Board Meeting Highlights September 23rd, 2019

Board Actions

- Approval of the minutes from August 26th, 2019.
- One resolution passed.

Topics of discussion

Provider Supports – Jeanne Turner

Investigative Agent – Bethany Wooddell

- See attached monthly MUI report including a 3-year comparison for January – August.

Behavior Support Specialist – Josh Carson

- Currently providing positive support strategies for 20 individuals and their teams.
- There is currently one active restrictive measures plan that started on 5/30/2019.
- Continuing to offer CPI training for DSPs both routinely through our scheduled trainings, and upon request.
- Recently completed our annual Human Rights Committee Training that focused on Medical Restraints.

Provider Development Coordinator – Susan Collar

- EVV went “LIVE” on August 5th. Additional resources have been developed to assist and support our Independent Providers through this transitioning to EVV process. We continue to receive numerous provider requests for assistance regarding the Mandatory training Phase 2 Electronic Visit Verification (EVV).
- August 8th, attended the PCW Workgroup in order to receive updated information regarding EVV training and other happenings impacting providers.
- August 19th was our third “Independent Provider Meeting”. We are very excited for this additional opportunity to supply a space for our DSP’s to connect, share, learn, and grow in knowledge and skills. Kris Keith was our special guest speaker; she was invited to present on best practice approaches for implementing ISP outcomes and action steps. Thank-you Kris, for making learning fun and entertaining!
- Completed 3 New Independent Provider Orientation Training in August.
- Trouble shooting/technical assistance continues to be a highly requested service. DODD has remodeled the look and feel of their website. Those DSP’s who are in the process of re-
certification have run into a few glitches along the way. Certification approval time seems to be prolonged at the moment.

- On-going supports for INITIAL Certification application process is being offered to anyone in Greene County interested in becoming a DSP.

Training Coordinator – Jeff Diamond

- 31- First Aid / CPR certificates issued
- 5- Renewal DSP certificates issued
- Initial DSP certificate issued
- August 26-29th Jeff successfully completed training to become a CPI Instructor to support area agencies staffing our respite homes.

Provider Connections Coordinator - Megan Goettemoeller

- Continue to see a relatively consistent number of independent and agency providers reaching out to Greene County Board of DD to be on our provider list and to receive service requests. There have been 95 service requests sent out to providers, as of September 12th, in 2019.
- Fall Bowling starts this month at Beaver Vu Bowl in Beavercreek. Dates are September 20, 27, Oct. 4, 11. This is for eligible individuals, ages 13+. Bowling Flyer.
- We are also starting another Self Defense class with William Romine this month. This starts on Thursday, September 26th and will go until November 21st. Self Defense Flyer.
- Megan & Josh Welhener of the Transition team continue to work on building GCBDD’s All Hands In Network (FANS Network). Fred Smith attended Mayor Stone’s First Thursday event on September 5th. Picture attached of Fred with Mayor Bob Stone.

Quality Assurance RN – Melissa Green

- Meeting with compliance for assistance in successfully resolving a plan of improvement with one agency provider from review completed in July.
- Completed 2 QA RN reviews in August.
- August 30th, provided technical assistance in the area medication administration/ health-related activities to a Day Program (Spirit Horse of Ohio) offered in Greene County.
- August 1st, Met with a new RN trainer in Clark County who was requesting assistance getting started with training medication administration certification courses.
- Greene County Community Health Improvement Planning committee is in planning phases for 2020. Sat it on the Conference call held on August 7th and attended the round table which was held August 29th from 10:30am – 2:30 pm in the Greene Memorial Hospital Administration Board Room. There were approx. 15 other Greene County agencies/organizations represented, and we worked on the community survey that is being distributed to households in September.
- Facilitated the Valley Rd. safety team meeting that met on August 12th. Safety team members are Greg Geyer, myself, Janel Lee, Rob Lee, Cassandra Musslewhite, Heather Bird-Shimko, Jeanne Turner, Denise Summerville, and Josh Welhener. Topics included telephone intercom paging in the event of emergency in the works, flip charts for emergency procedures, mirror placement at front desk for staff visibility of entry door, staff using employee side entrances instead of front entrance to keep traffic at front entrance to a minimum, exit sign illumination, and health and safety alerts coming out as they are received instead of at one time. Next meeting scheduled for December 9th.
• August medication administration certification initial training was held on Aug. 13, 14, and 15. Of the 8 registrations, 6 students were in attendance, and 4 successfully received their certification. These students represented 3 area agency providers (Excel, RAH, Greene, Inc.).
• Continuing to attend SELF waiver/Prior Authorization weekly meetings.
• Ongoing assistance to SSAs regarding areas of self-administration, health, safety, and nursing needs of individuals we serve.

