

Date updated: January 29, 2025

- ☐ Draft Plan
☒ Final Plan

DSHS Policy 7.01 Plan

July 1, 2025 to June 30, 2026 Annual Plan and Progress Report
Confederated Tribes of the Colville Reservation/UIO and
ESA: Division of Child Support (DCS), Region 1, Spokane Office
(contact information listed at end of plan)

	Yes	No
Met with Tribe/UIO?	X	
Tribal input received?	X	
Tribal approval of plan?		X

Most recent meeting date: 1/15/2025

Implementation Plan				Progress Report
(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update
1) Cooperatively maintain accurate case records, payment records and debt balances.	<p>An in-person reconciliation review of the “10th of the Month List” should occur quarterly. The hosting agency should alternate.</p> <p>Note: Under new federal policies, DCS is unable to share any Federal Tax Information (FTI) with a Tribal IV-D program.</p> <p>Implemented Reverse 10th list process to reconcile initiated cases to CTCSP</p>	Relationship building, improved communication and accurate case records, payment records and debt balances.	<p>CTCSP Bernardene Charley 509-634-2782 Bernardene.Charley.CSP@colvilletribes.com - Tara Miller 509-422-7700 tara.miller@colvilletribes.com</p> <p>Alternates:</p> <p>DCS Jessica Blake 509-363-5043 Jessica.Blake@dshs.wa.gov</p> <p>Target Date: Reviewed at next 7.01 meeting.</p>	<p>Our last reconciliation took place 7/22/24 in Spokane.. Ronna Michel continues to be copied on correspondence regarding the 10th of the month list & Reverse 10th list at each submission.</p> <p>Under new federal policies, DCS is unable to share any FTI with a Tribal IV-D program. However an annual total of these collections can be provided by DSHS DCS TRT at the request of CTCSP.</p> <p>MTS/TS&S conversation with the Federal Office of Child Support Services (OCSS), in use of the Federal Model Tribal System (MTS); when OTHER enforcement resource(s) transmit collections, references to payment type/source is not conveyed.</p> <p>Keep Tara Miller & Kendra Robinson for DEPCON.</p>

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<p>2) Continue to improve the cooperative process that maximizes efficiency when CTCSP and DCS request IV-D services from each other on behalf of respective customers.</p>	<p>DCS staff and CTCSP management will continue to update the Standardized Processes and Procedures GUIDE to keep it current and assist both programs.</p>	<p>DCS and CTCSP both agree that a written process and procedure guide will increase efficiency, reduce errors, and provide consistent customer service.</p>	<p>Bernardene Charley Jessica Blake</p> <p>Target Date: Review at next 7.01 meeting.</p>	<p>The current GUIDE is attached (Last updated in 2018. Both DCS and CTCSP recognize that the GUIDE is non-binding, but useful to assist in coordinating services.</p> <p>Possibly adding G2G guide review at case yearly reconciliation.</p> <p>Marty Rapp and Shannon Thomas will provide input to Bernardene Charley.</p> <p>The GUIDE can be updated and live separately from this 7.01 matrix. A current version is attached at least annually for reference purposes.</p> <p>As referenced in the GUIDE, when responding and/or initiating to CTCSP, DCS will coordinate with CTCSP before: Suspending a driver's license; attaching a bank account; issuing a wage withholding order; or applying per capita or tribal settlement funds attached via DCS garnishment to a case (it is DCS's policy to consider these types of payment exempt from attachment unless DCS has received explicit permission to apply the funds from the Tribe)</p> <p>For DCS to accurately report debt to the credit bureaus, CTCSP initiated cases should be treasury offset only when CTCSP is receiving direct payments. DCS and CTCSP agree that this process will be done on a case by case basis. DCS to contact case manager assigned to the case.</p>

