

Updated: 1/16/2026

DSHS Administrative Policy 7.01 Plan and Progress Report

Draft Plan

Timeframe: July 1, 2026 to June 30, 2027

Final Plan

Administration: Economic Services Administration (ESA)

Division: Community Services Division (CSD)

Region/Office: R3/Port Angeles CSO **Tribe:** Hoh Tribe

Status	Yes	No
Met with Tribe?	X	
Tribe provided input?	X	
Tribal approval?	X	

Meeting Date: 01/16/2026

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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																		
<p>1. Prepare and disseminate pertinent statistics on Hoh Tribe members who receive and access CSD services.</p>	<p>A. The Community Services Division (CSD) will provide statistics on Hoh Tribe members receiving assistance through CSD programs.</p>	<p>The Tribe will be informed about their member's utilization of CSD services.</p>	<p><u>Hoh Tribe</u> Keith MacGeagh Darlene Hollum Britni Duncan</p> <p><u>CSD</u> Ezekiel Hill</p> <p><u>Target Date</u> Annually</p>	<p>The number of Hoh Tribe households receiving benefits through Port Angeles Community Services Office (CSO) and Forks outstation:</p> <p>December 2025</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Program</th> <th style="text-align: center;">CSO</th> <th style="text-align: center;">Statewide</th> </tr> </thead> <tbody> <tr> <td>SNAP</td> <td style="text-align: center;">24</td> <td style="text-align: center;">47</td> </tr> <tr> <td>Medical</td> <td style="text-align: center;">5</td> <td style="text-align: center;">8</td> </tr> <tr> <td>TANF</td> <td style="text-align: center;">3</td> <td style="text-align: center;">4</td> </tr> <tr> <td>ABD</td> <td style="text-align: center;">0</td> <td style="text-align: center;">2</td> </tr> <tr> <td>HEN</td> <td style="text-align: center;">0</td> <td style="text-align: center;">0</td> </tr> </tbody> </table> <p><i>*The above numbers represent a point-in-time count for one month and may not be complete due to self-declaration and coding errors.</i></p>	Program	CSO	Statewide	SNAP	24	47	Medical	5	8	TANF	3	4	ABD	0	2	HEN	0	0
Program	CSO	Statewide																				
SNAP	24	47																				
Medical	5	8																				
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ABD	0	2																				
HEN	0	0																				
<p>2. The Hoh Tribe and the Port Angeles CSO will work together to determine the need for negotiating and/or implementing local Tribal-State agreements, protocols, working agreements, or processes.</p>	<p>A. Identify needs of Hoh Tribe members & communities and whether current programs and policies meet these needs.</p>	<p>Enhanced service coordination and customer service. Service gaps or other issues will be identified and addressed.</p>	<p><u>Hoh Tribe</u> Keith MacGeagh Britni Duncan Darlene Hollum</p> <p><u>CSD</u> Ezekiel Hill Terrence McCall Freda Cogger Christi McLane</p> <p><u>Target Date</u></p>																			

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			Annually	
	B. The Port Angeles CSO will provide a PBS/Tribal Outstation Specialist for on-site services at the Hoh Tribe.	Greater access for Hoh Tribe members to CSD programs and services.	<u>Hoh Tribe</u> Keith MacGeagh Britni Duncan Darlene Hollum <u>CSD</u> Ezekiel Hill Terrence McCall Kristin Lawrence <u>Target Date</u> Annually	January 2026: The PBS/Tribal Outstation Specialist provides in person services to Hoh, Lower Elwha, Makah, Jamestown and Quileute Tribes. Per a request from the Tribe, the Hoh schedule changed in October 2025 to every other month with virtual support in between on site visits, the Tribe has requested to go back to once monthly service and the Port Angeles CSO has agreed to support this request. A calendar is sent to the Tribe in advance of the following month with the set schedules. Kristin Lawrence, Terrence McCall or Ezekiel Hill will notify the Tribe about any schedule changes. An Outstation Agreement is in place and valid through 10/05/2028.
	C. Review hiring processes that affirm and value a diverse workforce.	More robust representation of all Olympic Peninsula communities in	<u>Hoh Tribe</u> Keith MacGeagh Britni Duncan Darlene Hollum	January 2026: The CSO has and will continue to invite tribal and/or OIP representatives to participate in the