Compliance Coordinator – Cindy Nava

• Ongoing compliance review prep support for independent providers, and agencies.
• Continued compliance support for independent providers and agencies outside of scheduled reviews.
• Division accreditation support and assistance with finalizing the review schedule.
• Completed 49 out of the 55 background checks for the month of August. 7 completed background checks were for independent providers, 1 completed by administration was for CB staff, and the remaining 47 were agency providers.
• Continued division support as needed.
• Attended the Human Rights Committee meeting and completed the annual training.
• Contact with local agency to prepare for upcoming personal funds review.
• Connected with independent providers to schedule for this quarter’s compliance reviews.

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

• The Voices of Greene County invited Federal Judge Walter Rice to one of their August meetings to discuss the new Civil Rights Committee he is developing. After Judge Rice’s presentation, the team gave an overview of what they do and presented him copies of their presentations including the disability awareness presentation and offered to be of assistance if needed.
• The Group had a discussion with Judge Rice on the Violence that occurred in the Oregon District and talked about ways they might be able to speak out against it.
• They invited Judge Rice to their March Conference at Wright State and the Teams are considering using the conference to speak out against violence and intolerance against people who are not like you. No final decision has been made yet.
• 2 VOGC members Andy and Jenny will be presenting to the State accreditation team in September.
• VOGC team member Annie C. attended a training at her church and connected the teams with a City of Dayton Police Officer who is willing to come to one of our meetings. The teams will discuss what if any topics they would like him to present.
• Voices Matter members represented both teams at a disability awareness training they gave to the Public Health Dept.
• We are in discussions for the Voices of Greene County and Voices Matter Teams to provide training to the SALT-TEENS group which is a group of School Age Transition Students from Greene and Montgomery County.
• We are also in discussion about doing Self-Advocacy Training in Local Montgomery and Greene County Schools we already have Stebbins scheduled in October.
Transitions Services – Carmen Royer

- All school districts are now back in session in Greene County. Transition team is very busy attending IEP meetings and reconnecting with the schools.
- S.A.L.T. (School to Adult Life Transition) series first session is scheduled for Thursday September 19th with Employment Planning as the topic. Opportunities for Ohioans with Disabilities will be presenting.
- Below are some updates for **All Hands In**:

  **The Network**
  - The All Hands In Network is almost 100 strong on Facebook.
  - Megan and Josh continue to spread the message by attend networking events, speaking to groups when possible, and using social media.
  - Delana made All Hands In business/connection cards that help direct people to our Facebook page.

  **Individuals Served**
  - We are still trying to coordinate taking Glen M. to Main Street Tattoo in Fairborn for his Popeye Tattoos.
  - Fred S. attended Mayor Bob Stone’s First Thursday event on 9/5/19 and did a great job.
  - We are trying to connect Alex M. with some other people like video games and computers.

  **Groups Engaged**
  - Josh presented to the Beavercreek Rotary over the summer and the message was well received. At least 20-30 people joined the network.
  - Josh met with the Pastor of Beavercreek Nazarene and they are considering adopting a group home.
  - Josh also met with Mark Schlater from Towards Independence and his leadership team. They are supportive of the idea and are interested in helping the folks they serve develop more community connections.
  - Josh presented to Fred’s retirement community and they really jumped on board. They would like to have a party for individuals with disabilities on October 23rd.

  **Up Next**
  - Josh will be presenting to The Voices of Greene and Montgomery County on 9/12/19 so they can begin advocating for All Hands In.

Early Intervention – Mary Ann Campbell

- **August Monthly Referral Numbers:**
  - In August, we received **43 new referrals**, with **259 infants and toddlers on active IFSP’s**, and served a **total of 302 children**.

- **August Evaluations and Assessments:**
  - Our Program conducted **26 initial evaluations and assessments** for early intervention in Greene County.
Three Autism Projects:

ADEP Team – Raleita Furlow, ADEP TEAM Coordinator:
There were no ADOS evaluations completed in August.

PLAY Project Team- Jennifer Montague, PLAY Project Coordinator:
In August, our PLAY Project Team served 16 children. We had 15 active: 7 under the age of three years, and 9 over the age of three.

Teaching PLAY – Beth Brennaman and Jennifer Montague:
Beth, Jenny, and Diana Holderman will be gearing up for their Annual Preschool and Kindergarten Teaching PLAY Training on Friday, October 11th.

