

**Updated:** February 27, 2019

Draft Plan

Final Plan

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

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

**Policy 7.01 Plan and Progress Report**

**Timeframe:** July 1, 2019 to June 30, 2020

|                       | 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 Last 7.01 Meeting   |             |     |                |   |             |   |                |   |
|--|--|--|---|---|-------------|-----|----------------|---|-------------|---|----------------|---|
| 1. Prepare and disseminate pertinent statistics and other relevant data about the Skokomish Tribe and Tribal member's 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.  | To be reviewed annually.<br><br>Yvonne Oberly,<br>CEO Skokomish Tribe<br><br>Jason Reed,<br>Shelton CSO Administrator   | Number of Skokomish Tribal families receiving benefits through Shelton Community Service Office (CSO):<br><br>As of November 2018<br><table border="1"> <tr> <td><b>SNAP</b></td> <td>100</td> </tr> <tr> <td><b>Medical</b></td> <td>4</td> </tr> <tr> <td><b>TANF</b></td> <td>2</td> </tr> <tr> <td><b>ABD/HEN</b></td> <td>4</td> </tr> </table><br>*The above numbers may not be complete due to self-declaration and coding errors. | <b>SNAP</b> | 100 | <b>Medical</b> | 4 | <b>TANF</b> | 2 | <b>ABD/HEN</b> | 4 |
| <b>SNAP</b>  | 100  |  |   |   |             |     |                |   |             |   |                |   |
| <b>Medical</b>   | 4  |  |   |   |             |     |                |   |             |   |                |   |
| <b>TANF</b>  | 2  |  |   |   |             |     |                |   |             |   |                |   |
| <b>ABD/HEN</b>   | 4  |  |   |   |             |     |                |   |             |   |                |   |
| 2. Work with the Tribes to determine the need to negotiate and/or implement local Tribal-State agreements, protocols, MOU's, 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.<br><br><ul style="list-style-type: none"> <li>The Shelton CSO Financial Supervisor and the Skokomish Tribal Council Chairman will meet quarterly in the upcoming year to evaluate the services being provided by the Shelton Financial Service Specialist.</li> </ul> | Strengthened collaboration between the Skokomish Tribe and the Shelton CSO while ensuring that Tribal member's needs are adequately met. | To be reviewed annually. Next meeting to take place prior to 2/28/19 and quarterly thereafter.<br><br>Charles (Guy) Miller<br>Tribal Council Chairman<br><br>Jason Reed,<br>Shelton CSO Administrator<br><br>Heather Kennedy, | Outreach services continue to be provided by a Shelton CSO Financial Service Specialist per the mutually agreed upon contract.<br><br>Outstation Working Agreement ends 7/31/19. Jason Reed will schedule a meeting with Yvonne Oberly to begin work on an updated agreement.   |             |     |                |   |             |   |                |   |

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|  |   |  | Shelton CSO Financial Supervisor   | Jason Reed will schedule meeting with Guy Miller to discuss the services being provided by the Shelton Financial Service Specialist.  |
| 3. Ensure communication with the Skokomish Tribe for information sharing, joint planning, consultation, problem solving, and job postings. | <p>A. DSHS will continue to communicate and share available trainings, job postings, resources and changes that occur in our programs with Tribal representatives Yvonne Oberly and Rosetta LaClair.</p> <ul style="list-style-type: none"> <li>The tribe will be invited to participate on panels for office hirings.</li> </ul> | Tribal representatives are better informed about changes and opportunities at the CSO. | <p>To be reviewed annually.</p> <p>Jason Reed,<br/>Shelton CSO Administrator</p>   | <p>The Shelton CSO hired one position in 2018 for a Financial Service Specialist position and the job posting was sent to the tribe.</p> <p>The Tribe expressed interest in participating on the panel to fill the administrator position at the Shelton CSO.</p>             |
|  | B. Schedule and hold a meeting semi-annually to review and update the 7.01 plan.  | Improved coordination and communication between DSHS and the tribe.                    | <p>To be reviewed annually.</p> <p>Next semi-annual meeting to be scheduled in July 2019.</p> <p>Yvonne Oberly, CEO<br/>Skokomish Tribe</p> <p>Denese LaClair, Health<br/>Department Director Skokomish<br/>Tribe.</p> | DSHS met with the Skokomish Tribe on January 9, 2019. Participants from the Skokomish Tribe included Yvonne Oberly, Karla Miller, Denese LaClair, Aaron Hamm, and Theron Dixon. Participants from DSHS included Eddie Rodriguez, Alice Hildebrant, Ron Thomas and Jason Reed. |

