



CEDAR VALLEY

SERVICES INC.

Assisting each individual in the activities of work and community living.



*Hickory Lake located in Freeborn County.
Photo taken by Star Johnson (CVS Production Coordinator, Austin)*

2015 ANNUAL REPORT



Our Mission

Our objectives, established 56 years ago are:

- To assess the individual and determine their potential.
- Through work, training and professional contact, to provide the individual with the experience necessary to reach their potential.
- To place individuals in competitive employment, addressing choice and skills and to provide follow-up services to ensure stability in this competitive employment.
- To provide extended employment for individuals who presently lack the skills to function in competitive employment.
- To provide activities where individuals can develop their social and personal potential through meaningful activities.
- To provide supervised residential services to enable individuals to reach their full potential for community living.
- Transit

"It is the mission of Cedar Valley Services to assist each individual in the activities of work and community living."

Board of Directors

PRESIDENT:

Jim Mino, Director of Engineering, Hormel Foods Corporation

VICE PRESIDENT:

Steve Bowron, Dean for Institutional Advancement, Riverland Community College

SECRETARY:

Tammy Williams, RN

TREASURER:

Barry Irish, President, Sterling State Bank

Dennis Boik, Retired Engineer, Hormel Foods Corp.

Ray Brueggemeier, Retired Bank President/CEO

Cameron Davis, Attorney, Hoversten, Johnson, Beckmann & Hovey, LLP

Lynne Hansen, Retired Educator, Wells School District

Kris Johnson, Operations Administrator, Mayo Clinic Health Systems

Mike Kruse, President, Church Offset Printing, Inc.

Renee Lee, DCD Teacher, Albert Lea Public Schools

Brad Lindberg, Corporate Purchasing Agent, Hormel Foods Corporation

Dan J. Miller, Information Center Mgr., Hormel Foods Corporation, IT Services Dept.

Dan S. Miller, Gen. Mgr. of Applied Research and Package Development, Hormel Foods Corporation

Monte Mitchell, Vice President of Administration, Viracon

Glenn Moen, Lead System Developer, Federated Insurance

Lowell Nelson, Production Manager, Lou-Rich, Inc.

Stacy Schultz, Assistant High School Principal, Ind. School Dist., Austin Area Schools 2012

Jerry Urness, Retired Human Res. Director, Truth, Inc.

Carol Weis, Vice President, Mayo Health Systems

To Persons Served, Staff, and Supporters of Cedar Valley Services:

As Board President, I want to take this opportunity to inform the stakeholders of Cedar Valley Services with the major highlights of 2015. It has been a year of incorporating and adjusting to change which started in previous years including changing legal requirements, expansion of the SMART transit system, and some building improvements. Let me highlight some of the more significant of these changes.

This was the first year with Rich Pavek as our Executive Director. Garry Hart was also promoted to Division Director for the Albert Lea Division as one of the new opportunities created with the change in leadership. The Board congratulates all of those involved in the changes as we realign our leadership and thank them for their service. The transition has gone smoothly and will continue to become more seamless as we move into 2016.

Our business has seen increased legal compliance work such as the Affordable Care Act Reporting for Federal Government to verify that our employees are covered with health insurance as required by the recent health care legislation. We also continued efforts to implement the Olmsted Plan, a Federal and State initiative to provide services to individuals with disabilities. This requirement has us working to get more of our persons served integrated into the community as much as possible and into the appropriate competitive jobs. The Board extends our appreciation to those employees who have been affected by these challenging administration duties.

We have been operating the combined SMART transit system for over a year now and have been fine tuning it to improve service for our staff and customers. The SMART office was moved from the Owatonna Division to a new location in Owatonna that includes a garage facility for bus storage. 2015 also saw us completing and implementing the plans to incorporate the Waseca County transit operation into SMART and add some new services in that county. We hope to continue to improve services as we become more familiar with the needs of the four counties we serve.

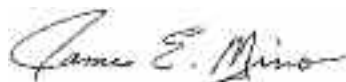
SMART continues to work with local agencies that include: Head Start/Even Start, United Way, Minnesota Department of Transportation, Hormel Foundation, Mayo Health Systems Austin and Albert Lea. Our ridership for the year 2015 was 186,698 rides compared to 146,938 for 2014. The total miles driven in 2015 for SMART was 490,171 miles.

Our business continues to be challenged with increasing health care costs. We were looking at 21% increase to our health care costs when we started our renewal process for 2016. Our finance committee and office team did a great job of working with the insurance supplier to reduce the impact to our business and employees. The health care package they came up with maintained our coverage and saw a small cost increase to our employees. The business picked up the remainder of the increased expense.

Our building changes were not as significant as the past several years but we did install new windows in the Austin main office and cafeteria. A new canopy was also added to the main building to protect our persons served and employees from the weather as they move on and off our buses.

We thank you for your support through all these changes and are looking forward to serving you in 2016.

