

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): Hoh 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.	A. The Community Services Division (CSD) will provide annual statistics on Hoh tribal members receiving assistance through its programs.	Tribe will be better informed about the number of members receiving benefits from CSO's.	Jim Weatherly Tribal Liaison Bob Smith Lisa Martinez Enrique Barragan As Requested.	Number of Hoh Tribal families receiving benefits through Port Angeles and Forks Community Service Offices (CSO's): [October 2018] <table border="1"> <tr> <td>SNAP</td> <td>39</td> </tr> <tr> <td>Medical</td> <td>1</td> </tr> <tr> <td>TANF</td> <td>1</td> </tr> <tr> <td>ABD/HEN</td> <td>0</td> </tr> </table> **The above numbers may not be complete due to self-declaration and coding errors.	SNAP	39	Medical	1	TANF	1	ABD/HEN	0
	SNAP	39										
Medical	1											
TANF	1											
ABD/HEN	0											
B. As needed, information about Hoh tribal members will be provided by CSD via eJAS and ad hoc Barcode reports.	Timely response to data requests from tribal staff, relative to tribal members' participation in CSD programs.	Tribal Liaison Patti Hicklin Juli Murrain Mer Parker As Requested.	Tribal Liaison position became vacant in July 2018. In the interim, CSO supervisors will assist with necessary report inquiries.									
2. Work with tribes to determine the need for, negotiate and/or implement local Tribal-State agreements,	A. Identify needs of American Indian clients & communities and whether	<ul style="list-style-type: none"> Enhanced service coordination and customer service. 	Jim Weatherly Tribal Liaison Bob Smith	Tribal Liaison has historically provided and coordinated communication between the Hoh, Lower Elwha, Jamestown S'Klallam,								

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protocols, MOU's, contracts or processes	current programs and policies meet these needs. <ul style="list-style-type: none"> Tribal Liaison will continue to provide outreach services with Tribal members. 	<ul style="list-style-type: none"> Service gaps, or other issues, identified and addressed in a timely manner. 	Reviewed Annually.	Makah and Quileute Tribes and the Local DSHS CSO's that serve them. CSO committed to filling this position. In the interim, Contact Center and local CSO staff teams available for assistance—including at tribal partner sites, as requested.												
	C. Provide opportunities for TANF clients to participate in work experience positions at the CSO.	<ul style="list-style-type: none"> Increased opportunity for TANF recipients to obtain skills, contacts, and work experience Enhanced cultural understanding and insight for CSO staff. 	Jim Weatherly Tribal Liaison Patti Hicklin Meredith Parker Bob Smith Enrrique Barragan As Requested.	No work experience referrals in 2018.												
	D. Coordinate and develop hiring processes that affirm value of diverse workforce. Invite the Hoh Tribe to participate in hiring panels.	More robust representation of all Olympic Peninsula communities in staffing at Port Angeles/Forks CSO's	Jim Weatherly Tribal Liaison Bob Smith Enrrique Barragan Brenda Francis-Thomas	No hiring in 2018 yet.												

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			As Requested.					
3. Ensure communication with tribal governments, landless tribes, and off reservation American Indian organizations for information sharing, consultation, joint planning and problem solving.	A. Implement a process to identify action needed by Native American clients so that their benefits are not terminated prematurely.	Program needs and concerns of the Native American clients will be identified and addressed.	Tribal Liaison Jim Weatherly Bob Smith Enrique Barragan On Demand.	Tribal Liaison has historically reviewed monthly Native American eligibility review ad-hoc report and made client contacts as appropriate. Tribal Liaison shared the list with ICW staff. Port Angeles FSS Supervisor reviews ad-hoc report.				
	B. 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 are invited to participate in the LPA meetings to design appropriate community service plans.	Jim Weatherly Meredith Parker Patti Hicklin Bob Smith Enrique Barragan Monthly Meetings.	Hoh invited to attend the WorkFirst LPA meetings. No Hoh attendance at 2018 LPA meetings, but strongly welcome it.				
	C. Plan, develop, and implement training programs for both tribal and CSO staff.	<ul style="list-style-type: none"> Tribal members will be better informed about programs and more likely to access needed services. 	Jim Weatherly Tribal Liaison Patti Hicklin Meredith Parker Juli Murrain	2018 Remaining Training Requests: <ul style="list-style-type: none"> Teen/parenting DSHS program options Youth DSHS program options 				

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	<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"> CSO staff will be more culturally sensitive and provide services in a manner that builds trust with the tribe. 	Bob Smith Enrique Barragan Londi Colton David Skaar As Requested.	<ul style="list-style-type: none"> SSIF (on hold while waiting for updated point of contact). Email sent to Bob Smith by CSOA on 8/21/18 with no response. 2018 Remaining Hoh Invitations <ul style="list-style-type: none"> LGBTQ Training 2018 Completed Hoh Invitations: <ul style="list-style-type: none"> Trauma Informed Care Training (2 CSD staff) Health Fair (1 staff)
	D. CSO invited to disseminate information through Tribal newsletters. <ul style="list-style-type: none"> Revisions or changes to DSHS programs and services will be shared with the Tribal Editor 	Enhanced communications of State/DSHS/CSD information to Tribal members.	Tribal Liaison Jim Weatherly Bob Smith Enrique Barragan As Requested.	No information shared, other than training opportunities (via OIP), so far in 2018. CSO will share future job posting links with Tribe.
	E. Statewide CSD Customer Services Contact Center will share a	Enhanced communications of state contact center	Joey Anderson Ron Thomas Londi Colton	Updated information, including a contact list, was provided by CSCC.

