

<p>Updated: March 4, 2026</p> <p><input checked="" type="checkbox"/> Draft Plan</p> <p><input type="checkbox"/> Final Plan</p> <p>Meeting Date: 3/5/2025</p>	<p>DSHS Administrative Policy 7.01 Plan and Progress Report</p> <p>Timeframe: July 1, 2026 to June 30, 2027</p> <p>Administration: Economic Services Administration (ESA)</p> <p>Division: Community Services Division (CSD)</p> <p>Region/Office: R3/Port Angeles Tribe: Lower Elwha Klallam Tribe</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;">Status</td> <td style="width:10%;">Yes</td> <td style="width:10%;">No</td> </tr> <tr> <td>Met with Tribe?</td> <td></td> <td style="text-align: center;">X</td> </tr> <tr> <td>Tribe provided input?</td> <td></td> <td style="text-align: center;">X</td> </tr> <tr> <td>Tribal approval?</td> <td></td> <td></td> </tr> </table>	Status	Yes	No	Met with Tribe?		X	Tribe provided input?		X	Tribal approval?		
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<p>1. Prepare and disseminate pertinent statistics on Lower Elwha Klallam Tribe members who receive and access CSD services.</p>	<p>A. The Community Services Division (CSD) will provide statistics on Lower Elwha Klallam Tribe members receiving assistance through CSD programs.</p>	<p>The Tribe will be informed about their members' utilization of CSD services.</p>	<p><u>Lower Elwha Klallam Tribe</u> Rebecca Sampson-Weed Becky Charles</p> <p><u>CSD</u> Zeke Hill</p> <p><u>Target Date</u> Monthly</p>	<p>The number of Lower Elwha Klallam Tribe households receiving benefits through Port Angeles Community Services Office (CSO) and Forks outstation:</p> <p>January 2026 Lower Elwha Klallam Tribal Members (Port Angeles CSO and Forks outstation</p> <table border="1" style="width:100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width:30%;">Program</th> <th style="width:20%;">CSO</th> <th style="width:20%;">State</th> </tr> </thead> <tbody> <tr> <td>SNAP</td> <td style="text-align: center;">127</td> <td style="text-align: center;">156</td> </tr> <tr> <td>Medical</td> <td style="text-align: center;">38</td> <td style="text-align: center;">45</td> </tr> <tr> <td>TANF</td> <td style="text-align: center;">3</td> <td style="text-align: center;">8</td> </tr> <tr> <td>ABD</td> <td style="text-align: center;">1</td> <td style="text-align: center;">3</td> </tr> <tr> <td>HEN</td> <td style="text-align: center;">1</td> <td style="text-align: center;">1</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	State	SNAP	127	156	Medical	38	45	TANF	3	8	ABD	1	3	HEN	1	1
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<p>2. The Lower Elwha Klallam 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 Lower Elwha Klallam 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, identified and addressed.</p>	<p><u>Lower Elwha Klallam Tribe</u> Rebecca Sampson-Weed Becky Charles</p> <p><u>CSD</u> Liz Greil Freda Cogger</p>	<p>March 2026: The Data Share Agreement (DSA) expired on 9/30/2025, CSD & ESA Tribal Relations will work with the Tribe to renew.</p>																		

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			Zeke Hill Terrence McCall <u>OIP</u> Brenda Francis-Thomas <u>Target Date</u> Annually or as needed	
	B. The Port Angeles CSO will provide a PBS/Tribal Outstation Specialist for on-site services at the Lower Elwha Klallam Tribe.	Greater access for Lower Elwha Klallam tribal members to CSD programs and services.	<u>Lower Elwha Klallam Tribe</u> Rebecca Sampson-Weed <u>CSD:</u> Zeke Hill <u>Target Date:</u> Annual Review	The PBS/Tribal Outstion Specialist provides in person services to Lower Elwha, Hoh, Makah, Quileute and Jamestown tribes.
	C. Review and update the Outstation Working Agreement between the Lower Elwha Klallam Tribe and the Port Angeles CSO.	Identify roles and responsibilities of the Lower Elwha Klallam Tribe and the Port Angeles CSO.	<u>Lower Elwha Klallam Tribe</u> Rebecca Sampson-Weed <u>CSD:</u> Zeke Hill Christi McLane <u>OIP</u> Brenda Francis-Thomas	March 2026: We do not currently have an Outstation Agreement in place, a draft agreement was sent for the Tribe's review/approval in June 2023. The Tribe will follow up with their legal team.