Sincerely,



Jim Mino
Board President



Richard R. Pavek
Executive Director

Consumer Demographics

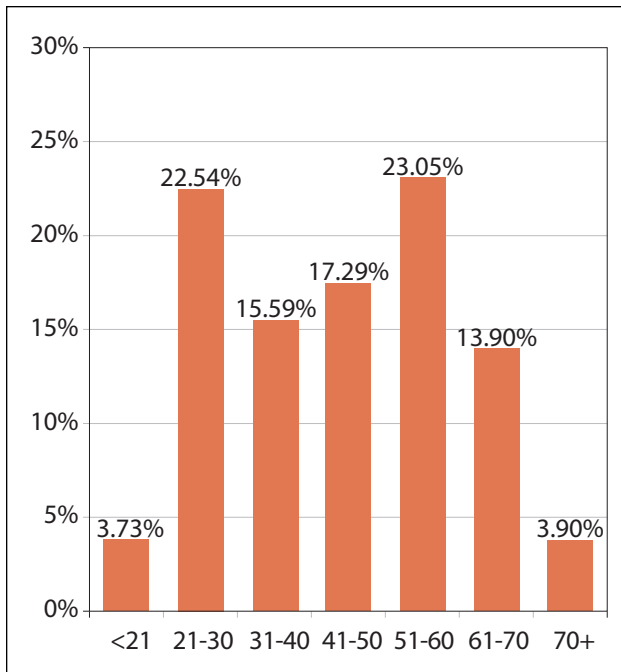
| CITY OF RESIDENCE | | |
|-------------------|------|-----|
| Albert Lea | 27% | 161 |
| Austin | 37% | 220 |
| Faribault | 4% | 24 |
| Owatonna | 23% | 133 |
| Other Communities | 9% | 52 |
| Total | 100% | 590 |

| PERSONS WITH SECONDARY DISABILITY | | |
|-----------------------------------|------|-----|
| Yes | 66% | 390 |
| No | 34% | 200 |
| Total | 100% | 590 |

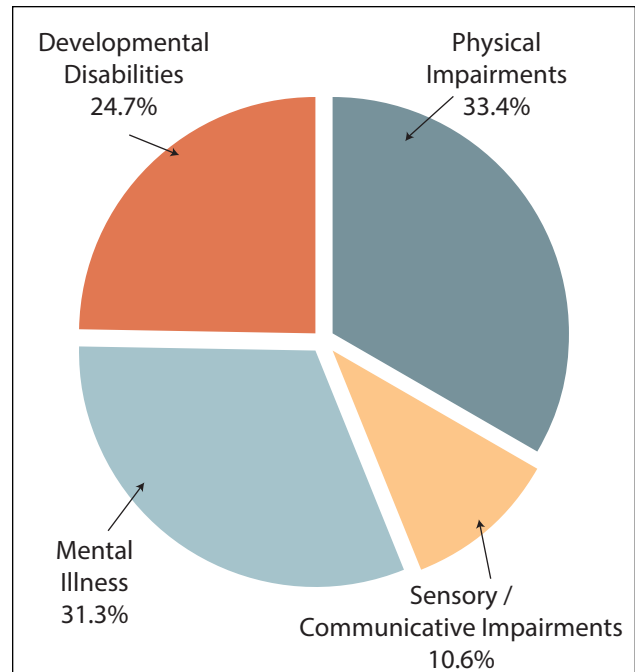
| MARITAL STATUS | | |
|----------------|------|-----|
| Married | 2% | 10 |
| Single | 98% | 580 |
| Total | 100% | 590 |

| GENDER | | |
|--------|------|-----|
| Female | 46% | 269 |
| Male | 54% | 321 |
| Total | 100% | 590 |

