

**DSHS, Region 3 Community Services Division
Administrative Policy 7.01
2015-2016 Plan & Progress Report
SUQUAMISH TRIBE**

Updated 1/22/15

Implementation Plan				Progress Report
Goals/Objectives	Activities	Expected Outcome	Lead Staff and Target Date	Status Update for the Fiscal Year Starting Last July 1
1. Work with the Suquamish tribe to determine the need for, negotiate, and/or implement local Tribal-State agreements, protocols, MOUs, contracts, or processes.	<p>None currently but requested to leave on 7.01 plan as need arises.</p> <p>1B. Develop a Data Share Agreement for the Suquamish Tribe to access ACES for the purpose of comparing Basic Food benefits cases against households receiving Commodities.</p>	Clear and identified role of Tribal Representatives and DSHS through formal agreements	<p>To be identified as need arises.</p> <p>1B. Target date is March 1, 2015 for initiating data share agreement request process.</p> <p>1B. Lead Staff: <i>gloria Marshall-Perez, Region 3 CSD Tribal Liaison</i></p>	1B. Sandy Jsames, CSD HQ, is working directly with Sharon Henson to resolve access issue.
2. Ensure communication with tribal governments and Native American Organizations for information sharing, consultation, joint planning, and problem solving.	<p>2A. Meet as needed, and at least annually, to discuss relevant issues on topics to include but not limited to:</p> <ul style="list-style-type: none"> • WorkFlrst/TANF • ABD/MCS • TFA • Medicaid • Basic Food • Child Care • Impacts of Suquamish tribal benefits program changes or potential changes on tribal members' DSHS benefits 	<p>A current and accurate 7.01 plan is in place and being used in partnership.</p> <p>Enhanced communication and effective problem resolution.</p> <p>Enhanced coordination of services and provision of consistent, relevant,</p>	<p>2A. Target Date: on-going</p> <p>Lead Staff:</p> <p><i>Kendrick Stewart, Regional Administrator Region 3 CSD</i></p> <p><i>gloria Marshall-Perez, Region 3 CSD Tribal Liaison</i></p> <p><i>Margaret Swigert, CSOA Bremerton CSO</i></p>	As requested by Sharon Henson, 7.01 meeting and plan reviewed held on 1/22/15 at the Bremerton CSO.

	<p>2C. Suquamish Tribe will continue to invite CSD staff to participate in cultural and outreach events for Suquamish Tribal members such as the Women's Health Fair, All Health Fair, and Elder's Luncheon.</p> <p>2D. Bremerton CSO will continue to provide a WorkFirst Program Specialist on site monthly at the Suquamish Tribe office to discuss and do case management coordination for mutual clients.</p>	<p>current information about DSHS programs to Suquamish staff and community members.</p>	<p><i>Sharon Henson, Director of Human Services, Suquamish Tribe</i></p> <p><i>Brenda Francis-Thomas, Office of Indian Policy (OIP), DSHS</i></p> <p>2C & D Target Date: ongoing</p> <p>Lead Staff: <i>gloria Marshall-Perez, Region 3 CSD Tribal Liaison</i></p> <p><i>Margaret Swigert, CSOA Bremerton CSO</i></p> <p><i>Sharon Henson, Director of Human Services, Suquamish Tribe</i></p>	<p>2C. Bremerton CSO staff will participate in the Elders Luncheon and Health Fairs at Suquamish. Tribal Human Services staff will notify CSO Tribal Liaison of the dates.</p> <p>2D. Current Bremerton CSO WFPS assigned to Suquamish Tribal WF cases is Tim Burks.</p>
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<p>3. Ensure and enhance access to DSHS public assistance programs for Suquamish Tribal members.</p>	<p>3A. Bremerton CSO will continue to provide an outstation worker one day per week on site at the Port Madison Indian Reservation to process applications, eligibility reviews, and case change information.</p> <p>3C. CSD will arrange Mobile CSO services in Suquamish community as requested by the Suquamish Tribe and the Mobile CSO schedule allows.</p> <p>3D. CSD will continue to provide access to CCSP, and on-going case changes through the Statewide CSC at 1-877-501-2233 and on-line at https://www.washingtonconnection.org/</p>	<p>Enhanced access to services and programs for members and families in the Suquamish Tribe community.</p>	<p>3A Target Date: On going Lead Staff: <i>gloria Marshall-Perez, Region 3 CSD Tribal Liaison</i></p> <p><i>Margaret Swigert, CSOA Bremerton CSO</i></p> <p><i>Sharon Henson, Director of Human Services, Suquamish Tribe</i></p> <p>3C Target Date-as needed Lead Staff: Josheina Mednoza, Administrator, Mobile CSO, DSHS</p> <p>3D Lead Staff: <i>Ron Thomas, South Sound Customer Service Contact Center (SS CSCC) Administrator and Londi Colton, Financial Service Specialist 5 (FSS5) Child Care Subsidy Program Supervisor</i></p>	<p>3 A. Current Bremerton CSO Financial Service Specialist 3 assigned as is the outstation worker at Suquamish is Trace' Taylor.</p>

