

Updated: October 2, 2018

Policy 7.01 Plan and Progress Report

Draft Plan

Timeframe: July 1, 2019 to June 30, 2020

Final Plan

Administration/Division: ESA/CSD (DSHS) **Region/Office:** Region 3/Port Angeles CSO

Tribe(s)/RAIO(s): Lower Elwha Tribe

	Yes	No
Met with Tribe?	X	
Tribe provided input?	X	
Tribal approval?		X

Implementation Plan

Progress Report

(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update Since the Last 7.01 Meeting								
1. Prepare and disseminate pertinent statistics on American Indian community and participant populations, numbers of American Indian participants served and other relevant data.	<p>A. The Community Services Division (CSD) will provide annual statistics on Lower Elwha tribal members receiving assistance through its programs.</p> <ul style="list-style-type: none"> Statistics include Lower Elwha Tribal members receiving Basic Food and Medical Assistance. 	Tribe will be better informed about the number of members receiving benefits from CSO's.	<p>Jim Weatherly Tribal Liaison Kelly Bradley Tammie Stevens Becky Charles</p> <p>Annually.</p>	<p>Number of Lower Elwha Tribal families receiving benefits through Port Angeles and Forks Community Service Offices (CSO's):</p> <p>[October 2018]</p> <table border="1"> <tbody> <tr> <td>SNAP</td> <td>212</td> </tr> <tr> <td>Medical</td> <td>29</td> </tr> <tr> <td>TANF</td> <td>3</td> </tr> <tr> <td>ABD/HEN</td> <td>2</td> </tr> </tbody> </table> <p>*The above numbers may not be complete due to self-declaration and coding errors.</p>	SNAP	212	Medical	29	TANF	3	ABD/HEN	2
	SNAP	212										
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TANF	3											
ABD/HEN	2											
<p>B. As needed, information about Elwha tribal members will be provided by CSD via eJAS and ad hoc Barcode reports.</p>	Timely response to data requests from tribal staff, relative to tribal members' participation in CSD programs.	As requested.	<p>Tribal Liaison Patti Hicklin Juli Murrain Mer Parker</p>	<p>Tribal Liaison, and CSO supervisors have historically assisted with reports needed in support of shared clients.</p> <p>Tribal Liaison position became vacant in July 2018. In the interim, CSO supervisors will assist with necessary report inquiries.</p>								

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2. Work with tribes to determine the need for, negotiate and/or implement local Tribal-State agreements, protocols, MOU's, contracts or processes.	<p>A. Review and update the Tribal TANF Operating Agreement.</p> <p>B. Coordinate and develop hiring processes that affirm value of diverse workforce.</p> <ul style="list-style-type: none"> Invite Lower Elwha Tribe to participate in hiring panels. 	<p>Improved coordination and communication regarding Tribal TANF program.</p> <p>More robust representation of all Olympic Peninsula communities in staffing at Port Angeles/Forks CSO's.</p>	<p>Jim Weatherly Tribal Liaison gloria Marshall-Perez Kelly Bradley</p> <p>Jim Weatherly Tribal Liaison Kelly Bradley Tammie Stevens</p> <p>As Requested.</p>	<p>Agreement update still in-progress. Signed by Tribe in June '18. Still working with State and Tribe to solve remaining IT-related issues. Forms to be completed by Tribe sent 12/12/18. Tribe still completing them and will include gloria and CSOA in response.</p> <p>No hiring in 2018 yet.</p>												
3. Ensure communication with tribal governments, landless tribes, and off reservation American Indian organizations for information sharing, consultation, joint planning, and problem solving.	<p>A. Identify needs of American Indian clients & communities and whether current programs and policies meet these needs.</p> <ul style="list-style-type: none"> Tribal Liaison will continue to provide 	<ul style="list-style-type: none"> Enhanced service coordination and customer service. Service gaps, or other issues, identified and addressed in a timely manner. 	<p>Jim Weatherly Tribal Liaison Kelly Bradley</p> <p>As Requested.</p>	<p>Tribal Liaison has historically provided and coordinated communication between the Lower Elwha Klallam, Hoh, Jamestown S'Klallam, Makah and Quileute Tribes and the local DSHS CSO's that serve them.</p>												

