



Board Meeting Highlights: October 22nd, 2018

Board Actions

- Approval of the minutes from Sept 24th, 2018, and approved of 5 resolutions.

Topics of discussion

Provider Supports – Jeanne Turner

Investigative Agent – Bethany Wooddell

- See attached monthly MUI report including a 3-year comparison. ([see attached](#))
- Completed annual MUI training with Greene Inc./Atrium staff and Early Intervention.
- Annual Forensic System Assessment Conference scheduled for October 25th.
- The proposed MUI Rule is still under review.

Behavior Support Specialist – Josh Carson

- Currently working with 27 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 an annual training with the Human Rights Committee, and will also be exploring training options as it relates to PRN Medications and the implementation into the plan.

Provider Development Coordinator – Susan Collar

- Provider supports have been focused on assisting and supporting DSP's with Phase 2 of Electronic Visit Verification system. A new requirement was introduced this month. DSPs who bills for HPC must log into the Medicaid Information Technology System (MITS) and confirm their email address in MITS. Unfortunately, many of our DSP's do NOT have access to their Medicaid number...therefore, they can NOT access MITS. Provider Supports have been busy looking up and providing the Medicaid numbers for those who have contacted us directly. For all the rest of the providers, an e-blast was sent out giving helpful guidance pertaining to MITS Secure Portal Account access...and instruction on how to locate their Medicaid number.
- Completed 3 Independent Provider Orientation Trainings.

- Maintaining our Gatekeeper demographics. Working with our billing department weekly in order to capture all new independent providers added to PAWS.
- We have a total of nine (9) Agencies who will be attending our October 16th Job Fair event. Finalizing the event with Ohio Means Jobs; Confirming with vendors; and recruiting interest and support in the community.
- Attended National Workforce Crisis Awareness event on Sept. 27th
- Recruitment opportunity at the Beavercreek High School last week. Able to share future employment possibilities post-graduation with about 50 mentors who currently volunteer/mentor students with disabilities.

Training Coordinator – Jeff Diamond

From 9/17 through 10/10, completed:

- 23 background checks
- 9 First Aid / CPR certifications
- 1 Renewal DSP Certification
- 3 Initial DSP Certifications
- Sourced several new video resources from the area libraries and online (Sproutflix, Fanlight productions) that I will review with management for potential purchase.
- Contacted the area libraries to inquire about use of their meeting rooms for future training opportunities open to the general public (on hold).
- Contacted the Regional Centers for Workforce Transformation in New York State and offered to purchase a copy of their “Workforce Transformation Video Series”. They graciously agreed to send me 30 copies for free and encouraged us to use any of the other resources on their website.

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.
- Salvador Dali art series started this week at Decoy Art Center. The dates for this series are 10/8, 10/15, and 10/22. We have eleven people registered!
- 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 Nov. 27th.
- Group Music Therapy sessions with Shonda Malik will be held on Nov. 2, 9, 16, 30, and Dec. 7th from 5:30pm-7:40pm at the Board office.
- We continue to see a consistent number of independent and agency 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 10/10/18) is 114.
- GCBDD’s 2018 Holiday Banquet & Dance will be on Saturday, December 8th at the Beavercreek Golf Club.
- 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.
- Currently creating a 2018 recreation survey to be sent out to individuals & families to survey for new opportunities and receive feedback on past events/activities.