August and September Early Intervention Special Events, Activities, Meetings and Trainings:
August 16 – Mary Ann attended one of Greene Inc.’s Focus Groups to help with the planning of their New Strategic Plan as we work with some of their direct staff.

August 19 – Gina Arnett, our Fairborn Region SLP, has now started working 32 hours a week. This was her official contract renewal date. Now, all of our 6 Therapists are working 32 hours a week which will help us since they are all crossing regions to help with evaluations, assessments, consults, and direct services. They all serve as PSP’s but for the majority of their caseloads, they serve as SSP’s.

August 22 – Jenn and I held our monthly Brainstorming Work Team Meeting. Mary Ann shared some research she had done on Telepractices. This is really getting to be a Big topic in our Early Intervention field especially with the shortage of Therapists. Telepractices is using technology to deliver services at a distance.

*Many states are incorporating telehealth within their Early Intervention/Individuals with Disabilities Act (IDEA) Part C Programs.

*Teleintervention: Is The Wave of the Future Fitting Families’ Lives Today

Telepractices utilizes technology via video (through Face Time or Skype) for some of the following activities:
- Evaluation & assessment,
- Collaborating & sharing information
- Coaching
- Modeling
- Providing feedback and reflection with families
- Reviewing joint plan with family or other Team members
- Team Consultation
- Illustrate strategies
- Attending PSP Team Meetings
- Attending Transition Planning (Conferences)
- Attending IFSP Meetings

The Medical, Mental Health, and Speech & Language Pathology community is also starting to utilize this option. They are finding many benefits such as:
Benefits of Telepractices:
- Creates and provides access to services
- Decreases travel time
- Overcoming personnel shortages
- Provides more time to connect with families remotely
- Can do observations remotely
- Provides feedback and reflection with the family
- Provide information or make recommendations as needed
- Connects caregivers and on-site providers with remote providers for consultation and collaboration
- Facilitates IFSP team collaboration through remote participation in team meetings
- Can joint plan with family or other team members
- Increases use of family-centered coaching strategies
- Allows for flexibility with changing family schedules/needs
- Promotes natural environments
- Intensifies family involvement
- Reviewing the previous joint plan and child and family outcomes
- Review what has happened since the last visit
- Can demonstrate strategies modeled & discussed during sessions via the child/family’s listed IFSP outcomes
- Can have families practice strategies
- Reflect with the family after practice opportunities
- Helps with determining what action steps you & the family will take between visits
- Offers opportunities to work as a Team

My research also included some of the challenges as well such as the following:

Challenges of Telepractices:
- High quality internet connections
- Assuring that families have access to the tools we need to communicate remotely
- Making sure we are HIPAA, FERPA, ASHA, and Ohio Rules Compliant
- Deciding how, where, and how long files will need to be stored or backed up depending on rules (HIPAA, FERPA, ASHA, Ohio)
- Ensuring that we are complying with codes & rules related to each discipline including privacy
- Confidence/comfort with technology
- Knowledge of computers/equipment
- Quiet, dedicated workspace with privacy

Greg Geyer is going to research the telepractices more especially looking at Facebook and Skype. **Update:** Greg sent an e-mail out on August 23rd to all GCBDD staff that FaceTime is NOT a HIPAA compliant app. and should not be used for board functions. Thus, FaceTime and Skype applications have been removed from board owned devices. He is exploring other options with other counties.

I will keep you posted as we explore this option more for our Program.
Other Team Concerns Discussed:

- There were some ongoing staff concerns with getting on DODD’s My Learning EI state link. Tom Schaeffer stayed after our meeting and helped some direct staff get on so that they can register for upcoming DODD State Trainings.

- **August 23** – Three Xenia Knights of Columbus presented our Xenia Region with a $1,000 check to support our services with the children and families we serve. They also stayed for a tour of our building and were able to meet and talk with some of our staff. Please, see attached photo.

- **August 26** – John, Jeanie, and I received a thank-you letter from a Beavercreek Preschool Intervention Specialist thanking us for partnering with their Preschool Center for the Teaching PLAY certification. This Is Most Exciting News for our PLAY Project Team who has been waiting for a school district to take off with this project for their district. I cannot tell you how much this means to our Teaching PLAY Team that I am so Very Proud of! We are finally getting one of our local school districts to take the next step and really plug in and make Teaching PLAY a part of their curriculum because they see the difference it makes in these children’s lives and in the classroom. This is so rewarding for all of us to see. It truly helps children on the autism spectrum connect with their peers and as her letter says not feel excluded. It meets children’s social and emotional needs. It also helps Teachers meet behavioral needs of these children and cut down on the frustrations they feel in the classrooms. YEAH Teaching Play Team! YOU ARE MAKING A DIFFERENCE!

