

## Policy 7.01 Plan and Progress Report

Timeframe: July 1, 2019 through June 30, 2020

Region 2 / Everett DCS

Tribe: Upper Skagit Indian Tribe

Note: Mary Anderson and Lisa Dupre met with Ken Levinson and Caniece Perez on 3/21/2018 to review plan. Changes and edits were made at that time. Under Statistics, #9119 are cases in DCS caseload with NCP is enrolled Upper Skagit or employed with Upper Skagit entities; #9132 are cases referred from Upper Skagit Tribal TANF to DCS.

Mid-year Review: 10/22/2018, reviewed my Mary Anderson, Tribal Lead Worker and Lisa Dupre, Tribal Unit Supervisor

Draft Review for 2019-2020 year will be scheduled with Ryan Mills, Caniece Perez and Marilyn Scott. Plan was emailed to Upper Skagit Indian Tribe, Ryan Mills, Caniece Perez, and Marilyn Scott on 2/15/2019 for review prior to setting a discussion meeting. Upper Skagit Indian Tribe 2019 7.01 Plan and Progress report was approved via email on 3/07/2019 received from Ryan Mills and Caniece Perez from Upper Skagit Indian Tribe.

| Implementation Plan   |  |                                   |  | Progress Report   |
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| (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<br><i>List in reverse chronological order (most recent on top).</i>  |
| 1) Provide child support services to Upper Skagit Indian Tribal Members. Provide information regarding services to Upper Skagit tribal staff. | Child Support cases with Upper Skagit Indian Tribal members as the non-custodial parent will be worked by Everett Tribal Team members. | Services provided as appropriate. | <p>Mary Anderson<br/> <a href="mailto:andermc@dshs.wa.gov">andermc@dshs.wa.gov</a><br/>                     and Lisa Dupre' at<br/> <a href="mailto:garnelm@dshs.wa.gov">garnelm@dshs.wa.gov</a></p> <p>Tribe: Ryan Mills<br/> <a href="mailto:ryanm@upperskagit.com">ryanm@upperskagit.com</a><br/>                     Caniece Perez<br/> <a href="mailto:caniecer@upperskagit.com">caniecer@upperskagit.com</a>, Marilyn Scott<br/> <a href="mailto:marilyns@upperskagit.com">marilyns@upperskagit.com</a></p> <p>Target Date:<br/>                     Monthly/Quarterly during outreach</p> | <p>Allnon-custodial parents who are enrolled Upper Skagit Indian Tribal members' with child support cases will be assigned to the tribal unit specialized caseload which is worked by by Mary Anderson.</p> <p>Upper Skagit Indian Tribe accepts voluntary wage assignments. The Skagit Casino honors wage withholds for non-natives. DCS provides updates upon request regarding payments.</p> |

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|  | Provide direct access to Tribal Team via direct phone line to Tribal Liaisons.                                     | Upper Skagit Indian Tribal members' calls are handled by Mary Anderson or the Everett Tribal Unit and their back-up team.       | The direct contact for Upper Skagit Indian Tribal members is Mary Anderson and her direct line is: 425-438- 4771. Other tribal team members will take calls as needed.  | Upper Skagit Indian Tribal members' calls that come in to the Everett Field Office are directly routed to Mary Anderson, and if she is unavailable, those calls will be routed to the other Tribal Liaisons in the Everett FO via automatic call distribution routing.   |
|  | Ensure communication with Upper Skagit Indian Tribe for information sharing, joint planning and problem solving    |   | <p>Mary Anderson <a href="mailto:andermc@dshs.wa.gov">andermc@dshs.wa.gov</a> and Lisa Dupre' at <a href="mailto:garnelm@dshs.wa.gov">garnelm@dshs.wa.gov</a></p> <p>Tribe: Ryan Mills <a href="mailto:ryanm@upperskagit.com">ryanm@upperskagit.com</a> Caniece Perez <a href="mailto:caniecer@upperskagit.com">caniecer@upperskagit.com</a> , Marilyn Scott <a href="mailto:marilyns@upperskagit.com">marilyns@upperskagit.com</a></p> <p>Target Date:<br/>Monthly/Quarterly during outreach</p> | Caseload Statistics for 2018: <b>**Stats will be provided once they are available.</b>   |
|  | Identify needs of American Indian clients & communities and whether current programs and policies meet these needs | Complete outreach efforts by making presentation to staff, meeting with clients by request of Upper Skagit Indian Tribal Staff. | <p>Upon invitation Mary Anderson and/or Lisa Dupre will meet with Upper Skagit clients.</p> <p>Target Date:<br/>Monthly/Quarterly</p>   | <p>The Everett Tribal Team is committed to meeting with Upper Skagit Indian tribal staff and DCS clients upon request of Upper Skagit Indian Tribal Staff. At this time DCS is able to meet with Upper Skagit Indian Tribal staff monthly and more often if requested by Upper Skagit Indian Tribe.</p> <p>At this time, DCS staff meets quarterly with Caniece Perez.</p> |

