

Board Meeting Highlights: November 26th, 2018

Board Actions

* Approval of the minutes from Oct. 22nd, 2018.

Topics of discussion

Provider Supports – Jeanne Turner

Three Year Strategic Plan Development

* The Impact Group will assist in the development of a three-year strategic plan for Greene county Board of D.D. The strategic plan will articulate the vision, belief statements, goals, objectives and steps that will ensure the needs of Greene County are met.

**The key areas of focus will be:**

* + Emphasizing service, quality assurance, Board member recruitment and private provider relations.
	+ Expansion of services with a view toward new and innovative service options for people with developmental disabilities based on their needs.
* The Impact Group will have 8-13 focus groups for this project to be held over a period of two consecutive days. Greene County and The Impact Group will determine participants for each group. Recommended focus groups include:
* Board-Vision and Review (2)
* Administrative Staff-Vision and Objectives Development (2)
* Staff (2)
* Parents (2)
* Individuals Served (1)
* Providers (1)
* Community Members such as Greene County Family and children First (1)

Investigative Agent – Bethany Wooddell

* See attached monthly MUI report including a 3-year comparison.  [(see attached)](http://greenedd.org/brlinks/Nov2018/Nov2018MUICompReport.xlsx)
* MUI Rule has been distributed. A public hearing took place on November 16th. DOOD hosting training sessions at OACB (11/28/18) and for Southwest Ohio region on 12/12/18. Bethany will be attending both sessions.
* Handout and review of MUI Rule changes.

Behavior Support Specialist – Josh Carson

* Currently working with 26 individuals and their teams to develop positive supports and strategies.
* There are 2 active restrictive measures plans in place for 2 individuals that are being reviewed at least every 90 days.
* Continue to provide CPI training for DSPs both routinely through our scheduled trainings, and upon request.
* Will be conducting a training with SSA’s on PRN Medication as it relates to ISP’s in December.
* Attended a training recently on entering Restrictive Measures Plans into the State DODD System. Attending the Southwest Region Behavioral Support Workshop on 11/14/2018 where Specialist’s from this region are able to work through some behavioral issue questions experienced with those we serve in the county and share success’s and what’s working. They also have speaker’s come in and give presentations at these workshops.

Provider Development Coordinator – Susan Collar

* Completed the DSP “add on” incentive longevity training. This 60 hour training course is an incentive for DSP’s to earn higher wages. We continue to encourage and support all those DSP’s who are taking advantage of this training.
* Assisting users to navigate the State of Ohio identity solutions known as OH/ID. The DODD portal has a new login look and flow. Just a few glitches….DSP’s will need to contact DODD helpline (option#4/IT) to reset an expired password.
* We have a newly certified independent provider who is eager to work with any of our folks who are deaf. She is fluent in American Sign Language and a member of the deaf community.
* Recruiting opportunity at The New Americans Job Fair on November 14th. This event hosted by Miami Valley Career Technology Center Aspire Program. Over 75 job seekers in attendance! We handed out DSPOhio.org information for those who participated. These job seekers have recently immigrated into the United States and are looking for employment.
* The individuals we serve, their families, and SSA’s have been instrumental in growing the DSP population. We are appreciative of the influx of referrals received from SSA networking. Recruiting family members of people we serve, neighbors, and friends have been most helpful.

Thanks to all!

Training Coordinator – Jeff Diamond

 From 10/10/18 through 11/14/18 completed:

* 20 Background Checks
* 14 First Aid CPR Certifications
* 2 Initial DSP Certifications

