



**I-REACH 2 INC.
Accessibility Report
2015**

INTRODUCTION

This document outlines a variety of issues that impact the full inclusion and interdependence of people with disabilities at home, at work and in the community. As problems present themselves to individuals within our organization, they are solved immediately when possible. Other problems require long term planning, education, fund raising, lobbying or other solutions that are not always easily identified or implemented.

Some problems may remain and be without a viable solution for months or even years, but by keeping this document I-REACH 2 Inc. will hopefully continue to make progress toward our goal of assisting every individual to become as interdependent as possible, so they may lead full and productive lives both at home, at work and in the community at large.

Information contained in this report reflects input through a variety of sources including, consumers, guardians, employee's, business owners, the Behavioral Health Division (BHD), Commission on Accreditation of Rehabilitation Facilities (CARF), Occupational Safety and Health Administration (OSHA) and local public resources. The following surveys or reports are used to develop this Accessibility Plan:

- Stakeholder Surveys
- Evaluations, Comments and Exit Interviews
- Barrier Reports and Follow-up Documentation
- Accessibility Checklist/Surveys and Follow-up
- Annual Behavioral Health Division (BHD) Certification Survey
- 3-YEAR CARF Review and Accreditation Process (Surveyor evaluation and recommendations)
- Local health and safety/fire inspections, comments-suggestions
- Drill Reports
- Minutes from consumer meetings
- Minutes from staff meetings

I-REACH 2 INC. MISSION STATEMENT

Our mission is to provide high quality, innovative, individualized, therapeutic services to adults with developmental disabilities and brain injuries.

OUR VISION

Providing premier services that promote quality of life, independence, and ability.

OUR VALUES

At I-REACH it is about **PRIDE!**

- **Passion:** Leaders who do all that we do from the heart
- **Respect:** Through our actions, we respect ourselves, our participants, our stakeholders, and our company.
- **Integrity:** Being honest and truthful, following through on commitments and matching actions to your word
- **Dignity:** The unwavering commitment to uphold self-worth and respect
- **Education:** Providing the highest quality services through dynamic curriculum and real life experiences to develop competency and independence

Accessibility Policy

I-REACH 2 Inc. will facilitate maximum accessibility for persons with disabilities by removing architectural, environmental, attitudinal, financial, employment, communication, transportation, community integration and other barriers that would prevent accessibility for persons with disabilities within the I-REACH 2 INC. organization and in the community. In addition, I-REACH 2 Inc. will comply with the Americans with Disabilities Act (ADA) and any other applicable law related to accessibility.

To promote accessibility, I-REACH 2 Inc. will:

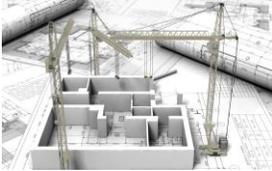
1. Form an "ACTION COMMITTEE" made up of Individuals, staff and administration from the IR2 Inc. program that shall meet quarterly, in conjunction with the Health & Safety Committee Meetings to discuss barriers, necessary adaptations, implement annual accessibility plans and changes within IR2 Inc. locations to improve accessibility for the differently-abled.
2. Make reasonable accommodations for people with disabilities who with these accommodations can meet the requirements of employment at I-REACH 2 Inc. or another outside placement.
3. Continue to identify and remove structural barriers in the facility.
4. Facilitate the use of assistive devices as determined appropriate by qualified professionals.
5. Make efforts to have available accessible transportation or facilitate as needed for persons served by the I-REACH 2 Inc. program and employees within the agency who may be limited financially to obtain these resources on their own.
6. Provide education, training and support for our clients, staff and the community on the development of positive attitudes in working and living with people with disabilities.

7. Shall use annual accessibility report to facilitate and identify needs, changes pertaining to accessibility at I-REACH 2 INC. and in the community.

Specific policies which also apply to accessibility include: Policy on Non-Discrimination and the Policy on Personnel Selection.

This report contains the following identified areas in which barriers to accessibility are recognized, reported and addressed in an effort to increase the inclusion and independence of individuals with disabilities at I-REACH 2 Inc. AND IN OUR COMMUNITY.

