



CEDAR VALLEY

SERVICES INC.

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



*Little Red lighthouse overlooking Lake Mille Lacs
Photo taken by Teresa Walsh (CVS Work Trainer III, Austin)*

2016 ANNUAL REPORT



Our Mission

Our objectives, established 57 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:

Steve Bowron,
Dean for Institutional
Advancement, Riverland
Community College

VICE PRESIDENT:

Dan S. Miller,
General Manager of Applied
Research and Package
Development, Hormel Foods
Corporation

SECRETARY:

Tammy Williams, RN

TREASURER:

Glenn Moen,
Lead System Developer,
Federated Insurance

Ray Brueggemeier,
Retired Bank President/CEO

Jonathon Caporale,
Corporate Buyer, Hormel
Foods Corporation

Cameron Davis, Attorney,
Law Offices of Cameron Davis

Lynne Hansen, Retired
Educator, Wells School District

Kris Johnson, Operations
Administrator, Mayo Clinic
Health Systems

Mike Kruse, President,
Church Offset Printing, Inc.

Brad Lindberg, Corporate
Purchasing Agent, Hormel
Foods Corporation

Robb McKay,
Mechanical Engineer, Hormel
Foods Corporation, Corporate
Engineering Division

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

Jim Mino,
Director of Engineering,
Hormel Foods Corporation

Monte Mitchell,
Vice President of
Administration, Viracon

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

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

Heidi Venem, Horizon Program
Supervisor, Austin Public
Schools

Carol Weis, Nursing Director,
Mayo Health Systems

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

I have been involved with Cedar Valley Services as a Board Member since 2006 and am very proud to serve alongside the other volunteer Board Members as the current President of the Board of Directors.

Each year brings more challenges, opportunities, and success. It is a privilege to be a part of this fine organization. I would like to take this opportunity to share some of the major highlights of 2016.

With a couple years of experience providing safe, reliable, accessible, and courteous public transportation services through the SMART transit system for Mower, Steele, and Freeborn counties, the SMART Public Transit expanded into Waseca County providing enhanced transportation services to the residents of Waseca and the outlying area. The service provided has been so successful the Southern Minnesota Area Rural Transit (SMART) and Cedar Valley Services was awarded the Transit System of the Year from the Minnesota Public Transit Association in Rochester.

To continue great service to our region, Cedar Valley Services was awarded a 5310 MnDot Grant to the Albert Lea Division. The grant provides 80% of the purchase price for a new bus used to transport consumers to work and employment sites.

Cedar Valley Services was awarded the Mower County Residential Curbside and Business Recycling collection contract. It is a seven year contract and CVS is providing weekly collection.

Cedar Valley Services continues to enjoy great partnerships with local businesses and industry to secure gainful and productive employment opportunities for our consumers. Joining us in 2016 and providing new options for consumers to receive competitive wages in integrated settings are Belisio Foods, Bosch, and United Vending at Hormel Foods Corp.

Richard Pavek, Executive Director was elected to the Board of The Minnesota Organization of Habilitation and Rehabilitation representing providers in South Eastern Minnesota. This organization lobbies for issues affecting the consumers we serve. Congratulations to Rich for this honor.

Cedar Valley Services continues to face legislative action which creates regulations governing the services we provide. The Workforce Innovation and Opportunity Act compliance is being addressed to comply with new Federal Regulations' which limits the placement of person with disabilities from working in environments that pay less than minimum wage. Employees are required to learn about services and supports available to them to secure competitive, integrated employment if they so choose. The Board appreciates all of the efforts of the employees involved with ensuring adherence to the regulations, but most importantly, their commitment to provide the best opportunities for employment to meet the varied needs of our consumers.

The success of Cedar Valley Services is in large part the result of the excellent administration, staff, and volunteers who work alongside our consumers to provide high quality service, production, and support to the partners and stakeholders benefitting from all of their effort.

We were fortunate in 2016 to add some new members to the CVS Board. A special welcome to Heidi Venem, Horizon Program Supervisor for Austin Public Schools, Jonathan Caporale, Corporate Buyer for Hormel Foods Corporation, and Rob McKay, Mechanical Engineer for Hormel Foods Corporation.

To ensure we continue to attract and keep the highest quality staff possible, the CVS Board makes an effort to provide a solid foundation of salary and benefits. In 2016 staff received a 2.5% salary increase and a year-end bonus. Health insurance coverage was placed on bid and CVS received a bid reducing the cost of Health insurance to the agency. Affordable Care Act compliance was addressed. In addition, a short term disability insurance option was added to the CVS staff benefit package.

