

STRATEGIC PLAN YEARS 2024-2026

ANNUAL PROGRESS REPORT 2025

Focus Area 1

Advocate For And Deliver Quality Services

Objective 1: Further utilize consumer satisfaction surveys to improve service delivery

| Department Action Steps | Status | Progress Update |
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| 1: Review responses from the Quality Improvement Survey and provide feedback to departments as appropriate. | On Target | A mass email survey was distributed in April 2025 to people served, families, and providers listed in Brittco, resulting in a strong response. A total of 92 responses submitted YTD in 2025. |
| 2: Transition internal review process to Brittco, creating a streamlined and consistent approach across all departments. | On Target | The SSA internal review form was successfully implemented in Brittco in 2025. The Early Intervention internal review form has been created and will be implemented in 2026 to complete the transition. |
| 3: Increase the EI Family Questionnaire response rate to 30% and use data received for future decision making. | Achieved | Increased response to 37.23% in 2024. |

Objective 2: Increase training opportunities for staff

| Department Action Steps | Status | Progress Update |
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| 1: Increase training and conference opportunities for EI staff as well as training opportunities that might benefit all departments. | On Target | Early Intervention staff participated in a variety of professional development opportunities in 2025, including the PLAY Project workshop, the DEC Early Intervention Service Coordination Virtual Institute, and the Ashtabula LEADERShip program. Additional staff are completing training through the Ohio Professional Registry to obtain Ohio PROMISE certification, strengthening Early Intervention knowledge and service coordination practices. |

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| Department Action Steps | Status | Progress Update |
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| 2: Ensure annual training addresses required training topics as well as department specific topics. | Achieved | Department-specific training topics have been incorporated into the annual training agenda for 2025 and 2026, ensuring content is relevant and tailored to each department's responsibilities and needs. |
| 3: Participate in training and conferences that will empower SSA's to be efficient and effective in their service and support of individuals and families. | On Target | In 2025, staff participated in training focused on accreditation and monitoring, technical assistance processes, service authorization and access requirements, personal funds and patient liability, assessments and state-funded add-ons, and Early Intervention best practices. |
| 4: Ensure all staff trainings are meaningful, comprehensive, and effectively retained. | Achieved | With the completion of the February Training and guidance for best practices from OACB and DODD. Training schedules are now well documented. |
| 5: Facilitate quarterly online training for Investigative Agents using the Ohio Attorney General's Office and Ohio Peace Officer Training Academy course catalog. | Achieved | In 2025, the Attorney General's office has changed from online courses to virtual reality courses and in-person trainings, taking down most other courses from the online platform. The currently available topics are not relevant to the work of an investigative agent. |
| 6: Quality and Community Outreach Department (QCO) to receive additional training from EI Director to provide compliance support beyond accreditation internal reviews. | Achieved | Training regarding verification standards for the 45-Day Baseline Analysis, TRS Baseline Analysis, and Transition Baseline Analysis has been completed and new internal review process will be implemented in 2026. |

Objective 3: Conduct annual trends/patterns MUI stakeholder committee meetings

| Department Action Steps | Status | Progress Update |
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| 1: Investigative Services and Support (ISS) and QCO departments oversee the preparation and publication of the yearly MUI Report. | Achieved | The 2024 and 2025 MUI Annual Analysis was successfully completed with the ISS Department serving as the lead, supported by the QCO Department. |

Objective 4: Explore collaborative opportunities with community agencies with an emphasis on supporting multi-system youth

| Department Action Steps | Status | Progress Update |
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| 1: Research funding options to support the establishment of a multi-system youth (MSY) home. | Not Started | Progress is currently on hold as the department evaluates recent and proposed changes to the statewide system and funding structures. Leadership remains committed to exploring MSY support options as new funding streams are identified. |

