



BOARD MEETING

Dec. 4, 2018



December Board Meeting Agenda

Tuesday, Dec. 4, 2018 – 6:00 p.m.

8 Harper Street

The Plains, Ohio 45780

**The Mission of the Athens County Board of Developmental Disabilities
is to serve our community with compassion, innovation, and transparency**

1. Call to Order – Margaret Demko, Board President.
2. Roll Call – Arian Smedley.
3. Reading of Mission Statement.
4. Motion to approve Agenda.
5. New Business:
 - a. Motion to approve Oct. 24, 2018, Regular Board Meeting Minutes (Exhibit 1, Pages 1-5).
 - b. Motion to approve Oct. 30 & Nov. 7 2018, Special Board Meeting Minutes (Exhibit 2, Pages 6-9).
 - c. Motion to approve new position for the Employment Options Division (Exhibit 3, Page 10-12).
 - d. Motion to approve resolution for Myrdith Sherow for her donations to Beacon School (Exhibit 4, Page 13).
 - e. Motion to approve resolution for guest speakers Nicole Phillips and Chris Stewart for donating their time to the ACBDD during the November in-service training (Exhibit 5, Pages 14-15).
 - f. Discuss proposal from Paul Richard, regarding the continuation of Journey To Be Still Yoga (Exhibit 6, Pages 16-17).
 - g. Discuss the possibility of offering a \$500 donation to The Plains-Athens Community Church of the Nazarene, which consistently offers the ACBDD free meeting room space.
 - h. Motion to approve new policy regarding parking in the Beacon School lot, which would go into effect January 1, 2019 (Exhibit 7, Pages 18-19).
 - i. Discuss out-of-county and/or out-of-district students (Exhibit 8, Page 20).
 - j. Discuss proposed SWOT analysis with feeder school districts.
 - k. Motion to approve resolution authorizing the ACBDD to participate in the state of Ohio's Cooperative Purchasing Program (Exhibit 9, Page 21).
 - l. Discuss updates with implantation of new Wait List policy (Exhibit 10, Pages 22-23).
 - m. Motion to approve 2019 operating budget (Exhibit 11, Page 24).
 - n. Discuss and motion to approve 2019 FSS allocation (Exhibit 12, Page 25).
 - o. Review 2019 Technology Plan (Exhibit 13, Pages 26-34).

6. Board Reports:

- a. Superintendent, Dr. Kevin Davis (Exhibit 14, Pages 35-53).
 - b. Director of Education, Becky Martin (Exhibit 15, Pages 54-59).
 - c. Director of Finance and Operations, Steve Kramer (Exhibit 16, Pages 60-71).
 - d. Director of Service and Support, Richard Suehrstedt (Exhibit 17, Page 72).
 - e. Director of Employment Options, Doug Mitchell (Exhibit 18, Pages 73-78).
 - f. ATCO Transition Manager, Autumn Brown (Exhibit 19, Pages 79-83).
 - g. MUI Coordinator, Beth Atherton (Exhibit 20, Pages 84-85).
 - h. Director of Human Resources, Gwen Brooks (Exhibit 21, Pages 86-89).
 - i. Director of Facilities and Transportation, Butch Withem (Exhibit 22, Page 90).
7. Comments from Visitors relative to the agenda.
8. Comments from Unions relative to the agenda.
9. Comments from the board.
10. Motion to adjourn.

Exhibit 1

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Board Meeting Minutes
Wednesday, Oct. 24, 2018 – 4:00 P.M.
Ohio University Baker Center 235 Athens, OH 45701

**The Mission of the Athens County Board of Developmental Disabilities
is to serve our community with compassion, innovation, and transparency**

Draft until board approved

1. Margaret Demko, Board President, called the meeting to order at 4:10 p.m.
2. Arian Smedley did roll call.

ALLEN	Present
BOND	Present
DEMKO	Present, arrived by 4:12 p.m.
HUTZEL	Present
JOLLEY	Present, arrived by around 4:40 p.m.
OESTRIKE	Absent
OLIVER	Present

(No roll call necessary) Administrative Staff in Attendance:

Dr. Kevin Davis	Superintendent
Becky Martin	Director of Education
Steve Kramer	Director of Finance
Richard Suehrstedt	Director of Service & Support Administration
Autumn Brown	ATCO Transition Manager
Gwen Brooks	Director of HR
Arian Smedley	Assistant Superintendent

*See sign-in sheet for full list of attendees.

3. Allen read the Mission Statement.
4. Bond motioned to approve the amended agenda.

MOTION#: 10-24-01
MOTION: BOND
SECOND: OLIVER
AYES: ALLEN, BOND, HUTZEL, OLIVER
CARRIES: YES

5. New Business:
 - a. Dr. Allen motioned to approve Sept. 25, 2018, Regular Board Meeting Minutes (Exhibit 1, Pages 1-6).

Exhibit 1

MOTION#: 10-24-02
MOTION: ALLEN
SECOND: BOND
AYES: ALLEN, BOND, HUTZEL, OLIVER
CARRIES: YES

- b. Dr. Allen motioned to approve Oct. 3, 2018, Special Board Meeting Minutes (Exhibit 2, Pages 7-8).

Demko arrived at 4:12 p.m.

MOTION#: 10-24-03
MOTION: ALLEN
SECOND: BOND
AYES: ALLEN, BOND, DEMKO, HUTZEL
ABSTAIN: OLIVER
CARRIES: YES

- c. Demko motioned to approve renewed contract with Buckeye Community Services, pending Prosecuting Attorney's Approval (Exhibit 3, Pages 9-19).

Discussion: Dr. Davis explained this is done every year. BCS pays the ACBDD for spots at ATCO. This will be the last contract we will have with BCS.

MOTION#: 10-24-04
MOTION: DEMKO
SECOND: OLIVER
AYES: ALLEN, BOND, DEMKO, HUTZEL, OLIVER
CARRIES: YES

- d. Oliver motioned to pass a resolution expressing appreciation to Haley Carpenter for her \$800 donation to Beacon School (Exhibit 4, Page 20).

Discussion: Dr. Davis explained the history of this donation and the reason for the resolution. The board praised her for this. Demko mentioned it would be nice to get Beacon students involved in the fair and 4H. Martin said she will follow up on this idea.

MOTION#: 10-24-05
MOTION: BOND
SECOND: OLIVER
AYES: ALLEN, BOND, DEMKO, HUTZEL, OLIVER
CARRIES: YES

- e. The board reviewed and discussed the Beacon Student Health and Safety Review (Exhibit 5, Pages 21-26). Dr. Davis walked the board through the entire document. No action was required. He asked the board for any suggestions or feedback. Demko noted Athens County Children Services is only noted once in a prevention plan and suggested it be explicitly added for all prevention plans. This would better reflect practice. Dr.

Exhibit 1

Davis said he agreed, since ACCS is notified for all instances involving minors. Hutzel asked for the timeline for getting staff ABA certified. Dr. Davis stated that is a goal noted in our strategic plan and is something that will take a few years to complete. Hutzel said she appreciated have so much information in one place. There were no other comments or feedback from the board.

- f. Demko motioned to approve proposal to hire Floating Instructor Assistant at Beacon School (Exhibit 6, Pages 27-28).

Discussion: Dr. Davis said this position will support our current Beacon staff. It is a new union position. This position will be posted internally with just this bargaining unit. It is expected that a staff member from ATCO will benefit from the creation of this position. Martin added this will support the school when there are absences and for other day-to-day operations.

MOTION#: 10-24-06
MOTION: DEMKO
SECOND: BOND
AYES: ALLEN, BOND, DEMKO, HUTZEL, OLIVER
CARRIES: YES

- g. Dr. Allen motioned to approve the purchase of a new bus for Beacon School (Exhibit 7, Page 29).

MOTION#: 10-24-07
MOTION: ALLEN
SECOND: BOND
AYES: ALLEN, BOND, DEMKO, HUTZEL, OLIVER
CARRIES: YES

Discussion: Dr. Davis explained this was first presented during the last board meeting.

- h. Dr. Allen motioned to approve investing \$23,265.00 to resurface the Beacon School gymnasium floor, and using the \$10,000.00 donation from Martha Bratton in memory of her late husband, Dr. James K. Bratton (Exhibit 8, Pages 30-32).

Discussion: Dr. Davis explained this project was first discussed when we first received the donation. He added it could be done over winter break. The board was provided a handout that included a rough design of the new floor, which will have the Beacon School logo in the center.

MOTION#: 10-24-08
MOTION: ALLEN
SECOND: OLIVER
AYES: ALLEN, BOND, DEMKO, HUTZEL, OLIVER
CARRIES: YES

Exhibit 1

- i. The board discussed a proposal for renovating the HVAC system in the Beacon School gymnasium (Exhibit 9, Pages 33-35). Dr. Davis explained this was another project initially discussed in the past. The gym does not currently have air conditioning. The board was not asked to take action. They were asked to think about it.
 - j. The board discussed parking issues at Beacon School. Dr. Davis reminded the board of the history of why the ACBDD/Beacon School constructed their own parking lot. He added we are now frequently facing problems of Morrison-Gordon parents/guardians parking in Beacon's lot in spots that are not official spots. Discussions with the district and school administration have already happened. Their administration is supportive of our needs and to finding a solution that promotes health and safety of everyone. They frequently remind their parents. However, the issue remains. Dr. Davis was seeking additional guidance from the board on what to do next. Board members had varying opinions on what to do. Dr. Jolley arrived around 4:40 p.m. The consensus was to restrict parking to Beacon stakeholders (students and others who use our facility). Dr. Davis said with that information, he would provide an official plan at the next board meeting.
 - k. Board members were reminded the November & December Board Meetings will be combined, scheduled for December 4 at Harper Street. The board training starts at 5 p.m. The meeting starts at 6 p.m.
6. Board Reports:
- a. Superintendent, Dr. Kevin Davis (Exhibit 10, Pages 36-62).
Report stands. Dr. Davis passed out a printed version of the three-year strategic plan, which will be given to all staff during the in-service in November. He also reminded the board members of the upcoming OACB conference. Lastly, he said he was glad to see board members planning to attend the gala and hoped they enjoyed it and felt proud to be a part of it. Dr. Allen asked how the meeting went with Larry Payne. Dr. Davis said it went fine. It pertained to the nonprofit transfer from ATCO to PersonnelPlus. The meeting was to confirm Payne's willingness to serve as the president once that transfer happens.
 - b. Director of Education, Becky Martin (Exhibit 11, Pages 63-65).
Report stands. Demko stated she heard positive feedback about the recent fieldtrip.
 - c. Director of Finance and Operations, Steve Kramer (Exhibit 12, Pages 66-76)
Report stands.
 - d. Director of Service and Support, Richard Suehrstedt (Exhibit 13, Pages 77-78).
Report stands. He highlighted the fact that his department is still seeking an administrative assistant. There was brief discussion about next steps.
 - e. Director of Employment Options, Doug Mitchell (Exhibit 14, Pages 79-83).
Report stands. Dr. Davis highlighted the department's successes this past month.

Exhibit 1

- f. ATCO Transition Manager, Autumn Brown (Exhibit 15, Pages 84-87).
Report stands. Brown highlighted their upcoming Fall Festival and Open House.
 - g. MUI Coordinator, Beth Atherton (Exhibit 16, Pages 88-90).
Report stands.
 - h. Director of Human Resources, Gwen Brooks (Exhibit 17, Pages 91-93).
Report stands. Dr. Davis highlighted the success of getting two signed union contracts.
 - i. Director of Facilities and Transportation, Butch Withem (Exhibit 18, Page 94-96).
Report stands. There was additional discussion about installing air conditioning in the Beacon gym.
- 7. No comments from Visitors relative to the agenda.
 - 8. No comments from Unions relative to the agenda.
 - 9. No comments from the board.
 - 10. Bond motioned to adjourn.

MOTION#: 10-24-09
MOTION: BOND
SECOND: ALLEN
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OLIVER
CARRIES: YES

Exhibit 2

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Board Meeting Minutes
Tuesday, Oct. 30, 2018 – 6:00 P.M.
201 W. Union Street Athens, OH 45701

The Mission of the Athens County Board of Developmental Disabilities is to serve our community with compassion, innovation, and transparency

Draft until board approved

1. Margaret Demko, Board President, called the meeting to order at 6:15 p.m.
2. Arian Smedley did roll call.

ALLEN	Present
BOND	Present
DEMKO	Present
HUTZEL	Present
JOLLEY	Present
OESTRIKE	Present
OLIVER	Present

(No roll call necessary) Administrative Staff in Attendance:

Arian Smedley Assistant Superintendent

*See sign-in sheet for full list of attendees.

3. Oestrike read the Mission Statement.
4. Dr. Allen motioned to approve the agenda.

MOTION#: 10-30-01
MOTION: ALLEN
SECOND: OLIVER
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER
CARRIES: YES

5. Dr. Allen motioned to enter into Executive Session per ORC 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

MOTION#: 10-30-02
MOTION: ALLEN
SECOND: OESTRIKE
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER
CARRIES: YES

6. Hutzel motioned to return from Executive Session.

Exhibit 2

MOTION#: 10-30-03
MOTION: HUTZEL
SECOND: BOND
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER
CARRIES: YES

7. Hutzel motioned to schedule a Special Board Meeting on Wednesday, Nov. 7, 6 p.m., at Beacon.

MOTION#: 10-30-04
MOTION: HUTZEL
SECOND: BOND
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER
CARRIES: YES

8. No comments from Visitors relative to the agenda.
9. No comments from Unions relative to the agenda.
10. No comments from the board.
11. Bond motioned to adjourn.

MOTION#: 10-30-05
MOTION: BOND
SECOND: OLIVER
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER
CARRIES: YES

Exhibit 2

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
Board Meeting Minutes
Wednesday, Nov. 7, 2018 – 6:00 P.M.
201 W. Union Street Athens, OH 45701

The Mission of the Athens County Board of Developmental Disabilities is to serve our community with compassion, innovation, and transparency

1. Margaret Demko, Board President, called the meeting to order at 6:00 p.m.
2. Arian Smedley did roll call.

ALLEN	Present
BOND	Present
DEMKO	Present
HUTZEL	Present
JOLLEY	Present
OESTRIKE	Present
OLIVER	Present

(No roll call necessary) Administrative Staff in Attendance:

Dr. Kevin Davis	Superintendent
Arian Smedley	Assistant Superintendent

*See sign-in sheet for full list of attendees.

3. Oliver read the Mission Statement.
4. Hutzel motioned to approve the agenda.

MOTION#: 11-07-01
MOTION: HUTZEL
SECOND: JOLLEY
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER
CARRIES: YES

5. Bond motioned to enter into Executive Session per ORC 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

MOTION#: 10-30-02
MOTION: BOND
SECOND: HUTZEL
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER
CARRIES: YES

6. Bond motioned to return from Executive Session.

MOTION#: 10-30-03

Exhibit 2

MOTION: BOND
SECOND: JOLLEY
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER
CARRIES: YES

7. No comments from Visitors relative to the agenda.
8. No comments from Unions relative to the agenda.
9. No comments from the board.
10. Oliver motioned to adjourn.

MOTION#: 10-30-04
MOTION: OLIVER
SECOND: BOND
AYES: ALLEN, BOND, DEMKO, HUTZEL, JOLLEY, OESTRIKE, OLIVER
CARRIES: YES

**PersonnelPlus Proposal for New Position
December 4, 2018**

Request

We are requesting approval to introduce a new full-time ACBDD position titled Employment Assistant. As will be detailed below, this position will combine the duties of two part-time Job Trainers that have historically been difficult to retain. In addition, this position will take on new tasks to support the current staff at Employment Options.

Background

Job Trainers provide a unique support to individuals with disabilities who are seeking employment. Historically, ATCO, Inc. has employed four part-time Job Trainers. ATCO, Inc. bills the ACBDD an hourly rate for service delivery. Currently, two positions are vacant.

With the positions as they are now, we have struggled with turnover and finding quality candidates. The following are some of the reasons for this. ATCO, Inc. offers:

1. No guaranteed hours - employees are unable to plan on working consistently
2. No set schedules, which makes it difficult for employees to plan for family commitments
3. No healthcare as ATCO, Inc. is unable to afford it
4. No retirement
5. Universal leave is accrued but often used for sick time providing no vacation or personal time

The Need

We have reached a critical point in our service delivery where we need to be able to retain reliable and dependable professionals to provide Job Training (Job Coaching) and other employment supports to the individuals we serve. However, the positions in their current structure are not supporting individuals with disabilities to the best of our abilities.

In 2018 alone, two job trainers resigned. We were informed one of their reasons for leaving was to secure more stable employment. We also had one job trainer pass away. This has left two part-time Job Trainers, one of whom recently took another part-time job and has intentions to move on to full-time employment elsewhere.

Additional Duties

This position is more flexible than current positions. It will allow for the Employment Assistant to support other critical employment needs, such as helping individuals apply for jobs, following up on applications, teaching job skills class, and helping with job retention activities when not job training.

The Benefits

We believe the creation of this new position will bring a number of benefits to the ACBDD and to the Employment Options Division. Some of those include:

1. Continuity of service delivery
2. Qualified staff
3. Reduction in turnover
4. Assisting individuals with other employment needs

Exhibit 3

Two part-time Job Trainer’s (employed by ATCO, Inc.) will remain in place and compliment the new ACBDD full-time position that will anchor our training services

The Cost

The cost to the ACBDD for funding this position is estimated at \$67,157.88 per year. Below is a detailed breakdown of those costs. This estimate is based on the most likely scenario (i.e., most likely pay scale) at full insurance exposure.

FT Employment Assistant, Estimate at the 10th step PG ND-II	\$ 44,466.72
Standard Benefit Rate	\$ 8,110.73
Employee full Insurance liability EE only plan	\$ 14,580.43
Total Estimated Cost	\$ 67,157.88

The ability to fund this position is made possible by the departure of two of our part-time Job Trainers. Collectively, the trainers worked a total of 2,573 hours in 2017 totaling \$45,036 in wages paid. Since neither of these positions have been filled, those funds can be made available based on the budgeted numbers for 2018. There are available funds in the budget to cover the remaining costs.

Exhibit 4



RESOLUTION

A resolution expressing the appreciation of the Athens County Board of Developmental Disabilities (ACBDD) to Myrdith Sherow, the daughter of Beacon School’s first teacher, for her generosity to the school:

Whereas, Myrdith’s donation of wall art and a chair rail for the Beacon School model apartment have greatly enhanced the space; and

Whereas, the ACBDD recognizes these donations as a demonstration of love, compassion, and respect for our students; and

Whereas, a donation such as this has a direct and positive impact on the students supported at Beacon School; and

Whereas, the ACBDD sees Myrdith as an exceptional community member and a role model for others; and

Be it resolved by the Athens County Board of Developmental Disabilities:

We hereby express our appreciation to Myrdith Sherow for her generosity, selflessness, community mindedness, and commitment to supporting our organization and the individuals we assist.

Margaret Demko
Board President

Date

Dr. Kevin Davis
Superintendent

Date

Exhibit 5



RESOLUTION

A resolution expressing the appreciation of the Athens County Board of Developmental Disabilities (ACBDD) to Nicole Phillips for her generosity to the ACBDD:

Whereas, Nicole, a professional speaker on the subject of kindness, donated her services during the ACBDD staff in-service on November 6; and

Whereas, the ACBDD recognizes this donation as a demonstration of love, compassion, and respect for our agency, our staff, and the individuals we assist; and

Whereas, a donation such as this has a direct and positive impact on the staff of the ACBDD and indirectly on the individuals we assist; and

Whereas, the ACBDD sees Nicole as an exceptional community member and a role model for others; and

Be it resolved by the Athens County Board of Developmental Disabilities:

We hereby express our appreciation to Nicole Phillips for her generosity, selflessness, community mindedness, and commitment to supporting our organization and the individuals we assist.

Margaret Demko
Board President

Date

Dr. Kevin Davis
Superintendent

Date

Exhibit 5



RESOLUTION

A resolution expressing the appreciation of the Athens County Board of Developmental Disabilities (ACBDD) to Chris Stewart for his generosity to the ACBDD:

Whereas, Chris, a professional speaker on the subject of teamwork, donated his services during the ACBDD staff in-service on November 6; and

Whereas, the ACBDD recognizes this donation as a demonstration of love, compassion, and respect for our agency, our staff, and the individuals we assist; and

Whereas, a donation such as this has a direct and positive impact on the staff of the ACBDD and indirectly on the individuals we assist; and

Whereas, the ACBDD sees Chris as an exceptional community member and a role model for others; and

Be it resolved by the Athens County Board of Developmental Disabilities:

We hereby express our appreciation to Chris Stewart for his generosity, selflessness, community mindedness, and commitment to supporting our organization and the individuals we assist.

Margaret Demko
Board President

Date

Dr. Kevin Davis
Superintendent

Date

**Proposal to the Athens County Board of Developmental Disabilities:
Funding for Journey to Be Still yoga to transition from ATCO to another facility**

Objective: To create an experience that is transformative physically, mentally, emotionally and spiritually for people living with disabilities and those without in an integrative environment.

The Need: People who live with disabilities have limited opportunities for physical engagement that will create positive benefits, and yet their living situations are often contributing to poor health rather than nurturing good health.

The Solution: Journey to Be Still provides adaptive yoga classes for people with and without disabilities. These have been offered under the umbrella of ATCO for the past three years. It is our desire for this to continue, but with the closure of the ATCO facility, this benefit to people with disabilities is threatened.

The Benefits: People living with disabilities are often subjected to a living environment that is more “useful” to those caring for them rather than the individual themselves. Yoga is a wholistic experience that creates the opportunity to experience many benefits. At the very basic level, getting people out of wheel chairs on onto a mat facilitates the opening of the body by opening the chest. This creates an increase in oxygen in the bloodstream, thus facilitating overall body function.