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			<u>Target Date:</u> Annually/As needed		
	D. Review and update the Tribal TANF Operating Agreement (TTOA) and Intergovernmental Agreement (IGA) between the Lower Elwha Klallam Tribe and the Port Angeles CSO.	A clear understanding of roles and responsibilities related to the administration of the Tribal TANF program and how to best serve our common clients.	<u>Lower Elwha Klallam Tribe</u> Rebecca Sampson-Weed Ken Giersch Diane Cabrera Julia Guarino <u>CSD</u> Freda Cogger Liz Greil Zeke Hill Kristine Hammond <u>OIP</u> Brenda Francis-Thomas <u>Target Date</u> 6/30/2026	March 2026: CSD will work with Lower Elwha Klallam to update the TTOA over the next year to include new required language. The last signed TTOA is dated 2012. The Intergovernmental Agreement (IGA) expired 9/30/2025, CSD & ESA Tribal Relations will work with the Tribe to renew.	
3. Take action to recruit/hire American Indian/Alaska Native applicants to meet DSHS objectives for a diverse workforce.	A. Review hiring processes that affirm and value a diverse workforce.	More robust representation of all Olympic Peninsula communities in	<u>Lower Elwha Klallam Tribe</u> Rebecca Sampson-Weed Becky Charles	March 2026: The CSO will continue to invite Tribal and/or OIP representatives to participate in the hiring of key positions as well as sharing information	

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	B. Invite Lower Elwha Klallam Tribe representatives to participate in hiring panels for key positions.	staffing at Port Angeles, Port Townsend and Forks CSO.	<u>OIP</u> Brenda Francis-Thomas <u>CSD</u> Zeke Hill <u>Target Date</u> As needed	about open positions. Key positions are defined within the Administrative Policy 7.01. Interviews include a question to candidates about their understanding of tribal sovereignty.
4. Ensure communication with the Lower Elwha Klallam Tribe for information sharing, joint planning and problem-solving.	A. Meet annually for AP 7.01 planning and as needed, to discuss relevant issues related to services offered by CSD.	Continued communication, relationship building and partnership between the Lower Elwha Klallam Tribe and the Port Angeles, Port Townsend and Forks CSOs. Program needs and concerns of Lower Elwha Klallam member clients will be identified and addressed.	<u>Lower Elwha Klallam Tribe</u> Rebecca Sampson-Weed <u>OIP</u> Brenda Francis-Thomas <u>CSD</u> Zeke Hill Kristine Hammond Eddie Rodriguez <u>Target Date</u> Annually	March 2026: A 7.01 planning meeting was last held on 3/5/2025. No meeting has been schedule for the 2026-2027 plan year at this time.

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	B. Statewide Customer Service Contact Center (CSCC) Administrator will share updates and direct contact information.	The Lower Elwha Klallam Tribe staff will have direct phone numbers to report issues.	<u>Lower Elwha Klallam Tribe</u> Rebecca Sampson-Weed Becky Charles <u>CSD</u> Rachel Seidel <u>Target Date</u> Annually or As needed	March 2026: An updated CSCC contact list will be provided at each 7.01 meeting. CSCC employees access Tribal TANF income verification through the CSD tribal income verification directory contact listed for the tribe as lekt.tanf@elwha.org .
	C. Requests for CSD Mobile CSO (MCSO) and Region 3 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 Lower Elwha Klallam Tribe members have access to CSD assistance programs through the MCSO and/or MOR following a disaster or emergent situation.	<u>Lower Elwha Klallam Tribe</u> Rebecca Sampson-Weed <u>CSD</u> Melissa Knox Christi McLane Zeke Hill <u>Target Date</u> As needed	March 2026: Region 3 has 2 Mobile Outreach Trucks (MOR). The large Mobile CSO truck and its team has been consolidated under Christi McLane for mobile outreach. These trucks are used for outreach services, events and in disaster situations. Christi McLane is the contact person for scheduling.
	D. The Port Angeles CSO staff and CSD HQ Program staff, including	Tribal members will have access to apply for CSD programs	<u>Lower Elwha Klallam Tribe</u> Rebecca Sampson-Weed	March 2026:

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	BFET and MCSO and MOR staff will attend Tribal events and activities when invited by the Lower Elwha Klallam Tribe as schedules allow.	during the Tribal event.	<u>CSD</u> Christi McLane <u>Target Date</u> As requested and schedules allow	Requests for event coverage can be submitted through the online form: Mobile Community Services Office
	E. The Port Angeles CSO is invited to share information regarding changes and upcoming events or activities in the Tribal newsletter and the reader board.	Enhanced communication and information sharing for Lower Elwha Klallam Tribe members.	<u>Lower Elwha Klallam Tribe</u> Rebecca Sampson-Weed <u>CSD</u> Zeke Hill <u>Target Date</u> As needed	March 2026: The CSO will continue to share information regarding changes and events with the Tribe.
	F. DSHS 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 all staff teams.	<u>Lower Elwha Klallam Tribe</u> Rebecca Sampson-Weed Becky Charles <u>CSD</u> Zeke Hill Liz Greil Freda Cogger	March 2026: DSHS will also include any ESA-sponsored tribal-centric events (via CSD & ESA Tribal Relations). CSO staff welcome any invitations to attend tribal events (and vice versa). The CSO attended the following:

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DSHS Administrative Policy 7.01 Plan and Progress Report

Draft Plan

Final Plan

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Implementation Plan

Progress Report

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			<u>OIP</u> Brenda Francis-Thomas <u>Target Date</u> As Requested	Wellness Fair 4/21/25 MMIWP walk 5/5/2025 Housing Fair 6/25/25 Canoe Journey 7/31/25 & 8/5/2025 Domestic Violence Awareness walk 10/21/25
	G. CSD will provide an overview of programs, and share program and policy changes with Lower Elwha Klallam Tribe staff.	Increased knowledge of CSD programs for Lower Elwha Klallam Tribe staff to assist Tribal members in applying for those programs.	<u>Lower Elwha Klallam Tribe</u> Rebecca Sampson-Weed <u>CSD</u> Zeke Hill Felicia Talbott Don Bowen Tiffany Hayden <u>OIP</u> Brenda Francis-Thomas <u>Target Date</u> As requested	The Tribe has not requested any new training/presentations for the 2026-2027 plan year.
	H. Port Angeles, Port Townsend and Forks CSO staff will attend AP	Ensure CSO staff are familiar with tribal culture, tribal	<u>OIP</u> Brenda Francis-Thomas	March 2026: 7.01 Protocol trainings are offered several times per month by OIP.

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	7.01 and/or Government to Government training as appropriate for their position.	authority and operate in a manner that respects the government to government relationship.	<u>CSD</u> Zeke Hill Kristine Hammond <u>Target Date</u> As needed when new staff are hired	Government-to-Government Relations training is required for all management positions and Tribal outstation positions.
	I. Maintain a process to contact Lower Elwha Klallam members prior to benefit termination.	Program needs and concerns of Lower Elwha Klallam Tribe members will be identified and addressed.	<u>Lower Elwha Klallam Tribe</u> Rebecca Sampson-Weed Becky Charles Kelsie Gish Sateva Henderson <u>CSD</u> Zeke Hill Terrence McCall <u>Target Date</u> Monthly	March 2026: PBS/Tribal Outstation Specialist conducts a monthly review of the Native American eligibility review ad-hoc report and makes client contacts as appropriate. A copy of the monthly list will be provided to the Tribe. The list will include client names and phone numbers only. Equal Access (EA) service information will be sent to the Tribe for review and dissemination to Tribe customers if deemed appropriate.

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	J. Invite tribal representatives to attend WorkFirst Local Planning Area (LPA) meetings and other appropriate forums.	Enhanced community awareness and leverage resources. WorkFirst local planning efforts and service plans reflect the entire community, including the needs and perspectives of tribal members.	<u>Lower Elwha Klallam Tribe</u> Rebecca Sampson-Weed Becky Charles <u>CSD</u> Zeke Hill <u>Target Date</u> Monthly	March 2026: Monthly WorkFirst LPA meetings are held the 3rd Tuesday of each month. Lower Elwha Klallam representatives are invited to attend. Meetings are held virtually.