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| Department Action Steps | Status | Progress Update |
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| 2: Participate in trainings and collaborative efforts with CSB, OhioRISE, FCFC, Mental Health, and other partners. | On Target | Leadership has been actively involved in the FCFC steering committee and cross-training with OhioRISE. Additionally, SSAs regularly participate in OhioRISE team meetings, fostering collaboration and strengthening partnerships across agencies |
| 3: Connect with potential partnering physicians to participate in the Autism Diagnostic Education Project (ADEP). | On Target | Outreach efforts continued throughout 2025 to identify a partnering physician for ADEP. EI engaged with multiple local physicians and organizations, including referrals through the Family & Children First Council, OCALI, and Ashtabula Regional Medical Center. Multiple pediatricians expressed interest and follow-up efforts are ongoing. |
| 4: Increase ACBDD/EI-hosted training opportunities open to community partners and local organizations. | On Target | A quarterly community education series, All Things Autism, was launched in 2025, offering sessions on autism-related topics such as sensory needs and meltdowns. Additional sessions are planned to continue supporting families and community partners. |
| 5: Create a training initiative for local daycares to increase inclusive childcare for children of all abilities. | On Target | Planning continued in 2025 to develop a program supporting local daycares in serving children with special needs. Staff engaged with another county board to review best practices, began Ohio PROMISE training, and initiated support with a local daycare to enhance inclusion for a child receiving Early Intervention services. |

Objective 5: Ensure long-term financial stability

| Department Action Steps | Status | Progress Update |
|--|-----------|---|
| 1: Develop a vehicle usage log to ensure that county vehicles are being used more instead of personal vehicles. | On Target | Operation department is monitors monthly activity and shares report with Superintendent and department leads. |
| 2: Create a procedure and appoint an SSA to assume additional CPT duties to ensure accurate assessment of needs and alignment of authorizations. | Achieved | A procedure has been created, and an SSA has been appointed with additional CPT duties. All SSA's have been trained regarding authorizations. |
| 3: Establish and maintain consistent communication with department directors to ensure that all policy changes are reflected in the appropriate financial reports. | On Target | Leadership is kept informed of federal, state, and local policy changes through policy briefs, targeted leadership training, and ongoing budget review to ensure timely and accurate implementation within financial reporting. |

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| Department Action Steps | Status | Progress Update |
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| 4: Promote strong financial literacy among staff and leadership. | Achieved | Training on 5-10 year cost projections has been provided, along with annual budget discussions and one-on-one budget conversations. Additionally, fact-finding sessions and in-depth forecasting and budget discussions have been held with the Superintendent. |
| 5: Monitor contract oversight and compliance. | On Target | A contract tracking system is being developed to strengthen oversight and support ongoing monitoring for compliance, sustainability, and alignment with the Board's mission. |
| 6: Explore available EI services in the community using funding through the Department of Children and Youth. | Not Achievable | Outreach continued in 2025 to explore additional EI services through Department of Children and Youth funding. While a local provider expressed interest in serving EI families, new provider contracts were paused by the Department of Children and Youth, temporarily limiting the ability to add services to IFSPs. |

Objective 6: Use evidence-based best practices to deliver EI services that support the individual outcomes of each child and family

| Department Action Steps | Status | Progress Update |
|--|-----------|---|
| 1: Explore staff's interest in specializations for each team member and increase training (e.g., Trauma and Social-Emotional Support, Autism, Feeding, Sensory Needs, Infants Affected by Illegal Substances, Infant Massage Certification). | On Target | Staff pursued specialized training to strengthen EI expertise, including Infant Massage certification and trauma-focused coursework. Additional staff are completing Ohio PROMISE certification through the Ohio Professional Registry to support trauma-informed practices and inclusive childcare partnerships. |
| 2: Provide opportunities for music therapy beyond the use of ARPA funding. | Achieved | Music therapy was offered in two separate sessions. Based on attendance, it is not recommended to pursue further music therapy sessions at this time. |

Objective 7: Utilize current resources to continue minimizing the number of individuals waiting for services

| Department Action Steps | Status | Progress Update |
|--|-----------|---|
| 1: Work with the Superintendent and SSA leadership to strategically request waiver allocations and identify local resources for individuals who do not require a waiver. | On Target | SSA leadership and the Director of Operations continue to review CPT data and utilization reports to guide training efforts and support effective resource allocation for individuals with and without waivers. |