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				<p>Chris Franks reports there is a pilot project being created to review possibilities for credit bureau reporting options for tribal case. Because credit bureau reporting is a Federal requirement for state IV-D programs, DCS has needed to be deliberate in identifying which tribal cases will be included in this pilot. In November 2020, DCS provided a list of the Colville Tribal cases that have had credit reporting occur to Bernardene Charley. DCS is consulting with her and she is available for follow up if CTCSP has interest in the ongoing project. Chris Franks added that this pilot project is ongoing but does not include the Colville Tribal Child Support Program at this time. Currently, tribes participating in this project are Suquamish, Puyallup, and Port Gamble S'Klallam. This project is still on going and being reviewed with Sharron Redmond.</p>
<p>3) DCS and CTCSP mutually agree that staff training is an ongoing activity. Staff in both IV-D programs benefit from understanding the policies and processes of each other's program.</p>	<p>DCS and CTCSP staff may inquire of one another on case management questions as necessary. Both DCS and CTCSP may request training from one another, as the need arises.</p>	<p>Fully trained staff are equipped to provide better customer service.</p>	<p>Bernardene Charley Tara Miller Jessica Blake</p> <p>Target Date: Review at next 7.01 meeting.</p>	<p>CTCSP requested to be made aware of trainings available to DCS staff. DCS's training coordinator will continue to provide information to the Spokane Tribal Team regarding eligible trainings for CTCSP. TRT or Jessica Blake will forward to CTCSP.</p> <p>Tara Miller will come to Spokane and provide training on the CTCSP establishment and administrative process.</p>

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4) Establish and modify child support orders in the correct jurisdiction and in accordance with applicable laws and policies.	DCS and CTCSP will continue to discuss and review jurisdiction issues. Decision to release jurisdiction can be made by the CTCSP Director or in their absence the CTCSP Spokesperson. Whenever possible, DCS will defer to CTCSP with regard to jurisdiction for necessary court action.	DCS and CTCSP both agree that the GUIDE referenced above will increase efficiency, reduce errors and provide consistent customer service.	Bernardene Charley Tara Miller Jessica Blake Target Date: Review at next 7.01 meeting.	DCS will continue to work with CTCSP on issues relating to jurisdiction for order establishment and modifications. Whenever possible, DCS will defer to CTCSP with regard to jurisdiction for necessary court action. This process has been successful. DCS will also advise other intergovernmental agencies that they will need to refer their applicable cases direct to CTCSP
5) Continue to utilize federal transmittals and intergovernmental forms for the purposes of referring cases between agencies.	CTCSP requests that DCS initiate same party cases in a combined referral. DCS and CTCSP will only be required to send the Confidential Information Form in the referral packet. The Personal Information Form is no longer required. Rather than sending out regular status requests, DCS and CTCSP will be proactive in providing status updates to each other on existing cases as they are being worked. CTCSP continues an extensive audit of their cases.	Continue to improve and refine the communication between DCS and CTCSP. This will simplify the order establishment process. This will allow better collaboration between CTCSP and DCS staff. Reduce case errors.	Bernardene Charley Jessica Blake Target Date: Review at next 7.01 meeting.	*Note: All Transmittal #1s should include the names of both biological parents (or alleged parents). All transmittals for establishments need to include TANF/Foster care dates, income for the biological parents and to whom the debt is owed (WA, CP, Other Agency). DCS is not able to provide CBRIs to CTCSP for NCP mom cases. If no father is identified on the birth record, DCS will provide as much information as possible regarding the named/presumed father. Jim has put together a list of cases in SEMS where Dummy Cases were created to send debt from other jurisdiction (i.e. STTP). DCS will create combined debt calculations to consolidate the debt where parties are the same and will send that information to CTCSP via a Transmittal#2. The previously separated cases will then be closed. Jessica will work with Jim on this project. Most

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				<p>dummy case information is added to the reverse 10th list.</p> <p>DCS is not able to provide Presumption of Marriage statements for parties married outside of Washington State.</p> <p>Both agencies will cooperatively work to ensure the Transmittal #1 – Response Page is returned to the other agency noting the case is set-up, identifying the responding IV-D case#, and the case manager Acknowledgements may be sent via e-mail.</p> <p>Individual case questions may still be directed to the CTCSP Case Manager.</p> <p>Fillable .pdf versions of the new federal forms are available at https://www.dshs.wa.gov/esa/division-child-support/tribal-iv-d-and-tanf-programs.</p> <p>CTCSP will advise DCS if there are any issues using the forms from DCS's Tribal Relations Team website.</p> <p>As the Intergovernmental process is updated and streamlined, those changes shall be reviewed for inclusion in the CTCSP/DCS Process and Procedure GUIDE.</p> <p>Communication process: Call, email, if no reply: Transmittals. BC monitors for case manager responses.</p>