People Served: We are currently actively involved with nineteen people. Nine individuals with disabilities and we have had several providers who participate alongside the person they attend with and act as assistants; we regularly have 3-5 community members participating. Journey to Be Still has provided a yoga experience to approximately 40 community members with and without disabilities. With the change of venue, we expect there will also be a change in the schedule, but the structure we have worked with has served people well: three sessions of full assist (one-on-one or two-on-one) adaptive yoga, followed by a beginner, limited (as needed) assist for a group of people with and without disabilities.

Proposed Location: The location being considered is called “Dirk’s Place.” It is five miles out on 33 east on Pleasanton Road, about 10 minutes from East State Street. It is a beautiful, rural setting of a large house and ten acres that is being developed to conduct a variety of retreat experiences, including adaptive yoga for people with disabilities. This home is a non-disabilities facility (but handicap accessible), in that it is not just for people with disabilities, thus creating the opportunity for integrative experiences. Dirk’s Place is not a yoga studio; rather it is being developed as a retreat center – *Journey to Be Still* - for southeast Ohio, of which adaptive yoga will be one component.

Leadership: These experiences are led by Paul Richard, a 200-hour Registered Yoga Teacher with the Yoga Alliance, with continuing education training specifically in the area of adaptive yoga through MindBody Solutions and 350 teaching hours over 3+ years. It is our desire to add others to lead and to assist.

The Request: An annual stipend of \$5000 for 2019 to assist with the initial costs of the new location and facility. This is especially being applied to adaptations that are necessary to accommodate people with disabilities, making the facility ADA accessible wherever possible.

Other Funding being sought: The Request being made of the ACBDD will not adequately cover the expenses of such a venture. But it will provide a basis from which to grow. It is our desire to see this expand through other staff who would provide this experience.

Currently Community Members can provide a donation for their yoga experience. At the new location there will be a requested donation of \$10. But it is our desire that this will not

Exhibit 6

prohibit people from participating, particularly those with a disability, and thus it will be maintained as a requested donation.

We are exploring the possibility of becoming a provider through the DD funding methods in the future. It was recommended I discuss looking at partnering with other local providers of services to people with disabilities to explore funding via grants and other funding sources. Dirk's Place will also be looking for funding to become a retreat setting in the future with accessibility being a part of our focus as we develop.

Outcome: This funding will allow Journey to Be Still Yoga at Dirk's Place to transition into a community-based setting, to continue providing yoga to people in an integrative environment with the expectation that in 2019 we will serve 10-15 individuals living with disabilities along with other community members. Future hopes are to establish connections with providers to help people's yoga experiences be incorporated into their everyday life and their staff learning to engage in this with the people they serve.

Proposed (Tentative) Journey to Be Still Yoga Session Schedule at Dirk's Place

4:30-5:00	Buckeye Community Services
5:15-5:45	Independents
6:00-6:30	Echoing Meadows
7:00-8:15	Traditional Beginner Class

2019 Schedule with Breaks:

January 7 – Open House at Dirk's Place
January 14 through May 13
May 20, 27, June 3 Break
June 10 through August 12
August 19, 26, September 2 Break
September 9 through December 16
December 23, 30 Break

Exhibit 7

Adopted	Pending
Status	Pending
Historical Versions	
Initiated by	Arian Smedley, Assistant Superintendent
Approved by	Pending

94. Parking at the ACBDD Administration Office / Beacon School

1. Parking at the ACBDD Administration Office / Beacon School will be restricted to ACBDD stakeholders between the hours of 7:30 a.m. and 4:30 p.m., Monday to Friday.
2. For the purposes of this policy, stakeholders include individuals who receive services from the ACBDD, their families and support network, ACBDD staff, and community members who are using the ACBDD facility.

ACBDD

PARKING

ONLY

7:30AM - 4:30PM

Monday - Friday

Discussion about out-of-county and/or out-of-district students

Below is a map of Athens County. The red lines represent an approximation of the 5 county school district areas. School district lines are not exact. This is merely a visual to aide in the discussion.



BOARD RESOLUTION

AUTHORIZING POLITICAL SUBDIVISION TO PARTICIPATE IN THE State of Ohio COOPERATIVE PURCHASING PROGRAM

WHEREAS, Ohio's Cooperative Purchasing Act. (AM. Sub. H.B. No. 100), as signed into law on December 4, 1985; and

WHEREAS, effective March 6, 1986, Ohio's Cooperative Purchasing Act provides the opportunity for counties, townships, municipal corporations, regional transit authorities, regional airport authorities or port authorities and school districts, conservancy districts, township park districts and park districts and other authorities, to participate in contracts distributed by the state of Ohio, Department of Administrative Services, Office of Cooperative Purchasing for the purchase of supplies, services, equipment and certain materials; now therefore,

BE IT ORDAINED BY THE ATHENS COUNTY

Section 1. That the ATHENS COUNTY BOARD OF DEVELOPMENT DISABILITIES (DD) hereby requests authority in the name of the ATHENS COUNTY to participate in state contracts which the Department of Administrative Services, Office of State Purchasing has entered into and the Office of Cooperative Purchasing has distributed for the purchase of supplies, services, equipment and certain other materials pursuant to Revised Code Section 125.04.

Section 2. That the ATHENS COUNTY BOARD OF DD is hereby authorized to agree in the name of the ATHENS COUNTY to be bound by all contract terms and conditions as the Department of Administrative Services, Office of Cooperative Purchasing prescribes. Such terms and conditions may include a reasonable annual membership fee to cover the administrative costs which the Department of Administrative Services incurs as a result of ATHENS COUNTY'S participation in the contract. Further, that the ATHENS COUNTY BOARD OF DD does hereby agree to be bound by all such terms and conditions and to not cause or assist in any way the misuse of such contracts or make contract disclosures to non-members of the Coop for the purpose of avoiding the requirements established by ORC 125.04.

Section 3. That the ATHENS COUNTY BOARD OF DD is hereby authorized to agree in the name of the ATHENS COUNTY to directly pay the vendor, under each such state contract in which it participates for items it receives pursuant to the contract, and the ATHENS COUNTY BOARD OF DD does hereby agree to directly pay the vendor.

Signed _____ Dated _____

How might this new process affect me?

If you were already on the waiting list before September 1, 2018, you will be contacted by your county board to schedule an assessment interview. The purpose of this interview is to talk about your needs and determine if a waiver is the only way your needs can be met. This interview can take place in person or over the phone, depending on your situation.

If you were not on the waiting list before September 1, 2018, but you think you might need a waiver and your county does not have any waivers available, you will need to complete the assessment process to be put on the waiting list in your county.

If you are not on the waiting list because you already have a waiver that meets your needs, or because your needs are already being met without a waiver and you have not requested one, this process is not likely to affect you.

How should I use this brochure?

This brochure was created to help people better understand the four possible outcomes of the new Waiting List Assessment process.

*To do this, we are imagining four friends—**Jaime, Kim, Tracy, and Alex**—who all go through the Waiting List Assessment process at the same time. These four friends each receive a different outcome and can use this brochure to compare why their outcomes are different. This brochure might even be used during your assessment to explain the process.*

Why is Ohio's DD Waiver Waiting List Changing?

Over a 24-month period, organizations representing people with developmental disabilities, family members, guardians, county boards, private providers, and the State of Ohio worked together to come up with a new way for Ohio to manage its waiting list as part of the "Fix The List" coalition.

The solution they created is outlined in this brochure. This new assessment process is designed to address many of the issues that had frustrated families over the years while also helping county boards and the State of Ohio come up with a better plan to meet people's needs when they request a DD waiver.

To learn more about the coalition, the new assessment process, and related topics, visit FixTheList.info or contact your local county board.

www.FixTheList.info



2018FF-01

FROM OLD

TO NEW

Ohio's DD Waiver Waiting List and YOU

What has changed about Ohio's DD Waiver Waiting List ?

For years, people with developmental disabilities and their families knew that the way Ohio managed its waiting list for DD waivers wasn't working. The waiting list was confusing for families and did little to help people gain access to services and supports they needed to live happy, healthy, fulfilling lives. That's why, for more than two years, Ohio's DD community has been working on a new process that will help county boards fairly and accurately identify the needs of a person seeking a DD waiver. This new process, and the four possible outcomes, are outlined on the inside of this brochure.

Why are we conducting assessments?

In the past, anyone could be on the waiting list for any reason—regardless of whether or not they actually needed a waiver. In fact, a person could be put on waiting lists in multiple counties, even if they didn't live there. A person could also be on multiple waiting lists for different waivers, even if the waiver they were requesting would not meet their needs. The new statewide assessment process will help to identify people's true needs and find ways to meet those needs with or without a waiver.

Meet Jaime

Hello! My name is Jaime. Recently, I had a conversation with my county board to talk about my needs. We completed the Waiting List Assessment, and we discovered I have "Immediate Needs." This means that I have needs right now, and if those needs are not met within 30 days, I will be at serious risk of harm.

Meet Kim

Hi! My name is Kim. Recently, I had a conversation with my county board to talk about my needs. We completed the Waiting List Assessment, and we discovered I have "Current Needs." This means that I have needs right now or I will have needs some time in the next 12 months, but I am not at serious risk of harm if no action is taken within 30 days.

Meet Tracy

Hey there! My name is Tracy. Recently, I had a conversation with my county board to talk about my needs. We completed the Waiting List Assessment, and we discovered I have "Current Needs." This means that I have needs right now or I will have needs at some point in the next 12 months, but I am not at serious risk of harm if no action is taken within 30 days.

Meet Alex

Howdy! My name is Alex. Recently, I had a conversation with my county board to talk about my needs. We completed the Waiting List Assessment and we discovered I do not have any unmet needs at this time. This means that I will not have any needs in the next 12 months, and I am not at serious risk of harm if no action is taken within 30 days.

Common examples of situations creating a serious risk of harm include, but are not limited to:

- My primary caregiver is going away and nobody else is available to take their place.
- My behavior creates a serious risk of harm to myself or others.
- My level of personal or medical care needs is so high that I am at serious risk of harm.

After talking it over with my county board, we have come up with a plan to meet all of my assessed needs without a waiver. This means I don't have to wait for services because **I can have all of my needs met without a waiver.**

After talking it over with my county board, we have come up with a plan to meet some of my assessed needs without a waiver. However, we also determined that some of my other needs cannot be met unless I get a waiver. This means **I need a waiver for all of my needs to be met.**

After talking it over with my county board, we have agreed to stay in touch in the months and years ahead in case I have any unmet needs in the future. Even though I don't have any unmet needs today, my county board is always available to help me find services if that should change.

What happens next?

My county board will work with me to link me with services and supports to meet my "Immediate Needs." These services could be paid for by the county board, by a waiver, or through community-based alternative services, such as those offered by another government agency.

What happens next?

My county board will work with me to link me with services and supports to meet all of my "Current Needs" without a waiver. These services could be offered by the county board or be community-based alternative services, such as those offered by another government agency.

What happens next?

My county board will work with me to link me with services and supports to meet my "Current Needs" as much as possible without a waiver. These services could be offered by the county board, or they could be community-based alternative services, such as those offered by another government agency.

What happens next?

If my needs change, I should contact my county board as soon as possible to discuss my situation. My county board can link me to services and supports to meet my needs, and if necessary, complete a new assessment at that time.

Will I be put on the waiting list?

NO. I am not put on the waiting list because my county board must take action to meet my needs within 30 days. If I was on the waiting list before September 1, 2018, I will be removed, and my county board will take action to meet my needs as soon as possible.

- If I disagree with the outcome of my assessment, I have the right to appeal. My county board will give me information about how to make an appeal.
- No matter what the outcome of my assessment, if my needs change, **I can ask my county board to go through the assessment process again.**

Will I be put on the waiting list?

NO. I am not put on the waiting list because my needs can be met with non-waiver resources. If I was on the waiting list before September 1, 2018, I will be removed.

- If I disagree with the outcome of my assessment, I have the right to appeal. My county board will give me information about how to make an appeal.
- No matter what the outcome of my assessment, if my needs change, **I can ask my county board to go through the assessment process again.**

Will I be put on the waiting list?

If my county board is unable to immediately enroll me on an available waiver, then **YES**, I will be put on the waiting list. If I was already on the waiting list before September 1, 2018, I will keep my original date of request. If I was not already on the list, I will be placed on the list with a new "status date."

- If I disagree with the outcome of my assessment, I have the right to appeal. My county board will give me information about how to make an appeal.
- No matter what the outcome of my assessment, if my needs change, **I can ask my county board to go through the assessment process again.**

Will I be put on the waiting list?

NO. I am not put on the waiting list because I do not have any unmet needs at this time. If I was on the waiting list before September 1, 2018, I will be removed.

- If I disagree with the outcome of my assessment, I have the right to appeal. My county board will give me information about how to make an appeal.
- No matter what the outcome of my assessment, if my needs change at any point in the future, **I can ask my county board to go through the assessment process again.**

Athens County Board of DD - 2019 Budget

Athens County Board of DD - 2019 Budget		
Revenues		
401.0085.410400	S31 - General Tax Beacon	6,739,565
401.0085.410404	S32A - Trailer Tax	75,373
401.0085.412100	S31A - Homestead & Rollback	589,652
401.0085.412500	S33 - Grants	2,225,139
401.0085.413110	S37 - Lunch Sales	6,500
401.0085.413120	S38 - Contract Services	-
401.0085.417100	S39 - Other Receipts	10,000
401.0085.417110	Martin Match Receipts	-
401.0085.417120	Supported Living Subsidy	594,225
401.0085.417130	DODD TCM Match Transfer	-
401.0085.417140	S40 - Refunds	409,257
401.0085.417150	S41 - Reimbursements	35,000
401.0085.417500	S35 - Gifts & Donations	15,000
401.0085.417800	S43 - Other Non-Revenue (Misc Rec)	146,789
401.0085.422100	S44 - Transfers In	
	Total	10,846,500
Expenditures		
401.4356.510200	Salaries	4,078,232
401.4356.520150	Health Insurance	1,100,107
401.4356.522100	Medicare	59,134
401.4356.524100	Workers Compensation	40,594
401.4356.525100	PERS / STRS	566,328
401.4356.530100	Contract Services	965,000
401.4356.530101	Rentals	27,935
401.4356.530102	Non waiver Supported Living	248,746
401.4356.530200	Repairs / Maintenance	27,262
401.4356.540100	Supplies	201,622
401.4356.550100	Equipment	40,000
401.4356.560100	Other Expense	110,000
401.4356.560101	Medicaid Match - TCM	-
401.4356.560102	Family Resource Services	50,000
401.4356.560103	Medicaid Waiver Match	2,849,450
401.4356.560107	Utilities	94,733
401.4356.560110	Fees-Settlement	169,099
401.4356.560200	Advertising-Printing	34,128
401.4356.560300	Travel / Reimbursement	27,578
401.4356.560500	Election Expense	-
401.4356.580100	Transfer Out - Beacon	-
401.4356.58900	Transfer Out - GL	-
	Total	10,689,948

STATE - Subsidies: (Family Support Services, TDD TCM Reimb, Residential Facilities (RFW), Waiver Admin, Purchase of Service); Pre-School, School Age and Transportation (by attendance);
FEDERAL - Pre-School Disabilities Grant, Title VI-B (Transition and Pre-School), School lunches, Title XX (Habilitation and Early Intervention Svcs), Day Habilitation Svcs (Atco), Transportation, Targeted Case Management (TCM), Supported Employment, Waiver Admin (MAC), Rehabilitation Svcs

State funds to offset our waiver match costs.

Includes \$192,000 budgeted for waiver match reconciliation and \$217,257 Cost Report Settlement 2017.

Physical Therapy (3 separate contracts); Summer Camp Director Contract; Food Service Contract (Beacon); ATCO (Kitchen/Cafeteria Assts), VRP3 - Transition, Job Trainers, Summer Youth; Consumer scanning; Front office support, transportation; BCI & FBI webchecks; Administrative support; Legal Svcs; Career Connections; video scvcs for Personnel Plus Banquet; Employee physicals; Medicaid Billing Svcs; Primary Solutions software maintenance; SOCOG - MUI and other Svcs; Drug Testing; Time Warner Internet Svcs

Account balance at 11/20/2018 = \$213,726.

Q3 & Q4 FY18 payments are \$613,362; Q1 & Q2 FY18 payments est at @12% increase equal (613,362 x 11.9% = \$689,363).

Budget:

FYQ3 613,362

FYQ4 613,362

FYQ1 686,363

FYQ2 686,363

250,000

Waiver costs for individuals transferring to private providers ADS

\$2,849,450

Athens County Board of DD
2019 Family Support Services Budget

Funding 2018:

State of Ohio	\$28,220.00
ACBDD	<u>\$21,780.00</u>
Total	\$50,000.00

Funds Spent @ 11/20/2018	\$42,557.69
Remaining (To be spent by 12/07/2018)	\$7,442.31

Funding 2019:

State of Ohio	\$28,220.00
ACBDD	
Total	<hr/>

Athens County Board of Developmental Disabilities



2019

Technology Plan

Athens County Board of Developmental Disabilities

2019 Technology Plan Table of Contents

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Hardware

In the Hardware section the following key issues were considered:

1. What hardware does the organization currently utilize?
2. Does this hardware meet the organization's current needs?
3. What additional hardware does the organization need in the next 18 months based upon the organization's three-year plan?

Current Environment	Current Plans	Recommendations
<p>The organization currently has 2 Main physical servers hosting 7 virtual servers, 2 smaller physical servers, 23 Desktops, 53 Laptops, and 25 Microsoft Surface Tablets.</p> <p>All of the computers utilize Intel Core i5 processors with at 64 Bit Operating System, and have sufficient memory for the software that is installed on them.</p> <p>The organization is equipped with an Apple Xserve which virtually runs 4 servers. A dedicated server runs our Gatekeeper system. One server runs the SQL database systems (Intellivue, Infallible, and FoodServ). We have an HP server that runs our Active Directory and DNS, as well as our Timecard System. One dedicated server holds the file server and ATCO business applications, and one dedicated server for virtual desktops.</p> <p>There are three NAS devices throughout the agency; two are located in the main server room. One of which stores the windows backups on a 1TB drive. The other contains user files, Intellivue document storage, and server backup files on a 32TB drive. There is another 12 TB NAS located offsite that backs up the files nightly.</p> <p>The smaller 2 servers are for Faxes and network monitoring.</p> <p>In 2012, the organization received 8 DVR servers for recording video surveillance. In 2018 another DVR was installed for our Harper St location.</p> <p>All locations are also equipped with at least one VGA/HDMI projector that can display at least 1024X768 resolutions. Our case management office uses 2 60 Inch TV's for wireless display.</p> <p>All locations have at least one copier which can print color. Copiers are various generations of the Cannon brand. All but one copier are less than 3 years of age, and should last at least 5-7 years.</p> <p>In March 2018 the agency upgraded the phone system to a VOIP system hosted by Verizon.</p>	<p>The organization has been able to replace many outdated devices, keeping to a 5 year cycle.</p> <p>Existing hardware will be evaluated based on performance and upgraded to a standard of 4 GB RAM and new solid state drives when needed. During the summer months all of the school programs computers are refreshed.</p> <p>In 2019 ATCO will be closing and several assets will be relocated or destroyed.</p> <p>Windows 7 will be out of support in 2020. All remaining devices will be updated to Windows 10.</p> <p>The main Beacon server is outdated and in need of replacement. IT manager will consider cloud based options. (See Disaster recovery recommendations)</p>	<p>The organization will continue to update and replace all of the remaining Microsoft Surface Pro 1 devices that were purchased with a grant in 2014. (IT Manager: Quarter 1 2019)</p> <p>Devices are evaluated for replacement after 3-5years. Devices will be replaced as the budget permits. This will allow to gradually replace devices over time rather than all at once. (IT Manager - ongoing)</p> <p>Devices still running Windows 7 will be scheduled for replacement or Upgrade by Q1 2020 in line with the end of life of Windows 7. (IT Manager: Evaluate/upgrade throughout 2019 ending by Quarter 1 2020)</p>

Software

In the Software section the following key issues were considered:

- 1) What software does the organization currently utilize?
- 2) Does this software meet the organization's current needs?
- 3) What additional software does the organization need in the next 18 months based upon the organization's three-year plan?

<i>Current Environment</i>	<i>Current Plans</i>	<i>Recommendations</i>
<p>The organization uses Microsoft operating systems for all of its desktop and laptop computers. All of the computers utilize Microsoft Windows 7, and Microsoft windows 10</p> <p>In Q3 2018 the organization obtained a license upgrade to Office 2016. This including, Microsoft Word for word processing, Microsoft Excel for spreadsheets, Microsoft PowerPoint for presentations. The agency also uses the following programs: Adobe Acrobat for viewing PDF files, Google Chrome or Microsoft Internet Explorer for browsing the World Wide Web, and Google Hangouts for secure instant messaging.</p> <p>All of the organizations Email are hosted through Google Apps for Education. A majority of the users' access email through Microsoft Outlook 2016. Since the organization is committed to HIPAA Security, email is also routed through ZixCorp Email encryption.</p> <p>The organization utilizes several databases:</p> <p style="padding-left: 40px;">The organization uses Gatekeeper, which is from Primary Solutions, to process the billing for the Agency. The majority of all employees access the system on a daily basis for the client's demographics and case noting.</p> <p style="padding-left: 40px;">The organization has committed to paperless as much as possible. In 2012 we installed Intellivue from Intellinetics. This software has allowed us to scan and store all documents and paper files in an electronic database. As of 2017, over 2 Million pages have been stored in the database. The software was upgraded to the newest version in Q1 2018</p> <p style="padding-left: 40px;">The organization uses Infallible Software, from Primary solutions, for all accounting and HR tasks. For Timecards the organization adapted TimeClock Plus in 2016.</p> <p style="padding-left: 40px;">For the school program, the organization contracted with FoodServ in 2013 for running and maintaining the school lunch program.</p> <p style="padding-left: 40px;">The ATCO Inc. program runs a Payroll software.</p>	<p>No Changes in software at this time, will evaluate as needed.</p>	<p>None.</p>

Network

In the Network and Internet section the following key issues were considered:

1. What networking technologies does the organization currently utilize?
2. Do these networking technologies meet the organization's current needs?
3. What additional networking technologies does the organization need in the next 18 months based upon the organization's three-year plan?