CONSUMER AGE GROUPS



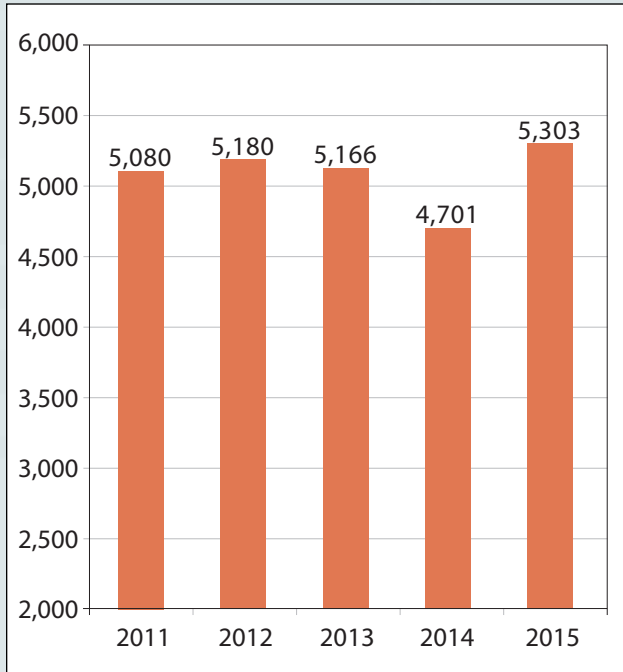
CONSUMERS PRIMARY DISABILITY GROUPS



Facts

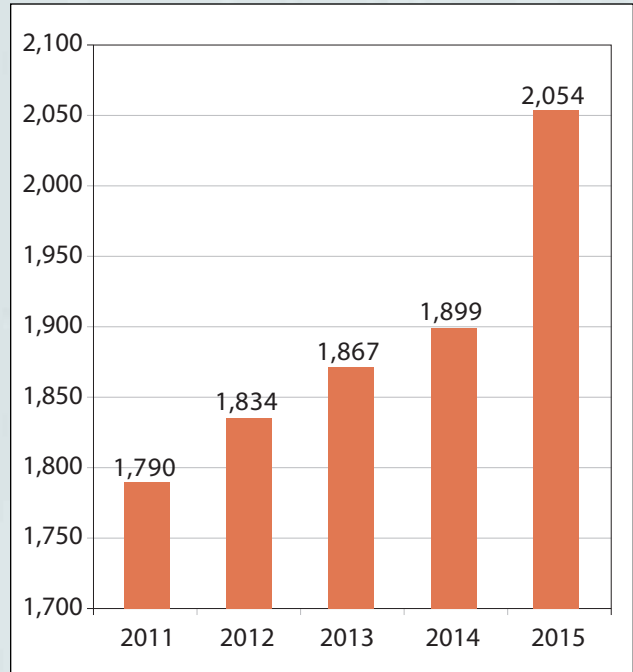
PRODUCTION SALES REVENUE

Center-Based and Community Sales Combined
(Thousands of Dollars)



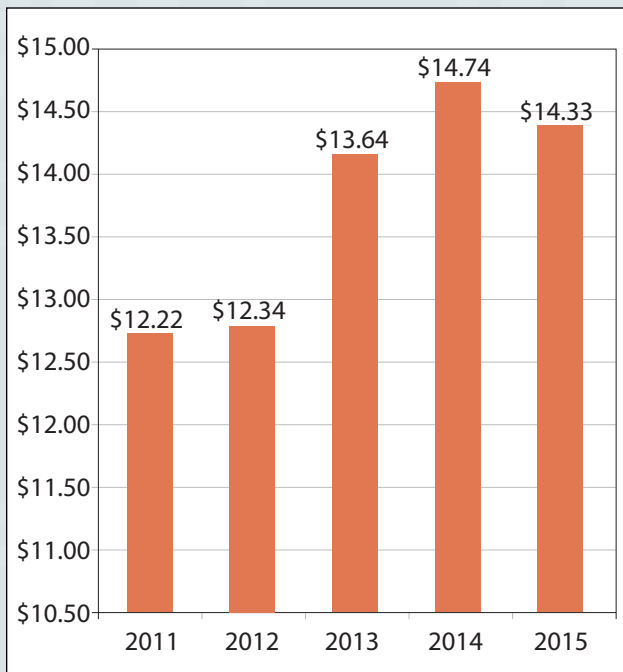
PRODUCTION WAGES

(Thousands of Dollars)



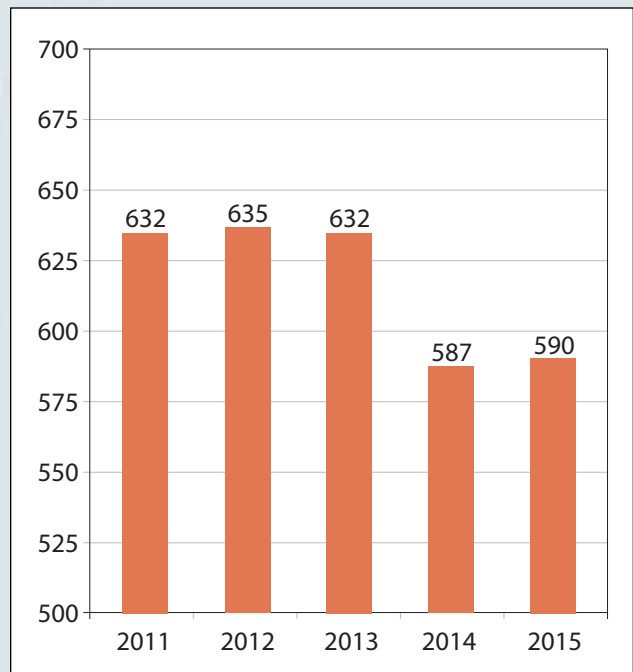
TOTAL REVENUE

(Millions of Dollars)



NUMBER OF PERSONS SERVED

All C.V.S. Programs



Austin Division

CVS TOP FLIGHT

Patrick has been employed at the CVS Top Flight location since transferring from the main CVS site in May of 2003. In addition to working in the facility at Top Flight, Patrick works in the community on Monday and Friday afternoons where he vacuums the dining room at St. Mark's Nursing Home. On Tuesday afternoons and Friday mornings Patrick helps deliver agency mail between CVS, Mower County Human Services, and the REM Corporate Office. Patrick loves greeting everyone he sees while delivering mail and always has a smile on his face. Most recently Patrick started folding laundry for the Laundry Department located at Top Flight. Patrick is a hard worker and always up for trying new jobs. Patrick takes great pride in his accomplishments and is a dedicated employee. When not working, Patrick enjoys participating in cooking projects and craft activities offered at Top Flight. Patrick also stays active by going on community outings to different places in and around Austin.



