2020 Executive Development Program: Overview

Location: Columbus Airport Marriott, 1375 N. Cassady Ave., Columbus, OH 43219

Hotel Reservations: Reduced-rate rooms are $159 per night. Call (614) 475-7551 and mention OACB Executive Development Program to book at the reduced rate. Reservations must be made at least 30 days in advance.

Registration: Register online through MemberConnect (www.members.oacbddd.org) before December 9, 2019. Space is limited. Registration will close if all seats in the program are reserved.

Cost: $2,250 (Late registrations will incur a $250 fee and are not guaranteed to be accepted. All fees must be paid to OACB within 30 days of billing. Cancellations made after cutoff dates will be subject to a $50 fee. Cancellations must be made online; no-shows will be billed at 100%).

CPDUs: This program has been submitted for 112 hours of continuing professional development credit. Participants must attend all eight units to fulfill the requirements of the advanced curriculum as outlined in OAC 5123-5-03 (B)(2).

Curriculum Outline

Unit 1: January 6-7, 2020 | 9:00 a.m. - 4:30 p.m.

Day 1: EDP Purposes, Objectives, and Self-Assessment
- Hear about the purpose and structure of EDP and its role in preparing future county board leaders.
- Learn to perform self-assessments and identify areas of expertise as well as areas in need of professional development.
- Create a personal development plan to map out one’s goals and progress throughout the upcoming program.

Day 2: The Personal Side of Leadership
- Discover one’s personal leadership style and how knowing one’s style can help one develop as a leader.
- Gauge leadership style and potential by assessing one’s emotional intelligence, emotional agility, and personal values.
- Apply lessons learned from one’s personal assessment to create a personal leadership philosophy.

Unit 2: February 3-4, 2020 | 9:00 a.m. - 4:30 p.m.

Day 1: Past, Present, and Future of the DD System
- Learn about the history of Ohio’s DD system from the 1960s onward and see how the past has shaped the present.
- Explore the history of adult services, residential services, housing, early intervention, and self-advocacy.
- See how our system has changed and consider county boards’ roles in the future of DD services and supports.

Day 2: Leadership and Customer Experience
- Hear directly from people and family members to see how boards impact people’s day-to-day lives.
- Learn how to measure customers’ experience of one’s organization and operationalize feedback for improvement.
- Apply lessons learned about customer experiences to create tools and procedures for employees to be successful.

Unit 3: March 2-3, 2020 | 9:00 a.m. - 4:30 p.m.

Day 1: Supported Decision Making and Self-Determination
- Explore the concepts of self-determination and its importance to supports that meet people’s desires and needs.
- Learn how the principles of self-determination should inform board of DD and provider operations.
- Examine the role that guardianship plays in self-determination from a legal perspective.

Day 2: Medicaid Funding, Finance, and Information Technology
- Review financial and administrative concepts essential for public sector executives.
- Learn about non-levy funding (including Medicaid) and non-payroll expenses such as capital planning and payment.
- See information technology’s roles at county boards of DD and in the lives of people and families boards support.
**Unit 4: April 6-7, 2020 | 9:00 a.m. - 4:30 p.m.**

**Day 1: Human Resources and Personnel Management**
- Learn the fundamentals of staff recruiting, onboarding, and retention.
- Develop strategies for reviewing staff performance to maintain and improve organizational operations.
- Create systems for staff performance review, professional development, and executive succession planning.

**Day 2: Legal Environment and Ethics**
- Review the Ohio open meetings law and public records requirements.
- Learn the basics of public contracts and the ethical standards that must be met when handling public dollars.
- Hear about the rules of conduct for public officials from a representative of the Ohio Ethics Commission.

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**Unit 5: August 3-4, 2020 | 9:00 a.m. - 4:30 p.m.**

**Day 1: Compassion Fatigue and Self-Care**
- Hear strategies for avoiding professional burnout and compassion fatigue.
- Learn ways of recognizing and mitigating burnout in frontline staff working with people and families.
- Review methods of self-care that board of DD leaders and employees can use to recharge themselves on the job.

**Day 2: Organizational Culture and Stress Management**
- Consider how workplace culture can influence morale and organizational outcomes.
- Hear methods for intentionally building positive workplace cultures that empower employees and leaders alike.
- Learn stress management techniques for oneself and employees to help build organizational resilience.

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**Unit 6: September 14-15, 2020 | 9:00 a.m. - 4:30 p.m.**

**Day 1: Communications and Levies**
- Learn the importance of regular communications about levies and their role in funding county board supports.
- Take part in an active workshop to learn how to brand your board and its services in the community.
- Get the dos and don’ts on crisis communications for various county board audiences.

**Day 2: Government Relations and Advocacy**
- Review how bills become laws in the State of Ohio.
- Explore the local, state, and federal advocacy for boards and get tips on relationship-building with elected officials.
- Take part in workshops directly with members of the Ohio General Assembly.

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**Unit 7: October 5-6, 2020 | 9:00 a.m. - 4:30 p.m.**

**Day 1: Community Partnerships**
- Learn how to develop organizational partnerships and community ties to strengthen DD supports.
- Hear ways of telling your board’s story to the community at large.
- Learn about community connections as a tool for developing employment partnerships and volunteer opportunities.

**Day 2: Strategic Planning**
- Learn how to plan for the future at your county board when leadership changes.
- Hear from seasoned professionals on how to create a pipeline of future leaders.
- Develop a framework for an organizational strategic plan.

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**Unit 8: November 9-10, 2020 | 9:00 a.m. - 4:30 p.m.**

**Day 1: Meeting Management and Public Speaking**
- Learn how to manage public and internal meetings for maximum effectiveness.
- Get to know Robert’s Rules of Order and the importance of developing reliable meeting agendas.
- Learn the basics of public speaking and how to connect with your boards’ various audiences.

**Day 2: Reflections and Graduation**
- Hear from EDP alumni on lessons learned from their time in the program and their time as leaders in the DD field.
- Take part in the biennial EDP graduation ceremony.