

WYANDOT COUNTY BOARD OF DEVELOPMENTAL DISABILITIES (WyCBDD)

ANGELINE SCHOOL & INDUSTRIES

ANNUAL ACTION PLAN FOR CY 2010

To Board For Approval: November 19, 2009

MISSION

Working in partnership with Wyandot County citizens with developmental disabilities, their loved ones, and our community to provide the services and support necessary to achieve a life that is meaningful, safe, and healthy.

PHILOSOPHY

The philosophy of the Wyandot County Board of Developmental Disabilities (WyCBDD) is based on a belief in equal rights and the inherent worth of an individual without regard to rate of development and capacity to learn. The county board will promote the safe and healthy choices of individuals to the greatest extent possible within the resources available.

Opportunities for the development of a person's full potential is critical and should be provided to all individuals, infancy through adulthood. Further, we recognize that everyone has equal right to a free and appropriate public education. Each person is different and so are her/his needs, therefore we believe that services and supports must be individualized accordingly, based upon individualized evaluations and assessments.

WyCBDD programs and services are voluntary, meaning they are not forced upon individuals and families. Rather, eligible individuals and families have the ability to choose to participate and they have the ability to choose not to participate in any or all WyCBDD programs and services.

The principles of self-determination, which include a person/family-centered approach to individualized planning, as well as freedom, responsibility, support, and authority shall be promoted when serving and supporting Wyandot County citizens with developmental disabilities, both children and adults. We recognize that individuals with disabilities themselves must be a major part of the design and structure of the system of services and support.

The programs and services made available to Wyandot County citizens with DD include, but are not limited to, the following:

Early Intervention	Social/Leisure Activities	Crisis Intervention
Early Childhood/Preschool	Physical Therapy	Major Unusual Incident Review & Investigation
Sheltered Employment	Occupational Therapy	Info & Referral
Habilitation Services	Behavior Support Services Monitoring	Family Support
Transportation	Speech/Language	Counseling Services
Special Olympics	Adapted Phys Ed	School-Age

Nursing

Residential Services Monitoring

Quality Assurance

Medication Administration SSA/Case Management

Capital Housing

Programs and services are available to persons residing in Wyandot County who have a developmental disability which causes substantial functional limitations in at least three major life areas as prescribed by the Ohio Revised Code. Infants and toddlers age birth to 3 years are eligible for county board early intervention services if there are documented developmental delays identified. The “at-risk” zero to three population is served exclusively by the Wyandot County Help Me Grow program. Preschool and School-Age children receive services if it is determined by their Local Education Authority (i.e., local school district of residence) that the Angeline School of Opportunity is the appropriate/least restrictive environment with which to receive a free and appropriate public education. The WyCBDD Adult Services program is available to adults with a developmental disability and who are determined to have a substantial functional limitation in at least three of seven life areas, in accordance with the Ohio Revised Code. Where federal home and community-based services (HCBS) waiver funds are utilized to fund services, the WyCBDD fully recognizes the individual’s free choice of provider for these services.

The Wyandot County Board of Developmental Disabilities provides comprehensive services based on the individualized needs of the person as determined by the use of both formal and informal assessments. The emphasis of service delivery will be on movement to the least restrictive environment(s) to include, but not limited to: educational, vocational, residential, habilitation, and recreation/leisure.

PUBLIC ACCESS TO COUNTY BOARD ADMINISTRATIVE OFFICES

The Wyandot County Board of Developmental Disabilities administration is located at 11028 County Highway 44, Upper Sandusky, Ohio.

As a public entity, the Board’s administrative offices are open to the public when in operation, typically 7am-4pm Weekdays, except holidays and other board approved program closure days, as stipulated in the annual program calendar. Members of the public may access the Board’s administrative offices using the following contact information:

Wyandot County Board of Developmental Disabilities
11028 County Highway 44
Upper Sandusky, OH 43351
Phone: (419) 294-4901
Fax: (419) 294-2054
Email: admin@angeline.com
Website: www.angeline.com

GENERAL GOAL STATEMENTS

To provide for the availability of comprehensive services based on assessed needs to eligible

individuals with developmental disabilities in Wyandot County, with an emphasis on movement to the least restrictive environment as well as the principles of self-determination, specifically with an individual/family-centered focus.

To employ qualified, caring, and dedicated staff to provide services and support to individuals served and to promote the continuous improvement and professional development of each and every staff member.