Patrick



Chad

SUPPORTED EMPLOYMENT

Chad started working at Cedar Valley Services in 2009 through the School to Work program while attending Austin High School. Chad worked at Apple Lane Child Care and at the YMCA Summer Daze program. After Chad graduated from high school, he was hired on with Cedar Valley Services for ongoing vocational support services. He worked on a variety of community jobs with enclave crews including MOM brands and Riverland Food Service. He also continued to work every summer with the YMCA Summer Daze program. In the fall of 2015, Chad was hired as a Counselor to work for the YMCA After School Child Care program. Upon getting this new position, Chad was introduced to SMART Transit and is able to utilize public transportation to get to and from his counseling job. On his days off from the YMCA, Chad continues to work in food service at the Riverland West building. Chad has done well working with children and continues to build

his job skills. He states that without the services that are provided for him at Cedar Valley he would not have been able to get where he is today.

MOWER COUNTY RECYCLING

After an extensive debate, Mower County Commissioners opted in 2015, to keep the current county operated recycling program, to which Cedar Valley Services provide employees, instead of switching to a single sort option. Cedar Valley Services involvement with Mower County's Recycling, dates back to approximately 1989, when the county was looking for staff and manpower. Employees perform a variety of jobs.

Some employees work on the trucks and pick up recycling from residences and/or business sites. Recyclables are picked up and sorted into three bins, plastic # 1 and 2, glass and cans and paper/corrugated. Cedar Valley workers further process products at the center. They separate card board and newspaper from glossy paper, green/brown glass from clear glass, aluminum cans from steel cans and different types of plastic. Materials are then bailed and shipped to markets for further processing.

Commissioners said the loss of 14-17 jobs and a \$40 yearly increase for single sort, were the two main factors in rejecting the single sort recycling bids and their decision to keep the current system. The curbside contract generates \$120,000.00 and the processing contract generates \$190,000.00 in sales. The community support and concern for these jobs for persons with disabilities was greatly appreciated.



Tim

PERFORMANCE BASED AGREEMENT

Emily was referred to Cedar Valley Services by Vocational Rehabilitation Services in the Performance Based Agreement program in Austin on August 6th, 2015. Emily's job goal was to work in a day care setting.

Emily graduated from Blooming Prairie High School in 2015 where she was very active in Mower County 4-H, Blooming Prairie FFA member and was a U of M Extension participant and helper for the Jr. Master Garden Program. She served as the Mower County Ambassador and many other programs for FFA.



Emily

In preparation for work Emily completed CPR/AED/First Aid and Abusive Head Trauma in 2015. In September 2015, Emily was hired at the Wee Learning Center preschool. Emily works almost 40 hours a week and her work hours vary between early mornings to closing at 6pm.

Emily stays busy by transitioning from the infant, toddler, and preschool aged rooms depending on the day. Emily states that she enjoys working in all the rooms. On an average day Emily attends to children's basic needs by feeding them, dressing them, and changing their diapers. She provides a variety of materials and resources for children to explore, manipulate and use both in learning activities and in imaginative play. Emily assists the teacher with teaching basic skills such as color, shape, number and letter recognition, personal hygiene, and social skills to the children.

Emily's supervisor is very happy with her overall work attitude. Suzanne states, "she is flexible and comes in when we need extra help."

AUSTIN EMPLOYEE COMMITTEE

In 2015, members on the Austin Employee Committee were in the second year of their biennial term. Their role to meet with Directors quarterly to discuss issues, requests, and concerns was taken very seriously and members came prepared. One highlight during the year was the committee's decision to have a theme for the summer picnic, a Hawaiian Luau. Despite the weather causing the picnic to be moved indoors, the themed festivities were colorful, fun, and a huge success! Another example of how their input has been utilized during the year involves transportation services. There was feedback that some people seemed to be riding the bus too long. CVS Management responded by looking at different ways to reduce ride time, and continues to review and discuss this weekly at transportation meetings. An additional run with a smaller bus was initiated, and arrangements were made for some persons served to begin using SMART. Members of the 2015 Committee can be very proud of their accomplishments during their last year as representatives.



*Austin Committee Members – Back row left to right:
Karen Baier, Jenni Swenson, Mary Medinnus, Bonnie Dalager.
Front row left to right: Nikki Nelson, Nate Hartwig, Rich Pavek.
Not pictured: Ray Olson, Paul Bradford.*

Owatonna Division

A WARM WELCOME TO MIKE HANSON!

The Murray House is a busy place now that Mike moved in last October. He was previously living alone in an apartment and wanted to have more social interactions. Well, he slid in and adjusted just fine to the routine and comings and goings of the other guys. Mike likes to watch wrestling on TV and has a large array of movies and DVD's. He is involved in Special Olympics, Park and Recreation and is a member of the West Hills Fitness Center. Mike is also in the Extended Employment Program at the Owatonna Division. We truly enjoy his sense of humor and pleasant attitude. The move looks good on him! Welcome Mike!



Mike



MUDBUMS

The Mudbums are a group of five guys from Iowa who love to catch catfish. They have their own TV show on the Pursuit channel. The relationship with Cedar Valley Services-Owatonna Division began almost one year ago, when they called us about doing some packaging for them. CVS will be assembling 7 ft long "Hawg Lawg" fishing poles, Tying fishing line and packaging a small tackle box. All of these items would then be packaged into storage case. All of the products CVS will be working on can be viewed at www.mudbumusa.com



SOUTHERN MINNESOTA AREA RURAL TRANSIT (SMART)

SMART provides public transportation service to Mower, Steele and Freeborn Counties. SMART Transit also collaborates with several businesses and non-profits to ensure public transportation is meeting the needs of each community. SMART receives funding from MNDOT for the services in the communities.

