

2012 Annual Report

A stylized graphic in shades of purple and green, featuring a row of houses with gabled roofs above a row of human figures. The houses and figures are interconnected, suggesting a community or neighborhood. The graphic is semi-transparent and serves as a background for the title text.

HOME
COMMUNITY
OPTIONS



**Suzanne Horstman,
Executive Director**

Exciting changes ahead

As I have transitioned into the role of Executive Director, the agency has been going through a transition of its own. 2012 was a challenging year, with numerous changes that directly affect our agency and how we provide care. The HCO management team has been navigating through new legislation, licensing reforms, workforce changes, funding and payment modifications, healthcare reform, and residential bed moratoriums. It is both challenging and exciting to work with these changes in order to find better ways to serve the individuals we support. This has been most evident as we plan for the current growth and future needs of our in-home programs. HCO is preparing to implement new models of service, which will be critical for providing support to individuals that do not qualify for the limited residential placements we have available.

Though there are many changes ahead for our agency, our goal to provide support and residential services to people with developmental disabilities, and enable individuals to live as full members of their communities has remained the same. We continue to provide high-quality services that enrich the lives of the children and adults that we serve. Our services are flexible and ready to grow with the new criteria we have been given, and we have dedicated employees and volunteers who are committed to the HCO mission. We have also been blessed with the wonderful support of family members, stakeholders, and residents in the Winona area.

Home and Community Options is thrilled to continue moving forward and to embrace all the coming opportunities in our future.



Bruce Klein,
Board President

A letter from the Board

In the long run, we will be judged by how well we serve the needs of others - especially those less fortunate.

As HCO's Board President, I could write a letter to tell you that from top to bottom, Home and Community Options is an amazing organization that exceeds expectations in its efforts to serve the needs of people with disabilities. The board, management, and employees all have the same core values - respect for all individuals, quality service, and the ability to provide opportunities for everyone in leading an enjoyable life within our community.

As a banker, community activist, and volunteer for countless area organizations, I could tell you that HCO tops the list in the dedication of its management, the innovative techniques used to meet agency goals, and its substantial role in the Winona area business community by employing over 320 individuals while serving the needs of 250 clients. HCO wouldn't be what it is today without the devotion and loyalty of the numerous businesses and individuals that support our fundraising, such as our recent and extremely successful 16th annual musical production, *Fiddler on the Roof*.

Home and Community Options creates a rewarding relationship with all those involved with the agency. I could tell you many things, but if you have been paying attention then you already know them all... and more.

I don't need to tell you. **All of you are HCO.**

Thank you for being an HCO partner.

Home and Community Options, Inc.

Statement of Financial Position

Year Ended: December 31st	2012	2011
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ASSETS

TOTAL CURRENT ASSETS	\$1,993,818	\$1,820,868
NON-CURRENT ASSETS		
Escrows and reserves	\$72,997	\$77,891
Property and equipment, net	\$4,792,106	\$4,966,192
Long-term investments	\$1,320,492	\$1,228,140
TOTAL NON-CURRENT ASSETS	\$6,185,595	\$6,272,223
TOTAL ASSETS	\$8,179,413	\$8,093,091

LIABILITIES AND NET ASSETS

TOTAL CURRENT LIABILITIES	\$715,442	\$796,842
LONG-TERM DEBT - net of current portion	\$1,197,244	\$1,607,369
TOTAL LIABILITIES	\$1,912,686	\$2,404,211

