

Date updated: Monthly Day,Year

- Draft Plan
- Final Plan

DSHS Policy 7.01 Plan  
2023-2024 Annual Plan and Progress Report  
Suquamish Tribe and

ESA: Division of Child Support (DCS), Region 3 North, Tacoma Field Office  
(contact information listed at end of plan)

	Yes	No
Met with Tribe/RAIO?	x	
Tribal input received?	x	
Tribal approval of plan?		

Most recent meeting date: 04/14/2023

Implementation Plan				Progress Report
(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update
<p><b>1) Case Referrals: Reducing the risk of child support Distributions incorrectly on Tribal cases. Collaboration on how to best serve our shared clients. SCSEO request a case count.</b></p>	<p>The tribe will notify DCS when to set Special Instructions on cases to minimize distribution errors. On cases where the tribe is applying payments per their distribution rules, DCS will mimic their applications.</p>	<p>Reduce or eliminate any tribal funds being paid out to clients that should be paid through to SCSEO. Keeping cases/debts in alignment.</p>	<p>State: Currently Vacant Tribe: Currently Vacant  <b>Target Date:</b> Review Monthly</p>	<p>Process is working well.</p>
<p><b>2) Case Referrals: SCSEO request for demographics on Suquamish CP's.</b></p>	<p>Upon SCSEO request, identify cases where CP is a Suquamish Tribal member but NCP is not affiliated.</p>	<p>How many cases can be identified and what does the NCP look like? Is he/she paying? Does he/she have an employer? Is there a child support order? Do we have him/her located?</p>	<p>State: Steve McDannel Tribe: Gidget Lincoln or Faith Reese  <b>Target Date:</b> Review Annually</p>	<p>When requested, DCS can provide:</p> <ul style="list-style-type: none"> <li>• Payment status</li> <li>• Employer data</li> <li>• Order status</li> <li>• Other locate info</li> </ul>

(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update
<b>3) Case Referrals: Continued access to SEMS and ACES</b>	The systems interface well now but usually works better with Google Chrome than Edge, at this time.	Tribe will be able to access SEMS and ACES as needed.	State: Tribal Relations Team, Steve McDannel  Tribe: Currently Vacant  <b>Target Date:</b> Review Annually	Process is working well.
<b>4) Treasury Offset Certification: Certify appropriate cases for Treasury Offset certification</b>	SCSEO is requesting Treasury Offset certification of child support debt from DCS.	Suquamish cases referred by the Tribe will be certified for Treasury Offset.	State: Currently Vacant  Tribe: Currently Vacant  <b>Target Date:</b> Quarterly or on demand	SCSEO provides DCS a monthly certification of support debt. Cases remain open for Treasury Offset certification until Paid in full. (PIF)DCS will hold spouse payments for 180 days DCS provides SCSEO no Federal Tax Information (FTI)

DRAFT

(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update
<p><b>5) Training Opportunities:</b>  <b>Increase awareness and understanding of Tribal culture.</b></p>	<p>DCS staff associated with the Tribal Team will be given appropriate training (i.e. Government-to-Government Training, Administrative Policy 7.01 Training, Tribal Web talks). DCS may consider providing tribal panel discussions at its annual conferences</p>	<p>Enhanced knowledge of DCS staff on Tribal history, culture and practices. Tribal Relations will share with the Tribe dates of upcoming sessions.</p>	<p>State: Steve McDannel  Tribe: Currently Vacant  <b>Target Date:</b> Review Annually</p>	<p>DCS policy is to send all personnel who will be working with Tribal agencies and counterparts to Government-to-Government training and this is being done routinely. It's recommended for any staff members who wish to participate in any tribal cultural event. To date, all Tribal Liaisons have been trained, as well as many other DCS staff.</p>
<p><b>6) Training Opportunities:</b>  <b>Share training opportunities</b></p>	<p>DCS will advise Tribe of ongoing training events and collaborate with the Tribe to provide access to training materials and opportunities.</p>	<p>Well trained and knowledgeable staff.   A shared understanding of each program's policies and procedures to increase collaboration on providing the best services to clients.</p>	<p>State: Currently Vacant  Tribe: Currently Vacant  <b>Target Date:</b> Review Quarterly</p>	<p>Tacoma DCS to notify SCSEO through email (and any other available methods) of upcoming trainings that SCSEO may want to attend and share resources as identified.   The Tacoma Liaison will come out to reinforce training with Suquamish using their live cases as needed and/or to provide any desired module.   New training will be arranged for Total Versus Total calculations and for ACES</p>
<p><b>7) Communication and Problem Solving:</b>  <b>Regular Tacoma Tribal Meetings</b></p>	<p>The Tacoma District Manager and Tribal Staff will meet with all Tribal Representatives on a quarterly basis to share information and work to resolve concerns and issues.</p>	<p>Cross program discussions, problem solving, issue identification, mutual support.</p>	<p>State: Heidi Montgomery, Steve McDannel  Tribe: Currently Vacant  <b>Target Date:</b> Review quarterly</p>	<p>Quarterly meetings continue. Hybrid or In person</p>

