

**Policy 7.01 Implementation Plan with the Muckleshoot Tribe**  
**Region 2 Community Services Division**  
 Timeframe: July 1, 2020 to June 30, 2021  
 Revised 03/2020

**Annual Key Due Dates:**

April 1<sup>st</sup>- CSD Regional Administrators submit 7.01 Plan and Progress Reports to CSD HQ Coordinator  
 April 13<sup>th</sup>- CSD HQ Coordinator will submit Executive Summary & 7.01 PPRs to the ESA Office of Assistant Secretary for final review.  
 April 23<sup>rd</sup> – ESA Office of the Assistant Secretary will send all 7.01 PPRs to the Office of Indian Policy (OIP).

**7.01 Meetings:**

January 31<sup>st</sup>, 2020 at Auburn Community Services Office, cancelled- rescheduled per Muckleshoot Tribe's request.  
 February 28<sup>th</sup>, 2020 at Muckleshoot Tribe at Muckleshoot Tribe.  
 Next tentative meeting scheduled for June 2020.

Implementation Plan				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
1). Prepare and disseminate pertinent statistics on American Indian community and participant populations, numbers of American Indian participants served and other relevant data.	<ul style="list-style-type: none"> <li>• Continue to work with OIP</li> <li>• Provide a report sharing pertinent data related to the tribe.                             <ul style="list-style-type: none"> <li>○ Provide list of cases associated with the tribe.</li> <li>○ Provide a handout of tribe statistics</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Tribe will be better informed about their member's utilization of services that will aid in increasing participation rates for those services.</li> <li>• Tribe will be able to ensure that Tribal Members cases are correctly identified.</li> </ul>	<ul style="list-style-type: none"> <li>• Scott Christofersen, <a href="mailto:chrissh@dshs.wa.gov">chrissh@dshs.wa.gov</a> - CSD Auburn CSOA will provide the data to Sharon Curley of Muckleshoot Tribe.</li> <li>• Alexandra Cruz-James, <a href="mailto:Alex.Cruz@muckleshoot.nsn.us">Alex.Cruz@muckleshoot.nsn.us</a>, Managing Director of Human Services</li> <li>• <a href="mailto:Raxsmey.Lim@dshs.wa.gov">Raxsmey Lim, limrc@dshs.wa.gov</a>, Performance &amp; Quality Manager R2 – will gather data for quarterly reports</li> <li>• Mary Anderson, <a href="mailto:Mary.Anderson@dshs.wa.gov">Mary.Anderson@dshs.wa.gov</a>, DSHS CSD Tribal Liaison</li> </ul> <p>Target Date: June 30, 2021</p>	<p>Muckleshoot Tribe has an ongoing 3-year Data Share Agreement (DSA), which sunsets 03/31/2022</p> <p>Scott Christofersen continues to provide pertinent Tribal reports/statistics to Alexandra James.</p> <p>DSHS CSD and the Muckleshoot Tribe met 02/28/2020 at the Muckleshoot Tribe.</p>

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2). Ensure efforts are made to recruit/hire American Indian/Alaska Native staff to meet the overall DSHS goal of having a diverse workforce.	<ul style="list-style-type: none"> <li>Job Announcements are sent to Aimee Gone and she forwards them to the tribes.</li> </ul>	<ul style="list-style-type: none"> <li>Tribal members will be better informed about and able to compete for employment opportunities as they arise.</li> </ul>	<ul style="list-style-type: none"> <li>CSD Scott Christofersen – Auburn CSOA will forward job announcement for the Auburn CSO to Aimee Gone</li> <li>OIP - Aimee Gone will forward the announcement to the Muckleshoot tribe.</li> <li>As recruitments occur.</li> </ul> <p>Target Date: June 30, 2021</p>	Aimee Gone and Scott Christofersen continue to share DSHS CSD job postings with Muckleshoot Tribe via email.
3). Work with tribe to determine the need for, negotiate and/or implement local Tribal-State agreements, protocols, contracts, or processes.	<ul style="list-style-type: none"> <li>Enhanced coordination of services leading to clients' self-sufficiency and increasing access to services, information and updates.</li> <li>Continue to meet periodically with tribal representatives and</li> </ul>	<ul style="list-style-type: none"> <li>Tribal Members and Agency Staff will be better informed of the enhanced coordination of services.</li> </ul>	<ul style="list-style-type: none"> <li>CSD –Scott Christofersen, Auburn CSOA will coordinate with Mary Anderson (CSD/Region 2/Tribal Relations) and Aimee Gone (OIP)</li> <li>Alexandra Cruz-James</li> <li>On going</li> </ul>	<p>DSHS CSD and the Muckleshoot Tribe met 02/28/2020.</p> <p>Muckleshoot would like to have quarterly 7.01 meetings. Next tentative meeting scheduled for June 2020.</p>