Provider Connections Coordinator - Megan Goettemoeller

* Zumba with Bailey continues every Tuesday from 4:30pm-5:30pm at Xenia Community Center. Attendance continues to be consistent and feedback has been positive.  This ends on Tuesday, November 27th.
* Self Defense for people with disabilities started on Tuesday, Oct. 9th. It is held from 5:30pm-6:30pm and will continue every Tuesday through November 27th.
* Group Music Therapy sessions with Shonda Malik are currently underway. These sessions are scheduled for Nov. 2, 9, 16, 30, and Dec. 7th from 5:30pm-7:40pm at the Board office. We have 3 people registered for the 6-11 age group, 6 people registered for the 12-17 age group, and 13 people registered for the 18+ age group.
* We continue to see a consistent number of independent and agency providers (especially independent providers!) reaching out to Greene County Board of DD to be on our provider list and receive service requests.  The current number of service requests sent out in 2018 (as of 11/15/18) is 132.
* GCBDD’s 2018 Holiday Banquet & Dance will be on Saturday, December 8th at the Beavercreek Golf Club. RSVPs are steadily coming in.
* Currently composing a list of places in the community that are serving our individuals (with and without a sponsored relationship with the Board) so that the information can be found on our website.
* Looking to renew partnerships and find new ones for 2019.

Quality Assurance RN- Melissa Green

* Working on two site QA RN Reviews for 2 different agencies for the month of November.
* Awaiting POI documentation in response to a QA RN review from October.
* October medication certification renewal training had 9 attendees with one no show. Had 4 people on a waiting list.
* November is initial certification training on the 27, 28, and 29th. So far, 5 requests to attend.
* Continuing to offer technical assistance to SSAs regarding medication self-administration assessments and related ISP information, as well as nursing task assessments and technical assistance with medical info.
* Safety Team – Working with Scott Anger from Greene County ACE Task Force to plan a time/date to come out to review and give suggestions of best practice for our evacuation plan.
* Next Safety Team meeting is scheduled on December 3rd.
* All Ohio DDNA Conference held October 16th had a great turn out. (Approx. 200 attendees) Committee already planning for 2019. Next tele-meeting slated for November 12th.
* Greene County Community Health Improvement Plan Steering Committee met on Wednesday October 3rd. Continuing to collect data regarding falls for the injury prevention sub-committee.
* Attended the State Health Assessment Forum on October 12th as a representative from Greene County.
* Meeting with a Greene County agency provider on November 13th regarding issues that arose from a state QA review in the area medication administration/health-related activities.
* Attending the OACB Nursing track on November 30th.
* 2019 medication certification trainings are set and added to the GCBDD website.
* Next Regional Nurses Meeting and West Ohio Chapter DDNA meeting is scheduled for December 12th.

Compliance Coordinator – Cindy Nava

* Continued division support as needed.
* Attended a Provider Coordination Workgroup with local counties
* Presented at the Greene Inc. training day about my experience/perspective as a County Board employee and parent of an individual with developmental disabilities. Included the 3 biggest fears our family faces as we move through life’s transitions.
* Serve in the local GreeneBucs chapter and attended a bike build for adaptive bikes provided to individuals with disabilities. In addition to the monthly meeting held at Decoy Arts.
* Completed four Independent Provider compliance reviews, and independent sample reviews.
* Attended the New Americans job fair with Susan Collar.

Voices of Greene County – (supported through contract with Choices in Community Living/Dave Gleason)

* The Voices of Greene County and Voices Matter had a series of planning meetings with the Greene County Optimist and Noon Optimist Clubs and agreed to develop the First Optimist Club in the country that included people with developmental disabilities, Optimist members and other community members. Greenemont Optimist includes members of Voices of Greene County, Voices Matter, Greene County Optimist and Noon Optimist Clubs. The Club is sponsored by Greene County and Noon Optimist Clubs and will pick up the monthly dues. Self-advocacy team members have been elected as officers of the club, and optimist members will train and assist the officers on the mechanics and protocol of running the meeting. Greenemont will meet on the 2nd Thursday of the Month at the Chestnut Community room at 5pm prior the Self-advocacy team meeting.
* Voices of Greene County and Voices Matter teams introduced themselves and presented Disability Awareness Training to 12-15 Optimist club members.
* Voices of Greene County and Voice Matter presented “Tips on Job Interviewing” and The Basics of Self-Advocacy” to approx. 20 school-age students who are in transition at the October SALT meeting in October at the Regional Center.
* The Teams planned and held a Halloween costume party at its October meeting it was enjoyed by all.
* Team representatives worked with Sgt. Wessler of the Beavercreek Police Dept. To plan and coordinate a Disability Awareness presentation in Columbus Ohio to representatives of the State of Ohio Accreditation Resource Coalition of Law-enforcement Agencies throughout the State of Ohio. The presentation was Videotaped and will be put on the Coalitions web site as a resource for other law enforcement agencies. It should be noted that Police Depts. including the Columbus Metro Police Dept. and Greene County Sherriff Dept. representatives met with presenters afterwards to compliment them and to request copies of their presentations.
* Teams are planning a Christmas party as part of its December meeting.
* School to work transition staff were so impressed with the Team’s presentations at the Salt-Teens session they are inquiring about presentation this Spring. School Districts have already contacted the school to work transition coordinator to enquire about a March presentation.
* Teams are discussing, planning, and practicing for the March Self Advocacy Conference at Wright State.
* See attached [PowerPoint of Voices of Greene County Yearly Update](http://greenedd.org/brlinks/Nov2018/VOGCyearlyupdate.pptx)

