

**HOCKING COUNTY BOARD OF DEVELOPMENTAL DISABILITIES (HCBDD)**  
**STRATEGIC PLAN - JANUARY 1, 2018 THROUGH DECEMBER 31, 2020**

<b>HCBDD FOCUS AREA - HOCKING CBDD - IDENTITY / EMPOWERMENT</b>							
TRACKING #	Target Area / Action Item(s)	PRIORITY	CHAMPION(S)	IMPACT YEAR(S) / QUARTER(S)			STATUS/NOTES
				1/1/2018	1/1/2019	1/1/2020	
1.00	<b>Education Program</b>	1					
1.01	Ongoing	1	Squires	X	X	X	
1.02	"Onboarding" of New Members	2	Squires	X	X	X	New onboarding and orientation process initiated in April 2018
1.03	Program(s) Audits	2	Nobile / Chambers / Brausey	X	X		Accreditation - Self Practice 2018 (MEORC Assistance) ; Actual 2019
1.04							
2.00	<b>Self Assessment</b>	1	All Dept Heads	X	X	X	Mapping process
2.01	Expectations		Squires	X	X	X	Ongoing
2.02	Responsibilities		Squires	X	X	X	Ongoing
2.03	Opportunities		Squires	X	X	X	Ongoing
2.04							
3.00	<b>Scope of Board Impact on / within Programs</b>		Squires / Chambers	X			
3.01	Capacity Review	1	All	X			New Accreditation- Self Assessment Winter 2015; Visit - Winter of 2015-16
3.02	Integration of HCBDD Decisions with Program Success		All	X			
3.03	Funding for Services	2	All	X			Beyond Mandates
3.04							
4.00	<b>Rules of Engagement - HCBDD with:</b>	1	Squires / All Directors / Bd Pres	X			
4.01	HCBDD Members		Squires / Bd Pres	X			Establish Board "Personnel Committee"
4.02	HVI / HVI Board Members		Squires	X			Monitor HVI Independence through 12.31.18
4.03	Superintendent		Squires / Bd Pres	X			

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4.04	Staff - Management / Non-Management / Union		Squires	X			Union Negotiations - Full Contract Effective 7.1.19; Training / Skill Set Development - Ongoing
4.05	HCBDD Programs		Squires/ Bd Pres	X			
4.06	Consumers / Clients / Families		Squires / Nobile	X			Continue training on "PCT" and Imagine Redesign
4.07	Internal / External "Customers"		Squires/ Chambers	X			
4.08							
5.00	<b>MEORC Involvement</b>	1	Fisher / Nobile / Chambers				Unbundling of services - Provider Compliance - Program Support
5.01							
6.00	<b>P / R opportunities</b>	1	All	X	X		Integrate Program Knowledge into Community - "get out among them"
6.01							
7.00	<b>Leadership Succession Planning</b>	3	Squires / Board President	X	X	X	Stage Setting, Role Integration
7.01							

HCBDD Indentity and Empowerment		
1.03	Program Audits	<p>Participating with MEORC for review of PCPlanning, next meeting 6-18-2018.                      Accreditation Preparedness will begin June\July 2018                      SSA Meeting began discussion regarding internal Q/A Review Process</p> <p>The County Board received 4 citations as a result of a Special Review Completed by OPSR for Shane’s Place.                      CB requested and provided sufficient proof to have 3 of the citation rescinded resulting on 1 citation and the Plan of Correction for that citation has been approved. Continuing to monitor the progress of the Provider in meeting the expectation of their Plan of Correction and removal from suspension</p>
2.00	Self Assessment	<p>Discussion with Kurt S., MEORC, to look at new MUI Rule, HCB interpretation; introduce to providers. Talking now with Kurt about a date.                      ISP routing process addressing cost projection with the goal of developing another staff\capacity to complete cost projection in MSS.</p>
3.01	Capacity Review	<p>Accreditation preparedness see 1.03                      Increase capacity for cost projection and PAWS enrollment internally                      Ongoing review of the position of Dept of Comm Support assistant to add capacity to SSA services...waiting list, provider relations...</p>
3.03	Funding Services	<p>Holding on re-assigning vacated Waivers till the impact of those brought into the county is fully determined</p>
4.05	Consumers, Families	<p>PCP training is scheduled for Metro Housing in July; another 2 day training is scheduled for Oct 16 – 17</p>
5.00	MEORC involvement	<p>PC and Accreditation Review                      Imagi Network, provider support                      MUI Forum</p>

