

Division of Child Support (DCS) Tribal Relations Team (TRT)

HQ Tribal Projects Matrix – 11/1/2016

Project	Description	Status	Lead	Expected Time Frames/ Next Steps
<p>1 IT Enhancements</p> <p>a) Add additional identifying info to CR screen</p> <p>b) Receive Famlink change data regarding tribal affiliation.</p> <p>c) Evaluate suggestion to add 2nd Tribal Access field to SEMS BC screen</p>	<p>a) Work Request (WR) 3149- When Tribal IVA or IVD staff cross-reference a common name in SEMS Web, they sometimes have to contact DCS to verify that a “potential” match is the correct individual. Recommend adding the Date of Birth field.</p> <p>b) WR 3292 & CR 425 - DCS submitted a Change Request (CR 425) to Children’s Admin requesting transfer of Tribal Affiliation information when CA staff later enter it into FamLink. Once CA work is completed, SEMS will need to also make some programming changes (WR 3292 is a placeholder for these changes).</p> <p>c) WR 3447 - Add a 2nd Tribal Access code to BC so that potentially two Tribal IVD or TANF programs could view SEMS Web information on a mutual case.</p>	<p>Brady presented all 3 items to the IT Prioritization Board on 7/15/15.</p> <p>a) WR 3149 – Approved.</p> <p>b) WR 3292 – Board supports DCS IT preparing for CA FamLink changes. CA and DCS Business Analysts coordinating efforts.</p> <p>c) WR 3447 – DCS unable to add a 2nd Tribal Access code due to the extensive nature of this change. It would take approximately 1,128 FTE hours to make this change, and involve at least 20 Analysts, Testers, and Developers, and impact approximately 24 SEMS programs, screens, applications, and/or transactions.</p>	<p>TRT: Brady Rosnagle</p> <p>DCS IT: Scott Reese</p>	<p>a) WR 3149 COMPLETED – 1/2/2016 SEMS made the programming changes to add the DOB field to the CR screen. TRT notified Tribal IVD/IVA staff on 1/4/2016.</p> <p>b) WR 3292 – Children’s Admin sent DCS the first test update file on 1/26/2016. It was successful. Next step: Receive files from production Famlink data, then further testing and evaluation of data. TRT continues to receive daily updates from CA and reviews the information prior to requesting SEMS automation.</p> <p>c) WR 3447 – COMPLETED DCS unable to make this SEMS change due to necessary extensive programming. TRT notified Tribes by email on 12/28/2016 & WR closed.</p>

2	Write Draft Rule to add a per capita exception to the normal CS Distr rqmts	On 11/18/14, DCS held a tribal focus group meeting (by conf call, Web Ex, and in-person) to discuss the application of per capita payments. Ten tribal representatives attended from 7 Tribes. Tribes support DCS efforts to add tribal per capita payments as an <u>exception</u> to the normal child support distribution requirements (when the noncustodial parent has more than one case).	Due to vacancies, DCS Policy has not yet had the staff to draft this Rule.	DCS Policy: Nancy Koptur/ Sharon Redmond	In 2016, DCS Policy hopes to fill vacancies and prepare an initial draft Rule to share with Tribes and seek their input.
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3	<p>Ensure that DSHS and DCS tribal policy, processes, and agreements are reflected in Conference Board Decisions</p>	<p>Two Region 3 Tribal IVD Programs shared that they believe that:</p> <ol style="list-style-type: none"> 1. Not all DCS Conf Board decisions reflect DSHS and DCS Tribal policy, procedures and agreements. 2. DCS entered some orders with large retroactive arrears. 3. DCS fails or refuses to modify orders even when a parent is incapable of paying. 	<p>DCS has taken the following actions:</p> <ol style="list-style-type: none"> 1. Conference Board Chairs attended GOIA G-t-G training to help ensure Decisions are reflective of tribal sovereignty and government-to-government principles. 2. DCS researched Tribal Conf Brd requests from 2014-2015 and did not find any problem conf brd decisions, and discovered that 43% of conf brd requests are approved in the FO so are not sent to the HQ Conf Brd Unit. HQ Conf Brds approved 58% of the Tribal debt reduction or write-off requests. DCS Tribal Liaisons (TL's), not NCP's, initiated the majority of the Tribal Conf Brd requests for debt reduction or write-off. For 11 months in 2015, DCS wrote off over a half a million dollars of State debt on Tribal cases. 3. Discussed the Tribal Conf Brd process at the Jan 2016 and Mar 2016 TL meetings, and TL's shared best practices. 4. In Feb 2016 DCS began piloting having ALL Tribal cases assigned to a designated DCS HQ Conference Board Chair (Kristi Jackson). 5. DCS began tracking tribal cases referred for a Conference Board. 6. DCS working on a process to allow Tribal IVD programs to submit supporting information on DCS Conf Brds. 7. DCS monitoring & evaluating results of these changes. 8. TRT arranged to provide DCS Conference Board training for interested Tribal IVD programs at the Suquamish Tribe in May. 	<p>TRT: Brady Rosnagle</p> <p>DCS Policy: Sharon Redmond</p>	<p>Tribal IVD Directors and DCS are following up on some items raised at our 1/12/16 meeting.</p> <p>DCS requests from Tribes sample D#'s of problem cases or conference board decisions.</p> <p>TRT made an initial report to tribes on June 24, 2016 regarding information listed on tracking sheets.</p>
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4	<p>Ensure Tribal Employer information on the SEMS TE and TI screens match. Work with all Tribes to ensure data accuracy.</p>	<p>DCS needs assistance from Tribes to update our list of Tribal Employers in our SEMS Computer System database, to prevent auto-withholding notices from being sent to an Employer (unless a Tribe has agreed to accepting DCS auto-withholding actions).</p>	<p>TRT submitted a SEMS Work Request WR 4560 to recommending linking TI and TE screens or an automated email to SEMS of any TI changes.</p> <p>TRT requested Tribal assistance at IPAC and IPAC Subcommittee meetings and 7.01 meetings, and in Mar 2016, emailed requested to each Tribe to verify their Tribal Employers. TRT sent 2nd request for information to TL so they could assist in obtaining employer information from their tribal contacts.</p>	<p>TRT: Sandi Cheek</p>	<p>SEMS is modifying the SEMS Work Request before presentation to the Prioritization Board.</p> <p>TRT is beginning to receive updated employers lists from Tribes.</p>
5	<p>Work with the Colville Tribal Child Support Program (CTCSP) and OCSE to transition CTCSP data from SEMS to the Model Tribal System (MTS).</p>	<p>On 8/6/15, DCS sent a letter to the Colville Tribe Chairman requesting a meeting to discuss transitioning the Colville Tribal CS Program from using DCS SEMS to a better case management solution. On 8/19/15 DCS received an email from CTCSP stating their intent to transition Colville case data from SEMS to the federal Model Tribal System (MTS). On 9/28/15, DCS and Colville IVD presented the change from SEMS to MTS to Colville leadership. No issues were expressed.</p>	<p>CTCSP is working with Sysrad, OCSE Divn of State and Tribal Systems, the Eastern Band of Cherokee Indians (EFCI) MTS Consortium, and DCS IT to electronically transfer Colville SEMS data into MTS. CTCSP is in the process of submitting their Advance Planning Document (APD) to OCSE.</p>	<p>TRT: Brady Rosnagle</p> <p>DCS IT: Erika McKenzie</p> <p>CTCSP: Sam Ankney and Dave Parman</p>	<p>12/23/15 Agreement finalized to extend CTCSP SEMS Access from 12/31/15 to 6/30/16 (Amendment 8). Working on Amendment 9 to extend Agreement to 9/30/16.</p> <p>Colville hoped to complete the transition from SEMS to MTS by 6/30/16, but requested an extension to 9/30/16.</p>

