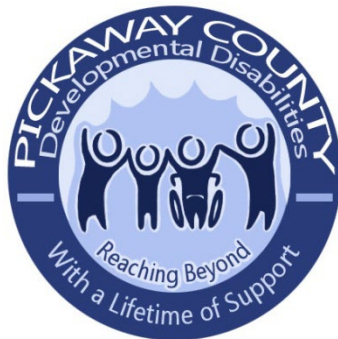


Pickaway County Board of Developmental Disabilities

PROGRAM & EXPENDITURES PLAN 2023

DRAFT
October 17, 2022



Mission Statement

Empower people with developmental disabilities to live, learn, work and be involved in their community.

Vision Statement

Pickaway County will be a place where people with developmental disabilities achieve their goals and lead enriched lives.

Core Values

- **Treat people with dignity and compassion**
- **Respect rights and uniqueness**
- **Focus on abilities and strengths**
- **Promote choice**
- **Encourage involvement of friends, family, and community**
- **Advance community inclusion**
- **Operate ethically and with integrity**
- **Maintain fiscal responsibility**

Executive Summary

As we develop this annual plan for 2023, there is a concurrent planning process to develop a three-year strategic plan which will guide the organization into the future. People served, families, direct support professionals, partner agencies, and leaders of the community provided input for the three-year strategic plan. The goals written in this plan are specific to departments, while the goals in the strategic plan are organization-wide.

We are serving approximately 478 persons, an increase of 3.6%. The number of children enrolled in Early Intervention services fluctuates and is up by nineteen children for the year. With increased efforts for Early Intervention awareness, enrollment is anticipated to grow. Individuals enrolled for SSA services are approximately the same as at the end of 2021. With enrollment flat, there is no plan for an additional Service and Support Administrator for 2023.

The 2021-2022 school year was the first year all school-age services were provided in the districts, serving 39 students in different programs within the districts. School-age services continue to develop to meet the need of students in the districts with the TEAM (Teach, Encourage, Accommodate and Mentor), REACH (Redefining Education & Achieving Community Healing), and LIFT (Living Independently and Facing Tomorrow) programs

The Board's Employment First Initiative experienced a setback during the pandemic as people were furloughed or laid off. After more than two years, people have returned to work. The long-term goal to increase by 5 percent the number of people employed in the community will resume.

People served with local funding will be evaluated for Medicaid Waivers to bring in matching funds. Fifteen people will be added to the Level 1 Medicaid Waivers based on needs. Residential funding will increase by enrolling eight people on Individual Options (I/O) waivers and two people on Self Empowered Life Funding (SELF) waivers. Adult-day habilitation and transportation services expenses are expected to increase next year; however, adult-day habilitation expenses are expected to remain below pre-pandemic levels.

The 2023 Program and Expenditures Plan requests a spending level of \$7,302,250 for the programs and services of the Board. From the allocation of the total expenditure, \$1,500,000 will be used as a local match for Medicaid Waiver services. The local match generates an additional \$4,165,901 in state and federal funds to provide services.

For a sixth consecutive year, the Board asked the Budget Commission to roll back property tax collections. The 2023 tax rates are reduced by 2.25 mills of the voted tax levies. Our revenues for 2023 are projected to be \$5,158,969. This total is a combination of \$3,668,200 from tax collection, \$357,400 from local revenue, \$500,000 from state revenue and \$633,369 from federal revenue.

Program accomplishments for 2022, goals for 2023, and the Expenditures Plan will follow in this report.