Lastly, to continue the high standard of care and the quality and longevity of our employees, preparation for the upcoming CARF Accreditation and 245 D Licensing Review scheduled for 2017 is actively taking place.

On behalf of the Cedar Valley Board of Directors, we thank you for your work, support, effort, partnership, and collaboration and look forward to serving you in 2017.

Sincerely,



Steve Bowron
Board President



Richard R. Pavek
Executive Director

Consumer Demographics

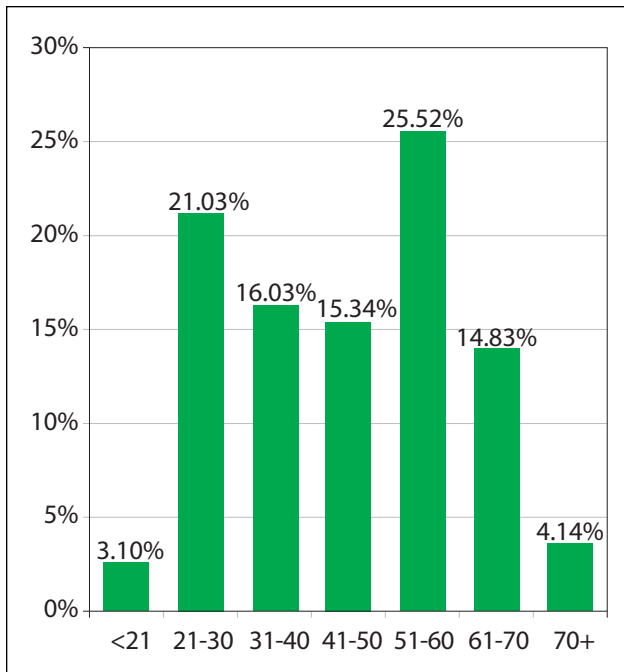
CITY OF RESIDENCE		
Albert Lea	27%	157
Austin	38%	220
Faribault	4%	23
Owatonna	22%	127
Other Communities	9%	53
Total	100%	580

PERSONS WITH SECONDARY DISABILITY		
Yes	70%	404
No	30%	176
Total	100%	580

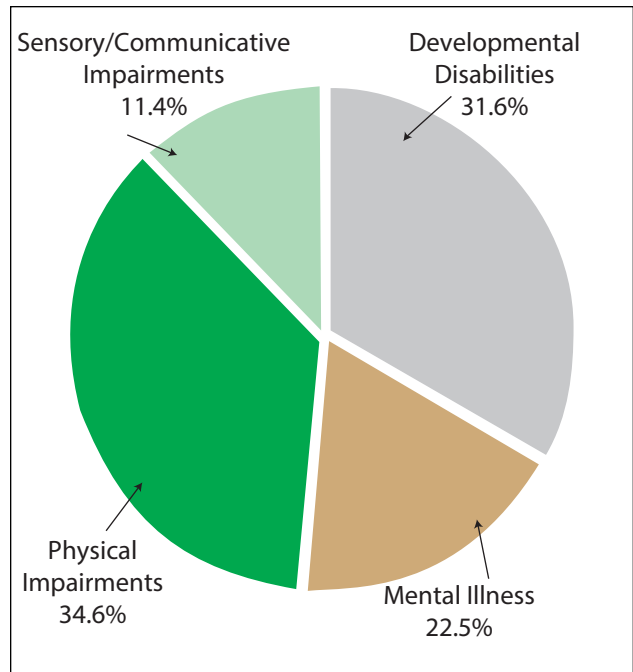
MARITAL STATUS		
Married	2%	14
Single	98%	566
Total	100%	580