During 2015, SMART started several new services in each of the local communities. The increased services included:

Blooming Prairie Senior Dining – this program offers over 200 rides per month to Blooming Prairie seniors wishing to go to and from the dining program at noon; Albert Lea Pre-School transportation – this program offers transportation service to over 500 pre-school students in the city of Albert Lea each month; Albert Lea SMART

OUT WITH THE OLD AND IN WITH THE NEW!

The New Year brought a new look for the Owatonna Division front office. It was time for an update as the paint and wallpaper had not been changed since 1973! The offices, as well as the main front office area, were updated with a splash of color and beautiful new carpet. The carpet adds texture and seems to make the office look bigger. The green paint color brightens up the area. We have been enjoying the new look and added some modern décor for the final touch!



*Owatonna Committee Members – Left to right:
Bob Joachim, Connor McFarland, Jerianne Hendricks, Brianna Carlson,
Hope Rouge, Deb Langer, Tammy Groe, Matt Miller, and Dave Williams.*

OWATONNA EMPLOYEE COMMITTEE

Elected committee members meet quarterly with Dave Williams, Division Director, and Deb Langer, Designated Manager, to tell about their jobs, what they like and what might need to be changed. The group also provides input for staff training, the summer picnic and the Christmas party. Members serve a two year term and are a valuable link of communication between consumers and management.

Safety representatives are chosen out of the group and these members attend the monthly Safety Meetings. Each year the committee represents the Owatonna Division at the annual meeting in Austin.

Saturday service – this service for the community also coordinates with Cedar Valley to ensure workers have a ride to work on this day; Austin – the community saw increased service with expanded hours for the Rainbow Route and the after school program at the YMCA; Owatonna – the community is working on providing a new pre-school service that should start in 2016.

SMART continues to look at ways to increase service in 2016. Expansion in 2016 will include additional services in Owatonna, Albert Lea, Austin and a new service in

Waseca County.

SMART mission is to provide safe, reliable, accessible and courteous public transportation services in response to the needs of our communities.

2015 Passengers – 186,698
2015 Hours of Service – 37,330
2015 Miles Driven – 490,171

Albert Lea Division

ABBY STINEHART

The Albert Lea High School has an 18-21 Transitions Program for students with disabilities who have completed their 12th grade year of high school. The students work for three hours through Cedar Valley Services in the mornings and have classroom time in the afternoons at the High School. Abby Stinehart has been in this program for three years now. She has worked in janitorial, Food Service, Lou Rich and at Bridon's Manufacturing. She currently is working in our laundry program washing, drying and folding laundry for the hospital. Each job has given Abby experience and work readiness skills, support where it was needed and a lot of feedback to ensure success. This is Abby's last year in this program. Abby has matured, comes to work promptly and prepared, completes responsibilities with quality and helps coworkers when needed. Abby will be working with Vocational Rehabilitation in helping her find a job after she is finished with school. The Transition Program partnering with CVS has enabled Abby to gain the skills needed for employment and support her to make the decisions that are needed regarding future employment opportunities.



Abby



Stan

STANLEY ASKE

Stan Aske has been an employee with Cedar Valley Services since November 2000. Stan has and currently does work at a variety of places at our community sites. He has been a key part of our Cleaning Team and is always willing to help out if something is needed. He currently is scheduled and works independently at Good Samaritan, Northbridge Mall, Motor-Inn and the Library. He also helps out the Day Cleaning crew when needed. In the past he also helped on the MOM Brands production Team. Stan is great at ensuring we are doing a good job and letting me know when something additional is needed at the sites. He is very detailed on what he is working on and takes pride in doing a great job. He is also willing to volunteer to help out if we are short employees and need additional help to get a job done. We have had compliments on his work from our customers and because of Stan we continue to have a positive presence in our community. Stan has gone out of his way

and taken ownership in ensuring we have keys for the sites in the morning. He works with the Team and makes sure the key handoff happens. We always know if Stan is scheduled, we are good with getting into the businesses. Stan has been awarded Employee of the Month during the year for his work and dedication. We are very fortunate to have Stan, with his dedication and reliability, as part of our CVS Team in Albert Lea.

MEET TOM

Tom Eustis has been with Cedar Valley Services for 12 years. In the past, he has worked at Food Service, Lou Rich, Herberger's, and has preformed janitorial services for various places such as Trails Travel Center, Super 8 Motel, Wal-Mart, etc. Tom currently works independently completing janitorial tasks for Crest Services' main office. Crest stated that he always comes to work with a smile on his face. Tom knows what needs to be done at this site and takes the initiative to do them. He has developed, and follows his own checklist of vacuuming, taking out garbage, cleaning bathrooms, dusting, etc. Crest has been very pleased with his work and has recently asked him to take on janitorial responsibly of their vans. His positive attitude is contagious and a joy to be around. In his spare time, Tom likes to go to the library, watch movies or listen to music, go bowling, and attend events through the ARC.



