropriate venue for the cases to be worked.</p> | <p>7) DCS Staff – Scott Morris LNCSP – Kelly Jefferson</p> | <p>7) As of March 2010, this item is being fulfilled by DCS staff.</p> |
| <p>11) DCS and NITCSP will establish a referral process and the rate of referrals for DCS to send cases to NITCSP for enforcement, establishment, paternity and modification</p> | <p>11) DCS and NITCSP will negotiate the rate of referrals per month, as well as the type of cases to be referred.</p> | <p>11) Establish the number of cases to be referred per month, as well have an estimated date to have all cases forwarded to NITCSP.</p> | <p>11) DCS Staff– Scott Morris NITCSP – Ken Levinson</p> | <p>11) NITCSP has requested that DCS focus on transferring all of the Nooksack TANF caseload to NCSP first. They have requested that DCS send 16 cases to them per month. At this rate the entire Nooksack TANF caseload will be transferred by the end of October 2009. All of the Nooksack TANF cases have</p> |

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| | | | | been referred to the NITCSP. DCS and NITCSP are now in discussion on the transfer rate and priority of remaining cases. This was completed in June 2010 |
| 14) Per SEMS/ACES agreement, Tulalip will be able to access Tulalip affiliated cases | 14) DCS will update system to allow access for TCSP staff | 14) TCSP can better prioritize cases and assist community members during the transition from start-up to comprehensive. | 14) TCSP Cara Althoff DCS Scott Morris | TCSP access to SEMS/ACES is still pending. DCS completed the Tribal coding on all of the cases in the Tulalip caseload on March 27, 2009. However because of cases moving in and out of the caseload there may be some that are not coded. TCSP can notify DCS and DCS will update the case. |
| 15) DCS will provide TCSP with a list of cases that are actively being worked to bring to Tulalip Tribal Court | 15) DCS will provide TCSP with requested information | 15) TCSP can assist DCS by providing outreach to parties of the cases | 15) TCSP Cara Althoff DCS Scott Morris | DCS provided the list to TCSP on March 17, 2009. Per the request of Cara Althoff in August 2009, DCS will refer all cases to TCSP. |
| 16) TCSP has been awarded comprehensive status. TCSP program willing to give DCS staff presentation about laws and policies concerning child support at Tulalip Tribes | 16) TCSP will prepare a presentation. TCSP and DCS will work together on time and location. | 16) DCS will learn more about the TCSP. This will assist in a smooth transition as TCSP takes cases | 16) TCSP Cara Althoff DCS Scott Morris | Meeting was held on March 10, 2009 |
| 4) Identify needs of American Indian clients and communities and whether current programs and policies meet these needs. | 4b) Explore alternative locations and methods to work with community members. | 4b) Best processes and locations can be used to provide these services. | 4b) Patti Dalrymple and representatives of each tribe. | 4b) DCS staff now has the ability to log in remotely to the DCS computer system (SEMS). This will help to assist clients in real time while out in the field. A DCS Tribal Liaison is assigned to the Mount Vernon Community Service Office. |
| DCS will ensure that training opportunities are shared with tribes. | DCS Regional Training Coordinator will offer and coordinate training opportunities to include regional tribes. | Tribal Staff will have opportunities to attend state trainings. | | <u>Recent Trainings Provided:</u> DCS provided paternity affidavit training and Working with the Military training in August 2010 DCS provided SEMS training to the Lummi TANF program in June 2010 DCS provided SEMS training to the Tulalip Child Support Program in December 2010 |
| 7) DCS will send 10 referrals to the LNCSP each month & coordinate referring additional cases each month. | 7) DCS staff will ensure that ten referrals are being sent to the LNCSP each month. | 7) A constant rate of referrals to the LNCSP would continue. | 7) DCS Staff – Scott Morris & Tracy Jahr LNCSP – Kelly Jefferson | 7) DCS has referred the majority of the cases from the Lummi caseload. DCS and LNCSP met in September 2010 and reviewed the entire Lummi caseload that DCS is working. Some cases were identified to be resent to LNCSP. After this is completed, cases will be sent to LNCSP as they are identified |
| 11) DCS will provide TCSP with a list of Tulalip affiliated cases broken down as follows: | 11) DCS will provide list to TCSP no later than 3/20/09 | 11) TCSP can better prioritize how many cases we want referred and the | 11) TCSP Cara Althoff, Lorna Edge-Onsel, & Sarah Colleen Sotomish | DCS provided the list to the TCSP in September 2010 |