Completed or Tabled Items

Date/Status	Goal/Activity
March 2024 COMPLETED	Goal 3, Activity E and F 2023 CSO Training Requests: 7.01 Protocol & Government-to-Government Training 7.01 Protocol and Government-to-Government Relations training for appropriate staff completed. Training for CSD Programs, ACES, WACONN, BFET, and SSI Facilitation completed.
2020 COMPLETED	3.B2) 2020 CSO Training Requests: 7.01 Protocol & Government-to-Government Training 7.01 Protocol and Government-to-Government Relations training for appropriate staff completed.
August 21, 2017 COMPLETED	Goal 2, Activity A Tribal TANF agreement meeting held at Lower Elwha Klallam. Sent to R3 HQ for review 9/2017.
May 2017 COMPLETED	Goal 3, Activity C All Port Angeles, Forks CSO staff attended G2G training in 2017.
March 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.
January 22, 2015 COMPLETED	Goal 1, Activity 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.
August 2014 COMPLETED	Goal 3 Tribal Liaison attended the Lower Elwha Klallam Health Fair.
May 2014 COMPLETED	Goal 3 A one-time "mini" HUB was held in both Port Townsend and Forks.
April 2014 COMPLETED	Goal 2, Activity On 04/25/14, the LPA held a conference hosted by the Jamestown Tribe with guest speaker: Dr. Donna Beegle- Communication Across Barriers. Staff from Lower Elwha Klallam attended.
March 26, 2014 COMPLETED	Goal 1, Activity The LPA (Local Planning Area) and Clallam Co. Disability's combined with Lower Elwha Klallam for a 1 day event that includes classes on how to find employment, write resumes, etc. Local employers who had open positions were doing interviews on the spot. There was also a clothing closet that helped provide work appropriate attire.
March 11, 2014 COMPLETED	Goal 2, Activity DSHS offered a Lean Training Seminar. Becky Charles, Tammie Stevens and Jessica Egnew attended.

<p>January 29, 2014 COMPLETED</p>	<p>Goal 3, Activity- Improved communication between the Lower Elwha Klallam Tribe and the CSO Tribal Liaison facilitated a meeting between the DSHS WorkFirst Staff and the Lower Elwha Klallam and Quileute TT Case managers to review the current Tribal TANF Agreements.</p>
<p>January 1, 2014 COMPLETED</p>	<p>Goal 3, Activity-Improvement of the ADATSA (alcoholism and Drug Addiction Treatment Support Act) referral process for Tribal members. Tribal Liaison/DSHS is no longer able to process ADATSA applications. Clients now need to apply at: www.healthplanfinder.org.</p>
<p>November 19, 2013 COMPLETED</p>	<p>Goal 3, Activity-Communication Social Service and DSHS staff met to update the TT Operating Agreement.</p>
<p>October 31, 2012 COMPLETED</p>	<p>Goal 3, Activity-Improvement of services to Tribal members The CHIPRA (Children's Health Insurance Program Reauthorization Act) grant information given to the Social Services and Klallam Counseling staff. Update: Monica Henry was instrumental as signing Lower Elwha Klallam up for the CHIPRA Grant and have already received their equipment.</p>

Contact Information

DSHS Contacts	Lower Elwha Klallam Tribe Contacts
Zeke Hill, Administrator Port Angeles Community Services Office (CSO)/Forks Outstation Zeke.hill@dshs.wa.gov 360-912-8022	Rebecca Sampson-Weed Social Services Director becca.weed@elwha.org 360-565-7257 ext. 7456
Kristine Hammond, Deputy Regional Administrator Region 3 Headquarters, Regional Tribal Liaison Kristine.hammond@dshs.wa.gov 360-584-3149	Becky Charles TT/GA Case Manager becky.charles@elwha.org 360-565-7257 ext. 7455
Brenda Francis-Thomas, Regional Manager DSHS Office of Indian Policy (OIP) Brenda.francis-thomas@dshs.wa.gov 360-584-3338	Ken Giersch IT Department ken.giersch@elwha.org 360-504-2820, 360-452-8471
TBD, South Sound Administrator Customer Service Contact Center (CSCC)	Kelsie Gish Title Email Phone
Rachel Seidel, Southwest Administrator Customer Service Contact Center (CSCC) Rachel.seidel2@dshs.wa.gov 360-764-0162	Sateva Henderson Title Email Phone
Terrence McCall, PBS Supervisor Port Angeles Community Services Office (CSO) Terrence.mccall@dshs.wa.gov 360-912-8028	Diane Cabrera Title Email Phone
Kristin Lawrence, PBS2/Tribal Outstation Specialist Port Angeles Community Services Office (CSO) Kristin.Lawrence@dshs.wa.gov 360-928-5419	Julia Guarino Title Email Phone
Christi McLane, Pierce East and Mobile Outreach Administrator Region 3 Headquarters, Mobile Outreach & Contracts Christi.mclane@dshs.wa.gov 253-389-0893	

<p>Felicia Talbott, BFET Lead Program Manager CSD Headquarters Felicia.talbott@dshs.wa.gov 360-764-9557</p>	
<p>Freda Cogger, Tribal Relations Program Administrator CSD Headquarters Freda.Cogger@dshs.wa.gov 360-522-2155</p>	
<p>Liz Greil, Statewide Tribal Relations Administrator ESA Headquarters Elizabeth.Greil3@dshs.wa.gov 360-790-2904</p>	