Tom

MEET TRAVIS

Travis Delger has been an employee at Cedar Valley Services since April 2001. Travis has worked very hard over the years at many different job tasks. This past year Travis worked at: the Myers Rd. laundry site, United pre-school, and at the Recycling Center in Austin, as well as many other jobs at the Myers Rd. site. Travis has proven to be a determined and reliable employee and done very well with different jobs. Travis takes a lot of pride in completing those job tasks and demonstrates great work skills. Travis does a very thorough job on all his work tasks. Travis continues to improve his skills and he is making progress in meeting his vocational outcomes. Besides work, Travis also enjoys: riding his bike, walking outside, swimming, going out to eat, going on vacations, watching movies and spending time with his family and friends.



Travis



Tyler

LAUNDRY CONSUMER – TYLER JAHNKE

June 1, 2014 Cedar Valley Services added a laundry contract with Mayo Clinic Health Systems – Albert Lea at CVS - Myers Road. On June 12, 2014 Tyler started working in the laundry. Tyler performs many of the jobs in the laundry: feeding towels, gowns and blankets into a programmed folder, loads and unloads washing machines and dryers, folds a variety of linens, loads the delivery truck with linen carts and assists with delivery of linen to and from the hospital. Tyler stated, “After working in the Extended Employee (EE) Area and doing piece rated work, it is an honor to work in the laundry and receive an hourly rate of pay”. Prior to working in the laundry, Tyler worked in the Extended Employee (EE) area completing a variety of piece rated jobs, from businesses CVS subcontracts work with. In his free time, Tyler likes to read, watch DVD’s, and attend sporting and church events. Tyler also enjoys visiting family in Richmond, Virginia.

ALBERT LEA EMPLOYEE COMMITTEE

The Employee Committee of Albert Lea consists of the following consumers: David Kuethe, Susan Gulbertson and Kent Worrell.

The committee meets every quarter to discuss issues pertaining to workers at Cedar Valley. If other workers have an issue or concern, they tell the committee members and they will meet to discuss them. If there is something they cannot answer, the committee members will check with staff.

This past spring, a few consumers from Albert Lea attended a self-advocacy conference. The event was in St. Paul and over 300 self-advocates participated. The following workshops were presented; job seeking skills, legislative issues, SSI information, personal skills and how to live independently. This is always a highlight for the employees at CVS.



*Albert Lea Committee Members –
Left to right: Kent Worrell, David Kuethe,
and Susan Gulbertson.*

Statement of Financial Position

DECEMBER 31, 2015 AND 2014

| | <u>2015</u> | <u>2014</u> |
|---|-----------------------------|-----------------------------|
| ASSETS | | |
| Current Assets | | |
| Cash and Cash Equivalents | \$ 2,383,598 | \$ 2,406,018 |
| Accounts Receivable, Net | 1,791,825 | 1,407,853 |
| Pledges Receivable, Net | — | 95,558 |
| Inventories, Net | 138,610 | 157,977 |
| Prepaid Expenses and Other Assets | 96,452 | 93,587 |
| Accrued Interest Receivable | 6,336 | 4,165 |
| Investments | 2,611,326 | 2,844,441 |
| Total Current Assets | <u>\$ 7,028,147</u> | <u>\$ 7,009,599</u> |
| Equipment and Leasehold Improvements | \$ 7,520,653 | \$ 7,622,348 |
| Other Assets | | |
| Cash and Investments: | | |
| Designated for Capital Asset Purchases | \$ 1,886,083 | \$ 1,397,336 |
| Held for Donor Designated Fund | 326,200 | 324,807 |
| Total Other Assets | <u>\$ 2,212,283</u> | <u>\$ 1,722,143</u> |
| Total Assets | <u>\$ 16,761,083</u> | <u>\$ 16,354,090</u> |
| LIABILITIES AND NET ASSETS | | |
| Current Liabilities: | | |
| Accounts Payable and Other Accrued Liabilities | \$ 125,783 | \$ 201,747 |
| Accrued Salaries and Wages | 618,377 | 570,286 |
| Accrued Vacation | 296,690 | 314,892 |
| Deferred Compensation | — | 49,687 |
| Total Current Liabilities | <u>\$ 1,040,850</u> | <u>\$ 1,136,612</u> |
| Net Assets: | | |
| Unrestricted: | | |
| Board Designated | \$ 2,000,000 | \$ 2,000,000 |
| Designated for Equipment and Leasehold Improvements | 1,886,083 | 1,397,336 |
| Undesignated | 11,474,945 | 11,399,777 |
| Total Undesignated Net Assets | 15,361,028 | 14,797,113 |
| Temporarily Restricted | 359,205 | 420,365 |
| Total Net Assets | <u>\$ 15,720,233</u> | <u>\$ 15,217,478</u> |
| Total Liabilities and Net Assets | <u>\$ 16,761,083</u> | <u>\$ 16,354,090</u> |