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Objective 8: Train stakeholders to become ambassadors of the County Board

| Department Action Steps | Status | Progress Update |
|---|-------------|---|
| 1: Establish a schedule/program to train staff and external stakeholders as ambassadors for the County Board when presenting in the community. | On Target | A structured ambassador training program, the CORE Member Leadership Series, has been developed to prepare staff for community presentations. The program is scheduled to launch in January 2026. |
| 2: Assist with financial literacy training and other trainings related to personnel matters that will benefit the Board in creating ambassadors of the County Board. | Not Started | Progress on financial literacy and personnel-related ambassador training was temporarily paused in 2025 due to competing priorities, including levy-related activities. Planning is underway, with implementation targeted for July 2026. |
| 3: Establish a training program to empower advocates as ambassadors by building skills in storytelling, self-advocacy, and community engagement, enabling them to confidently represent the County Board and share their experiences. | On Target | Development of the Self Advocates Leadership Series (SALS) is scheduled to begin in January 2026 to strengthen advocacy, storytelling, and community engagement skills. This training will serve as a pathway into providing structured positions and stipends for participating advocates. |

Focus Area 2



Promote Person Centered Planning and Self-Advocacy

Objective 1: Further incorporate financial management and healthy lifestyle education into the ISP process to assist individuals in making decisions

| Department Action Steps | Status | Progress Update |
|--|----------|---|
| 1: Incorporate financial management and healthy lifestyle education into monthly advocacy trainings in schools and day programs to empower individuals with practical skills for informed decision-making. | Achieved | Financial and healthy lifestyle education are included in advocacy sessions as part of the standard curriculum and by request. ACBDD partnered with Henderson Memorial Public Library to promote financial literacy through interactive learning opportunities. |

Objective 2: Empower independence through accessing technology, transition age support and meaningful day program/employment opportunities

| Department Action Steps | Status | Progress Update |
|--|----------|---|
| 1: Provide trainings to increase SSA knowledge and understanding of available resources that meet individual needs and improve and empower independence. | Achieved | Ongoing training was provided to SSA staff on new technology resources through regular communications and collaboration. In addition, a technology assessment is now being utilized to further support SSAs in identifying solutions. |

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Objective 3: Develop and present training that empowers and expands self-advocacy group members to become confident and effective advocates

| Department Action Steps | Status | Progress Update |
|---|-----------|---|
| 1: Continue monthly advocacy training sessions and expand resources available to participants in day programs and schools. | On Target | Monthly advocacy sessions are held at nine day programs and three schools. A resource bank is being developed to guide session topics, and materials have been updated with interactive activities and visual supports to enhance engagement and participation. |
| 2: Coordinate training opportunities and support advocates in attending training conferences and programs in Ohio. | On Target | ACBDD supported 115 advocates in attending seven training opportunities between January and October 2025, reflecting significant growth from 71 advocates supported in 2024. |
| 3: Establish and participate in a statewide advocacy committee to collaborate with other County Boards on expanding curriculum and resources. | Achieved | A statewide advocacy committee meets regularly to share resources and strengthen curriculum, while local Brown Bag Advocacy Lunch and Learn sessions are held twice monthly in partnership with the Henderson Memorial Public Library. |

Objective 4: Increase support for individuals who receive services and their families by connecting them with resources

| Department Action Steps | Status | Progress Update |
|---|-----------|--|
| 1: Leverage the Board's community connections to build partnerships that provide people served with access to free resources and essential services, supporting their journey toward greater independence. | On Target | The Board is exploring partnerships both locally and statewide that will expand access to free resources and supports that promote independence for people served. |
| 2: Strengthen the transition process for families moving from Early Intervention to SSA by fostering communication and ensuring a seamless connection to services that support continued growth and independence. | Achieved | Early Intervention and SSA leadership collaborated in 2025 to strengthen the EI-to-SSA transition process. Procedures and a Brittco form were revised to streamline communication and tracking, and updated guidance was reviewed with EI Service Coordinators to support timely and seamless connections to SSA services. |
| 3: Facilitate cross-departmental training between EI and SSA teams to enhance understanding of each program's processes and prepare families for the transition as children age out of EI services. | Achieved | Cross-departmental training between EI and SSA was completed in 2025 to strengthen shared understanding of each program's processes. The Directors of EI and SSA provided training to each department, supporting smoother transitions for families as children age out of EI services. |

