



2016 Annual Action Plan

Introduction

The 2016 Annual Action Plan provides an overview of the Henry County Board of Developmental Disabilities as required by O.R.C. 5126.04. This document was formulated with the input obtained via consumers, parents, caregivers, Board Members, staff, local public service agencies, residential providers, other providers of service, and advocates in the community by means of public forums and county wide assessment tools, the results of these forums and assessments have been incorporated into this Annual Plan. This document focuses on priorities of the consumer, their advocates, the Board, and the Board's employees based on available resources. Beyond the priorities outlined in this plan, each department and/or service area has additional goals and objectives that support the effective operation of programs and services which ensure appropriate services and support are available. To ensure accountability, an ongoing report will usually be presented to the Board on a monthly basis. Our intent is that this Annual Plan assists the agency in accomplishing our mission of supporting people with developmental disabilities and their families to achieve what is important to them.

Public Access to Information

The meetings of the Henry County Board of Developmental Disabilities are open to the public in compliance with section of 121.22 of the Ohio Revised Code (Sunshine Law).

The 2016 Board meetings shall be conducted on the fourth Monday of each month. This schedule is subject to change due to required business or conflicts in the proposed schedule. Information regarding the date, time, and location of each Board meeting will be published in the local newspaper prior to any Board meeting. You are encouraged to call the Board at least 24 hours in advance to confirm the exact meeting date, time and specific location. Board results are sent via press release to area newspapers, local radio stations, and are posted on bulletin boards located at the HOPE Offices located in both Napoleon and McClure.

Individuals wishing to address the Board may do so during any meeting when the Board President requests for "public comment". Public Comments are usually requested at the beginning of the meeting. Preliminary agendas for each Board meeting may be obtained by calling HOPE Services at 419-599-2892.

Board records are open to public review, subject to state and federal statutes governing public access and confidentiality. Individuals requesting to review Board documents should call 419-599-2892.

All Board offices are accessible to individuals with disabilities. If you need help finding the appropriate service in the community or any Board Program, call 419-599-2892 and ask for the Service and Support Administrator Director. If you are specifically interested in services for a child under five years of age, you may also contact our Director of Early Intervention Services at the HOPE Services North Scott Street Office, phone 419-592-0126. All information and referral services provided by the Board are without regard to eligibility for services.

Board Services

Early Intervention and Preschool Programs

The Early Intervention Program provides services for infants and toddlers, birth to three years of age, with documented delays in developmental milestones. Early Intervention Services are provided under the Help Me Grow guidelines provided by the Ohio Department of Health. Most services are provided with the home visiting model which is deemed the child's or family's place of residence or a community location acceptable to the family. Once a child is eligible for services, program planning may include related services which provide modifications, adaptations, and activities specific to each child's Individualized Family Service Plan (IFSP). Available related services may include physical therapy, occupational therapy, speech and language therapy, hearing and vision screenings. Early Intervention Specialists utilize the home environment as much as is plausible by the family's needs. However other community resources are always an option including the home school to the child. This can be a beneficial environment especially as the child approaches his/her third birthday in preparation for transition from Early Intervention to preschool programming.

Preschool classrooms that were once housed at HOPE School moved into Henry County local schools after the 2011-2012 school year. Presently, Liberty Center and Holgate each house one unit, Patrick Henry houses two classrooms, and Napoleon (located in St. Paul's School) houses three classrooms. The units are supervised through the Northwest Ohio Educational Service Center.

Administrative Offices and Support Services (located at both 135 East Maumee Avenue, Napoleon, Ohio and 2254 North Scott Street Unit 2, Napoleon, Ohio) assist eligible Henry County individuals and their families to obtain appropriate services, safeguards the rights for Henry County individuals with developmental disabilities guaranteed by the Ohio Revised Code, and monitors services which are provided to individuals with developmental disabilities.

Transportation Services provides services for individuals to and from home, community, employment, sheltered workshop, medical/personal appointments, and other locations via the Board, contract with the Henry County Transportation Network and /or other Certified Waiver Providers. Arrangements are required in advance and are subject to availability. Emphasis is placed on providing safe and reliable transportation which promotes community inclusion with a priority of community employment.

Residential Services are provided through and monitored by HOPE Services-Henry County Board of Developmental Disabilities via contract and by providing direct services. Administrative offices are located at 135 East Maumee Avenue, Napoleon, Ohio. The Henry County Abilities Resource Council, Inc. operates via contract with the Henry County Board of Developmental Disabilities as a non-profit housing corporation which provides housing for individuals with developmental disabilities.

Service and Support Administration services are provided by HOPE Services-Henry County Board of Developmental Disabilities. Responsibilities of this program include; eligibility determination, information and referral activities, service coordination, service monitoring, advocacy, supported living, waiver services, waiting list administration, quality assurance, major unusual incident review and assessment, and crisis intervention. Information and referral activities are without regard to eligibility for service.

Adult Day Supports and Senior Services are provided by HOPE Services-Henry County Board of Developmental Disabilities. Seniors and other adults with developmental disabilities whose needs dictate a habilitative program day in a non-vocational environment to maintain or further develop individual skills can focus on programs such as

personal care, skill reinforcement, Self Determination, recreation and leisure skills. Adult Services are also provided to individuals in nine (9) different adult service locations including HOPE Services.