Current Environment

Since 2014 the organization utilizes a fiber based network. All locations connect through fiber to Beacon School. Within each building Category 5 Twisted Pair network cable is run throughout all locations. At Beacon all agency traffic is routed through a SonicWALL NSA 2600.

All of the locations in the organization have at least one wireless access point. These are a mix of Asus RT-AC66U A/C/B/G/N routers. All routers are configured for user access and guest access. Non agency owned devices cannot connect into the main network.

The only access to the Agency's network from outside the main building is selected users accessing through remote desktop. Primarily the 18 SSA's access the Gatekeeper software offsite and work on a Virtual desktop offsite so no data is stored outside the agency.

In Q2 of 2018 a VPN connection was established to allow offsite employees to better access the network remotely.

Current Plans

The organization upgraded the Firewall in 2014 for better throughput with 1 GB Connections throughout the locations. The firewall also provides network monitoring of all web activity, intrusion prevention, content filtering, and antivirus/spyware blocking.

Our contract for the fiber network renews in Q1 of 2019. Price will be reduced and speeds will be increased.

Recommendations

Upgrade remaining routers to provide better wireless connectivity.
(Q2 2019 – IT Manager)

Virus Protection

In the Virus Protection section the following key issues were considered:

- 1) What virus protection does the organization currently utilize?
- 2) Does this virus protection meet the organization's current needs?
- 3) What virus protection does the organization need in the next 18 months based upon the organization's three-year plan?

Current Environment

The organization currently uses Microsoft Security Essentials/Windows Defender on all of its computers. Updates are regularly provided by Microsoft. The SonicWALL also provides protection against viruses.

Current Plans

No changes are planned.

Recommendations

None.

Security

In the Security section the following key issues were considered:

- 1) What security policies does the organization currently utilize?
- 2) Do these security policies meet the organization's current needs?
- 3) What additional security policies does the organization need in the next 18 months based upon the organization's three-year plan?

<i>Current Environment</i>	<i>Current Plans</i>	<i>Recommendations</i>
<p>In 2010-2012, the agency contracted with Eagle Consulting to develop a HIPAA Policy as well as audit the existing network.</p> <p>New employees receive HIPAA privacy and security manual at the time of hire, and all employees receive annual HIPAA privacy and security training.</p> <p>Employees must change their password every 180 days, the password must be at least 8 characters long, and the password must conform to Microsoft's complexity requirements.</p> <p>Employees must secure their workstations when they walk away from them. When they return, they must enter their password. All computers also have screen savers that require a password. The screen saver engages after 15 minutes of inactivity.</p> <p>The general public, which is primarily Consumers at ATCO and School age children, may use specific computers on the network, which are designated for public use. The Network IDs used on those computers significantly limit access to the organization's network. Access is limited to files necessary to audit those computers and provide anti-virus updates, to a folder that is used to store resumes and other data for clients using those computers, and to the World Wide Web.</p> <p>Users are not permitted to access Email on their personal devices without prior authorization. The Network Administrator is notified whenever someone attempts to sign into a mobile device.</p> <p>The organization uses SpiceWorks software to audit every computer every time it logs into the network. The Network Administrator reviews changes that are detected</p>	<p>The organization will continue to follow HIPAA recommendations.</p>	<p>None.</p>

Confidentiality

In the Confidentiality section the following key issues were considered:

- 1) What confidentiality practices does the organization currently utilize?
- 2) Do these confidentiality practices meet the organization's current needs?
- 3) What additional confidentiality practices does the organization need in the next 18 months based upon the organization's three-year plan?

<i>Current Environment</i>	<i>Current Plans</i>	<i>Recommendations</i>
<p>Our network and data security are designed to provide for confidentiality of data that is stored on the network. Employees do not store confidential data on their workstations nor do they store confidential data in shared folders on the network. Each associate has a private folder on the network to store confidential data.</p> <p>All emails are encrypted automatically based on content.</p> <p>The organization developed a HIPAA Privacy Manual in 2010. New Employees receive HIPAA privacy and security training at orientation, and all Employees receive annual HIPAA privacy and security training.</p>	<p>None.</p>	<p>None.</p>

Backup Policies

In the Backup Policies section the following key issues were considered:

- 1) What backup policies does the organization currently have?
- 2) Do these backup policies meet the organization's current needs?
- 3) What additional backup policies does the organization need in the next 18 months based upon the organization's three-year plan?

<i>Current Environment</i>	<i>Current Plans</i>	<i>Recommendations</i>
<p>The organization has a backup policy. It is located in the Policies for Executive Management & HIPAA Security Officer section of the 2010 HIPAA Confidentiality and Computer Security Policies.</p> <p>All servers are fully backed up at 11:00 PM Monday through Friday.</p> <p>Every night the backups are also backed up to an offsite location.</p> <p>Monthly the Network Administrator stores one monthly backup on the offsite location. Also mission critical databases are zipped and stored in the cloud.</p> <p>The network administrator routinely checks the backups and is immediately notified from the server if anything happens.</p>	<p>Continual monitoring and verification of backups.</p>	<p>The organization should do a full disaster recovery scenario. This would involve shutting down the entire network and attempting to recover all backups. (IT Manger will perform test periodically, and annually during December downtimes)</p>

Assistive Technologies

In the Assistive Technologies section the following key issues were considered:

- 1) What assistive technologies does the organization currently utilize?
- 2) Do these assistive technologies meet the organization's current needs?
- 3) What assistive technologies does the organization need in the next 18 months based upon the organization's three-year plan?

Current Environment

The organization currently has some assistive technologies. Most of these are for the clients served in the school and workshop. These vary from switches to iPads with communication software. We also have Zoom text and Dragon available for two individuals.

Current Plans

The IT Committee will review any requests related to assistive technologies.

Recommendations

None.

Disaster Recovery Preparedness

In the Disaster Recovery Preparedness section the following key issues were considered:

- 1) What disaster recovery policies does the organization currently have?
- 2) Do these disaster recovery policies meet the organization's current needs?
- 3) What disaster recovery policies does the organization need in the next 18 months based upon the organization's three-year plan?
- 4) What mission critical software applications are hosted on the organization's file servers?

Current Environment

Copies of the backups are maintained off-site.

The organization's three NAS servers use Raid 5 technology, with full data striping. The hard drives are hot swappable.

Current Plans

The organization has developed a disaster recovery and Data Backup policy in the Policies for Executive Management & HIPAA Security Officer section of the 2010 HIPAA Confidentiality and Computer Security Policies.

Recommendations

IT manager is currently in talks with vendors regarding Disaster recovery. A recommendation should be available by Q1 2019

Appendix A – Conclusion

This technology plan is an integral part of the organization’s business strategies and practices. This technology plan is a proactive plan that will assist the organization to avoid potential threats, to ensure uninterrupted access to systems, and to achieve their technology plans in a cost effective and efficient manner.

The network administrator developed the technology plan by interviewing the management team, documenting their responses, and developing recommendations. The IT Committee, the management team, and the board reviewed the technology plan.

This plan will be reviewed on an annual basis.



Administration

801 West Union Street - Athens, Ohio 45701
Phone: 740-594-3539 - Fax: 740-593-3189
Dr. Kevin Davis, Superintendent
athenscbdd.org

December Board Report

Kevin Davis, Superintendent

- Leadership Meetings – Multiple leadership meetings (with senior management) were held during the month. Various topics of interest to all managers were discussed in an effort to have all managers working together including updates on critical issues, preparation for events, negotiation discussions, and board planning. The meetings were held on Wednesday Oct 31st and Nov 14th.
- All Managers’ meetings – All managers’ meeting (with any staff who have management responsibilities) was held on Wednesday, Nov 7th.
- Ohio Association Of County Boards – **Articles attached** – these are informational only as to give a glimpse of what issues are occurring in the DD field across the state.
- Local articles– **Articles attached** – these are informational only as to give a glimpse of what issues are being covered locally.
- The Southern Ohio Council of Governments Superintendent’s meeting was held on Thursday, Nov 1st. I attended on behalf of the Board.
- The MEORC Board of Director’s meeting was held on Friday, Oct 26th. I was unable to attend due to conflicts, but I was able to provide feedback.
- Family Children First Council executive committee meeting did not meet this month due to conflicts with the holidays.



Administration & MUI
801 W. Union Street
Athens, Ohio 45701
Phone: (740) 594-3539
Fax: (740) 593-3189



Beacon School
801 W. Union Street
Athens, Ohio 45701
Phone: (740) 594-3539
Fax: (740) 593-3189



ATCO Inc
21 S. Campbell Street
Athens, Ohio 45701
Phone: (740) 592-6659
Fax: (740) 594-7814



ATCO Legacy Fund
801 W. Union Street
Athens, Ohio 45701
Phone: (740) 594-3539
Fax: (740) 593-3189



PersonnelPlus
Employment Options & PersonnelPlus
The Market on State
1002 E. State St., Suite 4
Athens, Ohio 45701
Phone: (740) 592-3416
Fax: (740) 593-8236



Integrate Athens
9033 Lavelle Road
Athens, Ohio 45701
Phone: (740) 594-3539
Fax: (740) 593-3189



Service & Support
Athens County Board of DD
8 Harper Street
The Plains, Ohio 45780
Phone: (740) 592-6006
Fax: (740) 594-5048



Transportation & Facilities
9033 Lavelle Road
Athens, Ohio 45701
Phone: (740) 594-7489
Fax: (740) 594-5048

- I was invited by Dr. Gibbs of the Athens City Schools to participate in a “Bias and Discrimination Community Focus Group”. The group has gathered multiple times for planning purposes and held a community forum on Sept 12th. The next meeting will be in December. I will keep the Board updated of the group’s progress.
- On October 15th, we met with Rick Edwards from the Educational Services Center (ESC) about the \$2 per hour increase for paraprofessionals, and finance systems with local schools. **UPDATE:** On 11/9/2018, I received notification from Mr. Edwards that the ESC Board had approved this and a rate increase for substitute paraprofessionals.
- On Nov 27th, we conducted a regularly scheduled ABEA Labor/Management meeting to discuss current issues. We also met on Nov 13th with union leadership to discuss procedural issues.
- As a reminder we are working with the Albany VFW for a January Polar Plunge and Freezin for a Reason for Beacon fundraiser. This will be held on January 26th, 2019. The registration page can be found on the ACBDD’s website.
- The Ohio Association of County Boards Annual conference was held Nov 28, 29 and 30th. We were proud that Doug Mitchell presented at the conference regarding rural supported employment issues.
- On November 9th, we met with the Athens City Schools administration to discuss parking issues, as directed by the board in Oct. A new proposed ACBDD policy will be presented at the December meeting to help address parking issues.
- On Nov 15th, we presented our new three-year strategic plan to at the Provider meeting. We highlighted the areas of the plan that pertain to provider issues.
- On Nov 19th, we met with Paul Richards and discussed his desire to continue the yoga programs that he has conducted for years at ATCO.
- On Tuesday, Nov 6th, we had our staff in-service day. Feedback from staff indicate this was one of our best in-service days to date. We had two excellent local authors speak. Nicole Phillips talked about kindness, and Chris Stewart talked about teamwork.



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Athens, Ohio 45701
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21 S. Campbell Street
Athens, Ohio 45701
Phone: (740) 592-6659
Fax: (740) 594-7814



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Athens, Ohio 45701
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Fax: (740) 593-8236



Integrate Athens
9033 Lavelle Road
Athens, Ohio 45701
Phone: (740) 594-3539
Fax: (740) 593-3189



Service & Support
8 Harper Street
The Plains, Ohio 45780
Phone: (740) 592-6006
Fax: (740) 594-5048



Transportation & Facilities
9033 Lavelle Road
Athens, Ohio 45701
Phone: (740) 594-7489
Fax: (740) 594-5048



Ohio Association of County Boards
Serving People with Developmental Disabilities

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RELEASES

Voters in 14 Ohio counties approve board of DD levy issues in 2018 midterms

By **Erich Hiner, OACB**

Published Tuesday, November 6, 2018 11:50 pm

Sixteen county boards of developmental disabilities had levy requests on the ballot during the November 6 general election. Of those ballot items passed, according to unofficial final results from those counties' boards of elections. The unofficial results on election night are as follows:

County	Levy Type	Millage	Length	Commencing	Result
Ashland	Renewal	1.5	5 years	2019	Pass (69.9%/30.1%)
Ashtabula	Renewal	0.5	7 years	2018	Pass (65.2%/34.8%)
Carroll	Renewal	3.6	10 years	2019	Pass (64.2%/35.8%)
Coshocton	Renewal	2.8	10 years	2019	Pass (58.5%/41.5%)
Defiance	Renewal	0.85	6 years	2019	Pass (76.7%/23.3%)
Delaware	Additional	0.4	Continuing	2018	Pass (62.3%/37.7%)
Greene	Renewal	3.5	5 years	2019	Pass (76.6%/23.4%)
Hardin	Renewal	4	5 years	2019	Pass (67%/33%)
Huron	Additional	1	5 years	2018	Pass (52.4%/47.6%)
Jackson	Replacement/Add'l	2	Continuing	2018	Fail (46.8%/53.2%)
Marion	Additional	2.95	Continuing	2018	Fail (46.3%/53.7%)
Mercer	Renewal	1.94	5 years	2019	Pass (76.6%/23.4%)
Morgan	Renewal	1.28	6 years	2018	Pass (67.6%/32.4%)
Pike	Renewal	1	5 years	2019	Pass (61.2%/38.8%)
Portage	Renewal	2	5 years	2019	Pass (66.9%/33.1%)
Wood	Renewal/Decrease	2.45	5 years	2018	Pass (72.4%/27.6%)

Congratulations to the staff, volunteers, friends, family members, and advocates who made their counties' levy efforts a success! A special thank you is in order for those who understand the important work conducted by county boards of DD.

NOTE: All results are unofficial until certified by each county board of elections. Exact figures were current as of 11:50 p.m. on November 6, 2018, and are likely to change as a result of final vote tallies.

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73 E. Wilson Bridge Rd, Ste B1
Worthington, Ohio 43085
Ph: 614-431-0616

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https://www.athensmessenger.com/news/personnelplus-celebrates-years-of-helping-people-with-disabilities-with-jobs/article_654e4032-5c02-5907-addd-97eb1711c5b4.html

PersonnelPlus celebrates 35 years of helping people with disabilities with jobs

From staff reports Nov 1, 2018



Nearly 350 people attended the PersonnelPlus Employee/Employer Recognition Gala at the Baker Center Ballroom last week to celebrate 35 years of supporting Athens County workers with disabilities and their employers.

Photo provided

Note: This story appears in the Thursday, Nov. 1 newspaper on Page A3.

Hundreds repeated, sometimes in song form, three simple words during the PersonnelPlus Employee/Employer Recognition Gala held in the Baker Center Ballroom.

“Yes I can!”

That simple phrase also served as the theme of the event, which celebrated 35 years of supporting Athens County workers with disabilities and their employers.

“We are thrilled to see so many people come out to celebrate with us,” said Kevin Davis, the superintendent of the Athens County Board of Developmental Disabilities (ACBDD), which hosts the event every other year. “2018 is particularly special for a number of reasons.”

This year marks the 35th anniversary of PersonnelPlus, the employment services arm of the ACBDD. PersonnelPlus currently supports nearly 80 workers with disabilities and over 50 businesses. The evening included an awards ceremony recognizing a few of those individuals and businesses, as well as honoring the history of ATCO and paid tribute to a long-time employee who had recently died.

“Even after 35 years, our goals remain the same,” said Doug Mitchell, director of the ACBDD’s Employment Options Division (which includes PersonnelPlus). “To help job seekers get the jobs they want, to help people keep their job, to help local businesses find good workers, and to help high school kids move successfully from school to work.”

One of the many awards featured that night, called Employee of the Year Award, went to Dale Ellis. Ellis works as a greeter at Texas Roadhouse and is visually impaired.

“Dale deserves this award for lots of reasons,” said Julie Jones, an employment support coordinator with PersonnelPlus. “I’ve known Dale throughout this whole process of looking for a job, and he’s never given up hope.”

Other awards, and the recipients, from the evening included:

- Teresa Fulk Legacy Award – Presented to Virginia Bowles, for her work in forging the path to employment for individuals with disabilities
- Retirement Award: Presented to Paul Coe, for his 20-year career at Quidel
- Ambassador Award: Presented to Quidel, for employing multiple individuals with disabilities over the last 10 years
- Business Leader Award: Presented to Nikki Nichols, for her work promoting the skills and abilities of workers with disabilities within the workplace
- Business Award: Presented to Texas Roadhouse, for its efforts in promoting the skills and abilities of workers with disabilities within the workplace
- Visionary Award: Presented to Joshua Cook, for his strong interest and understanding of the mission and values proudly held by PersonnelPlus
- David Welsh Award – Presented to Lillian Stamm, for exemplifying the award’s namesake by being an inspiration and role model to other individuals with disabilities

The evening was dedicated to the memory of a longtime member of the PersonnelPlus team. Celeste Salzman, who passed away in late September, worked for PersonnelPlus as a job trainer for almost 30 years. Beth Atherton, the ACBDD's MUI coordinator, said Salzman wanted nothing more than to see the individuals she worked with succeed in their employment goals.

"For all of the people in this room who had the opportunity to receive job training from Celeste ... the best way you can honor her life and her work is to continue to thrive and work hard in your jobs, to never give up, and to reach for your dreams," Atherton said.

In addition to celebrating success stories, event organizers paid tribute to ATCO, the ACBDD's adult services program. The program is closing in order to comply with a federal mandate. ATCO was how the ACBDD started its supportive employment initiatives, and in 1983, the ACBDD created the ATCO Job Placement Services program. At the time, the program was one of the first of its kind in Ohio, and eventually changed its name to PersonnelPlus.

Various poster boards outside the banquet hall showcased news articles from the past few decades which detailed ATCO's history.

https://www.athensmessenger.com/news/disabilities-board-labor-contract-approved-strategic-plan-discussed/article_cc844b9f-4bef-517f-ad58-fb7963f9d9f2.html

Disabilities board labor contract approved, strategic plan discussed

By STEVE ROBB Messenger staff journalist Nov 1, 2018

Note: This story appears in the Thursday, Nov. 1 newspaper on Page A1.

A labor contract for some employees of the Athens County Board of Developmental Disabilities was approved Wednesday by the Athens County Commissioners, who also received a report from disabilities board Supt. Kevin Davis on the board's new strategic plan.

The contract, with Teamsters Local 637, covers about 14 bus drivers, mechanics, custodial workers and maintenance workers. This is the board's first contract with the Teamsters since the employees unionized last fall.

The three-year contract is retroactive to Sept. 1.

Davis told The Messenger that negotiations started last December. He said a tentative agreement was reached through mediation, but was rejected by the membership. The negotiations then went to factfinding, and the union members and management both approved the factfinder's report, he said.

"We're happy with that and we're ready to move on," Davis said.

The contract sets entry-level minimum pay rates for the different jobs, ranging from \$9.50 per hour for the position of assistant custodial worker to \$20 per hour for the position of vehicle/facility mechanic.

Employees will receive a 50-cents-per-hour pay increase with implementation of the contract. However, any employees whose pay is still not at the minimum rate will go to the minimum rate.

Workers will receive 40-cents-per-hour increases next September and on Sept. 1, 2020.

The Athens County Board of Developmental Disabilities Board operates Beacon School, Personnel/Plus and other programs that serve a total of about 600 people with disabilities each year.

The 2019-2021 strategic plan was developed this past summer and adopted by the disabilities board last month.

Including in the plan are lists of strategic advantages, challenges and opportunities, some of which Davis highlighted for the commissioners. Among the 15 listed advantages, he highlighted having an experienced, well-trained staff; a strong leadership team and “overwhelming community support” through levies and community engagement.

Among the 21 challenges he mentioned growing labor costs, continual state and federal rule changes and having little control over waiver and healthcare costs. Medicare waivers allow developmentally disabled clients to receive services at home (rather than in a nursing home), with the federal government picking up 60 percent of the cost, and the 40 percent local share being about \$3 million a year after the state kicks in about \$1 million, Davis said.

From the 15 strategic opportunities, Davis highlighted exploring opportunities to diversity funding to help alleviate pressure on local taxpayers, partnering with community businesses to further expand employment opportunities for developmentally disabled people and partnering with other community agencies.

“We got all these findings from surveys working with our stakeholders, whether it be families, individuals, elected officials, community members,” Davis told the commissioners.

Strategic goals include: invest in the workforce, improve support for customers, exceed customer satisfaction and responsible stewardship.

The strategic plan has been posted on the board’s website.

https://www.athensnews.com/news/local/personnelplus-gala-celebrates-years-of-helping-people-with-disabilities-find/article_38f19642-dd30-11e8-be7d-07a864842e48.html

PersonnelPlus gala celebrates 35 years of helping people with disabilities find & keep jobs

Oct 31, 2018



Chris Stewart (at left) of the PersonnelPlus Business Advisory Council presents the Employee of the Year Award to Dale Ellis for his outstanding work ethic, and exemplary professionalism during the Oct. 24 gala. Provided photo.

"Yes I Can!"

Nearly 350 people repeated these words, sometimes in song form, during the PersonnelPlus Employee/Employer Recognition Gala in the Baker Center Ballroom on Oct. 24. "Yes I Can!" served as the theme of the event, which celebrated 35 years of supporting Athens County workers with disabilities and their employers.

