

**Clinton County Board of Developmental Disabilities  
2024 Annual Plan**

**Individuals Served During 2023 (estimate)**

Administrative Services	
Family Support Services	7
Educational Services	
Early Intervention Services	200
Employment Services	100
Community Integration Services	200
Service and Support Administration	
Active Individuals	210
Waiver Services	
IO Waiver	64
Level One Waiver	63
Self-Waiver	5
Local Funded Services	78
Waiting List	0

**Administrative Services**

Family Support Services: Family Support Services (FSS) is a program that provides support, services and assistance to eligible families for the purpose of:

- Enabling a family to care for their family member with developmental disabilities at home by assisting with specific expenses.
- Enhancing the quality of life for the family, including the individual with developmental disabilities.

The FSS Coordinator, with input from the FSS Committee (consisting of the FSS Coordinator, and at least one representative from each department) administers the program. The program is evaluated on an ongoing basis by the administrative staff of the Board of Developmental Disabilities. This service is a collaborative effort with referrals often given by Service and Support, Early Intervention, the DD Educational Services Administrator, the Health Department, local school districts, Clinton County Family & Children First Council (CCFCFC) and the Ohio Department of Job and Family Services.

FSS is the payor of last resort. Funds are to be used for goods and services that include, but are not limited to: adaptive equipment, home modification, car repair/car

payment, respite (must utilize an agency provider), transportation (must utilize an agency provider), medical needs, therapies, rent/utilities, and other goods and services specific to meeting the needs of an individual or family.

A family is eligible for FSS if their household includes a child or adult with a disability who has been determined eligible by the Clinton County Board of Developmental Disabilities and has a current IFSP, IEP, or ISP. The family's income is not considered in determining eligibility for the FSS program. Individuals living in residential facilities, group homes (semi-independent or independent), or in foster care, and those enrolled in a Medicaid waiver are not eligible for FSS funding.

### **Educational Services**

Early Intervention Services: Early Intervention (EI) is Part C of the Individuals with Disabilities Education Act (IDEA), a federal law that provides children's rights in special education including early identification and referral. Early Intervention services are offered in all 88 counties throughout the state of Ohio. Children birth through age two can receive services if they have a diagnosed physical or mental condition or a documented developmental delay. Early Intervention builds upon and provides supports and resources to assist families/caregivers to enhance their child's learning and development through everyday learning opportunities. In addition, Early Intervention helps to build parents/caregivers competence and confidence and works to teach caregivers to be lifelong advocates for their child.

The Clinton County Board of Developmental Disabilities offers service coordination and the provision of specialized services (Developmental Specialists, Occupational Therapist, and Physical Therapist) to families using an evidence-based model that supports the family in the child's natural environment using coaching interaction strategies. Other services provided to the team are Speech and Language Pathologist, vision and hearing specialists offered through the state and region, contracted services for mental health consultant (early childhood) and behavior specialist, and nursing services (resource for the EI team and for evaluations). The county board offers a Play and Language for Autistic Youngsters (PLAY) project consultant service for young children receiving EI services and in the future will have a second consultant for PLAY. The Early Intervention team coordinates with other community agencies to offer family activities both in the community and at the board (Special Olympics for Young Athletes (SOYA), and monthly play groups and events).

The Occupational Therapist and Physical Therapist also support the Service and Support Department with observations, assessments, and recommendations for individuals as requested.

Employment Services: Employment First (EF) is a policy to ensure every person with a disability of working age has opportunities to seek employment if desired. A person-centered process supports each person assessing services to identify their desired employment goal and their place on the path to community employment. The Employment First Coordinator (TC) strives to build and maintain relationships with employers in the local community, local school districts, students, young adults and their families, and other supporting agencies. This is completed through work experiences and job readiness programs, and collaboration with agencies to support individuals in securing and maintaining employment. In addition, the TC works closely with the SSAs' individuals on their path to employment. In 2023 this position will be split into two positions with a Transition Coordinator focused on transitioning youth and an Employment Coordinator focused on the adult population.

Community Integration Services: Community Integration is a service that provides opportunities for interaction and inclusion in a variety of community settings. The coordinator facilitates activities and events for the individuals served by the agency that are community-based and integrated through group partnerships in the community. In addition, the Community Integration Coordinator (CIC) provides opportunities for individuals with disabilities to learn how to become advocates for themselves through meetings, training opportunities, and local advocacy organizations created by the Board. Special Olympics, SOYA, and recreational events are also overseen by the CIC.