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| <p>2) The Division of Child Support is willing to partner with the Upper Skagit Indian Tribe in developing strategies aimed at increasing the number of tribal members paying towards their child support obligation</p> | <p>Presenting to Upper Skagit Indian tribal staff on child support issues so they can better address concerns and questions from community members.</p> <p>DCS is willing to provide training on Tribal TANF impacts on child support to tribal staff or Upper Skagit Indian Tribal community.</p> | <p>DCS is aware there may be Tribal members that would be comfortable discussing child support related issues with Upper Skagit Indian Tribe Social Services staff rather than with a Support Enforcement Officer.</p> | <p>Everett Tribal Unit Staff and Upper Skagit Indian Tribal Staff</p> <p>Target Date: Monthly/Quarterly</p> | <p>The Division of Child Support is willing to give a "Child Support 101" presentation to interested Upper Skagit Indian Tribal staff/tribal council members to provide them a better understanding of relevant child support issues such as modifying child support obligations, conference board write-offs and contacting DCS</p> <p>The Everett tribal team is committed to improving our service to the Upper Skagit Indian Tribe and so suggestions and feedback are always welcomed.</p> <p>As of October 2018, no requests have been received from the Upper Skagit Indian Tribe for "Child Support 101" presentations.</p> <p>Quarterly visits resumed to Upper Skagit on 12/06/2018. Lisa Dupre and Mary Anderson met with Caniece and new Tribal Attorney Ryan Mills to discuss cases and the direction the Tribe is headed re: TANF assignment and MOA.</p> |
|  | <p>Invite tribes to participate in Local Planning Area (LPA) meetings and Community Partnership and Transition Services (CPTS) meetings.</p>   | <p>Attendance and participation of Tribes in LPA/CPTS meetings.</p>  |   | <p>The Upper Skagit Indian Tribal Staff are invited and encouraged to attend LPA and CPTS meetings. Contact Information for LPA:</p> <ul style="list-style-type: none"> <li>Facilitator: Edwin Blau @360/429-2806 <a href="mailto:blauer@dshs.wa.gov">blauer@dshs.wa.gov</a></li> <li>LPA meetings are the 3rd Tuesday of the month from 1:30-4 at the Anacortes Public Library, but location can vary.</li> </ul> <p>Contact Information for CPTS:</p> <ul style="list-style-type: none"> <li>Facilitators: Sandra Kint @360/416-3539 <a href="mailto:skint@esd.wa.gov">skint@esd.wa.gov</a> and Brent Bailey @360/480-6281 <a href="mailto:bbailey@sed.wa.gov">bbailey@sed.wa.gov</a></li> <li>CPTS meetings are the next meeting will be 4/19/18 @Skagit Valley College (Multipurpose Room) 1-3.</li> </ul>  |
| <p>3) DCS staff will participate and volunteer at Tribal cultural events when available</p>  | <p>Attend and volunteer at Tribal cultural events.</p>   | <p>Better understanding of the Tribal culture and heritage by DCS staff</p>  | <p>Everett Tribal Unit Staff and Upper Skagit Tribal Staff</p> <p>Target Date: Monthly/Quarterly</p>        | <p>Tribal Pow Wows and cultural events were announced to the Everett Tribal Unit and staff was able to attend on their own time.</p>  |

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| <p>4) Provide training and awareness to the DCS office regarding Native American Culture.</p> | <p>DCS Tribal Unit will host a Native American Heritage Event during the month of November.</p> | <p>Better educate DCS staff and build awareness of tribal culture.</p> | <p>DCS staff with the assistance of Tribal volunteers.</p> <p>Target Date: Monthly/Quarterly</p> | <p>DCS staff will hold a National Native American Heritage Month Event in November 2019.</p> <p>DCS will offer Government to Government training along with 7.01 Administrative Policy training as they become available.</p> |
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| Completed / Historical Information |  |  |   |
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| COMPLETED JULY 2018                |  |  | DCS staff participated at 2018's Paddle to Puyallup. Volunteering at soft landings in Region 2 North as well as the final landing in Puyallup.  |
| COMPLETED 11/2018                  |  |  | DCS staff hosted a Native American Heritage Month Event on 11/14/2018.<br><br>Government to Government training and 7.01 Administrative Policy training was offered to staff.   |
| COMPLETED 11/2017                  |  |  | 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. |