"The gala is about celebrating workers of diverse abilities and recognizing the value they bring to their employers and their communities," Kevin Davis, superintendent of the Athens County Board of Developmental Disabilities, which hosts the event every other year, said in a news

release. "We are thrilled to see so many people come out to celebrate with us. 2018 is particularly special for a number of reasons."

This year marks the 35th anniversary of PersonnelPlus, the employment services arm of the ACBDD. Currently, PersonnelPlus supports nearly 80 workers with disabilities and over 50 businesses. The evening included an awards ceremony recognizing a few of those individuals and businesses; it honored the history of ATCO; and it paid tribute to a long-time employee who had recently died, the release said.

"Even after 35 years, our goals remain the same," Doug Mitchell, director of the ACBDD's Employment Options Division (which includes PersonnelPlus), said in the release. "To help job seekers get the jobs they want, to help people keep their job, to help local businesses find good workers, and to help high school kids move successfully from school to work."

One of the many awards featured that Wednesday night, called Employee of the Year Award, went to Dale Ellis, who works as a greeter at Texas Roadhouse and is visually impaired. This award is given to a worker who has an outstanding work ethic and who demonstrates exemplary professionalism.

"Dale deserves this award for lots of reasons," Julie Jones, an employment support coordinator with PersonnelPlus. "I've known Dale throughout this whole process of looking for a job, and he's never given up hope."

Other awards, and the recipients, from the evening included:

- Teresa Fulk Legacy Award – presented to Virginia Bowles, for her work in forging the path to employment for individuals with disabilities.
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The evening was dedicated to the memory of a longtime member of the PersonnelPlus team. Celeste Salzman, who passed away in late September, worked for PersonnelPlus as a job trainer for almost 30 years. Beth Atherton, the ACBDD's MUI coordinator, said Salzman wanted nothing more than to see the individuals she worked with succeed in their employment goals.

In addition to celebrating success stories, event organizers paid tribute to ATCO, the ACBDD's adult services program that is reaching the end of its three-year transition this year. The program is closing in order to comply with a federal mandate. It is also through ATCO that the ACBDD started its supportive employment initiatives. In 1983, the ACBDD created the ATCO Job Placement Services program. At the time, this program was one of the first of its kind in Ohio. By 2000, the name changed to PersonnelPlus. Over the years, the ACBDD has continued to build a strong supported employment program and remains a standout in the state.

As a way to honor the leaders made these partnerships happen, April Cohagen-Gibson, a representative from the Ohio Lt. Governor's office, presented a surprise proclamation to both Davis and Mitchell for their contributions.

While the evening made a point to highlight that individuals with disabilities can be successful employees, Mitchell said he hopes that in the future these successes will happen with less fanfare.

"I envision a day when someone says that a person with a disability got a job in the community and the response is - 'So what?'" Mitchell said in the release. "'So what,' because it will be typical, regular. And we are certainly on our way now."

https://www.athensnews.com/news/local/goodwill-activities-center-opens/article_4984ff76-e5eb-11e8-9add-2fecb4430f6e.html

Goodwill activities center opens

Nov 11, 2018



Workers on Monday mount the sign at the new Goodwill Industries store on Columbus Road in Athens. A ribbon-cutting ceremony took place on Wednesday, the same day the store opened.

Terry Smith

Goodwill's Athens Activities and Training Center opens today (Monday) on Columbus Road next to the newest store of Goodwill Industries of South Central Ohio.

The "day-hab center" will provide services to adults with developmental disabilities and others with disadvantages, focusing on meaningful activities and opportunities that enhance their lives and their connectedness to the community, according to a news release.

In the release, Megin Robison, the new supervisor of the center and a former employee of ATCO in Athens, said she's excited to open the doors to the 3,600-square-foot facility. Robison is passionate about supporting people in Athens County who are looking for new experiences, the release said.

The team also will include community integration specialists Wendy Cremeans and Michelle Scarborough, who have been preparing for the opening by creating a variety of options to choose in their day-to-day activities. "People can come to the center and enjoy engaging in the community in the ways that interest them, trying new experiences, learning new skills and making new friendships," the release said.

Goodwill also is a strong advocate of community employment for those with disabilities, the release said, offering new vocational skills and helping people learn how to search for opportunities on their own as well as developing resumes and providing other services.

Along with accepting enrollees, Goodwill is seeking volunteers from the community who are willing to share a skill or hobby that enrollees and others may enjoy, the release said.

For more information or a tour of the new center, contact Megin Robison at 740-677-9551 or stop by Monday through Friday 10 a.m. to 3 p.m. The center is at 175 Columbus Road.

This regional Goodwill organization employs about 240 people, including 135 with developmental disabilities. Proceeds from the donations sold in the eight stores help support its mission of improving the lives and job opportunities for those with disabilities or disadvantages, according to the news release. Goodwill serves Athens, Ross, Jackson, Hocking, Pike, Pickaway, Vinton and Fayette counties.

https://www.athensnews.com/news/local/open-house-provides-a-fond-goodbye-to-atco/article_163a7e2c-e83c-11e8-bd72-abde7d5b137f.html

FEATURED

Open house provides a fond goodbye to ATCO

By Conor Morris Nov 14, 2018



Michael Bartlett, who said he's been coming to ATCO for a while, listens to local musician Chris Biester as he plays during ATCO's open house event Tuesday. Photo by Conor Morris.

Walking through the ATCO building in Athens during an open-house event Tuesday, one could get the sense of strolling through the adult services program's almost 50-year legacy in the community.

That building, on Campbell Street in Athens, is where the beloved Athens art program Passion Works Studio got its first start in 1997; it's where hundreds of community members with disabilities have found meaningful, compensated work in the production space inside; and,

even before ATCO was started in 1969, it's where the King Midget cars of Athens fame were produced. And Tuesday's open house featured participatory stations devoted to each of those pieces of legacy.

ATCO – the Athens County Board of Developmental Disabilities' adult services program – celebrated the program's history Tuesday even as ATCO in its current form is set to close its doors at the end of the year (after a three-year transition period).

Autumn Brown, transition manager with ATCO, has been with the program for 22 years. Now that ATCO is closing its doors due to a federal mandate (more on that below), Brown said ATCO's focus for the past three years has been on finding ways to make sure that individuals served by the program will continue having access to the services they currently receive at ATCO. For starters, Brown explained that ATCO's services, including its "dayhab" (day habilitation) legacy, will be continued by at least eight community providers. Some of the people served by ATCO already have found a new home with organizations such as Passion Works, the Sech-Kar Company and Havar Inc.

Brown explained that for years, ATCO has provided these dayhab services. That activity essentially turned the ATCO building into a community center of sorts, where people with and without disabilities could go to learn new skills, hang out and go on community outings. That's in addition to the career training and placement services provided by ATCO and the ACBDD as a whole.

Still, some other individuals have decided that they don't want to go to a new "dayhab" program like ATCO, and they're instead seeking work in the community, Brown said.

"We didn't want them to just think that since you come to a dayhab, you should go to a dayhab like this, so the change (ATCO shuttering) fosters this opportunity," she explained.

Brown introduced this reporter to Dan Schoonover, who says he's already found his purpose after ATCO closes: His small business, Shady Dan's Sunglasses, will be housed in a new cooperative shop in partnership with Havar Inc., to be located on Columbus Road in Athens, which is currently searching for additional vendors for the store and co-op board members (for more information, contact 740-592-6659, ext. 212, or email asawvelathenscbdd.org). The shop should open sometime early next year, and will feature vendors with and without disabilities, Brown said.

Longtime ATCO employee Leslie Perry told *The NEWS* that ATCO Idol – featuring karaoke-style musical performances by individuals with disabilities, which essentially was her brainchild – will continue under the umbrella of the ACBDD's new Office of Integrate Athens (which will be led by Brown).

The NEWS already has reported that the priorities for this division will include, but are not limited to, coordinating and supporting inclusion opportunities, such as the FANS program (Friends, Allies and Neighbors), bowling, movie nights, community meals, etc.; serving as a liaison for other community organizations interested in supporting individuals with developmental disabilities; and fostering community partnerships to promote integration.

The ACBDD also has announced creation of a new funding program called the ATCO Legacy Fund. These funds, set aside in a separate line item through the Athens County Auditor's office, will be designated to support agencies and independent providers that support people with disabilities in Athens County.

ACBDD WAS ORDERED IN 2016 by the federal government to divest itself of both Passion Works and ATCO. The Center for Medicare and Medicaid Services, an agency of the U.S. Department of Health and Human Services, ruled in early 2016 that local agencies receiving Medicaid monies may not monitor the services that the agencies themselves provide and for which the agencies are paid.

Some of the original works of art created by Passion Works were on display at the old Passion Works studio space at the ATCO building Tuesday. Also, because the ATCO building at one time served as the production facility for Athens' famed King Midget cars, local residents Glen Goins and Ann Goins were on hand to teach people about that history (they're with the local King Midget club).

Perry recalled that especially in the '90s, ATCO had "rows and rows" of people in its production space who worked to make products for businesses (Brown said ATCO used to make pens for the Ohio State Highway Patrol, for example). But as demand for that work dwindled, Brown said, ATCO transitioned to becoming a "dayhab" space.

Brown said that anybody interested in providing employment opportunities to local residents with disabilities should go to www.personnelplus.com.

Athens County Commissioner Lenny Eliason said Wednesday that the county is planning to move its records office to the ATCO building. The county is also considering the possibility of moving the Athens County Board of Elections to the building, and also the possibility of providing new studio space in the building for Passion Works.

Saying farewell to ATCO

Messenger photos by John Halley Nov 13, 2018 Updated Nov 15, 2018



Grace Holland and Autumn Brown give each other a comforting hug at ATCO Inc.'s closing party at its headquarters on Campbell Street in Athens. Holland and Brown taught classes in this room, the Developmental Activity Center. All the rooms were set up for an Open House on Tuesday with memorabilia in pictures and activities. ATCO has served the developmentally disabled with training and employment since 1969.

Messenger photos by John Halley

ATCO 2

Messenger photo by John Halley Nov 13, 2018



Dan Schoonover, a former employee at ATCO, was anxious to get back into the pen production mode. At one time, his job was to piece together ballpoint pens in the ATCO workshop. The Athens County Board of Developmental Disabilities has worked to transition clients to other service providers in accordance with a federal Medicaid

mandate.

Messenger photo by John Halley



Beacon School

801 West Union Street - Athens, Ohio 45701

Phone: 740-594-3539 - Fax: 740-593-3189

Becky Martin, Director of Educational Services

athenscbdd.org

Report to the Board

December 4, 2018

Our very own Beacon Singers performed their fall concert Friday, October 26th, and included songs revolving around fall and Halloween. The students sang and played ukuleles, maracas, and jingle bells for different songs throughout the program. The performance was a real crowd pleaser! Thanks to Stephanie Morris, the Beacon choir students, and staff for your very entertaining performance. The next concert will be held on Friday, December 21st at 10:0 a.m. in the cafeteria. Please join us!

Parent-Teacher conferences were held on Tuesday, October 30th from 3:30-7:00 at the school. We had 25 parents and guardians attend. (57%) This does not reflect parents who participated by telephone conference.

Halloween parties were held on Wednesday, October 31st complete with the traditional trick-or-treat, classroom door decorating contest, best staff costume contest, haunted house, music, and a lot of good food! I would like to thank all the parent volunteers who donated or participated, as well as Sam Dunlap, and Leslie Lazio for co-chairing this event.

On November 8th and 9th, students from the school had an opportunity to participate in a field trip to Passion Works with Barb Ery, our Resident Artist. Students had the chance to draw on different materials, posters, and milk cartons using paints and markers. The local Passion Works artists will add to our designs to make collaborative art projects that will be for sale in the store.

The Climate Committee met on November 9th to plan activities for staff through the month of December. A game of "Friendsgiving Family Feud" took place after school the day before Thanksgiving break, and a staff potluck, ornament, and gift exchange were planned for December. Staff were encouraged to continue to add their "Shout Outs" on the bulletin board in the cafeteria.



Administration & MUI
801 W. Union Street
Athens, Ohio 45701
Phone: (740) 594-3539
Fax: (740) 593-3189



ATCO Legacy Fund
801 W. Union Street
Athens, Ohio 45701
Phone: (740) 594-3539
Fax: (740) 593-3189



Beacon School
801 W. Union Street
Athens, Ohio 45701
Phone: (740) 594-3539
Fax: (740) 593-3189



F.A.N.s Program
9033 Lavelle Road
Athens, Ohio 45701
Phone: (740) 594-3539
Fax: (740) 593-3189



Integrate Athens
9033 Lavelle Road
Athens, Ohio 45701
Phone: (740) 594-3539
Fax: (740) 593-3189



PersonnelPlus
Employment Options & PersonnelPlus
The Market on State
1002 E. State St., Suite 4
Athens, Ohio 45701
Phone: (740) 592-3416
Fax: (740) 593-8236



Service & Support
Athens County Board of DD
8 Harper Street
The Plains, Ohio 45780
Phone: (740) 592-6006
Fax: (740) 594-5048



Transportation & Facilities
9033 Lavelle Road
Athens, Ohio 45701
Phone: (740) 594-7489
Fax: (740) 594-5048

Exhibit 15

Chris Davis returned to Beacon on November 16th to provide music for our students. He will be making a monthly appearance throughout the school year. The students love listening to him play guitar and sing!

A required Tabletop Discussion was held during our regularly scheduled staff meeting on November 13th for the purpose of reviewing our school Emergency Operations Plan. Rick Crossen led the discussion, answered questions, and addressed concerns from staff. I will be working with Rick to schedule the other required drills in the spring.

Thanksgiving was celebrated on Tuesday, November 20th with a school-wide dinner. I would like to thank Cindy and Carl Johnston for donating the ham and turkey for the event, all the classrooms for their delicious traditional additions that made this meal complete, and to all the parent volunteers who came to help set up and serve. During the dinner, we recognized Myrdith Sherow for her donations of art for the model apartment and the addition of a chair rail to protect the wall. She was presented with a handmade card signed by all the staff and students, and a Passion Works flower for her thoughtfulness and generosity.

Each year the school plans a trip to the movies to watch a seasonal show. This year, the entire school will be taking a field trip to Athena Grand to watch "The Grinch" on November 30th.

Breakfast with Santa will be held on Saturday, December 8th from 9:00-12:00. This is our biggest fundraiser of the year. Proceeds will go to the Beacon PTA for supplies and materials, specialized equipment, Christmas gifts for all students, Staff and Aide Appreciation Day, and Water Day expenses just to name a few. Please come join in the fun!

Breakfast will be served from 9:00-11:00 a.m., and Santa will be available for pictures during that time. There will also be an AWESOME Chance Auction. Local businesses, as well as the Columbus Zoo, Cincinnati Reds, and other organizations donated the auction items. It is always a great time!

Wishing You A Wonderful Holiday Season Filled With Love And Happiness!

Upcoming in December:

- Staff Meeting, December 4 @ 2:15**
- Fundraising Committee, December 5 @ 2:15**
- Climate Committee, December 7 @ 2:15**
- Breakfast with Santa, December 8 from 9:00 – 12:00**
- Staff Potluck, December 14 from 11:00-1:00**
- Ornament/Gift Exchange, December 19 @ 2:15**
- Beacon Singers, December 21 at 10:00 in the cafeteria**
- School Christmas Parties, December 21**
- End of Second Grading Period, December 21**
- Winter Break, December 24 through January 2**



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801 W. Union Street
Athens, Ohio 45701
Phone: (740) 594-3539
Fax: (740) 593-3189



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801 W. Union Street
Athens, Ohio 45701
Phone: (740) 594-3539
Fax: (740) 593-3189



Beacon School
801 W. Union Street
Athens, Ohio 45701
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Employment Options & PersonnelPlus
The Market on State
1002 E. State St., Suite 4
Athens, Ohio 45701
Phone: (740) 592-3416
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Service & Support
8 Harper Street
The Plains, Ohio 45780
Phone: (740) 592-6006
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EARLY INTERVENTION Highlights for NOVEMBER 2018 ACBDD Meeting

Caseload as of November 6, 2018: TOTAL = 38 Additions = 3 Exits = 3

Evaluations/Assessments for OCTOBER 2018:

Eligibility Evaluations = 7 Redeterminations = 0
Routines-Based Interview (RBI) per HMG request = 1

Trainings and/or Meetings Attended:

****October 23, 2018:** Presentation on Help Me Grow Early Intervention System and ACBDD Early Intervention Services to Ohio University Infant/Toddler Development Class (EDEC 2400-Jackie Casey Instructor) by Mary Ann Smathers, Senior Developmental Specialist.

****October 24 & 25, 2018:** Newborn Behavioral Observation (NBO) Certification Training, Columbus, Ohio, attended by Jodi Mitchell, Developmental Specialist. Boston Children's Hospital at Harvard Medical School provided training on the NBO Tool. "The NBO is a set of 18 neurobehavioral observations designed to help the clinician and parent work together to determine a baby's strengths and needs. It is designed for infants up to three months old."

****October 25, 2018:** Monthly Early Intervention update meeting with Becky Martin, and Mary Ann Smathers. Topics included: Vision specialist services to be added to EI Team, upcoming EI orientation for new Service and Support Specialists, NBO training, OU class presentation, and off-year Accreditation client notebooks. Two Health Department nurses have been added to EI Team and want to be evaluators for children referred with medical conditions.

****October 26, 2018:** Help Me Grow/Early Intervention Orientation provided by Mary Ann Smathers to two new Service and Support Specialists, Bethany Riveria and Stephanie Kendrick.

****November 1 & 2, 2018:** Off-year Accreditation completed by MEORC; Early Intervention results were positive, no citations! 😊

****November 6, 2018:** All ACBDD Staff In-service attended by Mary Ann Smathers and Jodi Mitchell.

****November 16, 2018:** At the weekly EI Team Meeting a presentation on Vision Services was given by Jenni Remeis, Outreach Consultant for Ohio State School for the Blind. Vision services will now be offered to children and families in Athens County. Services will be provided via teleconferencing as well as in-person.

OTHER News:

--The first half results from the statewide Help Me Grow 2018 Family Questionnaire have arrived. Eight families completed the questionnaire, all with highly positive results. An additional 2 ACBDD-EI families submitted questionnaires but not in time to be counted; however, those results were also highly positive. (See attached)

--The **2nd Annual** Help Me Grow Early Intervention/Home Visiting Holiday Celebration will be hosted at Beacon School on Friday, December 14, 2018 from 5:30 to 7:30 pm. Please come and celebrate! (See attached) **Thank you ACBDD for providing the use of Beacon School!!**

“Celebrating our Achievements:”

Via text message from a mother: “Just have to share that R. has really been doing so well and really blossoming the past few months!! Even though she was tired, hot and at least a little stressed out from the ride to the zoo, she was able to semi-pronounce most of the animals we had seen. It’s truly amazing to think about where she was and how far she has come---and that’s all thanks to you!!”

Respectfully submitted,
Mary Ann Smathers, MA SpEd
Senior Developmental Specialist

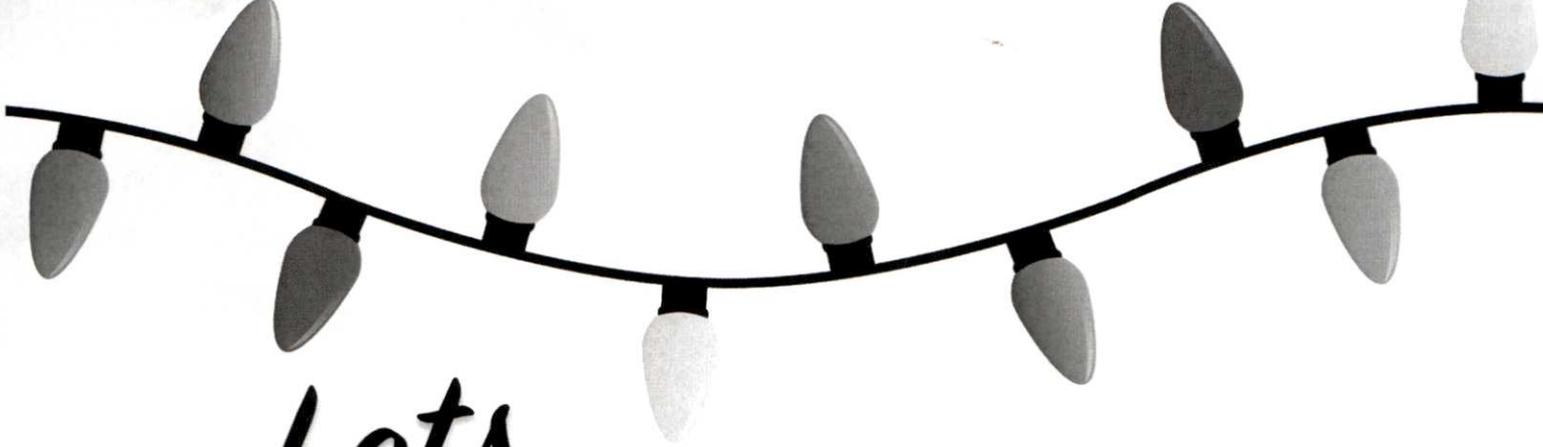
Athens County 2018 Family Questionnaire Results

Questionnaire Item	Athens County Positive Responses	Athens County All Responses	Athens County Percent Positive Responses	Statewide Percent Positive Responses
1. Help Me Grow Early Intervention has helped me to know my rights in the program.	8	8	100%	95.43%
2. Help Me Grow Early Intervention has helped me to communicate my child's needs.	8	8	100%	95.92%
3. Help Me Grow Early Intervention has helped me to help my child learn and develop.	8	8	100%	94.89%
4. I am satisfied with the respect shown to my family by Help Me Grow Early Intervention Service Coordinators and Service Providers.	8	8	100%	98.30%
5. I am satisfied with my family's participation in the development of our Individualized Family Service Plan (IFSP).	8	8	100%	96.66%
6. I am satisfied with the assistance that Help Me Grow Early Intervention has given my family.	8	8	100%	95.58%
7. I am satisfied with my child's progress.	8	8	100%	92.70%
8. Help Me Grow Early Intervention has made me better able to understand the importance of my role in helping my child learn and develop.	8	8	100%	92.72%
9. Help Me Grow Early Intervention has made me better able to understand my child's strengths and needs in learning new things and gaining new skills.	8	8	100%	94.69%
10. Help Me Grow Early Intervention has made me better able to support my child in learning new things and gaining new skills.	8	8	100%	95.37%
	Athens County Number Received	Athens County Number Sent	Athens County Response Rate	Statewide Response Rate
	8	43	18.60%	14.76%

About the 2018 Family Questionnaire and results:

Families being served in Early Intervention on June 1, 2018 were identified as questionnaire recipients. The "Number Sent" above represents all of those families, excluding those with an incorrect address or a child who was deceased. All survey items were rated on a five-point scale, with the following possible responses: Strongly Disagree, Disagree, Neither Agree nor Disagree, Agree, and Strongly Agree. All responses of 'Agree' or 'Strongly Agree' were considered to be a positive result. Please note that items with a small number of responses make it difficult to draw meaningful conclusions, either positive or negative.