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<p>6) Keep CTCSP informed about DCS Conference Boards (CB) that may impact their clients.</p>	<p>The RSEO/DCS will notify the CTCSP Case manager (CM) of a CB request that may impact the debt or collection actions. At the CMs request the RSEO will provide the CM's contact information with a statement indicating that they may have relevant information on the CB referral. As in all cases if the input of the CP is needed the CB Chair will seek that input or information directly from the CP.</p> <p>Note: Under new federal policies, DCS is unable to share any FTI with a Tribal IV-D program which may significantly limit what a CB Chair can discuss.</p>	<p>Continue to improve the communication between DCS and CTCSP which will provide improved service to our mutual clients.</p>	<p>Jessica Blake</p> <p>Chris Franks 360-338.2917 Chris.Franks@dshs.wa.gov</p> <p>Alternate: TBD</p> <p>Conference Board Chair Christi Jackson 360-664-5333 christi.jackson@dshs.wa.gov</p> <p>Target Date: Reviewed at next 7.01 meeting.</p>	<p>The CB process is an informal internal process for resolving complaints and disputes regarding DCS enforcement actions and for granting exceptional or extraordinary relief. Typically the initiating jurisdiction is not a party or participant in this process. DCS requests that CTCSP and Court utilize the DCS Conference Board process before attempting to obtain debt relief through the Colville Tribal Court. DCS recognizes that CTCSP may be aware of information relevant to the CB, therefore, in cases involving a known Colville member, the SEO will notify the CTCSP CM:</p> <ol style="list-style-type: none"> 1. To allow the CM to provide relevant information for consideration, and 2. At the CM's request, include their contact information on the CB referral in case the CB Chair needs to contact the CTCSP CM. <p>DCS must receive notice on all petitions for write-off. The Tribe must give DCS legal notice of the hearing and an opportunity to appear in tribal court in accordance with Colville Tribal Code 5-1-290 through 5-1-301. Notice can be served by upon the State of WA and the Division of Child Support at: WA Division of Child Support, Attention Policy & Litigation Manager, PO Box 11520, Tacoma, WA 98411. Personal service can be made at the street address: WA Division of Child Support, Attention Policy & Litigation Manager, 712 Pear Street SE, Olympia, WA 98501. In addition a courtesy copy is</p>

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				<p>requested to be sent to Spokane DCS, Attention Tribal Team, PO Box 9067, Spokane, WA 99209.</p> <p>CTCSP has offered to be substitute counsel for DCS with regard to write-off requests being heard in Tribal Court. DCS Policy needs to review this offer. Any DCS staff wanting to be heard in Colville Tribal Court would have to pass Colville's Bar Exam. In addition, although Colville's Chief Judge is in contact with CTCSP about child support issues, CTCSP has not always been notified themselves before a write-off petition was sent to Colville Tribal Court. Language in the 1995 Cooperative Agreement still allows Colville to charge off State debt. Chris Franks, Bernardene Charley and Tara Miller will meet in 2024 to resume discussions and review the 1995 Agreement.</p> <p>DCS also notes that in-house Conference Board write-off requests are always an option and that DCS has written off debt through Conference Board for all requests received through CTCSP. A summary report of Conference Board write-offs involving WA Tribes is provided semi-annually to Tribal IV-D Directors by the DCS Tribal Relations Team.</p> <p>Christi also advised in the meeting that CTCSP can send Conference Board request directly to her as an option. If CTCSP disagrees, they can contact Christi directly for reevaluation.</p>