Early Intervention – Mary Ann Campbell

* Four Early Intervention Program served 298 infants, toddlers, and families. We received 42 referrals: Beavercreek Region received 12 referrals, Fairborn Region – 16, and Xenia Region – 14. The top 3 referral sources were: Parents (14), Physicians (10), and Greene County Children’s Services (7). Four Oaks Program staff held 748 appointments with children and families in August. We had 256 children on active IFSP’s. Out of those 256 infants and toddlers:
* 90% (231) received Special Instruction services by our Developmental Specialists
* 14% (36) received OT services
* 29% (74) received PT services
* 31% (79) received SLP services
* Our Program conducted 45 initial evaluations and assessments in October for early intervention in Greene County: 20 in Beavercreek, 11 in Fairborn and 14 in Xenia. That is 26 more initial evaluations and assessments than last month (4 times the amount Beavercreek had last month and a little over double for Xenia since last month!) It Is Keeping staff hopping!
* There were no ADOS evaluations completed in October.
* In October, our PLAY Project Team served 13 children. We had 10 active: 7 were under the age of three years, 6 were over the age of three, 5 in Modified PLAY and 4 were in process.
* In November, our PLAY Project Team served 14 children. We had 10 active: 8 were under the age of three years, 6 were over the age of three, 6 in Modified PLAY and 3 were in process.
* Respite Numbers for October:
	+ Beavercreek – 8 children attended
	+ Fairborn –7 children attended
	+ Xenia – 1 child attended
* October 9 - We had a Cedarville student interested in Physical Therapy who shadowed one of our PT’s, Rachel Burnett, for the day. Luanne Skinner, our Program Licensed Social Worker, oversees our Orientation process for Student Interns and Volunteers.
* October 10 – We held an all-day Staff Training. The morning session covered our Annual Safety Training for staff. Eileen Hitzeman, our Sign Language Specialist, who also helps Jenn and me with data detailed what documentation we needed on our Attendance Sheets. Kasey Payton, our Program Secretary/Receptionist for our Xenia Center and Chair of our Safety Committee, reviewed our Home Visiting practices. Bethany Wooddell, our Board MUI and UIR Coordinator, discussed MUI and UIR practices we need to cover in our program. Our contract Dietician, Danielle Brooks, addressed nutritional needs of our children and gave staff guidance and dietary recommendations for specific scenarios they had questions about. In the afternoon, Jennifer Frey, our Program Manager, and I shared our findings and gave staff feedback on our Internal Board Compliance File Review. We also reviewed our 3 Compliance areas and Program areas we need to improve on as far as documentation. DODD is wanting more detailed case notes.
* Saturday, October 13 from 10:00 to 12:00 – Four Oaks Program co-hosted the Annual Daddy and Me at the Carnival with Greene County Public Health at our Xenia Center. We hadn’t held the Carnival on a Saturday for many a year so we were not sure what to expect but we had 56 adults attend including: 27 Dad’s, 21 Mom’s, and 8 Caregivers many of them Grandparents. We had 53 children: 12: birth to three year olds, 8: three to five year olds, and 2 children that were six years and older. This event was open to the public. Eight different cities were represented including: Beavercreek, Bellbrook, Centerville, Fairborn, Jamestown, Springfield, WPAFB, Xenia, and we even had one family from Eugene Oregon.

