

**Policy 7.01 Plan  
2022 - 2023 Annual Plan and Progress Report  
Kalispel Tribe  
and  
Region 1 Community Services Division**

**DRAFT FOR REVIEW AND APPROVAL February 17, 2022 Meeting**

Implementation Plan				Progress Report
(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update
#1. Work together to maintain open communication with the Kalispel Tribe to identify issues/gaps in service; recognize needs of Native American clients and communities; and determine if the current programs and policies meet the needs.	Describe efforts to facilitate positive working relationships to define needs. Make use of surveys and research completed by tribal staff to make program enhancements, where possible, to improve services to Native American clients.	Identify and develop a plan to resolve issues cooperatively.	<p>DSHS Staff:</p> <p>Cheryl Evans-Holbrook Chris Scott Lori Hunley Ted Etten Kelley Zema Kristen Charlet</p> <p>Kalispel Tribal Staff: Jessica Pakootas Alexandria Desautel Chuck Armstrong Kevin Stark</p>	Interaction with the Tribe, at the program manager level, has been on an informal, case-by-case basis.
	Discuss and document outstanding issues/gaps in service at meetings with the Kalispel Tribe.	Attach meeting minutes, correspondence, reports, and other documentation.	<p>Chris Scott Jessica Pakootas Chuck Armstrong Lori Hunley</p> <p>Janet Gone Alexandria Desautel</p>	<p>Christine Mellick work with Chris Scott and Division of Child Support, Courtney Dale to address the Child Support Pass-through payment to include Tribal families in the TANF program. Currently they are not. SB5144 (New 2022)</p> <p>Meetings to address issues and/or share information are held, as requested when issues come up. Lori Hunley will meet with Kevin Stark to arrange</p>

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				a presentation of CSD services. (New 2022)										
<p>#2.</p> <p>CSD to provide pertinent statistics on Native American community and participant populations, numbers of Native American participants served, and other relevant data.</p>	<p>Work closely to provide accurate information in a timely manner</p> <p>Complete an ‘ad-hoc’ request to Headquarters staff that will allow the tribe to identify Tribal members receiving financial assistance under specific program types including medical.</p> <p>Washington Connections training &amp; support will be provided when requested.</p>	<p>Assist the Kalispel Tribe in developing plans and support grant applications as well as other program enhancements they identify.</p> <p>Kalispel tribe will be able to determine which of their members are currently receiving assistance from DSHS.</p>	<p>Chris Scott Francesca Naccarato</p> <p>Jessica Pakootas Chuck Armstrong</p>	<p>CSOs continue information-sharing with tribes on clients that are shared by both programs.</p> <p>Number of Kalispel Tribal Members receiving benefits through the CSOs: Statewide Totals: January 2022</p> <table border="1"> <thead> <tr> <th>Program</th> <th>January 2022</th> </tr> </thead> <tbody> <tr> <td>Basic Food</td> <td>46</td> </tr> <tr> <td>Medical (non-cash)</td> <td>5</td> </tr> <tr> <td>TANF</td> <td>10</td> </tr> <tr> <td>BFET</td> <td>0</td> </tr> </tbody> </table> <p>Source: ESA-EMAPS Report M4605 The above number may not be complete due to self-declaration and coding errors. Tribes continue to provide information regarding commodity food participants</p>	Program	January 2022	Basic Food	46	Medical (non-cash)	5	TANF	10	BFET	0
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<p>#3.</p> <p>Ensure efforts are made to recruit/hire Native American staff to meet the overall DSHS goal of having a diverse workforce.</p>	<p>Region 1 will work to develop recruitment efforts for tribal staff. The Office of Indian Policy (OIP) Regional Manager shares all state job announcements to her Region 1 tribal list serve. She will include the Career Training Director Colene Rubertt.</p>	<p>Document local recruitment and discussions with Tribes of recruitment efforts.</p>	<p>Chris Scott Lori Hunley Kelley Zema Ted Etten Kristen Charlet Colene Rubertt Melissa Hurt-Moran</p> <p>Janet Gone</p>	<p>Strategies have been discussed to continue to try to recruit and hire Native American applicants when filling positions.</p> <p>Mary Anderson sends state job announcements to the Kalispel Tribe.</p>										

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	Administrators of the Spokane Maple, Spokane Trent and Tri-County CSOs will send job listings for their offices to the Kalispel tribe.			CSO Administrators will send job announcements to Colene Rubertt and Melissa Hurt-Moran.  CSO Administrators have been sending DSHS job postings to the Kalispel Tribe and will continue to do so.
	Training will be provided by the Kalispel Tribe and Region 1 CSD to staff of each organization to improve understanding of career opportunities and how each system works.	Document training plans and opportunities provided.	Chris Scott Colene Rubertt	DSHS stands ready to share information regarding job qualifications, salaries, and how to assist interested applicants with navigating the NeoGov/Careers process. Chris Scott will serve as a point of contact if Tribal members need assistance with applying for positions on Careers.wa.gov
#4. Train Region 1 CSD staff on major principles of DSHS Administrative Policy 7.01 and Government to Government relationships.	Ensure Region 1 CSD staff has access to the training provided by the Governor's office, DSHS, and other Region 1 CSD resources.	Build a strong understanding, both of the principles of Federal Indian Law and government-to-government relationships.	Chris Scott Lori Hunley Kelley Zema Ted Etten  Janet Gone	Administrators and many staff have received training from the Governor's Office of Indian Affairs as well as the DSHS 7.01 training. Region 1 is committed to providing 7.01, Government to Government and other trainings to increase staff knowledge of Native American culture and history.
#5. Promote and communicate training opportunities with the Kalispel Tribe.	Monitor and identify all training sessions, identify available training slots, and invite participation by tribal staff.  The CSO Administrators from Tri-County,	Contribute to training opportunities for staff  Build understanding of	Chris Scott Lori Hunley Kelley Zema Ted Etten Jessica Pakootas Melissa Hurt-Moran Alexandra Desautel	The continued effort to ensure maximum participation in training opportunities, CSD Administrators and Janet Gone will continue to invite Kalispel staff to DSHS trainings. Examples include Mental Health First Aid, Bridges Out of Poverty, LEAN, CPR/First Aid, etc.