(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update
<p><b>8) Communication and Problem Solving: Outreach to SCSEO and Tribal members</b></p>	<p>DCS tribal liaison will be available on-site at SCSEO to SCSEO staff and Tribal members monthly and more often as/when requested.</p>	<p>Provide service to customers, potential customers, and Suquamish Tribal Staff. DCS should ensure they have the ability to log into SEMS while doing outreach and have resources to refer cases to Suquamish tribe while doing outreach.</p>	<p>State: Currently Vacant Tribe: Gidget Lincoln; Faith Reese  <b>Target Date:</b> Review Annually</p>	<p>Outreach occurs on an as-needed basis, and DCS will be accommodating of the SCSEO schedule. Before COVID, meetings have occurred approximately once per month.</p>
<p><b>9) Communication and Problem Solving: Continuation of Services: when a party terminates State TANF, determine who should continue services (DCS or SCSEO).</b></p> <p><b>When State TANF ends, SCSEO would like Non-assistance services to revert to them on a case by case basis.</b></p>	<p>DCS and SCSEO will review cases on a case by case basis to determine for which time periods each should charge. Investigate whether it is sufficient for DCS closure guidelines to allow SCSEO to take a verbal request for closure from a CP for a DCS case and then provide their own written affidavit of this request to DCS (This requires policy changes and is still being discussed at HQ).</p> <p>At the beginning of each month, DCS will continue to pull a list of cases for which TANF has ended and provide it to SCSEO. SCSEO will then notify DCS if they have any info that the child is no longer in the household. On average this there is less than one case per month that meets this criterion.</p>	<p>Clear understanding by both DCS and SCSEO of which time periods each jurisdiction is charging; who is providing services; and who should enforce.</p> <p>When a Custodial Parent stops State TANF, Mary or Steve will contact SCSEO. Both agencies will work</p>	<p>State: Sharon Redmond, Steve McDannel, Tacoma TL (vacant), Tribal Relation Team  Tribes: Currently Vacant  <b>Target Date:</b> Reports provided monthly and issues reviewed annually.</p>	<p>This is still under review by the Policy unit at DCS HQ. TRT is working with Policy on it.</p> <p>This issue is especially problematic for SCSEO because SCSEO continues to provide full service on their end. In TANF cases involving children in care (TCW) cases it's difficult for the SCSEO case managers to contact the CP (Custodial Parent) to get a closure request.</p> <p>Tacoma will work with TRT on: How can TRT facilitate working with SPIPA to get referrals to DCS faster so</p>