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	contact list for all programs administered and provide contact center updates.	information to Tribal members.	As Requested.	Ron Thomas and Londi Colton will coordinate with PA CSO staff to present information regarding childcare assistance. Londi will continue to serve as CSCC tribal liaison.					
	F. Upon request from the tribe, and based on future conversations between CSD and Hoh to see if their geographic location can support Mobile CSO services, the CSD Mobile CSO will be made available when regular CSD services are interrupted due to disaster or emergent situations.	Ensure individuals have access to CSD assistance programs through the Mobile CSO – a mobile office that is self-contained and fully functional. Experienced staff can determine initial eligibility on-site.	CSD HQ Operations Staff, Josie Mendoza, Mobile CSO and BFET Operations Administrator. Bob Smith Jan Eglund As Requested.	MCSO services discussed during 7.01 meeting on 4-30-18. Tara Sexton and Mobile CSO staff member, Jan Eglund, met on 5-3-18 at the Forks Veterans Stand Down event to explore disaster/emergency situation sites for the truck/MCSO. MCSO staff also discussed Hoh community demographics and the per capita income (in relation to food assistance and DSHS Medicare Savings Program eligibility).					

Completed or Tabled Items

Goal/Activity/Outcome	Date	Item Description
Goal 3, Activity B 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 3, Activity COMPLETED	August 2015	Tribal Liaison attended the Hoh Health Fair.
Goal 3, Activity A COMPLETED	January 30, 2015	Tribal Liaison held an all-staff webinar to review State and Tribal TANF desk aide and current procedures.
Goal 3, Activity COMPLETED	August 6, 2014	Tribal Liaison attended the Hoh Health Fair.
Goal 2, Activity COMPLETED	April 2014	On 4/25/14, the LPA held a conference hosted by the Jamestown Tribe with guest speaker: Donna Beegle- Communication Across Barriers. Staff from Hoh attended.
Goal 2, Activity COMPLETED	March 15, 2014	Region 3 office will work with Hoh to provide Benefit Verification System (BBS). Update: New Executive Director: Keith Impson.
Goal 3, Activity- Improvement of ADATSA (Alcoholism and Drug Addiction Treatment Support Act) Referral process for tribal members COMPLETED	January 2014	As of 1/1/14, Tribal Liaison/DSHS is no longer able to process ADATSA applications. Beginning 10/1/13, clients now need to apply at www.healthplanfinder.org
Goal3, Activity-Establish an FQHC (Federally Qualified Health Center) position at the medical center. COMPLETED	January 2014	With Healthcare Reform, the FQHC position is no longer available.
Goal 3, Activity COMPLETED	August 2013	Tribal Liaison attended the Hoh Health Fair on 8/14/13.
Goal 2, Activity COMPLETED	October 2013	With the Healthcare Reform, there are several changes to how medical will be processed. Beginning, 10/1/13, clients will now sign up for medical coverage through www.healthplanfinder.org . DSHS is no longer accepting applications for medical.

Goal/Activity/Outcome	Date	Item Description
Goal 2, Activity- COMPLETED	November 1, 2012	Tribal Liaison provided information on the CHIPRA (Children's health Insurance Program Reauthorization Acts) Grant.

Contact Information

DSHS Contacts	Tribal Contacts
Jim Weatherly Port Angeles/Forks CSO Administrator weathj@dshs.wa.gov 360-565-2182	Bob Smith Executive Director bob.smith@hohtribe-nsn.org 360-374-6501
Martin C. Bohl Tribal Relations Program Administrator TANF bohlmc@dshs.wa.gov 360-725-4656	Katie Pullen Indian Child Welfare Case Manager katie.pullen@hohtribe-nsn.org 360-374-5022 or 360-780-0610
Patti Hicklin Social Services/WorkFirst Supervisor, Port Angeles CSO hicklpa@dshs.wa.gov 360-565-2185	Dawn Gomez CHR, Council Member dawn.gomez@hohtribe-nsn.org 360-374-4280 or 360-780-0580
Meredith Parker WorkFirst Supervisor, Forks CSO parkem@dshs.wa.gov 360-374-3506	Lisa Martinez Council Member, Tribal Business Committee Secretary lisa.martinez@hohtribe-nsn.org 360-374-6277
Juli Murrain Financial Service Supervisor, Port Angeles CSO murraj@dshs.wa.gov 360-565-2197	Kristina Currie Administrative Assistant kristina.currie@hohtribe-nsn.org 360-374-6502
Ron Thomas, CSD Contact Center, South Sound Administrator thomar@dshs.wa.gov 360-584-3150	Enrique Barragan Council Member enrique.barragan@hohtribe-nsn.org 360-808-8658
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Jan Eglan MCSO West Supervisor jan.egland@dshs.wa.gov 360-628-6647	