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				Christi Jackson has presented Conference Board training in the past and is willing to do a new presentation. Coordination for dates will be done through TRT and Courtney Dale, then will be relayed to CTCSP for consideration and scheduling. Jesse will contact Christi about setting up a training for Conference Boards.
7) Maintain timely contract revisions and extensions for SEMS/ACES Data Share Agreements.	To allow time for adequate review of contracts the Tribe and DCS seek to allow 3 months for review, negotiations, and finalization of contracts. Less time is needed for amendments.	DCS and CTCSP will be able to maintain timely and appropriate contracts and agreements.	<p>Bernardene Charley is the security monitor for SEMS Web (CTCSP).</p> <p>Carey Reyes 509-634-2621 Carey.Reyes.TNF@colvilletribes.com is the Security monitor for ACES (CTTP).</p> <p>Chris Franks is the DCS contacts for both CTCSP and CTPP.</p> <p>Target Date: Review at next 7.01 meeting.</p>	<p>SEMS Contract for use by CTCSP ended 3/31/17 when CTCSP transitioned to MTS.</p> <p>ACES/SEMS Data Share Agreement is current and expires 3/27/2027.</p> <p>Employment Security Data is now available to Tribal TANF workers through ACES by entering SEMS user ID.</p> <p>CTCSP staff now have access to ACES Online and SEMS Web.</p> <p>DCS has updated all Treasury Offset Agreements to comply with the Internal Revenue Service Publication 1075 regarding the sharing of Federal Tax Information. The current Treasury Offset Agreement amendment expires 9/30/2027.</p>
8) Review language in the 1995 DCS/Colville Child Support Agreement,	CTCSP would like to review language in the 1995 DCS/Colville Child Support Agreement. DCS requests clarification of the applicability of this Agreement (since the	Final resolution on updating or dissolving the 1995 DCS/Colville Agreement	<p>Bernardene Charley</p> <p>Chris Franks</p> <p>Tara Miller</p>	Recent discussions regarding this topic have not been occurring. The DCS and the CTCSP will resume our conversations to determine our next steps.

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	<p>Tribe has had a IVD program since 2009, and since the 2007 Colville IVD Application states "It is the intent of the CCT to terminate the agreement with the State and take on all responsibilities for the establishment of paternity, establishment, modification and enforcement of child support obligations and location of custodial and non-custodial parents and their assets, through a Federally funded Tribal IV-D Program."</p>		<p>Target Date: Next 7.01 meeting.</p>	<p>Former CTCSP Director suggested that the 1995 Agreement be compared with the current 7.01 plan to help determine the sections that may need to be reviewed. Any decision to rescind or modify the 1995 agreement will need to be made by the Tribal Council.</p> <p>DCS agrees. The 1995 Agreement was negotiated 14 years before the Colville Tribe had a federally-funded tribal IV-D Child Support program. The Agreement did not anticipate the Tribe having a federally-funded Tribal Child Support Program. The Agreement includes specific requirements that are not consistent with the Colville IV-D Plan and not consistent with federal IV-D requirements and Policy guidance for Tribal Child Support Programs. Intergovernmental Agreements must be honored, therefore, if certain provisions no longer apply, the Agreement must be amended, renegotiated, or terminated. In particular, see the below Goal/Objective: "To review the procedure for handling requests from NCPs for charge-off of State-owed arrearages."</p> <p>DCS is unable to authorize another state or tribe to write-off back support debt owing to DSHS: Full Faith and Credit rules apply that do not allow one program to modify or charge off debt that is owed to another jurisdiction.</p> <p>Chris Franks and DCS Policy are currently researching options available under the</p>

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				<p>Agreement that could be pertinent to dissolving this Agreement in accordance with the 2007 Colville IV-D application and the intent to terminate the agreement. The Colville Tribes and the State of Washington both operate fully funded IV-D programs, and will continue to partner together on a wide variety of shared cases and child support matters via the IV-D framework. Chris Franks, Debi Condon, and Tara Miller planned to resume discussion and review of the 1995 Agreement.</p> <p>Bernardene feels that now she is in the interm position, that she can be able to follow up on this more effectively.</p>
<p>9) Correct application of voluntary payments</p>	<p>DCS and CTCSP will carefully review voluntary payments to ensure accuracy of application.</p> <p>The agency that is negotiating with the NCP will provide the correct payment address and identifiers to the NCP.</p>	<p>Accuracy in collection data. Accuracy of debt amounts. Culturally appropriate services provided to parties.</p>	<p>Bernardene Charley Jessica Blake</p> <p>Target Date: Review at next 7.01 meeting.</p>	<p>Voluntary payment processing and application has been less of a concern now that CTCSP is using MTS and customers are advised to which agency they should pay.</p> <p>CTCSP needs to be able to verify deposits are received per daily deposit records and notes that the deposit record from DCS is issued a few days before CTCSP's bank credits the payment to its account. DCS's daily deposit record is generated by the actual electronic fund transfers (i.e., there is no record unless the transfer has occurred).</p> <p>Jessica Blake will coordinate with Bernardene Charley on specific cases where payments seem to be missing.</p>