6	<p>Continue to Increase the: 1) Identification of Tribal Affiliation information on DCS cases and 2) Assignment of Tribal Cases, at the earliest point in the process.</p>	<p>In 2009 DCS began a Tribal Initiative to “improve tribal affiliation coding on DCS referrals and cases.” This Initiative resulted in many DSHS actions to raise awareness of this issue with staff and partners; significant changes to DSHS forms, policy, procedures, training materials, and IT system interfaces (including electronically setting the “Tribal Enforcement Services” code on SEMS cases where the CSD electronic referral included a WA Tribal Code). This Initiative also resulted in a 2009 Work Request (CR 425) for Famlink to also transmit to SEMS, tribal affiliation data entered AFTER the initial referral.</p>	<p>DCS and TRT continue to look for, and implement, ways to (at the earliest point in the process) identify Tribal Affiliations and connections on cases and get cases correctly assigned and referred. The new Tribal CN-285, includes additional emphasis and instruction on this issue.</p>	<p>TRT: Brady Rosnagle</p> <p>DCS Policy: Ayanna Eagan</p> <p>DCS IT: Frank Peak, Tracy Severns, Erika McKenzie</p> <p>CA IT: Chris Ruff</p>	<p>CA Business Analysts and Programmers working on Famlink changes.</p> <p>DCS published the new Tribal CN in October 2015 and provided mandatory tribal training to all FO staff.</p> <p>TRT re-joined the DCS Training Workgroup to continue to emphasize this issue.</p> <p>DCS TL’s tracking inappropriate referrals to determine frequency and causes, and to address problems as they occur.</p>

Completed Items

- 07/15/15: TRT Projects Matrix completed.
- 07/23/15: TRT assisted with planning two tribal sessions at the July 2015 Reentry Conference, including presentations by the Port Gamble S’Klallam Tribe, Lummi Nation, The Tulalip Tribes, and the Seattle Indian Health Board.
- 9/15/15: TRT worked with DCS Business Services and Fiscal to finalize a Best Practices document to obtain payment for Tribal Court Filing Fees.
- 9/23/15: Two-hour Tribal presentation at the DCS Claims Officer Workshop to familiarize Claims Officers with Tribal Court history and practice and with differences in working tribal cases compared to regular cases. Included presentations by Brady Rosnagle, Martin Bohl (former Chief Judge, Appellate Justice, and Judge Pro Tem at over a dozen NW Tribal Courts), Harry Fretheim (DCS Claims Officer who represents DCS in Swinomish Tribal Court), and Glenn Tunick (Spokane DCS Tribal Liaison).
- 10/19/15: DCS Published the Tribal CN and incorporated it into the manual. On 10/27 and 10/29 TRT completed mandatory Tribal CN Training for FO staff.