(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update
	<p>When appropriate, DCS will work with the tribe to try to close DCS cases so enforcement can revert to SCSEO.</p>	<p>together to get services reverted to SCSEO within DCS policy guidelines.</p>		<p>DCS can then notify SCSEO timely? How can these cases be certified to the IRS since DCS doesn't certify SPIPA cases? What happens if a party objects to a debt that accumulated because a referral wasn't timely?</p> <p>Status: Monthly emails from Tacoma TL to SCSEO with list of cases for which TANF ended the previous month is working well to identify cases needing follow up.</p> <p>This item is also included on the Directors' 7.01 Plan</p>
<p><b>10) Hiring: Inclusion of Tribal Staff in major ESA/ DCS hiring decisions affecting tribal interests.</b></p>	<p>DCS will invite Tribal Staff to participate in interview panels and/or consult on major hiring decisions, particularly any that have direct impact on Tribal Team workload.</p> <ul style="list-style-type: none"> <li>-Include more Tribal representatives on interview panels.</li> <li>-Invite Tribal representatives to formulate interview questions.</li> <li>-Examine &amp; remove barriers in minimum qualifications to Tribal job applicants.</li> </ul>	<p>Increased relationship building through participation in key hiring decisions.</p>	<p>State: Heidi Montgomery, Steve McDannel, Sharon Redmond</p> <p>Tribes: Tribal Child Support Directors</p> <p><b>Target Date:</b></p>	<p>Suquamish Tribe continues to participate in interview panels and provide tribal aspect in hiring decisions that have a direct impact on the tribal team.</p> <p>ESA/DCS always makes a concerted effort to include Tribal partners on hiring panel for key positions impacting Tribes. TRT will remind DCS Leadership to extend an offer to Tribal partners on interview panels to draft and/or review interview questions.</p>

(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	(5) Status Update
<p><b>11) Hiring:</b> Increase ESA/DCS recruitment of tribal members for state employment.</p>	<p>Develop outreach activities that educate tribal members about <a href="http://www.career.wa.gov">www.career.wa.gov</a> and the possibilities of a state career in child support enforcement &amp; provide notification to tribal members of hiring opportunities.</p>	<p>Increased tribal members among the ranks of state child support employees Tacoma DCS is willing and available to present at any events/venues SCSEO identifies, such as high school career day, job fairs, etc.</p>	<p>State: Heidi Montgomery, Steve McDannel, Sharon Redmond  Tribes: Currently Vacant  <b>Target Date:</b> Review Annually</p>	<p>Suquamish continues to receive weekly job postings</p>
<p><b>12) Institutional Memory:</b> Transparency in the working of cases in common. Sharing the guide for what we do and how we do that with Tribes</p>	<p>SCSEO help plan, the Desk Manual that DCS uses to work SCSEO cases.</p>	<p>Good working relations between DCS and SCSEO  To capture guidelines that were mutually developed.</p>	<p>State: Currently Vacant  Tribe: Gidget Lincoln, Faith Reese  <b>Target Date:</b> Review Annually</p>	<p>DCS works collaboratively with Suquamish whenever additions or edits are made to the Suquamish section of the Desk Guide.  *Excerpt of guide inserted below.</p>
<p>13)</p>			<p><b>Target Date:</b></p>	
<p>14)</p>			<p><b>Target Date:</b></p>	



### CONTACT INFORMATION FOR STATE OF WASHINGTON

DSHS			
Tony Bowie	Economic Services Asst. Secretary	360-706-3858	<a href="mailto:tony.bowie@dshs.wa.gov">tony.bowie@dshs.wa.gov</a>
Sharon Redmond	Division of Child Support Director	360-664-5440	<a href="mailto:sharon.redmond@dshs.wa.gov">sharon.redmond@dshs.wa.gov</a>
Heidi Montgomery	Division of Child Support District Manager, Tacoma	253-290-0457	<a href="mailto:heidi.montgomery@dshs.wa.gov">heidi.montgomery@dshs.wa.gov</a>
Steve McDannel	Division of Child Support Supervisor	253-476-7724	<a href="mailto:steve.mcdannel@dshs.wa.gov">steve.mcdannel@dshs.wa.gov</a>
Kay'd Gonzales	Division of Child Support Enforcement Officer 3 Liaison	253-476	<a href="mailto:kayd.gonzales@dshs.wa.gov">kayd.gonzales@dshs.wa.gov</a>
Branden Aasen	Division of Child Support Enforcement Officer Liaison	253-476	<a href="mailto:branden.aasen@dshs.wa.gov">branden.aasen@dshs.wa.gov</a>



## CRITERIA USED FOR CASES TO BE INCLUDED IN DCS TRIBAL CASELOAD (Pertinent Sections of Tacoma’s Tribal Desk Guide)

### Tacoma Quarterly Meetings

Meetings have traditionally been held quarterly, with the location rotating as follows: January – Port Gamble, March – Puyallup, July – Suquamish and October – DCS. To prepare for meetings, the supervisor should send the call for agenda items approximately one month before a meeting, along with a calendar invitation to the meeting. Approximately two weeks before the meeting, the agenda should be distributed and the agenda sent to each tribe.

