

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. Ensure communication with Tribe for information sharing, consultation, joint planning and problem solving.	A. Meet in local 7.01 workgroups on an as-needed basis, on relevant CSD/PGST issues: <ul style="list-style-type: none"> • WorkFirst/TANF • TFA • Medicaid • Basic Food • Child Care Ensure annual 7.01 plan is submitted for posting on OIP website.	Strong working relationship between CSD and the tribe.	Annually Lead Staff: Gina Lindal Cheryl Miller Stacy Mills Ron Thomas Andrea Smith Brenda Francis-Thomas	2019-20 7.01 meeting held on October 2, 2018 at the Jamestown S’Klallam Tribe. Stacy Mills presented information about the Port Gamble S’Klallam Tribe programs at the 10/17/18 Bremerton CSO/CSCC All-Staff Meeting.
	B. CSD will share program changes/updates in a timely manner <ul style="list-style-type: none"> • CSD program changes/updates will be included on the agenda of the 7.01 meetings. 	Improve communication between CSD and PGST.	On-Demand Lead Staff: Gina Lindal Jessica Moman Stacy Mills	Tribal staff are able to view program and policy changes online. In addition, Stacy Mills receives policy emails through the DSHS outlook email groups. Jessica Moman, CSCC Financial Coordinator is the point of contact for any training needs, issues and concerns. Agreed that CSD contact center trainers will

Updated: October 2, 2018
 Draft Plan
 Final Plan **Administration/Division:** ESA/CSD (DSHS) **Region/Office:** Region 3/Bremerton CSO
Timeframe: July 1, 2019 to June 30, 2020
Tribe(s)/RAIO(s): Port Gamble S’Klallam Tribe

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

	<ul style="list-style-type: none"> As changes occur, CSD will share URL for websites for DSHS, CSD Services, and the Customer Service Contact Center (CSCC) website. <p>CSD will continue to notify PGST staff of local training and hold slots available for tribal staff, including training in the Learning Management System (LMS).</p>			<p>be on-site quarterly or as needed by mutual agreement.</p> <p>The PGST staff reported a very positive working relationship with the CSCC Financial Coordinator and Trainers. Jessica Moman has been out to the tribe frequently to assist with FNS reviews related to administration of SNAP benefits.</p>
2. Work with tribe to determine the need for, negotiate and/or implement local Tribal-State agreements, protocols, operational agreements, contracts, or processes.	A. Update the Tribal TANF Operating Agreement and Intergovernmental Agreement as needed.	Clear understanding of roles and responsibilities related to administration of Tribal TANF.	Prior to expiration of current agreements; next update due 9/30/19. Lead Staff: Gina Lindal Cheryl Miller	No Issues identified
	B. CSD will support the Port Gamble S’Klallam Tribe in the Basic Food Process Review Panel (PRP) process.	Identified service needs addressed in a timely manner.	On-Demand Lead Staff: Jessica Moman Stacy Mills	No issues identified.
	C. Continue to work together on state pilot for Basic Food program.	Improve service delivery to Tribal Members.	On-Demand Lead Staff:	Tribe expressed concern they still have not received a waiver from FNS for this pilot. Last waiver

			Stacy Mills Gina Lindal	expired 7/1/18; PGST is currently operating under a verbal agreement.
	D. Statewide Customer Service Contact Center (CSCC) will share updates and direct contact information with the Port Gamble S’Klallam Tribe.	Improve service delivery to Tribal Members.	On-Demand Lead Staff Ron Thomas Stacy Mills	Customer Service Contact Center (CSCC) continues to share updates and direct contact information annually and as changes occur. Ron Thomas shared that the WCCC program moved under DCYF effective 7/1/19. For now, there has been no changes to the program or staffing. Ron Thomas will ensure Jessica Moman keeps PGST in the loop as changes occur. An updated CSCC Tribal Relations Liaisons contact list was included in the packet given to Stacy Mills on 10/2/18
3. Identify Outstanding Issues/gaps in service	A. The Tribe will communicate issues and concerns that have statewide implications.	Concerns/issues are raised to the next administrative level as appropriate.	On-Demand Lead Staff: gloria Marshall-Perez Cheryl Miller Jessica Moman Steven Speath Samarra Gregory	Stacy Mills shared that the tribe will be participating in a pilot that allows direct email from the tribe to DMS. A meeting is scheduled between PGST and the HIU on 10/26 to begin working out the details.
	B. CSD will arrange Mobile CSO services in Kingston as requested	Enhance access to services and programs for	On-Demand Lead Staff:	The mobile CSO is scheduled to hold an event in Kingston on January 11, 2019.