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10)				
10) Cases for individuals who are living on the Colville Reservation (and who may or may not be enrolled tribal members), or for those actively employed by a Colville Tribal business, will be discussed with CTCSP on a case-by-case basis as to whether CTCSP will accept referrals for these cases.	DCS and CTCSP will review any cases for tribal jurisdiction where there is no tribal affiliation for the parties, except that they reside on the reservation prior to the referral.	Alleviate additional work requirements for case managers and the Spokesperson where the tribe doesn't have absolute jurisdiction over the parties to a case.	<p>Tara Miller Jessica Blake Jessica.blake@dshs.wa.gov v</p> <p>Kortney Martin 509-363-4944 Kortney.Martin@dshs.wa.gov</p> <p>Rachel Rebrovich 509-363-5055 Rachel.Rebrovich@dshs.wa.gov</p> <p>Target Date: Review at next 7.01 meeting.</p>	CTCSP staff notify DCS whether or not the Tribes will exercise jurisdiction, depending on the case circumstances. CTCSP has been and continues to be willing to assist with service for parties residing on the reservation. Cases that do NOT meet criteria for referral to CTCSP can be assigned to DCS staff who don't manage a tribal caseload.

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CONTACT INFORMATION COLVILLE TRIBE

TRIBE			
Bernardene Charley	Colville Tribal Child Support Program (CTCSP) Program Manager	509-634-2782	Bernardene.Charley.CSP@colvilletribes.com
Tara Miller	CTCSP Spokesperson	509-422-7700	tara.miller@colvilletribes.com
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Kendra Robinson	CTCSP Case Manager Supervisor	509-634-2039	Kendra.Robinson.CSP@colvilletribes.com
Sylvia Desautel	CTCSP Case Manager	509-634-2041	Sylvia.Desautel@colvilletribes.com
BreAnna Lezard	CTCSP Case Manager	509-634-2040	Breanna.lezard.csp@colvilletribes.com
Moyatat Bell	CTCSP Budget Tech	509-634-2038	moyatat.bell.csp@colvilletribes.com
Ronna Michel	CTCSP Case Manager	509-722-7081	ronna.michel@colvilletribes.com
Cynthia Williams	CTCSP Case Manager	509-634-2033	Cynthia.williams.CSP@colvilletribes.com
Jennie Saulque	Child Support Tech Sr., Intake, Employment & Enrollment Verifications	509-634-2030	Jennie.saulque.csp@colvilletribes.com
Shan Birdtail	CTCSP Case Manager	509-634-2036	Shan.birdtail.csp@colvilletribes.com
Darla Carden	CTCSP Case Manager	509-634-2743	Darla.carden.csp@colvilletribes.com
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Jacqueline Trevino	CTCSP Case Manager	509-634-2034	Jacqueline.trevino.csp@colvilletribes.com
Lyle Harris	CTCSP Case Manager	509-634-2048	Lyle.harris.csp@colvilletribes.com

Chenoa Erickson	CTCSP Case manager	509-634-2047	Chenoa.erickson.csp@colvilletribes.com
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Kathy Picard	Colville Confederated Tribes Healthcare Operations Director	509-634-2896	Kathy.picard.hhs@colvilletribes.com

CONTACT INFORMATION FOR STATE OF WASHINGTON

DSHS			
Ron Walker	Spokane District Manager (DCS)	509-842-7236	Ronald.Walker@dshs.wa.gov
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Courtney Dale	Tribal Team Supervisor, Spokane field office (DCS)	509-363-4920	Courtney.Dale@dshs.wa.gov
Jessica Blake	Lead Support Enforcement Officer (SEO), Tribal Liaison (DCS)	509-363-5043	Jessica.Blake@dshs.wa.gov
Amanda James	Lead Support Enforcement Officer (SEO), Tribal Liaison (DCS)	509-363-5050	Amanda.James@dshs.wa.gov
Kortney Martin	Support Enforcement Officer (SEO), Tribal Liaison (DCS)	509-363-4944	Kortney.Martin@dshs.wa.gov
Rachel Rebrovich	Support Enforcement Officer (SEO), Tribal Liaison (DCS)	509-363-5055	Rachel.Rebrovich@dshs.wa.gov
Chris Franks	Sr. Manager of Tribal Relations (DCS)	360-338-2917	Christopher.Franks@dshs.wa.gov