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	<p>outreach services to Tribal Members.</p> <p>B. Plan, develop, and implement training programs for both tribal and CSO staff.</p> <ul style="list-style-type: none"> DSHS will put together presentations that provide basic program information and training for the tribe. All DSHS PA/Forks CSD staff will attend continuous/on-going government-to-government training, with priority given to new CSO hires. 	<ul style="list-style-type: none"> Tribal members are better informed about programs and more likely to access needed services. CSO staff will be more culturally sensitive and provide services in a manner that builds trust with the tribe. 	<p>Jim Weatherly Tribal Liaison Patti Hicklin Meredith Parker Juli Murrain Ron Thomas Londi Colton Ken Giersch</p> <p>As Requested.</p>	<p>Contact Center and local CSO staff teams available for assistance—including at tribal partner sites, as requested.</p> <p>2018 Training Requests:</p> <ul style="list-style-type: none"> ACES Re/Training (3G) Washington Connections Overview BFET Program Childcare Overview <p>BFET Overview completed on 8/28/18. Follow-up financial match meeting held on 10/29/18.</p> <p>SSI Facilitation training completed by SSIF Supervisor and SSIF staff person, Emily Lashlee, 06/07/2018 at the Jamestown S’Klallam Tribal Center.</p> <p>2018-19 Remaining Training Requests:</p> <ul style="list-style-type: none"> ACES Re/Training (3G) 		

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				<ul style="list-style-type: none"> Washington Connections Overview Childcare Overview – To be completed by Londi Colton before 6/30/19. 	
	C. CSO invited to disseminate information through Tribal newsletter. <ul style="list-style-type: none"> Revisions or changes to DSHS program and services will be shared with the Tribal Editor to determine what they would like to include in their newsletter. 	Enhanced communication of state programs to Tribal members.	Jim Weatherly Tribal Liaison Kelly Bradley As Requested.	No information shared, other than training opportunities (via OIP), so far in 2018.	
	D. CSO staff will participate in Tribal activities. <ul style="list-style-type: none"> Tribal Liaison will continue to attend Health Fair and other tribal functions. 	Enhanced cultural understanding and relationship with the tribe.	Tribal Liaison CSO Staff Kelly Bradley Brenda Francis-Thomas As Requested.	Tribe continues to forward cultural events information electronically for staff sharing (via OIP Regional Manager). 2018-19 Remaining Elwha Invitations:	

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	<ul style="list-style-type: none"> The CSO's will continue to support their staff's participation in cultural events. 			<ul style="list-style-type: none"> Family Night (monthly) Mental Health Awareness (May '19) Sexual Assault Forum Health Fair – Invite to include Mobile CSO staff. <p>2018 Completed Elwha Invitations:</p> <ul style="list-style-type: none"> Health Fair – 1 staff School Potlatch – 1 staff
	E. Invite tribal representatives to attend WorkFirst Local Planning Area (LPA) meetings and other appropriate forums.	Local planning efforts and service plans reflect the entire community, including the needs and perspective of tribal members. Tribes invited to participate in the LPA meetings to design appropriate community service plans.	Jim Weatherly Patti Hicklin Meredith Parker Tammie Stevens Becky Charles Melissa Gilman Monthly Meetings.	Elwha invited to attend the WorkFirst LPA meetings. LPA meetings are traditionally held at the PA CSO, but may be moved to locations more geographically accommodating for all attending—and by request, e.g. Tribe and/or LPA partner wants to host. No Elwha attendance at 2018 LPA meetings, but strongly welcome it.
	F. Implement a process to identify action needed by Native American clients, so	Program needs and concerns of the Native American clients will be	Tribal Liaison Jim Weatherly Patti Hicklin	Tribal Liaison has historically reviewed monthly Native American eligibility review ad-hoc report and