GENDER		
Female	45%	260
Male	55%	320
Total	100%	580

CONSUMER AGE GROUPS



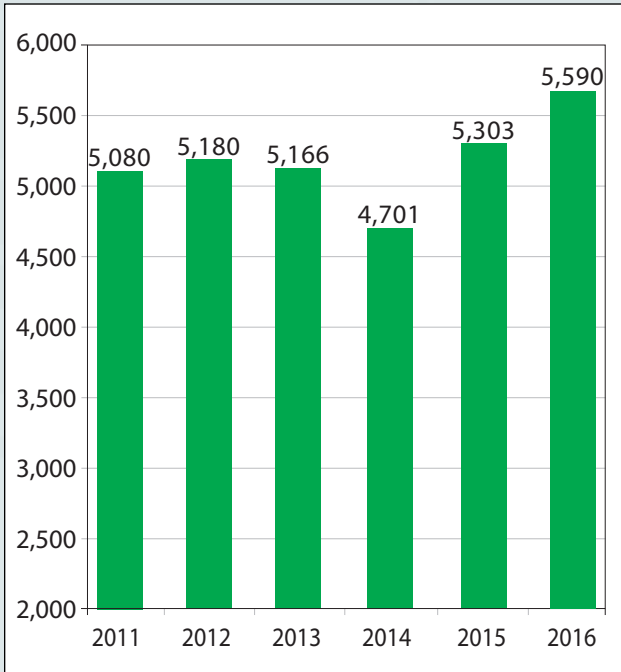
CONSUMERS PRIMARY DISABILITY GROUPS



Facts

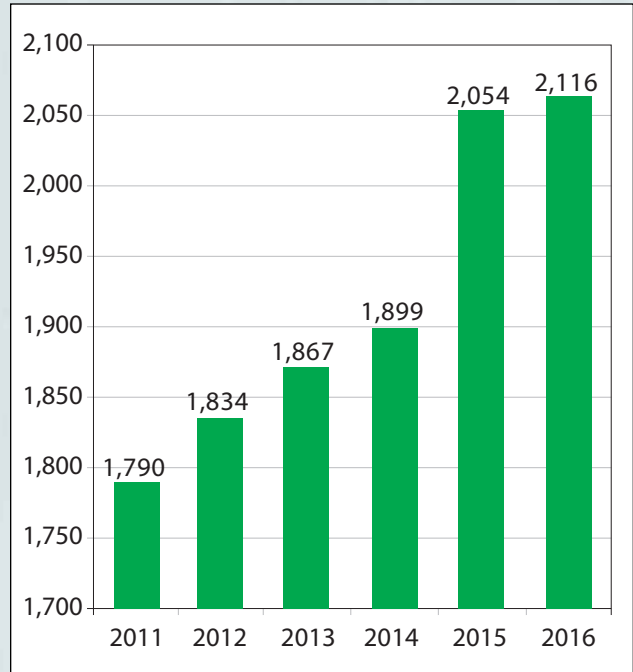
PRODUCTION SALES REVENUE

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



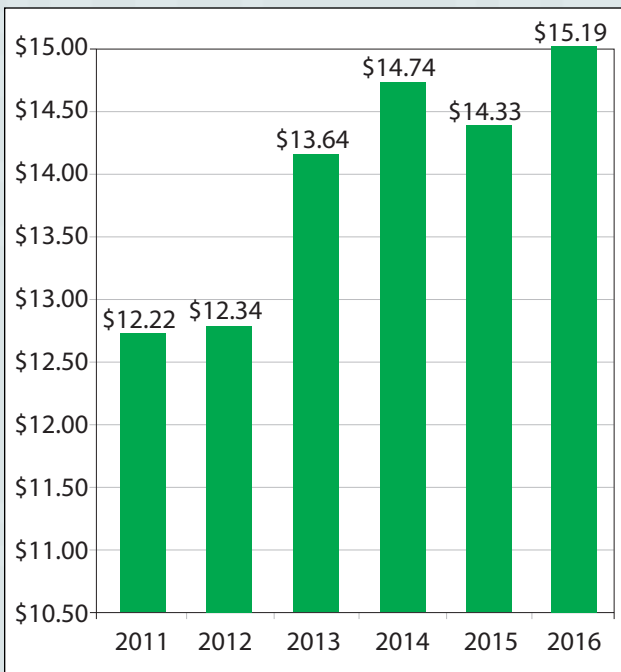
PRODUCTION WAGES

(Thousands of Dollars)



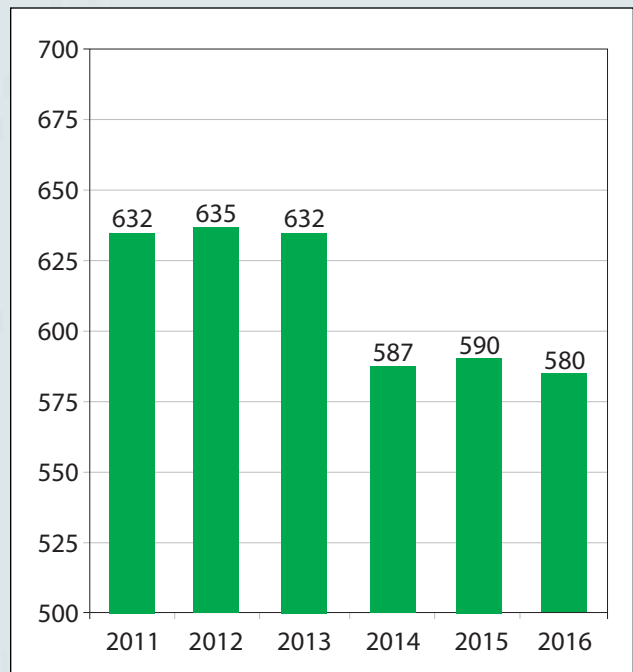
TOTAL REVENUE

(Millions of Dollars)