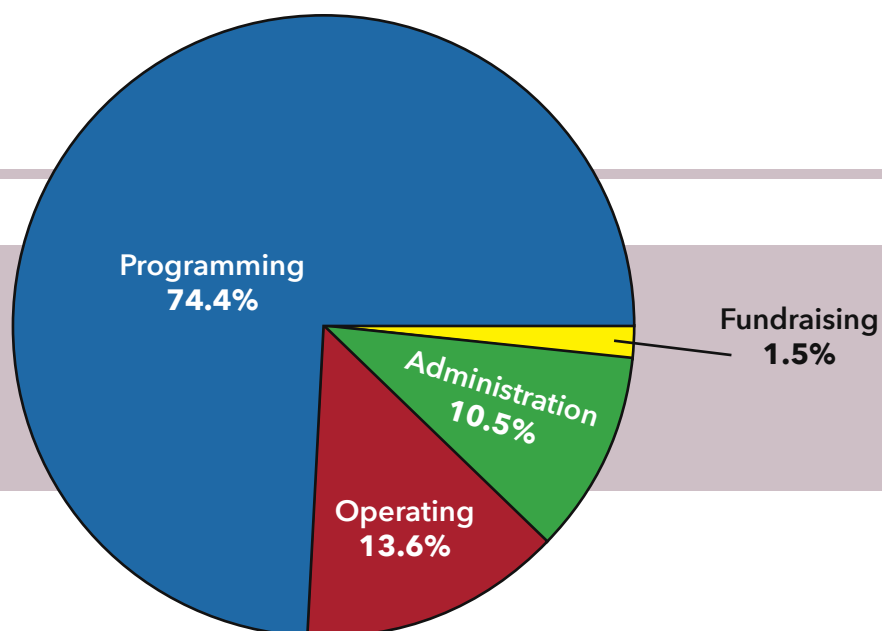
NET ASSETS

UNRESTRICTED	\$5,734,757	\$5,161,552
RESTRICTED\TEMPORARILY RESTRICTED	\$531,970	\$527,328
TOTAL NET ASSETS	\$6,266,727	\$5,688,880

TOTAL LIABILITIES AND NET ASSETS	\$8,179,413	\$8,093,091
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2012

Allocation of Expenses



Program Feature

Children Support Services





Programming is specifically designed to:

- Improve adaptive and functional living skills
- Increase strategies to enhance communication
- Teach methods to cope and control behavior
- Address excessive and maladaptive behavior
- Develop acceptable social skills when at home, with peers, and in the community
- Improve the skills of family caretakers to support and apply needed skills
- Provide support and respite for family caretakers



HCO provides services to children with disabilities, and has two homes designed to serve children when they are away from their family. Agency services are designed to teach functional language, social skills, and daily living skills. The services are also intended to support family caretakers, assisting with the significant demands that are often present with a child who has special needs.

The various services that HCO provides to children with disabilities and their families are:

- In-Home Family Support Services are implemented to provide training and support within the family home. HCO Direct Support Staff work with the child to provide skills training in hygiene, toileting, dressing, eating, safety, communication, social skills, community access, and behavioral intervention strategies to assist with coping skills.
- Respite and teaching skill building are done at the Family Resource Home or within the community. The Resource Home is licensed for day care and overnight foster care to serve children when it is favorable for the child to be away from home, enabling family caretakers to work or take a break from the significant demands of care.
- Autism Therapy Services are prescriptive to the needs of children diagnosed with autism. A licensed psychologist determines diagnosis and eligibility, as well as prescribes a specific treatment plan that addresses rehabilitative needs in language development, social skills, or behavioral intervention. The treatment plan is delivered by mental health practitioners who teach necessary skills and document progress, with plans being reviewed and modified as the child progresses towards success.
- Parental/Caretaker training and support is often provided to give caregivers the guidance and training in implementing support plans for the child. This training is essential to help families cope with challenging behavior, as well as to assist the child in applying the skills they have learned both at home and in the community. Trained practitioners provide family skills training in home or community settings. Home visits have assisted in relieving stress within the household, giving caretakers the necessary support and encouragement to succeed.

Funding

Children Services and the Family Resource Home programs of HCO are funded utilizing government resources and family co-pay funds. These programs are significantly cheaper than care in out-of-home placements due to families maintaining the role of primary caretaker. The additional family support enables these programs to continue to work and provide for the needs of everyone in the family.