### IG Locate Only Requests

For open case: Send to Convert Image as Other Agency/Incoming/RB. For closed or no case: Send to Convert Image with D#99999979 Referrals/Interstate/RB.

### Jurisdiction for Modifications

Per Brittiny Considine/HQ: *“It’s helpful to try to reframe the issue not as one of “giving” jurisdiction to another tribunal (state or tribe), but rather as an analysis of CEJ under the appropriate law. In Steve’s email below, he requests some clarification on “whether the guidelines we follow with other states for modification jurisdiction apply unilaterally to tribal cases, too, or if there may be different rules.” The response is that there are different laws that apply. With states, we are looking to UIFSA. All states have been required to enact UIFSA, but tribes are not subject to that same requirement and generally have not enacted UIFSA. So, we look to the [Full Faith and Credit for Child Support Orders Act](#) as the appropriate law to analyze jurisdictional issues with tribes. The analysis is very similar under the two different legal frameworks, but we do look to different laws when we are working with states and tribes. Each requires a legal analysis to determine appropriate jurisdiction based on the facts of each case. These issues can be complex, and we want to make sure that jurisdictional issues are handled properly so that we end up with valid and enforceable orders. That being said, we want to work cooperatively with tribes (and states) to get modification to the appropriate jurisdiction where the analysis and all of the facts support the mod occurring there”.*

### NWEP

For an NWEP referral on a Tribal case, post a case comment 63 that starts: Per TL SEO#....

### Tribal Reviews

Typically one email per case is sent for review, there is no pre-determined priority as to who will review each case; it is usually just first-come first-serve. After making the review and adding a CC 76, use “Reply-All” to the email and explain what you found (This ensures the other tribal liaisons see the review has been done, as it will add an additional email with ‘re:’ preceding the subject line). If the case meets tribal criteria, it can be transferred to the corresponding SEO# via **RE** in the action field of SEMS. If it does not, it is prudent to update the **BC** coding (removing the Tribal coding from the **Enf Svc** field), and update **BI’s** for parties if needed.

1.) For *Foster Care* cases, open FAMLINK and enter the child's CAMIS # in the Person ID field and then search. Once the individual is returned, you can click his/her name (blue hyperlink) to open his/her personal page. The Basic tab will usually indicate American Indian under Ethnicity, and the ICW tab will include whether the tribe(s) have been contacted about enrollment or eligibility.

If the ICW tab is blank or inconclusive, return to the search window. From there, click the meeples (☒) to the left of the individual's name. This will expand the menu downward. Next click the (☒) next to Intake. The reports included within this subgroup are typically good information about the family background and can explain why the individuals are coded Native American.

Finally, expanding the Cases by clicking (☒) then again clicking (☒) on one of the subsequent cases that appear will open a new menu. The (☒) button will open a new window where scanned documents can be viewed. Sometimes documents titled "ICW" are available to be viewed. These can provide great information about which tribes may be involved.

2.) For *Non-Assistance / TANF* cases, the first step usually taken is to check the **CC** screen to see if any CC76s have been added to the case for insight. It is also prudent to check all parties' (including the child) **BI** screen to see what the Native American coding shows.

Next steps are to check ES/NDNH for NCP/CP, to see if either work for a Tribal Employer. Cross-reference any possible matches with the **TI** screen, which is found on SEMS Web. Another place to look is the parties' **IA** for the possibility that they may be residing on a reservation. You may need to search the address on Google Maps to see where it is located.

The next step would be to check ACES or Barcode to review the Application for tribal affiliation information.

