



Community Links

January 2019

"To provide quality services in a cost-effective manner through innovation, leadership, and the cooperation of dedicated people."

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Consumer Directed Community Supports Training
Washington County Community Services has developed an orientation for CDCS consumers that will be offered once per quarter. They are all the same class so you only need to attend one session. As a current or future participant in CDCS, we expect you to attend so that you have a clear idea of the expectations and guidelines of the program.

The session will be facilitated by two Community Services staff who work in the waiver programs. There will be a PowerPoint presentation and an opportunity to get your questions about the CDCS program answered. Please inform your county case manager which session you plan to attend. It is recommended that you attend a session as soon as possible after starting CDCS so that you have a good idea about how this program functions and what to expect when using this waiver option.

The 2019 sessions will be held from 6:00-8:00 p.m. on:

- Tues., February 12
- Thurs., May 16
- Thurs., August 15
- Tues., November 19

Stillwater Government Center
14949 62nd St., Lower Level Rm 16
There will be signs directing you inside the front door.



UpDown Funk at Curio Dance

Curio Dance & School organized a dance troupe for adults with different abilities who love to dance. The troupe's name is UpDown Funk because the style of dance is funk/jazz. Dancers began training one year ago at the Curio Dance School in Stillwater, located in the Valley Ridge Mall on Hwy 36. Classes are Fridays from 5:30-6:30 p.m.



The UpDown Funk Dance troupe performed at the Mall of America for the Unified Dance Marathon in November. They have performed at Stillwater DaVinci Festival and the Chamber of Commerce Spring Showcase. There is a recital for the dance studio at Chautauqua Fine Arts Theater in Mahtomedi in May. In every performance, they "bring down the house" with their enthusiasm and energy. It is apparent they love to dance and love to perform.

For more information, contact Patricia at 651-968-6950 or stop by the studio in the evening. If one of your New Year's resolutions is to get your dance on, visit our website at www.curiodance.com.

What's New at Washington County

Washington County Crisis Response Unit (CRU) services started 1/1/19. This service provides 24/7 mobile crisis assessment and stabilization services for Washington

CRISIS RESPONSE UNIT



651-275-7400

CrisisResponse@
co.washington.mn.us

651-275-7401 (fax)

Washington County Crisis Response Unit is here to assist individuals and families experiencing a crisis. The team is designed to serve as a valuable resource to law enforcement, hospitals, schools, and other community agencies.

The Crisis Response Unit provides:

- 24/7 adult and child mental health mobile crisis services
- After-hours child protection screening and response
- After-hours emergency social services

Washington County Crisis Response Unit provides 24/7/365 mobile crisis mental health services for adults and children experiencing a crisis. Mobile crisis interventions are face-to-face, short-term, intensive mental health services. Call 651-275-7400 for assistance.

The Crisis Response Unit

- are trained mental health professionals and practitioners.
- helps individuals navigate the healthcare system to find services and resources.
- provides counseling and support for individuals and families to manage a crisis
- supports individuals experiencing a crisis to identify and utilize better coping skills.
- serves as a resource to law enforcement, schools, hospitals and community agencies.
- can refer to other county social service programs for ongoing support.

651-275-7400

continued on page 2

The Minnesota Autism Resource Portal

This website was created as a result of a joint state agency effort involving the Minnesota Department of Education (MDE), Department of Health (MDH), Department of Employment and Economic Development (DEED), and the Department of Human Services (DHS). The Institute on Community Integration (ICI) at the University of Minnesota-Twin Cities has served as a key partner as this website has been designed and developed with the assistance of the Minnesota Department of Information Technology (MN.IT). It is the hope of all involved that this website will help the Minnesota Autism community connect, share, and learn together.

The purpose of this website is to provide the Minnesota Autism community with up-to-date information and resources related to Autism and Autism Spectrum Disorder. Content will be collected from a variety of sources, such as nonprofit organizations, state and federal agencies, and other Autism-related organizations.

<https://mn.gov/autism>



Relationships & Sexuality

A sexuality and relationships course for people with disabilities

This six week interactive course discusses the context of relationships and sexuality, the development of relationships, individual sexuality, the significance of sexuality in adolescent and adult life, and the responsibilities that go along

continued on page 3

continued from What's New at Washington County on page 1

County along with after-hours emergency social services and after-hours child protection safety response. Washington County residents in a mental health crisis can call the CRU line which is answered 24/7 by social workers who will assess if an in-person crisis assessment would be helpful and necessary and a social worker would be dispatched from the Stillwater office. This service was formerly provided by a contract through Canvas Health.

Interested in Taking a Leap of Faith - How About the Polar Plunge?

Many people do crazy things for love but how many people can say they have jumped into a freezing Minnesota lake in -20° wind chill to show their love? The St. Croix Valley Lumberjacks can.

What is the Polar Plunge MN? Each year, thousands of brave souls across the state take the plunge to support more than 8,400 Special Olympics Minnesota athletes. The Polar Plunge is a unique opportunity for individuals, organizations, and businesses to support local Special Olympics athletes by jumping into the icy cold lake waters of Minnesota in their wild and crazy outfits. Yes, they cut a hole in the lake and you jump in. Plunge participants take a quick jump into the icy cold water to raise funds for Special Olympics Minnesota, the state's largest year-round organization devoted to sports training and competition for children and adults with intellectual disabilities. The Polar Plunge MN happens each year, and is put on by law enforcement and volunteers.