We had several community partners who participated in the event with us: Ohio Early Intervention, Greene County Public Health, Five Rivers, Greene County Home Visiting Program, Greene County Public Library, Greene County Children’s Services, Greene County Sheriff’s Department, Xenia Police and Fire Departments, Early Intervention Vision Services, Deaf Community Resource Center, ABC Pediatrics, and we even added a Magician this year that the families loved! We also had a lot of community support with the most volunteers Ever (around 15) including Cedarville students, Beavercreek Youth Council, Greeneview National Honor Society students, a SSA from the Board office, Docton’s Animal Clinic, etc.! All of the youth that volunteered were outstanding help! What an Impressive young generation!

We had an open gym for the children, bubble wrap for stomping, sign language hand prints, sensory bins, water play, The Best face painting we have Ever had, music area, fall photo shoot, crafts to make and take, light table, golf ball painting, kites, jewelry on a string , sticky pictures, etc. Every child also left with a free book of their choosing.  [Please, see attached flyer and photos.](http://greenedd.org/brlinks/Nov2018/DaddyMe2018.pdf)

* October 19 - Our Beavercreek Center held their annual “Meet & Greet Our Safety Friends” from 10:00 to 11:30. This event was open to all 3 of our Regions. The event featured: the Dayton Bomb Squad with their robot; Beavercreek Police Department with their special canine, Hans; Beavercreek Fire and EMT Department; and Miami Valley Care flight Medical Care Intensive Unit. The children loved climbing up and sitting in the vehicles. We had 69 individuals attend this event. [Please, see attached flyer and photos.](http://greenedd.org/brlinks/Nov2018/SafetyFriends2018.pdf)
* October 22-23 – We sent Kaitlyn Gillum, one of our Developmental Specialist’s (DS), to Hamilton County for the statewide specialized Newborn Behavioral Observation (NBO) Certification Training. Every county was permitted to send one DS to the training. This was the training I discussed in my September Board report with the experts from the Brazelton Institute, Boston Children’s Hospital at Harvard Medical School that came to Ohio to train on using this tool.
* October 24-25 – Our Program was able to send another Developmental Specialist (DS), Sonja Pershing, to another NBO training in Franklin County. Our State Consultant called me at the last minute because they had a last minute cancellation and luckily we were able to fill it. Both, DS’s, came back excited about the training and the new skills they are learning in serving newborns. We are hoping to send more staff next year. We have been told that the training is very expensive so they have limited the number of staff who can attend to about one per county.
* October 25 – Jennifer Frey and I attended our Annual Transition Meeting with our local school districts and other Community Programs such as the Council on Rural Services, and community supports for vision and hearing impairments review our policy as we transfer children from early intervention, Part C services, into Preschool, Part B services or other community programs.
* October 25 - Jennifer Frey and I attended our quarterly Greene County Early Childhood Coordinating Committee. There were some questions about out levy and John came in and discussed specifics regarding our levy and answered questions. We also had a presenter, Nancy Kessinger, Director of the Greene County Home Visiting Program share their accreditation review process and results. It is always a good time to network with other local community service providers.
* November 2 - Jennifer Frey and I attended Teaching PLAY In-service that was conducted by our two Teaching PLAY Project Consultants, Beth Brennaman and Jennifer Montague, along with Diana Holderman. Multiple Greene County school districts attended to learn more about PLAY Project techniques and strategies to use in the classroom in working with children on the autism spectrum.
* November 8 – Fairborn Knights of Columbus presented our Fairborn Region with a check for $1,814.30 to support children and families being served by our Program in that Region. These monies will help us purchase more expensive equipment needs. Our Physical Therapist, Bridget Fosburg, has already requested some special wedges to use on home visits to help children crawl up and down them.
* November 9 – I attended an all-day training in Hilliard on “Addressing the Social-Emotional, Sensory, and Behavior Challenges in Early Intervention.” We sent about 15 staff to the same training in September. I was unable to attend at that time due to a personal family conflict. I was planning to take a DS with me but she was unable to attend due to illness. This training concentrated on working with young children with autism spectrum disorder and other developmental delays. PLAY Project principles and methods were also shared in order to empower caregivers to help their child improve their social interactions and address self-regulation, engagement, and communication. This training was well received by staff. I also found the training to be informative. It was also nice to network with other counties serving children in early intervention.
* November 14 – Joint Staff Training with our Early Intervention Service Coordinators on: “Developmental Trauma and Early Intervention” hosted by both of our Occupational Therapists, Gina Ley and Linda Martin. This was an interactive in-service engaging staff in learning about developmental trauma and improving their skills and knowledge when working with children who have experienced trauma or there is a suspicion of trauma. Different types of trauma were discussed as well as techniques to support children’s development.  [Please, see attached pictures.](http://greenedd.org/brlinks/Nov2018/EITraumaTraining.pdf)