Statement of Activities

FOR THE YEAR ENDED DECEMBER 31, 2015

| | <u>Unrestricted</u> | <u>Temporarily Restricted</u> | <u>Totals</u> |
|---------------------------------------|-----------------------------|-----------------------------------|-----------------------------|
| Public Support and Revenue | | | |
| Revenues | | | |
| Service contracts and grants | | | |
| State agencies | \$ 7,351,403 | \$ — | \$ 7,351,403 |
| County and local agencies | 517,085 | — | 517,085 |
| Trade sales | 5,308,239 | — | 5,308,239 |
| Transportation services | 553,378 | — | 553,378 |
| Other | 52,622 | — | 52,622 |
| Investment income | 24,085 | 1,393 | 25,478 |
| Public Support | | | |
| Contributions and grants | 210,697 | 33,005 | 243,702 |
| Subtotal | <u>14,017,509</u> | <u>34,398</u> | <u>14,051,907</u> |
| Net assets released from Restrictions | 95,558 | (95,558) | — |
| Total Support and Revenue | <u>\$ 14,113,067</u> | <u>\$ (61,160)</u> | <u>\$ 14,051,907</u> |
| Expenses | | | |
| Program Service | | | |
| Extended Employment | \$ 6,617,641 | \$ — | \$ 6,617,641 |
| Day Training and Habilitation | 4,099,111 | — | 4,099,111 |
| Residential | 349,472 | — | 349,472 |
| Transit | 1,861,034 | — | 1,861,034 |
| Supporting Services | | | |
| Management and general | 621,894 | — | 621,894 |
| Total Expenses | <u>\$ 13,549,152</u> | <u>\$ —</u> | <u>\$ 13,549,152</u> |
| Change in Net Assets | \$ 563,915 | \$ (61,160) | \$ 502,755 |
| Net Assets, beginning of year | <u>14,797,113</u> | <u>420,365</u> | <u>15,217,478</u> |
| Net Assets, end of year | <u>\$ 15,361,028</u> | <u>\$ 359,205</u> | <u>\$ 15,720,233</u> |

Outcomes

| CENTER-BASED EMPLOYMENT | |
|-------------------------|------------|
| Outcome Measure | Raw Number |
| Number Employed | 186 |
| Hours Worked Annually | 86,372 |
| Annualized Wages | \$366,751 |

| COMMUNITY & SUPPORTED EMPLOYMENT | |
|----------------------------------|------------|
| Outcome Measure | Raw Number |
| Number Employed | 142 |
| Hours Worked Annually | 97,923 |
| Annualized Wages | \$675,153 |

| COMPETITIVE PLACEMENT ALBERT LEA, AUSTIN, OWATONNA | |
|---|------------|
| Outcome Measure | Raw Number |
| Number of Persons placed in competitive employment | 16 |
| Average hours worked per week | 14.20 |
| Average hourly wage | \$9.00 |
| Percentage placed with benefits | 50% |

| SCHOOL-TO-WORK OUTCOME INFORMATION ALBERT LEA, AUSTIN, OWATONNA | |
|--|-------------------|
| Outcome Measure | Raw Number |
| Number of Students in programs | 33 |
| Average hours per student, per year | 225 |
| Satisfaction with program | 2.69 of 3.0 scale |

| RESIDENTIAL OUTCOME INFORMATION MEN'S AND WOMEN'S HOMES | |
|--|-------------------------------------|
| Outcome Measure | Raw Number |
| Number in program | 4 men – Murray 4 women – October |
| Resident satisfaction with program | 2.89 of 3.0 scale |
| Other stakeholders satisfaction with program | 2.78 of 3.0 scale |
| Number of community activities per person, per month | 15 |

| DTH OUTCOME INFORMATION ALBERT LEA, AUSTIN, OWATONNA | |
|---|------------|
| Outcome Measure | Raw Number |
| <i>Non Paid Programming</i> | |
| Community Inclusion Hours | 15,011 |
| Center-Based Programming Hours | 55,691 |
| <i>Paid Work</i> | |
| Community & Supported Hours | 126,271 |
| Center-Based Hours | 185,437 |
| Total Wages | \$854,189 |

| DTH PERSONS SERVED (TOTAL INDIVIDUALS SERVED DURING YEAR) | |
|--|-----|
| Albert Lea (Alpha) | 119 |
| Austin (CVTH) | 134 |
| Austin Top Flight | 25 |
| Owatonna (ABL) | 105 |
| Total | 383 |

| EMPLOYMENT PLANNING SERVICES ALBERT LEA, AUSTIN, OWATONNA | |
|--|------------|
| Outcome Measure | Raw Number |
| Number of Persons served | 8 |
| Average fee per person | \$606 |

| EMPLOYEE DEVELOPMENT SERVICES ALBERT LEA, AUSTIN, OWATONNA | |
|---|------------|
| Outcome Measure | Raw Number |
| Number of Persons served | 15 |
| Average fee per person | \$1,793 |

CEDAR VALLEY SERVICES OFFERS INDIVIDUALS THE FOLLOWING AREAS OF WORK:

| | | |
|--------------------------|---|--|
| Bulk Mail Operations (0) | Maid Service (A, AL, 0) | Parts Hanging (0) |
| Clerical (A, AL, 0) | Manufacturing, Assembly, Packaging (A, AL, 0) | Recycling (A, AL) |
| Food Services (A, AL) | Machine Operations, Spin Riveting (0) | Wood Product Assembly (A) |
| Janitorial (A, AL, 0) | | Other and Custom as requested (A, AL, 0) |
| Laundry (A, AL) | | |

Many of these work areas are available at both Cedar Valley facilities and at community job sites.