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	Spokane Maple and Spokane Trent will forward any available training opportunities to Kalispel representatives.	DSHS programs and promote access to programs.		<p>Kalispel Tribal staff will invite DSHS staff to attend appropriate trainings and conferences such as the Tree of Healing Conference, March 29,30, 31 at Northern Quest.</p> <p>CSO Administrators will notify Tribal Representatives of training opportunities via email.</p>
#6. Increase services to Tribal members and the Usk community via the Mobile CSO and explore a partnership with the Newport Office.			Javier Ruiz, Mobile CSO Brandon Woodruff, Mobile East Supervisor Kelley Zema Jessica Pakootas Stacey Allen	<p>Mobile CSO will provide Stacey Allen with flyers to post when the Mobile CSO is in Airway Heights or other areas close to tribal members homes.</p> <p>Mobile CSO will work with the Tribe to attend events and/or Pow Wows on request.</p> <p>Will resume with COVID protocol allows.</p>
#7. Ensure CSD includes Kalispel Tribal staff in Local Planning Area (LPA) meetings.	Lori Hunley will send meeting invitations and agendas to Jessica Pakootas and Shawna Brady.	Kalispel Tribal staff will be kept up to date of additional services.	Lori Hunley Jessica Pakootas Shawna Brady	New goal 2021 due to change in staffing. - Lori Hunley to continue sending and add to LPA email list.

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#8. Explore BFET program with the Kalispel Tribe.			Spring Benson Colene Rubertt	Spring Benson will contact Colene Rubertt to determine if BFET is a program that would benefit the Kalispel Tribe.  New Goal 2022

## KALISPEL TRIBE AND DSHS CONTACT LIST

Kalispel Tribe			
Jessica Pakootas	Executive Director Camas Path	509-447-7432	<a href="mailto:Jpakootas@kalispeltribe.com">Jpakootas@kalispeltribe.com</a>
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Colene Rubertt	Director, Career Training & Mentoring	509-447-7440	<a href="mailto:crubertt@kalispeltribe.com">crubertt@kalispeltribe.com</a>
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DSHS			

Cheryl Evans-Holbrook	Regional Administrator, CSD Region 1	509-227-2769	<a href="mailto:cheryl.evans-holbrook@dshs.wa.gov">cheryl.evans-holbrook@dshs.wa.gov</a>
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Kelley Zema	Tri-County Office Administrator	509-685-5602	<a href="mailto:kelley.zema@dshs.wa.gov">kelley.zema@dshs.wa.gov</a>
Lori Hunley	Spokane Maple Office Administrator	509-227-2444	<a href="mailto:lori.hunley@dshs.wa.gov">lori.hunley@dshs.wa.gov</a>
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Francesca Naccarato	Community Access Program Consultant (Washington Connections)	509-406-6705	<a href="mailto:francesca.naccarato@dshs.wa.gov">francesca.naccarato@dshs.wa.gov</a>
Janet Gone	Regional Manager – Office of Indian Policy	509-865-7529	<a href="mailto:janet.gone@dshs.wa.gov">janet.gone@dshs.wa.gov</a>

### Completed or Tabled Items

Goal/Activity/Outcome	Date	Item
Wendy Thomas has been added to the Local Planning Area invitation list.	2018	#6
#4. Work together to develop MOUs or processes to provide quality services to all.	2019	#4 – Tabled at this time. Can be revisited if there is a need.

Tribal Meeting invitations in the Spokane area have included the DSHS Assistant Secretary for Economic Services	2016	#1 - completed
Chris Scott will coordinate with Kalispel Tribal representative Chuck Armstrong and any other Tribal representatives identified on providing access to real-time data of tribal member open assistance cases through the online Benefit Verification System (BVS).	2019	#2 – Tabled at this time. Can request at a later date if access is needed.
An All Staff meeting was held in July 2019 where CSD staff met with Kalispel staff to discuss services CSD provides and how to better connect CAMAS patients with services. Six CSD staff from Spokane and Tri-County CSOs and Contact Center staff attended.	2019	#1
Update: Mobile CSO attended the Cusick Warriors Dance Against Diabetes Pow Wow on March 30th.	2019	#6
Mobile CSO deployed to Cusick 9/22/20 – 9/23/20 for wildfire assistance. 10 clients served.	2020	#6
Janet and Ali will discuss and plan possible virtual DSHS 101 for Kalispel Tribal Alliance. ** move to completed. Was not interested at the time.	2021	#1
Chris Scott to send SharePoint link to Jessica Pakootas and Shawna Brady. We will continue to update	2021	2021-2022 Goal 7 deleted