To provide safe, healthy, and accommodating facilities for the provision of specialized services.

To provide appropriate, up-to-date materials, supplies and equipment in order to meet the specialized needs of the individuals we serve.

To provide safe, efficient, and reliable program-related transportation services for the individuals we serve.

To assure open lines of communication, input, feedback, and response between the WyCBDD (Angeline) and our community in order to promote mutual awareness and understanding.

To evaluate, assess, and monitor program services in relation to the ever-changing needs and abilities of individuals, parents, community, and staff and to make the necessary revisions in accordance with the findings of this evaluation on at least an annual basis.

The WyCBDD does not discriminate and provides equal employment opportunities as well as program services without regard to race, color, gender, national origin, disability, veteran status, or age.

To provide efficient and effective programs and services to eligible individuals/families in a manner that meets their satisfaction, within the available resources entrusted to us by the public.

To provide specialized programs and services compliant with applicable state, federal, and local laws, rules, and regulations.

ASSUMPTIONS

Individuals with developmental disabilities will be increasingly served and supported within community-based programs as opposed to institutions and other large, congregate settings.

As the statistical cohort commonly known as the baby boomers grow older, we will continue to see an increased emphasis on what is being called the “aging caregiver” issue. “Aging Caregiver” refers to those parents/family members who are over the age of 60 and are the primary caregiver for their loved one with a disability living in the family home. At this time, we estimate that about 20% of the adults we serve are living in the household of an

“aging caregiver”.

Early childhood enrollment will continue to increase due to:

1. Increased awareness.
2. Early identification and referral.
3. Improved medical technologies in pre-natal and post-natal care.

As young adults from public school special education programs transition to adulthood and enter the job market, a number will desire employment as well as vocational training opportunities, some needing sheltered employment while others community/competitive jobs.

The State of Ohio will continue to shift program administration and funding responsibilities from the State of Ohio to local boards of DD. This movement is commonly referred to by the State of Ohio as local administration.

We can expect state government to continue to push local county DD boards toward becoming increasingly an administrator of services and decreasingly a direct provider of services (i.e., schools, adult services, etc.). This seems somewhat counter-aligned with the State of Ohio’s shift toward greater reliance on local funding (i.e., local levies).

As state and federal funding to DD programs continue to decrease, there will be greater pressure on local revenues in order to maintain similar levels, scope, and availability of services to Wyandot County citizens with developmental disabilities. We do not anticipate a decrease in state and federal program expectations or requirements. This phenomenon is commonly referred to as an “unfunded mandate”.

DESCRIPTION OF SERVICES

Unless specifically indicated, the following presentation of individuals served per category of service is the same as the projected number needing/requesting the service. If a waiting list for services is needed, the prioritization is contained therein.

The Wyandot County Board of Developmental Disabilities operates programs for individuals living in Wyandot County who have been diagnosed with mild, moderate, severe or profound mental retardation and/or other developmental disability and who have substantial functional limitations as a result.

Typically, these services are provided at no charge to the eligible individual/family. The WyCBDD does seek third party reimbursement, including Medicaid, to “stretch” local dollars as far as possible.

Services are provided through the following program areas: Early Intervention, Pre-School, School-Age, and Adult Services. Transportation services are available to and from board-operated programs each scheduled day of operation.

CHILD & FAMILY SERVICES/ANGELINE SCHOOL

Early Intervention

There are currently **18** infants/toddlers enrolled in the Early Intervention (birth - 3 yrs. old) program. School-based playgroups/intervention is available up to 4 days per week at Angeline School, while one day per week is generally reserved for home-based intervention services. Early intervention services are determined through the development of the family's Individualized Family Services Plan (IFSP). This plan is developed by the child and family team, which is coordinated by a Wyandot County Help Me Grow Program service coordinator. Help Me Grow is a local, family-focused service program operated by the Wyandot County Family and Children First Council.

The purpose of early intervention is the provision of services and supports as early as possible to enhance the family's ability to meet the developmental needs of their child. Early intervention services and supports are designed to identify the presence of a disability, delay, or other risk-factors which may lead to a delay, and provide interventions responsive to the preferences of the family and maximize the child's optimal growth and development. Early intervention services may include any of the types of services listed under the "Individuals with Disabilities Education Act (IDEA), Part C system, Title 34 of the Code of Federal Regulations, sections (c) and (d) of 303.12 (revised as of July 1, 2002). The identification of a need for any specific early intervention service or support results from the comprehensive, ongoing assessment of the child and family. Active parent/family/primary caregiver participation is required for an effective, successful early childhood development program.