Program Plan

2022 Program Accomplishments

Early Intervention

- The Developmental Specialist hired in late 2021 received her 1-year DS certification after completing all required training and is in the coaching/mentoring process of her certification. She has also completed 3 of the 6 courses required to get her 5-year DS certification.
- The program continued to adapt to the hybrid approach to EI service delivery (in-person/virtual) as well as working from both the office and our home offices. New local policies were adopted around this, and new spaces were created in the office to allow for more private virtual meetings with families when working in the office.
- All EI evaluators have been trained in the new Battelle (BDI) 3 evaluation tool and will start using this updated tool in October 2022.
- The ARPA grant was applied for, and the money was received for both FY 22 and 23. Some items that have already been purchased include the new BDI-3 kits; iPads for all evaluators to be used with new BDI-3 kits; professional books and resources on EI evidenced based topics to help strengthen the fidelity to evidence-based EI practices; secondary monitors for all EI staff to have at home and in office to be used with their laptops making it faster to use multiple programs at the same time creating a faster workflow; equipment for new office “Hubs” for virtual meetings/visits including monitors and sound/video equipment and 2 new laptops were purchased for EI staff.
- A reflective supervision process has been created by the EI Supervisor to use with all EI staff and starting to be implemented this calendar year.
- The EI department (PCBDD) participated as a group in January in the EI Ohio Reboot: Realigning with Natural Learning Environment Practices Coaching and PSP Approach to Teaming.
- The Early Intervention Assistant (EIA) position was revamped, and a new EIA was hired to fulfill this adapted role.
- The EI Service Coordination grant received a 20% increase for FY 23 due to an increase in referrals. A part-time EI Service Coordinator (EISC) was just hired with those extra dollars.
- The program has started working on how to increase resources and efforts for “Child Find/Outreach”; discussions have been started on increasing social media opportunities and how to utilize the Ages and Stages Questionnaire (ASQ) online screening tool more effectively.

School-Age Services

- Completed the first year of Project LIFT (Living Independently and Facing Tomorrow). Collaborated with 3 school districts and facilitated students in 5 different community groups. The program connected with 7 businesses and 4 community sites in the county.
- Expanded inclusion programming (REACH) into 3 school districts, making a total of 16 general education classrooms where inclusion and belonging were promoted amongst classmates and teachers.

- Continued to provide direct and small group services with student's eligible for services and needing more intense positive behavior supports. We served approximately 15-20 kids in school districts at any given time.

Service and Support Administration

- Completed a Healthy Relationships class for adults.
- Launched the Inclusion Takeover project.
- Initiated robust provider recruitment efforts, including a partnership with Ohio Christian University (OCU) to offer classes on becoming a DSP.
- Placed 100% of candidates through Project SEARCH.
- Contracted with Carmen Sheldon to create an advocacy group, and assisted this advocacy group in providing strategic feedback to the Board and becoming involved in civic accessibility.
- Increased provider outreach services with a focus on independent providers.
- Converted all SSA forms to the Brittco platform, including replicating the Ohio Individual Service Plan (OISP) for local use within the Brittco system.
- Assisted with the ramp installation initiative in partnership with the Visitor's Bureau and the Downtown Business Association.
- Held the iCan Shine Swim program with Down Syndrome Association of Central Ohio (DSACO) and Pickaway County Family YMCA and graduated 28 swimmers.
- Participated in the 3:3 basketball tournament with Special Olympians.
- Expanded transportation options with vendors with both Medicaid and non-Medicaid certifications;
- Reinitiated fundraising events for Special Olympics.
- Participated in the Suicide Prevention Coalition and Human Trafficking Taskforce.
- Piloted Station MD Telehealth services in two residences and utilized DODD's Internet Assistance Reimbursement program.
- Recorded a "takeover" episode of Jenny and Jenny in the morning featuring a PCBDD enrollee.
- Provided monthly provider recognition "spotlights".
- Lobbied to include increased affordable and available housing as a shared objective through Pickaway County Family and Children First Council.
- Updated all onboarding processes and documents.
- Designated two SSAs to provide enhanced behavior support training to DSPs.

Administration

- Partnered with the Southern Ohio Council of Government to enter into an agreement with Merakey to create a Dual Diagnosis Treatment Team to provide behavioral health services to children and adults.