NUMBER OF PERSONS SERVED

All C.V.S. Programs



Austin Division

SUCCESSFUL TRANSITION

Matt began attending the CVS Top Flight Program in July of 2014. Matt is hearing impaired and was able to teach Top Flight staff some sign language to assist with communicating. This was something new for staff and Matt was very patient when showing staff all the different signs he knows. Matt caught on quickly to the jobs available at Top Flight. This past year Matt transitioned into working at a community site one afternoon a week where he vacuums. Matt also fills in with shredding paper at different sites when needed. When not working, Matt is able to participate in community outings, cooking activities, and craft projects. Fridays are Matt's favorite day of the week due to watching movies in the afternoon. Matt helps select the movie and then purchases a bottle of pop to enjoy while watching the movie! During the summer months Matt and some of his co-workers attend matinees at the local movie theatre with Top Flight staff. Matt has a wonderful sense of humor and loves to joke around with everyone around him. The Top Flight Program seems to be the perfect fit for Matt, offering both employment opportunities and community integration.



Matt



Front row: Brittnee Konken, Julie Sucha, Josh Dibble
Back row: Rich Pavek, Roy Rolfson, Ryan Carstens, Karen Baier

AUSTIN EMPLOYEE COMMITTEE

New members were voted onto the Austin Employee Committee for 2016. Employees did an excellent job of electing representatives from our various programs and sites, including our laundry facility, the food service program, janitorial crews, and the main facility. This selection of employees is helping to ensure representation throughout the division. The Committee meets with Directors quarterly to discuss issues, requests, and concerns. One of their favorite tasks so far was developing the theme and menu for the summer picnic. They also provided several suggestions for the Christmas Party venue as a new location was needed. Both the picnic and party turned out great and were well attended. At the meetings, Committee members are also briefed about changes taking place in the State and how services at Cedar Valley may be affected. Some of this information has caused concerns about their jobs, but it has also

created excitement about the possibility of new opportunities. Members are encouraged to share this information with the peers that elected them to the Committee.

COMPETITIVE AND INTEGRATED EMPLOYMENT WITH UNITED VENDING

In early 2016 Cedar Valley Services was approached by United Vending Services for recruiting individuals from our program to work in the cafeteria that United Vending runs in a pork processing plant. United Vending is a national food service company that runs the kitchen and provides the dining room services for employees at the plant. They hired four individuals from our program to start working in May as cafeteria helpers. The employees went through the orientation process like any new hire would and United Vending pays their wages.

Patty Winkels is our featured employee who works two days a week during the first shift. Patty started working for Cedar Valley Services in January 2004. She continues to work on a variety of janitorial crews with CVS while working competitively at United Vending. Patty felt that she was ready for a competitive job and started working for United Vending with CVS supports. She states that she really likes her job and the people she works with. Patty keeps busy on her shift by wiping down tables, pulling food trays to the dish room, and wiping down trash cans. Other job duties include gathering food items from storage and stocking product as needed. Patty has adjusted well to the large rush of plant workers and other company employees who eat in the cafeteria daily.



Patty

The positive atmosphere the staff and management at United Vending in Austin give to the crew has been very accommodating and welcoming. Patty states that they are very helpful and are always willing to assist if needed. Cedar Valley Services is pleased to be working with an employer that is so willing, positive, helpful, and supportive in integrating individuals with disabilities into the workforce.

AUSTIN SENIORS

The Seniors Program is a service that is offered four times weekly. Individuals participate in a variety of community activities while interacting with their peers and community members. There are about ten individuals that participate in the Seniors group per day. Some individuals choose to participate all four days where other individuals may participate only one day per week, as it depends on their personal preference as to how many days they are interested in attending.

Several routine activities are offered such as Bingo at the Seniors Center, shopping at local stores, and going to different restaurants for snacks. During the past year, the group began working on art projects at the Austin ArtWorks Center on a monthly basis. They have been painting, drawing, completing craft projects, and making jewelry. Going to the ArtsWork Center seems to be one of the preferred activities for participants, and the staff there are very welcoming of our individuals.