Pre-School

There are **23** pre-school students enrolled in the Angeline Preschool program presently, with room for 24. We are licensed to provide services to 16 children that have been identified as having special education needs and up to 8 pre-school students that have been identified as typically developing peers. Individualized Education Plans (IEP) are developed for each student by the child's multi-disciplinary IEP team, which always includes a parent/guardian.

Parent/family education and communication are an integral part of our early childhood program success. Regular parent meetings are conducted as well as individualized parent education programs developed when necessary, primarily through our partnership with the Seneca-Wyandot County Parent Mentor program.

Eligibility for these early childhood programs is determined by the child's local public school system (local education agency) using at least two of the following: Standardized evaluation tools, Observation, Descriptive Data, and Informed Clinical Opinion. To be determined eligible, a child must be assessed to have at least one developmental delay in the areas of: 1) cognitive development; 2) physical and sensory development, including vision and hearing; 3) communication development; 4) social or emotional development; and

5) adaptive development.

School Age Special Education

The Angeline school-age educational program serves **8** students at the present time. We are licensed by the Ohio Department of Education to serve eight (8) students with significant disabilities. Students are placed by the local education agency (LEA)/public school district into Angeline School's school-age special education program as a result of a student's IEP team determination that Angeline is the least restrictive placement. Individual Education Plans (IEP) are developed for each student. The IEP teams consist of, at minimum, the child's parent(s)/legal guardian, a representative of the LEA, and a representative of Angeline School. Other IEP team members, including other multi-disciplinary professionals, may participate upon request and/or consent of the parent(s)/legal guardian.

Emphasis is placed on educational, environmental and functional activities for each student. Vocational training, training in daily living and self-help skills, language development and physical development is carried out by educational services staff throughout the facility, as well as in the community whenever possible. Each student's IEP team is required to begin transition planning (transition from school to adulthood) when the student turns 16 years of age.

Effective at the start of the 2006/2007 school-year, the North Central Ohio Educational Services Center (NCOESC) in cooperation with the Carey, Mohawk, and Upper Sandusky public schools located a primary school-age multi-handicapped classroom inside Angeline School. The NCOESC and the public schools fund the new unit and are responsible for the administration and supervision of the classroom. The Wyandot County Board of DD provides space for one classroom and an office for a part-time special education supervisor at no charge. In exchange for the no cost office space, codified by a written cooperative agreement, the NCOESC provides special education supervision services for both the Angeline pre-school and school-age programs at no charge.

ADULT SERVICES

Employment services in the sheltered workshop are provided to eligible individuals who are 16 years and older. The non-profit Board of Angeline Industries shall provide oversight of the non-profit production operations. A WyCBDD Adult Services Team shall provide leadership and oversight to the day programming/habilitation services which are provided to Angeline Industries client-employees as a result of their eligibility for county board services. The WyCBDD Adult Services Team shall consist of the following: Operations/Production Manager, Adult Services Business Manager/Transportation Coordinator, Habilitation Manager, and the Superintendent.

Currently **91** adults receive adult services from the WyCBDD adult program. **60** receive vocational habilitation (workshop), while **17** individuals attend adult services to receive adult day support/non-vocational services. At this time, **14** individuals are employed in one or more types of supported employment (outside the walls of Angeline) either as an

employee of Angeline Industries, Inc. but physically located at another local business OR working as an employee of a local business/industry actually on that business' payroll. It is the goal of the Adult Services program to assist as many adults to achieve competitive/community employment as possible. The WyCBDD Adult Services program does not currently operate competitive/community employment as a service, rather the Bureau of Vocational Rehabilitation is utilized as the sole entry into community employment for Wyandot County citizens with DD.

The following gaps in service have been identified in the areas of job placement/job coaching as well as therapy services to adults:

- Community/competitive employment of additional adults would be greatly enhanced by the addition of, at a minimum, one staff member dedicated to job placement/job coaching & follow-up services.
- The Adult Services Vision Team has identified a lack of adequate and appropriate space for adult day support/habilitation services as a significant gap in service.
- Additionally there is no speech/language, occupational or physical therapy services available to adults through the WyCBDD. When identified as a need, therapy services are accessed through other community services (i.e., hospital, etc.).

