

**Snoqualmie Tribe  
Policy 7.01 Implementation Plan  
Region 2 Community Services Division (CSD)**

Timeframe: July 1<sup>st</sup> 2022 to June 30<sup>th</sup>, 2023  
Revised 04/11/2022

**Annual Key Due Dates:**

April 1<sup>st</sup> - CSD Regional Administrators submit 7.01 Plan and Progress Reports (PPRs) to CSD HQ Coordinator.  
 April 13<sup>th</sup> – CSD HQ Coordinator will submit Executive Summary & 7.01 PPRs to the ESA Office of Assistant Secretary for final review.  
 April 23<sup>rd</sup> - ESA Office of the Assistant Secretary will send all 7.01 PPRs to Office of Indian Policy (OIP).

**7.01 Meetings:**

02/12/21 7.01 Meeting via Zoom  
 05/14/21 7.01 Meeting virtual. Requested quarterly meetings.  
 08/13/21 7.01 Quarterly mtg  
 11/05/21 7.01 meeting - virtual  
 Next scheduled 05/13/22 1-3 as now requesting bi-annual mtg

Implementation Plan				Progress Report
(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
1). Prepare and disseminate pertinent statistics on American Indian community and participant populations, numbers of American Indian participants served and other relevant data.	<ul style="list-style-type: none"> <li>• Continue to work with OIP</li> <li>• Provide a report sharing pertinent data related to the tribe.                             <ul style="list-style-type: none"> <li>○ Provide list of cases associated with the tribe.</li> <li>○ Provide a handout of tribe statistics</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Tribe will be better informed about their member’s utilization of services that will aid in increasing participation rates for those services.</li> <li>• Tribe will be able to ensure that Tribal Members cases are correctly identified.</li> </ul>	Carlee Gorman, <a href="mailto:carlee@snoqualmie.tribe.us">carlee@snoqualmie.tribe.us</a> ICW Program Manager for Snoqualmie Tribe  Audrey Castleberry, <a href="mailto:Audrey.castleberry@snoqualmietribe.us">Audrey.castleberry@snoqualmietribe.us</a> Snoqualmie Tribe  Lonzell Maddock, <a href="mailto:lonzell@snoqualmie.tribe.us">lonzell@snoqualmie.tribe.us</a> Snoqualmie Tribe	Data Reports provided at each 7.01 Meeting and Review of 7.01 Plan.

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			Lisa McCarthy, King Eastside CSOA <a href="mailto:bedinlm@dshs.wa.gov">bedinlm@dshs.wa.gov</a> OV  Denise Kelly, DSHS R2 Tribal Liaison <a href="mailto:Denise.Kelly@dshs.wa.gov">Denise.Kelly@dshs.wa.gov</a>  Target Date: June 30, 2023	

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**Implementation Plan**

**Progress Report**

<b>(1) Goals/Objectives</b>	<b>(2) Activities</b>	<b>(3) Expected Outcome</b>	<b>(4) Lead Staff and Target Date</b>	<b>(5) Status Update for the Fiscal Year Starting Last July 1</b>
2). Ensure efforts are made to recruit/hire American Indian/Alaska Native staff to meet the overall DSHS goal of having a diverse workforce.	<ul style="list-style-type: none"> <li>Job Announcements are sent to Aimee Gone and she forwards them to the tribes.</li> </ul>	<ul style="list-style-type: none"> <li>Tribal members will be better informed about and able to compete for employment opportunities as they arise.</li> </ul>	Aimee Gone, OIP Regional Manager, <a href="mailto:goneae@dshs.wa.gov">goneae@dshs.wa.gov</a> – provides Weekly Data.  <b>Target Date: June 30, 2023</b>	Job Announcements continue to be shared from CSD to Snoqualmie Tribe via email distribution by OIP, Aimee Gone.  Snoqualmie continues to share organizational changes, to include hiring and job recruitment.
3). Work with tribe to determine the need for, negotiate and/or implement local Tribal-State agreements, protocols, contracts, or processes.	<ul style="list-style-type: none"> <li>Enhanced coordination of services leading to clients self-sufficiency and increasing access to services, information and updates.</li> </ul>	<ul style="list-style-type: none"> <li>Tribal Members and Agency Staff will be better informed of the enhanced coordination of services.</li> </ul>	Shakir Kassamally, <a href="mailto:kassask@dshs.wa.gov">kassask@dshs.wa.gov</a> , PBS Supervisor  Aya Mimura,	<b>Continuous/Ongoing</b> King Eastside WorkFirst Team available to assist Snoqualmie Tribe with 1:1 Case Review/Eligibility Determinations with Authorized Rep/ROI release.  Offer trainings that become available.