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HCBDD FOCUS AREA - PROGRAM FUNDING / FISCAL SOLVENCY							
TRACKING #	Target Area / Action Item(s)	PRIORITY	CHAMPION(S)	IMPACT YEAR(S) / QUARTER(S)			STATUS/NOTES
				1/1/2018	1/1/2019	1/1/2020	
1.00	<b>Fiscal Resource Allocation Committee</b>	1	Fisher / Nobile / Squires	X	X		Ongoing activity; IMAGINE module creation for TCM to include billing component
1.01	Waiver Match Impacts	1	Fisher / Nobile / Squires	X	X		first 2 quarters of 2018 match paid.
1.02	Non-Waiver Impacts	1	Fisher / Nobile	X	X		8 nonwaivers attend 2 days/4nonmedical transportation at HVI. 2 nonwaiver at Goodwill. 1 waiver being finalized
1.02	MEORC Funding Reserve	1	Fisher				Monitor / Build Reserve
1.03	Policy Review	2	Nobile	X	X		Payor of Last Resort [11 individuals] - 3/18
1.04							
2.00	<b>Waiver Engagement</b>	1	Nobile				
2.01	Impact	2	Fisher / Nobile				HVI focus
2.02	Resource Allocation	1	Fisher / Nobile	X	X		Committee functioning, tie to Budget Allocations; Fiscal Resources within IMAGINE
2.03	Waivers (+6 self /+2 shared)	1	Fisher / Nobile	X			Add as appropriate / available
2.04							
3.00	<b>Housing</b>	1	Fisher / Nobile / Squires				Review management by Hocking Metro Housing
3.01	DD Client Capacity						Interviews will be conducted with different housing groups to determine what is best for the management and maintenance of our six homes. Interviews will be conducted summer 2018.
3.02	Maintenance Notice / Compliance						
3.03	Rental Rates						
3.04	Facility Accessibility						
3.05	Waiting List Impacts						
3.06	Management Relationship						
3.07	Non- profit Housing Authority						
3.08							

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5.00	<b>State Funding</b>	1	Fisher / Squires	X	X		State Budget - CMS impact
5.01	DD Budget Cuts	1	Fisher / Squires	X	X		New Governor - Budget Impacts
5.02	DD Budget Increases	1	Fisher / Squires	X			Waivers (Explore Impacts)
5.03							
6.00	<b>Taxation</b>	1	Fisher / Squires	X	X		Review of 2009 levy impact, 2018-19 potential
6.01	Ballot Initiative						Explore Feasibility / Timing
6.02	Levy Campaign	1	All	X	X		Assess needs / rates / competition [1.5/1.5/.2]
6.03							
7.00	<b>Independent Provider Monitoring</b>	1	Fisher / Nobile	X			Waiver Match Impact
7.01	Billing Impacts	1	Fisher / Nobile	X			Shift in funding
7.02	Billing Responsibilities	1	Fisher / Nobile	X			Shift in collection patterns
7.03							
8.00	<b>SSA Billable Hours</b>	1	Fisher / Nobile	X			Reaffirm TCM Process / individual expectations; New Rates
8.01	Fiscal Impacts	1	Fisher / Nobile	X	X		Imagine Project
8.02	Incentives	1	Nobile	X	X		Sustainability / Alternatives
8.03							
9.00	<b>IT Systems</b>	2	Fisher / Chambers	X	X	X	Ongoing system maintenance and upgrades
9.01							
10.00	<b>Reallocation of Resources</b>	1	All	X	X		Review distribution to reflect changing program needs
10.01	EI Billable Hours	1	Fisher /	X	X		Explore Incentives / Opportunities
10.02							