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| Department Action Steps | Status | Progress Update |
|---|----------|---|
| 4: Collaborate with local Amish preschools to provide information and resources for families transitioning out of Early Intervention. | Achieved | The EI Director facilitated a visit by an EISC and two providers to Sunny Acres in Middlefield. The school expressed willingness to host Transition Planning Conferences on-site as appropriate to support families during the transition process. |
| 5: Provide direct services using PLAY Project strategies to children in EI beyond their third birthday and into childhood. | Achieved | Completed re-training for EI Service Coordinators. The review focused on the EI Parents Rights brochure and the purpose of Child Outcome Summary (COS) statements to ensure families are fully informed of their rights and the intervention process. |

Objective 5: Assist Early Intervention families in understanding their parental rights and how to help their child learn, grow, and communicate their needs

| Department Action Steps | Status | Progress Update |
|---|-------------|---|
| 1: Provide re-training for EISCs on effectively explaining the EI Parents' Rights brochure and the purpose of Child Outcome Summary statements to ensure families fully understand their rights and role in EI. | Not Started | Anticipated Start: 2025 |
| 2: Increase parent participation in EI team meetings during quarterly updates and welcome to the program. | Achieved | EISCs are explaining the purpose of team meetings and sharing meeting links with families. Developmental Specialists (DS) now offer time slots for parents to join team meetings after their child's evaluation or assessment to review results. Parents are also invited to attend weekly team meetings when their child is being discussed. |

Focus Area 3

Expand Community Employment Opportunities

Objective 1: Collaborate with Opportunities for Ohioans with Disabilities and/or employment providers in preparation for the pursuit of community employment

| Department Action Steps | Status | Progress Update |
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| 1: Connect with county boards that have similar demographics and community resources to collaborate and enhance support for people in our community. | On Target | Collaborated with the Knox County Board of DD to share best practices regarding community employment and to develop methods for expanding the provider network. |

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Objective 2: Expand opportunities for people seeking professional growth in community employment

| Department Action Steps | Status | Progress Update |
|--|-----------|---|
| 1: Leverage the Board's connections to foster community relationships that strategically enhance employment opportunities and provide employment-related training and resources for people served. | On Target | Updated the Community Employment and individual 'paths to employment' trackers to monitor progress and outcomes. Additionally, conducted a training session with Opportunities for Ohioans with Disabilities (OOD) SSAs to enhance staff knowledge of available employment resources. |

Objective 3: Cultivate connections with media and local business leaders to promote the benefits of employing people with developmental disabilities

| Department Action Steps | Status | Progress Update |
|--|-----------|--|
| 1: Collaborate with the SSA Department to highlight individuals employed in the community during National Disability Employment Awareness Month. | Achieved | Featured 15 people served across various employment settings to highlight community employment success stories during National Disability Employment Awareness Month (NDEAM) 2025. Employment spotlights are scheduled to transition to a monthly format throughout 2026 to provide consistent recognition of community integration. |
| 2: Host advocacy trainings or "Cookie Connection" events featuring local business leaders to foster connections and highlight the abilities of people served by the Board. | On Target | Hosted nine 'Cookie Connection' events in 2025, which included engagement between 29 advocates and 10 new community and business partners. These events continue to foster strategic relationships and highlight the abilities of people served while expanding the Board's community network. |

Objective 4: Follow people in the community employment placements to assess the success of provider placement efforts

| Department Action Steps | Status | Progress Update |
|---|-------------|---|
| 1: Build a provider network within the county for providers utilizing the billing code for assisting individuals with community employment placement. | Not Started | Collaborated with a local provider through participation in the 'Works For Me' steering committee. This will assist in creating a county-wide network and encourage the utilization of specific billing codes for community employment placement. |
| 2: Review service plans to identify individuals with a path to employment and connect them with OOD (Opportunities for Ohioans with Disabilities) when appropriate. | Not Started | Anticipated Start: 2026 |