In addition to formal funding, HCO has received numerous community-based funds to sustain quality programs for children and their families. In the past year, HCO has received the following community gifts:

- BK5K Grant to enhance the Family Resource Home's play area, making it more accessible.
- Winona Area Community Foundation Grant, supporting the purchase of i-Pads to enhance instruction in Children's Therapy services.
- United Way Funding, supporting transportation and access to services.
- United Way Venture Grant, promoting i-Pad use for augmentative communication and instructional strategies.
- Elizabeth Callender King Grant Funds, addressing the needs of children with autism.
- Sharon Kannenberg Funds, paying for swimming passes and entry fees to summer programs for children.


SARA JOHNSON

Program Assistant

Sara describes her dedication to Home and Community Options. She is one of hundreds of dedicated staff who work tirelessly to ensure that people with disabilities live a high quality of life in the community.

The leadership of Home and Community Options supports funding to enhance wages and maintain stable benefits for the workforce serving people with disabilities.





I've worked with Home and Community Options (HCO) for 10 years as a full-time Direct Support Professional. In this role I am a teacher, a barber, a chauffeur, a cook, a housekeeper, a caregiver, a counselor, a friend; in some cases I am the closest thing to family that the individuals I support have. I work with men who have special needs for their care and stability. I have provided support that has allowed these individuals to continue living in their home without having to go to an expensive medical care facility. I am proud of my work and I am deeply committed to the people I serve.

The men I care for have high medical needs and limited communication skills. I need to be perceptive in identifying changes in their status to ensure medical problems are caught early. Sometimes assisting with medical emergencies requires me to work long hours so that I may address all the needs of the people I support.

When co-workers call in sick, I'm oftentimes called upon to come in to work on short notice or on my days off. It is also not uncommon for me to be on my feet for 12 hours or more in a workday. These situations can take a toll on my relationship with my husband, often causing stress and "burnout".

When I first started, it was very rare for other staff to have second jobs outside of our agency. Over the past few years, I've noticed a trend where they are now getting second and third jobs "to make ends meet". Some are working at other places doing job functions such as cleaning, food service, or assembly work. The work that I do requires a far more extensive set of skills and responsibilities, yet these other jobs are paying more.

My current wages would make it very difficult for me to support myself on my own. The cost of gas, food, and other expenses continue to increase; yet there has not been a cost of living adjustment for a number of years. I would like to be able to enjoy retirement someday. However, all of my earnings will be spent on supporting myself instead of saving for the future, given my current wages.

In order to continue to provide quality services to the individuals supported by Home and Community Options, wages need to be competitive. Something needs to be done to keep health insurance premiums affordable. There needs to be incentive for people to want to work in our leadership positions. I truly value my work and feel that we should get paid in a comparable way to other jobs in the area. The work I do supporting people is important, and I'm hopeful that wages will begin to reflect the value of our role in the lives of our community members.

Agency Highlights



Fiddler on the Roof

HCO's 16th annual musical production, *Fiddler on the Roof*, was a huge success. Our talented cast and orchestra entertained sell out crowds with exceptional performances! This year's level of inclusion is worth celebrating for our agency - there were 16 individuals with disabilities in valued cast roles. Thanks to the support of our donors, this year's event will be our best in providing supplemental financial support to HCO's programs. In addition, our volunteers provided more than 1,700 hours of dedicated service to assist in our success. We are extremely proud and grateful of everyone's efforts, as well as the kindness and support shown by so many in our community.

ARRM Cares Awards

Home and Community Options is a member of ARRM, a state organization that provides advocacy and training support to our agency. Each year, outstanding direct support professionals from across our state can receive special acknowledgment for their dedication in the form of the ARRM Cares Award. Each recipient must demonstrate exceptional dedication, professional integrity, creative thinking, and commitment to the needs of people with disabilities. HCO is proud to acknowledge four dedicated staff that received the ARRM Cares Award in May of 2013:

Chrissie Morken, Gary Petschow, Jessica Pomeroy, and Hannah Sandberg



Agency Picnic

Each year more than 250 individuals, family members, volunteers, and staff of HCO get together to celebrate the past year at an agency picnic. This year's event will be held at LaCanne Park in Goodview on **September 11th**.

The evening will be filled with good food, games, and time to be with friends.



