

Updated: March 31, 2022

Policy 7.01 Plan and Progress Report

Draft Plan

Timeframe: July 1, 2022 to June 30, 2023

Final Plan

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

Tribe(s)/RAIO(s): Skokomish Tribe

Most Recent Meeting Date: 9/30/2020

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

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 and other relevant data about the Skokomish Tribe and Tribal members' participation in public assistance programs.	A. The Shelton CSO will provide data to the Skokomish Tribe quarterly and as requested regarding their tribal members receiving assistance under specific program types.	Tribe will be better informed about its members' utilization of CSO services.	Denese LaClair, Health Department Director Skokomish Tribe. Karla Miller, Health Department Deputy Director Skokomish Tribe Christi McLane, Interim Shelton CSO Administrator	Number of Skokomish Tribal recipients receiving benefits through Shelton Community Service Office (CSO) and Statewide: As of February 2022 CSO <table border="1"> <tr> <td>SNAP</td> <td>146</td> </tr> <tr> <td>Medical</td> <td>8</td> </tr> <tr> <td>TANF</td> <td>4</td> </tr> <tr> <td>ABD/HEN</td> <td>2/1</td> </tr> </table> As of February 2022 Statewide <table border="1"> <tr> <td>SNAP</td> <td>192</td> </tr> <tr> <td>Medical</td> <td>16</td> </tr> <tr> <td>TANF</td> <td>11</td> </tr> <tr> <td>ABD/HEN</td> <td>2/1</td> </tr> </table> *The above numbers may not be complete due to self-declaration and coding errors.	SNAP	146	Medical	8	TANF	4	ABD/HEN	2/1	SNAP	192	Medical	16	TANF	11	ABD/HEN	2/1
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2. Work with the Tribe to determine the need to negotiate and/or implement local Tribal-State agreements, protocols, outstation working agreements, contracts or processes.	A. The Skokomish Tribe will communicate with CSD staff about the needs of their Tribal population and provide feedback about whether current programs and services meet their needs.	Strengthened collaboration between the Skokomish Tribe and the Shelton CSO while ensuring that Tribal members' needs are met.	To be reviewed annually. Charles (Guy) Miller, Tribal Council Chairman Christi McLane, Interim Shelton CSO Administrator Heather Kennedy, Shelton CSO Public	March 2022: Outreach services continue to be provided by Shelton CSO Public Benefits Specialist Supervisor, Heather Kennedy. Currently tribal members contact Heather's cell phone to conduct access to CSD benefits. The information regarding access to benefits has been posted on the tribal social media sites and shared in their newsletters.																

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			Benefits Specialists Supervisor	
	B. The Shelton CSO Public Benefits Specialists Supervisor and the Skokomish Tribal Council Chairman will meet quarterly in the upcoming year to evaluate the services being provided by the Shelton CSO Public Benefits Specialist.	Strengthened collaboration between the Skokomish Tribe and the Shelton CSO while ensuring that Tribal members' needs are met.	To be reviewed annually. Charles (Guy) Miller, Tribal Council Chairman Mike Rybak, Shelton CSO Administrator Heather Kennedy, Shelton CSO Public Benefits Specialists Supervisor	March 2022: Outreach services continue to be provided by Shelton CSO Public Benefits Specialist Supervisor, Heather Kennedy. Currently tribal members contact Heather's cell phone to conduct access to CSD benefits. The information regarding access to benefits has been posted on the tribal social media sites and shared in their newsletters.
3. Ensure communication with the Skokomish Tribe for information sharing, joint planning, consultation, problem solving, and job postings.	A. DSHS will continue to communicate and share available trainings, job postings, resources and changes that occur in our programs with the Tribe <ul style="list-style-type: none"> The tribe will be invited to participate on panels for office hiring. 	Tribal representatives are better informed about changes and opportunities at the CSO.	To be reviewed annually Denese LaClair, Health Department Director Skokomish Tribe Karla Miller, Health Department Deputy Director Skokomish Tribe Christi McLane,	March 2022-No updates since 7.01 plan