	<p>by the Port Gamble S’Klallam Tribe and the Mobile CSO schedule allows.</p> <p>The Mobile CSO is also available to the tribe should there be an emergency/disaster in order to facilitate food assistance or benefit processing for tribal members.</p>	<p>members and families in the Port Gamble S’Klallam Tribe community.</p>	<p>Stacy Mills Josie Mendoza</p>	
	<p>C. CSD will provide information for Tribal staff on Basic Food Employment & Training (BFET) program services as requested</p>	<p>Increased understanding of the BFET program and access to BFET services.</p>	<p>On-Demand Lead Staff: Josie Mendoza David Skaar Stacy Mills</p>	<p>Robin Thrower offered information about the BFET program, answered questions and offered continued information and resources. Contact information for the PGST Career and Education Director was emailed to Robin Thrower on 10/12/18</p>
	<p>D. Representatives from the Port Gamble S’Klallam Tribe will continue to attend the Region 3 CSD Financial Supervisors Meetings.</p>	<p>Improve coordination between CSD and PGST program staff.</p>	<p>Monthly Lead Staff: Don Bowen Stacy Mills</p>	<p>Stacy continues to attend the monthly Region 3 WebEx meetings and quarterly in-person meetings.</p>
<p>4. Train Community Services Division staff on Government-to-Government policy and Port Gamble S’Klallam Tribe culture and programs to</p>	<p>Provide cultural awareness activities on a consistent basis to increase staff awareness and understanding.</p>	<p>All staff in all job classes related to working with Tribal members will be trained within six months of being hired.</p>	<p>Ongoing Strategy Lead Staff: Gina Lindal Ron Thomas</p>	<p>All Bremerton CSO Supervisors, LeadWorkers and Tribal Liasons have received 7.01 and Government to Government Training.</p>

<p>gain a better understanding of working with the Port Gamble S'Klallam Tribe.</p>	<ul style="list-style-type: none">• Bremerton CSCC and CSO will ensure new Supervisors, Lead Workers and Tribal Liaisons receive 7.01 and Government-to-Government training as needed.			
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Completed or Tabled Items

Goal/Activity/Outcome	Date	Item Description
Goal 3, Activity B – CSD to arrange Mobile CSO services in Kingston Complete	July 2018	The Mobile CSO held an event in Kingston on July 31, 2018.
Goal 2, Activity A – Update the Tribal TANF Operating Agreement Complete	June 2018	Updated language in the TANF Operating Agreement and changed revision dates to 5/1/18-9/30/19 to align with the contract period of the Intergovernmental Agreement.
Goal 1, Activity A – Meet to discuss relevant CSD/PGST issues Complete	April 2018	7.01 Meeting held at the Port Gamble S’Klallam Tribe
Goal 1, Activity Complete	January 2017	2017-2018- 7.01 meeting held on January 5, 2017 at the Jamestown S’Klallam Tribe
Goal 3, Activity Complete	January 2017	ACES access 88 and CSO Supervisor access level was needed for Stacy Mills. Stacy reported in January 2017 that she received the access she needed.
Goal 5, Activity- CSO to communicate job opportunities to PGST members. Tabled	January 2017	Tribe not currently requesting. PGST staff are aware of careers.wa.gov website. Will revisit this item at the next 7.01 meeting.
Goal 4, Activity Complete	March 23, 2016	Bremerton CSO and Contact Center staff attended training on March 23, 2016.
Goal 4, Activity Complete	January 27, 2015	All Bremerton CSO Supervisors, Leadworkers, Tribal Liaisons, and Administrator attended training on January 27, 2015.
Goal 3, Activity Complete	May 2015	Stacy Mills received GUIDE access she needed.
Goal 4, Activity Complete	November 2014	CSO and Contact Center staff participated in Native American art project in November 2014
Goal 5, Activity Complete	2013	Process of e-mailing job announcements is obsolete and replaced with NEOGOV listings
Goal 1, Activity Complete	May 2013	Training was given to Contact Center staff on PGST Pilot

Goal 1, Activity Complete	March 2012	Added Stacy Mills to Local Planning Area (LPA) e-mail distribution list
Goal 5, Activity Complete	2011	Human Resource Manager attended 7.01 meeting to discuss job announcements.
Goal 3, Activity Complete	2011	PGST staff attended Financial Eligibility Training several times in 2011. A dedicated CSD Trainer was on-site at PGST one day per week throughout 2011.

Contact Information

DSHS Contacts	Tribal Contacts
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