

2023

Accessibility Plan

wli

Summary

The identification and prevention of barriers to services and customers is an ongoing process. **wli** has made every effort since its privatization in 2016, and its subsequent move in 2018, to ensure the identification and removal of all barriers in facilities services are provided.

This plan includes **wli's** commitment to sustain its obligations under the Americans with Disabilities Act.

wli strives to ensure that the policies and best practices related to the accessibility of persons served, employees, and other stakeholders are consistently applied across all programs. **wli** also strives to comply with the requirements of the Americans with Disabilities Act and other federal, state, and local laws and regulations that are applicable.

Architectural Accessibility

wli is committed to effectively operating its services and programs in a barrier free environment. **wli** buildings are fully equipped with accessible entranceways, workspace areas, and restroom facilities, including lifts in each restroom, a left and a right-handed urinal grab bar, and grab bars above and beside each toilet. Individual accommodations for workplace requirements are evaluated on an as needed basis and provided to individuals so they have equal access to their workplace and support needed to achieve maximum productivity and success.

Evaluations of the main facility and program sites are completed using ADA and CARF checklists, most recently in December of 2022. The Ohio Department of Developmental Disabilities completed an external review in December of 2019.

2022 Results

- ADA and CARF checklists were completed and no updates were found to be necessary, however **wli** did opt to purchase new signage around the building including braille for more accessibility.
- **wli** continues to partnered with a church to provide adult day services for individuals throughout the community during COVID, which is considered wheelchair accessible.

2023 Plan

- Continue internal inspections as needed, but at least annually to ensure a barrier free program and work environment. Continue to evaluate all new external work sites for accessibility needs.

Environmental Accessibility

A key goal for **wli** is eliminating environmental barriers to individuals on an on-going basis to meet the needs of all individuals served. **wli** strives to create environments which are more accessible and individualized for people with disabilities. Individuals at **wli** are trained monthly on how to react in dangerous situations through drills.

wli continues to purchase vehicles as needed/able to increase the vehicle fleet and provide more opportunities for transportation. **wli** also received a grant through ODOT in 2022 that allowed purchase of a pickup truck that will be outfitted with a lift in order to

increase the amount of glass recycling completed. Additional grants have been applied to as well, and shuttles, not vans, will be investigated for this upcoming opportunity.

2022 Results

- No staff or individuals requested accommodations during 2022 to ensure accessibility.
- A subscription to Adobe Acrobat DC was purchased in order to allow staff ability to collect signatures electronically.

2023 Plan

- Continue for ways to increase services in Lucas county.
- Continue looking for other non-profits to collaborate with.
- Continue speaking with First Solar to expand into the new facility.

Attitudinal Accessibility

wli and its Board of Directors have invested much time and energy into developing positive relationships within the community. **wli** staff are actively involved in many boards throughout the community such as the Bowling Green Chamber of Commerce, The Cocoon Shelter, United Way, Deshler Chamber of Commerce, Bowling Green Rotary Club, The Wood County Addiction and Mental Health Board, and other local organizations advocating for the full inclusions of persons with disabilities into the local community. Staff attend monthly radio talk shows to discuss goings on within the company, and **wli** hosts the annual Bowling Green Farmers Market.

All staff receive annual required training on Disability Awareness, Abuse/Neglect, MUI/UI Reporting, Human Rights, Individual Service Plans, Waivers, Blood borne Pathogens, OSHA, Fire Extinguishers, and much more. By educating staff about the risks of those **wli's** serves, **wli** creates a layer of protection for those served.

wli also provides quarterly Committee Meetings, where individuals who receive services are encouraged to attend and provide feedback, either in person or electronically, of their thoughts and opinions of what is going on at **wli**. They are also encouraged to ask questions, are informed of various upcoming fundraisers, and are polled for future ideas. Finally, **wli** uses persons served input regarding needs, services, and preferences through satisfaction surveys. The values of the individuals served are considered whenever possible in planning events.

Various organizations have recognized the economic challenges of individuals receiving services through **wli** and have provided free or reduced cost tickets for community events such as the Toledo Zoo, Toledo Mud Hens, Toledo Walleyes, and The African Safari wildlife park.

2022 Results

- Staff meetings have increased due to dwindling COVID numbers.
- Annual training was revamped, and included a focus on respect and communication of persons served.

2023 Plan

- Continue surveying staff and allowing their questions to guide staff meetings.
- Continue looking for ways to increase staff morale.
- Look into revamping annual and initial training so it is more engaging.

