

FINAL NOOKSACK INDIAN TRIBE 7.01 PLAN AND PROGRESS REPORT

Policy 07.01 Plan and Progress Report
Timeframe: July 1 2022 to June 30 2023
 ESA/Division of Child Support
Region 2 North/Everett Field Office
Tribe: Nooksack Indian Tribe

NOTES: Draft 2022-2023 7.01 Plan and Progress Report emailed to Nooksack Indian Tribe, Ken Levinson and Elaine Zapata on 3/21/2022. Response due back by 3/26/2022. Response received from Ken Levinson on 3/28/2022 and edits made. Final plan submitted to Tribal Relations Team on 3/28/2022.

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 <i>List in reverse chronological order (most recent on top).</i>
1) Prepare and disseminate pertinent statistics on American Indian community and participant population's numbers of American Indian participants served and other relevant data.	<p>1a) Provide data upon request regarding the number of Tribal cases being provided services through Region 2 Child Support. How many paying cases? How much are they paying?</p> <p>1b) Provide a list of all cases upon request that are associated with each of the 8 specific tribes upon request. Review to assure that all tribal members are correctly identified.</p> <p>1c) Tribes have the opportunity to identify clients that are in need of modification or possible debt write-off, due to client's situation</p>	<p>1a) Tribes will be better informed about their member's utilization of DCS services.</p> <p>1b) Tribes and DCS will be able to ensure Tribal members' cases are correctly identified as such.</p> <p>1c) To ensure child support amounts are set correctly and write off debts that may cause hardships on families</p>	<p>State: Lisa Dupre garnelm@dshs.wa.gov; Vickie Kurz kurzva@dshs.wa.gov</p> <p>Tribe: Ken Levinson, Director; Elaine Zapata Program Manager; Kristen Regan, Roberta Humphreys case managers.</p> <p>Target Date: monthly during recurring outreach to Nooksack Child Support Program and at mid-year review.</p>	<p>1) a & b) Reports provided as requested by Tribes. DCS reviews all cases coded enforcement services "08" quarterly in order to ensure only cases meeting the criteria for the Tribal caseload are included in the caseload.</p> <p>1c) Tribes may submit a request for DCS to review cases identified for possible modification or debt write off. Only debts owed to the State of Washington are eligible for debt write-off</p>

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<p>2) Ensure efforts are made to recruit/hire American Indian staff to meet the overall DSHS goal of having a diverse workforce.</p>	<p>2a) Job announcements sent to Aimee Gone, OIP.</p> <p>2b) Send the DOP web address to tribal newsletters and HR staff.</p> <p>2c) Training for the DOP website (careers.wa.gov) from DCS HR representative to be extended to tribes through their tribal HR offices, TERO office, or other offices as defined by the tribe.</p> <p>2d) DCS Tribal Relations Team will email job openings to the Tribes.</p>	<p>2) Tribal members will be better informed about and able to compete for DCS employment opportunities as they arise.</p>	<p>State: Lisa Dupre garnelm@dshs.wa.gov, Vickie Kurz kurzva@dshs.wa.gov</p> <p>Tribe: Ken Levinson, Director; Elaine Zapata Program Manager; Kristen Regan, Roberta Humphreys case managers.</p> <p>Target Date: monthly during recurring outreach to Nooksack Child Support Program and at mid-year review.</p>	<p>DCS will provide awareness of open positions to OIP representatives through informal communication as they become known (phone/email).</p> <p>DCS continued to hire Support Enforcement Officers. Tribes are sent hiring announcements from Aimee Gone as they are posted.</p>
<p>3) Work with tribes to develop and/or implement local Tribal-State agreements, protocols, contracts or processes.</p>	<p>3a) DCS is willing to provide training or overview of the State Child Support Program for each tribe’s members to explain DCS processes and remedies.</p>	<p>3a) More regular support collections for nonpaying employees.</p> <p>3b) Tribal members will be better informed about services DCS can provide for them</p>	<p>State: Lisa Dupre garnelm@dshs.wa.gov, Vickie Kurz kurzva@dshs.wa.gov</p> <p>Tribe: Ken Levinson, Director; Elaine Zapata Program Manager; Kristen Regan, Roberta Humphreys case managers.</p> <p>Target Date: monthly during recurring outreach to Nooksack Child</p>	<p>3a) DCS can present DCS 101 presentations upon request.</p> <p>As of 03/21/2022, no requests have been received from the Nooksack Indian Tribe for “Child Support 101” presentations due to COVID-19 restrictions, no in-person presentations being offered at this time. We will resume our offer for assistance in-person upon the tribe’s request once the state guidelines allow DCS to do so.</p>