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	that their benefits are not terminated prematurely.	identified and addressed, resulting in reduced in breaks in service for tribal members. 1. Tribal TANF closure list/process reviewed.	Mer Parker Kelly Bradley Tammie Stevens Becky Charles Melissa Gilman Ron Thomas Martin Bohl As Requested.	made client contacts as appropriate. Tribal Liaison shared the list with Elwha staff. Tribal TANF agreement update still in-progress with OIP coordination assistance.		
	G. Customer Service Contact Center will share a contact list for all programs administered and provide contact center updates.	Enhanced communications of state call center information to Tribal members.	Joey Anderson Ron Thomas As Requested.	Updated information, including a contact list, was provided by Ron Thomas, CSCC Administrator, during the 7.01 meeting on 3-16-18. Heather Dodge, Supervisor in Bremerton, will be contacting the Lower Elwha Tribe to offer an overview on Child Care Subsidy Programs (CCSP) specific services.		

Completed or Tabled Items

Goal/Activity/Outcome	Date	Item Description
Goal 2, Activity A ONGOING	August 21, 2017	Tribal TANF agreement meeting held at Lower Elwha. Sent to R3 HQ for review 9/2017.
Goal 3, Activity C COMPLETED	May 2017	All Port Angeles, Forks CSO staff attended G2G training in 2017.
Goal 2, Activity A COMPLETED	February 2017	The Community Services Division (CSD) Tribal Relations and TANF Program Administrator, Martin Bohl, presented information on Washington Connection as a resource available to the tribe, and provided and update and additional information on Tribal Eligibility and sources of income, and application of the Indian Country Disregard and the American Indian Labor Force Report published by the Department of Interior.
Goal 1, Activity COMPLETED	January 22, 2015	The LPA (Local Planning Area) brought the Evergreen Empowerment group to do a workshop on how to overcome obstacles in the job market when you have had legal issues.
Goal 3 COMPLETED	August 2014	Tribal Liaison attended the Lower Elwha Health Fair.
Goal 3 COMPLETED	May 2014	A one-time "mini" HUB was held in both Port Townsend and Forks.
Goal 2, Activity COMPLETED	April 2014	On 04/25/14, the LPA held a conference hosted by the Jamestown Tribe with guest speaker: Dr. Donna Beegle- Communication Across Barriers. Staff from Lower Elwha attended.
Goal 1, Activity COMPLETED	March 26, 2014	The LPA (Local Planning Area) and Clallam Co. Disability's combined with Lower Elwha for a 1 day event that includes classes on how to find employment, write resumes, etc. Local employers who had open positions were doing interviews on the spot. There was also a clothing closet that helped provide work appropriate attire.
Goal 2, Activity COMPLETED	February 11, 2014	DSHS offered a Lean Training Seminar. Becky Charles, Tammie Stevens and Jessica Egnew attended.
Goal 3, Activity- Improved communication between the Lower Elwha Tribe and the CSO COMPLETED	January 29, 2014	Tribal Liaison facilitated a meeting between the DSHS WorkFirst Staff and the Lower Elwha and Quileute TT Case managers to review the current Tribal TANF Agreements.
Goal 3, Activity-Improvement of the ADATSA (alcoholism and Drug Addiction Treatment Support Act) referral process for Tribal members.	January 1, 2014	Tribal Liaison/DSHS is no longer able to process ADATESA applications. Clients now need to apply at: www.healthplanfinder.org .

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COMPLETED		
Goal 3, Activity-Communication	November 19, 2013	Social Service and DSHS staff met to update the TT Operating Agreement.
Goal 3, Activity-Improvement of services to Tribal members	October 31, 2012	The CHIPRA (Children's Health Insurance Program Reauthorization Act) grant information given to the Social Services and Klallam Counseling staff. Update: Monica Henry was instrumental as signing Lower Elwha up for the CHIPRA Grant and have already received their equipment.

Contact Information

DSHS Contacts	Tribal Contacts
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