

Updated: March 29, 2022

Draft Plan

Final Plan

Policy 7.01 Plan and Progress Report

Timeframe: July 1, 2022 to June 30, 2023

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

Tribe(s)/RAIO(s): Squaxin Island Tribe

Most Recent Meeting Date: 03/28/2022

	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 Last 7.01 Meeting																
<p>1. Prepare and disseminate pertinent statistics and other relevant data about the Squaxin Island Tribe and Tribal members' participation in public assistance programs.</p>	<p>A. The Shelton CSO will provide data to the Squaxin Island Tribe quarterly and as requested regarding their tribal members receiving CSD assistance programs.</p>	<p>Tribe will be better informed about its members' utilization of CSD services.</p>	<p><u>Tribe</u> Charlene Abrahamson, Jamie Queen Marcella Cooper</p> <p><u>CSD</u> Christi McLane</p> <p><u>Target Date</u> Quarterly</p>	<p>Number of Squaxin Island Tribal families receiving benefits through Shelton Community Service Office (CSO):</p> <p>As of February 2022 CSO</p> <table border="1"> <tr> <td>SNAP</td> <td>100</td> </tr> <tr> <td>Medical</td> <td>4</td> </tr> <tr> <td>TANF</td> <td>6</td> </tr> <tr> <td>ABD/HEN</td> <td>0/0</td> </tr> </table> <p>Number of Squaxin Island Tribal families receiving benefits statewide:</p> <p>As of February 2022 Statewide</p> <table border="1"> <tr> <td>SNAP</td> <td>164</td> </tr> <tr> <td>Medical</td> <td>13</td> </tr> <tr> <td>TANF</td> <td>8</td> </tr> <tr> <td>ABD/HEN</td> <td>0/0</td> </tr> </table> <p>*The above numbers may not be complete due to self-declaration and coding errors.</p>	SNAP	100	Medical	4	TANF	6	ABD/HEN	0/0	SNAP	164	Medical	13	TANF	8	ABD/HEN	0/0
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2. Work with Squaxin Island Tribe to determine the need to negotiate and/or implement local Tribal-State agreements, protocols, working agreements, or processes.	A. The Squaxin Island Tribe will identify needs of their Tribal population and determine whether current programs and policies meet their needs. <ul style="list-style-type: none"> The Shelton CSO Administrator and Family Services Director will meet as needed in the upcoming year to evaluate the services being provided by the Shelton Public Benefits Specialist. 	Strengthened collaboration between the Squaxin Island Tribe and the Shelton CSO while ensuring that Tribal members' needs are met.	<u>Tribe</u> Charlene Abrahamson, Jamie Queen, Marcella Cooper <u>CSD</u> Christi McLane Heather Kennedy <u>OIP</u> Heather Hoyle <u>Target Date</u> During annual 7.01 Plan meeting or as needed	March 2022 – The Tribe will confirm the availability of space for the outstation worker once Phase 2 of Roadmap to Recovery is approved.												
3. Ensure communication with the Squaxin Island Tribe for information sharing, joint planning, consultation, problem solving, and job postings.	A. CSD 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 hirings. 	Tribal representatives are better informed about changes and opportunities at the CSO.	<u>Tribe</u> Charlene Abrahamson, Jamie Queen, Marcella Cooper <u>CSD</u> Christi McLane Heather Kennedy	March 2022 – Job postings for open positions have been shared with the Tribe. A current Region 3 org chart was shared with the draft plan.												