Dancing with the Winona Stars

Home and Community Options has been fortunate to have talented dance performers volunteer to support the needs of our organization in Winona's Dancing with the Stars event. Morgan Gish delighted the audience with her performance in 2012, raising more than \$7,500! These funds were used to purchase an adaptive lift system for one of our homes, serving men with physical disabilities.

Michelle Alexander has volunteered to represent HCO as a performer at the event this year, which will be held on New Year's Eve. Michelle hopes to work towards raising additional funds for more adaptive equipment, assisting to the needs of more people with physical disabilities that HCO serves.

Morgan Gish and Kathy Murck (shown left) with the adaptive lift system that was purchased using funds earned by 2012's Dancing With the Winona Stars Event.

Exceptional Volunteers & Supporters

One of our agency's greatest assets is the significant number of volunteers and financial supporters that assist in providing for the needs of children and adults that HCO serves. We are always challenged in finding ways to adequately thank those of you who help us in our efforts to enrich the lives of our neighbors and friends with disabilities. We have three special events that are held to honor our volunteers and supporters:

Community Builder Award

This yearly acknowledgment focuses on individuals or businesses who provide outstanding volunteerism to HCO. 2013's recipients include:

Morgan Gish, Florence Goetzman, Jefferson's Pub & Grill - Chase & Wendy Hoffman, Lon Keith, Rosanne Kubicek, Marie Marquardt, Christopher Mechell, Sue Prussing, and Mike Watkowski