Service and Support Administration – Denise Summerville

* **Intake/County Board Eligibility**: During the month of October 2018, our Eligibility Coordinator completed:
	+ One eligibility determination for individuals between the ages of 3-5
	+ Two eligibility determinations for individuals between the ages of 6-15
	+ Seven eligibility determinations for individuals over the age of 16

Individuals in the 3-5 year old and the 6-15 year old eligibility group requested family support services. One individual in that age group also requested behavior support services. Three individuals determined eligible in the over age 16 group requested service and support administration; one also requested transportation for employment. Two others in that group requested recreation/social activity information and community employment. One individual did not request services at this time.

Intake/Eligibility Coordinator completed pre-admission counseling for an individual seeking admission to an IDF/IID large facility. She also completed Pre-admission screenings/Resident reviews for two individuals seeking admission or permanent stay in nursing facilities. Our Intake Coordinator attended a meeting on elder abuse during which Probate Court Judge O’Diam presented on changes to the Adult Protective Services rules.

* **SSA Highlights**: We continue with our effort to increase our knowledge of and connections with community resources. During the month of October, we had Family and Children First representative Christiana present on their eligibility requirements and available services. We also met a new provider agency Bright Home Care; they plan to offer a day program in Greene County in the very near future. After two previous invitations, we finally connected with representatives from Yellow Springs Home Inc. They provided information on a potential housing option for Board of DD eligible individuals who meet the requirements of the program. The newly constructed units are wheelchair accessible, provide appliances and include utilities in the monthly rental amount. Yellow Springs Home Inc. anticipates the units will be ready in early 2019.

Jessica Caldwell from the Southwest Ohio Council of Government (SWOCOG) did a refresher training for us on October 10, 2018 on the SWOCOG’s process for home modification and adaptive equipment requests. The SWOCOG assists with the process of getting insurance denials, assessments, obtaining bids for vendors, etc… for individuals seeking to use their IO, Level 1 or SELF waivers to obtain equipment, accessibility modifications, or participant-directed goods and services. The home modification process can take quite a while; SSAs noted completion of two ramp projects during this reporting period.

We revised our Participant Directed Good and Services request form to provide more clarity for SSAs and families as they work together to collect supporting documentation to demonstrate the following:

* the item/service is based on an assessed need,
* the item/service is medically necessary,
* the item/service is the least costly alternative to meet the assessed need,
* there is no alternative funding source to purchase the item/service,
* item/service benefits the individual in at least one of six identified outcome areas (e.g. maintains the individual’s ability to remain in the community, decreases dependence on formal supports, enhances community inclusion and family involvement, etc..)

 The new form also helps the Participant Directed Good and Services committee systematically fulfill
 our responsibilities to make sure we comply with all of DODD’s expectations as we process
 requests.