2 additional ACBDD-EI questionnaires were submitted but not counted. Both were Highest positive rating.



Lets
Jingle
And
Mingle

Hosted By: Help Me Grow

Friday, December 14th, 2018

*Beacon School
801 W Union Street
Athens, OH 45701*

5:30 PM - 7:30 PM

Join us for a night full of...

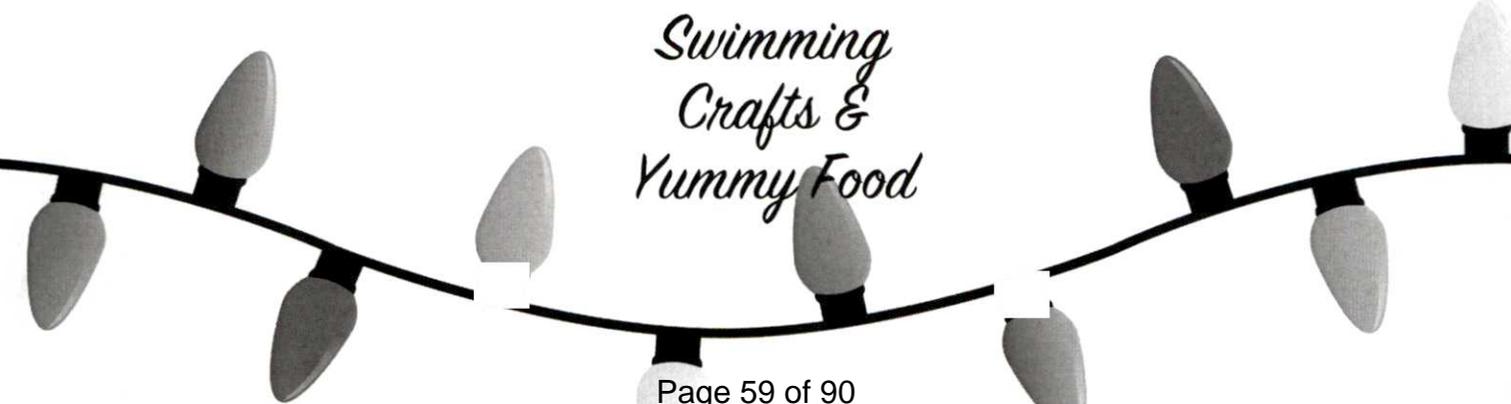
Games

Pictures with Santa

Swimming

Crafts &

Yummy Food



Athens County Board of Developmental Disabilities Business Manager's Report

December 4, 2018

Notice to the Board and Stakeholders:

The following schedules detail financial performance of the Athens County Board of DD as of October 31, 2018. All schedules are reconciled with the Athens County Auditor's records as required by statute.

Revenue By Month 2018													
401 General	Jan.	Feb.	Mar.	Apr	May	June	July	August	Sept	Oct	Nov	Dec	Total
General Tax Beacon				3,937,178					2,802,386				6,739,564
Trailer Tax				51,886					23,486				75,373
Homestead & Rollback					291,509					298,144			589,653
Grants	79,639	213,065	236,755	219,650	259,258	71,277	75,543	271,032	317,888	139,115			1,883,223
Lunch Sales		766	1,435	288	1,132	419	221	380	880	1,054			6,573
Contract Services													
Other Receipts				6,227									6,227
Martin Match Receipts			12										12
Supported Living Subsidy	161,161			162,650			158,690			160,179			642,679
DODD TCM Match Transfer		641	7										648
Refunds			197,127	2,815	2,322		716	68		218,014			421,062
Reimbursements	207	4,261	185	5,976	5,666	542	3,581	8,366	23	6,811			35,618
Gifts & Donations	250		2,067	457	1,000	200							3,974
Other Non-Rev (Misc Rec)	3,255	4,722	854	1,693	4,873	2,251	6,857	11,166	3,112	3,041			41,825
Transfers In													
Fund Totals:	244,512	223,455	438,442	4,388,820	565,760	74,689	245,607	291,011	3,147,775	826,359	0	0	10,446,431
Revenue - Beac Cap Impr													
Fund Totals:	0	0	0	0	0	0	0	0	0	0	0	0	
Grand Total:	244,512	223,455	438,442	4,388,820	565,760	74,689	245,607	291,011	3,147,775	826,359	0	0	10,446,431

Athens County Board of Developmental Disabilities Business Manager's Report

Expenses By Month - 2018													
401 General	Jan.	Feb.	Mar.	Apr.	May	June	July	August	Sept	Oct	Nov	Dec	Total
Salaries	331,453	324,525	314,303	331,789	504,824	292,340	290,574	300,161	347,986	334,985			3,372,940
Health Insurance	105,582	108,994	29,459	207,508	120,146	117,341	121,451	109,910	14,255	209,655			1,144,300
Medicare	4,392	4,350	4,201	4,426	3,233	3,933	3,901	4,043	4,667	6,872			44,017
Workers Compensation								40,594					40,594
PERS / STRS	46,387	47,270	46,203	64,381	57,640	46,972	41,475	41,486	62,423	50,247			504,485
Contract Services	123,278	87,451	53,184	135,259	95,849	52,925	64,480	34,043	33,737	104,603			784,808
Rentals	6,160	7,380	5,130	9,063	4,490	8,325	3,843	2,472	5,325	5,738			57,926
Non waiver Supported Living	4,490	21,741	12,889	39,235	4,974	41,014	15,947	8,158	8,216	19,973			176,636
Repairs / Maintenance	1,156	4,317	338	2,459	9,497	552	1,286	2,592	244	1,156			23,598
Supplies	15,937	18,970	12,872	21,541	15,346	15,922	18,683	18,493	15,018	15,238			168,018
Equipment	5,210	3,522	4,055		1,000	3,075		9,962	2,281	4,631			33,736
Other Expenses	39,031	2,615	2,495	37,919	1,351	432	552	649	1,515	1,600			88,159
Medicaid Match - TCM													
Family Support Services	6	2,508	4,122	2,891	2,019	5,860	2,234	4,037	6,702	3,411			33,790
Medicaid Waiver Match	511,372			511,372			963,344			613,362			2,599,450
Utilities	11,068	8,869	13,330	11,598	10,318	11,513	8,712	11,112	10,557	10,386			107,464
Fees-Settlement				101,573					67,526				169,099
Advertising-Printing	2,257	1,058	1,545	2,325	874	1,966	501	1,627	2,612	1,355			16,118
Travel / Reimbursement	3,780	1,223	4,293	3,973	2,182	4,980	3,713	2,583	1,962	3,581			32,269
Election Expense													
Transfer Out													
Fund Totals:	1,211,557	644,793	508,418	1,487,310	833,745	607,149	1,540,695	591,920	585,024	1,386,794	0	0	9,397,406
Capital Improvements	26,116	7,500	0	0	3,483	5,743	4,585	4,056	112,599	32,833	0	0	196,916
Grand Total:	1,237,674	652,293	508,418	1,487,310	837,228	612,892	1,544,751	595,976	617,857	1,419,627	0	0	9,594,322

Athens County Board of Developmental Disabilities Business Manager's Report

Revenue Levels Year-to-Date at 10/31/2018 (83% of YTD)

Line	Account	Budget	Actual		Percentage Collected
			2017 YTD	2018 YTD	
General					
1	0085.410100 S31 - General Tax Beacon	6,817,459	6,817,459	6,739,564	98.86%
2	0085.410400 S32A - Trailer Tax	94,926	94,926	75,373	79.40%
3	0085.412100 S31A - Homestead & Rollback	595,471	595,471	589,653	
4	0085.412500 S33 - Grants	2,200,845	2,030,077	1,883,223	85.57%
5	0085.413110 S37 - Lunch Sales	6,500	4,922	6,573	101.13%
6	0085.413120 S38 - Contract Services				0.00%
7	0085.417100 S39 - Other Receipts	146,789	1,826	6,227	4.24%
8	0085.417110 Martin Match Receipts		53	12	
9	0085.417120 Supported Living Subsidy	595,494	652,354	642,679	107.92%
10	0085.417130 DODD TCM Match Transfer		1,595	648	
11	0085.417140 S40 - Refunds	250,000	482,103	421,062	168.42%
12	0085.417150 S41 - Reimbursements	35,000	57,827	35,618	101.77%
13	0085.417500 S35 - Gifts & Donations	15,000	21,683	3,974	26.49%
14	0085.417800 S43 - Other Non-Revenue (Misc Rec)	10,000	166,780	41,825	418.25%
15	0085.422100 S44 - Transfers In				
Grand Totals:		10,767,484	10,927,075	10,446,431	

Athens County Board of Developmental Disabilities Business Manager's Report

Expenditure Levels Year-to-Date at 10/31/2018 (83% of YTD)

Line	Account	Budget	Actual		Percentage
			2017 YTD	2018 YTD	Spent
General					
1	4356.510200 Salaries	4,331,196	3,244,178	3,372,940	77.88%
2	4356.520150 Health Insurance	1,345,664	1,114,516	1,144,300	85.04%
3	4356.522100 Medicare	62,802	43,432	44,017	70.09%
4	4356.524100 Workers Compensation		47,670	40,594	
5	4356.525100 PERS / STRS	601,743	471,523	504,485	83.84%
6	4356.530100 Contract Services	763,337	768,956	784,808	102.81%
7	4356.530101 Rentals	78,191	61,209	57,926	74.08%
8	4356.530102 Non-Waiver Supported Living	197,500	238,161	176,636	89.44%
9	4356.530200 Repairs / Maintenance	37,382	31,152	23,598	63.13%
10	4356.540100 Supplies	164,539	137,116	168,018	102.11%
11	4356.550100 Equipment	40,000	19,986	33,736	84.34%
12	4356.560100 Other Expenses	72,000	178,671	88,159	122.44%
13	4356.560101 Medicaid Match - TCM	N/A	N/A	N/A	
14	4356.560102 Family Support Services	50,000	32,175	33,790	67.58%
15	4356.560103 Medicaid Waiver Match	2,682,744	2,424,576	2,599,450	96.90%
16	4356.560107 Utilities	112,193	96,105	107,464	95.79%
17	4356.560110 Fees-Settlement	166,486	166,486	169,099	101.57%
18	4356.560200 Advertising-Printing	34,128	28,440	16,118	47.23%
19	4356.560300 Travel / Reimbursement	27,578	22,982	32,269	117.01%
20	4356.560500 Election Expenses				
21	4356.580100 Transfer Out				
	Fund Total:	10,767,483	9,127,336	9,397,406	

Athens County Board of Developmental Disabilities Business Manager's Report

2018	January	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Beg. Fund Balance	3,510,128	2,543,083	2,121,745	2,051,769	4,953,279	4,685,294	4,152,834	2,857,745	2,556,836	5,119,588	4,559,153	4,559,153
Revenues	244,512	223,455	438,442	4,388,820	565,760	74,689	245,607	291,011	3,147,775	826,359	0	0
Expenditures	(1,211,557)	(644,793)	(508,418)	(1,487,310)	(833,745)	(607,149)	(1,540,695)	(591,920)	(585,024)	(1,386,794)	0	0
Ending Fund Balance	2,543,083	2,121,745	2,051,769	4,953,279	4,685,294	4,152,834	2,857,745	2,556,836	5,119,588	4,559,153	4,559,153	4,559,153
Funds Transferred to Rsrve Fd												
Adjusted Ending Balance	2,543,083	2,121,745	2,051,769	4,953,279	4,685,294	4,152,834	2,857,745	2,556,836	5,119,588	4,559,153	4,559,153	4,559,153
Min Fund Bal. (@ 25%)	2,691,871	2,691,871	2,691,871	2,691,871	2,691,871	2,691,871	2,691,871	2,691,871	2,691,871	2,691,871	2,691,871	2,691,871
Variance from Min Fd Bal	(148,788)	(570,126)	(640,102)	2,261,408	1,993,423	1,460,963	165,875	(135,034)	2,427,717	1,867,282	1,867,282	1,867,282
Carryover Percentage	23.62%	19.71%	19.06%	46.00%	43.51%	38.57%	26.54%	23.75%	47.55%	42.34%	42.34%	42.34%

Fund Number, Name	Balance
401 General Fund	4,559,152.91
403 Supported Living Fund	14,078.96
015 Beacon Bond Fund	2,640.55
404 Capital Improvement Fund	1,004,880.97
All Funds	5,580,753.39

General Fund Balance Calculation	
Balance at 01/01/2018	3,510,127.82
Revenues	10,446,431.11
Expenditures	(9,397,406.02)
Balance at 10/31/2018	4,559,152.91

*Budgeted expenditures of \$10,767,483 x 25% = \$2,691,871.

If you have any questions regarding this financial information please contact me via the information below.

Stephen P. Kramer
 Director of Finance and Operations, ACBDD
 740-594-3539 ext. 224
skramer@athenscbdd.org

ACBDD Transactions 10/16/2018 thru 11/15/2018

Exhibit 16

4356.520150 Health Insurance

American United Life Insurance Company	November, 2018 - Life Insurance Premium	10/22/2018	\$1,619.75
Delta Dental of Ohio, Inc.	November, 2018 - Dental Insurance Premium	10/25/2018	\$4,089.24
Medical Mutual of Ohio	December, 2018 - Vision Insurance Premium	11/02/2018	\$1,164.57
Patrick Benefits Administrators	Check register dated 10/18/18 - HRA deductibles	10/18/2018	\$5,516.27
Patrick Benefits Administrators	check register dated 10/26/18 - HRA deductibles	11/01/2018	\$1,982.66
Patrick Benefits Administrators	Check register dated 11/09/18 - HRA deductibles	11/12/2018	\$4,353.95
TelaDoc Care, LLC	November, 2018 - Monthly Administration Fees	11/12/2018	\$291.45
U. S. Bank Institutional Custody Services	October, 2018 - HRA premiums less two employee deduction checks	10/18/2018	\$79,123.86
U. S. Bank Institutional Custody Services	November, 2018 - HSA premiums	10/18/2018	\$15,020.24
U. S. Bank Institutional Custody Services	November, 2018 - HRA premiums less two employee deduction checks	10/18/2018	\$75,572.62
U. S. Bank Institutional Custody Services	October, 2018 - HSA premiums	10/18/2018	\$15,020.24

Health Insurance Total: 203,754.85

4356.530100 Contract Services

Aramark Dallas Lockbox	October, 2018 - Food Services Contract	11/12/2018	\$7,556.33
Atco, Inc.	Third Quarter Min Wage Adjustment	10/16/2018	\$517.10
Atco, Inc.	October, 2018 - Beacon Kitchen Assistant	11/01/2018	\$669.54
Atco, Inc.	October, 2018 - Production Aide - Balch -140 hrs @ \$10.46/hr	11/01/2018	\$1,463.70
Atco, Inc.	October, 2018 - Half cost of Atco Secretary 159 hrs @ \$7.80/hr	11/01/2018	\$1,240.20
Atco, Inc.	October, 2018 - Atco front office help 58 hrs @ \$11.21/hr and SSA Scanning 105.50 h	11/01/2018	\$2,303.66
Atco, Inc.	October, 2018 - consumer wages 24 hrs @ \$9.30/hr	11/01/2018	\$223.20
Atco, Inc.	October, 2018 - Job Trainers - ODD adult and Admin 104.50 hrs and PTO 54.78 hrs @	11/01/2018	\$2,787.41
Athens County Community Singers	ACCS services for September, 2018 to June, 2019	11/13/2018	\$3,000.00
Balch, Freda	October, 2018 - 18 days of providing consumer transportation instead of running bus	11/02/2018	\$100.80
BCI	October, 2018 - BCI & FBI webcheck	11/02/2018	\$499.00
Biancone, Sally	October 28 and 31; November 8 & 9, 2018 - 11.25 hrs of pictures - Halloween, Passio	11/14/2018	\$281.25
Biancone, Sally	October 17 & 23, 2018 - 8.25 hrs of pictures including Pumpkin Patch Field Day and p	10/24/2018	\$206.25
Biancone, Sally	October 24, 25 & 26, 2018 - 13.25 hrs of pictures playground, PersonnelPlus awards, .	11/01/2018	\$331.25
Biester, Christopher	October 24 & 26, 2018 - 6 hrs for music at \$15/hr	11/15/2018	\$90.00
Biester, Christopher	October 3, 5, 10, & 12, 2018 - 11 hrs at \$15 for music and art	10/22/2018	\$165.00
Biester, Christopher	October 17 & 19, 2018 - 5.50 hrs for music at \$15/hr	11/01/2018	\$82.50
Biester, Christopher	October 31 and Nov 2, 2018 - 5.50 hrs for music at \$15/hr	11/05/2018	\$82.50
Cintas Corporation	uniforms	10/16/2018	\$28.40
Cintas Corporation	uniforms	10/24/2018	\$28.40
Cintas Corporation	uniforms Invoice #4011519885 for \$28.40 and invoice #4011809730 for \$28.40 minu	11/07/2018	\$25.00
Cintas Corporation	uniforms	11/12/2018	\$28.40
Cross Management	October, 2018 - HR contract	11/07/2018	\$1,185.11
Haynes Kessler Myers & Postalakis Incorporated	October, 2018 - Professional Services	11/02/2018	\$472.50
Holzer Clinic, LLC	DOT physicals	11/13/2018	\$75.00
Koch, Steven	September 10, October 2 and 22, 2018 - 6.25 hrs at \$25/hr-PPAAC	11/08/2018	\$156.25
Medicaid Billing Solutions, Inc.	Medicaid billing for TCM services JULY 2018 (DODD Sept 18B (Back billing - January	11/01/2018	\$1,822.25
Medicaid Billing Solutions, Inc.	Medicaid billing for TCM services Jul-Aug 2018 (DODD OCT 18D) (back billing Jan-Ju	11/07/2018	\$1,705.70
Nagy PT, Adrienne	October, 2018 - PT Services -17.50 hours for EI; 10.50 hours for school age, and 4.7	11/13/2018	\$1,637.50
O.U. Grants & Contracts Acctg Office	Kids on Campus Summer 2018 Partnership - Reporting Period of 7/1/18 to 9/30/18 - 5	10/16/2018	\$58,829.98
Schoolcraft, Melany N.	November 13 & 14, 2018 - total of 8.50 hrs @ \$15/hr - training Beacon staff	11/14/2018	\$127.50

Schoolcraft, Melany N.	October 4, 5, 22, 23 & 25, 2018 - 3 hours each day for a total of 15 hrs @ \$15/hr - trai	11/02/2018	\$225.00
Schoolcraft, Melany N.	Nov 1, 8 & 9, 2018 - total of 7 hours @ \$15/hr - training for Beacon staff	11/12/2018	\$105.00
Southern Ohio Council of Governments	September, 2018 - MUI Investigative Agent Services - 86.67 hrs @ \$45/hr	10/18/2018	\$3,900.15
The Healthy Edge, LLC	10/19/18 - NON DOT	10/23/2018	\$39.00
The Healthy Edge, LLC	10/15/18 - DOT	10/17/2018	\$39.00
Time Warner	November, 2018 - Atco Cable	11/14/2018	\$83.73
Time Warner	November, 2018 - Internet	11/06/2018	\$3,044.50
Time Warner	November, 2018 - PersonnelPlus Internet	11/12/2018	\$287.50
Contract Services Total: 95,445.56			
4356.530101 Rentals			
B & C Communications	November, 2018	11/01/2018	\$100.00
City of Athens	December, 2018 - Reserved Parking #30 in parking garage	11/14/2018	\$125.00
Southeastern Ohio Management Company	December, 2018 - PersonnelPlus Rent - 1002 East State Street	10/24/2018	\$2,100.00
Rentals Total: 2,325.00			
4356.530102 Non-Waiver Supported Living			
Athens Metropolitan Housing	October, 2018 - Rent	10/23/2018	\$309.00
Athens Metropolitan Housing	October, 2018 - Rent	10/23/2018	\$433.00
Athens Metropolitan Housing	October, 2018 - Rent	10/23/2018	\$298.00
Athens Metropolitan Housing	October, 2018 - Rent	10/23/2018	\$424.00
Athens Metropolitan Housing	October, 2018 - Rent	10/23/2018	\$424.00
Athens Metropolitan Housing	October, 2018 - Rent	10/23/2018	\$321.00
Athens Metropolitan Housing	October, 2018 - Rent	10/23/2018	\$311.00
Athens Metropolitan Housing	water damage repairs - damage to downstairs bath/living area This check was written	11/01/2018	\$590.91
Athens Metropolitan Housing	November, 2018 - Rent	11/08/2018	\$321.00
Athens Metropolitan Housing	November, 2018 - Rent	11/08/2018	\$311.00
Athens Metropolitan Housing	November, 2018 - Rent	11/08/2018	\$424.00
Athens Metropolitan Housing	November, 2018 - Rent	11/08/2018	\$433.00
Athens Metropolitan Housing	November, 2018 - Rent	11/08/2018	\$298.00
Athens Metropolitan Housing	November, 2018 - Rent	11/08/2018	\$424.00
Athens Metropolitan Housing	November, 2018 - Rent	11/08/2018	\$309.00
Balser & Blum Behavior Support Consultants LLC	Sexuality Risk Assessment - 5 hours @ \$85/hr	11/01/2018	\$425.00
Boyd, Jazzlynn Nicole	Sept 6, 7, 13, 14, 20, 21, and 27, 2018 - 78 units of HPC at \$4.19/unit	11/01/2018	\$326.82
Creative Foundations	JM through 10/31/18	11/07/2018	\$345.30
Creative Foundations	GM adult day services 2018 thru 10/31/18	11/07/2018	\$1,745.95
R.H.D.D., Inc.	January - August, 2018	10/16/2018	\$12,564.79
R.H.D.D., Inc.	September, 2018	11/01/2018	\$2,471.12
Ripple, Thomas E.	October 5 and 29, 2018 - two one hour massage therapy treatments	11/08/2018	\$120.00
Sech-Kar Company	August, 2018	11/01/2018	\$3,828.81
Sech-Kar Company	September, 2018	11/01/2018	\$3,586.03
SOAR (Southern Ohio Adventures Recreation)	April & May, 2018	11/01/2018	\$7,038.93
SOAR (Southern Ohio Adventures Recreation)	August and September, 2018	11/01/2018	\$401.15
Non-Waiver Supported Living Total: 38,484.81			
4356.530200 Repairs / Maintenance			
Diamond Stone	10.84 ton of #57 Limestone - Bus Garage	11/14/2018	\$187.53
Diamond Stone	40.10 ton of #57 limestone - bus garage	11/14/2018	\$693.73
Ohio Pest Control	10/24/18 - Beacon	11/01/2018	\$52.00
Ohio Pest Control	10/24/2018 - Harper Street	11/01/2018	\$58.00

