

# Sharing Administrative Services



HOLLY WEATHERSON  
PROJECT COORDINATOR



*BELMONT, HARRISON, AND NOBLE  
COUNTY BOARDS OF DEVELOPMENTAL DISABILITIES*

# Sharing – A Sense of Urgency



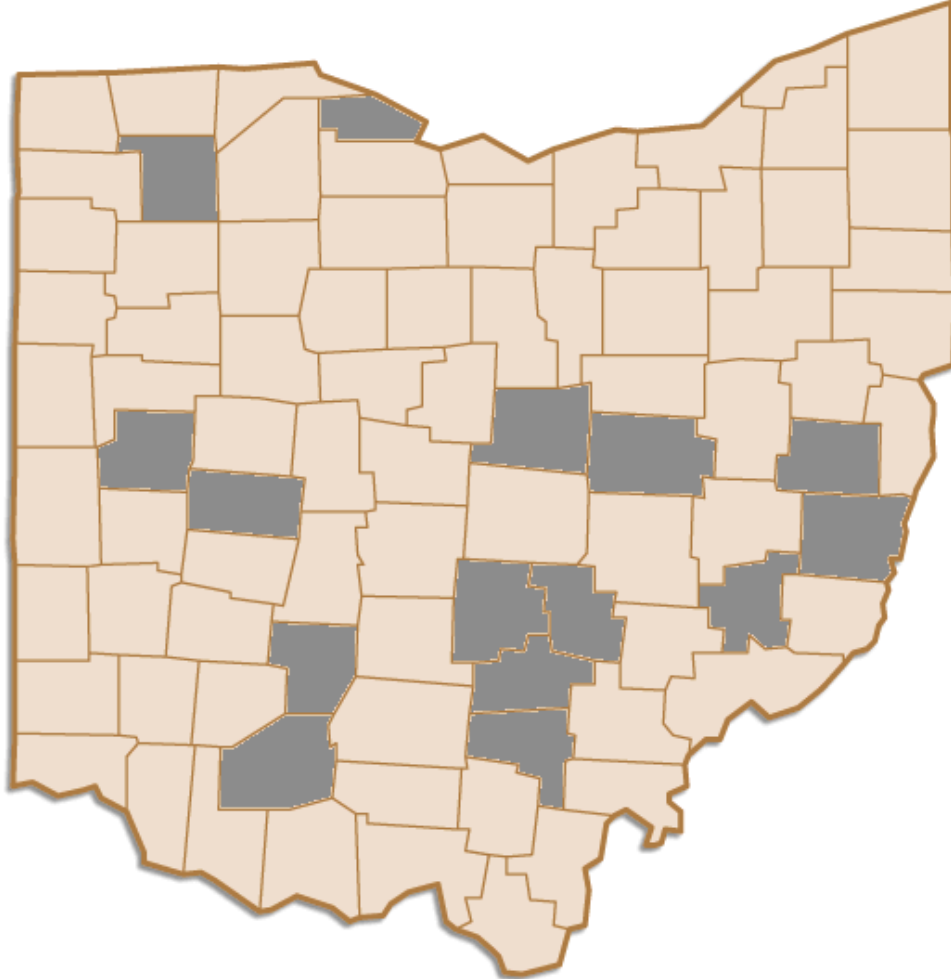
- There will always be a need for services
- The cost of services will continue to increase
- Funding is continuing to decrease

# Current State of Sharing Among County Boards



**15** Counties now participate in shared-Superintendent arrangements

# Superintendent Sharing Throughout Ohio



# **Belmont-Harrison-Noble Alliance**

**Stephen L. Williams, Director of Operations**

**Functions Shared: Superintendent, Service & Support Administration, Medicaid Services Management, MUI Coordination, Quality Assurance, Transition Services, Early Intervention, Business Management, Communications, Human Resources Management**

## **Belmont County**



**Belmont County Board President: Jay Rodak**  
**County Population: 68,030**  
**Total Enrollment: 478**  
**Annual Budget: \$7,500,000**  
**Total # of Staff: 72**

## **Harrison County**



**Harrison County Board President: Robin Bowdish**  
**County Population: 15,268**  
**Total Enrollment: 95**  
**Annual Budget: \$1,494,198**  
**Total # of Staff: 26**

## **Noble County**



**Noble County Board President: Bryan Chandler**  
**County Population: 14,200**  
**Total Enrollment: 100**  
**Annual Budget: \$500,000**  
**Total # of Staff: 4**