Obtaining these adult services should continue as a future objective of the WyCBDD.

SERVICE & SUPPORT (SSA)/RESIDENTIAL SERVICES

SSA Services

The WyCBDD provides Service and Support Administration (i.e., case management) to **132** individuals, currently about **41** of these individuals receive “case management only”. This simply means that SSA is the only service that these individuals receive---they are not students of Angeline School, or receiving adult services from Angeline Industries, etc. SSA currently consists of a contract employee who serves as the part-time director/Medicaid services manager and two county board employees who carry out the following SSA functions: intake/eligibility determination, information and referral, service placement, case/service coordination, individualized team facilitation, crisis intervention, incident review/follow-up, residential services monitoring/quality assurance, waiting list management, nursing facility pre-admission screening, and resource development. SSA services are available to WyCBDD-eligible individuals ages three through adulthood, upon request. Individuals who are enrolled in DD home and community-based waiver programs are required by Ohio law to receive Service and Support Administration.

The average caseload size is **66** individuals, down 1.5% over last year.

According to Ohio Association of County DD Boards data, the state-wide average SSA caseload is approximately 40 individuals per SSA. This means that the Wyandot County average SSA caseload is approximately 60% higher than the state-wide average.

If Wyandot County were to commit to reaching the state-wide average caseload size, it would require one additional full-time SSA/Case Manager and one additional part-time SSA/Case Manager. Addressing this should continue as a long-term objective of the WyCBDD. The Child & Family Services Team has identified the need for a “Child & Family Support Coordinator” to provide coordination and support to families whose children with developmental disabilities are enrolled in public schools. This position would also support students/families to circumnavigate the very important process of transition from school-to-work.

Please see below in regard to how the WyCBDD SSA unit will provide each of the following services:

Service Coordination: SSAs will serve as the designated service and support administrators for the purpose of Individual Service Planning (ISP). The WyCBDD chooses to provide this service directly, and not through a contract with another provider.

Service Monitoring: ISP plan services are monitored by Service & Support Managers.

Crisis Intervention: SSA services are available on a 24-hour basis to individuals served. The emergency contact information is provided on the organization’s voice mail message during non-business hours.

Major Unusual Incident (MUI) Review and Assessment: Service & Support Administration will review each unusual incident and refer suspected MUIs to the Clearwater COG Investigative Agent to determine if the incident is Unusual Incident or MUI status. MUIs will be filed electronically with ODODD immediately, or within 24 hours depending upon the seriousness of the incident. Service & Support Administration shall assure that all aspects of the ODODD MUI and Service & Support rules are in compliance.

The county board shall continue its current contract with Clearwater COG for investigative agent services for outside investigation into incidents of alleged abuse, neglect, or misappropriation and other MUIs.

Information and Referral Services: Service & Support Administration will be the first contact for inquiries regarding all new referrals for WyCBDD services. This provides for a centralized intake process. Service & Support Administration will be responsible for county board eligibility determination. Information and referral services will be provided by SSAs regardless of eligibility.

Residential Services

There are **60** individuals being served in residential services settings within Wyandot County to include: Individual Options Waiver (**44**), Level One Waiver (**5**), and Supported

Living **(11)**. The SSA Team, in consultation with the Clearwater Council of Governments (Clearwater COG), plans, coordinates, and monitors all aspects of residential service delivery in Wyandot County. The SSA/Residential Services Team consists of the following: SSA Supervisor/Medicaid Services Manager; two (2) SSAs, Business Manager, and the Superintendent.

There are currently **fifty-six (56)** individuals who are on a wait list for one or more specific residential service. The waiting list indicates that fifty-one (51) individuals are waiting for an IO Waiver, twenty-two (22) are waiting for Supported Living funding, and thirty-one (31) individuals are waiting for a Level One Waiver. The individual with the earliest waiting list date has been waiting for an Individual Options Waiver since 11/23/1998. As this individual does not meet any of the Ohio Revised Code defined priority categories, he will not likely become a priority unless there is a change in regulations. There are three categories which have been identified as priority categories in regard to managing the local waiting list: 1) Supported Living Refinance Priority Group; 2) Adult Services Refinance Priority Group; and 3) Aging Caregiver Priority Group

Future enrollment onto a home and community-based Medicaid waiver will depend on the availability of state and local match dollars. These Medicaid waiver programs require that either the state or local county board contribute approximately 40% of the funding (referred to as “local match” or “non-federal share”), with federal funds providing the remaining 60%.