- Applied and approved for ARPA (American Rescue Plan Act) grant to cover the cost of updating network switches, a server backup device, and a mini-computer. The Pickaway County Commissioners approved the amount of \$8,562.93.
- Hosted a visit from Director Kim Hauck, The Ohio Department of Developmental Disabilities, to share the initiatives and challenges facing PCBDD.
- PCBDD joined other County Boards to fund a 6.5% retention payment program for Direct Support Professionals.
- PCBDD was approved for a TechGrant from the State of Ohio to reimburse the Board for Microsoft SharePoint training. The amount of the grant was \$14,148.
- Staff attended training on SharePoint software, a software platform to share files and foster team collaboration.
- Contracted for a Provider Liaison to provide technical assistance to Direct Support Professionals to make them feel valued, supported, and connected.
- Contracted with a consultant to develop and promote self-advocacy in Pickaway County.
- Renegotiated lower fees with a transportation vendor and assisted a vendor in becoming Medicaid certified. Contracted with a second transportation vendor that is Medicaid certified. Medicaid billing for transportation services will increase federal participation in the costs.
- Equipped two additional conference rooms for video conferencing capabilities.
- Corroborated with provider agencies to develop a workforce crisis response. Provided \$67,000 to the Brooks-Yates Opportunities Board to fund incentives for agencies and direct support professionals.
- For the sixth year, the Board requested a voluntary levy rollback for 2022, paid in 2023, at the same collection rate as the previous year.
- Adopted a hybrid model to allow employees the flexibility to work from home.
- Completed a three-year strategic planning process with goals and objectives through 2025.
- Modified the workspace in the Early Intervention office area to create a drop-in workspace for employees working from home and the office and accommodate virtual and flexible meeting space.
- Relocated offices in the SSA area to free up space for an additional conference room.

2023 Program Goals

Early Intervention

- Increase resources and efforts for Child Find/Outreach including updating the website and increasing social media opportunities; collaborate with HMG Central Intake on child find efforts more; incorporate the Ages and Stages Questionnaire (ASQ) Online program onto the website and in collaboration with outside programs/agencies/schools so that families can screen their child if they have developmental concerns.
- The “new” Developmental Specialist will complete the last 3 of her 6 courses and become a 5-year certified Developmental Specialist.
- Complete the training process and certification for the newly hired EI Service Coordinator and EI Assistant.
- At least one EI specialist will start the process of earning the Infant Mental Health credential and/or getting certified in Newborn Observation (NBO).
- Create a “How to Guide” for our local process/use of Brittco, making it more user-friendly for EI staff, especially for newly hired staff.
- The rest of the ARPA grant dollars will be used in 2023. Plans for use include additional evidenced-based EI practices training for staff: PLAY Project and Hannen-SPARK training; additional technology equipment if needed; and lending library equipment (i.e.... walker) for families to use/try out before making purchases for their children receiving EI services.
- Create a local process and policy around EI staff annual evaluations and implement that new process.
- Finalize and fully implement the reflective supervision process created this year to use with staff; include peer reflection during team staff meetings.
- Begin facilitating community-based playgroups again that are available for all families receiving EI services; Find and talk with local agencies/programs/schools on ways to collaborate and facilitate these playgroups. (i.e.... Public Libraries, the Early Head Start program, and local preschools).
- Staff training/reviews regarding topics like case notes, Child Outcome Summary (COS), streamlining the transition from EI to schools, and SSA/CBDD services.
- EI Staff Retreat for interagency training around Evidence Based practices
- EI staff attending/participating in more community/DD-sponsored events. (Each team member is to attend at least one event for the year.)

School-age Services

- Continue to build community connections to find work experiences and volunteer placements with purpose and meaning.
- Continue to find new ways to promote school programming within the community and school districts.

- Identify children who may be eligible for services in school districts and begin the referral process.
- Extend REACH programming into Westfall.
- Extend LIFT into Logan Elm Local School District.
- Provide support during the EI to preschool transition and preschool to kindergarten transition.
- Continue to find innovative ways to provide training and mentoring to educators regarding evidence-based practices and the culture of belonging. Restart our Education Collaboration to continue to build capacity amongst paraprofessionals in school districts.

Service and Support Administration

- Improve customer service and redefine core values.
- Provide all annual events and activities that ceased following the COVID outbreak.
- Complete a Healthy Relationships course for minors.
- Partner with mental health supports in the county to offer group therapy.
- Launch a provider recruitment class at OCU.
- Move all annual plans into the OISP format.
- Partner with the DSACO for an iCan Shine program.
- Expand Special Olympics programming, including starting a powerlifting team.
- Grow the SSA Department in a smooth, well-organized, and customer-friendly manner.
- Develop a close relationship with fiscal agent GT Independence to promote self-directed services.
- Increase the number of people with self-directed services by 5%.
- Pilot project management software to stay more organized and efficient with projects.
- Begin a local campaign to promote technology and remote supports.
- Devote staff time to relationship-building and training for DSPs working within agencies.
- Translate key policies and forms into Spanish.
- More clearly define transition supports for children ages three through five, and communicate the value-added in this service more clearly.
- Participate in efforts to increase available, affordable housing in our community.