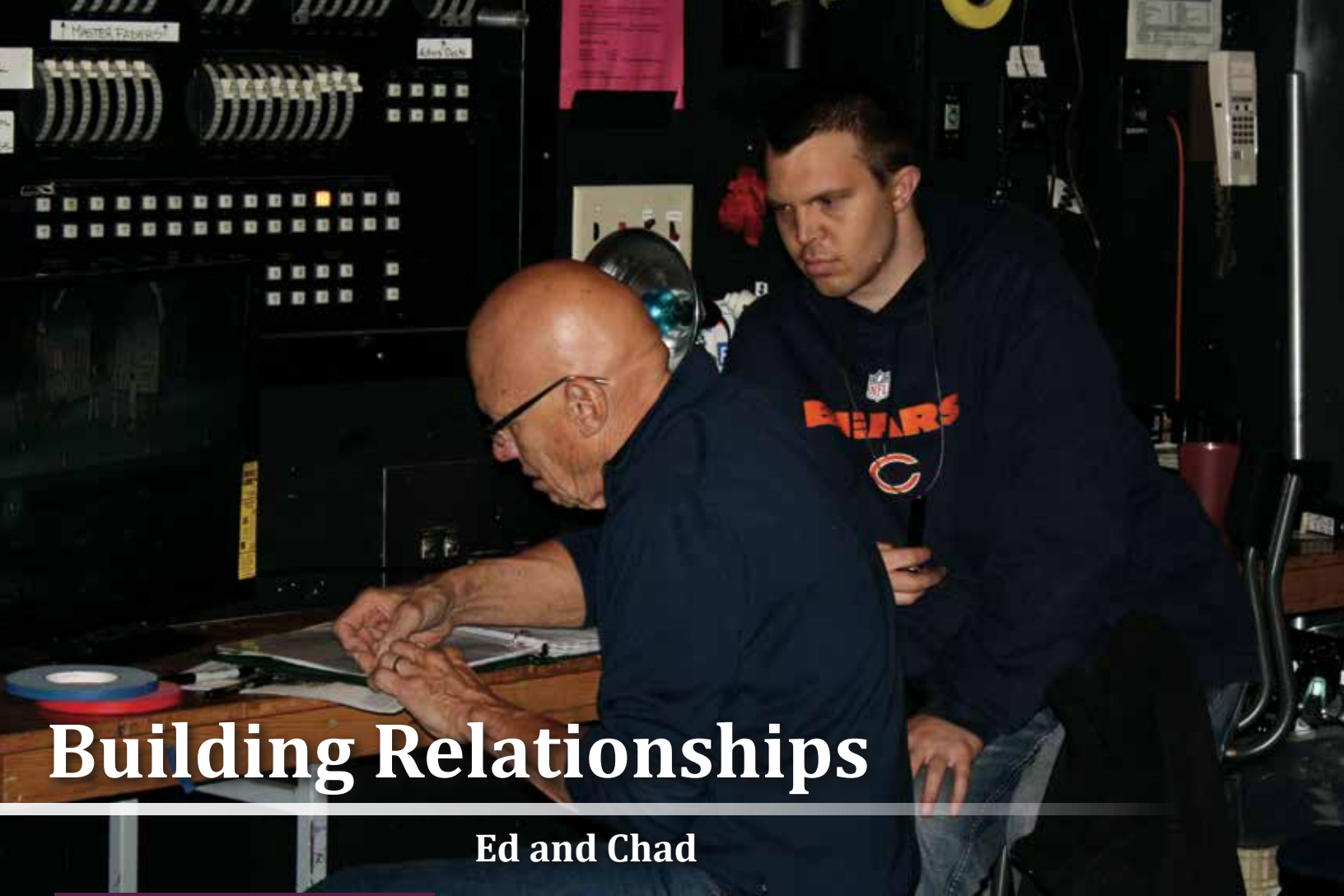
Good Neighbor Award

HCO is a member of Provider's Network, Inc. a southeastern Minnesota organization that holds a regional banquet each year to recognize an individual or business that is a "good neighbor" to our agency. Recipients of this award interact with people with disabilities to help them become part of our greater community. This year's recipient of the Good Neighbor Award was Mary Jo Baldus, who shared her musical talents and provided music therapy to individuals served by our agency.

Neighbors Event

A special gathering of HCO supporters to show our thanks to those individuals and businesses that support HCO with their financial generosity. This year, HCO is proud to honor:

Jack Andreson Estate, John and Barb Farrell (in Memory of Rob Raleigh), Bob and Rosey Jonsgaard, Knights of Columbus #639, Kevin and Laurel Kruse, Dave and Joyce McConville



Building Relationships

Ed and Chad

Community Integration is an HCO Value

Ed Krage is a long time volunteer for Home and Community Options. He is the Back Stage Manager for the Home and Community Options annual theatre event. Chad, who receives services from Home and Community Options, works backstage assisting the crew with moving and arranging sets and props every year.

Ed describes the experience he has had working with Chad:

Seven years ago, when I was told that a client of Home and Community Options wanted to help backstage, I must admit the responsibility made me a bit nervous. The atmosphere backstage is fast paced, detailed, and pitch black! Then I met Chad. He arrived at rehearsal with two staff and was obviously reticent and uncertain. Then he saw the smoke machine! From that moment on, Chad became a full-fledged enthusiastic member of the backstage crew.

Over the years, Chad has become increasingly independent. Chad's staff no longer need to accompany him. They simply drop Chad off in the theatre parking lot. Chad usually arrives before I do, fully prepared for his duties, dressed all in black, and carrying a flashlight. Chad helps with setting the stage, he hangs out with his fellow crewmembers, and he enjoys setting up the food and refreshments for the crew. He is always first to assist the actors on and off the stage. Chad's self confidence has grown to the point where he can now comfortably participate in a conversation with anyone, and at the end of the evening he arranges his own ride home.

For the past seven years, I have looked forward to working with Chad. Not only do I regard him as a very valuable member of the backstage crew but, more importantly, I regard Chad as a friend.

Core to HCO's Mission is the belief in Community Integration:

Natural supports from the community can assist in helping a person grow in their independence and self worth.



Management Team

Executive Director

Suzanne Horstman

Director of Services:

Division I

Mary Jansen

Division II

Paula Krage

Division III

Cindi Wiczek

Division IV & Health Services

Joette Gillett

Development Director

Denny Theede

Finance Director

Pat Wood

Human Resources Director

Cari McCann

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Sharon Kannenberg Committee

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A heartfelt thank you to all of our dedicated donors. If we have neglected to mention anyone, please accept our apologies and know that we deeply appreciate your help and support.



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