TRANSPORTATION SERVICES

Transportation services are provided to and from Angeline School & Industries each scheduled day of operation. Transportation of school students is required to be provided in state certified, yellow school buses. School buses are also utilized for transportation to and from scheduled, school-related field trips. Eligible adults may also receive their transportation services via “non-school bus” program vehicles or from other qualified and willing providers of community-based “non-medical” transportation. Transportation may also be provided for participants in extra curricular events that occur after regular work hours, such as Special Olympics events.

The WyCBDD currently owns and operates five school buses, managing 3 different bus routes throughout the entire county. The three routes average between 15,000 and 20,000 miles per year per bus.

The WyCBDD operates three (3) school buses and one (2) 9-passenger para-transit “adult only” vans on a daily basis. Two (2) school buses and one (1) adult only van are utilized as spare vehicles. For passenger safety, the WyCBDD asks that infants/toddlers must be able to hold her/his head up independently, or be transported in a suitable wheelchair/adapted equipment that has been tailored to the individual needs of the passenger so that she/he can be securely and safely transported. This will mean that the WyCBDD does not typically offer school bus transportation for infants, therefore we offer mileage reimbursement to parents/families of Early Intervention infants and toddlers.

The WyCBDD Transportation Services division will continue to strive to utilize all vehicles

and drivers as efficiently and effectively as possible, to include assurances that individual passengers not ride any longer than 90 minutes one-way.

It is the intent of the WyCBDD that all passenger vehicles purchased in the future shall come equipped with air conditioning for the health, safety, and comfort of our passengers.

Our vision for WyCBDD transportation services includes a time when all adults receive their transportation in vehicles other than yellow school buses.

OTHER RELATED SERVICES

Individuals enrolled in any major program component of the WyCBDD may be eligible for a number of related services offered through Angeline. These related services are intended to complement the major program service components, offered as a part of a person's individualized program/plan.

Family Support Services (FSS) Program

FSS provides an allocation of state and local funding for services to families who have eligible children and/or adult family members living at home. The types of services that are eligible for funding may include, but are not limited to, the following: respite care, home modification, adaptive equipment, special diets, and individual/family member counseling. These funds are available to eligible families using a sliding fee scale, based on household income. The purpose of the program/funds is to enable families to keep their loved ones in their own home, as opposed to a residential placement outside of the family home. The in-home support is often the most preferred and most cost-effective living arrangement for the long-term care of the eligible individual.

Currently, there are **28** families enrolled in the Family Support Services (FSS) program. The goal of FSS for 2010 would be to increase outreach to Wyandot County families with a goal of serving at least 30 families each month.

Hot Lunch/Food Service Program

A hot lunch/food service program is available to individuals who attend Angeline school/day support/vocational habilitation programming. This typically includes about **50-55 lunches per day**, at a cost of approximately **\$1.76/meal**, not including kitchen personnel, equipment, and utilities. Free and reduced price lunches are available to eligible pre-school and school-age students through an Ohio Department of Education program. The lunches are prepared at Angeline on a daily basis. We currently employ one full-time cook position to prepare and serve these hot lunches on a daily basis.

Athletics/Special Olympics

Special Olympics is a program operated by Wyandot County Special Olympics and supported in part by the WyCBDD. The WyCBDD currently provides a financial subsidy for the position of Special Olympics Coordinator, as well as paying for bus driver, fuel costs,

etc. associated with travel to/from Special Olympics events. Approximately **35-40** individuals take part in this program each year. Special Olympics include both competitive team and individual sports such as basketball, track & field, bowling, swimming, and golf. Individuals are encouraged to participate in activities that they choose and at a level that they can physically/safely achieve. Several Special Olympics athletes participate in various sports leagues in order to more fully participate in community-based recreation/leisure activities.

DESCRIPTION OF PLANNING PROCESS

ASSESSMENT OF NEED & CUSTOMER SATISFACTION

As a result of the review of individual assessments, feedback from our clients, their families, and our annual needs/satisfaction survey, we are able to determine how the WyCBDD, Angeline School & Industries, can better meet the needs of those we serve. The surveys are distributed annually to individuals, families, staff, contract providers, and community members. **Please see the attached survey summaries, dated October 2009.**

Because of the nature and needs of the population the Wyandot County Board of Developmental disabilities was established to serve, it is extremely important that the board be aware of and plan for those unique and special needs, utilizing the process as indicated.