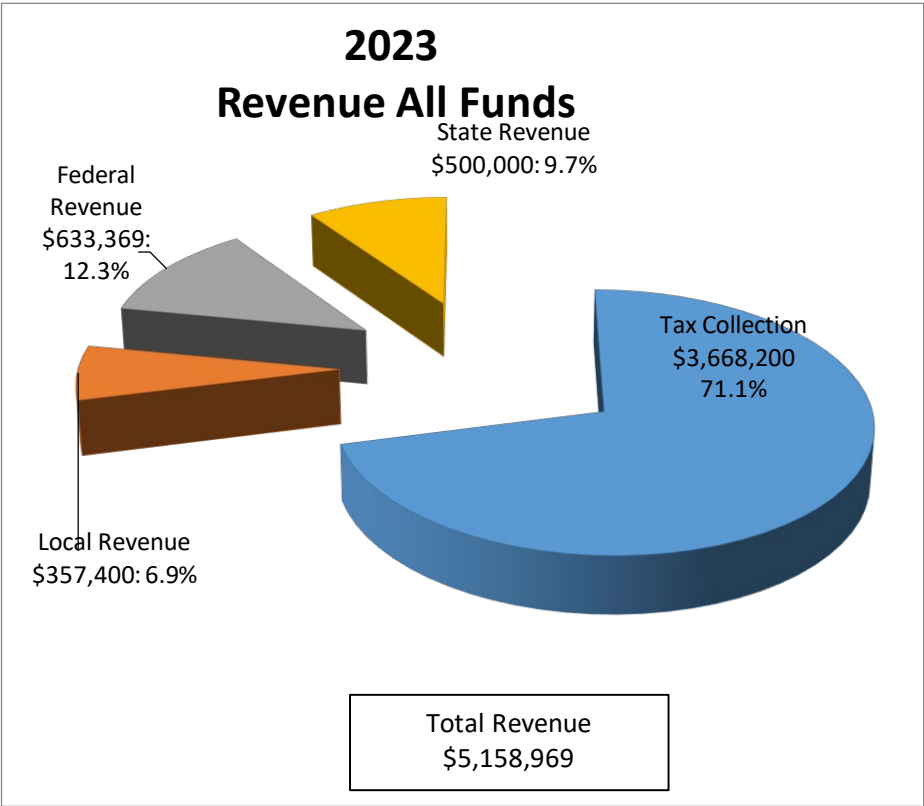
Administration

- Complete a three-year strategic planning process, years 2023 through 2025.
- Modify workspace in the Early Intervention and SSA office area to create a drop-in workspace for employees working a hybrid model and accommodate for virtual and flexible meeting space.
- Collaborate with agencies and independent providers to address the direct support professional shortage.
- Procure accounting software to replace Infal.

Expenditures Plan

Pickaway County Board of Developmental Disabilities
 2023 - By the Numbers
Revenues

DESCRIPTION	Estimated Receipts
Real Estate Tax	\$ 3,305,000.00
Manufactured Homes Tax	\$ 10,200.00
DD - Tax Replacement	\$ -
Homestead & Rollback	\$ 353,000.00
Total Tax Collection	\$ 3,668,200.00
Local Tuition	\$ -
Payment in Lieu of Taxes	\$ 1,020.00
Other Receipts, Rent & Donations	\$ 356,380.00
Total Local Revenue	\$ 357,400.00
DD - Title XX	\$ 33,369.00
Targeted Case Mgmt. & MAC	\$ 600,000.00
Total Federal Revenue	\$ 633,369.00
State Operating Subsidy	\$ 500,000.00
ODE School	\$ -
Total State Revenue	\$ 500,000.00
Total Revenue from all sources	\$ 5,158,969.00
Transfers between funds	\$ -
Total	\$ 5,158,969.00



Tax Collection	\$ 3,668,200.00	71.1%
Local Revenue	\$ 357,400.00	6.9%
Federal Revenue	\$ 633,369.00	12.3%
State Revenue	\$ 500,000.00	9.7%
	\$ 5,158,969.00	

