



Making connections. Promoting abilities. Enriching lives.

Annual Report

January 2020 - June 2021



Perry County Board of Development Disabilities
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PerryDD.org



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Our Mission

Making connections to promote abilities and enrich lives

Our Vision

Community without barriers

Message from Superintendent David C. Couch

The Perry County Board of Developmental Disabilities (PCBDD) has a vision of community without barriers. By providing education and support, PCBDD is working to recreate a community who sees abilities, not disabilities. We value putting people first, listening, making things easier, growing and learning, working together, and promoting creativity. These beliefs are the foundation of our mission: making connections to promote abilities and enrich lives.

For over 50 years, PCBDD has been serving people with developmental disabilities in the community. Our focus has shifted as we transition to an organiza-

tion that supports people by providing resources, helping them make connections, and giving them the ability to make their own decisions. Even though our strategies have changed, PCBDD remains focused on helping people reach their fullest potential. We continue to provide services, but we are increasing efforts to partner with other organizations that can provide individualized services and supports.

PCBDD's current primary areas of emphasis are to develop an agile workforce, grow organizational culture, exceed customer expectations, and promote fiscal responsibility. Success in these areas leads

us to not only accomplishing our mission, but also meeting the ever-changing needs of people we support. When people are living their best life through responsibility, accountability, independence, leadership, and self-sufficiency, we all are living in a community without barriers.

Thank you for making this journey with us to focus on the abilities of people and our community.

Our Values

Listening

Working together

Promote creativity

Putting people first

Making things easier

Growing and Learning

Financial Results

A major focus of the Perry County Board of Developmental Disabilities (PCBDD) for 2020 through June 2021 was to ensure fiscal responsibility. To accomplish this, PCBDD focused on maximizing resources and increasing revenue through new funding streams. Below are some of the key financial results that occurred in 2020 and 2021 by focusing on financial sustainability.

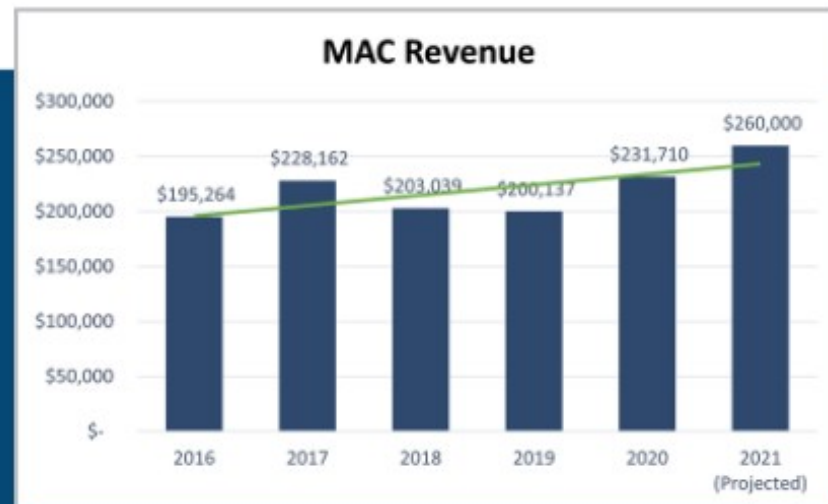
Fiscal Sustainability

Consolidated to one facility, estimated to save over \$140,000 per year.

Continued sustainability efforts throughout 2020, including departmental budgets and 10-year financial projections.