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			Support Program and at mid-year review.	
<p>4) Identify needs of American Indian clients and communities and whether current programs and policies meet these needs. Identifying ways to improve customer service to Tribal Members</p>	<p>4a) Continue to provide outreach to Region 2 tribes as requested and as resources allow.</p> <p>4b) Explore alternative locations and methods to work with community members.</p> <p>4c) Meet jointly with tribe quarterly to determine needs and assess progress of the 7.01 plan.</p> <p>4d) Invite tribes to participate in Local Planning Area (LPA) meetings and Community Partnership and Transition Services (CPTS) meetings.</p>	<p>4a) In-person services can be provided for remotely located Tribal members.</p> <p>4b) Best processes and locations can be used to provide these services.</p> <p>4c) Better services for individual Tribal members.</p> <p>4d) Attendance and participation of Tribes in LPA/CPTS meetings.</p>	<p>State: Lisa Dupre garnelm@dsh.s.wa.gov, Vickie Kurz kurzva@dshs.wa.gov</p> <p>Tribe: Ken Levinson, Director; Elaine Zapata Program Manager; Kristen Regan, Roberta Humphreys case managers.</p> <p>Target Date: monthly during recurring outreach to Nooksack Child Support Program and at mid-year review.</p>	<p>4a) DCS staff will continue monthly outreach with the Nooksack Child Support Program staff. COVID-19 restrictions have prohibited monthly in-person outreach.</p> <p>4b) DCS does have SEOs out stationed at the Smokey Point, Mt Vernon, Alderwood, Bellingham and Sky Valley/Monroe CSOs. Clients can speak to an officer in these offices. If they need to speak specifically to a tribal SEO then they can be called from the CSO.</p> <p>DCS has tribal liaisons located at Everett Office, Bellingham CSO, and Sky Valley.</p> <p>4c) DCS and Nooksack continue to meet on a regular basis to ensure that clients within their programs are receiving the best services possible. Meetings are held either at Nooksack Child Support Program Office or the Everett DCS Field Office.</p> <p>4d) The Tribes are invited and encouraged to attend LPA and CPTS meetings.</p> <p>Contact Information for LPA:</p> <ul style="list-style-type: none"> Crystal Armitage email CArmitage@esd.wa.gov LPA meetings are held the 4th Friday of each month from 9:30-11:30 <p>Contact Information for CPTS:</p> <ul style="list-style-type: none"> Monique Steffens email mstefens@whatcom.edu <p>CPTS meetings are the 4th Tuesday of the month from 1:30-3:30 at Whatcom Community College (room varies).</p>
<p>5) DCS will ensure that training opportunities are shared with tribes.</p>	<p>DCS Regional Training Coordinator will offer and coordinate training opportunities to include regional tribes.</p> <p>Tribal Staff are invited to attend portions of DCS academy's that might be of benefit to them.</p>	<p>Tribal Staff will have opportunities to attend state trainings</p>	<p>State: Lisa Dupre garnelm@dsh.s.wa.gov, Vickie Kurz kurzva@dshs.wa.gov</p> <p>Tribe: Ken Levinson, Director; Elaine</p>	<p>Training opportunities received by the DCS Training Coordinator will be sent to the Tribal HR's as they are received and/or made available.</p> <p>Invitations will be extended as DCS academies are scheduled. Academy participation will be on an audit basis. At this time we are having remote training and academy due to Covid-19 restrictions.</p> <p>DCS will coordinate with the Whatcom County Prosecuting Attorney's Office to meet with Nooksack Child Support Program and DCS tribal Liaison to observe the superior</p>