### **Service and Support Administration**

The Service and Support Department has eight Service and Support Administrators (SSAs) with assigned caseloads, one Eligibility and Investigation Coordinator, one Provider Support Coordinator, one Employment Coordinator, a Service and Support Manager, a Service and Support Director, and a secretary.

The SSAs have an average caseload size of 26, with approximately 210 active individuals. There are 132 Individuals enrolled on a Home and Community Based Services (HCBS) Waiver, which is 63% of the individuals served. There are 78 individuals, or 37%, receiving services that are funded locally. Out of the 37% of individuals receiving locally funded services, 2 of the individuals receive residential services in the home. The remaining 78 individuals receive service coordination and/or adult day services under local funding. At the end of 2023, we did not have anyone on the waiting list for a Home and Community Based Services Waiver.

The SSAs serve as the single point of contact, to assist in coordinating all services for individuals served. The SSAs are responsible for: conducting person-centered

assessments; conducting level of care assessments; developing individual service plans (ISP's) utilizing a person-centered approach; promoting employment first; assistance with selecting residential, employment, and day program providers; reviewing all funding options available; providing on going service coordination, linkage, and monitoring to ensure each individual receives quality services. The Service and Support Department also has an on-call system where someone can be reached 24 hours per day, 7 days a week, if/when there is an emergency or a major unusual incident (MUI).

The Board provides in-kind services to the non-profit housing board, the Residential Advisory Council Inc. (RACI), to ensure affordable, quality housing options are available to individuals served. The Service and Support Manager and the Director both serve on the housing board to assist in ensuring housing options are available to individuals. All of the homes operated by the housing board are integrated within the community. We evaluate the fair market rent amounts annually to determine if the monthly rent amounts are affordable. Housing is currently provided by the housing board to 24 individuals, or 12% of the individuals served. We maintain approximately three vacancies each month in the homes under the housing board.

## 2023 GOALS REVIEW

### INTEGRATION

#### Summary:

In 2023, the Employment First Coordinator [now Transition Coordinator (TC)] participated in several county wide employment programs including a job fair for all county schools and community members, and a Transition Fair for all county juniors and seniors in high school. Employment outcomes are incorporated into the ISPs for individuals based upon their interests and preferences. When individuals express an interest in self-advocacy, supports and outcomes are composed to assist them. The teams continue to disseminate information and educate individuals and families about community employment options. As part of the ISP assessment process each individual is asked a minimum of one time yearly about his or her desire for employment.

We have several DD representatives that attend local committee meetings such as the Domestic Violence Council, Community Corrections Board, Family and Children First Council, Clinton County Youth Collaborative, Clinton County Literacy Committee to collaborate with other agencies on serving individuals.

The Community Integration Coordinator (CIC) facilitates activities that are community-based and integrated as much as possible. Some of these events have included: art nights, video game nights, dances, canoe trips, and attending a play.

Special Olympics for Young Athletes (SOYA) has been in operation since 2017 and is now an ongoing event throughout the year for families of children ages 2-7. We have participated in all local school preschool programs field days and attended special events with the schools to share SOYA activities with the students as well as a soccer camp at Denver Williams Park.

Our county's Special Olympics (coordinated by the CIC) offers competitive sports for individuals and also recreational teams.

We coordinated a track and field night under the lights with the support of all four local school districts. This event took place at Wilmington High School track and was a great success. Fayette County and Warren County's Track and Field teams joined us for the event. We have also continued with our bowling leagues in the early fall and have added Flag Football this year.

The CIC has built relationships with all 4 school districts. Laurel Oaks and the Southern Ohio Educational Services Center Alternative school is teaching self-

advocacy topics to high school classes. In addition, the TC has also developed relationships with these Local Education Agencies by coordinating work experiences for interested high school classes which has also created positive relationships with local businesses.

Advocates from our local advocacy group have been meeting monthly developing an anti-bullying campaign which they have presented at the local high schools. They are asking students to make a pledge to stop bullying and sign a commitment card. They have also been participating in several other events supporting our community such as reading to Head Start students and making “birthday kits” for individuals in need.

An average of 25-30 individuals have been attending a monthly activity in the community called Just Hanging Out. Just Hanging Out is a once a month opportunity for socializing, while meeting on Zoom or at different restaurants to explore new locations within our communities.

We have developed new opportunities in fine arts through dance lessons, nights of Art and Music Therapy. As well as new athletics such as canoeing, flag football and working out.

## **EMPLOYMENT**

### Summary:

Outcomes are developed and based upon each individual’s current path to employment to ensure individuals are progressing toward community employment if desired. If/when, an individual expresses an interest in pursuing an entrepreneurship, the SSAs will incorporate services and outcomes into the ISP as well to support this. We had thirty individuals employed in 2023, SSA made eleven referrals to OOD, and the TC made nine referrals to OOD as well.