The groups have also visited the new Spam Museum and attended programs at the Nature's Center where song writers and naturalist have come to speak and put on programs. The participants enjoy monthly birthday celebrations at the Seniors Center, and one of the restaurants they visit is a favorite because of their pies. During the summer the Seniors plant flowers at the Cedar Valley Services main site, go for walks outdoors, have picnics at local parks, and enjoy other outdoor activities.

Participants look forward to attending the Seniors Program and seem to really enjoy the activities offered. This program was designed to offer community inclusion for our individuals and has been very successful.



Robert

EMPLOYMENT SERVICES AT BELLISIO FOODS

Cedar Valley Services has partnered with Bellisio Foods for community and integrated employment opportunities to individuals with disabilities. There is a variety of jobs that these individuals complete such as, working on the spiral line to ensure the packages are pressed flat before going into the freezer as well as working on the end of the line to package the frozen product. Cedar Valley Services started a crew at Bellisio Foods in January of 2016. The Production Manager at Cedar Valley Services meets with the Human Resource Department at Bellisio Foods on a bi-weekly basis to help coordinate and maintain a positive work environment for the employees within Cedar Valley Services and Bellisio Foods. Cedar Valley Services appreciates the opportunity that Bellisio Foods has given our employees to be more integrated within the community and hopes for this partnership to continue.



"I like working with the supervisor and I like working on line 101 doing the macaroni and cheese. I also like having a community job earning minimum wage as it gives me my independence and having a job in the community cuts down on boredom." Ray

"I've been employed at Bellisio's for the last 12 months and I have gained more independence and have been able to rely on my own skills. I like the work and working on my own." Carolyn

"I like working at Bellisio's because I don't have to do any lifting. I like working on line 101 and 102. I like the employees at Bellisio's because they are always nice. I always try to follow the work rules such as no watches or earring's. I enjoy working with Guida, my supervisor, because she is easy going and helpful." Jerry

Owatonna Division

PARTNERSHIP AT BOSCH

The Owatonna Division of Cedar Valley has had a strong business relationship with the manufacturing sector of Steele County since our earliest days of operation in 1973. We have had a forty year association with OTC and are sustaining and growing it now with Bosch. In May of 2016, Bosch reached out to CVS in regard to doing a more complex assembly task than we have done before, assembling refrigerant vacuum pumps, with many component parts, requiring the use of air tools and testing stations. Our employees are fairly compensated and pleased with their assignment. Dan Sayner, Manufacturing Manager at Bosch, says: "We have been able to fill customer orders (with CVS employees) working side by side with full time Bosch associates. It has truly been a win-win partnership.



PERSON CENTERED PLANNING

As we provide more work and activity opportunities in community sites, we recognize the need to respect individual needs and personal choices. Those personal needs and personal choices sometimes include the option of being engaged in work and activities in our facility at 415 N. Grove Ave. Pictured here are individuals working on a contract for J.C. Press, at our Grove Ave. plant.



SOUTHERN MINNESOTA AREA RURAL TRANSIT (SMART)

2016 has been an amazing year for SMART Transit with many items to highlight!

In October we were awarded the Transit System of the Year from the Minnesota Public Transit Association in recognition of service excellence. This is the highest honor that the state agency can bestow upon a public transit agency and we are ecstatic to be the 2016 recipient.

Toward the end of November, SMART achieved a new milestone with the number of passengers served during a calendar year when we delivered our 200,000th passenger of 2016. In calendar year 2015, we delivered a total of 186,698 passengers so you can see that this is a significant increase for our program and one that we are very proud of.

NEW OPPORTUNITY AT THE OWATONNA ELK'S CLUB

In December 2016 a new janitorial contract was started with the Owatonna Elk's Club. Karen Otto, Designated Coordinator, was instrumental in helping to obtain this contract. This is an exciting new job opportunity for Cedar Valley and we are very happy to be forming a new relationship with another community business. This job site offers a smaller setting with staff to client ratios that permit greater training opportunities. Another positive is that the job pays minimum wage to our consumers.

The crew consists of two consumers and one staff and the job duties include wiping down tables, cleaning restrooms, cleaning the bar area and wine room, mopping, and lots of vacuuming. Several consumers have tried the new job site and have had good things to say about the environment and the job tasks. Amanda Phyle, one of the regulars on the crew stated, "I really like the job; it is easy and is good money". The job is done five times a week in the morning before the club opens. The consistency of the job and pleasant environment has contributed to a productive and successful community job for the Owatonna Division.