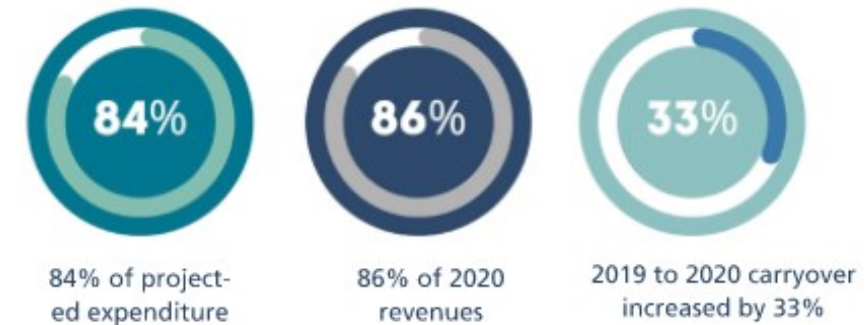
Explored opportunities for increased MAC participation and revenue, which resulted in the addition of two new MAC participants starting 1/1/21. This is estimated to increase MAC revenue by \$48,000 in 2021.



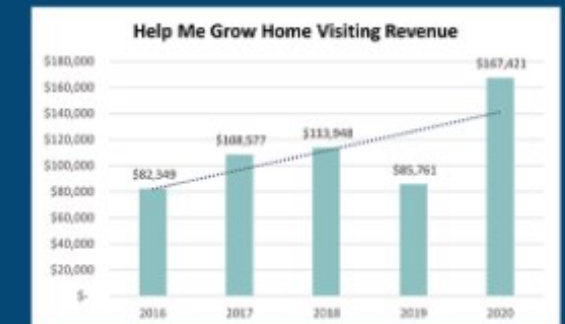
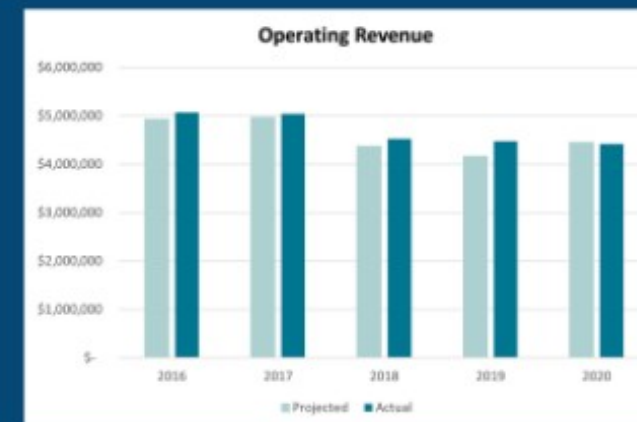
Grants

- Received over \$22,000 in Multi System Youth dollars through the Perry County Family & Children First Council for residential placement in place of using local PCBDD funds.
- Applied for Appalachian Foundation Grant but did not receive.
- Applied for reimbursement of COVID-related expenses through the Perry County Commissioners; still awaiting reimbursement.

2020 Operating Spending



While we did not meet our target of increasing overall revenue, our revenue only decreased by 1.3% despite the COVID-19 pandemic and resulting loss or decrease of revenue from multiple sources, including state subsidy from DODD and TANF reimbursement from PCDJFS. We saw a substantial increase in Help Me Grow revenue as a result of the pandemic and our ability to implement new methods to serve these families.



Customer Results

Another key focus area for PCBDD in 2020 through June 2021 was to exceed customer expectations. These efforts were largely supported by increasing public awareness of program offerings improving service offerings.

PCBDD also focused on reducing the amount of people waiting on services, increasing the number of services available to providers, increasing community employment, and educating the community about service offerings.

Below are some of the key activities that were completed in 2020 and 2021.

New Provider Supports

- Added one agency provider, maintained all current providers, and provided COVID-19 supports, including new program offering through Nature Based Enrichment, PPE and other supplies, test kits, and vaccine distribution with Perry County Health Department.

Provider Retention

- Celebrated DSP recognition in September.
- Virtual provider support meetings scheduled and facilitated by Pennie (in place of round-tables).

