



*Ottawa County Board  
Developmental Disabilities*

*Annual Plan  
Calendar Year 2012*

**Our Mission**

To ensure the availability of supports to eligible children and adults with developmental disabilities in gaining inclusion in their community. Further, to assist individuals and their families in achieving a life that they establish for themselves.

**Administration**

Melinda Slusser, Superintendent  
Kim Strong-Todd, Director of Business and Operations  
James Crist, Director of Service and Support Administration

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Monday-Friday

## Major Program Areas

### Superintendent

Executive Secretary

### Early Intervention Department

- ❖ EI Coordinator
- ❖ Service Coordinators
- ❖ Early Intervention Specialists

### Business Department

**Kim Strong-Todd, Director of Business and Operations**

- ❖ Office Manager
- ❖ Business Administrator
- ❖ Data System Manager
- ❖ Benefits Coordinator
- ❖ Receptionist

### Service and Support Administration Department

**James Crist, Director of Service and Support Administration**

- ❖ Service and Support Administrators
- ❖ Service and Support Administrator Assistants
- ❖ Medicaid Services Manager
- ❖ Medical Coordinator
- ❖ REC Staff

## Early Intervention/Help Me Grow

The Ottawa County Help Me Grow Program is a service for Ottawa County expectant parents, newborns, infants, and toddlers that provides health & developmental services so children start school healthy and ready to learn.

- ❖ Full developmental screenings & assessments that include vision, hearing and nutrition
- ❖ Development of a plan with your child and family needs addressed
- ❖ Prenatal education for expecting parents
- ❖ Home visitation services for parenting education
- ❖ Community resource linkages & referrals
- ❖ Service Coordination
- ❖ Link you to specialized services your child may be eligible for Family Support
- ❖ Help with transition planning before your child turns three

**Number of Children and Families Served:** 101 (January -November 2011)



## SERVICE AND SUPPORT ADMINISTRATION

A Service and Support Administrator (SSA) provides oversight, advocacy, and service coordination for people with developmental disabilities. An SSA also serves as a resource for the person served, the family of the person served, and others who are significant in the person's life. The Service and Support Administrator Assistant (SSAA), assists the SSA in this process

- ❖ Establish Eligibility
- ❖ Assessment
- ❖ ISP Development
- ❖ Assist with Provider Selection
- ❖ Monitoring of Services
- ❖ MUI Monitoring-The SSA Department works with the Clearwater Council of Governments, to monitor all Unusual Incidents. Major Unusual Incidents are investigated by the Clearwater COG, and follow up is provided by the SSA Department
- ❖ Referral and Linkage, without regard to eligibility

### Number Of Individuals Being Served

- ❖ **Service and Support Administration:** 272
- ❖ **Residential:**
  - I/O Waiver = 71
  - Level One Waiver=45
  - Supported Living = 12
- ❖ **Client Benefits Coordinator:**
  - Authorized Representative for services from the Department of Jobs and Family Services: 53
  - Acquire or maintain Social Security Benefits: 30
- ❖ **REC/Seniors (January-November 2011)**
  - 112 Individuals participated in a REC Activity

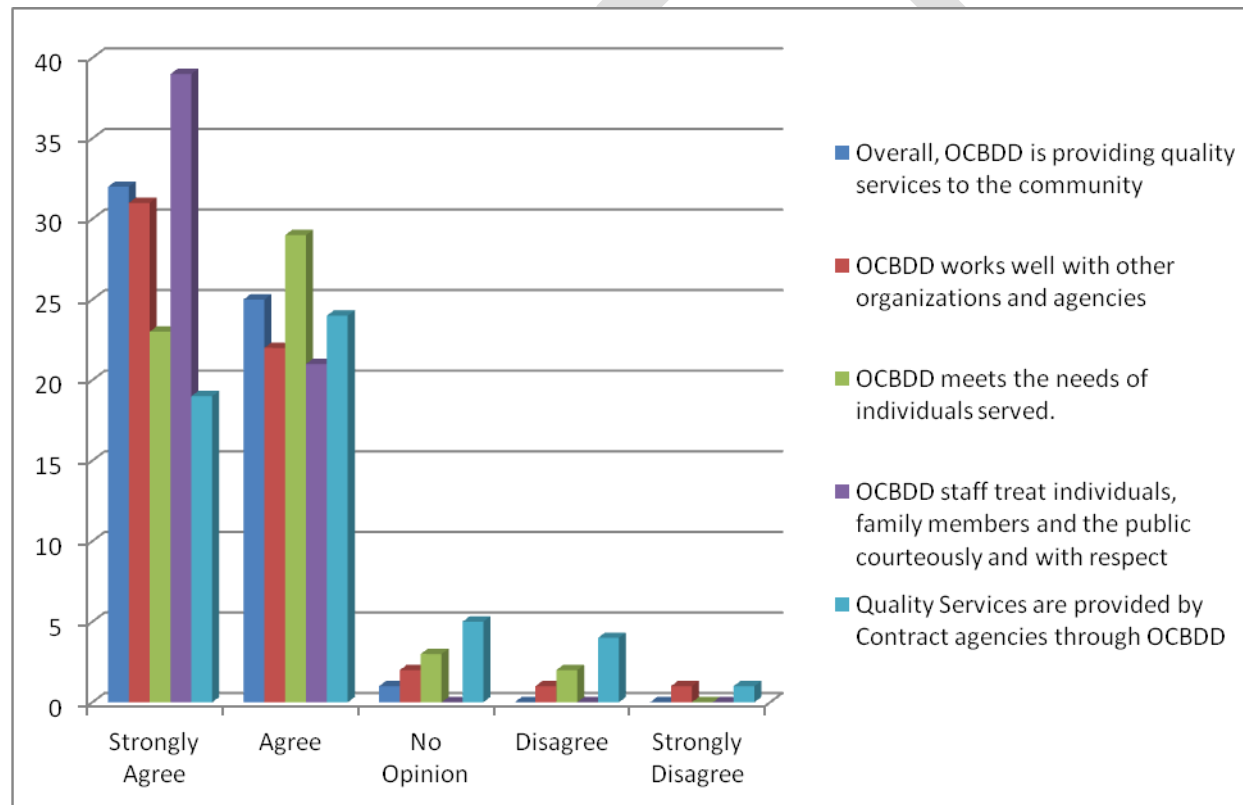
### Who is waiting to be served?