Financial Accessibility

wli seeks to research and pursue diverse sources of funding in order to meet individual and programmatic needs, including but not limited to: grants, fundraisers and donations. Grants are applied to on a regular basis from various funders in order to offer the best services possible for those attending programming.

2022 Results

- Multiple grants were applied to and awarded to **wli**.
- More staff have been trained on grant writing.

2023 Plan

- Continue applying for applicable grants.
- Continue training available staff on how to write grants and how to find those applicable to **wli**.
- Investigate

Employment Accessibility

wli has a non-discrimination policy that prohibits the discrimination of employment for persons with disabilities. Facilities owned by **wli** are accessible to all applicants, and accommodations can be made for persons needing assistance during the interview process. All job descriptions list essential functions and reasonable accommodations can be made for non-essential job duties.

2022 Results

- **wli** successfully employed multiple people of different backgrounds – including disabilities – as full-time and part-time employees.

2023 Plan

- **wli** will continue to encourage applicants with disabilities to apply for positions and accommodations can be made for non-essential job functions.

- **wli** will continue surveying staff quarterly to assess satisfaction.
- **wli** will continue to survey those receiving services on the quality of their services annually.

Communication Accessibility

wli's mission is to assist those we serve in maximizing their community participating and personal achievement. **wli's** ability to procure more sophisticated communication tools is hampered by the monetary requirements and necessity of items transposed into Braille and audio. Persons who achieve community employment through **wli** as their payer of record are evaluated for any necessary adaptive equipment. Equipment such as adaptive keyboards, magnified software, and headsets for phone usage have all been procured as necessary in order to help individuals be successful in their employment.

2022 Results

- Additional signage in Braille was purchased and hung throughout the building.

2023 Plan

- **wli** will continue to search for grants to expand its communication accessibility, specifically in ways to add Braille and audio adaptations throughout the building.
- **wli** is investigating American Sign Language classes for DSPs, as the need for more communication channels continues to grow as more people from Lucas county seek services.

Transportation Accessibility

wli is committed to securing reliable and safe transportation to persons receiving services. **wli** maintains a fleet of vehicles (both lift-equipped and non-lift equipped as well as mid-sized SUVs) to ensure each individual has access to the community and opportunities for employment. It is a requirement that all new employees receive van training. **wli** provides accessible transportation for non-medical transportation services.

2021 Results

- Four vehicles were purchased in 2022, and two vehicles were returned to the Wood County Board of DD.

2023 Plan

- Will continue reviewing transportation training materials and make updates as needed.
- Will continue to investigate changing waiver adaptations to see where services may be expanded.

Community Integration (ADS) Accessibility

Community integration is an integral component of **wli** program services. All persons served in adult day services have a goal for community integration that is based on the person's interests, desires, and abilities. Direct care staff work with individuals to plan community integration, including arranging for transportation needs and communicating with the home when individuals will need to provide funds for activities they wish to participate in.

Community integration goals center on allowing the individual to grow and become more involved with the community as a whole. Direct care staff work with persons served on goals such as, but not limited to: participating in group activities to develop friendships; building on appropriate social interactions; encouragement to try new activities to develop new interests; choosing an outing one day during the week.

2022 Results

- A third outing group was added as an option for participants.
- Potential partnerships were reviewed, but it is difficult finding organizations willing to allow access to their building after hours, even with the offer of contracts.

2023 Plan

- Search for more partnerships throughout Wood and possibly Lucas Counties to engage expansion of community accessibility.

Other Barriers to Accessibility

It is **wli's** mission and policy to advocate for the elimination of all barriers that restrict full inclusion of people with disabilities in all aspects of their community. **wli** strives to give those in all programs the opportunity to exercise their choice in working, living and social environments.


2022 Results

- **wli** found no other barriers to accessibility in 2022.

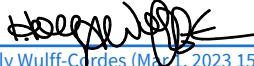
Communication of the Plan

A copy of this plan is posted and available on **wli's** website at www.workleadstoindpendence.com and in electronic format on **wli's** drives for staff to access at any time. Inquiries regarding **wli's** accessibility planning process or request for an alternate format copy of this plan may be directed to Melinda Kale, CEO.

Mail: Melinda Kale
991 S. Main St.
Bowling Green, OH 43402
Phone: 1(419)352-5059 ext. 6808
Email: admin@wlijobs.com


Melinda Kale (Mar 1, 2023 15:37 EST)
CEO Signature

Mar 1, 2023
Date


Holly Wulff-Cordes (Mar 1, 2023 15:31 EST)
BOD President Signature

Mar 1, 2023
Date