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	<ul style="list-style-type: none"> <li>Continue to meet periodically with tribal representatives and community agencies to ensure services and processes for Native Americans meet client needs and achieve program goals.</li> <li>Per the 7.01 protocol ensuring that all key staff are aware and follow the enhanced coordination of services.</li> </ul>		<a href="mailto:mimura@dshs.wa.gov">mimura@dshs.wa.gov</a> – PBS Leadworker for CSD  Maria Kruse, <a href="mailto:krusemd@dshs.wa.gov">krusemd@dshs.wa.gov</a> -Outstation PBS for CSD  <b>Target Date:</b> <b>June 30, 2023</b>	

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4). Ensure communication with Tribes and Recognized American Indian Organizations (RAIO) for information sharing, collaboration, joint planning, and problem solving.	<ul style="list-style-type: none"> <li>Set-up Quarterly 7.01 PPR meetings to improve communication and Coordination.</li> <li>Continue Urban Indian outreach through partnerships with RAIOS in the Seattle area – supporting CSOs: Belltown CSO &amp; Capitol Hill CSO.</li> <li>Continue to invite tribal representatives to King Eastside LPA meetings and other appropriate forums</li> </ul>	<p>Continue strengthening the relationships between the tribe and the department.</p> <p>Record Meeting Minutes and Attendance Records</p>	<p>Lisa McCarthy, King Eastside CSOA</p> <p>Carlee Gorman, Snoqualmie Tribe</p> <p>Denise Kelly, DSHS Tribal Liaison</p> <p><b>Target Date: June 30, 2023</b></p>	<p>King Eastside Local Planning Area (LPA) meetings are held on the 1<sup>st</sup> Tuesday of each month. Snoqualmie Tribe has been invited to attend LPA meetings focused around Community Based Organizations (CBOs) to improve communications and coordination.</p>

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5). Identify needs of American Indian clients & communities and whether current programs and policies meet these needs.  Identify outstanding issues / gaps in service and develop performance expectations which can be implemented, monitored and evaluated	Work with tribes, RAIOS, and OIP to identify what services are needed and how they should be delivered.  Discuss Outstation Staff with the Snoqualmie Tribe.  Work with OIP Regional Manager, Tribal staff, Urban and Community Workers to assess gaps and develop appropriate strategies to address them.	Provide most advantageous customer service to tribal members.  Increase access to services for tribal members.  Identify and resolve any unmet needs and service issues that are identified.	Lisa McCarthy, King Eastside CSOA  Carlee Gorman , Snoqualmie Tribe  Aimee Gone, OIP Regional Manager  Denise Kelly, DSHS Tribal Liaison  Jan Eglund, <a href="mailto:jan.egland@dshs.wa.gov">jan.egland@dshs.w</a>	7.01 meetings and invites to LPA meeting (every other month)  Continued communications between the Tribe and CSOA regarding changes to programs, waivers, re-opening and outstation status.

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	<p>Arrange for mobile CSO to be at the resource fair.</p> <p>Provide representative for Q&amp;A meeting</p>		<p><a href="#">a.gov</a>, West Mobile CSO Team Supervisor</p> <p>Ahn Ong, <a href="mailto:ongha@dshs.wa.gov">ongha@dshs.wa.gov</a>, DSHS Washington Connection Consultant</p> <p><b>Target Date:</b> <b>June 30, 2023</b></p>	
6). Provide identified needed training to ESA	<p>Training</p> <ul style="list-style-type: none"> <li>• 7.01</li> <li>• Government to</li> </ul>	Gain understanding of the history driving the activities of how tribes and state interact and	Aimee Gone, OIP Regional Manager	Monthly 7.01 Training is provided by OIP Regional Manager – announced via Learning Management System (LMS), and by OIP communication to Region & Tribes via email.

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staff on major principles of federal Indian law	<ul style="list-style-type: none"> <li>• Government Centennial Accord</li> <li>• Other Pertinent Training as ongoing for CSD Staff.</li> <li>• Encourage attendance at Tribal Celebrations and events</li> </ul>	<p>conduct business.</p> <p>Gain an understanding of the tribes' respective history and cultures.</p> <p>Utilize the information from the training(s) to engage tribes at a higher level to better meet their needs</p>	<p>Lisa McCarthy, King Eastside CSOA</p> <p>Denise Kelly, DSHS Tribal Liaison</p> <p><b>Target Date: June 30, 2023</b></p>	7.01 training for staff will be offered virtually by Aimee Gone. Invite to Tribe for attending training or being a co-presenter.