Ohio Pest Control	10/24/18 - Atco	11/01/2018	\$45.00
Poynter's Business Products	moved copier from Bus Garage to 8 Harper Street	10/16/2018	\$175.00
Poynter's Business Products	Quarterly Maintenance 10/17/18 to 1/16/19 for copiers at Atco and Bus Garage	10/18/2018	\$540.63
Security Electronics, Inc.	Annual Fire Alarm Monitoring Contract for Beacon School	11/02/2018	\$140.00
Repairs / Maintenance Total: 1,891.89			
4356.540100 Supplies			
American National Red Cross	CPR/First Aid	11/12/2018	\$28.00
Atco, Inc.	2018 Third Quarter Postage - PersonnelPlus \$537.89; and ACBDD \$31.02	10/16/2018	\$568.91
Atco, Inc.	Reimbursement for Clothing and Transportation Card	10/16/2018	\$142.70
Athens Sun & Fun	2" vari flo valve - Beacon	11/12/2018	\$213.30
C & E Stores (The Plains)	building supplies - Bus Garage	11/01/2018	\$15.99
C & E Stores (Athens)	building supplies - Beacon	11/15/2018	\$27.98
C & E Stores (Athens)	building supplies - Beacon	10/18/2018	\$11.18
C & E Stores (Athens)	building supplies - Harper Street	11/01/2018	\$27.36
C & E Stores (Athens)	building supplies - Bus Garage	11/01/2018	\$8.99
Classic Solutions	building supplies - Atco	11/15/2018	\$257.48
Classic Solutions	building supplies- Beacon	11/01/2018	\$559.62
Classic Solutions	building supplies - Beacon	11/01/2018	\$298.85
Classic Solutions	kitchen/building supplies - Beacon	11/12/2018	\$137.75
Classic Solutions	building supplies - Beacon	11/13/2018	\$119.82
Classic Solutions	building supplies - Beacon- Invoice #336629 for \$403.01 and credit of \$81 from invoice	11/12/2018	\$322.01
DASH Medical Gloves, Inc.	18 Cases of Dash Powder Free Vinyl Gloves - Beacon	11/01/2018	\$664.20
Door Motion Technologies, Inc.	two custom CPU program: 3/4 sec delay - Harper Street	11/05/2018	\$32.00
Federal Express Office	2 part forms for EI	11/01/2018	\$130.00
First National Bank Omaha	postage for board packets	10/22/2018	\$20.23
Grace Energy Services	LED module - Harper Street	11/01/2018	\$63.42
Hugh White Chrysler Dodge Jeep Ram	heater core	11/01/2018	\$299.20
Kaye Products, Inc.	adolescent wheelchair seat and all terrain wheels	11/12/2018	\$606.43
Kroger - Columbus Customer Charges	food supplies for cooking class- YA	11/01/2018	\$4.98
Kroger - Columbus Customer Charges	food supplies for cooking class - YA	11/01/2018	\$14.46
Kroger - Columbus Customer Charges	food supplies for cooking class - YA	11/01/2018	\$7.17
Kroger - Columbus Customer Charges	food supplies for cooking class - YA	11/01/2018	\$6.98
Lowe's Home Centers, Inc. (Athens)	building supplies - Bus Garage	11/15/2018	\$177.62
Lowe's Home Centers, Inc. (Athens)	building supplies - Harper Street	10/23/2018	\$70.11
Lowe's Home Centers, Inc. (Athens)	building supplies - Bus Garage	10/23/2018	\$37.61
Lowe's Home Centers, Inc. (Athens)	building supplies - Atco	11/02/2018	\$474.05
Matheny Motor Truck Sales	vehicle parts	11/15/2018	\$29.25
Matheny Motor Truck Sales	vehicle parts	11/05/2018	\$128.06
Matheny Motor Truck Sales	vehicle parts	11/05/2018	\$440.98
Matheny Motor Truck Sales	vehicle parts	11/05/2018	\$46.38
Matheny Motor Truck Sales	vehicle parts	11/12/2018	\$454.01
Matheny Motor Truck Sales	vehicle parts	11/12/2018	\$156.30
MatsMatsMats.com	one Custom: Folding Mat six 2'6" x 6'x2" royal blue, style hook and loop fastener on 2	10/23/2018	\$196.90
MD Computer Services, Inc.	27 sport grey tshirts - Atco Float at Parade of the Hills - Farewell to Atco	10/16/2018	\$270.00
MD Computer Services, Inc.	2,500 envelopes for SSA Harper Street	10/22/2018	\$225.00
Randy V. Moore Petroleum Distribution LLC	505 gals of diesel delivered on 10/16/18 @ \$3.02/gal	10/22/2018	\$1,525.10
Randy V. Moore Petroleum Distribution LLC	237 gals of unleaded delivered on 10/16/18 @ \$2.475/gal	10/22/2018	\$586.58

Randy V. Moore Petroleum Distribution LLC	250 gals of diesel delivered on 10/23/18 @ \$2.94/gal	11/01/2018	\$735.00
Randy V. Moore Petroleum Distribution LLC	305 gals of unleaded delivered on 10/24/18 @ \$2.395/gal	11/01/2018	\$730.48
Randy V. Moore Petroleum Distribution LLC	221 gals of unleaded delivered on 10/30/18 @ \$2.395/gal	11/05/2018	\$529.30
Randy V. Moore Petroleum Distribution LLC	274 gals of diesel delivered on 10/30/18 @ \$2.94/gal	11/05/2018	\$805.56
Randy V. Moore Petroleum Distribution LLC	150 gals of diesel delivered on 11/5/18 @ \$2.89/gal	11/12/2018	\$433.50
Randy V. Moore Petroleum Distribution LLC	296 gals of unleaded delivered on 11/5/18 @ \$2.355/gal	11/12/2018	\$697.08
Staples Business Advantage	office supplies - PersonnelPlus	11/01/2018	\$189.49
Staples Business Advantage	office supplies - PersonnelPlus	11/02/2018	\$19.58
Synchrony Bank (Amazon)	two Starter Motor fits Briggs Stratton Cub Cadet	11/14/2018	\$63.00
Synchrony Bank (Amazon)	two Aurelio Tech Universal 2-4 AWG 350A Battery Connect Quick Connector Plugs fc	10/22/2018	\$33.98
Synchrony Bank (Amazon)	HDE Shoulder Strap for Shockproof iPad Case and HDC case of iPad air	10/16/2018	\$27.48
Synchrony Bank (Amazon)	Logitech Conference Cam BCC95- Video Conference Webcam - SSA	10/17/2018	\$179.92
Synchrony Bank (Amazon)	Intel Core i7-8700K desktop processor 6 cores up to 4.7 GHz turbo unlocked - replace	10/17/2018	\$375.99
Synchrony Bank (Amazon)	one C&E 35 feet, standard 15-pin VGA male to VGA male cable	10/18/2018	\$13.35
Synchrony Bank (Amazon)	two VESA Mount Adapter for ACER Monitors - Harper Street	10/18/2018	\$31.98
Synchrony Bank (Amazon)	Amazon Basics USB 2.0 a-male to micro B cable, Anker 3.3 ft. Premium Nylon lightnir	10/18/2018	\$47.28
Synchrony Bank (Amazon)	IET Lamps for Eiki CL-XBL20 Projector Lamp Replacement	10/22/2018	\$149.98
Synchrony Bank (Amazon)	four Logitech Wireless mouse	11/07/2018	\$39.88
Synchrony Bank (Amazon)	creative smart speaker, creative D80 wireless bluetooth speaker, four Logitech B100 t	11/07/2018	\$247.92
Synchrony Bank (Amazon)	VIZ-PRO magnetic whiteboard/dry erase board	11/02/2018	\$59.89
Synchrony Bank (Amazon)	Bernhard Products Black Wall Clock and three VIZ-PRO magnetic whiteboard/dry era	11/02/2018	\$196.24
Synchrony Bank (Amazon)	Quartet cork board, bulletin board	11/02/2018	\$179.30
Synchrony Bank (Amazon)	desktop power grommet with USB, hidden power sock, desk hole grommet outlet	11/13/2018	\$23.49
Synchrony Bank (Amazon)	two swingline staplers, commerical desktop	11/13/2018	\$26.08
Uni-Select USA, Inc.	vehicle parts	11/15/2018	\$4.03
Uni-Select USA, Inc.	vehicle parts	11/01/2018	\$163.44
Uni-Select USA, Inc.	vehicle parts and credit	11/07/2018	\$28.87
Uni-Select USA, Inc.	vehicle parts	11/02/2018	\$30.95
Uni-Select USA, Inc.	vehicle parts	11/02/2018	\$74.10
UPS	shipping charges to return defective laptop part	11/05/2018	\$3.98
Walmart Community/Synchrony Bank	food/supplies for Atco open house on 11/13	11/14/2018	\$430.17
Walmart Community/Synchrony Bank	program supplies - Atco	11/01/2018	\$246.66
Warehouse Tire	tires	11/02/2018	\$96.08
	Supplies Total: 16,320.99		
4356.550100 Equipment			
First National Bank Omaha	Athenscbdd.org hosting 5 years	10/18/2018	\$599.40
	Equipment Total: 599.40		
4356.560100 Other Expenses			
Atco, Inc.	New Marshfield Lodge check written to ACBDD should have been written to Atco	11/01/2018	\$112.00
First National Bank Omaha	Marcus Dobro - CESP Exam Fee	11/15/2018	\$199.00
First National Bank Omaha	pizza for board meeting (Original charge was \$54.47, Auditor's office would only pay :	11/02/2018	\$51.14
Kroger - Columbus Customer Charges	All Staff training on 11/6 - breakfast and supplies	11/06/2018	\$283.77
MD Computer Services, Inc.	two vehicle magnets	10/22/2018	\$60.00
MD Computer Services, Inc.	130 magnets	11/02/2018	\$138.84
MD Computer Services, Inc.	250 lapel pins	11/02/2018	\$755.00
Minuteman Press	400 Programs - 35th Anniversary 2018 Awards Gala - PersonnelPlus	11/01/2018	\$256.00
Ohio Self Determination Assn, Inc.	2018-2019 Membership	10/23/2018	\$690.00

Pike Co. Joint Vocational School	recertification	10/23/2018	\$60.00
Red Tail Design Company	custom pins - PersonnelPlus	11/01/2018	\$255.00
Staples Business Advantage	avery laser name badges, graytone certificates and parchment certificate paper - Pers	10/18/2018	\$271.50
Washburn, Jacob (Jake)	video work (80.5 hrs @ \$20/hr - PersonnelPlus Gala	11/12/2018	\$1,610.00
Washburn, Jacob (Jake)	video work - 37.50 hrs @ \$20/hr - ACBDD	11/12/2018	\$750.00
Other Expenses Total: 5,492.25			
4356.560102 Family Support Services			
Pidcock Glass Company	windshield replacement - family support services	10/16/2018	\$249.34
Athens Community Music School (ACMS)	5 music sessions in November, 2018 - family support services	11/01/2018	\$175.00
Beitzel, Teresa	reimbursement for purchase from New to You - dresser - family support services	11/01/2018	\$84.73
Beitzel, Teresa	Reimbursement for couch purchased at Big Lots - family support services	11/01/2018	\$320.99
Beyond Play	know your emotion books, tobbles, high five nexting blocks, talking cookie jar, little spi	11/01/2018	\$178.99
Beyond Play	Up-n-Down Steps - family support services	10/22/2018	\$264.44
Beyond Play	pin print, lap pad, yuck balls, chewnoodle, koosh ball, echo microphone, fantacolor, di	11/01/2018	\$449.19
Beyond Play	Tecno, Portable Sandbox and cath n stick monster mitts - family support services	11/06/2018	\$76.87
Beyond Play	heavy duty see-through tunnel, super chewnoodle, bumpy red chewnoodle, slice n' se	11/07/2018	\$189.40
Beyond Play	er crayons, wood lacing sneaker, magnetic farm hide & seek; portable sea turtle sandl	11/12/2018	\$344.14
Boudinot, David	Reimbursement for purchases from Walmart for a treadmill and HP laptop computer -	11/01/2018	\$500.00
Brown, Cindy	Reimbursements for prescriptions and dr visits - family support services	11/01/2018	\$500.00
Cascade DAFO, Inc.	FF chipmunk - family support services	11/01/2018	\$56.29
Christensen, Amanda	Reimbursement for purchase from HSN of computer - family support services	11/02/2018	\$335.00
Discount School Supply	tye dye kit, create your own snow globe, mod podge gloss, and doctor kit pay set - fan	11/05/2018	\$116.49
Grant, Tiffany	Reimbursement for laptop computer purchased at Walmart - ALLOTMENT BALANCE	11/01/2018	\$500.00
Lowe's Home Centers, Inc. (Athens)	building materials - family support services	10/18/2018	\$194.15
Miller, Danette	Reimbursement - Penn Foster online curriculum - family support services	11/01/2018	\$500.00
Misner, Raymond E. Jr	Reimbursement for Walmart purchase of clothing - BALANCE OF ALLOTMENT \$365	11/01/2018	\$365.62
School Specialty Inc.	color mix, color drop zip zag, color drops zig zag with single wheel, fidget water wiggli	11/14/2018	\$102.86
Synchrony Bank (Amazon)	TIRIN kids case ipad and Apple Ipad - family support services	11/01/2018	\$190.98
Synchrony Bank (Amazon)	rl kid interactive learning simple concepts lcd laptop, gibot dough tools, 20 piece asso	10/23/2018	\$305.11
Synchrony Bank (Amazon)	Karmas PProduct 2 pack portable bento lunch box plastic food storage containers - far	10/23/2018	\$17.99
Synchrony Bank (Amazon)	large rubs for living rom 8x10 black clearance area rugs - family support services	10/23/2018	\$99.95
Synchrony Bank (Amazon)	best choice proudcts musical kids electronic keyboard - family support services	10/23/2018	\$52.99
Synchrony Bank (Amazon)	Zoom tubes car trax, build a bot: Dinosaur set, Innoo Tech Marble run toys, special ne	11/02/2018	\$162.82
Synchrony Bank (Amazon)	bA1 Health - 3 sided surround specialty toothbrush - family support services	11/02/2018	\$7.99
Synchrony Bank (Amazon)	Woobo Minty Marshmallow - family support services	11/02/2018	\$149.00
Synchrony Bank (Amazon)	Disney Pixar Read along storybook and cd box set, Deputy Mater saves the day book	11/02/2018	\$43.62
Synchrony Bank (Amazon)	ockit, Play-Doh tool box, Play-Doh ice cream castle, Kiddy Dough Deluxe Mega Dougl	11/02/2018	\$220.73
Synchrony Bank (Amazon)	Toys for children, New play-doh sweet shoppe frosting fun bakery playset - family sup	11/02/2018	\$38.60
Synchrony Bank (Amazon)	Schwinn Interval Jogging stroller - family support services	11/08/2018	\$124.99
Synchrony Bank (Amazon)	Children's Factory chair cube - family support services	11/08/2018	\$59.99
Synchrony Bank (Amazon)	tilting therapy bench size large - family support services	11/08/2018	\$215.00
Synchrony Bank (Amazon)	Best Massage 4'x8'x2 gymnastics tumbling and fitness exercise mat - family support s	11/08/2018	\$69.99
TFH	sky waves ocean lightshow, ultrasonic aromatherapy diffuser, calming aromatherapy c	11/05/2018	\$167.90
Walmart Community/Synchrony Bank	clothing - family support services	10/17/2018	\$271.95
Walmart Community/Synchrony Bank	clothing - family support services	11/02/2018	\$241.28
Walmart Community/Synchrony Bank	Huffy 26" Nel Lasso Crusher - family support services	11/01/2018	\$129.00
Walmart Community/Synchrony Bank	clothing - family support services	11/01/2018	\$53.94

Walmart Community/Synchrony Bank	clothing - family support services	11/01/2018	\$112.66
Walmart Community/Synchrony Bank	clothing - family support services	11/01/2018	\$201.00
Walmart Community/Synchrony Bank	clothing - family support services	11/01/2018	\$228.86
Walmart Community/Synchrony Bank	clothing - family support services	11/05/2018	\$102.85
Walmart Community/Synchrony Bank	clothing - family support services	11/05/2018	\$121.53
Walmart Community/Synchrony Bank	clothing - family support services	11/12/2018	\$51.32

Family Support Services Total: 8,945.54

4356.560107 Utilities

American Electric Power	8 Harper Street electric from 9/11/18 to 10/10/18	10/16/2018	\$249.47
American Electric Power	Bus Garage electric from 9/12/18 to 10/09/18	10/16/2018	\$328.54
American Electric Power	Atco light 9/20/18 to 10/18/18	10/25/2018	\$10.06
American Electric Power	Atco electric 9/19/18 to 10/18/18	10/25/2018	\$1,526.96
American Electric Power	Beacon electric from 9/26/18 to 10/24/18	11/01/2018	\$2,524.13
Athens-Hocking Co Recycling Centers, Inc	commercial recycling pick up 2 time per week 65 gallon commercial recycling containe	11/08/2018	\$12.00
City of Athens	Beacon water from 9/18 to 10/17/18 - 12,000 gals	11/01/2018	\$167.28
Columbia Gas	PersonnelPlus gas from 9/13/18 to 10/12/18	10/18/2018	\$28.06
Columbia Gas	Atco gas from 9/13/18 to 10/12/18	10/18/2018	\$411.00
Columbia Gas	Beacon gas from 8/10/18 to 9/10/18	10/18/2018	\$237.95
Direct Energy Business, LLC	8 Harper Street light from 9/10/18 to 10/18/18	10/22/2018	\$3.05
Frontier	November, 2018 - PersonnelPlus fax line 740-593-8236	11/05/2018	\$41.07
Frontier	October & November, 2018 - Bus Garage 740-594-5048	11/05/2018	\$71.52
Frontier	November, 2018 - 740-592-1098 - MUI fax line and Beacon alarm system	11/06/2018	\$116.81
Frontier	November, 2018 - Harper Street	11/06/2018	\$30.62
Frontier	November, 2018 - Beacon Fax 740-593-3189	11/06/2018	\$30.62
Frontier	November, 2018 - Atco 740-592-6659	11/06/2018	\$237.26
Interstate Gas Co (IGS)	September, 2018 - Beacon	10/22/2018	\$241.18
Le-Ax Water Dept.	Bus Garage water from 9/12/18 to 10/10/18 - 3000 gals	11/02/2018	\$37.50
Le-Ax Water Dept.	St. Rt. 56 water from 9/12/18 to 10/10/18	11/02/2018	\$19.50
Shred-IT USA, LLC	9/26 & 10/10/2018 - destruction of confidential information - SSA	10/22/2018	\$113.50
The Plains Water & Sewer District	6 Harper Street water from 9/27/18 to 10/29/18 - 2,200 gals	11/14/2018	\$42.51
Verizon Wireless	November, 2018 - phones for Beacon, PersonnelPlus, SSA and Garage	10/16/2018	\$1,731.11
Waste Management	November, 2018 - Beacon	11/07/2018	\$223.01
Waste Management	November, 2018 - Bus Garage	11/07/2018	\$167.69
Waste Management	November, 2018 - Atco	11/07/2018	\$654.69

Utilities Total: 9,257.09

4356.560200 Advertising-Printing

APG Media of Ohiom KKD	Advertising in September for Sub Instructors and Administrative Assistant in the Ather	10/16/2018	\$282.00
APG Media of Ohiom KKD	Advertising in October for Sub Van and Bus Drivers and for 54 passenger bus bids (A	11/13/2018	\$187.30
APG Media of Ohiom KKD	Advertising in October in Athens News for ACBDD Van Drivers	11/13/2018	\$173.00
Minuteman Press	Business Cards	11/13/2018	\$59.34
Minuteman Press	1000 Business Cards	10/16/2018	\$82.00
Minuteman Press	200 Strategic Plan 2019-2021	11/02/2018	\$472.00
Minuteman Press	1000 business cards	11/08/2018	\$82.00
Performance Signs	four 26.5" x 87" Polystyrene panels for display "PersonnelPlus"	11/01/2018	\$560.00
WATH/WXTQ Radio	October, 2018 - Radio ads for PersonnelPlus	11/12/2018	\$300.00

