***Helping people live their best lives***

**Annual Action Plan and Strategic Plan**

**2019-2022**



**FOCUS AREA #1:**

ADVOCACY

***People make choices about their lives and are actively engaged in planning their services and supports. People have authority and are supported to direct and manage their own services.***

**2019 Targeted Outcomes**

1. Provide voter training.

2. Coordinate opportunities for people to meet with local legislators.

3. Coordinate training and discussion opportunities regarding rights and responsibilities.

4. Provide networking opportunities regarding speaking up, negotiating, and expressing wants and needs.

5. Provide scholarship opportunities for people to attend conferences and trainings related to advocacy.

6. Utilize Project STIR trainings and local trainers to support people in advocacy efforts.

**2020 – 2022 Long-Range Goals**

1. Partner with county boards to provide regional advocacy conferences/trainings.

2. Partner with local provider agencies to coordinate local advocacy efforts including volunteer activities and community service projects.

3. Coordinate opportunities for legislative advocacy.

**FOCUS AREA #2:**

SERVICE COORDINATION

***Service coordinators are accessible, responsive, and support the person’s participation in service planning. People are satisfied with the services and supports they receive.***

**2019 Targeted Outcomes**

1. Utilize updated assessment process responsive to supporting individuals in identifying what is important to and for each individual.

2. Utilize person centered planning with all individuals.

3. Utilize the internal review process to review person centered practices and processes.

4. Follow the revised waiting list rule to address immediate and current needs.

5. Focus on and increase remote supports as an option to on-site on-call staffing; promote autonomy and independence by offering remote supports as an option.

6. Implement Technology First approach to existing Darke DD/DCMHA homes; identify technology options for individuals that promote autonomy and independence.

**2020 – 2022 Long-Range Goals**

1. Provide timely responses (to people supported) to questions or concerns - including timely plan revisions as needed and identified.

2. Continuously improve the assessment and person centered planning process through regular process reviews.

3. Continue implementation of Employment First/Technology First efforts.

**FOCUS AREA #3:**

RESOURCES & SUSTAINABILITY, PROVIDER CAPACITY

***Publically-funded services are readily available to individuals who need and qualify for them.***

**2019 Targeted Outcomes**

1. Educate community groups regarding local services, funding, need for direct support professionals, community connections, volunteerism, and employment needs.

2. Educate community partners regarding continued changes in the DD system.

3. Work with WestCON to provide support to providers; local training, employee resource network (ERN) for provider agencies.

4. Utilize Remote Supports as an option for increased autonomy and independence; help with alleviating workforce crisis.

5. Complete Training Center remodel to provide training and meeting space for advocacy and provider activities.

**2020 – 2022 Long-Range Goals**

1. Implement a multi-year public relations / marketing plan.

2. Support development of local agency / independent provider options.

3. Complete DODD accreditation (Fall 2020).

4. Prepare for levy (10-year, 2.0 mill) on ballot (Fall 2021).

**FOCUS AREA #4:**

HEALTH, WELFARE, & RIGHTS

***People are safe from abuse, neglect, and injury. People secure needed health services. Medications are managed effectively and appropriately. People are supported to maintain healthy habits. People receive the same respect and protections as others in the community.***

**2019 Targeted Outcomes**

1. Unusual and Major Unusual Incident tracking maintained; monitoring for trends and patterns.

2. Support trainings for local advocacy group(s) regarding safety in the workplace and at home; utilize Speak Up / Stay Safe trainers.

3. Support trainings for individual rights and responsibilities; bill of rights.

**2020 – 2022 Long-Range Goals**

1. Utilize DODD MUI tracking information and annual reports to identify local and

statewide trends.

2. Support people served and DD staff to identify potential risk to health and welfare.

**FOCUS AREA #5:**

COMMUNITY INCLUSION & COMMUNITY EMPLOYMENT

***People have support to participate in everyday community activities. People have support to find and maintain community integrated employment. People have friends and relationships.***

**2019 Targeted Outcomes**

1. Support people served and providers through community connections and advocacy identifying community activities with a monthly calendar of events.

2. Utilize Asset Based Community Development (ABCD) principles to build community

connections supporting FANS (Friends, Allies, and Neighbors), AKtion Club, community integrated employment, and other community-based activities, supports, and opportunities.

3. Continue to support community integrated competitive employment as the preferred outcome for people eligible for Darke DD services.

4. Focus on transition from school to adult life through SALT (School to Adult Life Transition) meetings and a transition support pilot project—partnering with a provider agency in providing transition supports in local school districts.

5. Continue support of Project EAGLE, LEAD Program, Project SEARCH, WorkAbilities.

**2020 – 2022 Long-Range Goals**

1. Continue the following initiatives based on positive evaluation: SALT, FANS, Transition Support (pilot), Advocacy including Speak Up, Stay Safe; Project STIR, AKtion Club, Project EAGLE, plus any new initiatives identified by people served by Darke DD.