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	<p>D. Invite Hoh Tribe representatives to participate in hiring panels for key positions.</p> <p>E. DSHS staff will work with the Hoh Tribe Workforce Coordinator for possible employment opportunities for Tribal Members</p>	<p>staffing at Port Angeles CSO and Forks outstation.</p>	<p><u>OIP</u> Brenda Francis-Thomas</p> <p><u>CSD</u> Ezekiel Hill</p> <p><u>Target Date</u> As needed</p>	<p>hiring of key positions as well as sharing information about open positions.</p>
<p>3. Ensure communication with the Hoh Tribe for information sharing, joint planning, and problem-solving.</p>	<p>A. Meet annually for AP 7.01 planning and, as needed, to discuss relevant issues related to services offered by CSD.</p>	<p>Continued communication, relationship building and partnership between the Hoh Tribe and the Port Angeles CSO and Forks outstation.</p> <p>Program needs and concerns of the Hoh Tribe member clients will be identified and addressed.</p>	<p><u>Hoh Tribe</u> Keith MacGeagh Darlene Hollum Britni Duncan</p> <p><u>OIP</u> Brenda Francis-Thomas</p> <p><u>CSD</u> Ezekiel Hill Terrence McCall Eddie Rodriguez Kristine Hammond</p> <p><u>Target Date</u></p>	<p>January 2025: A 7.01 planning meeting was held on January 16,2026</p>

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	B. Statewide Customer Service Contact Center (CSCC) Administrator will share updates and direct contact information.	The Hoh Tribe staff will be informed of statewide contact center call volumes and will have direct phone numbers to report issues.	<u>Hoh Tribe</u> Keith MacGeagh Darlene Hollum Britni Duncan <u>CSD</u> Rachel Seidel Danie Goodrich <u>Target Date</u> Annually	An updated CSCC contact list will be provided at each 7.01 meeting.
	C. Requests for the CSD Mobile CSO and/or Mobile Outreach Trucks (MOR) may be made when regular CSD services are interrupted due to a disaster or an emergent situation.	Work with CSD to ensure the Hoh Tribe members have access to CSD assistance programs through the Mobile CSO following a disaster or emergent situation.	<u>Hoh Tribe</u> Keith MacGeagh Darlene Hollum Britni Duncan <u>CSD</u> Melissa Knox Christi McLane Ezekiel Hill <u>Target Date</u> As needed	January 2026: Christi McLane is the contact person for scheduling. Requests for event coverage can be submitted through the online form: Mobile Community Services Office

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	D. The Port AngelesCSO and Forks outstation staff and CSD HQ Program staff, including BFET and Mobile CSO/ Mobile Outreach Truck (MOR) staff, will attend Tribal events and activities when invited by the Hoh Tribe as schedules allow.	Tribal members will have access to apply for CSD programs during Tribal events.	<u>Hoh Tribe</u> Keith MacGeagh Darlene Hollum Britni Duncan <u>CSD</u> Ezekiel Hill Melissa Knox Felicia Talbott Christi McLane <u>Target Date</u> As needed	Requests for event coverage can be submitted through the online form: Mobile Community Services Office
	E. Tribal events and activities will be shared with the Port AngelesCSO and Forks outstation staff via the wellness center staff.	CSO staff are informed about events and activities.	<u>Hoh Tribe</u> Keith MacGeagh Darlene Hollum Britni Duncan <u>OIP</u> Brenda Francis-Thomas <u>CSD</u> Ezekiel Hill Kristin Lawrence <u>Target Date</u>	January 2026: The PBS/Tribal Outstation Specialist will review the Hoh webpage weekly and share information with management and staff about events and changes, as well as disseminate the River's Current Newsletter to all CSO staff. The Hoh Tribe hosts quarterly community dinners.

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			When shared	Staff from the Port Angeles CSO attended the Wellness Health Fair, Hoh Day, and supported during the canoe journey in 2025.
	F. CSD will provide an overview of programs and share program and policy changes with Hoh Tribe staff.	Increased knowledge of CSD programs for Hoh Tribe staff to assist Tribal members in applying for those programs.	<u>Hoh Tribe</u> Keith MacGeagh Darlene Hollum Britni Duncan Josie Ward <u>CSD</u> Ezekiel Hill Terrence McCall <u>Target Date</u> As requested	January 2026: No training was requested for the 2026-2027 plan year.

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	G. Port Angeles and Forks staff will attend AP 7.01 and/or Government to Government training as appropriate for their position.	Ensure CSO staff are familiar with tribal culture, tribal authority and operate in a manner that respects government to government relationship.	<u>Hoh Tribe</u> Keith MacGeagh Darlene Hollum Britni Duncan <u>OIP</u> Brenda Francis-Thomas <u>CSD</u> Ezekiel Hill <u>Target Date</u> As needed when new staff are hired	7.01 Protocol trainings are offered several times per month by OIP. Government-to-Government Relations training is required for all management positions and Tribal outstation positions.
	H. Maintain a process to contact Hoh Tribal members prior to benefit termination.	Program needs and concerns of Hoh Tribe member customers will be identified and addressed.	<u>Hoh Tribe</u> Keith MacGeagh Darlene Hollum Britni Duncan <u>CSD</u> Ezekiel Hill Terrence McCall <u>Target Date</u> Monthly	January 2026: PBS/Tribal Outstation Specialist reviews Native American Eligibility Ad-Hoc Reports monthly and attempts to make contact with clients as appropriate. PBS/Tribal Outstation Specialist will share information and offer Equal Access (EA) services to tribal customers when we contact with them.