BARRIER TOPICS



Architectural/Environmental



Attitudinal



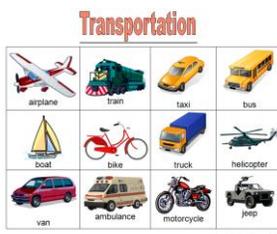
Finances



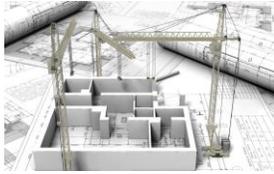
Employment



Communication



Transportation



ARCHITECTURAL/ENVIRONMENTAL

Main Building 1649 East E Street

Barrier 1: Our building lease expires in December 2017. We are currently exploring other options that will result in a smaller space to encourage more time spent in the community. We would also like to be on a bus line or less than a quarter or a mile from a bus stop.

Solution: The Board of Directors and Administrative Team will look for space, possibly including new construction.

Follow-up:

MAIN BUILDING ACCOMPLISHMENTS:

- We added Vivant Security System to our main building. We have 3 cameras and an alarm system in place to protect the building and its contents after hours.

Residential

Barrier 1: The lack of landscaping and a patio area at the Curtis Street homes has been previously noted as a barrier for residents to enjoy the outdoors. We would like to see a patio poured and privacy fencing installed before the end of 2015. This barrier prevents individuals from utilizing the back yard area as well as being a prime place for trash to blow in and around the back yards and between the houses. Vandals can also access the outside water spigot, plants and furniture.

Solution: In the fall of 2014 we earmarked fundraising money to be used for the renovation of the yards and we visited with the Town of Evansville regarding permits and permissions.

Follow-up: We consulted with the Town of Evansville but due to the utility lines and the limited space in the backyard there would not be enough space for a fence. This goal will not continue into 2016.

Barrier 2: The front door at 171 Curtis Street cannot be accessed by an individual in wheelchair without assistance.

Solution: Installation of an automatic door in this location is approximately \$5200.00. The Service Coordinator and will watch for grant opportunities to upgrade this feature to make the third group home more accessible by the end of 2015.

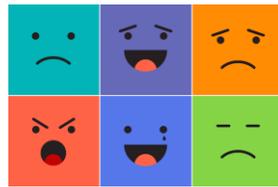
Follow-up: Community Development Block Grant (CDBG) funding required support of the Town of Evansville or Natrona County. In 2015, the Town of Evansville applied for CDBG funding for improvement to the town's infrastructure and sponsoring a CDBG grant for I-REACH 2 Inc. would put the two entities in competition for funding. We were not able to use the Town of Evansville as a sponsor. We also reached out the Natrona County Commissioners as we were able to use them as a sponsor for our 2012/2013 application, but they were not sponsoring any entities for CDBG funding due to their financial responsibility as a sponsor of the grant. We will not purchase the 171 Curtis Street home and we are in discussion to transition the current residents out of the house by August 2016.

RESIDENTIAL ACCOMPLISHMENTS:

- We added a durable picnic table to the backyard, along with tables, chairs and flowers to the front porch of each home so residents could enjoy the outdoors.
- Four individuals have relocated from the Curtis Street group homes to their own apartments. We have a maximum of 4 residents at each site, adhering to the newly suggested Home and Community Based Service (HCBS) guidelines for group

homes.

- A system of team leads was implemented to better support the stakeholders in the residential program. Team leads monitor the activity calendar, waiver and Medication Assistance Record (MAR) documentation, and they provide training and guidance to new staff.
- We began providing supported living services to an individual living in Glenrock one time per week.



ATTITUDINAL

Barrier 1: Traditionally services have occurred in large groups. Navigating the community in a large group does not improve public perception about individuals with disabilities.

Solution: The Administrative Team and staff created individualized schedules to accommodate individual's desires and needs while maintaining smaller groups size.

Follow-up: In all program areas we continue to access the community in smaller groups through the use of smaller vehicles, accessing OLLI classes, working with non-profit organizations and other establishments.

ATTUDINAL ACCOMPLISHMENTS:

- Currently we are volunteering 12 different locations in the Casper community in groups of 3 or less.
- In 2014 we had 5 individuals with community integration and completed 229 Hours out in the community. In 2015 we ended the year with 32 individuals in community integration service and 2,059 hours out in the community.
- We purchased 2 additional program vehicles, a Ford Explorer and a Toyota Camry to promote smaller groups and greater

access to the community.