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			Interim Shelton CSO Administrator	
	B. Schedule and hold a meeting annually to review and update the 7.01 plan.	Improved coordination and communication between DSHS and the tribe.	To be reviewed annually. Denese LaClair, Health Department Director Skokomish Tribe. Heather Hoyle, OIP DSHS Regional Manager	March 2022: OIP did not schedule a 7.01 Plan meeting for the current year.
	C. Invite statewide Customer Service Contact Center (CSCC) to disseminate information at 7.01 meetings.	Enhanced customer service access points for tribal members.	To be reviewed annually. Ron Thomas, S Sound Administrator to CSCC Rachel Seidel, Southwest Administrator to CSCC	March 2022: OIP did not schedule a 7.01 Plan meeting for the current year.

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	D. DSHS will develop a presentation for the tribe with basic information on the following programs: WorkFirst, TANF, Basic Food and ABD/HEN.	Information sharing about DSHS programs and updates on service changes.	<p>Estimated completion 12/31/20.</p> <p>Denese LaClair, Health Department Director Skokomish Tribe.</p> <p>Karla Miller, Health Department Deputy Director Skokomish Tribe</p> <p>Christi McLane, Interim Shelton CSO Administrator</p>	<p>March 2022-No updates since last year</p> <p>March 2021 – follow-up communication sent to the Tribe to check in on their interest and availability for the CSD Overview virtual training.</p>
	<p>E. DSHS will provide ongoing Washington Connection support to the Tribe, as well as present information to the Tribe regarding its SSI Facilitation program.</p> <p>Region 3 Access Consultant will provide technical assistance with Washington Connection. The Shelton CSO Administrator will work with the Skokomish Tribe</p>	Improved understanding of online services options and the SSI application process.	<p>SSI Facilitation presentation will be scheduled with the Tribe prior to 12/31/2021</p> <p>Karla Miller, Health Department Deputy Director Skokomish Tribe</p> <p>Christi McLane, Interim Shelton CSO Administrator</p>	March 2022: No updates since 7.01 plan

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	and CSD Region 3 SSIF Supervisor to coordinate an SSIF presentation at the Skokomish Tribe			
	G. Ensure CSO staff are aware of Tribal events and trainings to enhance staff knowledge of Tribal activities and attend them when possible. The Shelton CSO will continue to be committed to supporting staff participation in outreach with the Skokomish Tribe and will continue to share the Sounder and all Skokomish Events with our staff.	Increased awareness and participation in tribal activities by CSO staff.	To be reviewed annually. Christi McLane, Interim Shelton CSO Administrator Heather Kennedy, Shelton CSO Public Benefits Specialists Supervisor	March 2022-No updates since 7.01 plan The Shelton CSO supports staff participation in tribal events and outreach with the Skokomish Tribe by sharing the Tribal newsletter (The Sounder). It is printed and shared with staff monthly.
	H. Shelton CSO staff will attend 7.01 Training.	CSO staff are familiar with tribal authority and have the skills to operate in a manner that honors	To be reviewed annually. Heather Hoyle, OIP DSHS Regional Manager	March 2022: Currently 3 new staff have not attended the training and will participate once the trainings are available in LMS.

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	DSHS will continue to ensure ongoing education to existing and new staff.	government to government relations.	Christi McLane, Shelton CSO Administrator	
	I. Invite tribal representatives to attend WorkFirst Local Planning Area (LPA) Meetings and other appropriate forums (e.g. Community Service Group of Mason County). The Shelton CSO will be diligent in inviting the Skokomish Tribe to our LPA Meetings.	Enhanced community awareness and leveraged resources.	To be reviewed annually. Karla Miller, Health Department Deputy Director Skokomish Tribe Mike Rybak, Shelton CSO Administrator	March 2022-No updates since 7.01 plan The Expanded Local Planning Area (LPA) meets once a quarter. The Tribe was invited to these meetings and was notified of changes in time/date.