Our TC organized summer youth programs for high school students and young adults for the past six years working collaboratively with OOD, local providers, and our community youth council. There was positive interaction with local businesses hosting student tours and information sharing sessions. Many participants discovered career paths they had not originally considered.

The TC has had regular communication with OOD counselors through monthly meetings. She has arranged tours of local businesses for OOD counselors to welcome them into the community to help generate job ideas for interested individuals. The TC has also worked in coordination with the regional transition council to create a regional transition fair for high school juniors and seniors. Monthly PAN meetings are held to share information and resources for OOD, Agencies as well as SSAs.

Local employers, such as Amazon, and Clinton County transit have been invited to these meetings to share information about job opportunities and services.

## **PROVIDER SERVICES AND RELATIONS**

### Summary:

In 2022, we hired a Provider Support Coordinator (PSC). The new position is dedicated to recruiting new providers and providing support to those serving in Clinton County. The PSC is also responsible for completing compliance reviews, on site trainings to DSPs, facilitating regular provider meetings, helping with certification and billing, and being the agency's main contact for supportive technology. The PSC has started recognizing providers that go above and beyond on a regular basis via social media and through a quarterly newsletter. The PSC will survey the providers, to determine how the county board can better support them moving forward. We will utilize the feedback received from the surveys in developing future goals, trainings, etc. In 2024, we are planning to host a formal event to recognize all providers serving in Clinton County along with recognizing all employers.

We have transitioned fully to implementing the statewide Ohio ISP (OISP). The OISP assists providers and county boards when individuals transfer from one county to another for continuity of care. In 2024, we will be uploading the ISP's to the states system, which will allow providers immediate access to the authorized OISP for downloading, developing documentation sheets, etc.

The Provider Support Coordination schedules routine provider trainings to assist the providers in maintaining their certification. Currently the PSC is certified to provide First Aid and CPR. The PSC become certified to provide Crisis Prevention Intervention training in 2023. Starting in 2024, Crisis Prevention training will be offered to providers who feel they need additional training to support individuals with more intensive needs.

## **EDUCATIONAL SERVICES**

### Summary:

Over the year we have provided virtual services, in-person services as well as a hybrid of both in Early Intervention. With the majority of families receiving in-person services as determined by the Individual Family Service Plan (IFSP) process.

Our Early Intervention Developmental Specialist received her PLAY certification in 2015. Since 2018, the PLAY consultant (also a DS) has extended the PLAY services to age four for children (supporting the preschool transition period). Another of our

Developmental Specialist is currently working on her certification to become a PLAY consultant.

All Early Intervention surveys have been revised to ensure the most accurate, actionable information is being collected. We have added smaller surveys more frequently after specific steps in the early intervention process such as evaluation, transition and exit.

Play groups have happened once a month and we will be working in the future to ensure they are happening at community locations as well as the Nike Center.

Interagency agreements have been completed with all local school districts addressing transition from EI services to preschool eligibility. We continue to support our districts with the Educational Services Administrator in attendance at many Transition Planning Conferences. We continue to work to ensure timelines are upheld for the families of early intervention children.

We have also supported 16 families in working with the local school districts at the preschool and school age to ensure families understand the process of evaluation as well as resolving conflict due to misunderstandings or lack of information.

## **CUSTOMER SERVICE**

### Summary:

During calendar year 2023, The Community Outreach Team developed an agency-wide survey geared at obtaining meaningful feedback from all constituents. The Community Outreach Team determined the most effective means of disseminating the survey geared at increasing participation, which includes a QR code and link on our website. While a customer service training was not incorporated into our plan, the feedback indicated our constituents are highly satisfied with communication and services. The high level of satisfaction was echoed during our most recent accreditation review in which the state recognized this as a best practice.

## **BUSINESS OPERATIONS**

### Summary:

In 2023, we developed a Community Outreach Team (COT) which is composed of the Provider Support Coordinator, the Community Integration Coordinator, the Transition Coordinator, and the Family Support Liaison. The COT developed one presentation geared towards employment, with plans to create additional visual presentations to share with various groups.

While the goal to become an OOD provider has not yet been accomplished, much



work has been done towards this goal. The board created an Employment Coordinator position that will be filled by the end of 2023. The Service and Support Director reached out to various counties to see how they have developed this position. The SSD shared this information with the Superintendent. It was determined to wait to pursue OOD certification after the position is filled.