Family Support Services are provided by HOPE Services-Henry County Board of Developmental Disabilities. This program promotes the unity of the family by providing financial assistance to relatively few families with eligible children and adults living at home who have extensive needs. Assistance is provided to families to help meet the unique needs of individuals with developmental disabilities on first come, first serve basis. This program's success is based on coordination, access of community resources, shared funding and public awareness with families and other agencies providing support to individuals with developmental disabilities. Examples of services available include: respite care, financial assistance to purchase adaptive equipment, special diets, home modifications such as ramps and other needs requested by the family.

Mission Statement

HOPE Services is committed to "Creatively working in partnership with eligible individuals and their families to discover, pursue, and achieve what is important to them."

Value Statement

HOPE Services- Henry County Board of Developmental Disabilities is fair and consistent while treating consumers, families, staff and the public with respect and dignity, and shall ensure the health and safety of consumers by:

Commitment to Consumers and Family Involvement – We respect those we serve as valued individuals and members of our community. We shall protect their access to equal rights.

Respect and Positive Thinking – HOPE Services respects and values its employees and the public as partners. We shall maintain positive thinking by promoting idea-sharing, viewing challenges as opportunities, and accomplishing goals for consumers, families, staff, and the public.

Program Strength – HOPE Services will offer a variety of valued choices and options by remaining open-minded and innovative to meet the needs and desires of individuals served,

Financial Responsibility – HOPE Services shall operate with fiscal responsibility, openness, and responsiveness to public input.

Ethical – It is the expectation of the Board that all service components operate in an ethical manner.

Compliance – HOPE Services staff shall consistently follow written policies and procedures to maintain a positive and productive work environment, which will ultimately benefit the consumers and their families.

2016 Annual Plan Goals

- 1) The Henry County Board of DD will promote positive Public Relations to increase community awareness and support and improve community partnerships.

Person(s) Responsible

Administrative Assistant, Leadership Team

- Continue current annual events (ongoing)
- Increase newspaper submissions (ongoing)
- Obtain a Saturday am radio spot. Link recordings to Facebook and Website and also email to staff. (1/1)
- Increase event involvement of individuals served. (ongoing)
- Continue Speakers bureau (ongoing)
- Create a circle of support t-shirt for DD Awareness month to include providers (2/1)
- Educate direct care staff working for providers on the relationship between them and HOPE Services; attend annual provider training (ongoing)
- Ask staff for input/feedback/solutions and acknowledge the feedback. (ongoing)
- Continue staff meetings to include dialogue regarding department updates. (ongoing)
- Acknowledge 2016 will be difficult. Maintain communication throughout the agency. (Ongoing)
- Continue to promote Good Life and integrate other staff as facilitators. (Monthly)
- Continue to keep the Board informed of statewide trends and changes. (Monthly)

- 2) The Henry County Board of DD will stay fiscally sound.

Person(s) Responsible

Leadership Team

- Keep 3-5 year budget up to date and share with Leadership Team and Board quarterly. (ongoing)
- Obtain input on and communicate budget changes (ongoing)
- Continue to monitor monthly financials (ongoing)
- Review open positions and determine if hiring is needed (3/1/16 and ongoing)

3) The Henry County Board of DD will increase provider capacity.

Person(s) Responsible

Leadership Team

- Utilize COG to promote (ongoing)
- Host regular provider meetings and fairs. (ongoing)
- Offer provider education and training. (Ongoing)
- Recruit sufficient providers of service so that persons served aren't relying on Board provided services (ongoing)

4) The Henry County Board of DD will promote self-advocacy of individuals served.

Person(s) Responsible

Administrative Assistant/SSA Director

- Encourage more individuals served to attend Project STIR training. (Ongoing)
- Increase independence of Voices of HOPE officers. Provide whatever support they need to grow in their leadership skills. (Monthly)
- Continue Voices of HOPE meetings every 4-6 weeks to increase participation and awareness of self-advocacy skills among persons served. (Monthly)

5) The Henry County Board of DD will reduce the number of individuals in Henry county waiting for services.

Person(s) Responsible

SSA Director/Superintendent

- As resources allow plan through the PICT for IO, Level I and SELF Waiver allocations to address the waiting list. (Quarterly)
- Respond appropriately as individuals come into Henry County experiencing emergencies. (Ongoing)

6) The Henry County Board of DD will ensure that individuals receiving services are engaged in the most integrated setting appropriate to their needs.

Person(s) Responsible

SSA Director

- Each ISP team will discuss ensuring each individual to be served in the most integrated setting possible based on their abilities. (Ongoing)
- The SSA Director will review all ISPs to ensure individuals are being served in the most integrated setting appropriate to their abilities. (Ongoing)

7) The Henry County Board of DD will increase the number of individuals of working age who are engaged in community employment.

Person(s) Responsible

Adult Services Director/SSA Director

- Every youth and adult with their ISP team will determine their place on the path to employment. (In conjunction with their ISP)
- Every youth and adult interested in community employment will receive that service. (Ongoing)
- Individuals who are in sheltered day habilitation and sheltered employment sites will be encouraged to try community employment and will be referred to job development based on interest. (Ongoing)

8) The Henry County Board of DD will ensure independent providers understand the ISP, and provider's responsibilities.

Person(s) Responsible

SSA Director

- Within 60 days of the provider being selected, the SSA Director or SSA will meet with the provider to ensure they understand the ISP, their responsibilities and ensure they have contact information for HOPE Services. (Ongoing)

9) The Henry County Board of DD will educate/strengthen and support families of Henry county residents eligible for services.

Person(s) Responsible

Leadership Team

- As families express support needs, employees of HOPE Services will provide support and resources to meet their needs. (Ongoing)
- Address family education at least twice annually throughout the year.

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