## Completed or Tabled Items

Goal/Activity	Date	Item/Outcome
<p>Moved complete old statistics to completed items. New statistics provided at meeting in a separate report.</p>	<p>02/04/2020</p>	<p>Q4 2018 Snoqualmie Tribal Member Recipient (TMR) Data:</p> <p>Total Snoqualmie TMR – Statewide Q4 2019*:</p> <ul style="list-style-type: none"> <li>▪ Basic Food 75 TMR</li> <li>▪ TANF 9 TMR</li> <li>▪ Classic Medicaid 10 TMR</li> <li>▪ ABD 2 TMR</li> <li>▪ HEN 1 TMR</li> </ul> <p>Total Snoqualmie TMR – King County Q3 2018*:</p> <ul style="list-style-type: none"> <li>▪ Basic Food 31 TMR</li> <li>▪ TANF 3 TMR</li> <li>▪ Classic Medicaid 3 TMR</li> <li>▪ ABD 0 TMR</li> <li>▪ HEN 0 TMR</li> </ul> <p>*No TMR data available for Pregnant Women’s Assistance (PWA), no current</p>

	02/04/2020	<p>7.01 PPR Meetings Scheduled in 2018 as follows:</p> <ul style="list-style-type: none"> <li>▪ Q1 January 12<sup>th</sup> 2018 10:00am-12:00pm</li> <li>▪ Q2 April 13<sup>th</sup> 2018 10:00am-12:00pm</li> <li>▪ <b>Canceled/Rescheduled</b> July 13<sup>th</sup> 2018 10:00am-12:00pm</li> <li>▪ Q3 September 14<sup>th</sup> 2018 10:00am-12:00pm</li> <li>▪ Q4 TBD 7.01 PPR being reviewed by Snoqualmie Tribe Legal Team</li> </ul>
	09/2018	<p>08/2018 DSHS Tribal Liaison completed site visit at the Snoqualmie Tribal Wellness Clinic for pre-implementation of outstationed CSO staff set-up.</p> <p>09/2018 King Eastside CSO CSOA &amp; DSHS CSD Region 2 HQ staff to complete site visit at the Snoqualmie Tribal Wellness Center, for implementation of outstationed CSO set-up.</p>

<p>Data Share Agreement (DSA) Indian Nation Agreement</p>	<p>3/29/13</p>	<p>(Muckleshoot) Data Share Agreement - The DSA along with the Nondisclosure forms have been signed and returned to the contracts unit. This will allow the ability for the department to share Muckleshoot Tribal Members who are receiving public assistance. List will provide only Name of the Head of Household and type of program assistance that is being received. Helps with outreach efforts to help coordinate efforts for the Tribe to ensure the Tribal member's needs are being met. (Food, Medical ~ State and Federally Funded, TANF) Finalized in our ACD system 4/1/13.</p> <p>Indian Nation Agreement – The Indian Nation Agreement has been signed and returned to the contracts unit. This is an agreement to place an (FQHC) Outreach Staff fulltime with the Muckleshoot Tribe. Finalized in our ACD system 4/3/13.</p>
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<p>Data Share Agreement (DSA) Indian Nation Agreement</p>	<p>7/31/12</p>	<p>(Snoqualmie) Data Share Agreement - The DSA along with the Nondisclosure forms have been signed and returned to the contracts unit. This will allow the ability for the department to share Snoqualmie Tribal Members who are receiving public assistance. List will provide only Name of the Head of Household and type of program assistance that is being received. Helps with outreach efforts to help coordinate efforts for the Tribe to ensure the Tribal member's needs are being met. (Food, Medical ~ State and Federally Funded, TANF)</p> <p>Indian Nation Agreement – The Indian Nation Agreement has been signed and returned to the contracts unit. This is an agreement to place an (FQHC) Outreach Staff fulltime with the Snoqualmie Tribe.</p>
<p>Communication</p>	<p>6/11/12</p>	<p>(Muckleshoot) Sharon Curley requested that the department provide a FRAUD article that could be published in the Tribal Newsletter. An article was created along with a link to a article that the department had created titled "All allegations of fraud will be pursued." This request was completed on 6/11/12.</p>
<p>Identify Needs</p>	<p>4/30/2012</p>	<p>(Snoqualmie) FQHC Position has been approved currently working on the recruitment process to fill the position. (Waiting to hire and train employee prior to placement.)</p>