Amanda



Front row: Connor McFarlane, Justin Klemer and Hope Rouge
Back row: Dave Williams, Sarah Rhodes and Deb Langer

OWATONNA EMPLOYEE COMMITTEE

The Owatonna Employee Committee is made up of a representative group of employees from various programs. This group meets quarterly with Dave Williams, Division Director, and Deb Langer, Designated Manager, to discuss and give input into CVS changes, safety issues, workload changes, new job opportunities, planning parties, etc.

The Employee Committee rotates the person who will facilitate each meeting and this person conducts the meeting, allowing

input from all members in a systematic manner. Minutes are kept for the meeting and are posted on the bulletin board to share with all consumers, along with copies being sent to the Austin Division for their records. The group provides input for the Staff Training Plan each year, reviews the Annual Report and Outcomes Management information and attends and are recognized at the Annual meeting at the Austin Division in April. The purpose of this group is to enhance communication between management to consumers (and vice versa) and allow a networking for input from various areas of employment at CVS.

During 2016 we expanded our services significantly by adding Saturday service in the city of Albert Lea, brand new preschool service in the city of Owatonna, and increasing our service hours for preschool service in both Albert Lea and Austin. We also drove a successful fundraising campaign with the United Way of Steele County, Southern Minnesota Initiative Foundation, and the Owatonna School District along with various other community members in order to raise the local match share of our newest preschool bus in Owatonna.

Our program goals for 2017 include continuing to simplify and streamline our processes and procedures, continuing to increase our ridership and help more people, and continuing to reach out to the public in an effort to educate people in our communities about the services we offer and our ability to help.

2016 Passengers – 223,375
2016 Hours of Service – 49,636
2016 Miles Driven – 560,881

Albert Lea Division

CONTRACT SERVICES / JANITORIAL - HEATHER BRACKEY

Heather joined Cedar Valley Services in 2003. Heather is an incredible person and worker. She spends most days at independent cleaning sites or working with the cleaning crew at various sites around the Albert Lea area. Once she has completed the needed cleaning duties in the community she lends her helping hands in the Cedar Valley lunchroom doing dishes, wiping tables and assisting other consumers with their meal preparations. Heather is always up for a challenge and is more than ambitious to take on new cleaning sites or cleaning. Having her leadership skills, attention to detail and pleasant attitude is a praiseworthy type of work ethic. Outside of Cedar Valley Heather is very close to her family, enjoys her time with her nephews as well as word searches and playing games on the Wii. If you see Heather, ask her about 'Winnie the Pooh', and 'Tiggeroo' too!



Heather



Jose

CONTRACT SERVICES / JANITORIAL NIGHT CREW - JOSE LOPEZ

José Lopez has been employed with Cedar Valley Services since 2008. He works on our mobile janitorial crew at night cleaning different job sites that CVS has contracted with. José has proven to be a very dependable and responsible employee that helps out when there is a need; coming in on his days off when the crew is short handed. José also works independently without a supervisor every other weekend with other coworkers cleaning various businesses in town. Recently José has taken on the responsibility as a lead crew member and takes the role seriously. As a lead, he carries the keys to sites and opens them up and ensures that the jobs are completed before they move on to the next site. José is kind hearted, respectful and is always a very happy person. He greets people every day with a smile. If you are having a bad day, José will brighten it right up!

LOU RICH - LUKE VIRGIL

Luke Virgil has been an employee of Cedar Valley Services since November 2002. He started at Lou Rich and has worked a variety of jobs throughout the years that include Food Service, production, and janitorial work. Currently, Luke works at Lou Rich five days a week- working independently on Fridays. He is a vital member of the crew and knows his job well. Luke also helps out with the janitorial crews in the early mornings and on weekends at independent sites. He never hesitates to pick up a shift or sub in at the last minute when his coworkers are in a bind. Luke's dependability, work ethic, and great attitude are key factors to his success and also what makes him a great employee. In his spare time, Luke enjoys hanging out with friends and doing anything fun or listening to music, going bowling, and attending events through the ARC.



Luke

MANUFACTURING ASSEMBLY PACKAGING (MAP) - DIANNE STEPHENS

Dianne Stephens has been an employee at Cedar Valley Services since October of 1978. Dianne worked at the Owatonna Division for many years until recently in March of 2015 when she transferred to the Albert Lea Division at the Myers Rd. site. Dianne, as well as other consumers in the Galaxy work area, has worked on a variety of jobs including: packaging different Hormel meat displays, breaking apart different sizes of cardboard, gluing Hormel boxes and packaging products for Larson Door. Dianne has proven to be a determined and reliable employee and done very well with job tasks at Cedar Valley Services over the years. Dianne takes a lot of pride in completing those job tasks and demonstrates outstanding work skills. Dianne continues to improve her skills and she is making progress in meeting her vocational outcomes. Besides work, Dianne also enjoys going shopping, going out to eat, working on quilts and playing games on her computer.