Advertising-Printing Total: 2,197.64

4356.560300 Travel / Reimbursement

Casey, Margaret	Travel 3/22/18 to 3/29/18	11/13/2018	\$134.56
First National Bank Omaha	PER 5.13 Tuition Professional Growth Reimbursement - Kendall Dearing ASHA Store	11/02/2018	\$99.00
Hagen, Cale W.	Travel 10/9/18 to 10/17/18	10/17/2018	\$128.28
Hagen, Cale W.	Travel 09/25/18 to 10/05/18	10/17/2018	\$180.94
Hagen, Cale W.	Travel 10/17/18 to 10/29/18	11/01/2018	\$103.55
Hart, Jamie	Travel 9/10/18 to 09/28/2018	10/16/2018	\$166.88
Hart, Jamie	Travel 7/10/18 to 8/29/18	10/17/2018	\$160.50
Hynes, Karen	Travel 8/16/18 to 10/31/18	11/01/2018	\$36.09
Kendrick, Stephanie	Travel 10/15/18 to 11/7/18	11/12/2018	\$99.63
Kramer, Stephen	Travel 10/23/18	11/01/2018	\$63.44
Maccombs, Rex	Travel 10/9 to 10/11/18	11/01/2018	\$94.83
McNelly, David R.	Travel 8/30/18 to 9/28/18	10/22/2018	\$86.82
McNelly, David R.	Travel 10/2/18 to 10/30/18	11/01/2018	\$82.46
Mitchell, Jodi	Travel 10/1/18 to 10/31/18	11/07/2018	\$387.50
Rodgers, Layna	Travel 10/3/18 to 11/01/18	11/07/2018	\$173.31
Sincoff, David	Travel 8/3/18 to 8/20/18	10/17/2018	\$43.54
Sincoff, David	Travel 8/27/18 to 9/28/18	10/17/2018	\$83.93
Smathers, Mary Ann	Travel 10/1/18 to 10/30/18	11/02/2018	\$299.75
Stack, Megan	Travel 10/17/18	11/02/2018	\$38.70
Stack, Megan	PER 5.13 Tuition/Professional Growth Reimbursement - Nov 8, 2018 - mileage for cor	11/12/2018	\$91.34
	Travel / Reimbursement Total: 2,555.05		

Capital Improvement

7809.550100 Capital Improvements

Capital Choice Office Furniture, LLC	furniture for 8 Harper Street - SSA	10/17/2018	\$22,871.17
Capital Choice Office Furniture, LLC	furniture for 8 Harper Street - SSA	10/17/2018	\$3,193.00
Capital Choice Office Furniture, LLC	furniture for Beacon receptionist office	10/17/2018	\$1,670.93
Farley Floors, Inc.	Beacon School gym - materials for the gum floor over pour: 2mm wear coat on all gyr	11/12/2018	\$14,300.00
Lowe's Home Centers, Inc. (Athens)	laminates - Integrate office	11/12/2018	\$252.78
Lowe's Home Centers, Inc. (Athens)	cabinets - Integrate Office	11/12/2018	\$2,692.31
	Capital Improvements Total: 44,980.19		

Grand Totals: \$432,250.26

Athens County Board of Developmental Disabilities

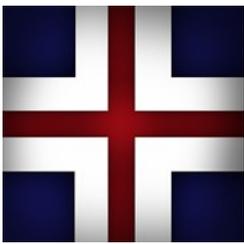
Board Submission by Richard Suehrstedt
 Area of Supervision: Service and Support Administration
 Dec. 4, 2018

Department Highlights:

- Oct. 25 – SSA Dept. shared in The Plains Trick-or-Treat night with plenty of candy to share with the youngsters of the community. It was a great way to kick off our presence in the neighborhood and support the kids!
- Nov. 1-2 – MEORC completed the Off-Year Accreditation Readiness review. This is designed to insure that the Board remains compliant with changes in rules and standards as they continue to evolve. Recommendations were provided in the areas of behavior supports and human rights processes, providing greater clarity for ISP outcomes and assessments, ISP monitoring and documentation of progress toward goals, and board member training. The SSA Dept. will be working throughout the year to monitor the recommendations and provide training to SSA's to address the changes.
- Nov. 6 – The SSA's took part in the annual In-Service Day. In the afternoon they travelled to Natural Freedom Wellness Center in Albany to engage in some team-building activities with an equine assist.
- Nov. 8 – Arletta Hinger from Primary Solutions consulted with the SSA's on Gatekeeper updates to improve productivity and work flow. She will be returning in December
- Nov. 15 – Provider Meeting at The Work Station in The Plains. Kevin presented the new strategic plan to the providers. Tom Hess from DODD presented to the day program providers on changes in Adult Day Supports and Voc. Hab. Programs.
- Nov. 28-30 – OACBDD Fall Conference in Columbus provided information on a variety of topics.

October 2018 Data:

Individuals Receiving SSA Services	392
Eligibility Referrals	2
# Determined Eligible	3
Annual ISP's Completed	31
ISP Addendums and Revisions	14
Waiver Enrollments (IOW)	2 (1 - Pending Allocation)
Waiver Enrollments (LV1W)	0
Waiver Enrollments (SELF)	0 (1- Pending Allocation)
Total Enrolled (LV1W)	53
Total Enrolled (IOW)	150
Total Enrolled (SELF)	6
# Agency providers	26
# Independent Providers	44
Productivity (September Data)	71%



PersonnelPlus
Employment Services
 A Program of the Athens County Board of DD
 personnelplus.org
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Still the one in Athens County after 35 years!



**October 2018
 Board Report**

7 NEW HIRES!

Job Development

New Hires: Rocky Boot Grill, WASCO/Albany R.R., Kroger



Angela Carter
Job Developer

Fall is here and the weather is always changing. October brought about a slew of job opportunities for the job seekers we serve.

Deb T. came to PersonnelPlus after being laid off from her job that she worked at for nearly 15 years. She also had very specific job goals and needs including location, the places she wanted to work, and the days/hours she wanted as well. One of those was Rocky Boots in Nelsonville where she had worked for 22 years previously before being laid off.

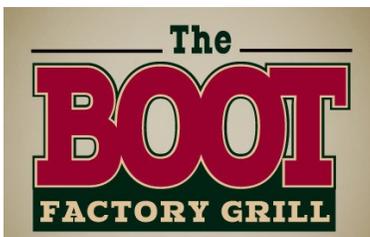
Deb interviewed and was offered a job at the Boot Grill by the retail manager Kevin Dotson, and the Boot Grill manager, Adam Womeldorf. She started on 10/18/18 with PersonnelPlus job coach supports. Those supports were not needed long and she was soon working independently and exceeding expectations.

Dawn D. interviewed for a job with WASCO cleaning at the Roadside Rest in Albany on 10/05/18. She was very interested in this job and happily accepted the job offer at the end of her interview. PersonnelPlus assisted Dawn with completing the necessary new hire paperwork and Dawn anxiously awaited a start date for some time in November.

Steven W. had assistance from PersonnelPlus in finding a job as a store associate at Elderbeerman but unfortunately learned a week later that they were closing. He came back to PersonnelPlus and interviewed at Kroger on 10/22/18 for a job with their Click List department. Steven was offered the job and accepted it pending his background check. He will have his orientation in November.

Derek M. had an interview at Walmart on 10/16/18 and was offered a position as a cart pusher pending the completion of his application online. Job developer assisted him in completing the job application. Derek met the Job Developer on 10/30/18 at Walmart where he signed and officially accepted the position. His orientation will be scheduled in November pending the completion of his background check.

With all the job offers and upcoming start dates, November is already looking to be a very busy month for PersonnelPlus and the job seekers we serve!



New Hires: Hickory Creek Nursing Center, Lowes, WASCO, Kroger

October has been a month like we haven't seen in a while! The activity surrounding this month has been vibrant and exciting with great results.

This month the following candidates were placed: **Debbie M.**, **Jeremy A.**, **Joe D.**, and **Michael G.**



Marcus Dobro
Job Developer

Debbie M. has been in Job Development for about 5 months and we have found a great match. She applied at Hickory Creek Nursing Center in The Plains for a Dietary Aid position. Debbie interviewed with Heather Figurola and was offered the job on the spot. After shopping for uniform clothes and shoes, Debbie was ready to go and is still doing great.

Jeremy A. has been working at Ohio University Central Foods for about 17 years and was ready for a career change. He mentioned that the only job he really wanted besides what he was doing was to work at Lowe's. Jeremy interviewed and was offered a position at Lowe's in less than a month. Jeremy will be working alongside one of his fellow firefighters in the receiving department.

Joe D was laid off from his job of 15 years earlier this year. We were able to secure a part-time position helping to clean the ODOT garage on the corner of Union and Route 682 with the company, WASCO out of Marietta. We will look for additional work for him as well.

Michael G received a job on his own at Kroger a couple of days after coming to PersonnelPlus. We have provided support to help him maintain that job while we find something that fits his plan better. October was truly a wonderful month for our job seekers!

Job Training



Heather Clemons
Training Coord.

Intakes- One intake was done for a new job seeker who will receive service this month.

Community Based Assessment- Two Community Based Assessments were completed. The sites included Big Lots and New to You.

On the Job Support-We worked with three individuals in new job placements to support them in their jobs. The job sites included Rocky Boot Grill, Hickory Creek, and Sol Restaurant.



Deb prepares food at the Rocky Boot Grill.

Employee Development- Employee Development was done with multiple job seekers. Applications were submitted at Kroger, Family Dollar, Bob Evans, Joann Fabric, and Donato's. A job trainer met with each job seeker weekly to assist them in their job searches. The trainer helped individuals complete applications both online and in the community. They conducted mock interviews and researched possible job opportunities.

Employment Support Coordinator for Community Employees



Jona Moberg
Employment Support Coord.

For those that might not know, I am the new Employment Support Coordinator. It will be difficult to fill Julie Jones shoes and I know everyone here at PersonnelPlus misses her a lot. Her family is growing and we wish her all the best on her new adventure.

October was a great month to check in with our business partners and all of the great employees. There was amazing excitement for the Gala and everyone was very excited to participate and be a part of the great event especially some of our new partners who had not had the opportunity to be involved before. We received wonderful feedback and enthusiasm and so many people wanted pictures with the "Yes I Can" poster!

Ohio University's Council for Exceptional Children was a source of much needed support for our gala. They stood outside in the parking areas to make sure people knew where to park and where the event was located

Also in the month of October we were able to help employees advocate for their needs and wants on the job. from several people. Someone wanted help talking with their employer about possibly working more hours. We also worked with someone who needed support to talk to their manager about being out sick.



Employment Options Division

ACBDD TRANSITION SERVICES



Amy Goldsberry
Transition Coord.

October was a busy month for transition services and activities. My month began with attending my first Assistive Technology Conference and Vendor Fair held at the Athens-Meigs Educational Services Center. Vendors from around the country were present to highlight the latest tools and assistive technology services that are used to eliminate barriers, enhance learning opportunities for individuals and entire classrooms, and learn about communication and literacy supports for students.

I also attended my first Transition Conference held at the same location. This event focused on the evidence-based practices and predictors in supporting transition of high school students with disabilities to competitive integrated employment, post-secondary education, and independent living. The theme for the day was Promoting Self-Determination. A variety of professionals and advocates presented information and insights into strategies that help promote positive post-school outcomes.

In terms of professional development, the last event I attended was the Quarterly Family Advisory Council meeting held at the Delaware County Board of Developmental Disabilities in Lewis Center. This is the second meeting that I have attended since I started in March and is one of my most valuable learning opportunities. I look forward to hearing back from families and individuals regarding their perspective of dealing with the DD system- including barriers, challenges, successes, and solutions.

You may be aware of the big event PersonnelPlus hosted this month- the biannual PersonnelPlus Employee/Employer celebration. October was a busy month for coworkers as they finalized plans for the big event. This was the first event of this kind that I had ever attended- and it was definitely powerful. It is great to be a part of a community that values individuals of all abilities.

Pre-Employment Transition Services stalled the month of October. The contract officially ended, but I am grateful that time was spent by leadership of ACBDD and OOD to identify a solution to wrap up services with individuals who have been engaged throughout. As the contract was amended, new authorizations were issued and I spent time during the end of the month to make arrangements to resume services with established individuals.

I continued to meet with county board enrollees who responded to a mailing I sent at the end of August, beginning of September. Some of these meetings resulted in OOD referrals to begin the process of seeking community employment! I really enjoy helping families navigate what can be a confusing, long process. I also continued regular meetings with enrollees who were not yet receiving any service. One student, Brittany, is just 14 but is super motivated to enhance current skills while gaining new skills that will allow her to be more successful when she is ready to begin employment.



Brittany, a student at Trimble Middle School, has been excited to learn about employment!



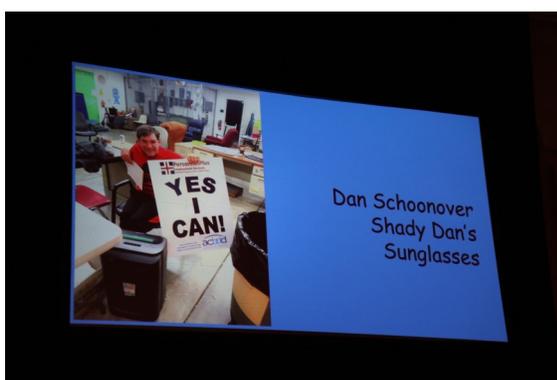
Jade is working hard to identify what she is interested in! She's been great to work with and watch her confidence grow! Jade recently began the process of community employment with OOD!

'Yes I can!' Gala a Huge Success

PersonnelPlus the employment service of the Athens County Board of DD held their biannual Gala on October 24th with approximately 325 guests in attendance. The Gala was held on Ohio University's campus in the Baker Center Ballroom. This year's theme was "Yes I Can" and was a special evening to celebrate not only the Employers and Employees in the community but also the 35th anniversary of PersonnelPlus with a special tribute to ATCO. This year's fabulous co-hosts were Josh Thomas and Dawn Worley-Sims. John Wallisch was a crowd favorite with his performance of Journey's When the Lights go Down. If you were unable to attend the event this year we hope to see you in 2020. Special thanks is extended to Superintendent Dr. Kevin Davis and the Athens County Board of DD for their support of this wonderful event. A special Thanks is also extended to Ohio Health, Quidel, Power 105, and OU Credit union for sponsoring the event.



ACBDD Superintendent, Dr. Kevin Davis, and Employment Options Director, Doug Mitchell, receive proclamations from SEO Regional Representative April Gibson from Lieutenant Governor Mary Taylor's office.



Section 1: Jobs

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
New Hires	0	1	3	3	5	2	1	1	2	3		
Total number jobs filled	0	1	5	8	13	15	16	17	19	3		
Total number of individuals employed in the community	80	78	79	80	80	79	78	77	78	79		
Job tryouts for month	0	0	0	0	0	0	0	0	0	0		
Job offers to Job Seekers	0	1	4	3	5	2	1	1	2	3		
Job offers accepted by Job Seekers	0	1	4	3	5	2	1	2	2	3		
Jobs placed and lost since January 1, 2018	0	0	1	1	2	2	0	2	0	2		
Jobs lost due to termination since January 1, 2018	0	0	0	0	0	0	0	1	0	0		
Job losses regardless of year placed or reason (not counted above)	1	3	2	2	3	1	2	1	1	0		
Number of individuals receiving active Job Development Services (an active job search in place)	21	22	16	14	17	19	22	21	21	24		
Temporary Summer Youth Employment	0	0	0	0	0	1	0	2	2	0		

Section 2: Internships/Community Based Assessments

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Total Number of individuals receiving OOD assessments; CBA, CX, Job Coaching, On the Job Supports, Activities of Daily Living, etc.	4	6	3	6	8	3	1	0	2	5		

Section 3: Atco or Other Day Habilitation Centers

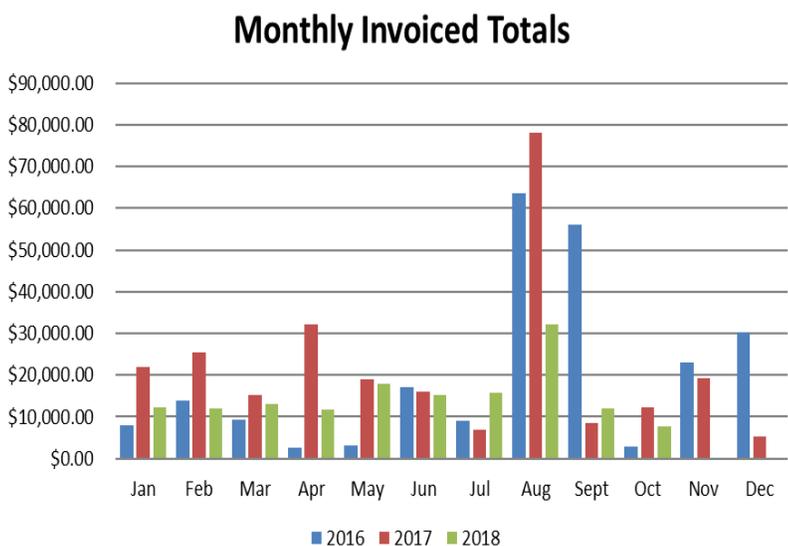
2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Total number of Atco or other Day Hab. Individuals referred to PersonnelPlus to actively seek employment (OOD) for the month	3	2	1	0	1	0	2	2	4	1		
Total number of Atco or other Day Hab. Individuals PersonnelPlus has obtained jobs for in 2018	0	0	1	2	0	0	0	0	0	0		

Section 4: Total Services Provided

2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Total number of individuals receiving Community Employment Services via PersonnelPlus	105	106	98	100	105	102	101	100	101	108		

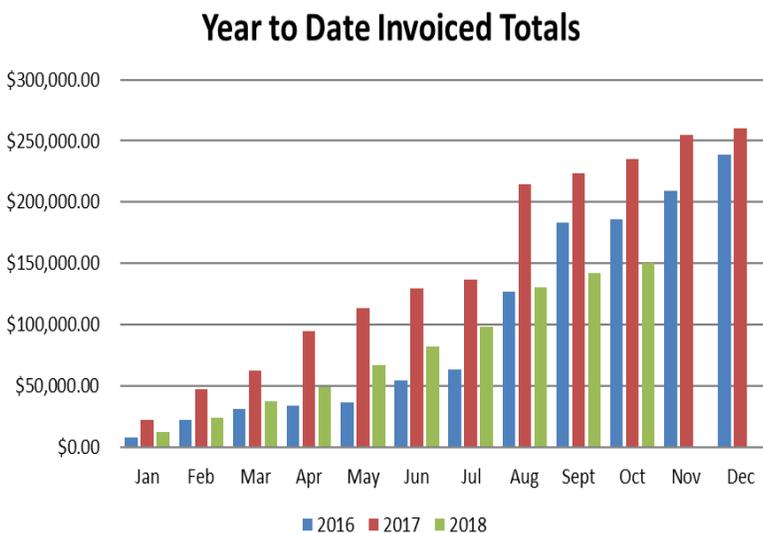
MONTHLY INVOICED TOTALS

OOD Monthly Invoiced			
	2016	2017	2018
January	\$7,959.78	\$21,806.38	\$12,181.55
February	\$13,747.26	\$25,294.16	\$11,981.65
March	\$9,215.70	\$15,314.77	\$13,008.25
April	\$2,706.00	\$32,256.81	\$11,776.00
May	\$3,138.44	\$18,921.12	\$16,979.40
June	\$17,212.52	\$16,119.53	\$15,293.25
July	\$9,143.73	\$6,999.90	\$15,869.29
August	\$63,705.90	\$78,035.70	\$32,111.79
September	\$56,143.40	\$8,486.82	\$11,920.20
October	\$2,915.36	\$12,148.36	\$7,745.24
November	\$22,954.87	\$19,197.44	
December	\$30,169.72	\$5,402.65	



YEAR TO DATE INVOICED TOTALS

Year to Date Invoiced			
	2016	2017	2018
January	\$7,959.78	\$21,806.38	\$12,181.55
February	\$21,707.04	\$47,100.54	\$24,163.20
March	\$30,922.74	\$62,415.31	\$37,171.45
April	\$33,628.74	\$94,672.12	\$48,947.45
May	\$36,767.18	\$113,593.24	\$66,769.85
June	\$53,979.74	\$129,712.77	\$82,063.10
July	\$63,123.47	\$136,712.67	\$97,932.39
August	\$126,829.37	\$214,748.37	\$130,038.18
September	\$182,972.77	\$223,235.19	\$141,958.38
October	\$185,888.13	\$235,383.55	\$149,703.62
November	\$208,843.00	\$254,580.99	
December	\$239,012.72	\$259,983.64	



New Partner, Applebees Supporting ACBDD/
PersonnelPlus during National Disability
Awareness Month.



Dale and his Texas Roadhouse
Co-workers.



ATCO ADULT SERVICES BOARD REPORT



PROVIDED TO YOU BY THE ATCO MANAGEMENT TEAM

AUTUMN BROWN , MARK CULLISON, LAURIE GREGG, AND JOANNE HEINZMAN

DATES TO REMEMBER

Healthy Potluck 3rd Wednesday of the month. Everyone is welcome!