Identify Needs	1/25/2012	(Muckleshoot) Disaster Food Benefits. Many areas were hit hard due to the inclement weather conditions causing massive loss in power for a number of days. Sharon provided outreach information for those affected to contact our statewide call center or come into the resource center on 1/25/2012 to get the basic food disaster food replacements issued. Over 200 were issued out to those affected at the resource center on the 25 <sup>th</sup> of January.
Identified Issues and Gaps in Services	5/2/2011	(Muckleshoot) Mary's FQHC Position/coverage when she is out FMLA issues. Ty Ahlquist, Sharon Fedder, Andrey Svidenko and Hoang Tran working on coverage plan. Once hiring freeze lifted expand to 1.0 FTE from 0.5 FTE.  7/11/2011 Plan put in place to cover Mary's when she is out on intermittent FMLA and when she is on long term FMLA in Nov Dec timeframe.
Statistical Information	5/3/2011	(Muckleshoot) Agreed for DSHS to provide additional statically information to include clients that are living in the zip code area around the tribe. The tribe is providing multiple levels of assistance to those clients.
Communication (7.01 Plan)	5/3/2011	(Muckleshoot) Tabled Item. Review current 7.01 plan and simplify the plan. Simplified plan review on different date.

Identified Issues and Gaps in Services	3/25/2011	(Snoqualmie) Vacant FQHC Outreach Position. Discussed and cleared up the misunderstanding for the reason of the position being vacant and reason the staff that was in the position moved to a new position. Current hiring freeze not allowing us to fill the position. Staff left because of travel pay policy. Washington Connection Benefit Portal Online Access to applications, review and submit change of circumstances.
Work with the tribe to create contract/memo of understanding (MOU).	10/5/2010	(Muckleshoot) Developed MOU for outstation FQHC staff.
Provide training to key ESA staff on major principles of federal Indian law	7/2010	Centennial Accord and 7.01 Policy Training provided July 2010.
Identified Issues and Gaps in Services	2/2/2010	(Muckleshoot) Expansion of 1.0 FTE from 0.5 FTE (on hold until hiring freeze is lifted).
Communication	2/2/2010	(Muckleshoot) Agreed to scheduling quarterly meetings and
Identified Issues and Gaps in Services	2/16/2010	(Snoqualmie Tribe) Solved Authorized Representative issues. Using the fax services to get documents into DMS faster. New central fax server for the Region. Current FQHC moving back to CSO because of travel pay issues. Will work on filling position (hiring freeze in place at this time.)
Provide training to key ESA staff on major principles of federal Indian law	6/25/2009	Rosi Francis (IPSS) will take lead on 7.01/Centennial Accord Training and key staff will attend Centennial Accord Training.

Communication	4/16/2009	<p>(Muckleshoot)  DSHS will make a good faith effort to provide 30 days notice of all changes impacting the assignment of the out stationed worker. The preferred method of communication is e-mail to the Tribal Human Services Director.  DSHS will make a good faith effort to keep the Tribal Human Service Director apprised of procedural changes that may impact tribal members or the outstation activities.  DSHS will consider submitting articles to the tribal paper to inform members of upcoming changes and other program related information.  The Tribal Human Service Director agreed to communicate concerns and provide DSHS feedback regarding out stationed services and staff.</p>
Communication	6/25/2009	<p>(Muckleshoot)  DSHS will contact Basic Food Outreach staff to have them contact the tribal representative concerning outreach efforts.</p>
Communication	5/14/2009	<p>(Snoqualmie)  Agreed to schedule meetings twice a year to review / update plan.  Agreed to include DCS representatives in planning meetings.</p>