Depending on which tribe is involved you may need to contact a tribal liaison in another field office. A list of tribal liaisons and which tribes they work with can be found [here](#).

3.) *Interstate Cases* may be coded as tribal; these should be reviewed similarly to the other examples above. Typically if Washington is the **Responding Jurisdiction**, we do not need to worry about the **CP** or the **CH** being a tribe member, as the **Initiating Jurisdiction** should be aware of any issues. Two notable exemptions to this are the *Coeur d'Alene* and *Nez Perce* tribes (both are tribes in Idaho), who both have agreements with DCS that they do not have with Idaho child support.

Generally, if WA is **responding**, you only need to take the **NCP** into consideration. If you find the **NCP** in another state and need to initiate the case, make sure the case is already reviewed for any possible tribal affiliation before you do. If the custodian or child belongs to a tribe, that tribe may want to be involved if paternity will be established. If you know the **NCP** belongs to a tribe and is either living on a reservation or working for an out-of-state tribe, you may end up sending the case to be worked by an out-of-state Tribal Child Support Program rather than a state IV-D agency.

Lastly, make a case comment code (76) regarding your “Tribal Review” findings. If appropriate change the **Enf Svcs** code from 8 to 2.

Some tribes have agreements with Washington State for Treasury Offset only, such as *Tlingit & Haida (CCTHITA)*. The tribe based in Alaska requests WA set up cases to attach the NCP’s tax refunds and forward them to the tribe. Generally, these cases should be based in the Everett field office, but it’s possible you may find one if paternity needs to be established.

\*\*\* Credit Bureau Pilot Project Cases: Tracking new referrals when NCP is a Tribal member to gather information about “Exempt Credit Reporting” for new referrals beginning 6/2022 when NCP is a local Tribal member. **When unreported cases are identified, or new ones are received, and the NCP is a local Tribal member, then the case should be exempted from Credit Reporting** and the Tracking Spreadsheet located on L Drive for Team 8 **should be updated**.

## Suquamish Tribe

TLs are directed not to disclose IRS or FTI to Tribal child support programs in any way, verbally or written. Payment amounts may be described as voluntary or involuntary, or administrative/non-administrative.

### **Case Assignment**

The caseload 9923 is assigned to Suquamish.

### **Conference Board Requests**

If there are reasons to not recommend that a Conference Board request by approved (from any party) and there’s a chance that more info may help move it towards approval, Suquamish should be contacted to see if they could help. SEO4 agreed not to suggest denial of any Conference Board (if not able to recommend approving, SEO4 will forward to HQ with “no opinion” and ask CB Chair to contact Suquamish before deciding to deny).

### **Continuation of Services**

If there are any cases ending WA TANF that were previously SCSEO NA cases, then the Tribal Liaison will contact SCSEO to discuss which agency will provide continuation of services to the CP. The CP must send DCS a written request to close the case if SCSEO CSP will continue enforcement. If the CP doesn’t, DCS will send a letter to the CP to ask which agency should continue services. Then if there is still no response, DCS will initiate case closure based on non-cooperation. Meanwhile, DCS will hold current support payments until resolved.

### **Credit Bureau Reporting**

The Credit Bureau Reporting indicator should be set to E (Exempt) on IRS only cases received for enforcement from the Suquamish Tribe.

### **Domestic Violence Information**

Domestic Violence information should be listed on page 2 of the Transmittal #1 under Section VI. Other Pertinent Information.

### **Distributions**

1. Distributions are not Per Capita payments.
2. They cannot be used in computing income for any person owing support.
3. They may be distributed monthly, quarterly or twice a year, depending on the recipient's preference.
4. Case Manager (Gidget) will calculate, negotiate with clients, and process the percentage based on what the Suquamish Code allows to garnish.
5. Case Manager will then send to DCS Liaison a list of cases to set SI on for "soon to come" payments from the distribution.
6. Once SCSEO receives the Distribution payments from the Tribe, the FS (position currently vacant) will process payments according to her algorithm and the Suquamish Code.
7. After payments are applied per case, FS will request a check to be sent to WSSR and a list will be sent to the DCS Liaison so that when the check arrives in Suspense, DCS will know where to apply the funds and how much per case to apply.