Jim Sugden	Child Support Program Administrator (DCS)	509-934-5466	James.Sugden@dshs.wa.gov
Janet Gone	Regional Manager, Office of Indian Policy	509-865-7529	Janet.Gone@dshs.wa.gov
Kristin Krolikowski	Child Support Program Administrator (DCS)	360-890-1654	Kristin.krolikowski@dshs.wa.gov

CRITERIA USED FOR CASES TO BE INCLUDED IN DCS TRIBAL CASELOAD

What qualifies a case to be included in the Colville Tribal Caseload

01/28/2022

- + All NCPs and/or JNCPs **that are enrolled** Colville Tribal members.
- + All NCPs and/or JNCPs working for the Colville Tribe, tribal business, enterprise or a business located on the Reservation. ***Verify employment with CTCSP prior to inclusion.**
- + Any case that is responding to or initiating to the Colville IV-D Program (CTCSP).
- + All paternity/order establishment cases if the **NCP/CP/Child** is an **enrolled** Colville Tribal member.
- + All paternity/order establishment cases if the **non-member** NCP is working for the Colville Tribe, tribal business or enterprise or if the NCP is working at a business located on the Reservation ***Review with CTCSP prior to inclusion.**
- + **Any case where the NCP/ JNCP/CP/JCP/CH reside on the reservation, but does not work for the Colville Tribe, enterprise, or business located on the Reservation, and are not Enrolled Colville Tribal members will be reviewed with CTCSP prior to inclusion**
- + All NCP cases related to one of the above criteria.

Historical Goals not Actively Being Pursued

Goals/Objectives	Completed/Historical Items	Outcome
Regarding provision of IVD services to former TANF customers (Colville Tribal TANF): Continue policies and practices clearly defining the most appropriate IVD provider. This will provide clarity for staff and customers of the primary IVD service provider in every case.	DCS and the Tribes agree that any customer on TANF through the Colville Tribes between 2002-4/1/2010 will receive continued IV-D services from Colville Tribes' IVD program. Customers terminating tribal TANF before 4/1/2010 will continue to be served by DCS. CTCSP case managers will, during regular case management, notify the DCS case manager of their determination of primary IVD provider.	This process was effective and utilized through the pilot project. Completed 2011.
A procedure for fulfilling the current Federal mandate that DCS confirm Indian Health Services (IHS) coverage for children subject to Medical Enforcement Only (MEO) cases. DCS can efficiently and quickly satisfy its medical enforcement obligation on its MEO cases involving Tribal children in accordance with DCS and federal policy.	CTCSP to assist Members with obtaining proof of IHS coverage for child(ren) to satisfy a medical support obligation in connection with receipt of State of Washington Medical Assistance by the child(ren)'s custodial parent and providing proof of such coverage to DCS. Explore a project wherein all cases in which DCS must provide medical enforcement services, a determination of I.H.S. availability. CTCSP will review any HIPPA barriers to a large project.	This process was effective while DCS enforced Medical Enforcement Only (MEO) cases. As of 10/1/2013 this process was considered complete and is no longer used.
Identify and reconcile debt amounts on cases where CTCSP has referred to DCS for Federal Offset. Identify key issues that should be addressed in the 7.01 plan and develop a plan for audit and proposals to prevent future case discrepancies.	Meet in person with CTCSP caseworkers and staff in Omak, WA the week of 12/9/2013-12/13/2013. The following individuals participated: Sam Ankney, Thomas Ian Garrity, Tammy Lezime, Tara Miller, Michelle McCraigie, Clarita Vargas, Alaina Harmon, Glenn Tunick	The meeting was a success and a plan to conduct a reconciliation procedure was developed.