- **September 5** – Fairborn PSP Region held a Community event for their families at Young’s Jersey Dairy. They had 6 adults and 7 children attend. Our children and families also enjoy visiting the animals, climbing on the tractors, and getting something good to eat while they visit Young’s. Ice cream is always a Family Favorite! Please, see attached Young’s Jersey Dairy flyer.

- **September 11 – 12** – DODD Accreditation. I Am Very Proud to announce that our EI Program passed with flying colors: NO citations, NO recommendations, and NO suggestions. Our Reviewer was very complimentary of our case notes and file information. We had 3 families interviewed. One was a home visit. All of our Parent Interviews went well. There were no Parent concerns or suggestions. Our EI Reviewer shared that the Parents are using and liking our Family Support Forms. One of our Parents commented that they liked them because they could share the suggestions/strategies/resources left with their spouse. One of the mother’s commented that she was really surprised that her husband was reading the Family Support Team Form and acting upon the strategies left.

  All of the Parents said they knew who their PSP was and knew who to contact if they had any concerns. They all felt listened to. One even commented that they felt they could give their input even when they felt a strategy or suggestion might not work for their child/family.

  I want to extend a Special Thank-you to our EI Program Very Dedicated Staff that I Am Most Proud to represent! Your passion and hard work in serving the infants and toddlers and families of Greene County showed!

  I also want to take a minute here and Congratulate all of our other Greene County Board of DD Divisions who also work so hard to represent the families of Greene County and provide high quality services!
• **September 12** – Our Fairborn PSP Region staff attended an “Introduction to Gatekeeper” training in Westerville, Ohio. They found it most helpful and learned some new shortcuts and tips to use on their desktops. They would encourage others to attend.

• **September 14** – Mary Ann attended “Ethics in Telemedicine and Psychiatric Referrals” at the University of Cincinnati College of Medicine. I learned some new technical links to share with Greg Geyer as we look at introducing telepractices with our Greene County EI Program staff. I learned that California is the first state to use telemedicine practices with their Psychiatrist’s since there is such a shortage of Psychiatrist’s. There is an average of 3 months waiting to see a Psychiatrist. Ohio is the second state to start telemedicine for their Psychiatrists to help with their accessibility.

• **September 16** – Jenn and I attended our Southwest Region of Ohio Association of Services for Children Meeting in Warren County. Add details. Telepractices was a hot topic here too. We would like to see DODD offer a statewide training on this topic to include how we would safely cover HIPAA and FERPA, and protecting family’s privacy. Several other counties in our region are also looking at using telepractices esp. with the shortage of staff. Most of us are seeing an increase in numbers but not an increase in funds helping County Boards to support early intervention services. Some are looking at charging for evaluations and assessments and asking our county EI Service Coordinator’s offices to help with funding since they are seeing an increase in funds for those activities per Governor DeWine’s initiatives. Montgomery County is seeing the highest numbers Ever for EI in their county!

• I have approached our EI Program Manager but the Gr. Co. Public Health did not want to fund us for conducting our counties EI evaluations and assessments. Instead she would like to hire another Service Coordinator who is licensed in one of the required disciplines to help us. Their Program Manager has already been assisting as she has time.

**Special Note:** I wanted to share that as we moved Fairborn PSP Regional staff into our Xenia Center and had to down size our toys and equipment and to meet state practices, our Program was able to help several local, non-profit organizations that we work with such as: Greene County Children Services Board, Michael’s House, Brigid’s Path, Greene County Family Violence Project, and a Yellow Springs public preschool, to mention a few.

**Service and Support Administration** – Denise Summerville

• **Intake/County Board Eligibility:** During the months of August our Eligibility Department completed:
  - Ten eligibility determination for individuals between the ages of 3-5
  - Five eligibility determinations for individuals between the ages of 6-15 (COEDI)
  - No eligibility determination for individuals over the age of 16 (OEDI)

All individuals in the 3-5 year old group requested family support services; one also requested continued PLAY project services. In the 6-15 year old age group, all individuals requested family support services.

The Eligibility team has been focused on outreach to families of children who exit from Early Intervention services to preschool services with an IEP. Through Luanne’s involvement with weekly
PSP meetings, we were able to identify ten children who exited to preschool with IEPs during the month of July and eleven that exited in August. Three children out of the twenty-one referenced earlier have already been through the eligibility process. Next step: increase Early Intervention staff’s awareness of the eligibility requirements and available Board services for the 3-5 year old age group. Eligibility team will do a training on October 9, 2019 for the Early Intervention staff at Four Oaks.