* **Waiting List Assessment Update**: Our waiting list team meets weekly to review any completed assessments, continue reviewing our internal procedures, and problem solve issues related to implementing the new waiting list rule. We reviewed four assessments during the month of October. As of November 14, 2018 our waiting list count is down to five hundred and eighty-three.
* **Employment Navigation**: Tricia Montanez and Sean Wakefield continue to work with individuals in the area of Employment Navigation.

 ***Employment First Referral numbers:***

* Three new referrals to Employment First/OOD and two new referrals to BVR
* One new referral for HCBS/Adult day array waiver services
* Employment Navigator currently working with forty-six individuals in the OOD process with individuals utilizing the following services: Career Exploration, Job Development,

Career Discovery, and Community-Based Work Assessments*.*

Three people obtained jobs between mid- October to November 14, 2018. Employment locations include Bellbrook Health Center, Game Stop, and the Mall at Fairfield Commons. Additionally, Tricia was able to successfully resolve the transportation barrier mentioned during last month’s meeting and the young lady with the job at Dollar Tree started working on October 25, 2018.

* ***Retention Services Referral numbers:***
* Three new referrals to Employment Navigator for Retention Services
* Employment Navigator currently working with two new referrals in the interview process
* Employment Navigator currently assisting two referrals with setting up with BVR for long term Retention Services
* There are currently 30 individuals utilizing Retention Services through various providers
* Productivity for the month of October 2018 was 50.75 %. October 2017 productivity was 51.92 %
* We have 15 SSAs providing service and support administration services for 503 individuals. Average caseload size is 35 (exclusive of the EN caseloads of 20 and 22 respectively). During the month of October 2018, we assigned five new cases. We have hired an outside applicant for our open SSA position. Kimberly Ludgate will join the team after the first of the year.

Finance and Administration – Myra Jackson

* Staffing as of October 31st, 2018: currently at 115.5 FTE’s, 114 of which are full time regular employees.  [Click here for details](http://greenedd.org/brlinks/Nov2018/novHR2018.pdf)

 As of October 31, 2018 the financial statements show:

* The GCBDD began 2018 with a cash balance in Fund 102 of $23,747,284 and ended the month with an unexpended cash balance of $19,953,715. The balance includes the $2,000,000 in Fund 119 Budget Stabilization Fund.
* Year to date as of October 31, 2018 revenue collected of $15,975,216 was 101.6% of the Board’s anticipated revenue for the year. The Board received $796,176 in Federal Medicaid dollars and $142,050 in State subsidy dollars in October. The Federal dollars included $745,325 from the 2014 Cost Report settlement.
* YTD expense as of October 31, 2018 of $21,135,612 was 74% of anticipated expense for the year. Payroll and waiver match continue to be the highest expenses. The Board has made all waiver payments for the year 2018. The total amount was $3,034,693. In 2019 with the transition of Greene, Inc. to private provider the Board’s waiver expense is projected to be $4,142,769.
* In 2018 money was encumbered at the beginning of the year for utilities, rental of facilities, and outside services for provider support and waiver match. Although this money has not been spent it has been put aside for future expenses.

* Monthly Medicaid Billing Summary - [Click here to see Summary](http://greenedd.org/brlinks/Nov2018/MedicaidNov18.xlsx)
* Number of 2018 Waiver and Support Living Services: [View 2018 numbers here.](http://greenedd.org/brlinks/Nov2018/WaiverNov18.xls)

Community Relations – Delana Zapata

* Levy Passed! Congratulations and thank you all for your support of GCBDD.
	+ Levy Passed by 67.42%
	+ See attached, [statewide DD results. And Greene Co. results per Precinct](http://greenedd.org/brlinks/Nov2018/LevyResults.pdf)
* SWCOG Public Education group continues working on support for Direct Support Professionals (DSP’s), and will be running large area campaign to promote available jobs and need. Current campaigns include Spotify, Google, and movie theater ads. The movie theater ads are running for twelve weeks, and are running until beginning of next year (through the major holiday season).

**The next meeting of the Board is scheduled for January 28th, at noon,
at NEW LOCATION :245 N. Valley Rd, Xenia**

**Note:** All reports above, are merely a summary of the board meeting and reports submitted.