Dianne



Missy

LAUNDRY SERVICES – MISSY GROFF

Cedar Valley Services (CVS) provides linen services for the Mayo Clinic Health Systems – Albert Lea and a couple small contracts. CVS – Myers Rd. provides employment for three staff and up to eight consumers. This past year they washed 310,000+ pounds of laundry. The CVS-Alpha site provides linen services for a Nursing Home and several local businesses and employs two staff and up to 10 consumers. This past year CVS-Alpha washed 86,000+ pounds of laundry.

Missy started working in the laundry at Myers Rd. June 2014. While working in the laundry, Missy can be found loading and unloading washing machines and dryers, folding a variety of linens, placing linens into laundry carts, loading and unloading the truck, ironing sheets and pillow cases, putting linen into the small piece folder, and

she rides with to pick up and deliver linens. Missy has been a great asset to the laundry department. Missy recently started working at Riverland Food Service a few days a week also. Missy Groff was hired on at Cedar Valley Services June 9, 2003 and has worked at a number of jobs in the community: Herbergers, Food Service, Malt-O-Meal, and Austin Recycling to name a few. She has also worked in the production area at Cedar Valley. In her spare time, Missy likes to spend time with her family and cat “Bella” and go to movies.

ALBERT LEA EMPLOYEE COMMITTEE

The Albert Lea Employee Committee consists of Susan Gulbertson, David Kuethe and Kent Worrell. The committee meets quarterly to express and discuss issues pertaining to Cedar Valley, talk about the various work areas and committees, safety concerns and/or issues, and options and services that are available in the Albert Lea community.

Employees of Cedar Valley are able to let the Employee Committee members know of any issues or concerns that may need to be brought to attention. It then can be discussed at the quarterly meetings. If there is an issue or concern that is unable to be resolved, they cannot answer, or they are unsure, the committee members check with staff.

Again some employees from Albert Lea are looking forward to attending the Self-Advocacy Conference in May of 2017. They will have the opportunity to participate in 45 different workshops, exhibits, an awards banquet, art projects, photo booths, and other various activities that will take place. It is a great way to celebrate disability rights, human rights, and the joy of making new friends.



Albert Lea Committee Members – L to R: David Kuethe, Susan Gulbertson and Kent Worrell. (Not pictured Garry Hart)

Statement of Financial Position

DECEMBER 31, 2016 AND 2015

	<u>2016</u>	<u>2015</u>
ASSETS		
Current Assets		
Cash and Cash Equivalents	\$ 1,875,747	\$ 2,383,598
Accounts Receivable, Net	1,536,697	1,791,825
Pledges Receivable, Net	—	—
Inventories, Net	158,408	138,610
Prepaid Expenses and Other Assets	143,486	96,452
Accrued Interest Receivable	5,139	6,336
Investments	3,080,199	2,611,326
Total Current Assets	<u>\$ 6,799,676</u>	<u>\$ 7,028,147</u>
Equipment and Leasehold Improvements	\$ 8,120,085	\$ 7,520,653
Other Assets		
Cash and Investments:		
Designated for Capital Asset Purchases	\$ 2,135,313	\$ 1,866,083
Held for Donor Designated Fund	354,987	326,200
Total Other Assets	<u>\$ 2,490,300</u>	<u>\$ 2,212,283</u>
Total Assets	<u>\$ 17,410,061</u>	<u>\$ 16,761,083</u>
LIABILITIES AND NET ASSETS		
Current Liabilities:		
Accounts Payable and Other Accrued Liabilities	\$ 185,558	\$ 125,783
Accrued Salaries and Wages	330,795	618,377
Accrued Vacation	356,518	296,690
Deferred Compensation	—	—
Total Current Liabilities	<u>\$ 872,871</u>	<u>\$ 1,040,850</u>
Net Assets:		
Unrestricted:		
Board Designated	\$ 2,000,000	\$ 2,000,000
Designated for Equipment and Leasehold Improvements	2,135,313	1,886,083
Undesignated	12,065,792	11,474,945
Total Undesignated Net Assets	16,201,105	15,361,028
Temporarily Restricted	336,085	359,205
Total Net Assets	<u>\$ 16,537,190</u>	<u>\$ 15,720,233</u>
Total Liabilities and Net Assets	<u>\$ 17,410,061</u>	<u>\$ 16,761,083</u>