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	<ul style="list-style-type: none"> CSD will provide statewide and local organization charts. 		<u>Target Date</u> As changes occur	
	B. Schedule and hold a meeting annually to review and update the 7.01 plan.	Improved coordination and communication between CSD and the Tribe.	<u>Tribe</u> Charlene Abrahamson, Jolene Peters Jamie Queen, Marcella Cooper <u>OIP</u> Heather Hoyle <u>CSD</u> Christi McLane Heather Kennedy <u>Target Date</u> Next meeting will occur by June 2023	March 2022: The Tribe has shared that the communication has improved during the last year. Both parties agree that we will continue to meet annually.
	C. Invite statewide Customer Service Contact Center (CSCC) to disseminate information at 7.01 meetings.	Enhanced customer service access points for tribal members.	<u>Tribe</u> Marcella Cooper <u>CSD</u> Ron Thomas	March 2022: Shelton CSO Administrator will notify CSCC Administrators to provide information on:

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			Rachel Seidel <u>Target Date:</u> 6/30/2022 and as the tribe requests	<ul style="list-style-type: none"> Information on staffing changes in CSCC leadership. Information on call volume and wait time trends. A current CSCC contact information was shared with the Tribe when the draft 7.01 plan was emailed.												
	D. CSD will develop a presentation for the tribe with basic information on the following programs: WorkFirst, TANF, Basic Food, Aged, Blind, or Disabled/Housing and Essential Needs, SSIF and BFET programs. CSD will provide support to the Tribe with SSI Facilitation and BFET programs.	Information sharing about CSD programs and updates on service changes. Improved understanding of online services options and the SSI application process.	<u>Tribe</u> Charlene Abrahamson Jamie Queen Marcella Cooper <u>CSD</u> Christi McLane Spring Benson Marilyn Meldrich <u>Target Date:</u> 05/31/2022	March 2022: CSD will contact the Tribe to collaborate to schedule these trainings. The Tribe requested presentations in the following areas: <ul style="list-style-type: none"> SSI Facilitation BFET The Tribe requested updated brochures about CSD programs.												
	E. Ensure CSO staff are aware of Tribal events and trainings to enhance staff knowledge of Tribal	Increased awareness and participation in tribal activities by	<u>Tribe</u> Brittney Johnston	March 2022: Shelton CSO continues to support staff participation in tribal events and outreach with the Squaxin Island												

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	<p>activities and attend them when possible.</p> <ul style="list-style-type: none"> The Shelton CSO is committed to supporting staff participation in outreach with the Squaxin Island Tribe and will continue to share the Klah-Che-Min Newsletter and all Squaxin Island Events with our staff. The Shelton CSO along with the Mobile CSO will attend Tribal events as requested 	Shelton CSO staff.	<p><u>CSD</u> Christi McLane Heather Kennedy Javier Ruiz</p> <p><u>Target Date</u> 6/17/2022 and as needed.</p>	<p>Tribe by sharing the Tribal newsletter (Klah-Che-Min). The monthly newsletter is shared with staff, along with the website.</p> <p>Health Fair will be on 6/17/22 and the Mobile CSO will be attending the Health Fair as discussed during the 7.01 plan meeting.</p>														
	<p>G. All Shelton CSO staff will attend 7.01 Training.</p> <p>Shelton CSO will continue to ensure ongoing education to existing and new staff.</p>	CSO staff are familiar with tribal authority and have the skills to operate in a manner that honors government to government relations.	<p><u>OIP</u> Heather Hoyle</p> <p><u>CSD</u> Christi McLane</p> <p><u>Target Date</u> As new staff come on board</p>	<p>March 2022: OIP offered extending 7.01 Training to tribal partners. Currently 3 new staff have not attended the training and will participate once the trainings are available in LMS.</p>														

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	H. Invite tribal representatives to attend WorkFirst Local Planning Area (LPA) Meetings and other appropriate forums (e.g. Community Service Group of Mason County). <ul style="list-style-type: none"> The Shelton CSO will be diligent in inviting the Squaxin Island Tribe to our LPA Meetings. 	Enhanced community awareness and leveraged resources.	<u>Tribe</u> Charlene Abrahamson <u>CSD</u> Christi McLane Stephanie Morales-Guizar <u>Target Date</u> Monthly	March 2022: CSO will invite the Tribe to attend monthly meetings.														