- ❖ Individual Options Waiver: 152
- ❖ Level One Waiver: 79
- ❖ Supported Living: 58

## Assessment Results

In early August 2011, the Ottawa County Board of DD sent an annual survey out to individuals served and their families; local public service agencies, county board staff, developmental centers, residential providers, and other providers of services to people with developmental disabilities, as well as various county and community agencies. This project was designed to inform the OCBDD's 2012 annual planning process by providing feedback regarding the various programs.

The Annual Planning Committee, along with the management team representing the Superintendent, Director of Business and Operations and the Director of Service and Support administration, and staff have created the Action Plan from surveys of staff, board members, consumers, parents and county agencies.



### **What services are not currently provided that you think should be?**

- More programs for REC for "tweens" (13-17 yrs. old)
- More support/contact with families when they are transitioning into school age programs
- More affordable housing
- A faster response to waiver assistance & changes to the waiver.
- Special Olympics
- Another Habilitation site choice for clients
- Social interaction for children ages 8-14
- More activities provided for school age children (summer youth sports, day trips)
- Provider orientation designed to clarify the responsibilities of OCBDD and define the role of it's staff.
- FSS purchase of I pads, drivers education training to name two
- Had some issues with our school and thought Clearwater COG would call since SSA filled them in and we haven't heard.
- Maybe a computer for art and other helpful teaching in the future
- Creative housing (condo, multi-unit w/ centralized amenities)
- Balancing checkbook but I don't want a payee
- O.C. needs more fundraisers because the State doesn't have enough money
- Life skill workshop services; ongoing
- Life coaches
- Researching-of client needs -local serves to expand service to clients. Well thought out vs. checklist overview of needs. Thorough evaluation of client needs to ward off problems. Who will care for my loved one when I am gone?

### **What are your recommendations for change?**

- More programs (REC) for "tweens" (13-17)
- More services for school age individuals/more transition services
- Takes no longer than a week for an answer from the County on a waiver issue. And months for response from the State
- More activities for school age children (summer youth sports/day trips)
- More riding horse trips. Also would like to do therapeutic riding again
- Paradigm toward housing and housing subsidy
- Increased socialization opportunities for people who live alone
- More and continuous teaching/coaching of basic life skills (washing clothes, cooking, cleaning, etc) by providers.
- Take a look at our support of contract agencies and if too much support makes them complacent
- Make the ISP less onerous
- Still hold family get together w/ kids who are 3 and still receive family support services so we can still stay in touch.
- Have a can food drive
- Listen and work with the consumer.
- Do you pursue grants?

## 2012 Action Plan

### **Strategic Initiative #1: Educate families, Board members, community partners and other key stakeholders about services, programs and waivers.**

- Action Step #1:** Dedicate a portion of monthly all staff meetings to educate OCBDD staff members about the roles of the SSA and EI Departments.
- Action Step #2:** Present information about EI and SSA Services at the Council on Social Concern meeting on an annual basis.
- Action Step #3:** Dedicate up to 30 minutes at monthly Board meetings to educate Board members about services and programs.
- Action Step #4:** Dedicate up to 15 minutes at monthly People First meetings to educate persons served about services & programs.
- Action Step #5:** Host a community resource fair or participate in a collaborative venture with other community partners.
- Action Step #6:** Host an Open House in connection with Provider Agencies for DD Awareness Month.
- Action Step #7:** Educate parent/person served-what's available under the Waiver System.

### **Strategic Initiative #2: Expand the role of OCBDD in transition services (Early Intervention - School - Adult Services)**

- Action Step #1:** Continue participation in Bridges to Transition Program
- Action Step #2:** Change OCBDD caseload-specifically-children ages 3-14.

### **Strategic Initiative #3: Increase positive public relations (electronic, social media, success stories)**

- Action Step #1:** Begin parent group for the purpose of raising awareness and fundraising.
- Action Step #2:** Publish at least one positive article in a local paper on a quarterly basis.
- Action Step #3:** Speak at a local service and/or community group at least one time per quarter.
- Action Step #4:** Build into the budget for DD Awareness (Bill Board rental, OCTA vehicle ad, school building banner).

### **Strategic Initiative #4: Develop a plan for future use of school building.**

- Action Step #1:** Determine feasibility of business plan and refine.
- Action Step #2:** Seek renters for open space.