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Objective 5: Partner with families and local school districts to enhance support for transition, integration, and inclusion, with a focus on post-graduation community employment

| Department Action Steps | Status | Progress Update |
|---|-----------|--|
| 1: Conduct presentations at local school districts for staff and families to educate them about eligibility for county board services and how the board can support individuals through service coordination. | On Target | Expanded educational outreach by presenting to County Superintendents at their annual retreat. These efforts build upon ongoing presentations at the Ashtabula Educational Service Center and the Transition Round Table, focusing on educating staff and families about eligibility and services. |
| 2: Host in-person and virtual events, along with creating recorded videos, to educate individuals on the Benefits Analysis process, its purpose, and how to apply. | On Target | Facilitated in-person and virtual Benefits Analysis informational events in 2025. The Board is actively developing a pre-recorded informational video to increase awareness and serve as an on-demand resource for people served and families. |

Focus Area 4

Promote An Inclusive Community

Objective 1: Feature stories about the impact people with developmental disabilities have on the community

| Department Action Steps | Status | Progress Update |
|---|----------|--|
| 1: Feature success stories that highlight the achievements of people with developmental disabilities in quarterly newsletter. | Achieved | The ACBDD newsletter is now published bi-monthly, featuring both Early Intervention and SSA success stories. A shared tracking system has been created to streamline story submissions and staff participation. |
| 2: Highlight advocates through the "Abilities Enhanced" segment on social media each month. | Achieved | ACBDD continues to highlight one advocate each month through the Abilities Enhanced social media series. Since the segment was created in 2024, 24 different advocates have been featured, highlighting personal achievements and promoting inclusion. |
| 3: Gather and share more EI success stories with community partners. | Achieved | The EI department established a quarterly committee and a standardized parent intake form to formalize the identification, consent, and tracking of success stories. This streamlined effort helped create a database shared with the QCO department to coordinate social media and newsletter outreach. |

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Objective 2: Expand and enhance residential options

| Department Action Steps | Status | Progress Update |
|--|----------|---|
| 1: Explore residential partnerships with other agencies and housing corps to expand housing options available. | Achieved | ACBDD partnered with Summit Housing Corp to leverage state funding and expand local residential options. In 2025, this collaboration secured three properties in Ashtabula County, including two full-time residential homes and one specialized Tech Home. |

Objective 3: Assist self-advocacy groups in identifying priorities, training opportunities, and plans of action

| Department Action Steps | Status | Progress Update |
|--|-----------|---|
| 1: Support Aktion Club, People First of Ashtabula County, and the ACBDD Advisory Committee by providing training opportunities to members. | On Target | ACBDD supported advocates in participating in local and statewide advocacy training opportunities. In 2025, 115 advocates attended seven sessions focused on leadership, communication, and advocacy skill development. |

Objective 4: Offer more training and awareness programs for community partners, including the exploration of continuing education opportunities for professionals

| Department Action Steps | Status | Progress Update |
|---|-----------|--|
| 1: Obtain Continuing Professional Training approval from the Attorney General's Office for a curriculum designed to educate law enforcement officers about developmental disabilities, enabling them to earn annual training hours toward their required certification. | On Target | Due to changes in the 2025 Ohio Attorney General's training requirements, the current curriculum no longer meets the specific criteria for law enforcement certification hours. The department will monitor the release of the 2026 requirements to determine if the curriculum can be adapted or re-submitted for approval. |
| 2: Increase ACBDD/EI-hosted training opportunities open to community partners and local organizations. | On Target | EI launched the "All Things Autism" quarterly series, hosting sessions on topics such as sensory needs and meltdowns and IEP navigation. A wide range of community partners and families, including Children Services, Head Start have participated. |
| 3: Strengthen relationships with local physicians to enhance their understanding of EI services and increase referrals. | On Target | Collaborated with Bright Beginnings to provide education to physicians which has increased referrals and led to EI materials being included in county-wide Safe Sleep packets. The Board also joined the FCFC EC3 committee and is coordinating a partnership with ARMC pediatricians to enhance Autism support. |