### **Employment and Enrollment Verifications**

Send a Secure email to Gidget Lincoln; provide the parties (*name, social security number and date of birth*). If for employment verification then also include the tribal employer's name.

### **Enforcement**

**\*\*\*\* Please contact the Tribe before doing any enforcement actions such as bank hits, jail hits or Driver's license suspensions.**

**\*\*\*\***

### **Financial Questions**

All questions about payments and allocations need to be addressed by Erik Hasstedt, Financial Specialist .

### **Paternity**

SCSEO has a process whereby paternity can be established with an administrative notice (9-275). When paternity is established in this manner, the child's coding should be coded as BOW Y/Paternity at issue/Resolved by order. If the NCP objects, the NCP can then make a request for genetic testing.

### **Process Service Assistance**

All requests go to Gidget Lincoln to facilitate service by others on the Tribal land/areas i.e. Tribal Police, Tribal Court. Need to make sure to send two (2) copies of all that needs to be served along with a proof of service form.

(Service to Non-Tribal Members living on Reservation Property is OK VIA Certified mail.)

## Referrals

**(Do not delay this process just because we do not have a current address for the NCP. As soon as it is identified that the NCP is a Suquamish member, start the process. If in doubt, check with SCSEO). Note: SCSEO code does not contain a provision similar to the DCS Sixty Day Rule, so delays in referrals may result in orders with higher arrears than would be ordered if DCS established the order.**

1. Send 9-881 to CP (2 week waiting period)
2. Transmittal #1 - Need to include address, phone numbers, social security numbers, BI#, employer with address, dates of updated address, phone, SSN, and employer with address and department and whether the child was born out of wedlock, we need the date of paternity establishment {If NCP is Bio-Mother, add Bio-Father name & DOB if available to Transmittal #1 in "Other Pertinent Info"} and specific instructions in the "additional case information" section as to the TANF time frames.
3. Paternity established: send CBRI, birth certificate or paternity order (even if the father is not a party to the case). (Copy of what you have in the file already or can print from system, no need for original).
4. Paternity not established for NCP mom: Request establishment and enforcement of an order. Only ask for paternity to be established if it's needed and if not, say so. Provide father's name and status of paternity establishment (even if it's that we have a closed case for non-coop).
5. Orders (if any)
6. 1 copy of order sent with referral via secure email
7. 2 certified copies of orders to follow via mail – Do not hold referral while waiting for certified copies
8. Debt Calculation - Need certified debt calculation to follow via mail (the Running Balance version)
9. May be sent via confidential email to case manager (vacant) to get process started with all certified copies to follow via regular mail or at next visit
10. Add Intergovernmental information to the 'BC' screen
11. Tribal Access Code: 46 and Non US FIPS Code: TR-046
12. Confidential Information form 18-730
13. Acknowledgment 18-729

**\*\* Discuss all new potential referrals with Gidget Lincoln Case Manager prior to sending them.**

## Refunds

Refunds go back to SCSEO to refund NCP (PO Box 617, Suquamish, WA 98392). SCSEO must be notified of all refunds.

### **Special Instructions (SI) Instructions:**

Cases where NCP is a **tribal member** and receiving (Suquamish Distribution) payments **should** have SI set and payments are applied per the SCSEO request noted on the remittance stub.

Cases where NCP is employed by a Suquamish Tribe Entity **should not** have SI set and payments are applied by SEMS per the algorithm.

### **Statute of Limitations**

As of June 2017, the Suquamish Child Support Enforcement Office reports that SCSEO applies the State of Washington's Statute of Limitation when enforcing a Washington State child support order. It is advisable to contact SCSEO to inquire about the tribe's treatment of SOL in other scenarios.

### **Treasury Offset Cases**

Our Treasury Offset Agreements with tribes *do not* include passport denial and never have. So if the only case we have is for treasury offset, we will need to manually deselect the passport denial option. Also, the Credit Bureau should be set to "E" = Exempt.