PLANNING POLICY

Pursuant to Ohio Revised Code 5123:2-1-02 the Wyandot County Board of Developmental disabilities:

The Wyandot County Board of DD shall have a copy of Chapter 5126 of the Revised Code and the Administrative Rules of the department and make pertinent information available to administrative staff. The department provides updated administrative rules to the Wyandot County Board of DD.

The Wyandot County Board of DD shall develop and adopt this annual action plan not later than December 31st of the previous year. The plan shall cover at a minimum the following:

1. A statement of philosophy, an organizational chart, and goals and objectives which shall reflect the major components of the comprehensive program; the administrative personnel in charge of the program(s), and their lines of authority and responsibility.
2. The results of the assessment of the facility, service and support needs of eligible individuals with developmental disabilities. The facility, service and support needs shall be projected over the next year and shall be completed by the fifteenth day of February of each year. The assessment results shall include, but not be limited to,

the following:

- a. Documentation of input received from individuals receiving services and their families, local public service agencies, developmental centers, residential providers, and other providers of services to individuals with developmental disabilities as to the quality of services received, gaps in the services available, and recommendations for change.
- b. The number of individuals needing to be served and the number of individuals actually served in each major program and service component of the county board's comprehensive program, including how the board will plan, set priorities and acquire resources related to waiting lists.
3. The Wyandot County Board of DD shall address the following service needs of individuals eligible to receive services: service coordination, service monitoring, crisis intervention and major unusual incident review and assessment; and a statement of how the county board shall address information and referral activities, without regard to eligibility for service.
4. The Wyandot County Board of DD shall hold a public hearing, no later than the thirty-first day of December of each year, to gather public comment on the annual action plan. The Wyandot County Board of DD shall provide a thirty-day notice of the date of the public hearing and make the plan available for review by interested persons. The testimony at the public hearing shall be considered in final revisions to the plan, which shall be available for distribution to staff, individuals served or their representative parents or guardians, and the interested public.

Attachment A reflects the table of organization of the Wyandot County Board of DD as proposed effective January 2010.

PLANNING PROCEDURES

The WyCBDD recently engaged in a long-term, strategic planning process. This was a dynamic, mission-oriented process that included stakeholder focus groups, customer surveys, and several internal planning sessions.

We organized into five (5) different Vision Implementation Teams in order to transform our future vision into a long-term strategic plan. Each team had representation from self-advocates, parent/family advocates, staff, board, community, and administration. The 5 teams included: Child & Family Vision Team, Adult Services Vision Team, Transportation Vision Team, Service & Support/Residential Vision Team, and Infrastructure/Capital Projects Vision Team. The Leadership Team (Administration) served as the steering committee for this strategic planning process. The result of this work was a framework for moving our organization forward.

Annually hereafter, our planning process will include:

- 1) Review and confirmation of mission, vision, and values.
- 2) Survey the satisfaction and service needs of individuals, families, and the community.
- 3) Monitor and assess progress toward short-term and long-term goals & objectives.
- 4) Develop goals and objectives that align with the organization's long-term strategic plan.

2010 GOALS AND OBJECTIVES

This section contains updated goals and objectives. Many are directly the result of the review of current as well as previous years' needs assessments/satisfaction surveys.

CHILD & FAMILY SERVICES

The Child & Family Services/Education Team shall work throughout calendar year 2010 to achieve the following:

1. Develop a late afternoon/evening infant and toddler playgroup to target early intervention services that assist working parents/caregivers.
2. Develop and lead an inter-agency taskforce to improve the process of early childhood transition from early intervention to special education preschool.
3. Develop a child & family support coordinator position with the purpose of "following" and supporting children (and their families) with significant disabilities throughout the child's public school experience. Such support would include continued linkage to the family support program, service coordination, information, referral, and transition services. Anticipated target implementation date: SY 2010/2011.
4. Utilize "one-time" federal stimulus dollars to improve classroom and communication technology, to include the development of a parent-family resource lending library.