In 2023, the Board has explored options to decrease capital expenses and operate as efficiently as possible. They have evaluated cost of doing business at our current site as opposed to alternative locations with emphasis on long-term cost projections.

## **TECHNOLOGY**

### Summary:

In 2023, the Provider Support Coordinator ensured that individuals, families, SSAs, and providers were kept abreast of emerging technologies through Tech Talk Tuesdays and social media. In 2024 we intend to continue and expand this practice. The PSC attends the annual tech summit. She also coordinated an onsite viewing of a mobile tech home that demonstrates an array of options to support individuals.

The Provider Support Coordinator arranged several trainings in 2023 with plans to continue this in 2024.

## 2024 GOALS

### INTEGRATION

**Goal: Expand community-based engagement efforts to safely integrate all people into our community**

Action: Explore ways to provide transportation to events and activities to those without transportation alternatives

Action: Explore integration opportunities for Special Olympics and county board-sponsored recreational activities

### EMPLOYMENT

**Goal: Educate individuals on employment opportunities and support them on their path to employment**

Action: Increase the number of adults employed in the community to 35

Action: Educate youth and families regarding employment opportunities

Action: Increase family and community perceived capabilities of individuals

Action: Work with state partners to determine the benefit of becoming a certified employment provider

### PROVIDER SERVICES AND RELATIONS

**Goal: Ensure availability of a pool of certified providers that offer choice and quality services**

Action: Ensure ongoing training of current providers beyond state mandates, focusing on quality outcomes

Action: Visit high schools and vocational schools to recruit and share information on becoming HPC and transportation providers

## HOUSING

### **Goal: Explore and plan for future residential needs**

Action: Explore possibility of partnering with an outside entity to assume responsibility for overseeing developmental disability housing options

Action: Determine process of transferring houses, including state-funded houses, to new oversight entity

Action: Develop strategy to maintain an arm's length relationship while remaining involved with new housing entity

Action: Ensure an adequate number of housing vacancies are maintained for individuals with developmental disabilities

Action: Determine availability of community-based housing voucher programs in lieu of current rent subsidy program

## EDUCATIONAL SERVICES

### **Goal: Work with educational entities to expand opportunities for individuals**

Action: Support community understanding of Help Me Grow, Early Intervention, and Part B services under the new state-level cabinet

Action: Increase relationship-building activities for Early Intervention Service Coordinators with families served

Action: Increase supports and presence at elementary and middle schools, with focus on raising family and community perceived capabilities of individuals

## CUSTOMER SERVICE

### **Goal: Ensure that the public's interaction with staff is helpful and leads to positive experiences**

Action: Support families by offering educational and informational opportunities, based on their feedback and input, on a monthly basis

Action: Find ways to support individuals and families that need a minimal level of assistance, in lieu of full Service and Support assistance

## **BUSINESS OPERATIONS**

**Goal: Ensure that business practices increase awareness, foster financial stability, and provide opportunities that help to fulfill our mission**

Action: Explore options to decrease capital expenses to operate efficiently

Action: Update records retention schedule

Action: Identify one staff person to coordinate centralized ordering of all supplies

## **TECHNOLOGY**

**Goal: Educate individuals, families, guardians, staff, providers, and community partners on the importance and effectiveness of utilizing technology as a strategy to support individuals in all aspects of their lives**

Action: Increase the number of individuals who access technology, as a component of their service delivery options and incorporated into their Individual Service Plans, to 20

Action: Identify local Tech Ambassador(s) to help promote Technology First

## **2024 BUDGET**

The Clinton County Board of Developmental Disabilities shall plan and set priorities based on available resources and in accordance with OAC 5123:04-01, ORC sections 5126.04 and 5126.054, and all other applicable requirements. The board develops an annual waiver plan and sets priorities through the annual budgeting and strategic planning processes. The board continues to maintain a strategic plan and a 5-year financial projection (Appendix A) based on current resources. These plans are reviewed annually by the board and its committees and may be subject to revisions based on changing circumstances.

In accordance with 5126.054 the board will maintain a waiting list of individuals who seek enrollment on a home and community-based waiver as needed. The board plans enrollment of new individuals in home and community-based services in accordance with DODD procedures, waiting list, local policies, and when sufficient resources are available to support services. Case management services are provided as referrals are received, at which point service needs are assessed and annual costs are projected. The board commits to paying the required non-federal share of Medicaid services under ORC 5126.059 and 5126.0510. This non-federal share is funded by utilizing state waiver allocation and local levy dollars. The non-federal share is incorporated into the annual and long-term budgets.