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			<p>Zapata Program Manager; Kristen Regan, Roberta Humphreys case managers.</p> <p>Target Date: monthly during recurring outreach to Nooksack Child Support Program and at mid-year review.</p>	<p>court process and answer any questions. COVID-19 restrictions have prohibited court visits.</p>
<p>6a) DCS and the Tribe has an established referral process and the rate of referrals for DCS to send cases to the Tribe for enforcement, establishment, paternity and modification</p> <p>6b) Statute of Limitations will be determined by the jurisdiction that has the longest Statute of Limitations</p> <p>6c) Federal Offset Referrals</p>	<p>6a) DCS and the Tribe will continue to transfer and refer cases as needed as determined by DCS and Tribe’s agreement</p> <p>6b) DCS and Nooksack will continue to discuss cases that are close to Statute of Limitations</p> <p>6c) Federal offset report will be received to DCS by 10th of each month.</p>	<p>6) Communicate with the Tribe on rate of referral based in current staffing levels and the ability to accommodate more cases.</p> <p>6b) Ensure correct debt is being enforced and collected.</p> <p>6c) Ensure correct reporting is done on the 3rd weekend of each month.</p>	<p>State: Lisa Dupre garnelm@dsh.wa.gov, Vickie Kurz kurzva@dshs.wa.gov</p> <p>Tribe: Ken Levinson, Director; Elaine Zapata Program Manager; Kristen Regan, Roberta Humphreys case managers.</p> <p>Target Date: monthly during recurring outreach to Nooksack Child Support Program and at mid-year review.</p>	<p>6a) Referrals will be sent as a case qualifies per DCS and Nooksack agreement.</p> <p>6b). At this time Nooksack does not have a Statute of Limitations for enforcement.</p> <p>6c) DCS will send an email reminder to financial worker a few days prior to the 10th of each month, if needed. Treasury Offset agreements are reviewed every three years.</p>

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<p>7) DCS and Tribes will discuss specific cases on a regular basis.</p>	<p>7) Email and phone communication regarding specific cases.</p>	<p>7) Clear understanding on the status of cases and client contact.</p>	<p>State: Lisa Dupre garnelm@dshs.wa.gov, Vickie Kurz kurzva@dshs.wa.gov</p> <p>Tribe: Ken Levinson, Director; Elaine Zapata Program Manager; Kristen Regan, Roberta Humphreys case managers.</p> <p>Target Date: monthly during recurring outreach to Nooksack Child Support Program and at mid-year review.</p>	<p>7) DCS and Nooksack will continue to discuss specific cases and issues via email and telephone as questions and issues are identified.</p> <p>March 2021-VirtualOutreach, with case managers Juana Branson, Roberta Humphreys.</p> <p>April 2021-No outreach and/or virtual outreach scheduled due to COVID restrictions and closures. The office is operating, within guidelines of the COVID-19 restrictions, with limited staffing during this time period. Daily emails and telephone calls regarding cases with staff. DCS continues teleworking</p> <p>May 2021- Virtual meeting. Vickie Kurz invited and attended NCSP team meeting. Ken Levinson, Elaine Zapata, Juana Branson, Roberta Humphreys, Diantha Doucette, Rosemary LaClair attended.</p> <p>June 2021-December 2021-No outreach and/or virtual outreach scheduled due to COVID restrictions and closures. The office is operating, within guidelines of the COVID-19 restrictions, with limited staffing during this time period. Daily emails and telephone calls regarding cases with staff. DCS continues teleworking.</p> <p>Jan 2022-Feb 2022-No in-person outreach and virtual outreach scheduled due to COVID restrictions and closures. The office is operating, within guidelines of the COVID-19 restrictions, with limited staffing during this time period. Daily emails and telephone calls regarding cases with staff. DCS continues teleworking</p> <p>DCS will plan on setting up virtual outreach to the Nooksack Child Support Program.</p>
<p>8) DCS staff will participate and volunteer at Tribal cultural events when available.</p>	<p>8) Attend and volunteer at Tribal cultural events.</p>	<p>8) Better understanding of the Tribal culture and heritage by DCS staff.</p>	<p>State: Lisa Dupre garnelm@dshs.wa.gov, Vickie Kurz kurzva@dshs.wa.gov</p> <p>Tribe: Ken Levinson, Director; Elaine Zapata Program Manager; Kristen Regan, Roberta Humphreys case managers.</p> <p>Target Date: monthly during</p>	<p>DCS tribal liaison will continue to attend tribal cultural events, training however due to COVID-19 restrictions most public events have been canceled by the tribe. Notification of events will be shared with staff once they resume and state guidelines allow.</p>