Completed or Tabled Items

Goal/Activity/Outcome	Date	Item Description
Quarterly Meetings	1/8/2020 2/7/2020 04/20/20 09/09/20	Email and phone call placed to Mr. Miller on 01/08/2020. The contact attempt was not successful. Met with Annmarie Johnson on 02/07/20 she has agreed to be the contact for quarterly meetings moving forward. Next quarterly meeting is scheduled for April 2020. Email sent to Annmarie Johnson on 04/20/20, no response. Email sent to Annmarie Johnson on 09/09/20, response was received that services are being provided.
Social Security Income Facilitation Presentation	9/22/20	SSIF presentation was completed virtually by DSHS Region 3 Social Services Supervisor Laura Daley and Social Services Specialist Tara Stevens.
Outstation Working Agreement	2/26/2020 Completed Ongoing	Outstation Working Agreement between the Skokomish Tribe and the Shelton CSO had been renewed. There is currently one designated CSO staff that provides services to the tribal member processing Classic Medical, Basic Food and ABD applications and is available as their single point of contact Monday through Friday.
National American Indian Heritage Celebration	11/20/19	The Shelton CSO hosted the National American Indian Heritage Celebration on Wednesday, November 20th. The youth from the Skokomish Tribe was invited to the event. Shelton CSO tribal liaison Terri Butler shared about the Canoe Journey in 2019 and the colorful book with pictures. The youth from the Skokomish Tribe did a presentation for Shelton CSO staff including singing, drumming and sharing amazing stories. The Shelton CSO staff learned about the great support programs and opportunities for youth provided by the Skokomish Tribe. It was incredible and very inspiring event.
CSD Programs Presentation	11/18/19	The Shelton CSO staff conducted the presentation of CSD program to the Tribe.
Information sharing, joint planning, consultation, problem solving, and job postings.	April 2019 Completed Ongoing	Positions postings are shared with the Skokomish Tribe when filling vacancies. The Shelton CSO supports staff participation in tribal events and outreach with the Skokomish Tribe by sharing the Tribal newsletter (The Sounder). It is printed and shared with staff monthly. CSO staff attended the Resource Fair at Skokomish Tribe in April 2019. CSO outstationed worker at the Skokomish Tribe attended the Canoe Journey.
Washington Connection Support	4/16/19 Completed Ongoing	DSHS Community Access Consultant Elijah Moon met with Karla Miller, provided support and resolved technical issues with WACON. Elijah continues to provide ongoing WACON support to the Tribe.

Participation in Skokomish Tribe Events	08/30/2017 Completed	Attended the Grand Opening/Ceremony of the new Skokomish Community Center. Enjoyed the opportunity to observe traditions, prayer, and dedications, as well as meet with Skokomish Tribal Members.
SSI Facilitation	2/4/2016 Completed	The Skokomish Tribe requested a presentation about SSI facilitation and services available: SSI Facilitator Supervisor Melanie Knudsen-Leahy conducted a presentation on program processes and requirements. The SSI overview is available on tribe's request.
Adult Protective Services Training & Support	11/3/2015 Completed	Skokomish Tribe requested program support for individuals that need to be in adult protective services: The Shelton CSO Administrator was contacted as a liaison for DSHS. The CSO Administrator coordinated the meeting between AL TSA/HCS and the Skokomish Tribe. The Tribe asked that the CSO be present for support in this meeting. AL TSA/HCS, David Beachamp – subject matter expert on Adult Protective Services was invited. They felt David was well informed and resourceful.

Contact Information

DSHS Contacts	Tribal Contacts
Heather Hoyle Region 3 South Regional Manager Heather.hoyle@dshs.wa.gov 360-725-4880	Charles (Guy) Miller, Council Chair gmiller@skokomish.org 360-426-5755 – extension 2118
Kristine Hammond Deputy Regional Administrator CSD Region 3 Regional Tribal Liaison kristine.hammond@dshs.wa.gov 360-587-3149	Denese LaClair, Health Department Director dlaclair@skokomish.org 360-426-5775 x2118
Rodriguez Eddie Regional Administrator CSD Region 3 Eddie.rodriquez@dshs.wa.gov 253-476-7044	Karla Miller, Health Department Deputy Director karlam@skokomish.org 360-426-5755
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