<p>Expediently process adjustment vouchers, each program bearing responsibility for determining the distribution of its own receipts. DCS & CTCSP cash staff will process adjustment vouchers promptly. Final voucher approval remains a DCS staff function at this time. DCS should contact CTCSP managers if distribution questions arise. SI should be set on all CTCSP cases and on all DCS cases that are initiated to or responding to CTCSP to prevent the algorithm from incorrectly auto-applying payments.</p>	<p>Each program is responsible for determining which funds belong to which program. Each will process funds promptly and accurately. The individual that submits the AV's for approval should determine if the payment is applying to the correct program. A few of the steps taken to streamline the process include exchanged contact information, DCS Central Services has provided more extensive training to speed up both processing and accuracy, and CTCSP has reformatted and updated the "Distribution of Funds" form to improve processing. Both agencies are becoming more skilled in identifying payment issues, thereby reducing processing errors.</p>	<p>This process was part of the ongoing discussion with CTCSP when they used SEMS for their Program. Now that the CTCSP has transitioned to MTS effective 3/31/17, this process is no longer applicable.</p>
<p>Continue to prioritize and utilize resources in a way that provides the most benefit to families with current support obligations or with minor children still in the household.</p>	<p>DCS staff halted referring TANF arrears-only cases to the CTCSP due to the 1/13/15 CTCSP Policy Clarification Memo: "Requests from a state jurisdiction that seeks only reimbursement of TANF monies are to be considered the lowest collection priority" and that "Collection efforts should be suspended in all cases meeting this criteria for the duration of the calendar year 2015". CTCSP said that this policy was necessary to help eliminate huge backlogs in setting-up cases and spokesperson roles, so that they can first focus on non-assistance cases and cases with current support. The policy also instructs staff to "set a case review reminder in each suspended case for early in the year 2016."</p>	<p>This policy was ended in 2016.</p> <p>CTCSP clarified that the goal of this policy was to:</p> <ol style="list-style-type: none"> 1) Allow CTCSP staff to focus on eliminating backlogs, by first focusing on cases involving current support. 2) Reduce the number of referrals from Initiating Jurisdictions for attachment of Per Capita payments on TANF- only reimbursement cases. 3) CTCSP will, however, work a TANF-only reimbursement referral if the NCP is employed by the Tribe or a Tribal enterprise. <p>TRT shared that the CTCSP requests review of any DCS DRAFT policy that may impact Tribes, so DCS makes it a regular practice to do so. This CTCSP policy change impacts DCS cases and DCS was not given an opportunity to discuss or comment on this policy change. CTCSP agreed to reciprocate in the future by sharing DRAFT policy that may impact DCS.</p>

Regarding provision of IVD services to former TANF customers (Colville Tribal TANF): Continue policies and practices clearly defining the most appropriate IVD provider. This will provide clarity for staff and customers of the primary IVD service provider in every case.	DCS and the Tribes agree that any customer on TANF through the Colville Tribes between 2002-4/1/2010 will receive continued IV-D services from Colville Tribes' IVD program. Customers terminating tribal TANF before 4/1/2010 will continue to be served by DCS. CTCSP case managers will, during regular case management, notify the DCS case manager of their determination of primary IVD provider.	This process was effective and utilized through the pilot project. Completed 2011.
A procedure for fulfilling the current Federal mandate that DCS confirm Indian Health Services (IHS) coverage for children subject to Medical Enforcement Only (MEO) cases. DCS can efficiently and quickly satisfy its medical enforcement obligation on its MEO cases involving Tribal children in accordance with DCS and federal policy.	CTCSP to assist Members with obtaining proof of IHS coverage for child(ren) to satisfy a medical support obligation in connection with receipt of State of Washington Medical Assistance by the child(ren)'s custodial parent and providing proof of such coverage to DCS. Explore a project wherein all cases in which DCS must provide medical enforcement services, a determination of I.H.S. availability. CTCSP will review any HIPPA barriers to a large project.	This process was effective while DCS enforced Medical Enforcement Only (MEO) cases. As of 10/1/2013 this process was considered complete and is no longer used.
Identify and reconcile debt amounts on cases where CTCSP has referred to DCS for Federal Offset. Identify key issues that should be addressed in the 7.01 plan and develop a plan for audit and proposals to prevent future case discrepancies.	Meet in person with CTCSP caseworkers and staff in Omak, WA the week of 12/9/2013-12/13/2013. The following individuals participated: Sam Ankney, Thomas Ian Garrity, Tammy Lezime, Tara Miller, Michelle McCraigie, Clarita Vargas, Alaina Harmon, Glenn Tunick	The meeting was a success and a plan to conduct a reconciliation procedure was developed.