Program Funding \ Fiscal Solvency		
1.00	Resource Allocation Committee	Revision in Procedure to include some FR oversight. Procedure and Request Form update need to be finalized Closer scrutiny related to results of recent Audit of PDGS of SELF Waiver
1.01	Waiver Impacts	All people that can be enrolled on a LV1 have been, others dropped to 2 days a week unless private paying Internal QA will assure that all Medicaid Services are authorized in plan and or associated with an Outcome No additional Waiver in the near future
1.02	Non Waiver Impact	All people off CB paid ADS that can be Holding on new Waivers to determine need and budget for Non Waiver Services
1.04	Waiver Engagement	Implementation of new Waiting list rule, working with Steph B. to coordinate
1.05	Resource Allocation	Revision in Procedure to include some FR oversight. Procedure and Request Form update need to be finalized Closer scrutiny related to results of recent Audit of PDGS of SELF Waiver
5.00	Independent Provider Monitoring	Only one or two independent providers have OT. Ind Provider has discussed with an agency to hire and provide the services in excess of 40 through agency
6.00	SSA Billable Hours	Established goals for SSA submission date, procedure needs updated to current practice Good to VG compliance with submission on time by SSA Monthly reports provided to SSA within days of billing Revision of TCM billing practice to included SSA General time to support cost in Cost Report and Reconciliation
6.02	Incentives	Sharing of individual SSA billing and practices is causing some to look at their process of documentation and determining billable services Incentives have a positive impact, some SSAs have far exceeded expectation resulting in additional revenue...Goals established based on CB budget

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<b>HCBDD FOCUS AREA - CHILDHOOD DEVELOPMENT - FOCUSING ON THE 'TWEEN YEARS</b>							
TRACKING #	Target Area / Action Item(s)	PRIORITY	CHAMPION(S)	IMPACT YEAR(S) / QUARTER(S)			STATUS/NOTES
				1/1/2018	1/1/2019	1/1/2020	
1.00	Home Visiting	1	Hipple/Tigner	x	x	x	
1.01	Accreditation	1	Hipple/Tigner	x			Self study sent 6/11/18; On-site review: August 2018
1.02	Increase individuals/families served, length of stay in program	1	Hipple/Tigner	x	x	x	
1.03	Staffing	2	Hipple/Tigner/ Fisher/Squires	x	x	x	Targeted criteria expanding 2018, home visitor position to be posted after site review in August
2.00	Early Intervention	1	Hipple				
2.01	Compliance	1	Hipple	x	x	x	LEA notification Hocking achieved 100% on 3/6/18
2.02	Offer additional "therapy" services	3	Hipple/Fisher		x	x	Review provider options
2.03	Outreach	2	Hipple/Tigner	x	x	x	DODD allocated funds for EI specific outreach
2.04	Secure additional funding sources	3	Hipple/Tigner	x	x	x	
2.05	Explore Grant opportunities	3	Hipple/Tigner	x	x	x	
3.00	SSA 3 through 5	1	Hipple	x	x	x	
3.01	Staffing	3	Hipple/Fisher/		x	x	Consider part-time SSA support for expanded service range
3.02	Expanding billable hours	2	Hipple	x	x	x	
3.03	Expanding to 8 years	3	Hipple/Nobile			x	
4.00	Community Programs	3	Hipple/Tigner	x	x	x	
4.01	Doodlebugs	3	Tigner	x	x	x	
4.02	Triple P	3	Tigner	x	x	x	
4.03	Kidpalooza	4	Tigner	x	x	x	Maintenance
4.04	Diaper Bank	2	Hipple	x	x	x	
4.05							
5.00	Community Partnerships	2	Hipple/Tigner	x	x	x	Exploring engagement patterns; support continuity
5.01	Trauma Informed Preschool: Logan Hocking School District & Hopewell Health	2	Hipple	x	x		Building trauma informed preschool curriculum and wrap around supports
5.02	Ongoing education/outreach to community	2	Hipple/Tigner	x	x	x	