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| <p>Prepare and disseminate pertinent statistics on American Indian community and participant population's numbers of American Indian participants served and other relevant data.</p> |   |   |  | <p>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.<br/>March 2010 TCSP requests monthly TANF report (no change to previous format) and quarterly report of Tulalip affiliated cases</p> |
| <p>DCS will ensure that training opportunities are shared with tribes.</p>  |   |   |  | <p>In 2007 and 2008 DCS held Support Enforcement Officer Training Academies, Scott Morris extended invitations out to the Tribes with IV-D &amp; IV-A programs for the possible attendance of tribal employees to sit in on the training in an auditing format.<br/>Currently there are not any training academies scheduled for the upcoming year. However, if one is held, each tribe will be notified.<br/><br/>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,</p>  |
| <p>7) Priority of referrals to Lummi Nation Child Support Program.</p>  | <p>7a) DCS will send cases as requested by LNCSP.<br/>7b) DCS will send cases having an avenue of collection only available through LNCSP.<br/>7c) DCS will send cases ready for referral to LNCSP.</p> | <p>7) Cases will be guided to the LNCSP to receive the appropriate venue for the cases to be worked.</p>      | <p>7) DCS Staff – Scott Morris<br/>LNCSP – Kelly Jefferson</p> | <p>7) As of March 2010, this item is being fulfilled by DCS staff.</p>   |
| <p>11) DCS and NITCSP will establish a referral process and the rate of referrals for DCS to send cases to NITCSP for</p>   | <p>11) DCS and NITCSP will negotiate the rate of referrals per month, as well as the type of cases to be referred.</p>  | <p>11) Establish the number of cases to be referred per month, as well have an estimated date to have all</p> | <p>11) DCS Staff– Scott Morris<br/>NITCSP – Ken Levinson</p>   | <p>11) NITCSP has requested that DCS focus on transferring all of the Nooksack TANF caseload to NCSPP first. They have requested that DCS send 16 cases to them per month. At this rate the entire</p>   |

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| 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. <b>This was completed in June 2010</b>                            |
| 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<br>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<br>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<br>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.<br>A DCS Tribal Liaison is assigned to the Mount Vernon Community Service Office.  |
| DCS will ensure that training opportunities are shared with tribes.  | DCS Regional Training Coordinator will offer and coordinate training opportunities to include regional tribes. | Tribal Staff will have opportunities to attend state trainings.   |   | <b>Recent Trainings Provided:</b><br>DCS provided paternity affidavit training and Working with the Military training in August 2010<br>DCS provided SEMS training to the Lummi TANF program in June 2010<br>DCS provided SEMS training to the Tulalip Child Support Program in December 2010        |
| 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<br>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 identified |

2/15/2019

Updated 3/15/18

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| <p>11) DCS will provide TCSP with a list of Tulalip affiliated cases broken down as follows:<br/>Needs paternity established<br/>Establishment (separate list of non affiliated cases {Tulalip enterprise employees} from all others)<br/>Enforcement<br/>Modification</p> | <p>11) DCS will provide list to TCSP no later than 3/20/09</p>   | <p>11) TCSP can better prioritize how many cases we want referred and the type of case</p> | <p>11) TCSP Cara Althoff, Lorna Edge-Onsel, &amp; Sarah Colleen Sotomish<br/>DCS Staff – Georgia Payne &amp; Lisa Garner</p>  | <p>DCS provided the list to the TCSP in September 2010</p>  |
| <p><b>(1) Goals/Objectives</b><br/>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>   | <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</p> |  |   | <p>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.</p>  |
| <p>6) When changes occur within DCS regional tribal staffing, the Government to Government training will be required.</p>  |  |  |   | <p>Tribal Liaisons Tracy Jahr and Nathan Ray completed Government to Government training in June 2012 and October 2012.<br/>7 DCS supervisors and 6 additional DCS staff also completed Government to Government training In June 2012.</p> |
| <p>7) DCS will send 10 referrals to the LNCSP each month &amp; coordinate referring additional cases each month.</p>   | <p>7) DCS staff will ensure that ten referrals are being sent to the LNCSP each month.</p>   | <p>7) A constant rate of referrals to the LNCSP would continue.</p>                        | <p>7) DCS Staff – Scott Morris &amp; Tracy Jahr<br/>LNCSP – Kelly Jefferson</p>   | <p>7) DCS has referred all identified cases to the LNCSP. DCS will refer new cases to the LNCSP as they are identified.</p>   |
| <p>8) DCS will serve as a technical resource for the LNCSP, the TCSP, and the NITCSP for the SEMS program in their offices.</p>  | <p>8) The tribe's have access to SEMS; DCS will serve as a support mechanism for the use of SEMS by the tribal employees.</p>  | <p>8) Enhanced communication and information sharing on case specific matters.</p>         | <p>8) Lisa Dupre, Tracy Jahr, &amp; Nathan Ray/ DCS<br/>TRT – Brady Rossnagle<br/>LNCSP – Kelly Jefferson<br/>NITCSP – Ken Levinson<br/>TCSP – Shelley Tucker<br/>Lorna Edge-Onsel &amp; Sarah Colleen Sotomish</p> | <p>8) LNCSP, NITCSP, &amp; TCSP have access to SEMS, ACES and Employment Security Information. DCS continues to provide hands on training as requested</p>  |
|  |  |  |   | <p>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</p>  |

2/15/2019

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 &amp; 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, &amp; Tracy Jahr<br/>NITCSP – Ken Levinson<br/>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, &amp; Sarah Colleen Sotomish<br/>DCS Patti Dalrymple, Brady Rossnagle, Georgia Payne, &amp; 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>   |

2/15/2019

Updated 3/15/18

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| <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> |
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2/15/2019

Updated 3/15/18