Pickaway County Board of Developmental Disabilities
2023 - By the Numbers

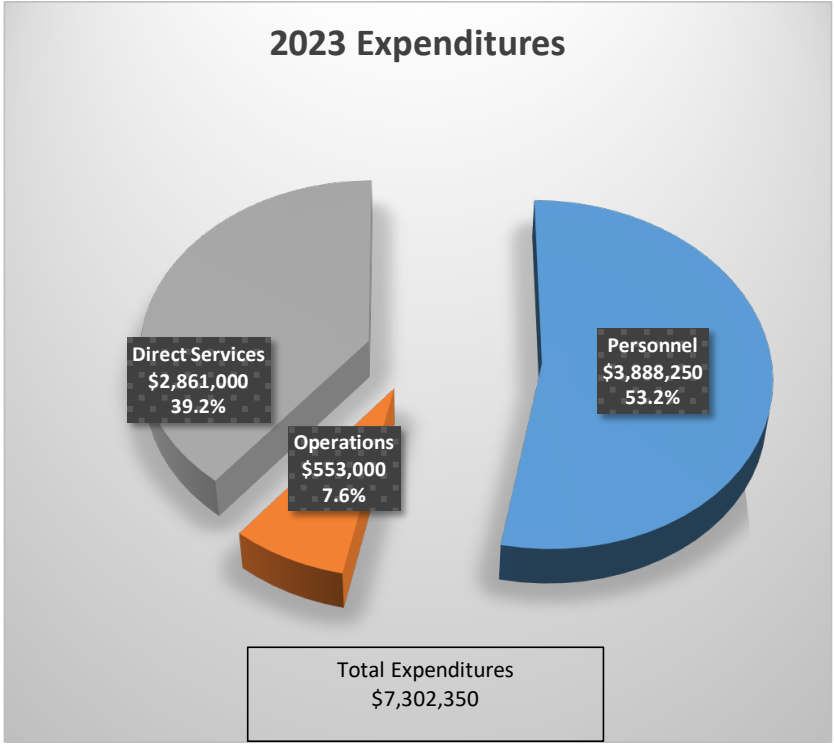
Expenditures

Category	TOTAL	
Salaries	\$2,500,000	
Retirement	\$329,750	
Medicare	\$35,500	
Workers Comp	\$28,000	
Insurance	\$655,000	
MUI Services	\$40,000	
Contract services	\$300,000	Personnel
Unemployment	\$0	\$3,888,250

Travel	\$50,000	
OACB dues	\$15,000	
IT services	\$48,000	
Emerge, Brittco, MIP	\$75,000	
Cleaning contract	\$45,000	
Supplies	\$60,000	
Equipment	\$50,000	
Repair	\$12,000	
Utilities	\$48,000	Operations
Capital	\$150,000	\$553,000