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<b>HCBDD FOCUS AREA - COMMUNITY PRESENCE - COMMUNICATIONS FROM ALL ANGLES</b>							
TRACKING #	Target Area / Action Item(s)	PRIORITY	CHAMPION(S)	IMPACT YEAR(S) / QUARTER(S)			STATUS/NOTES
				1/1/2018	1/1/2019	1/1/2020	
1.00	<b>Intra-Organizational</b>						
1.01	Counter Silo Effect	1	All	X	X	X	Continue monthly mtgs w/ Superintendent and management staff; Share with staff regularly
1.02	New Hire Orientation	1	All	X	X	X	Revamp "Onboarding" Program; Distribute "Picture" Table of Organization
1.03	Staff Training	1	All	X	X	X	Implement 2 yearly Staff Training Days
1.04	Staff Meetings	1	All	X	X	X	Conduct: Regular Department Meetings, Post-Board Meeting Gathering
1.05							
2.00	<b>Outreach</b>	1		X			Continue training - Focus upon Person Centered Concepts, IMAGINE Design / Implementation
2.01	Within Organization - Staff / Board	1	All	X			Mapping process; Showcase EI thru Newsletter; Revive monthly meetings between Supt/Management Staff
2.02	Outside "Customers"	2	Noble				Ongoing / Expand. SSAs are meeting with providers including HVI, Sech-Kar, Goodwill, etc
2.03	Community Understanding	1	Noble / Hipple	X	X	X	Identify Opportunities to Educate Community re: Programs / Services
2.04	Board Presentations						Explore Multiple Information Input Models
2.05							
3.00	<b>Families</b>		Nobile / Chambers	X			Establish role of family in "Person Centered Systems", natural support, multiple providers
3.01	Issue Clarification Campaign			X	X		Refine "Person Centered" training with Staff/Families; Educate / Payor of Last Resort
3.02	EI Programs			X			Expand Outreach, Calendar of Various Community Events - e.g.: Doodle-Bugs
3.03	Help Me Grow						Doodle-Bugs, Expanded / new programs
3.04							
4.00	<b>Program Branding</b>						
4.01	HCBDD Identity	1	All	X	X		Penetrate family influence through information distribution re: Outside Impactors
4.02	P / R Opportunities	1		X			Increase Community Knowledge of CB Programs / Efforts / Provider Relationships
4.03	Social Media Campaign	2	Chambers / Hipple	X	X		EI Expansion ages 3-5
4.04							

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5.00	<b>Involvement</b>	1	All				Superintendent visiting local elected officials, Attend Twnshp meetings, ID Service Organizations
5.01	Appointment of HCBDD Members	1	Squires / Chambers / HCBDD	X			Single opening - Engage County Commissioners / Community
5.02	Rededication of Community Supports Efforts	1	All	X	X	X	Focus attention on Consumer and Family Supports
	Advisory Council	1	Squires	X	X		Explore / Create / Empower
5.03							
6.00	<b>Communications</b>	1	Squires / Chambers				
6.01	Local Print / Radio Media	1	Chambers	X			Integrate information sharing into the Community
6.02	Social Media	2	Chambers	X			Embrace Social Media: Facebook, Pinterest, Web Page - Enhance / Expand / Ongoing
6.03	Highlight Acitvities	1	Chambers				Spotlight Staff / Individuals
6.04							
7.00	<b>Outreach</b>	1	All				Ongoing Funtastic Adventures
7.01	DD Month	2	Chambers				Annual event coordination
7.02	Engage Local Officials	1	Squires / Fisher	X	X	X	Develop professional relationships with elected / appointed officials
7.03	Engage Povidors	1	Noble				Develop Supports Base with HVI (Service Provider); Follow along post independence
7.04	Engage Civic Organizations	1	All	X	X	X	Develop Supports / Relationships / Potential Partnerships
7.05							
8.00	<b>Activities</b>						
8.01	Community Activity- Admin Building	3	Squires/ Chambers				Explore Annual Acitivity (Individuals, Families, Community, Employees)
8.02	Enhanced Community Involvement	1	All				Define, explore, target implementation
8.03							