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	I. Invite tribal representatives to attend WorkFirst Local Planning Area (LPA) meetings and other appropriate forums.	Enhanced community awareness and leveraged resources. WorkFirst local planning efforts and service plans reflect the entire community, including the needs and perspectives of tribal members.	<u>Hoh Tribe</u> Keith MacGeagh Darlene Hollum Britni Duncan Workforce Coordinator (TBD) <u>CSD</u> Ezekiel Hill Terrence McCall <u>Target Date</u> Monthly	January 2026: Monthly WorkFirst LPA meetings are held the 3rd Tuesday of each month. Hoh Tribe representatives are invited to attend. Meetings will be held virtually.

Completed or Tabled Items

Date/Status	Goal/Activity
March 2024 COMPLETED	Goal 3, Activity F Trainings and presentations were completed on 03/29/2024 for CSD program overview, BFET, WACON, and SSI/SSIF Services.
May 2017 COMPLETED	Goal 3, Activity B All Port Angeles, Forks CSO staff attended G2G training in 2017.
Feb 2017 COMPLETED	Goal 2, Activity A The Community Services Division (CSD) Tribal Relations and TANF Program Administrator, Martin Bohl, presented information on Washington Connection as a resource available to the tribe, and provided and update and additional information on Tribal Eligibility and sources of income, and application of the Indian Country Disregard and the American Indian Labor Force Report published by the Department of Interior.
Aug 2015 COMPLETED	Goal 3, Activity Tribal Liaison attended the Hoh Health Fair.
Jan 2015 COMPLETED	Goal 3, Activity A Tribal Liaison held an all-staff webinar to review State and Tribal TANF desk aide and current procedures.
Aug 2014 COMPLETED	Goal 3, Activity Tribal Liaison attended the Hoh Health Fair.
Apr 2014 COMPLETED	Goal 2, Activity On 4/25/14, the LPA held a conference hosted by the Jamestown Tribe with guest speaker: Donna Beegle- Communication Across Barriers. Staff from Hoh attended.
Mar 2014 COMPLETED	Goal 2, Activity Region 3 office will work with Hoh to provide Benefit Verification System (BBS). Update: New Executive Director: Keith Impson.
Jan 2014 COMPLETED	Goal 3, Activity- Improvement of ADATSA (Alcoholism and Drug Addiction Treatment Support Act) Referral process for tribal members As of 1/1/14, Tribal Liaison/DSHS is no longer able to process ADATSA applications. Beginning 10/1/13, clients now need to apply at www.healthplanfinder.org

Jan 2014 COMPLETED	Goal3, Activity-Establish an FQHC (Federally Qualified Health Center) position at the medical center. With Healthcare Reform, the FQHC position is no longer available.
Aug 2013 COMPLETED	Goal 3, Activity Tribal Liaison attended the Hoh Health Fair on 8/14/13.
Oct 2013 COMPLETED	Goal 2, Activity With the Healthcare Reform, there are several changes to how medical will be processed. Beginning, 10/1/13, clients will now sign up for medical coverage through www.healthplanfinder.org . DSHS is no longer accepting applications for medical.

Contact Information

DSHS Contacts	Hoh Tribe Contacts
<p>Ezekiel Hill, Administrator Port Angeles CSO/Forks Outstation Ezekiel.hill@dshs.wa.gov 360-912-8022</p>	<p>Keith MacGeagh Executive Director keith.macgeagh@hohtribe.nsn.org 360-780-0280</p>
<p>Kristine Hammond, Deputy Regional Administrator Region 3 HQ, Regional Tribal Liaison kristine.hammond@dshs.wa.gov 360-584-3149</p>	<p>Darlene Hollum Tribal Chairwoman Darlene.Hollum@hohtribe.nsn.org 360-374-6582</p>
<p>Brenda Francis-Thomas, Regional Manager DSHS Office of Indian Policy (OIP) Brenda.francis-thomas@dshs.wa.gov 360-584-3338</p>	<p>Britni Duncan Director of Health and Family Services Britni.duncan@hohtribe.nsn.org 360-780-0399</p>
<p>Terrence McCall, Public Benefits Specialist Supervisor Port Angeles CSO Terrence.McCall@dshs.wa.gov 360-912-8028</p>	
<p>Kristin Lawrence, PBS2/Tribal Outstation Specialist Port Angeles CSO Kristin.Lawrence1@dshs.wa.gov 360-928-5419</p>	
<p>Christi McLane, Mobile Outreach & Contracts Administrator Region 3 Headquarters Christi.mclane@dshs.wa.gov 253-389-0893</p>	
<p>Melissa, Knox, West MCSO Supervisor CSD Headquarters melissa.knox@dshs.wa.gov 360-628-6647</p>	
<p>TBD, South Sound Administrator Customer Service Contact Center (CSCC)</p>	

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