Programs and Services

Competitive Placement: Support to learn how and where to look for work, how to interview for a job, how to fill out an application for work, and all other skills to make a job hunt successful.

Center-Based Employment: Support to work and earn wages based on level of productivity in a CVS facility. Opportunity to improve job skills to help with future employment choices.

Community Employment: Support to work at a business site in the community and earn wages based on level of productivity. Opportunity to prepare for and develop skills necessary for competitive employment.

Supported Employment: Support on a job in a community setting that is fully integrated with non-disabled workers. Wages would be customary for that type of work; and would be at least minimum wage.

Employment Planning: A process of job try-outs either within a CVS facility or in a community setting. Information collected is used to make further employment plans. Wages are earned and benefits accumulated.

Employee Development (Center-Based and/or Community): A Work Adjustment service often following Employment Planning. Skills are identified for growth, and worked on to develop confidence and help define vocational interests and goals.

Day Training and Habilitation: Support in a work setting for individuals requiring more staff assistance for job completion. Often includes therapeutic support for personal care, behavior management, social skills, etc.

Mental Health Services: Support for persons with serious and persistent mental illness to obtain and retain employment. Services specific to their mental health needs are provided, and coordinated with community mental health programs.

Personal Enrichment: A non-work service where consumers are provided personalized and preferred activities to enrich their daily lives. Activities may include music, crafts, therapies, exercise, relaxation techniques, etc.

School-to-Work Transition: Assessment, training, and support for secondary students to make the transition from educational to employment settings. An opportunity to explore jobs and receive work adjustment services to assist in career planning.

Senior Services: Program to provide our senior population with appropriate community activities, socialization, and assistance with skills development for the retirement years.

Residential Services: Support for individuals living in CVS homes. Assistance provided as needed for personal care, daily living skills, health and wellness, money management, community skills, etc.

Transportation Services: CVS provides a variety of transportation options in each of the three communities depending on consumer needs.

Public Transit Services: CVS operates SMART Transit in Austin, Albert Lea, Owatonna and Waseca.

Recognition of Support

CEDAR VALLEY SERVICES OPERATED IN PARTNERSHIP WITH THE FOLLOWING ORGANIZATIONS:

- United Ways of Mower, Freeborn and Steele Counties
- The Hormel Foundation
- The Alex Hirsh Family Foundation
- Rehabilitation Services Branch of the MN Department of Employment and Economic Development
- Minnesota Department of Human Services
- Mower, Freeborn, Steele, and other Counties
- Austin, Albert Lea, Owatonna, Lyle/Pacelli, Hayfield and Waseca School Systems
- Production and Service Customers of Cedar Valley Services
- Recreational Opportunities Action and Resources (ROAR)
- American Bank Employee Foundation
- Minnesota Department of Transportation
- Sparky/ARC
- City of Owatonna
- SEMCAC
- Minnesota Valley Action Council
- Mayo Health Systems – Austin

2015 Strategic Plan

1. Expand the transit program to Waseca County.
2. Improve the Operational Budget surplus.
3. Implement vendor ACH payments.
4. Investigate the space requirements for the Albert Lea Programs.
5. Respond to the priorities in the Minnesota Olmstead Plan.
6. Reduce staff turnover, manage staff benefit costs and install a PTO Plan.
7. Continue with Leadership Succession Plan
8. Complete conversion to the new program rule.
9. Successfully implement the new rate structure.

This plan reflects our current and projected financial position. It sets major goals and priorities to be implemented in 2015. It is developed by the Operating Directors with input from consumers, staff, board and stakeholders. It will be shared with persons served and other stakeholders as appropriate. It was first presented to the Board of Directors on 9/22/14, and again on 12/22/14.



www.cedarvalleyservices.org

For information on our organization and programs, contact our website at the above address. A video is also available upon request.

Cedar Valley Services will provide answers to your specific questions. Please direct your requests regarding the performance of our accredited services and programs to the numbers listed below.

CORPORATE OFFICE AND AUSTIN DIVISION

2111 Fourth Street NW
Austin, MN 55912
Phone (507) 433-2303
Fax (507) 433-8880

TOP FLIGHT PROGRAM

102 First Street NW
Austin, MN 55912
Phone (507) 437-6032
Fax (507) 434-7186

ALBERT LEA DIVISION

2205 Myers Road
Albert Lea, MN 56007
Phone (507) 377-2893
Fax (507) 379-9860

OWATONNA DIVISION

415 North Grove Avenue
Owatonna, MN 55060
Phone (507) 451-5897
Fax (507) 451-5932

ALPHA PROGRAM

1839 SE Broadway Avenue
Albert Lea, MN 56007
Phone (507) 373-6064
Fax (507) 373-7105



Cedar Valley Services, Inc. is CARF accredited in Organizational and Community Employment Services, Employment Planning Services and Employee Development Services.



Programs funded in part by the United Way of Mower, Freeborn and Steele Counties.

Cedar Valley Services, Inc. is a tax-exempt 501(c)(3) non-profit Corporation

Equal Opportunity Employer