

Date updated: March 9, 2023

- Draft Plan
- Final Plan

Policy 7.01 Plan
2023-2024 Annual Plan and Progress Report
Spokane Tribe of Indians (STOI) and
ESA: Division of Child Support (DCS), Region 1, Spokane Field Office
 (contact information listed at end of plan)

	Yes	No
Met with Tribe/RAIO?	X	
Tribal input received?	X	
Tribal approval of plan?	X	

Most recent meeting date: 01/25/2023
Plan approved by Spokane Tribe 3/28/2023

Implementation Plan				Progress Report
(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update
<p>1) Facilitate improved contact with the Spokane Tribe staff and their clients.</p>	<p>Maintain regular contact, exchange contact information and establish outreach opportunities.</p>	<p>Improved contact and strengthening of relationships to mutually benefit shared clients.</p>	<p>Bobbi Williams – STOI Luanne Ferguson – STOI Heidi Jimboy - STOI</p> <p>Amanda James – DCS Michelle Martin – DCS Mike Brakel - DCS</p> <p>Target Date: June 2024</p>	<p>Weekly meetings at the Spokane Tribal TANF Lyons office (STTP) between Amanda James and Heidi Howard were held telephonically through 08/2022. As of 09/2022, weekly meetings have resumed to in person meetings.</p> <p>Due to COVID-19, other outreach opportunities have been on hold throughout 2022. However, beginning in 2023, there is opportunity to resume in person outreach.</p> <p>Heidi and Amanda are looking at putting together an in person “Meet and Greet”, potentially in March 2023, pending on approval. The goal for this is to bring the DCS Spokane Office Tribal Liaisons together with STTP staff as there has been some turnover in the past 2 ½ years. DCS would also like to learn</p>

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				<p>more about STTP programs and how their Tribal TANF program differs from the state TANF program. DCS can also present a refresher “DCS 101” tailored specifically to Spokane Tribe caseload and give updates to staff as to changes in child support over the past couple of years.</p> <p>Bobbi is willing to talk to DCS staff about STTP programs.</p> <p>DCS is also interested in any other outreach opportunities with Spokane Tribe in the upcoming year.</p>

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<p>2) Continue current working relationship and procedures.</p>	<p>DCS & STTP to review procedures with regards to shortening case closure procedures and write off of Tribal debt in special circumstances.</p> <p>Any parent requesting write off of debt owed to the Spokane Tribal TANF Program will continue to be referred to STTP directly.</p> <p>At the weekly meeting 07/31/19, it was decided since STOI does not have a IV-D program and DCS is enforcing their cases, STOI would follow the State’s policies on special circumstances where it is ok to close cases. DCS will not be writing off debt or forgiving debt owed to the tribe, but only following closure policies (some examples are permanently disabled, the one-time SSI project, long term incarceration past child’s minority, etc.)</p>	<p>Reduce case closure time periods from 90 days to 30 days.</p> <p>Giving relief to parents with unique hardship circumstances.</p>	<p>Yvette Buckley – STOI Heidi Jimboy - STOI</p> <p>Amanda James – DCS</p> <p>Target Date: June 2024</p>	<p>Progress was made in 2022 with regards to shortening case closure procedures. Complete statistical data was not kept in 2022, but will be going forward. However, the majority of cases have been closed within 45 days or less versus the 90 days prior to 2022.</p> <p>Closure notices are sent monthly to Heidi which she reviews and responds back to DCS which STTP cases can be closed.</p> <p>STTP is now adding their CIF numbers on the Tribal TANF referrals so DCS can add their case number in our system so when documents are generated to the tribe, it will print on them so cases can be identified quickly.</p> <p>Paying parents requesting write off of debt owed to STTP will be referred to Heidi Jimboy. STTP is currently in the process of establishing guidelines for possible consideration of write off of Tribal debt. DCS has asked assistance</p>

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				<p>from other tribes with debt write off policies to share as a starting point for STTP to create a policy tailored to their Tribe.</p> <p>DCS Conference Board attorney, Christi Jackson, is willing to do a presentation as to types of case specific things she looks for when considering debt write off requests for state debt, if STTP is interested.</p>

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<p>3) Maintain good case management communication.</p>	<p>Timely communication is critical to effective case management for both DCS and STTP:</p> <ol style="list-style-type: none"> 1) TANF open/close information is critical to accurate case management. Staff may send TANF referrals and closures by email to spotribal@dshs.wa.gov 2) Sharing other household composition changes is also important (newborn added to grant, emancipation, child out of household, new court order, etc). 3) Both programs need to know if a child is receiving SSI. Information from STTP will be sent to Amanda James, Michelle Martin or Mike Brakel. Information from DCS will be sent to the STTP Caseworker. When a child is identified as an SSI recipient, DCS will adjust debt to accurately account for any support owed or paid on behalf of the SSI child separately from support owed or paid for other siblings on TANF. 4) The tribe is concerned with the release of license certification actions. DCS will negotiate with all clients in an attempt to release the certification and collect child support. DCS will release the certification of any license while the individual is receiving Tribal TANF or Tribal GA. 5) If DCS fails to serve an individual residing on the reservation by Certified Mail Restricted Delivery, the Tribe's preferred alternate method is 	<p>Child support debt owed to the Tribe is reflected more accurately with fewer manual adjustments.</p> <p>Barriers are removed as necessary</p> <p>Tribal sovereignty is respected</p>	<p>Yvette Buckley – STOI Heidi Jimboy –STOI Bobbie Williams – STOI Luanne Ferguson - STOI</p> <p>Target Date: June 2024</p>	<p>(Progress Status Item #1) DCS TL's continue to communicate with STTP case managers through phone and email contact regarding referrals and closures. It is helpful to know the reason for closure so DCS can determine if continuation of services is necessary. Temporary closures due to a custodial parent receiving a per capita payment is also helpful so money collected will be disbursed directly to the custodian when not receiving Tribal TANF benefits.</p> <p>A Monthly TANF Approved report along with the Monthly Case Closure report is sent to DCS monthly to aid record accuracy.</p> <p>STTP Caseworkers can email referrals/closures directly to a specific DCS TL but it is also helpful to add spotribal@dshs.wa.gov to the email. This will ensure the referrals are processed in a timely manner as this</p>