Completed or Tabled Items

Goal/Activity/Outcome	Date	Item Description
Annual 7.01 Meeting/Joint Communication & Planning	11/12/2020	Representatives from the Squaxin Island Tribe met with DSHS staff to discuss the 7.01 Plan and Progress Report.
Social Security Income Facilitation (SSIF) Presentation	6/3/2020	SSIF presentation was completed virtually by DSHS Region 3 Social Services Supervisor Laura Daley and Social Services Specialist Tara Stevens.
7.01 Plan and Progress Report	2/21/20	The Squaxin Island Tribe has approved the 7.01 Plan and Progress Report.
Annual 7.01 Meeting/Joint Communication & Planning	11/4/19 Completed	Representatives from the Squaxin Island Tribe met with DSHS staff to discuss the 7.01 Plan and Progress Report.
CSD to provide ongoing Washington Connection support to the Tribe	Tabled 11/4/19	Per the Tribe's request this service is no longer needed.
Participation in Tribal Events	8/02/19 9/27/19 Completed	Shelton CSO staff attended the Salmon Ceremony. Shelton CSO staff attended the Suicide Prevention Fair.
Outstation Working Agreement	Ongoing 9/9/2019 Completed	There is currently one CSO staff out-stationed at the Squaxin Island Tribe two days a week. Shelton CSO outstationed public benefits specialist 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. Renewal Outstation Working Agreement has been fully executed and sent to the tribe.
Annual 7.01 Meeting/Joint Communication & Planning	1/29/19 Completed	Representatives from the Squaxin Island Tribe met with DSHS staff to discuss the 7.01 Plan and Progress Report.
Annual 7.01 Meeting/Joint Communication & Planning	4/3/18 Completed	Representatives from the Squaxin Island Tribe met with DSHS staff to discuss the 7.01 Plan and Progress Report.
Participation in Tribal Events	08/08/2017 Completed	DSHS Tribal Liaison attended the First Salmon Ceremony in August 2017 to have CSO representation. We plan to attend more of these type of functions in the upcoming year.

Goal/Activity/Outcome	Date	Item Description
Access to Mobile CSO Services	10/26/2012 Completed	The DSHS Mobile CSO was at the Squaxin Elder Abuse Summit on 10/26/12.

Contact Information

DSHS Contacts	Tribal Contacts
Heather Hoyle Region 3 South Regional Manager Heather.hoyle@dshs.wa.gov 360-725-4880	Charlene Abrahamson, Family Services Director cabrahamson@squaxin.us 360-432-3914
Kristine Hammond Deputy Regional Administrator CSD Region 3 Regional Tribal Liaison kristine.hammond@dshs.wa.gov 360-587-3149	Jamie Queen Elders Manager jqueen@squaxin.us 360-432-3844
Rodriguez Eddie Regional Administrator CSD Region 3 Eddie.rodriguez@dshs.wa.gov 253-476-7044	Marcella Cooper, Family Justice Services Coordinator mcooper@squaxin.us 360-432-3908
Christi McLane Interim CSO Administrator christi.mclane@dshs.wa.gov 253-389-0893	Brittney Johnston Parks and Recreation Coordinator Assistant bjohnston@squaxin.us
Jeannie Dickinson CSO Administrator (starting on 4/1/2022) Jeannie.dickinson@dshs.wa.gov 360-401-9003	Jolene Peters Office Manager jopeters@squaxin.us
Heather Kennedy Public Benefits Specialist 5 Heather.kennedy@dshs.wa.gov 360-968-9078	
Stephanie Morales-Guizar WorkFirst Program Supervisor Stephanie.morales-guizar@dshs.wa.gov	
Rachel Seidel, Southwest Administrator Customer Service Contact Center rachel.seidel2@dshs.wa.gov 360-764-0162	
Ron Thomas, South Sound Administrator, Customer Service Contact Center (CSCC) ronald.thomas@dshs.wa.gov	

360-584-3150	
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Melissa Knox West Mobile CSO Supervisor Melissa.knox@dshs.wa.gov 360-628-6647	