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| Department Action Steps | Status | Progress Update |
|--|-----------|---|
| 4: Offer and provide training to organizations to enhance their understanding of EI services and the referral process. | On Target | Staff conducted multiple Early Intervention and referral process trainings for various community partners, including WIC, Catholic Charities, Starting Point, and the START team. |

Objective 5: Identify ways to increase and improve transportation for people served and develop community-based options

| Department Action Steps | Status | Progress Update |
|---|-----------|--|
| 1: Identify providers and vendors with transportation access; explore strategies to maximize revenue for these providers while benefiting both the Board and people served. | On Target | The Board continues to explore transportation vendors and revenue-maximizing strategies through active provider outreach, RFPs, and the establishment of a Provider Support Grant with priority funding to address transportation needs. |

Objective 6: Promote training on best practices when interacting with people dually diagnosed with intellectual disabilities and mental illness

| Department Action Steps | Status | Progress Update |
|---|-----------|---|
| 1: Ensure that our annual training covers meaningful topics relevant to best practices and interaction with people served that are dually diagnosed. | On Target | Partnerships with the Mental Health Board, Signature Health, and Community Counseling have expanded staff access to dual diagnosis best practices and training resources. |
| 2: Collaborate with the county mental health board to present a session on interacting with people with developmental disabilities during the annual mental health and crisis intervention training for law enforcement officers. | Achieved | This training is ongoing, with additional sessions provided as requested by the county mental health board. |

Objective 7: Promote grant opportunities for stakeholders to enhance community accessibility and inclusivity

| Department Action Steps | Status | Progress Update |
|---|-----------|---|
| 1: Secure grant funding to support the installation of three universal changing tables in the community to enhance accessibility for all. | On Target | Through ARPA grant funding, ACBDD has successfully installed two Universal Changing Tables in Ashtabula County. Two additional tables are scheduled for installation in 2026. |
| 2: Renew the Accessibility and Inclusion Grant to support collaborations and initiatives that eliminate barriers and promote access for people with and without disabilities in Ashtabula County. | On Target | The Board has allocated Accessibility and Inclusion Grant funding annually since 2023 and renewed the initiative for 2026. To date, funding has been awarded to 20 projects that promote accessibility and inclusion throughout Ashtabula County. |

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Objective 8: Empower local daycare providers and community agencies to become more inclusive of children with delays and disabilities

| Department Action Steps | Status | Progress Update |
|---|-----------|---|
| 1: Create a training initiative for local daycares to increase inclusive childcare for children of all abilities. | On Target | EI is advancing the inclusive childcare initiative by completing Ohio PROMISE training, drafting a 2026 budget for inclusion resources, and providing direct site-based support to local providers like New Leaf daycare. |

Objective 9: Ensure individuals receive services in the most integrated settings appropriate to their needs

| Department Action Steps | Status | Progress Update |
|---|-----------|---|
| 1: Provide a variety of monthly inclusive community activities that promote the most integrated settings. | On Target | To further promote community integration, we have expanded our monthly programming to include a mix of private, public, and fully inclusive events hosted in collaboration with local stakeholders and in community settings. |

Focus Area 5

Expand Knowledge and Use of Technology

Objective 1: Thread technology resources and services across individuals' life span

| Department Action Steps | Status | Progress Update |
|---|-----------|---|
| 1: Increase awareness and usage of Tech Go Bag items to enhance resource accessibility. | On Target | QCO continues to increase technology awareness by organizing Community Connection quarterly talks, establishing monthly SSA updates, and highlighting technology during advocacy sessions and events. |
| 2: Increase the use of technology by individuals to promote greater independence. | On Target | By creating a dedicated Provider Support and Technology Specialist position, SSAs are now able to submit technology assessments and receive expert support in technology solutions and integration. |