### **Treasury Offset Certification**

SCSEO will send monthly debt spreadsheet that includes client information, debt, and payment date of last payment. (This will be sent out by the 10th of each month). These need to be reconciled with the corresponding **CF** screens when received.

### **Contact Information Suquamish Child Support Program**

Gidget Lincoln, Case Manager: 360-394-7166

Faith Reese, Case Manager: 360-394-8646

Vacant, Financial Specialist: 360-394-7113

(Vacant), Support Enforcement Technician: 360-394-8424

# Historical Goals not Actively Being Pursued

Completed Historical Section			
Date Completed	Goals/Objectives	Outcome	Date to Re-visit Issue
2016	Provide SCSEO staff with SEMS Web access to the AH, DH and DI screens	Access provided to the AH and DH. After the data mapping evaluation it was determined that the Distribution Inquiry (DI) screen did not provide any data elements that were not already available on other screens to which the Tribes have access so access to this screen is not needed.	As needed
2/23/2017	Provide demographic info to identify cases where CP is a Suquamish Tribal member but NCP is not affiliated.	SQ list provided in the form of an Excel spreadsheet.	As requested by SCSEO
7/1/18	Reducing the risk of child support distributing incorrectly on Tribal cases.	WA Policy was modified to allow distribution of payments that do not follow the algorithm when Suquamish requests for business purposes and/or to match their laws and policies. WAC 388-14A-5007 to allow this was amended and became effective 7/1/18.	Process to apply per SCSEO's direction is ongoing.
7/1/2021	Shorten DCS response time to Tribal policy requests.  Implement bi-annual meetings between the State's Tribal Child Support Directors and DCS's Director.	DCS now holds quarterly meetings with DCS's director and tribal directors/program managers from around the state to address higher level issues.	If/as needed.

7/1/2022	<p>Problem resolution and planning that is specific to the Suquamish Tribe.</p> <p>DCS will be available to meet to work through issues outside the regular 7.01 meetings.</p>	DCS continues to work with Suquamish as issues arise and the process is working well.	If/as needed.
7/1/2022	<p>Identification and appropriate referral of NCP &amp; CP cases that fall within the jurisdiction of the Suquamish Child Support Office (SCSEO). Goal is for DCS to consult with SCSEO immediately after a client is identified as a Suquamish member or employee.</p>	<p>Cases are transferred to SCSEO in an efficient and timely manner with minimal impact to shared clients.</p> <p>Referral process is on-going. Transfers/referrals involving CP Suquamish Tribal members are to be reviewed on a case-by-case basis. DCS will continue to train staff on appropriate identification and handling of tribal cases.</p> <p>TRT has developed a tracking sheet to track inappropriate referrals which is reviewed to identify trends and training issues.</p> <p>TRT shares reporting from the tracking sheet bi-annually at the IV-D Directors' Meetings, as well as upon request of the SCSEO Director.</p> <p>Training has been provided to HQ Set-up staff to help identify tribal connections in case set up and referral processing.</p> <p>Tacoma DCS sends emails several times a year to remind staff to check for tribal affiliations before sending correspondence to employers and to not do so when they are found, but to instead contact Mary to take appropriate actions.</p>	If/as needed.



7/1/2022	Suquamish Tribe requested that the DCS tribal liaison be made available to provide the necessary IV-D information to effectively and efficiently work cases, research issues, provide relevant information to SCSEO clients and complete locate on SCSEO clients via SEMS WEB screens.	Tacoma FO tribal liaison will provide tribe all available locate and case information as resources allow.	
7/1/2022	Sharing training opportunities	Provided SEMS and Medical Training	If/as needed
7/1/2022	Joint line-staff meetings between DCS Tribal Team and SCSEO.	Line staff from both offices developed their own agenda to have face-to-face meetings and discussed daily procedural and working issues between offices.	If/as needed
7/1/2023	Re-examine State Office Tribal Relations Team action agenda.	Tribes worked with TRT to review and recalibrate the action agenda to promote more progressive enhancements for Tribal Child Support Programs.	If/as needed