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			recurring outreach to Nooksack Child Support Program and at mid-year review.	
9 Provide training and awareness to the DCS office regarding Native American Culture.	9) DCS Tribal Unit will host a Native American Heritage Event during the month of November.	9) Better educate DCS staff and build awareness of tribal culture.	<p>State: Lisa Dupre garnelm@dshs.wa.gov, Vickie Kurz kurzva@dshs.wa.gov</p> <p>Tribe: Ken Levinson, Director; Elaine Zapata Program Manager; Kristen Regan, Roberta Humphreys case managers.</p> <p>Target Date: monthly during recurring outreach to Nooksack Child Support Program and at mid-year review.</p>	DCS staff will host a National Native American Heritage Month Event in November annually. Adjustments to the November 2021 event were modified to comply with state guidelines due to COVID-19 restrictions. A virtual event hosted by Tribal Relations Team and Community Service Division was held via Zoom Platform.
<p>Completed Items (Date: Action completed); Historical Section Attached.</p>				

Completed / Historical Information				
Completed 10/16/2019				Mary Anderson no longer with Division of Child Support. Randi Evans will be the DCS contact person for Stillaguamish Tribe of Indians.
Prepare and disseminate pertinent statistics on American Indian community and participant population's numbers of American Indian participants served and other relevant data.				1a) The Tulalip Tribes Child Support Program has requested a monthly report that will include the number of Tulalip affiliated cases – statewide, the number of Tulalip TANF cases, the number of cases currently in process of being heard in Tulalip Tribal Court, the number of times that DCS appeared in Tulalip Tribal Court, and the number of children affected by those appearances. August 2009: TCSP requested that DCS stop bringing cases directly to Tulalip Court; they must be referred to TCSP. March 2010 TCSP requests monthly TANF report (no change to previous format) and quarterly report of Tulalip affiliated cases
DCS will ensure that training opportunities are shared with tribes.				In 2007 and 2008 DCS held Support Enforcement Officer Training Academies, Scott Morris extended invitations out to the Tribes with IV-D & IV-A programs for the possible attendance of tribal employees to sit in on the training in an auditing format. Currently there are not any training academies scheduled for the upcoming year. However, if one is held, each tribe will be notified. DCS provided the TCSP a copy of the training guide (RTI). DCS offered to provide training on any of the modules that were of interest to the TCSP,
7) Priority of referrals to Lummi Nation Child Support Program.	7a) DCS will send cases as requested by LNCSP. 7b) DCS will send cases having an avenue of collection only available	7) Cases will be guided to the LNCSP to receive the appropriate venue for the cases to be worked.	7) DCS Staff – Scott Morris LNCSP – Kelly Jefferson	7) As of March 2010, this item is being fulfilled by DCS staff.

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	through LNCSP. 7c) DCS will send cases ready for referral to LNCSP.			
11) DCS and NITCSP will establish a referral process and the rate of referrals for DCS to send cases to NITCSP for	11) DCS and NITCSP will negotiate the rate of referrals per month, as well as the type of cases to be referred.	11) Establish the number of cases to be referred per month, as well have an estimated date to have all	11) DCS Staff– Scott Morris NITCSP – Ken Levinson	11) NITCSP has requested that DCS focus on transferring all of the Nooksack TANF caseload to NCSF first. They have requested that DCS send 16 cases to them per month. At this rate the entire