Objective 2: Educate individuals, families, providers, and guardians about Remote Monitoring and Support technologies to promote greater independence

| Department Action Steps | Status | Progress Update |
|---|-----------|---|
| 1: Explore options to establish a 'Tech Home' in Ashtabula County which will enhance accessibility to technology for people served. | On Target | The Board partnered with Summit Housing Corp to secured Community Capital Assistance funding to purchase a home in Ashtabula County. Tech Home opening is scheduled for 2026. |

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| Department Action Steps | Status | Progress Update |
|---|-----------|---|
| 2: Create a video series showcasing available technology options for people served. | On Target | Technology resource videos were created in partnership with Silfies Video Production and Youth Leadership of Ashtabula County. Ongoing video series are being developed to highlight more specific items. |

Objective 3: Increase the use of assistive technology as a solution to meet the needs of people served

| Department Action Steps | Status | Progress Update |
|---|----------------|--|
| 1: Explore technology assessment options to enhance awareness and usage of tech resources. | Achieved | Following a pilot period, QCO began completing technology assessments in July 2025. The assessment tool will continue to be used to guide individualized technology recommendations and promote greater access to technology. |
| 2: The ISS department will receive training on the ACBDD's Tech Go Bag to familiarize staff with available technologies, enabling them to make informed suggestions to the team for preventive measures during MUI investigations, when applicable. | Achieved | QCO facilitated the Tech Go Bag training and secured DODD approval for 2 IA CEU hours for participants. ISS Department received full training on 11/18/24. |
| 3: Explore additional assistive technology opportunities for EI families and increase the percentage of families with assistive technology on their IFSP. | Not Achievable | Assistive technology is routinely discussed in meetings, but implementation is paused due to expired state-level provider contracts. We are monitoring the Department of Children and Youth (DCY) for new contracts to resume this initiative. |

Objective 4: Use technology to improve County Board business operations and make services more accessible

| Department Action Steps | Status | Progress Update |
|---|-----------|--|
| 1: Monitor and enhance website functionality and information accessibility. | On Target | ACBDD is completing an audit of its website and media platforms to ensure accessibility for all users and to align with the new Title II requirements for government agencies. |
| 2: Offering monthly provider meetings in hybrid settings. | Achieved | A hybrid meeting format was piloted in 2025 to increase accessibility. Following positive feedback, the Board transitioned to a quarterly schedule of one in-person and two virtual meetings. |
| 3: Explore and utilize accessibility features of platforms such as YouTube, Zoom, and PowerPoint. | On Target | AI-based captioning tools are being utilized to improve accessibility for Provider Meetings and video content. Staff continue to explore new trainings and tools to enhance accessibility in media production. |

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| Department Action Steps | Status | Progress Update |
|---|----------------|--|
| 4: Identify strategies to reduce resources required for daily business activities, allowing for the reallocation of resources to other internal initiatives. | Achieved | Implemented new accounting software with enhanced capabilities, introduced electronic forms, and automated department budget updates to streamline operations. |
| 5: Utilize ACBDD's Connect System to send emails and text messages to EI families, enhancing response rates to the Family Questionnaire. | Achieved | Connect System was utilized to send emails and text messages to EI families, resulting in an increase in response rates to 37.23% in 2024. |
| 6: Streamline the EI orientation and training process by using Google Classroom. | On Target | Organization of training materials by topic and configuring platform functions within Google Classroom has begun. This transition is designed to centralize orientation requirements and streamline the onboarding process for new staff. |
| 7: Pursue Ohio Tech Cred funding to support participation in the Data Analysis Boot Camp, with the goal of utilizing the skills gained to assist all departments in gathering data to inform decision-making processes. | Not Achievable | University research determined that available data analysis programs do not align with Ohio Tech Cred grant requirements. As the necessary training requires an advanced degree, this action step is designated as unachievable for the current cycle. |

Focus Area 6

Increase Support to Service Providers

Objective 1: Support prospective providers in their efforts to become DODD certified and establish additional programs in Ashtabula County

| Department Action Steps | Status | Progress Update |
|---|----------|--|
| 1: Enhance support and reference materials on website for prospective providers. | Achieved | Resources and links to DODD certification guidelines have been added to the County Board website. |
| 2: Create one-page information sheet for prospective independent and agency providers. | Achieved | One-page information sheets for prospective independent and agency providers have been completed. |
| 3: Locate potential respite providers for children receiving services and their families. | Achieved | A dedicated database of respite providers following a successful outreach campaign to the local provider listserv was created. |