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|                      |   |   | Marie Natrall, Regional Manager, OIP (DSHS)  |   |
|                      | 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.<br>Ron Thomas will schedule a Child Care Program presentation at the Tribe prior to 4/30/19.<br><br>Ron Thomas, Northwest Administrator to CSCC<br><br>Joey Anderson, Southwest Administrator to CSCC | Ron Thomas shared the following updates from the CSCC: <ul style="list-style-type: none"> <li>The Child Care Program currently housed within DSHS will be moved to the Department of Children, Youth and Families (DCYF) effective 7/1/19.</li> <li>CSCC core service hours have been expanded from 2:00 pm to 3:00 pm</li> </ul> |
|                      | D. DSHS will develop a presentation for the tribe with basic information on the following programs: WorkFirst, TANF, Basic Food and ABD/HEN. <ul style="list-style-type: none"> <li>The Shelton Administrator will work with Denese LeClair to set up a time to complete a DSHS presentation for the Skokomish Tribe and interested parties.</li> </ul> | Information sharing about DSHS programs and updates on service changes. | Estimated completion 04/30/19.<br><br>Jason Reed, Shelton CSO Administrator<br><br>Denese LaClair, Health Department Director Skokomish Tribe.   | A presentation was not coordinated during 2018. There was a transition in leadership at the CSO in October. The new administrator will work with the tribe to schedule a training in 2019.  |

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|                      | <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>As the new Region 3 Access Consultant transitions into his new position, DSHS/CSD Region 3 will arrange for a meeting between the Skokomish Tribe and DSHS/CSD Headquarters (Stephanie Hart) to provide technical assistance with Washington Connection.</p> <p>The Shelton CSO Administrator will work with the Skokomish Tribe (Yvonne Oberly) and CSD Region 3 SSIF Supervisor (Tiffany Hayden) to coordinate an SSIF presentation at the Skokomish Tribe</p> | <p>Improved understanding of online services options and the SSI application process.</p> | <p>Washington Connection technical assistance meeting will be scheduled with the Tribe prior to 2/28/19.</p> <p>SSI Facilitation presentation will be scheduled with the Tribe prior to 4/30/19</p> <p>Eddie Rodriguez,<br/>CSD Region 3 Administrator</p> <p>Jason Reed,<br/>Shelton CSO Administrator</p> | <p>Effective 1/16/19, Elijah Moon will be the new Region 3 Access Consultant. The tribe is set up as an assisting agency and reported it is having problems with SAW accounts.</p> |
|                      | <p>F. Invite Office of Indian Policy (OIP) staff to attend 7.01 meetings or other joint meetings as needed.</p>   | <p>Enhanced awareness of Indian policy and improved service</p>                           | <p>Annually and as needed.</p> <p>Marie Natrall, Regional Manager, OIP</p>  | <p>Marie attended the 7.01 Planning meeting on 01/07/2019 at the Skokomish Tribal Center.</p>  |

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|                      | <ul style="list-style-type: none"> <li>The OIP Regional Manager will attend joint meetings with the Tribe and DSHS representatives to provide up to date information sharing and strong lines of communication.</li> </ul> <p><a href="https://www.dshs.wa.gov/sesa/office-indian-policy">https://www.dshs.wa.gov/sesa/office-indian-policy</a></p>   | <p>delivery to tribal members.</p>  |   |   |
|                      | <p>G. Ensure CSO staff are aware of Tribal events and trainings to enhance staff knowledge of Tribal activities and attend them when possible.</p> <ul style="list-style-type: none"> <li>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.</li> </ul> | <p>Increased awareness and participation in tribal activities by CSO staff.</p> | <p>To be reviewed annually.</p> <p>Jason Reed,<br/>Shelton CSO Administrator</p> <p>Heather Kennedy,<br/>Shelton CSO Financial Supervisor</p> | <p>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.</p> |
|                      | <p>H. All DSHS staff will attend Government to Government Training.</p>   | <p>CSO staff are familiar with tribal authority and have the</p>                | <p>To be reviewed annually.</p> <p>Jason Reed,<br/>Shelton CSO Administrator</p>  | <p>All current CSO staff have participated in tribal relations training.</p> <p>Marie shared that the 7.01 Plan training offered by her office for DSHS staff is 2-3</p>                                |