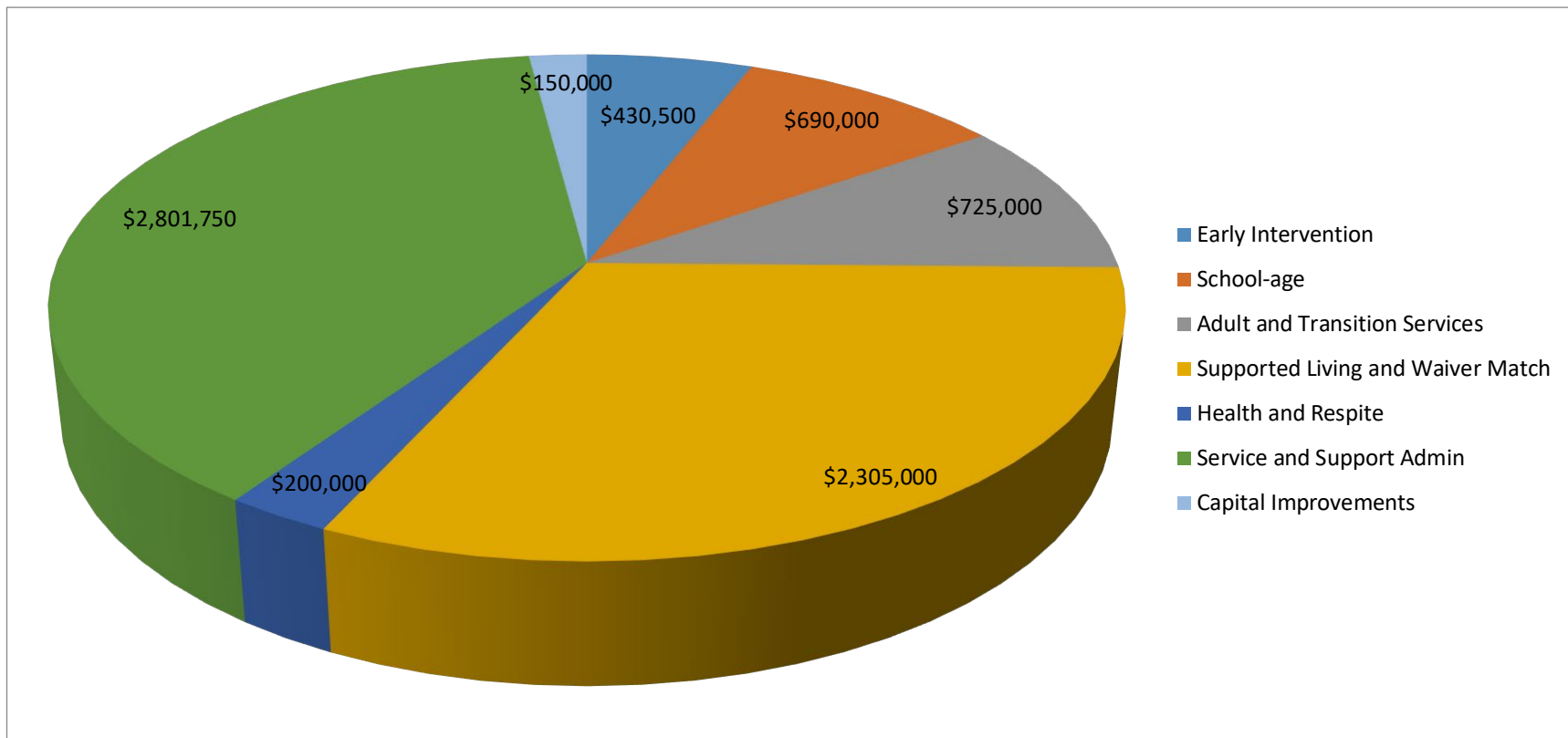
Personnel	\$ 3,888,250
Operations	\$ 553,000
Direct Services	\$ 2,861,000

Medicaid Match	\$1,500,000	
Acuity payment to day providers	\$44,000	
Supported Living, Health & Respite	\$565,000	
Community Residential reserve	\$10,000	
Medicaid admin fees	\$0	
ESC	\$400,000	
OT	\$85,000	
PT	\$25,000	
Psychology	\$3,000	
Other direct services	\$10,000	
Miscellaneous contract services	\$195,000	Direct Services
Gift Fund	\$24,000	\$2,861,000
Total Expense	\$7,302,250	
Transfers between funds	\$0	
Total	\$7,302,250	



Pickaway County Board of Developmental Disabilities 2023 Projected Expenditures by Program

Early Intervention	\$ 430,500
School-age	\$ 690,000
Adult and Transition Services	\$ 725,000
Supported Living and Waiver Match	\$ 2,305,000
Health and Respite	\$ 200,000
Service and Support Admin	\$ 2,801,750
Capital Improvements	\$ 150,000
Total Expenses	\$ 7,302,250



Pickaway County Board of Developmental Disabilities
Pickaway County Medicaid Waiver Funds
Local, State & Federal Participation

	Local	State	Federal	Total	Waivers
2018	\$ 1,429,841	\$ 791,445	\$ 3,544,417	\$ 5,765,703	177
2019	\$ 1,347,633	\$ 653,368	\$ 3,175,687	\$ 5,176,687	172
2020	\$ 917,340	\$ 707,345	\$ 2,456,433	\$ 4,081,118	180
2021	\$ 1,171,978	\$ 629,599	\$ 2,585,501	\$ 4,387,078	182
Projected 2022	\$ 1,225,000	\$ 742,500	\$ 2,803,505	\$ 4,771,005	178
Projected 2023	\$ 1,390,375	\$ 835,000	\$ 3,330,901	\$ 5,556,276	185