We routinely provide information and referral services for individuals, families, and at times other agencies. We provide information on Greene County Board of DD eligibility requirements and services, non DD community based services, any training opportunities of which we are aware, community resources, other social service agencies, etc... based on the specific request that the caller identifies.

- **SSA Highlights:** Several of our SSAs attended the SSA Forum held at Xenos Center on August 21, 2019. SSAs spent a lot of time during August preparing for the Board’s upcoming Accreditation Review scheduled for September 11 and 12, 2019. We completed another practice SSA Roundtable, conducted multiple file reviews, and completed an internal audit of the standards pertaining to SSAs using the accreditation review tool. We are pleased to be able to say that we, along with Early Intervention and the Human Resources Departments which were also reviewed as part of the accreditation process, received no citations! All of our SSAs enjoyed interacting with Lisa Burt, the accreditation manager, during the SSA Roundtable to get some feedback about challenges inherent in doing the SSA job each day.

Plans are underway to reintroduce the ability for planned respites at the respite house. The provider, Right at Home, has committed to staffing it for weekend respites beginning 9/21/2019. We have two brother scheduled to do a respite stay during the weekend of 9/28/19.

- **Employment Navigation:** Employment Navigator received two new referrals for OOD and had one new referral for HCBS Adult day waiver services.
  - Employment Navigator currently working with twenty-six individuals in the OOD/BVR and Career planning services process with the following services requested: Job Development, Community-Based Work Assessments and Career Discovery.
  - There were two new referrals for OOD and Employment First involvement and one new referral for Adult day array employment waiver services. No new job placements occurred during August.

- **Retention Services**
  - No new referrals to Employment Navigator for retention services
  - Three individual in need of retention services were unable to get drop in services due to geographical distance of their jobs and unwillingness of agency providers to drive that distance to work with them.
  - Thirty-one individuals currently utilizing long term retention services from Viaquest, Capabilities, Goodwill and URS.

Productivity for the month of July was 53%. August productivity calculations were delayed due to accreditation and will be reported during the Board meeting. The SSA Division continues to make significant strides toward maximizing revenue available through targeted case management.
We have 15 SSAs providing service and support administration services for 469 individuals. Average caseload size is 32.5 (exclusive of the EN caseloads of 22 and 23 respectively) as of 9/1/2019. During the months of August 2019, we did not assign any new cases. We have had six new SSA case load assignments as of September 13, 2019.

Finance and Administration – Myra Jackson

- Staffing as of August 30th, 2019: currently at 105 FTE’s, 104 of which are full time regular employees. [Click here for June details.]

As of August 31, 2019 the financial statements show:

- The GCBDD began 2019 with a cash balance in the Developmental Disabilities Fund of $16,850,385 and ended the month with an unexpended cash balance of $21,480,440. In addition, there is a balance of $2,000,000 in the Budget Stabilization Fund and $167,757 in the new Medicaid Reserve Fund.

- Year to date as of August 31, 2019 revenue collected of $16,299,786 was 109.60% of the Board’s anticipated revenue for the year. The Board received tax levy dollars in the amount of $6,009,457 in August.

- YTD expense as of August 31, 2019 of $11,669,731 was 59% of anticipated expense for the year. In August the largest expenses were payroll and roof replacement.

- In 2019 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 2019 Waiver and Support Living Services - [View 2019 numbers here.]

Community Relations – Delana Zapata

- Promotional development for a Film Screening that All Hands in and GCBDD is hosting: Reject: The Science of Belonging. (flyer attached)

- Created a spreadsheet to record and monitor GCBDD sponsorships of outside agencies and groups.

- Purchased promotional items (swag), for GCBDD, DSP/Provider trainings, DSP Appreciation week and ongoing recognition, and business cards for All Hands In.

- Ran week long, daily, Awareness and Recognition for National DSP Recognition – we spotlighted, and gave gift bags to 5 local DSP’s.

- Continue to attend and network with area chamber meetings and events, as well as other local groups and events and projects throughout Greene Co. to continue to promote GCBDD and keep our mission prominent in the community.
• Continue to work with our Transition Services Team to help increase publicity and visibility to our School to Life Transition (S.A.L.T.) group, as well as employment/training opportunities, and their recently completed Boot Camp.

Superintendent – John LaRock

• Discussed further the GCBDD Succession Plan
• Discussed a State Bill presented regarding Medicaid home and community-based waiver services for relatives of active duty military.

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

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