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|                      | <ul style="list-style-type: none"> <li>DSHS will continue to ensure ongoing education to existing and new staff.</li> </ul>   | skills to operate in a manner that honors government to government relations. |  | hours in length and free of charge. It is recommended that DSHS staff working with tribes take this training every 3 years.                    |
|                      | <p>I. Invite tribal representatives to attend WorkFirst Local Planning Area (LPA) Meetings and other appropriate forums (e.g. Community Service Group of Mason County).</p> <ul style="list-style-type: none"> <li>The Shelton CSO will be diligent in inviting the Skokomish Tribe to our LPA Meetings.</li> </ul> | Enhanced community awareness and leveraged resources.                         | To be reviewed annually.<br><br>Jason Reed,<br>Shelton CSO Administrator | 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  |
|--|-------------------------|---|
| Annual 7.01 Meeting/Joint Planning & Communication | 1/11/18<br>Completed    | Representatives from the Skokomish Tribe met with DSHS staff to discuss the 7.01 Plan and Progress Report.  |
| Participation in Skokomish Tribe Events            | 08/30/2017<br>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<br>Completed   | <p>The Skokomish Tribe requested a presentation about SSI facilitation and services available:</p> <p>SSI Facilitator Supervisor Melanie Knudsen-Leahy conducted a presentation on program processes and requirements. The SSI overview is available on tribe's request.</p>  |
| Adult Protective Services Training & Support       | 11/3/2015<br>Completed  | <p>Skokomish Tribe requested program support for individuals that need to be in adult protective services:</p> <p>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.</p> |

## Contact Information

| DSHS Contacts   | Tribal Contacts   |
|---|---|
| Eddie Rodriguez<br>CSD Region Administrator<br><a href="mailto:rodriem@dshs.wa.gov">rodriem@dshs.wa.gov</a><br>360-701-4447                               | Yvonne Oberly,<br>CEO Skokomish<br><a href="mailto:yoberly@skokomish.org">yoberly@skokomish.org</a><br>360-463-6796                       |
| Jason Reed,<br>Shelton CSO Administrator<br><a href="mailto:reedje@dshs.wa.gov">reedje@dshs.wa.gov</a><br>360-338-2831                                    | Lea Miller,<br>TANF Site Manager<br><a href="mailto:leahm@skokomish.org">leahm@skokomish.org</a><br>360-463-0633                          |
| Heather Kennedy,<br>Shelton CSO Financial Supervisor<br><a href="mailto:kennehr@dshs.wa.gov">kennehr@dshs.wa.gov</a><br>360-432-2091                      | Antonio Sandifer,<br>Education Director<br><a href="mailto:asandifer@skokomish.org">asandifer@skokomish.org</a><br>360-877-9007 x2402     |
| Ron Thomas, South Sound<br>Administrator to CSCC<br><a href="mailto:thomaR@dshs.wa.gov">thomaR@dshs.wa.gov</a><br>360-584-3150                            | Rosetta LaClair,<br>Family Svc Manager<br><a href="mailto:rlaclair@skokomish.org">rlaclair@skokomish.org</a><br>360-426-7788 x2314        |
| Joey Anderson, Southwest<br>Administrator to CSCC<br><a href="mailto:andersJ@dshs.wa.gov">andersJ@dshs.wa.gov</a><br>360-397-9625                         | Denese LaClair,<br>Health Department Director<br><a href="mailto:dlaclair@skokomish.org">dlaclair@skokomish.org</a><br>360-426-5775 x2118 |
| gloria Marshall-Perez,<br>CSD Region 3 Deputy Regional Administrator<br><a href="mailto:marshgl@dshs.wa.gov">marshgl@dshs.wa.gov</a><br>360-725-4814      | Karla Miller,<br>Health Department Deputy Director<br><a href="mailto:karlam@skokomish.org">karlam@skokomish.org</a><br>360-426-5755      |
| Stephanie Hart,<br>Programs Administrator<br><a href="mailto:hillsr@dshs.wa.gov">hillsr@dshs.wa.gov</a><br>360-725-4666                                   |   |
| Marie Natrall,<br>Regional Manager, Office of Indian Policy<br><a href="mailto:natramf@dshs.wa.gov">natramf@dshs.wa.gov</a><br>360-725-4880               |   |
| Martin C. Bohl<br>Tribal Relations Program Administrator for TANF<br><a href="mailto:Martin.bohl@dshs.wa.gov">Martin.bohl@dshs.wa.gov</a><br>360-725-4656 |   |