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	community agencies to ensure services and processes for Native Americans meet client needs and achieve program goals. <ul style="list-style-type: none"> <li>Per the 7.01 protocol ensuring that all key staff are aware and follow the enhanced coordination of services.</li> </ul>		Target Date: June 30, 2021	
4). Ensure communication with Tribes and Recognized American Indian Organizations (RAIO) for information sharing, collaboration, joint planning, and problem solving.	<ul style="list-style-type: none"> <li>Set up regularly scheduled meetings with the Muckleshoot tribe to improve communication and Coordination. (7.01 Plan Meetings)</li> <li>Continue to invite tribal representatives to LPA meetings and other appropriate forums</li> </ul>	Continue strengthening the relationships between the tribe and the department.  Record Meeting Minutes and Attendance Records	<ul style="list-style-type: none"> <li>CSD –Scott Christofersen, Auburn CSOA will coordinate with Mary Anderson (CSD/Region 2/Tribal Relations) and Aimee Gone (OIP)</li> <li>CSD - Outreach Staff from the Auburn CSO.</li> <li>Muckleshoot - Alexandra Cruz-James</li> </ul>	DSHS CSD and the Muckleshoot Tribe met on 02/28/2020.  Meetings will be held quarterly. Next tentative date is June 2020.  Local Planning Area (LPA) meetings are held monthly on the 2 <sup>nd</sup> Tuesday of the month at the Kent Community Services Office at 1313 W. Meeker St, Ste. 100 Kent, WA 98032 from 9am to 11am. Tribe is invited to attend to learn about local resources as well

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			<ul style="list-style-type: none"> <li>As needed</li> </ul>	as share resource information.
5). Identify needs of American Indian clients & communities and whether current programs and policies meet these needs.  Identify outstanding issues / gaps in service and develop performance expectations which can be implemented, monitored and evaluated	Work with tribe, RAIO, and OIP staff to identify what services are needed and how they should be delivered.  Outstation staff provided for the Muckleshoot Tribe at the Reservation location.  Provide representative for Q&A meeting	Provide most advantageous customer service to tribal members.  Increase access to services for tribal members.  Identify and resolve any unmet needs and service issues that are identified.	<ul style="list-style-type: none"> <li>CSD – Scott Christofersen, Auburn CSOA will coordinate with Mary Anderson (CSD/Region 2/Tribal relations) and Aimee Gone (OIP)</li> <li>CSD – Outstation Staff from Auburn CSO, currently 3 days/week</li> <li>Muckleshoot - Alexandra Cruz-James</li> </ul> Target Date: June 30, 2021	DSHS CSD continues to support Muckleshoot Tribe operations via CSD Tribal Outstation staff who continue to provide Community Service Division (CSD) program support via onsite eligibility determination for public assistance benefits.  Edith Del Rio is the Public Benefits Specialist (PBS) who provides outreach onsite, such as benefit information and eligibility determination at Muckleshoot 3 days per week.

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6). Provide identified needed training to ESA staff on major principles of federal Indian law	Training <ul style="list-style-type: none"> <li>• 7.01</li> <li>• Government to Government</li> <li>• Centennial Accord</li> <li>• Other Pertinent Training as ongoing for CSD Staff.</li> <li>• Encourage attendance at Tribal Celebrations and events</li> </ul>	Gain understanding of the history behind the activities of how tribes and the state interact and conduct business.  Gain an understanding of each tribe's respective history and culture.  Utilize the information from the training(s) to engage tribes at a higher level to better meet their needs	<ul style="list-style-type: none"> <li>• CSD- Scott Christofersen, Auburn CSOA will coordinate with Mary Anderson (CSD/Region2/Tribal relations) and Aimee Gone (OIP) regarding regular trainings on the 7.01 policy. The trainings are announced via the Learning Management System.</li> <li>• As needed or when new staff are hired.</li> </ul> Target Date: June 30, 2021	Aimee Gone provides notice of scheduled trainings via email distribution list.

**Policy 7.01 Implementation Plan with the Muckleshoot Tribe  
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 Historical / Completed Activities**

<b>Date of Completion:</b>	<b>Activities</b>
<b>02/2020</b>	<p>Muckleshoot Tribe has an ongoing 3-year Data Share Agreement (DSA), which sunsets 03/31/2019.</p> <p>Martin Bohl and his team continue to manage these non-monetary contracts, and have prepared the renewal of Muckleshoot Tribe's next 3-year DSA.</p> <p>Alan McLaughlin continues to provide pertinent Tribal reports/statistics to Sharon Curley.</p>