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| Needs paternity established Establishment (separate list of non affiliated cases {Tulalip enterprise employees} from all others) Enforcement Modification | | type of case | DCS Staff – Georgia Payne & Lisa Garner | |
| (1) Goals/Objectives 1) Prepare and disseminate pertinent statistics on American Indian community and participant population's numbers of American Indian participants served and other relevant data. | 1b) Provide a list of all cases associated with each of the 8 specific tribes upon request. Review to assure that all tribal members are correctly identified | | | Tribal Liaisons are not able to pull this list. The Tribal Liaison sends the request to SEMS to generate the report. Turnaround time is approximately 1 – 2 weeks for each request. |
| 6) When changes occur within DCS regional tribal staffing, the Government to Government training will be required. | | | | Tribal Liaisons Tracy Jahr and Nathan Ray completed Government to Government training in June 2012 and October 2012. 7 DCS supervisors and 6 additional DCS staff also completed Government to Government training In June 2012. |
| 7) DCS will send 10 referrals to the LNCSP each month & coordinate referring additional cases each month. | 7) DCS staff will ensure that ten referrals are being sent to the LNCSP each month. | 7) A constant rate of referrals to the LNCSP would continue. | 7) DCS Staff – Scott Morris & Tracy Jahr LNCSP – Kelly Jefferson | 7) DCS has referred all identified cases to the LNCSP. DCS will refer new cases to the LNCSP as they are identified. |
| 8) DCS will serve as a technical resource for the LNCSP, the TCSP, and the NITCSP for the SEMS program in their offices. | 8) The tribe's have access to SEMS; DCS will serve as a support mechanism for the use of SEMS by the tribal employees. | 8) Enhanced communication and information sharing on case specific matters. | 8) Lisa Dupre`, Tracy Jahr, & Nathan Ray/ DCS TRT – Brady Rossnagle LNCSP – Kelly Jefferson NITCSP – Ken Levinson TCSP – Shelley Tucker Lorna Edge-Onsel & Sarah Colleen Sotomish | 8) LNCSP, NITCSP, & TCSP have access to SEMS, ACES and Employment Security Information. DCS continues to provide hands on training as requested |
| | | | | DCS will continue meeting at least quarterly with Tribes after the Tribe open a child support program. (This moved to historical section in 2014 as this is now standard business practice and we will meet with any of the Tribes in our area who operate child support programs by request. |

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| <p>6) DCS will work with the Nooksack Indian Tribe Child Support Program</p> <p>This section, item 6 is incorporated in section 3 of this document so is being removed here as a separate section if none opposed will move this section to historical section of plan</p> | <p>6) Work with NITCSP & Nooksack TANF to develop an operating agreement between the 3 programs. (NITCSP, Nooksack TANF and DCS)</p> | <p>6) Establish protocols and procedures for the three programs to work efficiently together</p> | <p>6) DCS Staff– Georgia Payne, & Tracy Jahr NITCSP – Ken Levinson Nooksack TANF – Katherine Canete</p> | <p>6) Informal processes have been developed and communications between the three programs continue to go well. Initial discussions have begun regarding an operating agreement.</p> |
| <p>8) DCS and the TCSP will together develop an Operating Agreement between the two agencies.</p> <p>This section, item 8 is incorporated in section 3 of this document so is being removed here as a separate section and this specific section will be moved to history</p> | <p>8) Work with the TCSP to develop an Operating Agreement</p> | <p>8) Establish protocols and procedures for the programs to work efficiently together</p> | <p>8) TCSP RoseAnn Green, Shelley Tucker, & Sarah Colleen Sotomish DCS Patti Dalrymple, Brady Rossnagle, Georgia Payne, & Lisa Dupre`</p> | <p>8) Discussions regarding development of an Operating Agreement were on hold until a new TCSP IV-D Director was hired. DCS hopes to resume discussions now that a new director has been appointed.</p> |