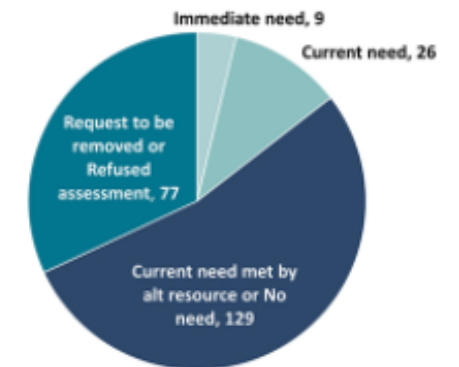
Provider Training and Resource Support

- Connected with Sechkar and New Day for increased use of CCC facility.
- Access to New Horizons training for increased learning opportunities.
- MUI, UI, Rights training offered and one PCBDD point of contact to serve as resource and support as needed.
- UI log and process supports offered to providers.
- Behavioral Supports training offered and points of contact to serve as resource.
- Provider Catalogue developed through partnership with MEORC. Perry County Providers are utilizing this resource for training and assessments.

Wait List

- All 164 Wait List re-assessments were completed reducing the people on the Wait List from 241 to 24 people.
- SSA's have been trained and are using an updated form and process to document Wait List Assessment.
- Wait List process was updated and assessments are now completed during the Intake process.

Wait List Assessment Results



Social Media connections for Community Awareness and Education



- Regular COVID-19 communication regarding protocols and resources
- DSP recognition
- Transition Guide
- Employment related resources
- Vaccine FB posts and shares
- Ohio Imagination Library
- Disabilities Awareness month
- New facility ribbon cutting, consolidation and cost-savings

Local Collaborative Supports

- Supported grant funding for New Straitsville Delyn Center
- Supported other PC agencies regarding human resources and personnel
- Initiated the process to certify Early Childhood Specialist as PLAY Project Consultant
- Worked with local housing provider and Options for Affordable Housing to acquire and purchase housing for people with disabilities
- Supported Perry County Health Department with feedback into their needs assessment
- Supported implementation of regional human rights committee project
- Supported Bike Park with funding for accessibility options
- Supported Perry County Employees through wellness program initiative
- Supported City of New Lexington Sidewalk Project

Community Connections

- Attended Coffee with the Commissioners
- Attended Chamber of Commerce luncheons
- Attended Workforce Development meetings with New Lexington Schools
- Held an ALA Informational Sharing with Northern Local Schools
- Held virtual Pioneering Possibilities sessions
- Perry County Multi-Agency Team developed a resource sharing newsletter during COVID-19 to continue awareness and education to the community.
- Transition Team Members worked with local school districts to develop and implement person-centered transition plans for youth deferring graduation.
- Shared HMG Referral information with approximately six local doctors
- Shared Holiday greetings through virtual card sharing emails
- Connected with New Lexington High School for a yearbook ad
- Connected with the Chamber of Commerce for an ad in their local guide
- Progress articles in the Perry County Tribune
- Completed goal for successful Red Cross Blood Drive
- Trained New Lexington City Schools Resource Officers in Behavioral Supports
- Trained Perry County Transit Drivers in Behavioral Supports to meet annual training standards



Internal Process Results

To better serve people and families with developmental disabilities, PCBDD also focused on growing the organizational culture. By focusing on simplifying processes and implementing collaborative projects, PCBDD was able to improve organizational performance and increase community opportunities. The key accomplishments for 2020 and 2021 are listed below.