Quality Assurance RN- Melissa Green

- Completed an informal follow-up observation in response to a POI (Plan of Improvement) for a QA RN review that was performed in June of 2018. Submitted additional recommendations to the agency in regard to those findings.
- Currently working on a QA RN site review this month, awaiting POI documentation in response to a QA RN review from another agency provider, and received POI documentation from a previous QA RN review completed in August.
- September's initial certification 1 med. adm. training was Sept. 24, 25, 26. There were 14 requests for the training, 3 cancellations prior to the training, 2 no shows, 8 total students, with 5 obtaining certification. 5 different agency providers were represented in this training.
- October training is a renewal for certification 1, with 7 individuals currently signed up to attend.
- Continuing to offer support to Toward Independence's new Director of Nursing April Dermer. She shadowed has shadowed an initial cert 1 training, a cert 1 renewal training, as well as a renewal cert 3 training.
- Continuing to offer technical assistance to SSAs regarding medication self-administration assessments and related ISP information, as well as nursing task assessments.
- 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.
- Continuing to meet as a team weekly to review "Participant Directed Goods and Services" (PDGS) requests through the SELF waiver. We are also adding Prior Authorization reviews to this team meeting.
- Planning and preparing for All Ohio Developmental Disabilities Nurses Association annual training conference being held October 16th, 2018. Serve on the conference planning committee as a representative from the West Ohio Chapter DDNA. Our last tele-meeting was held October 1st with our final meeting prior to conference being held October 8th. We are still accepting registrations and sponsorship/vendors. Last count, we had 96 registrations received. Working at and attending the Conference.
- Attended Greene County Public Health's Community Health Improvement Plan (CHIP) steering committee as a representative of the GCBDD on October 3rd. Serve on subcommittee for Injury prevention, and provide ongoing data collection and analysis related to falls in the DD population and report that information to the Greene County Public Health to help plan prevention strategies. Surveys were developed based off the information collected from the data we were able to provide. These were distributed and collected at Area Agency on Aging from attendees at their Fall Prevention Classes.
- Attended the Regional RN Support Group and the West Ohio Chapter DDNA meetings held September 12th.
- Attended the DD Healthcare Advisory Committee Fall Conference September 19th in Columbus. Topic was Tackling Healthcare Coordination, but also included valuable information about navigating the ODODD website and QA RN review form history and intentions given by one of the RNs that created the form.
- Attended the Bridges for Equality Rally at the Statehouse in Columbus.
- Invited to attend the State Health Assessment Forum being held in this region at the Mandalay Bay in Dayton October 12th.

Compliance Coordinator – Cindy Nava

- Continued support to local agencies
- Met with a small team for HB 115 to review and rate submitted proposals for the law enforcement training video contract

- Organized and led the agency Provider support meeting held at the CB administration office on 9/20. Presented EVV updates, reference material for internal compliance, HB115 info, etc.
- Attended the Bridges 2 Equality rally at the Ohio Statehouse to show full support for Direct Service Providers.
- Completed an Individual Sample Review
- Reviewed submitted documentation for internal Self Review. Final reports completed.
- Continued division support as needed.

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

- The Team will present their Disability Awareness training to the State Wide Law Enforcement accreditation organization in Columbus this month.
- They will also present their Self-Advocacy training at October's Salt-Teens meeting for transition age youth, organized through our Transitions Department.
- The Team is planning a discovery geocaching scavenger hunt at the Greene at their October meeting.
- Voices of Greene County and Voices Matter also plan to have a Costume Party at their meeting in October. They are also preparing for a Holiday Party after Thanksgiving.

Transition Services – Jeanne Turner

- Josh Welhener presented information detailing what the Transition group entails and the work they do, and current projects. [Click here to see details.](#)

Early Intervention – Mary Ann Campbell

- In September, Four Early Intervention Program served 302 infants, toddlers, and families. We received 38 referrals: Beaver Creek Region received 12 referrals, Fairborn Region – 16, and Xenia Region – 10. The top 3 referral sources were: Parents (15), Physicians (12), and Children's Services (5). Four Oaks Program staff held 601 appointments with children and families in August. We had 264 children on active IFSP's. Out of those 264 infants and toddlers:
 - 90% (237) received Special Instruction services by our Developmental Specialists
 - 13% (35) received OT services
 - 25% (67) received PT services
 - 27% (72) received SLP services
- Our Program conducted 19 initial evaluations and assessments for early intervention in Greene County: 5 in Beaver Creek, 8 in Fairborn and 6 in Xenia.
- There was 1 ADOS evaluation completed in September.
- In September, our PLAY Project Team served 13 children. We had 12 active: 6 were under the age of three years, 7 were over the age of three, 3 in Modified PLAY and 1 was in process.