enforcement, establishment, paternity and modification		cases forwarded to NITCSP.		Nooksack TANF caseload will be transferred by the end of October 2009. All of the Nooksack TANF cases have been referred to the NITCSP. DCS and NITCSP are now in discussion on the transfer rate and priority of remaining cases. This was completed in June 2010
14) Per SEMS/ACES agreement, Tulalip will be able to access Tulalip affiliated cases	14) DCS will update system to allow access for TCSP staff	14) TCSP can better prioritize cases and assist community members during the transition from start-up to comprehensive.	14) TCSP Cara Althoff DCS Scott Morris	TCSP access to SEMS/ACES is still pending. DCS completed the Tribal coding on all of the cases in the Tulalip caseload on March 27, 2009. However because of cases moving in and out of the caseload there may be some that are not coded. TCSP can notify DCS and DCS will update the case.
15) DCS will provide TCSP with a list of cases that are actively being worked to bring to Tulalip Tribal Court	15) DCS will provide TCSP with requested information	15) TCSP can assist DCS by providing outreach to parties of the cases	15) TCSP Cara Althoff DCS Scott Morris	DCS provided the list to TCSP on March 17, 2009. Per the request of Cara Althoff in August 2009, DCS will refer all cases to TCSP.
16) TCSP has been awarded comprehensive status. TCSP program willing to give DCS staff presentation about laws and policies concerning child support at Tulalip Tribes	16) TCSP will prepare a presentation. TCSP and DCS will work together on time and location.	16) DCS will learn more about the TCSP. This will assist in a smooth transition as TCSP takes cases	16) TCSP Cara Althoff DCS Scott Morris	Meeting was held on March 10. 2009
4) Identify needs of American Indian clients and communities and whether current programs and policies meet these needs.	4b) Explore alternative locations and methods to work with community members.	4b) Best processes and locations can be used to provide these services.	4b) Patti Dalrymple and representatives of each tribe.	4b) DCS staff now has the ability to log in remotely to the DCS computer system (SEMS). This will help to assist clients in real time while out in the field. A DCS Tribal Liaison is assigned to the Mount Vernon Community Service Office.

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DCS will ensure that training opportunities are shared with tribes.	DCS Regional Training Coordinator will offer and coordinate training opportunities to include regionaltribes.	Tribal Staff will have opportunities to attend state trainings.		<p>Recent Trainings Provided:</p> <p>DCS provided paternity affidavit training and Working with the Military training in August 2010</p> <p>DCS provided SEMS training to the Lummi TANF program in June 2010</p> <p>DCS provided SEMS training to the Tulalip Child Support Program in December 2010</p>
7) DCS will send 10 referrals to the LNCSP each month & coordinate referring additional cases each month.	7) DCS staff will ensure that ten referrals are being sent to the LNCSP each month.	7) A constant rate of referrals to the LNCSP would continue.	7) DCS Staff – Scott Morris & Tracy Jahr LNCSP – Kelly Jefferson	7) DCS has referred the majority of the cases from the Lummi caseload. DCS and LNCSP met in September 2010 and reviewed the entire Lummi caseload that DCS is working. Some cases were identified to be resent to LNCSP. After this is completed, cases will be sent to LNCSP as they are indentified

11) DCS will provide TCSP with a list of Tulalip affiliated cases broken down as follows: Needs paternity established Establishment (separate list of non affiliated cases {Tulalip enterprise employees} from all others) Enforcement Modification	11) DCS will provide list to TCSP no later than 3/20/09	11) TCSP can better prioritize how many cases we want referred and the type of case	11) TCSP Cara Althoff, Lorna Edge-Onsel, & Sarah Colleen Sotomish DCS Staff – Georgia Payne & Lisa Garner	DCS provided the list to the TCSP in September 2010
<p>(1) Goals/Objectives</p> <p>1) Prepare and disseminate pertinent statistics on American Indian community and participant population's numbers of American Indian participants served and other relevant data.</p>	1b) Provide a list of all cases associated with each of the 8 specific tribes upon request. Review to assure that all tribal members are correctly identified			Tribal Liaisons are not able to pull this list. The Tribal Liaison sends the request to SEMS to generate the report. Turnaround time is approximately 1 – 2 weeks for each request.
6) When changes occur within DCS regional tribal staffing, the Government to Government training will be required.				<p>Tribal Liaisons Tracy Jahr and Nathan Ray completed Government to Government training in June 2012 and October 2012.</p> <p>7 DCS supervisors and 6 additional DCS staff also completed Government to Government training In June 2012.</p>