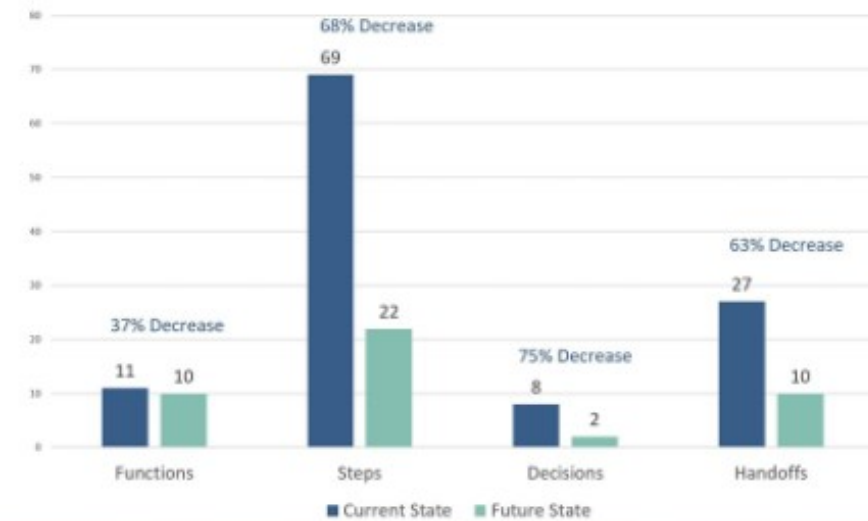


Improve Organizational Performance

- Developed Accreditation Team and initiated the accreditation process and regularly scheduled preparation meetings
- 2021 Succession Plan completed
- Shifting safety processes to the Safety Team
- Completed payroll and voucher processes
- Began updating Children's Program Intake processes
- Simplified ALA processes, including ALA billing process
- Developed Behavioral Supports processes
- Merged SSA and behavioral supports processes
- County-to-county transfer process simplified through 2-day Kaizen event
- Completed official PCBDD re-branding
- Completed new facility build and transitioned 5 departments under one roof



County-to-county Transfer Process



Learning and Growth Results

A major focus for PCBDD in 2020 and 2021 was a focus on its workforce, information technology, and facilities. PCBDD's goal was to develop an agile workforce. To accomplish this goal, PCBDD focused on embedding leadership throughout the organization, transitioning to a mobile workforce by expanding technology and improving emergency preparedness plans. Below are some activities that were accomplished in 2020 and 2021.

Leadership

- Emerging Leaders: 16 PCBDD staff participated using the initial curriculum.
- New Horizons Online Leadership Training: 16 staff participated in over 50 different trainings collectively.
- Academy for Leadership Abilities: 28 staff participated in at least one ALA session.
- Promotions: 2 PCBDD staff were promoted to supervisor positions.
- Employee Development: PCBDD transitioned to this approach to improve workplace performance.



Emergency Preparedness

- Began piloting a HIPAA compliant texting application with 4 PCBDD staff
- Approved Policy addendums
- Stockpiled cleaning supplies
- Updated evacuation plans for new facility to include: Fire extinguisher locations, AEDs (3 on first floor, 1 in basement), tornado shelter, first aid kit locations
- Installed new security system
- Provided COVID-19 education and awareness to staff, providers, and the community:
 - Participation in training and/or informational sessions
 - COVID-19 social media posts
 - COVID-19 staff emails and regular communication
 - Deployed Wellness, Wellbeing and You newsletter
 - PCHD collaboration in 2020 for COVID-19 worksite assessment
 - COVID protocols developed, deployed and adhered to resulting in no workplace outbreaks



Technology and Agile Workforce

- SLT began weekly tactical and monthly big meetings
- Modulated ALA curriculum
- Developed ALA website



- Upgraded agency computers to Windows 10 operating system
- Implemented Microsoft Office 365 that included a virtual meeting platform used for remote meetings and web-based file storage and file sharing



- Implemented computer replacement schedule to upgrade devices every 5 years



- Implemented Brittco software and web-based application used for demographics, case notes, billing, UIs and MUIs, ISPs and related forms
- Completed server migration with three virtual servers located on one physical server and web-based cloud backup
- Updated our Virtual Private Network (VPN) connection for a more secure and reliable application
- Participated in a Computer Security Awareness Program and Risk Assessment
- Consolidated to one location
 - Upgraded our wired and wireless Internet capabilities
 - Installed a building security and camera system
 - Installed phone system allowing transfer of calls to agency cell phones



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