<p>Expediently process adjustment vouchers, each program bearing responsibility for determining the distribution of its own receipts. DCS & CTCSP cash staff will process adjustment vouchers promptly. Final voucher approval remains a DCS staff function at this time. DCS should contact CTCSP managers if distribution questions arise. SI should be set on all CTCSP cases and on all DCS cases that are initiated to or responding to CTCSP to prevent the algorithm from incorrectly auto-applying payments.</p>	<p>Each program is responsible for determining which funds belong to which program. Each will process funds promptly and accurately. The individual that submits the AV's for approval should determine if the payment is applying to the correct program. A few of the steps taken to streamline the process include exchanged contact information, DCS Central Services has provided more extensive training to speed up both processing and accuracy, and CTCSP has reformatted and updated the "Distribution of Funds" form to improve processing. Both agencies are becoming more skilled in identifying payment issues, thereby reducing processing errors.</p>	<p>This process was part of the ongoing discussion with CTCSP when they used SEMS for their Program. Now that the CTCSP has transitioned to MTS effective 3/31/17, this process is no longer applicable.</p>
<p>Continue to prioritize and utilize resources in a way that provides the most benefit to families with current support obligations or with minor children still in the household.</p>	<p>DCS staff halted referring TANF arrears-only cases to the CTCSP due to the 1/13/15 CTCSP Policy Clarification Memo: "Requests from a state jurisdiction that seeks only reimbursement of TANF monies are to be considered the lowest collection priority" and that "Collection efforts should be suspended in all cases meeting this criteria for the duration of the calendar year 2015". CTCSP said that this policy was necessary to help eliminate huge backlogs in setting-up cases and spokesperson roles, so that they can first focus on non-assistance cases and cases with current support. The policy also instructs staff to "set a case review reminder in each suspended case for early in the year 2016."</p>	<p>This policy was ended in 2016.</p> <p>CTCSP clarified that the goal of this policy was to:</p> <ol style="list-style-type: none"> 1) Allow CTCSP staff to focus on eliminating backlogs, by first focusing on cases involving current support. 2) Reduce the number of referrals from Initiating Jurisdictions for attachment of Per Capita payments on TANF- only reimbursement cases. 3) CTCSP will, however, work a TANF-only reimbursement referral if the NCP is employed by the Tribe or a Tribal enterprise. <p>TRT shared that the CTCSP requests review of any DCS DRAFT policy that may impact Tribes, so DCS makes it a regular practice to do so. This CTCSP policy change impacts DCS cases and DCS was not given an opportunity to discuss or comment on this policy change. CTCSP agreed to reciprocate in the future by sharing DRAFT policy that may impact DCS.</p>

To review the procedure for handling requests from NCPs for charge-off of State-owed arrearages	Brady will consult DCS Policy and OCSE rules to determine if now that Colville has a Child Support Agency if IV-D rules allow for them to charge off debt owed to another jurisdiction.	The establishment of an agreed procedure for both agencies to handle charge-off requests from NCPs.
CTCSP converted from using SEMS to MTS in during the 1 st Quarter of 2017.	CTCSP continues to reconcile their records and make data corrections. DCS supported their effort with a second case dump. Additional reconciliation by CTCSP continues to be necessary as MTS does not have a comparable feature to SEMS's "Debt Calc".	CTCSP successfully converted from SEMS to MTS.
Addition of WSSR and Washington State enforcement language to Colville Tribal Administrative Orders	This process has been implemented and is working well. This language is now included in the Colville Tribal administrative child support orders. It has also been added to recent Colville Tribal Court orders or to arrears only Colville Tribal administrative child support orders. Tara Miller is working to have the language included in all new tribal orders on a regular basis as it expedites DCS' ability to begin enforcement immediately on cases referred by CTCSP.	This has been completed and is working well.