Yoga with Paul Richard Every Monday

4:30-6:15 Individualized sessions Limited Mobility needs

6:30-7:30pm, Beginner Yoga

Holistic Health and Breathing class Mondays 10am

Zumba with Kim Rios Wednesday 9am-10am

Movie Night Second Tuesday of the Month

Live Music every Friday with Chris Biester 1pm

Nov 29th Bowling in Chillicothe

December 6 MOVIES TEN

Dec 21st Final Day of ATCO

Atco Adult Services (Mark Cullison, Atco Director)

Staff Spotlight



This fall has been really busy at ATCO. Not only have we been thoughtfully working through the transition for all those served at ATCO, we have also hosted amazing events to celebrate the history of ATCO and partner with all our friends and supporters in the community. At the heart of all, are the, amazing direct service staff who work with the individuals we serve. Helping individuals navigate their transition, keeping connections in the community, and providing all the recreational activities and personal care, these staff have always been there operating with quality and care. Thank You, Leslie Perry, Grace Holland, Wendy Cremeans, Emily Wilson, Sue Orth, and Cressie Chaney for your wonderful efforts

Halloween at Lake Hope



The folks at ATCO celebrated Halloween this year by renting cabins at Lake Hope. They spent the day and evening telling stories and having fun around the campfire. Roasting hot dogs and marshmallows and getting up early to make breakfast in the cabin along with roughing it; everyone had a rewarding experience. Also on Halloween night everyone got a good scare from some ghosts and monsters who inhabited the woods at Lake Hope and came out to frighten everyone in good fun.

Links to Disability Resources

<http://ddc.ohio.gov/News-Media/Links-to-Disability-Resources>

Atco Transition Update (Autumn Brown, Atco Transition Manager)

As the three year Transition winds down, I am pleased to share that all 66 individuals served have had the opportunity to understand the changes that are occurring, get to know all of the day hubs available to them, and to explore possibilities outside of going to a day hub as their only option.

Special recognition goes to a team of staff who dedicated their remaining time at ATCO to making very positive transitions happen for the people we serve.

Families provided extra supports to the process, being engaged in decision making, and thoughtful in the choices they helped make!

The ACBDD Service and Support Team was helpful in acting quickly when necessary to help someone make their transition.

ATCO OPEN HOUSE



Open house provides a fond goodbye to ATCO

Athens News Article:

Walking through the ATCO building in Athens during an open-house event Tuesday, one could get the sense of strolling through the adult services program’s almost 50-year legacy in the community.

That building, on Campbell Street in Athens, is where the beloved Athens art program Passion Works Studio got its first start in 1997; it’s where hundreds of community members with disabilities have found meaningful, compensated work in the production space inside; and, even before ATCO was started in 1969, it’s where the King Midget cars of Athens fame were produced. And Tuesday’s open house featured participatory stations devoted to each of those pieces of legacy.



Dan Schoonover, a former employee at ATCO, was anxious to get back into the pen production mode. At one time, his job was to piece together ballpoint pens in the ATCO workshop. The Athens County Board of Developmental Disabilities has worked to transition clients to other service providers in accordance with a federal Medicaid mandate.

Messenger photo by John Halley

ATCO – the Athens County Board of Developmental Disabilities’ adult services program – celebrated the program’s history Tuesday even as ATCO in its current form is set to close its doors at the end of the year (after a three-year transition period).

Autumn Brown, transition manager with ATCO, has been with the program for 22 years. Now that ATCO is closing its doors due to a federal mandate (more on that below), Brown said ATCO’s focus for the past three years has been on finding ways to make sure that individuals served by the program will continue having access to the services they currently receive at ATCO. For starters, Brown explained that ATCO’s services, including its “dayhab” (day habilitation) legacy, will be continued by at least eight community providers. Some of the people served by ATCO already have found a new home with organizations such as Passion Works, the Sech-Kar Company and Havar Inc.

Brown explained that for years, ATCO has provided these dayhab services. That activity essentially turned the ATCO building into a community center of sorts, where people with and without disabilities could go to learn new skills, hang out and go on community outings.

That’s in addition to the career training and placement services provided by ATCO and the ACBDD as a whole.

Still, some other individuals have decided that they don’t want to go to a new “dayhab” program like ATCO, and they’re instead seeking work in the community, Brown said.

“We didn’t want them to just think that since you come to a dayhab, you should go to a dayhab like this, so the change (ATCO shuttering) fosters this opportunity,” she explained.

Brown introduced this reporter to Dan Schoonover, who says he’s already found his purpose after ATCO closes: His small business, Shady Dan’s Sunglasses, will be housed in a new cooperative shop in partnership with Havar Inc., to be located on Columbus Road in Athens, which is currently searching for additional vendors for the store and co-op board members (for more information, contact 740-592-6659, ext. 212, or email asawvelathenscbdd.org). The shop should open sometime early next year, and will feature vendors with and without disabilities, Brown said.

Longtime ATCO employee Leslie Perry told *The NEWS* that ATCO Idol – featuring karaoke-style musical performances by individuals with disabilities, which essentially was her brainchild – will continue under the umbrella of the ACBDD’s new Office of Integrate Athens (which will be led by Brown).

The NEWS already has reported that the priorities for this division will include, but are not limited to, coordinating and supporting inclusion opportunities, such as the FANS program (Friends, Allies and Neighbors), bowling, movie nights, community meals, etc.; serving as a liaison for other community organizations interested in supporting individuals with developmental disabilities; and fostering community partnerships to promote integration.

The ACBDD also has announced creation of a new funding program called the ATCO Legacy Fund. These funds, set aside in a separate line item through the Athens County Auditor’s office, will be designated to support agencies and independent providers that support people with disabilities in Athens County.

Athens Messenger article: ACBDD was ordered in 2016 by the federal government to divest itself of both Passion Works and ATCO. The Center for Medicare and Medicaid Services, an agency of the U.S. Department of Health and Human Services, ruled in early 2016 that local agencies receiving Medicaid monies may not monitor the services that the agencies themselves provide and for which the agencies are paid.

Some of the original works of art created by Passion Works were on display at the old Passion Works studio space at the ATCO building Tuesday. Also, because the ATCO building at one time served as the production facility for Athens’ famed King Midget cars, local residents Glen Goins and Ann Goins were on hand to teach people about that history (they’re with the local King Midget club).

Perry recalled that especially in the ’90s, ATCO had “rows and rows” of people in its production space who worked to make products for businesses (Brown said ATCO used to make pens for the Ohio State Highway Patrol, for example). But as demand for that work dwindled, Brown said, ATCO transitioned to becoming a “day hab” space. Brown said that anybody interested in providing employment opportunities to local residents with disabilities should go to www.personnelplus.com.

Athens County Commissioner Lenny Eliason said Wednesday that the county is planning to move its records office to the ATCO building. The county is also considering the possibility of moving the Athens County Board of Elections to the building, and also the possibility of providing new studio space in the building for Passion Works.

Office of Integrate Athens

In January of 2019, the Office of Integrate Athens will officially open. We are pleased to announce the Tina Wilson, currently Integrated Outcomes Coordinator, will become the Integrate Athens Coordinator. Tina will partner with Autumn to support Individuals, and their support teams to find inclusive experiences to be a part of. This will include educational components, life skills supports, advocacy efforts, and provider supports.

Leslie Perry will continue as a Community Integration Specialist working within Integrate Athens through October of 2019, when she will retire. Leslie will be assisting with any final transition needs for the ATCO individuals who may need a bit of support finalizing or tweaking their transition outcomes, as well as ATCO Idol support with Chris Biester and the other day hab providers. She will be available to help other programs create meaningful activities and connections in the community.

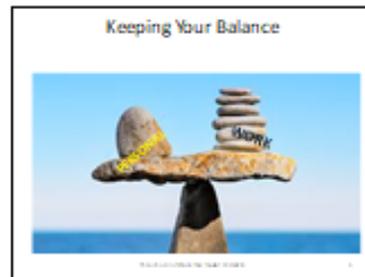
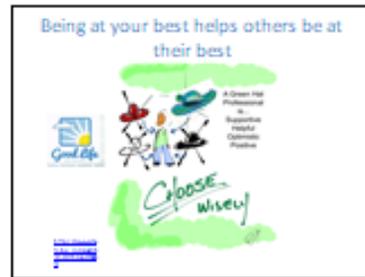
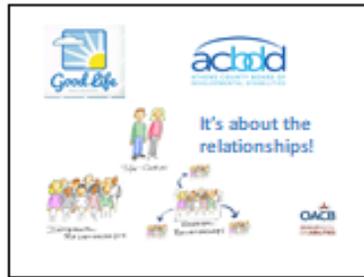
A few fun ideas that are coming from planning of Integrate Athens to look forward to in 2019 include a BrainStorming Luncheon every month for our Community Partners, provider, people we serve, and the community as a whole to come together to develop new ideas... We plan to name it “Food for Thought”!

We are also beginning to refocus our efforts in Advocacy, with the intent to create opportunities for people we serve to step up into leadership and self advocate roles. We want to begin building this with a monthly event where we choose an hour to provide learning experiences and title it “Empower Hour,” a time for advocates in training to come together and begin to build their toolbox of knowledge.



Good Life Updates:

Autumn and David McNelly provided a Good Life Experience to the all staff in-service. The focus was on recharging your battery and how to build and maintain strong relationships with co-workers, agency partners, families, and of course the people we serve.



Good Life experiences will be a component of Integrate Athens, which will officially launch in 2019.



MUI Department

801 West Union Street - Athens, Ohio 45701
 Phone: 740-594-3539 - Fax: 740-592-1098
 athenscbdd.org

11/21/2018

Since January 1, 2018, the MUI Department has filed 152 Major Unusual Incident investigations.

Currently, there are **16** open MUI investigations:

Sexual Abuse—2-- 1. Referral for services and report made to ACBDD regarding allegation against father. Law enforcement is involved and this was initially filed as a person not served. However, effective 9/17/18 he was determined to be eligible for county board services. This case has now been assigned to our SOCOG IA to work in conjunction with law enforcement. Continued from last month. **2.** Individual reported she was touched by a man in her “private area” while at her respite provider’s home in Hocking County. Law enforcement in that county was notified, though it did not conduct an investigation.—continued from last month

Physical Abuse—4 1. Family of an individual reported he was being bullied at school resulting in multiple ER visits and multiple significant injuries. This incident had been reported through social media, television, and print media by the family.—continued from last month **2.** Individual was crying when she got on the bus in the morning and when asked what was wrong, she stated her sister hit her. There was a visible handprint on her left cheek. Law enforcement was contacted.—continued from last month **3.** Individual was hit by his live-in girlfriend at least 5 times in the face and also sustained a busted lip. Law enforcement was called and the girlfriend was arrested and jailed on a charge of domestic violence. The Individual is his own guardian and changed his mind about filing for a protection order. Further, he has chosen to still be with her, against the advice of his team. **5.** 8 y/o Individual had bruising on his jaw and ear, reporting that his dad had “hit me hard”. ACCS was notified and opened an investigation into this allegation.

Verbal Abuse—1 Individual was upset and cursing at staff. The staff person proceeded to call the Individual an “ungrateful bitch” after which the Individual reportedly hit the staff several times. The staff then stated that if that happened again, she would “beat the shit” out of her. That staff was immediately removed from the home.

Neglect—4 1. Individual reportedly had a toileting accident while in a store with her staff. The staff allegedly finished shopping for herself then took the Individual home and did not assist her with hygiene tasks as required. The individual has a history of UTIs and was diagnosed with a UTI the day following this incident.—continued from last month **2.** 6 y/o Individual’s kidney transplant had to be postponed a minimum of 3 months due to his mom’s (guardian) failure to communicate with the hospital and medical team who will be performing the transplant. His

ACBDD – Administration
 Beacon School and MUI Dept.
 801 West Union Street
 Athens, Ohio 45701
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 athenscbdd.org

Atco Adult Services
 21 South Campbell Street
 Athens, Ohio 45701
 Phone: 740-592-6659
 Fax: 740-594-7814
 atcoinc.org

Passion Works Studio
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 Athens, Ohio 45701
 Phone: 740-592-3673
 Fax: 740-592-4260
 passionworks.org

PersonnelPlus
 8 Harper Street
 The Plains, OH 45780
 Phone: 740-592-3416
 Fax: 740-593-8236
 personnelplus.org

Service & Support Admin.,
 Transportation Services
 9033 Lavelle Road
 Athens, Ohio 45701
 Phone: 740-592-6006
 Fax: 740-594-5048

ACBDD is an equal opportunity employer and provider of services



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father will be the donor and they have been trying for this transplant for 3 years. **3.** Individual was in a serious automobile accident with his staff. The staff person was driving on Rt 56 and hydroplaned, going left of center and hitting an oncoming dump truck. The staff sustained a broken neck though is recovering well and back to work. The individual did not sustain serious injury. The staff was cited for Failure to Control. **4.** Individual and siblings were removed from their mother’s home by ACCS due to ongoing drug use and failure to provide appropriate supervision for them. The mother receives services from ACBDD and has an SSA who has been trying to work with her and her team trying to prevent this situation, though she continued to make poor choices.

Law Enforcement—I Individual assaulted a staff member after becoming upset at his day center. The staff member decided to press charges against him.

Unscheduled Hospitalization—1 Individual had fallen twice in a day, then the following morning fell again and didn’t seem like herself. She was taken to the ER and was diagnosed with an elevated CO2 level and a broken ankle from one of the falls. She will be having surgery to repair the break and will be receiving rehabilitation.

Significant Injury—1 Individual has some bruising on her foot so an x-ray was completed. It was discovered that she had a fracture of the distal shaft of her foot. It is not yet known how this injury occurred. The IA will determine whether neglect was a factor.

Missing Individual—1 Individual ran away from staff and after a brief search, law enforcement was contacted for assistance, as he requires supervision in the community due to risks to his health and welfare. He was found approximately 2 ½ hours later by the police. There is no indication of neglect at this time.—continued from last month

Medical Emergency—1 Individual choked on her dinner. The staff performed the Heimlich maneuver and the food was dislodged. There does not appear to be any indication of neglect at this time.

There will be changes to the ODODD MUI Rule effective January 1, 2019. Once implemented, I’ll ensure all staff are trained on these changes.

Beth A. Atherton
 ACBDD MUI Coordinator

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 The Plains, OH 45780
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 personnelplus.org

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 Athens, Ohio 45701
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ACBDD - Administration
 Kevin Davis, Superintendent

Human Resources Board Report
 December 2018
 Gwen Brooks, Director of Human Resources

The purpose of the Human Resources (HR) report is to share HR metrics and information that may be helpful in guiding strategic decisions by the Board. Please let me know if there is other data you are interested in seeing related to our human resources.

October/November Activity Updates

- Written notices delivered on 10/30/2018 to ABEA and substitute employees impacted by closure of ATCO
- All staff in-service training day on 11/6/2018; agenda attached; highlights included:
 - Guest speaker Nicole Phillips on “Kindness”
 - Guest speaker Chris Stewart on “Building Champions”
 - Special recognition of ATCO staff by Autumn Brown & Mark Cullison
 - SSA teambuilding activity at Natural Freedom Wellness Center
- Three positions recently filled:
 - New Substitute Instructor added to Beacon, Nicole Taylor
 - Integrate Athens Coordinator filled internally by Tina Wilson
 - Instructor Assistant position added to Beacon filled internally by Cressie Chaney
- Selection processes underway for:
 - Administrative Assistant, Service & Support Administration – on hold pending outcome of displacement process

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 Fax: 740-594-5048

ACBDD is an equal opportunity employer and provider of services



ALL STAFF IN-SERVICE AGENDA

Tuesday, Nov. 6, 2018

Church of the Nazarene, 49 Connett Rd, The Plains, OH 45780

Time	Title		Facilitator
7:30 - 8:00 am	Check-in & Continental Breakfast		
8:00 – 8:15 am	Welcome		Kevin Davis
8:15 – 8:45 am	“Kindness” with Nicole Phillips		Nicole Phillips
8:45 – 9:00 am	BREAK		
9:00 – 9:30 am	“Building Champions”		Chris Stewart
9:30 -9:45 am	BREAK		
9:45 – 10:30 am	GOOD LIFE Best Practices in Adult and School Age Services		Autumn Brown & David McNelly
10:30 – 10:50 am	MUI		Beth Atherton
10:50 – 11:00 am	BREAK		
11:00 – 11:15 am	ACBDD Strategic Plan Update		Kevin Davis
11:15 – noon	Service Awards & ATCO Recognition		Kevin Davis & Autumn Brown
	20 Years Cressie Chaney Susan Weaver Emily Wilson	15 Years Greg Grimm	10 Years Karen Hynes
			5 Years Margaret Casey Mary Howell Cindy Johnston Steve Kramer Clayton Ray Ruth Robertson Megan Stack
Noon – end of day	Departmental trainings		
	Review and sign annual notices		

Human Resources Board Report Summary
December 4, 2018

	January 2018	February 2018	March 2018	April 2018	May 2018	June 2018	July 2018	August 2018	September 2018	October 2018	November 2018	December 2018	2018 Averages
STAFF COUNT	112	110	111	112	110	112	112	105	104	106	105	0	109.0
Full-time	77	77	78	78	76	78	78	76	76	76	75		76.8
Part-time	13	12	12	12	12	12	12	12	12	11	11		11.9
Substitute	22	21	21	22	22	22	22	17	16	19	19		20.3
													2018 Totals
SEPARATIONS	1	2	0	0	3	1	0	10	1	3	2	0	23
Voluntary	1	2	0	0	3	1		10	1	3	2		23
Involuntary	0	0	0	0	0	0	0	0	0	0	0	0	0
NEW HIRES	2	0	1	1	1	3	0	3	0	3	1	0	15
Full-time	0	0	1	0	0	2	0	3	0	1	0		7
Part-time	0	0	0	0	0	0	0	0	0	0	0		0
Substitute	2	0	0	1	1	1	0	0	0	2	1		8
GRIEVANCES IN PROGRESS	0	0	0	0	0	1	0	0	0	0	0	0	0
ABEA In Progress	0	0	0	0	0	0	0	0	0	0	0		0
Arbitration	0	0	0	0	0	0	0	0	0	0	0		0
ABEA Resolved	0	0	0	0	0	0	0	0	0	0	0	0	0
PGO In Progress	0	0	0	0	0	1	0	0	0	0	0		1
Informal	0	0	0	1	0	0	0	0	0	1	0		2
PGO Resolved	0	0	0	1	0	0	1	0	0	0	1	0	3
Workers Comp Claims	0	0	0	0	0	0	0	0	0	0	0	0	0

Staff Count November 20, 2018

Row Labels	FT	PT	SUB	Grand Total
ATCO	12	1	6	19
Administration	3			3
Adult Services	8	1	6	15
Transportation	1			1
Beacon	29	2	11	42
Admin Support	2			2
Administration	8			8
Certification for EI	2			2
Dept. of Ed.	16	2	11	29
Facilities	1			1
Employment Options	8			8
Admin Support	2			2
Administration	1			1
Adult Services	5			5
Lavelle Rd	6	8	2	16
Administration	1			1
Facilities	2	3		5
Transportation	3	5	2	10
SSA-Harper	20			20
Admin Support	1			1
Administration	2			2
Adult Services	1			1
Case Management	16			16
Grand Total	75	11	19	105

New Hires November 2018

Row Labels	SUB	Grand Total
Sub. Instructor	1	1
Taylor, Nicole D	1	1
Grand Total	1	1



Administration

801 West Union Street - Athens, Ohio 45701
Phone: 740-594-3539 - Fax: 740-593-3189
Dr. Kevin Davis, Superintendent
athenscbdd.org

Butch Withem

Facility\Transportation Director

November 21, 2018

We received two bids for our new 2020 school bus with base bids as follows: Ohio Cat \ \$89,493.00 and Truck Sales and Service\ \$103, 883.00. We have issued a P.O. to Ohio Cat for \$96,818.00, which includes our options with an anticipated delivery in six months. The base bid from Ohio Cat was exactly the same as the bus we ordered from them in March of 2017. I want to thank the ACBDD for your support regarding this purchase to maintain our fleet.

We are preparing the fleet for the upcoming winter season. This includes installing the auto chains on the buses and new winter tires on vans where needed. We are also installing blades and salt spreaders for our equipment in anticipation of the inclement weather.

We have removed everything from the new Integrate Athens space at Lavelle Road. The walls have been patched and space has received two new coats of paint. The flooring contractor is expected to begin in the next few days to install new laminate flooring and carpet. New accessible cabinets and appliances have been ordered and will be installed upon arrival then the space should be ready for furniture and occupancy soon after that.

We have ordered the materials for the refinishing of the Beacon gym floor, which should be delivered the week before Christmas. The plan is to complete the project over the holiday break and be ready for use on January 2, 2019.

As occupancy of ATCO declines, we are removing unused furniture and cabinetry in anticipation of the facility closing at the end of the year. We plan to complete this process by the end of January of 2019.



Administration & MUI
801 W. Union Street
Athens, Ohio 45701
Phone: (740) 594-3539
Fax: (740) 593-3189



Beacon School
801 W. Union Street
Athens, Ohio 45701
Phone: (740) 594-3539
Fax: (740) 593-3189



ATCO Inc
21 S. Campbell Street
Athens, Ohio 45701
Phone: (740) 592-6659
Fax: (740) 594-7814



ATCO Legacy Fund
801 W. Union Street
Athens, Ohio 45701
Phone: (740) 594-3539
Fax: (740) 593-3189



PersonnelPlus
Employment Options & PersonnelPlus
The Market on State
1002 E. State St., Suite 4
Athens, Ohio 45701
Phone: (740) 592-3416
Fax: (740) 593-8236



Integrate Athens
9033 Lavelle Road
Athens, Ohio 45701
Phone: (740) 594-3539
Fax: (740) 593-3189



Service & Support
Athens County Board of DD
8 Harper Street
The Plains, Ohio 45780
Phone: (740) 592-6006
Fax: (740) 594-5048



Transportation & Facilities
9033 Lavelle Road
Athens, Ohio 45701
Phone: (740) 594-7489
Fax: (740) 594-5048