APPENDIX #1:

INITIATIVES DEVELOPED FROM

SWOT ANALYSIS

CONTINUED GOALS / OUTCOMES FOR 2019

**Area of SWOT analysis – PUBLIC RELATIONS**

 Goal #1 – Increase public awareness related to Darke DD

Outcome #1 – Create promotional materials clarifying Darke DD supports and services

Outcome #2 – MET 2018 Continuous improvement (update) website (Catapult)

Outcome #3 – Create a marketing plan that identifies promotional needs of Darke DD

**Area of SWOT analysis – STAFF & BOARD MEMBERS**

 Goal #1 – Facilitate trainings for employees on topics they request or are needed to be responsive to changes in the DD field

Outcome #1 – MET 2018 Develop survey to determine training interest areas for employees

Outcome #2 – MET 2018 Compile results of training interests to determine training plan of action

 Goal #2 – Improve staff morale and job satisfaction

Outcome #1 – MET 2018 Identify quarterly morale boosters and implement

Outcome #2 – Consider purchase of DD apparel, DD portfolio to develop and support team approach

Outcome #3 – Met 2018 Professional photography/biography of all staff on website/email

 Goal #3 – Increase board participation/awareness in agency activities

Outcome #1 – MET 2018 Encourage board involvement in DD activities such as advocacy efforts, training opportunities, volunteer activities, public relations

Outcome #2 – Identify training topics of interest to board members

**Area of SWOT analysis – FINANCIAL POSITION**

 Goal #1 – Be fiscally responsible with public funds

Outcome #1 – MET 2018 Maintain a minimum cash balance of four months of expenses as the end of year carryover balance

Outcome #2 – MET 2018 Maintain a five to ten year cash flow projection for efficient levy planning

Outcome #3 – MET 2018 Ensure services are provided in the most economically efficient manner including payer of last resort; follow the budget for waiver enrollment (outlined in the agency budget proposal) and meeting needs of eligible individuals

**Area of SWOT analysis – COMMUNITY & PROVIDER**

Goal #1 – Increase community engagement related to services coordinated by Darke DD

Outcome #1 – Implement outreach program to schools, courts system, healthcare providers, and other public agencies (DJFS, Recovery/Wellness, etc.)

Outcome #2 – Increase opportunities to engage/participate with local social and charitable organizations

Goal #2 – Provider support

Outcome #1 – MET 2018 Work with WestCON COG to identify appropriate provider supports such as background checks, staff training, billing supports, meetings

Outcome #2 – MET 2018 Coordinate regular provider communications meetings

Outcome #3 – Follow-up with provider within 60 days of their assignment to a person receiving services to ensure that the provider understands the person’s individual service plan

Goal #3 – Increase provider capacity for specialized services

Outcome #1 – Increase employment transportation options

Outcome #2 – MET 2018 Increase volunteer and post-secondary education options

Outcome #3 – MET 2018 Identify and increase the availability of emergency and respite services

Goal #4 – Build relationships between Darke DD and providers

Outcome #1 – Coordinate provider recognition opportunities

Outcome #2 – Highlight provider accomplishments as a part of Darke DD public relations efforts

DARKE COUNTY BOARD OF DD

# **SUPERINTENDENT**

Michael Beasecker

**COMMUNITY SERVICES DIRECTOR**

Joseph Badell

# **BUSINESS SERVICES DIRECTOR**

Tonya Clark

.6 FTE Darke - .4 FTE Mercer

**EARLY CHILDHOOD SERVICES SUPERVISOR**

Leslie Zimmers (.5 FTE)

**MEDICAID SERVICES MANAGER**

Vacant (1 FTE)

**ACCOUNT CLERK**

D’Ann Hunt (.5 FTE)

**INFORMATION TECHNOLOGY**

Eric Lee (.5 FTE)

**CUSTODIAL**

Patrick Clopp (1 FTE)

Jim Grewe (.5 FTE)

**SSA MANAGER**

Vacant (1 FTE)

**ADULT SSA’s**

Mary Baker (1 FTE)

Jonathan Connor (1 FTE)

Daniele Kaffenberger (1 FTE)

Louie Masso-Rivetti (1 FTE)

Angela Perkins (1 FTE)

Cierra Pescara (1 FTE)

Jack Rivetti (1 FTE)

Heather Wood (1 FTE)

**CHILDREN’S SSA’s**

Elizabeth Jennings (1 FTE)

Janet Rhoades (1 FTE)

**DATA TRACKING /**

**SUPPORT SPECIALIST**

Tina Colby (1 FTE)

**BEHAVIOR SUPPORT/**

**MUI / ELIGIBILITY /**

**NURSING**

Contracted Positions

**DEVELOPMENTAL SPECIALIST**

Leslie Zimmers (.5 FTE)

**DEVELOPMENTAL SPECIALIST ASSISTANT**

Jodi Mikesell (1 FTE)

**E.I. PRIMARY SERVICE PROVIDERS (OT, PT, Speech)**

Contracted Positions

**PLAY SERVICES**

Contracted Positions

**COMMUNITY FIRST DIRECTOR**

Rodney Willis

**EMPLOYMENT ADVISOR**

Tamala Marley

**COMMUNITY CONNECTIONS COORDINATOR**

Sue Huston

**TRANSITION SPECIALIST**

Scotti Keller

**TRAINING COORDINATOR**

Cheryl Pressly

**SUPPORT STAFF**

Tina Colby - .50 FTE

**COMMUNITY CONNECTIONS COORDINATOR**

Sue Huston (1 FTE)

**RESOURCE COORDINATOR**

Cheryl Pressly (1 FTE)

**PUBLIC RELATIONS SPECIALIST**

Eric Lee (.5 FTE)

**SUPERINTENDENT’S SECRETARY**

D’Ann Hunt (.5 FTE)

The Board was created by Ohio Law in 1967 to provide services to people with developmental disabilities. The governing board is made up of seven members that oversee the services provided. The governing board members receive no compensation and volunteer their time. Board members are appointed to four-year terms by the Darke County Commissioners and the Darke County Probate Judge.

BOARD MEMBERS

Carol Bruss, President

Greg Zechar, Vice President

Madonna Winner, Secretary

Pamela Neff

Gwen Tinkle

Shelly Warner

DARKE DD ADMINISTRATIVE STAFF

Michael R. Beasecker, Superintendent

Joseph Badell, Community Services Director

Tonya Clark, Business Manager

WEBSITE [www.darkedd.org](http://www.darkedd.org)