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	<p>for DCS to request Service of Process through the Spokane Tribal Police Department.</p>			<p>inbox is monitored by all Spokane DCS Tribal Liaisons</p> <p>(Progress Status Item #2) Information sharing about household composition and life events that affect child support is important in maintaining case data integrity and disbursing payments correctly. STTP has been providing this information and communication is going well.</p> <p>(Progress Status Item #3) SSA recipients are coded in the Tribal TANF household because SSA is counted as income for the household. SSI recipients are not coded in the Tribal TANF household. No new cases with regards to children receiving SSI benefits were identified this year.</p> <p>(Progress Status item #4) DCS continues to receive monthly Active Tribal GA listing each month and cross references with any active cases. If an active Tribal GA recipient has a</p>

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				<p>case with DCS and license is certified, it is immediately released.</p> <p>(Progress Status Item #5) Service of individuals through the Spokane Tribal Police process is working very well. DCS has utilized their assistance on 4 times in 2022.</p>
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<p>4) Opportunity for Tribal Court to order withholding of wages.</p>	<p>Should DCS be unable to obtain a voluntary wage assignment by a non-Tribal member employed by the Spokane Tribe, Tribal Enterprise or an Indian owned business located on the reservation, DCS can obtain a garnishment order by using a Tribal Civil Complaint Form and sending it to the Tribal Court Clerk for Judicial Review at: Bldg 268, Agency Square, PO Box 225, Wellpinit WA 99040.</p>	<p>Tribal Court orders would assist in child support being received by the custodians and/or STTP.</p>	<p>Amanda James - DCS</p> <p>Target Date: June 2024</p>	<p>This item will need Tribal Leadership approval. Office of Indian Policy (OIP) and DCS Tribal Relations Team will need to meet with Tribal Leadership to discuss DCS representation in Tribal Court.</p>

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<p>5) Continue implementation of agreed protocol on the handling of child support issues in Spokane County Superior Court family law cases where a party receives or has received Spokane Tribal TANF benefits.</p>	<p>DCS and the Tribe have agreed to the following protocol:</p> <p>When the judge or commissioner becomes aware that TANF benefits are being paid to one of the parties, the judge will notify Debby Kurbitz of the Prosecutor’s Office, if not already involved.</p> <p>If it is unclear to the Prosecutor’s office whether the TANF benefits being paid are State or Tribal in origin, the Prosecutor will contact the Spokane DCS Tribal Unit to verify the source of the grant.</p> <p>If it is determined that Spokane Tribal TANF benefits are being paid to one of the parties, Ms. Kurbits will notify Joni Wynecoop, Spokane Tribe Executive Director. The Spokane Tribal TANF client will have an interest in the Order of Child Support.</p> <p>Ms. Kurbitz, as attorney for DCS, may have a separate interest in establishing the medical support obligation, since the Tribal TANF client receives medial assistance from the State of Washington in conjunction with Tribal TANF benefits.</p> <p>Ms. Kurbits will make sure that the proposed Order of Child Support has a signature line for the Spokane Tribal TANF Program (STTP) separate from Ms. Kurbit’s signature line on behalf of DCS. Upon</p>	<p>The Tribe has the opportunity to be heard on child support issues in Spokane Superior Court family law cases in which the Tribe has an interest because Tribal TANF benefits have been or are being paid on behalf of a party.</p>	<p>Amanda James – DCS</p> <p>Debby Kurbits (509) 477-2486 Spokane County Prosecutor’s Office</p> <p>Joni Wynecoop Acting Executive Director (509) 458-6500 (reception) Spokane Tribe of Indians</p> <p>Target Date: June 2024</p>	<p>No changes to this process</p> <p>There were no cases in 2022 where this process needed to be followed.</p> <p>Spokane Prosecutor’s office does contact DCS TL’s when they see that there maybe tribal affiliation with a case prior to taking any action.</p>

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	<p>notification to STTP, all the interested parties will either agree and sign off on the Order, or not agree, at which point all the parties, including STTP will be notified of a contested (or presentment) hearing, and after hearing from the parties who appear at the hearing, the judge or commissioner will enter the Order.</p> <p>If an attorney for STTP does not appear at the contested (or presentment) hearing, the judge or commissioner will not enter the Order, unless there is proof, by certificate of mailing, of having served Ms. Wynecoop with a copy of the proposed Order (according to the time required for the particular Order) and of having served Ms. Wynecoop with adequate notice of the hearing.</p> <p>The address and contact numbers for Ms. Wynecoop are as follows:</p> <p>Joni Wynecoop Executive Director Spokane Tribe of Indians PO Box 100 Wellpinit, WA 99040</p> <p>(509) 458-6500 (receptionist)</p>			

CONTACT INFORMATION SPOKANE TRIBE

SPOKANE			
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Empero Corral	Spokane Tribe HR	509-458-6527	hfrontdesk@spokanetribe.com
	Spokane Tribal Police	509-258-4569	dispatch@sirpd.com

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Courtney Dale	Tribal Team Supervisor, Spokane Field Office (DCS)	509-363-4920	courtney.dale@dshs.wa.gov
Amanda James	Lead Support Enforcement Officer, Tribal Liaison (DCS)	509-363-5050	amanda.james@dshs.wa.gov
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