Community Presence – Communication from all Angles		
1.04	Staff Meeting	Increase in scheduling of meeting due to multiple priorities related WL, PCP, Response to Special Review completed in county, Accreditation and PCPLanning process, revision to MUI...
2.01	Within Organization	Working with Imagine Training Team Participation in Imagine Real Users Group Peer training and support
2.02	Outside Customers	Provider meetings and trainings  Working with DoDD Imagine IS team to increase provider participation through the Provider Portal, use to share information about Action Planning, submitting data, Outcome Reviews  Conversation with ADS providers regarding rule expectation especially defining needs for Voc Hab Services and employment Goals

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<b>HCBDD FOCUS AREA - OVERSIGHT OF HVI INDEPENDENCE / PROVIDERS</b>							
TRACKING #	Target Area / Action Item(s)	PRIORITY	CHAMPION(S)	IMPACT YEAR(S) / QUARTER(S)			STATUS/NOTES
				1/1/2018	1/1/2019	1/1/2020	
1.00	<b>HVI</b>		Squires				Asset sharing per Agreement through 12.31.18
1.01	Utilization Support	1	All	X			
1.02	Facility Lease	1	Squires / Fisher	X	X		Explore Eventual Transfer back to County Commissioners
1.03	Vehicled Lease	1	Squires / Fisher	X	X		Vehicle Disposal
1.04	Asset Alloction	1	Chambers / Fisher	X			Finalize Inventory / Asset allocation by 7.1.18
1.05							
2.00	<b>Monitor Service Providers</b>	2	Squires				
2.01	Business Plan(s)	2	Noble	X	X	X	Monitor, as needed, to project impacts upon HCBDD services, current consumer needs and projections into future.
2.02	Strategic Plan(s)	2	Noble	X	X	X	
2.03	Policies / Procedures	2	Noble	X	X	X	
2.04	"Material" Agreements	2	Noble / Fisher	X	X	X	
2.05	"Asset" Allocation	2	Fisher	X	X	X	
2.06	Compliance Review	2	Noble / Squires	X	X	X	Performed in accordance with OAC 5123:2-2-04
2.07							

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The following items are called out in the Ohio Administrative Code referenced below. The HCBDD has provided several notes or activities which are intended to be representative of the activities and / or organizations which are encompassed within and in support of the HCBDD programs and available services to impacted community members.

**OAC 5123:2-1-02 et al ... ITEMS FOR DISCUSSION / COMPLIANCE:**

Board Must Develop / Adopt Resolution for Strategic Plan

Includes Mission Statement

**"PROMOTING POSSIBILITIES AND POTENTIAL"**

Includes Vision, Changing of Culture to becoming the Culture We View

Promoting self-advocacy by individuals served by the County Board

Ensuring that individuals receive services in the most integrated setting appropriate to their needs

**Oversight Role of DoDD / HCBDD per OAC 5123:2-2-04**

Reducing the number of individuals in the county waiting for services

**Adult waiting list currently under review.**

Increase the number of individuals of working age engaged in Community Employment

Take measures to recruit sufficient providers of services to meet the needs of individuals receiving services within the County

**Quarterly meetings (or more frequently) to assist current providers and to search for additional qualified provider(s).**

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Meet, within 60 days, each newly certified provider to confirm understanding of service plan & provider's responsibilities and ensure that provider has contact information for County Board

**Ongoing program of followup meeting in place.**

Make Strategic Plan available to individuals and families who receive services, employees of the board, citizens of the county and any other interested parties

**Public forum, website, email, staff distribution/training, Facebook link, mailings  
2018-20 Strategic Plan - Currently Scheduled for January/February xx, 2018**

Prepare Strategic Plan Progress report yearly - make available to C 2 audience

**Public forum, website, email, staff distribution/training, Facebook link, mailings  
2018-20 Strategic Plan - Currently Scheduled for Month Date, 2018**

Have a mechanism to accept public feedback regarding Strategic Plan /Progress reports

**Public forum, website, email, staff distribution/training, Facebook link, mailings  
2018-20 Strategic Plan - ongoing / recycling.**