## **Fairfield-Vinton Strategic Alliance**

**John Pekar, Superintendent**

**Functions Shared: Superintendent and SSA Director**

### **Fairfield County**



**Fairfield County Board President: Fred Destadio**

**County Population: 140,591**

**Total Enrollment: 1000**

**Annual Budget: \$16,000,000**

**Total # of Staff: 157**

### **Vinton County**



**Vinton County Board President: John Timms**

**County Population: 11,000**

**Total Enrollment: 130**

**Annual Budget: \$900,000**

**Total # of Staff: 13**

## **Coshocton and Knox Counties**

**Steve Oster, Superintendent**

**Functions Shared: Superintendent and Federal Funds  
Manager**

### **Coshocton County**



**Coshocton County Board President: Casey Claxon**

**County Population: 35,000**

**Total Enrollment: 383**

**Annual Budget: \$5,200,000**

**Total # of Staff: 65**

### **Knox County**



**Knox County Board President: Keith Hughes**

**County Population: 59,400**

**Total Enrollment: 460**

**Annual Budget: \$5,500,000**

**Total # of Staff: 30**

## **Champaign and Shelby Counties**

**Laura Zureich, Superintendent**

**Functions Shared: Superintendent and Business Manager**

### **Champaign County**



**Champaign County Board President: Gary Yoder**

**County Population: 38,000**

**Total Enrollment: 401**

**Annual Budget: \$5,187,000**

**Total # of Staff: 88**

### **Shelby County**



**Shelby County Board President: Dan Bensman**

**County Population: 49,423**

**Total Enrollment: 489**

**Annual Budget: \$9,000,000**

**Total # of Staff: 123**

## **Fayette and Highland Counties**

**Fred Williams, Superintendent**

**Functions Shared: Superintendent**

### **Fayette County**



**Fayette County Board President: Mitchell Kirby**

**County Population: 28,000**

**Total Enrollment: 201**

**Annual Budget: \$ 2,849,842**

**Total # of Staff: 40**

### **Highland County**



**Highland County Board President: Linda Allen**

**County Population: 40,000**

**Total Enrollment: 200**

**Annual Budget: 5,000,000**

**Total # of Staff: 65**

## **Hocking and Perry Counties**

**Sarah Winter, Superintendent, Hocking County Board of DD  
David Couch, Superintendent, Perry County Board of DD**

**Functions Shared: Adult Services Director; Sharing of a  
Superintendent Beginning January 2012**

### **Perry County**



**Perry County Board President: Sky Gettys  
County Population: 35,000  
Total Enrollment: 368  
Annual Budget: \$4,445,914  
Total # of Staff: 65**

### **Hocking County**



**Hocking County Board President: Ellen Riggs  
County Population: 28,838  
Total Enrollment: 252  
Annual Budget: : \$2,400,000  
Total # of Staff: 35**

## **Henry and Ottawa Counties**

**Melinda Slusser, Superintendent**

**Functions Shared: Superintendent**

### **Henry County**



**Henry County Board President: Char Zgela**

**County Population: 28,215**

**Total Enrollment: 419**

**Annual Budget: \$7,400,000**

**Total # of Staff: 95**

### **Ottawa County**



**Ottawa County Board President: Terry Fejes**

**County Population: 41,000**

**Total Enrollment: 245**

**Annual Budget: \$6,000,000**

**Total # of Staff: 30**

# State Level Support



- Sharing of services is encouraged and endorsed
- Allows us to define our own partnerships



Governor Kasich praised the boards for their willingness to try new things.

The logo for BHN Alliance features the text "BHN Alliance" in a bold, sans-serif font. "BHN" is rendered in a gold color with a 3D effect, while "Alliance" is in a dark grey color with a similar 3D effect. The text is centered between two curved, metallic-looking arcs that form a partial circle around it.

# BHN Alliance

**Belmont – Harrison – Noble  
County Boards of Developmental Disabilities**





A collaboration based upon common  
values and philosophies

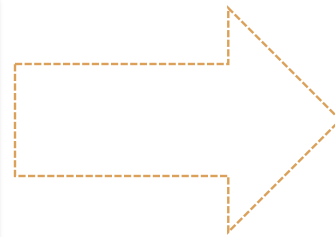
# What We Set Out to Accomplish:



**Quality,  
Uniformity,  
Best Practices**

**Accessibility to  
Resources**

**Cost Savings**



**Improved  
Outcomes for  
Individuals  
Served**

# The Alliance Began With....



- Demonstrated success in sharing a Superintendent
- Three Boards who understood measuring by outcomes
- The desire to expand the collaboration to meet additional needs within the Counties