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7) DCS will send 10 referrals to the LNCSP each month & coordinate referring additional cases each month.	7) DCS staff will ensure that ten referrals are being sent to the LNCSP each month.	7) A constant rate of referrals to the LNCSP would continue.	7) DCS Staff – Scott Morris & Tracy Jahr LNCSP – Kelly Jefferson	7) DCS has referred all identified cases to the LNCSP. DCS will refer new cases to the LNCSP as they are identified.
8) DCS will serve as a technical resource for the LNCSP, the TCSP, and the NITCSP for the SEMS program in their offices.	8) The tribe's have access to SEMS; DCS will serve as a support mechanism for the use of SEMS by the tribal employees.	8) Enhanced communication and information sharing on case specific matters.	8) Lisa Dupre`, Tracy Jahr, & Nathan Ray/ DCS TRT – Brady Rossnagle LNCSP – Kelly Jefferson NITCSP – Ken Levinson TCSP – Shelley Tucker Lorna Edge-Onsel & Sarah Colleen Sotomish	8) LNCSP, NITCSP, & TCSP have access to SEMS, ACES and Employment Security Information. DCS continues to provide hands on training as requested
				DCS will continue meeting at least quarterly with Tribes after the Tribe open a child support program. (This moved to historical section in 2014 as this is now

Updated 3/15/18

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				standard business practice and we will meet with any of the Tribes in our area who operate child support programs by request.
<p>6) DCS will work with the Nooksack Indian Tribe Child Support Program</p> <p>This section, item 6 is incorporated in section 3 of this document so is being removed here as a separate section if none opposed will move this section to historical section of plan</p>	<p>6) Work with NITCSP & Nooksack TANF to develop an operating agreement between the 3 programs. (NITCSP, Nooksack TANF and DCS)</p>	<p>6) Establish protocols and procedures for the three programs to work efficiently together</p>	<p>6) DCS Staff– Georgia Payne, & Tracy Jahr NITCSP – Ken Levinson Nooksack TANF – Katherine Canete</p>	<p>6) Informal processes have been developed and communications between the three programs continue to go well. Initial discussions have begun regarding an operating agreement.</p>
<p>8) DCS and the TCSP will together develop an Operating Agreement between the two agencies.</p> <p>This section, item 8 is incorporated in section 3 of this document so is being removed here as a separate section and this specific section will be moved to history</p>	<p>8) Work with the TCSP to develop an Operating Agreement</p>	<p>8) Establish protocols and procedures for the programs to work efficiently together</p>	<p>8) TCSP RoseAnn Green, Shelley Tucker, & Sarah Colleen Sotomish DCS Patti Dalrymple, Brady Rossnagle, Georgia Payne, & Lisa Dupre`</p>	<p>8) Discussions regarding development of an Operating Agreement were on hold until a new TCSP IV-D Director was hired. DCS hopes to resume discussions now that a new director has been appointed.</p>
<p>3) Work with tribes to develop and/or implement local Tribal-State agreements, protocols, contracts or processes.</p>	<p>3d) DCS is willing to work with Tribal TANF and Child Support Programs that are interested in Federal Offset.</p>			<p>3 d) This applies to New Tribal Federal Offset agreements are currently on hold, per OCSE, all former agreements are still valid.</p>

<p>9 Provide training and awareness to the DCS office regarding Native American Culture.</p>	<p>9) DCS Tribal Unit will host a Native American Heritage Event during the month of November.</p>	<p>9) Better educate DCS staff and build awareness of tribal culture.</p>	<p>9) DCS staff with the assistance of tribes.</p>	<p>DCS staff held a National Native American Heritage Month Event in November 2015. Guest speaker from Tulalip was present along with Indian Tacos and an information table.</p>
	<p>3/07/2018--3c) DCS is willing to training on Tribal TANF impacts on child support</p>			
				<p>Completed: 11/2017 DCS staff will hold a National Native American Heritage Month Event in November 2017.</p> <p>DCS staff held a National Native American Heritage Month Event in November 2017. Guest speaker from Tulalip Language Department, Lois Landgrebe along with the Tulalip Elementary Drummers and Dancers. A lunch buffet with Indian Tacos and an information table was also offered.</p>