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Objective 2: Continue support providers in their efforts to recruit and retain DSPs

| Department Action Steps | Status | Progress Update |
|---|-----------|---|
| 1: Allocate department resources to the development and advancement of the DSP base in Ashtabula County. | Achieved | The 2025 budget included a \$60,000 increase to support these efforts. Additionally, a Provider Support Grant was established to enhance DSP training and retention. |
| 2: Develop and launch a provider resource directory on the ACBDD website to showcase local providers and include information on how to apply to become a DSP. | Achieved | A provider directory has been created and published on the County Board website. Updates to enhance the content and ensure accuracy are ongoing, with full completion anticipated by February 2026. |
| 3: Collaborate with local public schools, career center, and college to raise awareness of the DSP position and support providers with recruitment. | On Target | DSP recruitment outreach is expanding through high school and ODJFS job fairs, college engagement, and the development of promotional career flyers. |

Objective 3: Expand current County Board-sponsored trainings to meet the increased needs of service providers

| Department Action Steps | Status | Progress Update |
|--|-----------|---|
| 1: Increase ACBDD/EI-hosted training opportunities open to community partners and local organizations. | On Target | EI launched the "All Things Autism" quarterly series, covering sensory needs, meltdowns, and IEP navigation. These sessions have successfully engaged numerous community partners, including Children Services and Head Start, along with local families. |
| 2: QCO will expand the number of provider trainings offered to meet the growing demand and ensure providers are equipped with the necessary skills and knowledge to support individuals effectively. | Achieved | QCO will continue partnering with NEON to expand training topics and frequency. By evaluating class attendance and mandatory requirements, we have established a data-driven process to develop yearly schedules that directly address growing provider demands. |
| 3: QCO will establish monthly Open Office Hours to provide individualized support and address the need for additional training for providers. | Achieved | Open Office Hours were launched in 2025 to offer providers direct access to support and training. The County Board will continue to monitor participation and explore additional strategies to enhance provider engagement and ensure meaningful support opportunities. |

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Objective 4: Revise the provider handbook to include agency and independent provider-specific resources

| Department Action Steps | Status | Progress Update |
|---|-------------|--|
| 1: Gather feedback from providers through surveys or one-on-one meetings to identify the most important resources and information included in the revised handbook. | Not Started | Anticipated Start: 2026 |
| 2: QCO will revise and update the Independent and Agency Provider Handbook to ensure it reflects current practices, policies, and resources, enhancing its effectiveness as a tool for providers. | Achieved | The Provider Handbook has been updated to reflect current rules, regulations, and resources. Updates are made as needed to maintain accuracy and relevance, ensuring the handbook remains a valuable tool for providers. |

Objective 5: Create a video series to explain different types of providers to individuals, their families, and guardians

| Department Action Steps | Status | Progress Update |
|---|-----------|--|
| 1: QCO will create a three-part video series that will feature agency, independent and ICF providers. | On Target | Planning is underway for a three-part video series to highlight agency, independent, and ICF providers. Production will begin in 2026, with videos to be shared through the County Board's website and social media platforms. |
| 2: Create EI videos for the ACBDD website or for potential parents. | On Target | EI formed a committee to establish a process for gathering success stories for social media. This committee is currently identifying video topics, with further brainstorming sessions scheduled for 2026. |

Objective 6: Explore all Early Intervention services when determining services for each child

| Department Action Steps | Status | Progress Update |
|---|----------------|--|
| 1: Collaborate with local agencies to increase POLR providers and services outside the core team. | Not Achievable | The EI Director engaged Family Pride, Community Counseling, and DODD to expand specialized services. While local interest is high, the Department of Children and Youth (DCY) has paused all new contracts, preventing the addition of these providers to service plans until state contracting resumes. |