ADULT SERVICES

The Adult Services Team shall work throughout calendar year 2010 to achieve the following:

1. Make application to the Ohio Department of Developmental Disabilities for Angeline Industries, Inc. to become a state-certified Medicaid waiver services provider of adult day services, vocational habilitation, day support, supported employment-enclave, supported employment-community, and non-medical transportation. This will put AI, Inc. on a level playing field with private, for profit day habilitation providers when freely chosen by home and community-based waiver recipients.
2. Re-organize our current adult services structure in an effort to minimize, and ultimately eliminate, adults' sitting/waiting time throughout the day. We will develop an increasingly structured adult day to focus our adult day

services on the following:

Working, Earning & Learning, to include employment services, entrepreneurialism, and vocational skills training.

Relax & Have Fun, to include meaningful activities, recreation, and social networking.

Be Healthy & Safe, to include general health & wellness, exercise, nutrition, and safety skills training.

3. Work in cooperation with the WyCBDD Business Manager to develop AI, Inc. into the temporary/intermittent (i.e., subs) employment services provider for the county board.
4. Work with the Ohio Department of Developmental Disabilities to promote its Positive Intervention Culture within our adult services programs and services. The Department's Positive Culture initiative focuses on: * reduce/eliminate aversive (i.e., restrictive) behavioral interventions; *strive to understand individuals regardless of their communication barriers; *empower choice-making; and * make individuals feel safe.
5. Habilitation/Adult Day Support staff will consult with Nancy Richards, certified facilitator of Michael Smull's Essential Lifestyle Planning, to develop and implement person-centered plans for each individual enrolled in a county board habilitation program. The focus of a person-centered plan will be to meaningfully connect the individual within the community. A by-product of this initiative is to be the development of county board habilitation staff into experts in the art of community connecting.

TRANSPORTATION SERVICES

WyCBDD Transportation Services shall work throughout calendar year 2010 to achieve the following:

1. Purchase a fourth para-transit vehicle for adult transportation, in accordance with our long-term vision for transportation services. In addition to increased flexibility, comfort, and passenger satisfaction, para-transit vehicles are a cost-effective alternative to yellow school buses for adult transportation.
2. Develop and implement three (3) staggered para-transit vehicle routes for adult only transportation, while maintaining two (2) yellow school bus routes for student transportation.
3. Recruit and maintain an adequate pool of bus and van drivers, both regular and substitute.

SSA/RESIDENTIAL SERVICES

In 2010 the WyCBDD SSA/Residential shall:

1. Work in cooperation with the Clearwater Council of Governments (COG) to transition individual Quality Assurance Reviews to the COG as part of their waiver/residential administration services.
2. Continue to address residential emergencies as they occur and to ensure they are properly documented for the UIR/MUI unit(s).
3. Work cooperatively with Family Support Services and the Wyandot County ARC to plan and coordinate an information/resource fair with aging parents/caregivers as the target audience. The purpose would be to encourage parents/caregivers to develop long-term care/succession care-giving plans.
4. SSAs will seek and obtain continuing education/training opportunities in evidence-based best practice standards to include, but not limited to: self-determination/free choice, facilitating person-centered planning, positive behavior support, and dual-diagnosis.

BUILDING & GROUNDS/FACILITIES MAINTENANCE

For 2010 Building & Grounds/Facilities Maintenance will:

1. Work with area contractors to create facilities maintenance workspace within building in North parking lot and develop secure records storage space in AI, Inc. warehouse.
2. Convert current records room into a confidential Individual Service Planning/Conference space.
3. Widen hallway between School and Industries to accommodate increased wheelchair accessibility.
4. Identify, repair, and replace flooring throughout the facility as needed.
5. Repair cracks in bricks outside building, within available resources as this is primarily aesthetic.

ADMINISTRATION SERVICES

In calendar year 2010 Administration Services will:

1. Continue to develop processes within the business office that utilize the capabilities of current computer systems in place to create increased efficiency.
2. Implement departmental budgets, working closely with the department heads guiding them in the utilization of departmental financial reports.
3. Develop special revenue and expenditure tracking mechanisms for the added accountability requirements for temporary federal stimulus funds.
4. Will work with professional web designer to update the county board website (www.angeline.com), in an effort to make usable individual, child, and family information more readily available and up-to-date.
5. Continue to replace, update, and continuously improve our office/information

technology as necessary to maintain an efficient and effective business/fiscal operation.