- We are continuing to run our Respite services for families in each of our 3 Regions.
 - In September:
 - Beavercreek – 7 children attended
 - Fairborn – 7 children attended
 - Xenia – 4 children attended
- September 26th- Annual Staff Retreat with our Early Intervention Service Coordinators and HMG Home Visiting Service Coordinators. Held at Michael's House in Fairborn. Michael's House serves as Greene County's Child Advocacy Center helping children who have been abused or neglected. They were most hospitable. Their Center offers a beautiful, family-friendly atmosphere. We started the day with an overview of Michael's House services followed by a tour. Next, we had the Health District speak to staff about the Children with Medical Handicaps Program. It gave us all a better understanding of their program and services and how it benefits our infants and toddlers.
- We also had a team of therapists from Dayton Children's Hospital present on their Rehabilitative Services and how we can partner together to work with infants and toddlers in both our programs. They were anxious to share that they are cutting their waiting time to get into therapy services at many of their campuses.
- We built in two team-building activities between the presentations for the three staff programs involved. It was fun to watch the negotiating and competition between teams. We had some fierce competitors!
- We ended the day with Dr. Craig Boreman, Medical Director for Dayton Children's Autism Center, who co-presented with Mary Beth DeWitt, PhD, who works with their Developmental Clinic and with Dr. Boreman's Autism Center. They presented on Dayton Children's referral process, their clinic services, and updates on Autism Spectrum Disorder. We wish all Physicians had their bedside manners and fun humor. It was a great way to end the day! [Please, see attached flyer and photos.](#)
- Special thanks to my Executive Secretary, Stephanie Martin, for coordinating our presenters schedules for the day and working with Michael's House for our destination away from our offices for the day! We Appreciate All of our hard working and dedicated staff!
- October 4th – Fall Harvest Party for all of our program children and families. It was held at our Xenia Center. There were a lot of fun hands-on activities set up along the hallways including musical instruments, sensory bins, light table, water table, pumpkin scooping, felt pumpkin faces, and other craft activities, etc. There was also a cute photo shoot area set up with straw bales, pumpkins, and all kinds of gourds along with a couple of cowboy/girl hats. Some of the children wore their Halloween costumes which always makes for a more festive atmosphere. Staff made homemade soup and served rolls, milk or water. We had about 10 children and families attend not counting many siblings who came along to join the fun. We had families represented from all 3 Regions. Beavercreek Region had the largest turnout followed by Fairborn Region. Please, see attached flyer. [See flyer and pictures of Harvest party here](#)

Service and Support Administration – Denise Summerville

- **Intake/County Board Eligibility:** During the month of September 2018, our Eligibility Coordinator completed:
 - One eligibility determination for individuals between the ages of 3-5
 - Five eligibility determinations for individuals between the ages of 6-15
 - Four eligibility determinations for individuals over the age of 16 (one individual did not meet criteria for substantial functional limitations)

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 a waiting list assessment. Two individuals determined eligible in the over age 16 group requested service and support administration; one also requested adult day support.

Intake/Eligibility Coordinator completed a Preadmission screening/Resident review for an individual who needs to continue her stay in a nursing facility due to health concerns. Intake/Coordinator continues to handle the majority of information and referral calls that come into the agency and provide resources to callers based on their areas of concern. She is also one of our Waiting List team members.

- **SSA Highlights:** Several SSA staff attended the SSA Forum on September 26, 2018 in Columbus. Training topics included SANE nursing, person centered planning with emphasis on developing outcomes for individuals who can't verbalize what they want, waiting list updates and DODD nursing updates.
- **Waiting List Assessment Update:** We continue to work to verify those individuals on transitional list that we can remove versus those that we actually need to assess. Possible reasons for removal include: individuals who have already have IO waivers, those who have passed away and those who do not wish to have an assessment. The rules require that the Board provide due process notification for individuals prior to removal for any reason; we anticipate completing the due process notifications for the individuals who have IO waivers already by the beginning of November. We have completed three assessments; there are two assessments scheduled for the week of October 15, 2018. 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. One such issue that requires consideration pertains to roommate selection for group settings where individuals must share services to stay within their respective budgets.
[To view the GCBDD Policy Manual, Chapter 2, Waiting List, click here](#)
- **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 BVR

- Employment Navigator currently working with forty-three individuals in the OOD process with individuals utilizing the following services: Career Exploration, Job Development, Career Discovery, and many Community-Based Work Assessments.