Statement of Activities

FOR THE YEAR ENDED DECEMBER 31, 2016

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Totals</u>
Public Support and Revenue			
Revenues			
Service contracts and grants			
State agencies	\$ 8,066,012	\$ —	\$ 8,066,012
County and local agencies	421,034	—	421,034
Trade sales	5,586,451	—	5,586,451
Transportation services	567,417	—	567,417
Other	79,423	—	79,423
Investment income	37,913	20,507	58,420
Public Support			
Contributions and grants	406,637	—	406,637
Subtotal	<u>15,164,887</u>	<u>20,507</u>	<u>15,185,394</u>
Net assets released from Restrictions	43,627	(43,627)	—
Total Support and Revenue	<u>\$ 15,208,514</u>	<u>\$ (23,120)</u>	<u>\$ 15,185,394</u>
Expenses			
Program Service			
Extended Employment	\$ 6,819,043	\$ —	\$ 6,819,043
Day Training and Habilitation	4,165,591	—	4,165,591
Residential	360,665	—	360,665
Transit	2,401,314	—	2,401,314
Supporting Services			
Management and general	621,824	—	621,824
Total Expenses	<u>\$ 14,368,437</u>	<u>\$ —</u>	<u>\$ 14,368,437</u>
Change in Net Assets	\$ 840,077	\$ (23,120)	\$ 816,957
Net Assets, beginning of year	<u>15,361,028</u>	<u>359,205</u>	<u>15,720,233</u>
Net Assets, end of year	<u>\$ 16,201,105</u>	<u>\$ 336,085</u>	<u>\$ 16,537,190</u>

Outcomes

CENTER-BASED EMPLOYMENT	
Outcome Measure	Raw Number
Number Employed	167
Hours Worked Annually	77,006
Annualized Wages	\$354,079

COMMUNITY & SUPPORTED EMPLOYMENT	
Outcome Measure	Raw Number
Number Employed	125
Hours Worked Annually	87,783
Annualized Wages	\$667,208

COMPETITIVE PLACEMENT ALBERT LEA, AUSTIN, OWATONNA	
Outcome Measure	Raw Number
Number of Persons placed in competitive employment	26
Average hours worked per week	17.58
Average hourly wage	\$11.19
Percentage placed with benefits	27%

SCHOOL-TO-WORK OUTCOME INFORMATION ALBERT LEA, AUSTIN, OWATONNA	
Outcome Measure	Raw Number
Number of Students in programs	25
Average hours per student, per year	201
Satisfaction with program	2.83 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	2.69 of 3.0 scale
Other stakeholders satisfaction with program	2.75 of 3.0 scale
Number of community activities per person, per month	16

DTH OUTCOME INFORMATION ALBERT LEA, AUSTIN, OWATONNA	
Outcome Measure	Raw Number
<i>Non Paid Programming</i>	
Community Inclusion Hours	12,298
Center-Based Programming Hours	132,323
<i>Paid Work</i>	
Community & Supported Hours	59,295
Center-Based Hours	187,637
Total Wages	\$966,204

DTH PERSONS SERVED (TOTAL INDIVIDUALS SERVED DURING YEAR)	
Albert Lea (Alpha)	121
Austin (CVTH)	140
Austin Top Flight	121
Owatonna (ABL)	105
Total	487

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	4
Average fee per person	\$993

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. 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 now 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)
- MNDOT

2016 Strategic Plan

1. Complete Technology Assessment and plan for vulnerabilities.
2. Improve the Operational Budget surplus.
3. Implement vendor ACH payments.
4. Investigate the space requirements for the SMART Transit programs in Steele County.
5. Respond to the priorities in the Minnesota Olmstead Plan and WIOA.
6. Reduce staff turnover and manage staff benefit costs.
7. Continue with Leadership Succession Plan with Owatonna Division.
8. Complete conversion to the new program rule.
9. Successfully implement the new rate structure.
10. Plan for expansion of SMART Public Transit into Waseca County.
11. Complete Expansion of the Mower County Recycling Contract to weekly operation and Expansion of plastic collection 1 through 7.

This plan reflects our current and projected financial position. It sets major goals and priorities to be implemented in 2016. 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.



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

SMART TRANSIT
Mower, Freeborn, Steele and Waseca Areas
Phone (855) 762-7821

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