FINANCES

Barrier 1: Employees have suggested if we are unable to give pay raises that we award additional Personal Time Off (PTO) for meeting performance goals.

Solution: The administrative team will consider this option along with other incentives to retain employees.

Follow-up:

FINANCIAL ACCOMPLISHMENTS:

- I-REACH 2 Inc. completed the fourth annual fundraising event in August 2015. This event has continued to generate increased non-restricted revenue.
- Due, in part, to the change in funding structure from a flat day rate to a 15-minute unit revenue in 2015 increased.
- We held a company picnic in July 2015 and an employee appreciation luncheon in October 2015.
- Employees were awarded a bonus ranging from \$50 to \$300 in December 2015 along with an additional day of PTO to take at their discretion.
- Three individuals previously served as private pay clients were funded off of the waiting list.



EMPLOYMENT

Barrier 1: Online applications and accompanying assessments are often not accessible to individuals with developmental disabilities and brain injuries.

Solution: Bring awareness to employers about the barrier through on site meetings with general managers at local business and letter writing campaign to their corporate office.

Follow-up:

EMPLOYMENT ACCOMPLISHMENTS:

- Two direct support professionals and one job coach attended a one-day employment seminar sponsored by the Wyoming Governor's Council in October 2015.
- An individual employed at Kohl's on a seasonal basis was retained as a regular part-time employee.
- The Executive Director and Service Coordinator are serving on the board of the Association of Persons in Supported Employment (APSE).
- A relationship with a local child care facility was maintained to utilize as a work experience location for future job seekers.
- Direct support professionals took advantage of the training offered throughout 2015 including a Person-Centered Philosophy training, the MEGA conference and an employment training.
- An individual working at Goodwill increased her work week by 3 hours.



COMMUNICATION

Barrier 1: Many of I-REACH's materials are not accessible to those with hearing or visual impairments.

Solution: By December 2014 I-REACH 2 INC. would like to have a Braille version or a voice recording of the Individual Handbook available. In addition, we would like to incorporate Braille signage in our main building to identify each room. The Administrative Team will be responsible for completion of this project.

Follow-Up: The Administrative Team consulted with an individual in November 2014 who owns a brailier. He agreed to convert our individual handbook to a braille version. We hope to have this available by the end of June 2016.

The Service Coordinator will work with Day Site Supervisor and individuals to create a video which demonstrates individual rights and responsibilities. This project will be completed by the end of July 2016.

We will continue the fore-mentioned goals into 2016 as no notable progress was made in 2015.

COMMUNICATION ACCOMPLISHMENTS

- We continue to use the many features of Therap including the blood glucose and intake/elimination modules which have made an impact in monitoring individuals overall health. We were able to transition an individual receiving insulin shots back to pills using this module.



TRANSPORTATION

Barrier 1: To coordinate our efforts in accessing the community in smaller groups, we need to exchange our larger passenger vehicles for smaller more economical automobiles.

Solution: The Executive Director will look at leasing and purchasing options that are available. We would like to exchange “Bertha” the older bus, the white 15-passenger van and the Dodge Van for smaller vehicles. For 2016, we will look at replacing the 15-passenger white van.

Follow-up: We sold “Big Bertha”. We purchase a Toyota Camry and Ford Explorer which are used daily for community integration opportunities in addition to providing transportation to our individuals living in their own apartments.

Barrier 2: CATC is not always available for the individuals we serve.

Solution: The residential, employment and day program staff will work with individuals in learning how to access the bus line.

Follow-up:

TRANSPORTATION ACCOMPLISHMENTS:

- I-REACH 2 Inc. has developed and maintained a relationship with Wyoming Independent Living which provides subsidized CATC and bus tickets. I-REACH assists Individuals in keeping accurate records to maintain their eligibility.
- I-REACH 2 Inc. purchased Toyota Camry and Ford Explorer to allow greater access to the community in smaller groups. The purchase of the vehicles also reduced the risk for employees and cut employee mileage.