# The Alliance Began With....

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- 2008 Futures Committee Report encouraging exploration of initiatives to reduce administrative costs
- Endorsement and support from the Ohio Department of Developmental Disabilities and the Ohio Association of County Boards



# Where We Started



- **Diagnosing the Organization**
  - Having discussions around what is possible
  - Employing an “Opportunity Driven” approach based upon future planning
  - Focusing on unifying systems
  - Not being afraid to try



# Where We Started



- **EDUCATING** *Getting everyone on board*
  - Our leadership team
  - New Board Members
  - Staff
  - County Commissioners

# Where We Started



- Developing the Memorandum of Understanding between the Counties
  - Demonstrating the commitment of the Boards
  - Assuring each Board's individual-local identity
  - Defining reimbursement terms
  - Addressing indemnity issues



# Where We Started



- **Determining a Cost Allocation Methodology**
  - Fairly and appropriately sharing costs
  - Identifying allocation methods directly related to positions
  - Consulting with Plante & Moran, LLC. on developing the cost allocation model

# Allocating Costs



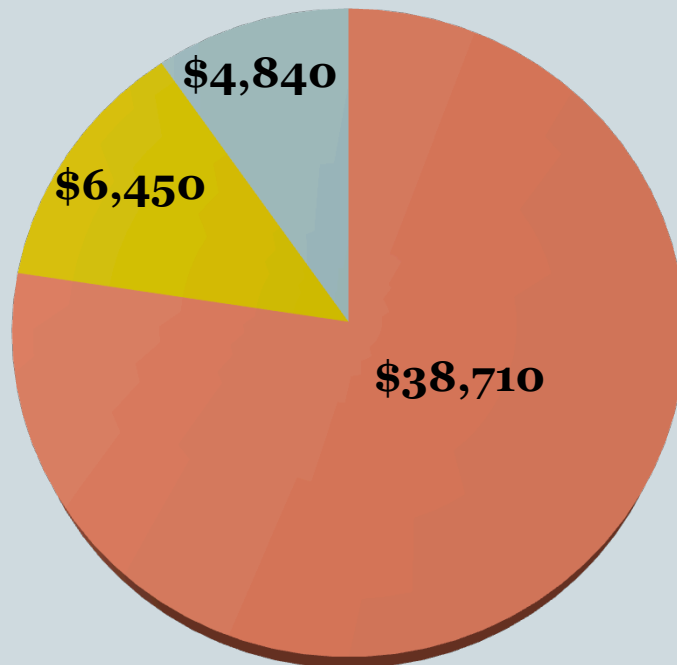
- **Simple, position related allocation methods:**
  - Average Daily Membership
  - Number of Employees
  - Number of Waivers
  - Average Number of MUI's

# Allocating Costs



## Medicaid Services Manager

**Allocation Method =  
Number of Waivers**



■ Belmont 144 77.42%

■ Harrison 24 12.9%

■ Noble 18 9.68%

Based on a total compensation package equal to \$50,000

# Where We Started



- Exploring how to maximize Information Technology to support the collaboration
  - Erasing geographic boundaries
  - Virtualization with one server
  - Electronic document imaging
  - Securing grant funds to offset costs

# Actively Collaborating



- **Medicaid Services Management**
  - An integral part of the SSA team
  - A personalized touch
  - Cost analysis/ waiver planning



# Actively Collaborating



- **Service and Support Administration**
  - One cohesive SSA team under one leader
  - One central administrative assistant
  - Drawing upon the uniqueness of each county
  - Streamlining processes; focusing on the person-centered approach



# Actively Collaborating



- **MUI Compliance**
  - Convenience; responsiveness
  - Clear cost savings

# Actively Collaborating



- **Quality Assurance**
  - A new tool that goes beyond compliance
  - Partnering with Providers

# Actively Collaborating



- **Business Management**
  - Harrison and Noble

# Actively Collaborating



- **Early Intervention**
  - Creates a network of resources
  - Ability to attract and retain quality employees