Three people got jobs this past month. One has started working at Kroger; one person needs to get an updated ID and then she can start. The other individual has been unable to start due to transportation issues getting to work. Finding providers willing to transport individuals for employment continues to be a barrier to obtaining community jobs.

Retention Services Referral numbers:

- Four new referrals for retention services.
 - Four individuals who are in the process of interviewing providers
 - Three individuals who are at the stage of setting up retention schedule and service authorization
 - There are currently thirty-four individuals utilizing retention services through various providers.
- Productivity for the month of September 2018 was 52.53 %. September 2017 productivity was 47.09 %
 - 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 September 2018, we assigned eight new cases. We also added a new SSA in September; this would have reduced caseload average size to 32.5. The new SSA decided she preferred the provider/direct support aspect of the DD service delivery system as opposed to the service coordination aspect. We are in the process of interviewing outside applicants for the SSA position.

Finance and Administration – Myra Jackson

- Staffing as of September 30th, 2018: currently at 110.5 FTE's, 109 of which are full time regular employees. [Click here for details](#)

As of September 30, 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 \$19,267,244. An additional cash balance statement attached for Fund 119 shows the \$2,000,000 balance in the Budget Stabilization Fund.
- Year to date as of September 30, 2018 revenue collected of \$15,033,351 was 95% of the Board's anticipated revenue for the year. The Board received \$696,709 in tax levy dollars and \$97,106 Federal Medicaid dollars in September.

- YTD expense as of September 30, 2018 of \$19,513,390 was 68% of anticipated expense for the year. Payroll and waiver match continue to be the highest expenses. The September statements also show the \$2,000,000 transferred to the Budget Stabilization Fund as an expense.
- 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](#)
- Number of 2018 Waiver and Support Living Services: [View 2018 numbers here.](#)
- The Board approved the 2019 Budget, and approved the Salary Schedule.

Community Relations – Delana Zapata

- Continue to prepare for Levy:
 - Currently “Vote for Issue 8” Billboards are up until election date. Followed by a thank you for your support for a few days.
 - Yard Signs are available at Valley Rd. and more car Magnets were ordered, and will be available Oct. 15th. ***Please let me know how many yard signs/magnets, you would like to take (feel free to take some for yourself, family, friends, and neighbors)***
 - Support Facebook page can be found at @SupportGreeneDD . Please continue share with family and friends, thank you!



- WBZI Radio Spots are Oct 3 thru Nov 6th. Ads will run in prime spots from 6am -7pm. Listen to WBZI AM 1500/FM 100.3.
- Public Speaking for levy ongoing: We have been invited to speak at various Issues and Candidate forums: Beaver creek’s Woman’s League, Fairborn Area Chamber, Greene County Tea Party, and

the Mental Health and Recovery Board, Beaver Creek Rotary, Beaver Creek Republican Women's Candidates Forum, Xenia City Council in addition to regular monthly meetings.

- 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. The campaign will include Spotify, Google, and movie theater ads.
- Please see attached email from Erich Hiner, from OACB, regarding current counties with levies on the ballot this November. [Click here to see info.](#)

Superintendent's Update – John LaRock

- A collaboration Levy mailer/postcard that was mailed by the Greene Memorial Hospital highlighting all the "Service" Issues on the ballot this November. [See mailer here.](#)
- 2019 GCBDD Board Meeting schedule was approved.
- A 3.5% Cost of Living pay increase was approved for 2019, to be reflected in your February 15th paycheck.
- Note: The Board offices will be closed Dec. 24th.

The next meeting of the Board is scheduled for November 26th, at noon, at the Atrium.

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