## Completed or Tabled Items

Goal/Activity/Outcome	Date	Item
Goal 2 5	02/2020	Bellevue (King East) CSO will support Snoqualmie Tribe operations via CSD Tribal Outstation staff who is able to provide Community Service Division (CSD) program support via onsite eligibility determination for public assistance benefits. This will begin 02/20/2020 with future visits on the 3 <sup>rd</sup> Thursday of each month. This may be reviewed and adjusted as needed.
Goal 3 5	02/2020	07/2018 Washington Connection partnership, in pre-implementation – awaiting Tribal Council approval to move forward.
Goal 3 5	02/2020	02/2020 Washington Connection contact Anh Ong will work with Snoqualmie Tribe to see what else needs to be done to get partnership in place.
Goal 3 5	07/2018	Snoqualmie Tribe has requested that an out stationed CSO staff assignment on-site at the Snoqualmie Tribal Wellness Clinic – also requests Medicaid Navigator support and Tribal Assister training, referral contact made with:  Daphne Pie, Health Services Administrator, Public Health Seattle & King County, <a href="mailto:Daphne.pie@kingcounty.gov">Daphne.pie@kingcounty.gov</a> (O)206-263-8369  Deborah Sosa, Tribal Liaison Washington Health Benefit Exchange, <a href="mailto:Deborah.Sosa@wahbexchange.org">Deborah.Sosa@wahbexchange.org</a> (O)360-688-1581 (C)253-948-7905
Goal 3 5		Partnership Agreement (WACON) – Carlee Gorman advised to reject the current application by the Tribe as it has been put on the back burner during COVID and shouldn't continue pending. Anh Ong will follow up at a later date (after COVID restrictions are opened up).
Goal 3 5	02/2019	08/2018 Snoqualmie/DSHS approved MOU to start outstationed CSO staff assignment.  09/2018 Snoqualmie/DSHS working through IT implementation for outstationed CSO staff workstation, to include VLAN, desktop/telephone/printer set-up, etc.



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		01/2019 Outstation not able to connect to DSHS Programs as bandwidth and VPN connectability proves to be a challenge, staff continues to co-case staff with Snoqualmie Tribe – in-person interviews conducted, follow-up then completed at Local CSO/CSCC.
Goal 3 5	02/2020	King Eastside CSO will support Snoqualmie Tribe operations via CSD Tribal Outstation staff who is able to provide Community Service Division (CSD) program support via onsite eligibility determination for public assistance benefits. This will begin 02/20/2020 with future visits on the 3 <sup>rd</sup> Thursday of each month. This may be reviewed and adjusted as needed.
Goal 3 5	02/2020	2/2020: Identified need for a procedure to update CSD when an ICW involved child changes placement into another household. Procedure will include an email from Snoqualmie ICW to CSD Public Benefits Specialist leadworker: Aya Mimura with a CC to Supervisor Shakir Kassamally to provide update of child's placement movement.
Goal 3 5	02/2021	Maria Kruse, outstation worker, had only one visit prior to COVID. Maria's contact information provided for virtual outstation work until it is safe to return to the Tribe's outstation office.
Goal 3 5	08/2021	Lisa McCarthy, CSOA and Carlee Gorman continue conversations with regards to planning for outstation/outreach opportunities. Outstation equipment has been moved. Tribe will keep Lisa updated regarding space availability as it is expected that outstation will continue upon re-opening.
Goal 3 5	11/2021	11/05/2021 Upon re-opening, Lisa will visit site for equipment as outstation worker now has a portable laptop. Lisa invited members of the Tribe to the CSO to see the new & improved lobby – not so intimidating.
Goal 4 5	02/2020	CSD offered to provide informational training on CSD programs as well as outreach support for events that Snoqualmie Tribe would like CSD to attend.
Goal 4 5	03/2020	03/2020 Snoqualmie Indian Tribe invited CSD/DCS to have a table and provide information on these programs at their upcoming Benefits Fair at the Snoqualmie Casino Saturday, March 7 <sup>th</sup> , 2020 from 12-4:30pm.
Goal 4 5	02/2021	Communication between Lisa McCarthy, Carlee Gorman and Nina Caso will continue to be on going through COVID. Carlee and any other tribal member will continue to be invited to local LPA meetings (currently every other month).

Goal/Activity/Outcome	Date	Item
Goal 4 5	08/2021	08/13/21 Continued communication with Tribe and CSO regarding updates on openings, needs to be met, trainings and LPA meetings for resources.
Goal 4 5	08/2021	Continues to serve self-reporting Tribal Members (Snoqualmie, Urban Indian, etc.) through the King Eastside CSO, CSOs around the Region/State, to include the Customer Service Contact Center (CSCC).
Goal 4 5	02/2021	<p>CSD Mobile CSO continues to work with the Snoqualmie Valley Food Bank (SVFB) in North Bend (122 E 3rd St, North Bend, WA 98045) to provide services.</p> <ul style="list-style-type: none"> <li>▪ Contact: Heidi Dukich, SVFB Director</li> <li>▪ Telephone: (425) 888-7832</li> <li>▪ Email: <a href="mailto:director@snoqualmievalleyfoodbank.org">director@snoqualmievalleyfoodbank.org</a></li> </ul> <p>OIP/CSD Continue to be available for any/all questions.</p>
Goal 4 5	08/2021	Continued communications between the Tribe and CSOA regarding changes to programs, waivers, re-opening and outstation status.