# Actively Collaborating



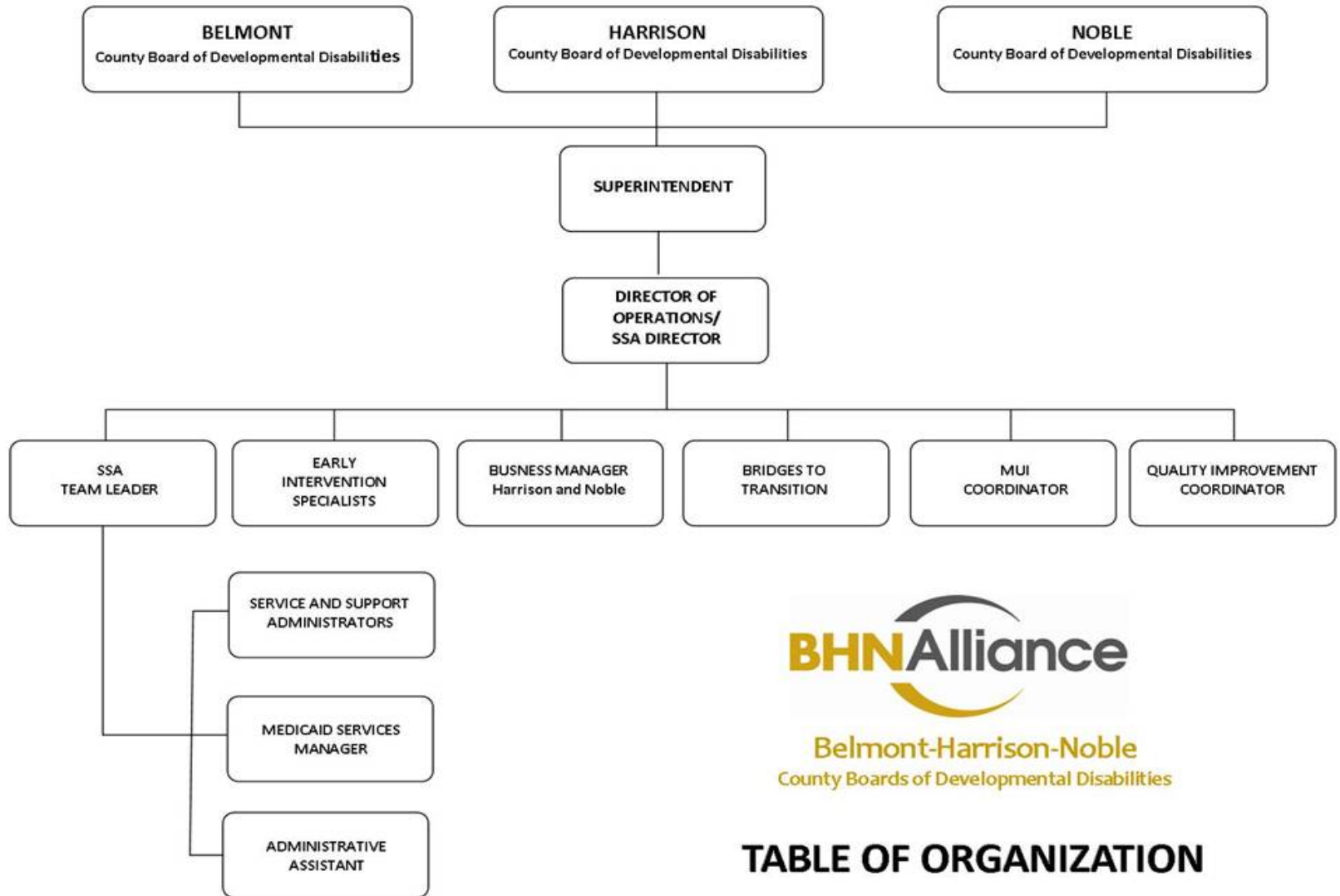
- **Bridges to Transition**
  - Partnering with Ohio Rehabilitation Services Commission
  - Value added service



# Actively Collaborating



- **General Administrative Support**
  - Communications
  - Human Resources Management



**TABLE OF ORGANIZATION**



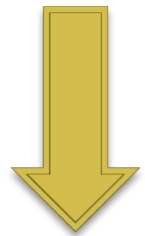
**IT WORKS!**

# It Works!



## ➤ *Improvements in Quality and Efficiency*

### Cost Savings



Combined administration cost savings  
\$220,000 annually

Offsetting existing costs

Allowing for continued investment



## *What is Next:*



- **One Strategic Plan**
  - Developed through a collaborative planning process
- **Combined Annual In-Service and Board Training**

# One Unified Mission



*To Encourage, Support  
and Respect People on  
Their Journey Through  
Life*

*What is Next:*



**~Continuous Assessment~**

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**BHN Alliance**