**COMPLETED/
TABLED**

<p>1. Work with the Suquamish tribe to determine the need for, negotiate, and/or implement local Tribal-State agreements, protocols, MOUs, contracts, or processes.</p>	<p>1A. Update the Operational Agreement between the Bremerton CSO and the Suquamish Tribe, using the same format as the Adult Protective Services MOU as closely as possible.</p> <p>1B. Develop a Data Share Agreement for the Suquamish Tribe to access ACES for the purpose of comparing Basic Food benefits cases against households receiving Commodities.</p>		<p>1A. Target date is July 1, 2011.</p> <p>1B. Target date is April 15, 2011 for initiating data share agreement request process.</p> <ul style="list-style-type: none"> New Target Date: April 1, 2013 <p>1B. Lead Staff: <i>gloria Marshall-Perez, Region 3 CSD Tribal Liaison</i></p> <p><i>Mike Mowrey, Tribal Relations Manager CSD Tribal Relations</i></p>	<p>CSO/Suquamish Operational Agreement is from 2006. CSO continues to provide an FQHC staff person on site at the Port Madison Indian Reservation one day per week and monthly WorkFirst case management staffing meetings. The Suquamish Tribe attorney wants the new agreement to mirror the format used with HCS in the APS agreement. Steve will forward a copy of the agreement to CSD to review before beginning discussions. At 2/23/2012 7.01 meeting, Stephen Weaver indicated that was needed at this time and would ask to revisit in the future if felt is was needed.</p> <p>1B. 4/14/2011, Mike Mowrey and Stephen Weaver met and discussed the tribe's data share needs and to begin the process for completing a data share agreement.</p> <p>2/23/12, resubmitted request to CSD HQ to begin the process for completing a data share agreement (17-174) to allow ACES access to the Suquamish tribe. Mike Mowrey has confirmed (3/9/12) that he will contact Stephen Weaver.</p> <p>1/31/13, per Stephe Weaver, Mike Mowery has not contacted him. gloria will follow-up with Mike.</p> <p>2/1/13, gloria sent email to Mike and Mike responded that he will reconnect with Stephe.</p> <p>3/18/13, per Mike Mowry, Data Share Agreement is signed, final and will start effective 4/1/13.</p>
<p>2. Ensure communication with tribal governments and Native American Organizations for information sharing, consultation, joint planning, and problem solving.</p>	<p>2B. DSHS will make training and technical assistance available to the Suquamish Tribe as needed in all program areas. Specific training and assistance to be provided in 2013:</p>		<p>2B. Target Date: through May 31, 2013</p> <p>Lead Staff: <i>Debbie Smith, Financial Policy Mgr</i></p>	<p>By 7/1/2011, Dan Owens, the new CSD Region 3 Administrator will visit the Suquamish Tribe offices for a tour.</p> <p>2B. gloria will follow-up with Debbie Smith, Region 3 Training, Quality and Policy Manager on the request for CSD Program Overview Training.</p> <p>Ron Thomas will follow-up on the request for CCSP overview training</p>

	<ul style="list-style-type: none"> • CSD Programs Overview Training • ACES Inquiry Training (once Tribe has ACES access) • Reserve slots and send notices of scheduled CSD staff training sessions for Suquamish Tribe staff. • Provide information on the changes in the CCSP to the Suquamish Tribe newsletter <p>2E. CSD and the Suquamish Tribe will jointly provide CSD staff training for staff in Region 3 and the CSC on Suquamish/CSD Operating Agreements and (when applicable) Data Share Agreements to facilitate staff-to-staff information sharing and case problem resolution.</p>		<p><i>Region 3 CSD</i></p> <p><i>Ron Thomas, CSCA</i> <i>CSD Customer Svc Ctr.</i></p> <p><i>Peggy Tonan, Dept of Human Service,</i> <i>Suquamish Tribe</i></p> <p>2E Target Date: July 2011</p>	<p>2E. This has been completed and will be re-introduced as needed.</p> <p>2C. Bremerton CSO staff regularly participates in the Elders Honoring and All Health Fairs at Suquamish.</p> <p>5/9/2012- did not attend</p> <p>9/20/2012-Elders Honoring</p> <p>10/1/2012- All Health Fair</p>
<p>3. Ensure and enhance access to DSHS public assistance programs for Suquamish Tribal members.</p>	<p>3A. Bremerton CSO will continue to provide an outstation worker one day per week on site at the Port Madison Indian Reservation to process applications, eligibility reviews, and case change information.</p> <p>3B. CSD Region 3 will assist the Suquamish Department of Human Services with completing the application to become a Washington Connections partner and getting the Washington Connections website icon loaded on kiosks in designated tribal offices and/or computer labs.</p> <p>3E. Suquamish Tribal Members eligible for Basic Food and medical assistance and living within the Port Gamble S'Klallam Basic Food/Medicaid pilot service area will have the option to be served by either Bremerton CSO or the PGST program.</p>		<p>3B. Target Date: June 30, 2011</p> <p>3E Target-Lead Staff: <i>Mike Mowrey, Pgm Mgr.</i> <i>CSD HQ</i></p>	<p>The FQHC outstation worker at the Suquamish office is retiring 4/30/11. Suquamish Tribe staff will participate in the selection process for future outstation staff.</p>

<p>4. CSD will provide data on Tribal members receiving Medicaid program types.</p>	<p>CSD will provide as requested</p>		<p>4. Target date is 6/30/13</p> <p>Lead Staff: <i>gloria Marshall-Perez, Region 3 CSD Tribal Liaison and Kim Shidell, Region 3 CSD Performance Manager</i></p>	<p>2/6/13-Margaret emailed Kim Shidell asking her to call Stephe concerning the data request. On 2/6, Kim called Stephe and left message. On 2/11, Margaret emailed Stephe with Kim's contact information. On 4/8/13, Margaret sent another email to Stephe with Kim's contact information.</p>
<p>4. CSD will provide data on Tribal members receiving cash and Medicaid.</p>	<p>CSD will provide annually</p>		<p>4. Target date is April 1, 2012</p> <p>Lead Staff: <i>gloria Marshall-Perez, Region 3 CSD Tribal Liaison</i></p>	<p>Completed-Data was emailed to Stephen Weaver on 3/10/12</p>