Law enforcement agencies have a close relationship with Special Olympics. The EPPD helps out with a number of annual Special Olympics fundraising events, including the Polar Plunge, under the umbrella of the Special Olympics Torch Run. Law enforcement officers are considered to be the "Guardians of the Flame of Hope" which is lit during the opening ceremonies of the Special Olympics games each summer. During each Polar Plunge law enforcement has their dive team in the water ready to assist anyone that may need help.

The Lumberjacks have participated in the Polar Plunge MN since the very first year it began and are thankful for the fundraising opportunity it presents. Our plunge team has two coordinators to help everyone have a smooth plunging experience and answer any questions that may arise. When one coach was asked, "Why do you Plunge?" the answer was, "I Plunge to give back to all the great athletes and families I have met through Special Olympics. Our team is made up of so many amazing athletes with differing abilities, and the plunge is just one more way I can help support them."

Want to join us?

This year the Lumberjacks plunge team will be plunging in Lake Carver in Woodbury, Minnesota on February 9. Our plunge team is already up to 20 participants so far this year, with them being athletes, coaches, and community members. We have lots of room for anyone that would like to join us for us for this great fundraiser for our local St. Croix Valley Lumberjacks Special Olympics team. **This is open to everyone ages 8 and up.** To be able to plunge each person must raise a minimum of \$75.00 each (you can raise more). We are a bunch of crazy people with big hearts willing to jump into a freezing cold lake through a hole cut in the ice. If you don't think you can do that, we have another option for you; it is called, *Too Chicken to*

continued on page 3

continued from Relationships & Sexuality on page 2

with exploring and experiencing one's own sexuality.

This class is designed for people with disabilities of all ages who are interested in learning more about sexuality in a positive and safe environment. To sign up for this training you will need to commit to attending the entire time period.

Wednesdays:

January 16–February 13

6:00–8:00 p.m.

Owakihi, Inc.

West St. Paul

Cost: \$200 (can be covered through Family/Consumer Training and Counseling in a person's waiver)

Registration: Contact Betsy Gadbois at bgadbois@owakihi.com or 651-451-2889.

www.owakihi.com

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Check out Valley Friendship Club



Valley Friendship Club welcomes new friends! Come hang out

at the Hub and play games, craft, or chat. **The Hub will be open Tuesday, Thursdays, Fridays, and Saturdays.**

For 2019, we are now introducing Sensory Saturday. One Saturday a month we will limit the Hub to four members and engage in sensory-friendly activities.

Check out our calendar for other events in the making such as going to the movies, snow shoeing, exercise classes, and so much more!

Visit www.valleyfriendshipclub.org or find us on [Facebook!](#)

continued from ...Polar Plunge on page 2

Plunge. For this, when the team plunges, you just walk up to the hole and throw in a Rubber Chicken and you don't get wet. There is a plan for either way you want to do it and help support our wonderful athletes. The best thing is when you sign up with our plunge team, our local St. Croix Valley Lumberjacks team will receive half of all the money raised online to support the team from our plunge group. The other half will go to Special Olympics MN to help other athletes. The Lumberjacks will use the money to help pay for uniforms, equipment, practice facility fees, and competition fees.

Sign up for the plunge at: <https://reg.plungemn.org/team/13scvlumberjacks>

The SCV Lumberjacks serve athletes in the St. Croix Valley area and western Wisconsin. We have been a team for over 17 years. Currently we have 180 athletes and 90 coaches and unified partners throughout the year. We offer year-round sports. We have skiing/snowboarding, SoFit, basketball, athletics track & field, bocce ball, golf, flag football, and bowling. We welcome new and returning athletes ages 8 and up to join us. We also have coaching and volunteering opportunities available. If you or someone you know is interested in learning more about Special Olympics in the St. Croix Valley, please email us: stcroixvalleylumberjacks@gmail.com.

Please check us out on Facebook: www.facebook.com/scv.lumberjacks.

Check out some of the Polar Plunge participants from previous years:



Steven, Flames Special Olympics team, at the Polar Plunge pre-party in 2018. Steven jumps every year! This is him in his "element" reports his mom. Steven has been a participant for 25 years this year!



April is on the right. This was her 6th Polar Plunge with her aunt.

Winter Ready Tips for People with Disabilities

Keeping well and warm

- If your disability is affected by a drop in the temperature, try to be aware of the weather forecast in order to allow you to plan for pain management.
- Wear the correct amount of layers to try and maintain your body temperature at the required level.
- Individuals with reduced mobility should take extra measures to protect their hands, feet, and other areas of the body that are particularly subject to cold.
- Eat well and avoid unnecessary travel. You should eat regular hot meals and drink plenty of fluids. This will keep you warm and give you energy to keep active.
- Ensure you have sufficient supplies of food and any prescription medicine you

continued on page 4

ARC Microgrant Apply through 5/31/19

The Minnesota Microgrant Partnership offers modest grants to persons with disabilities to achieve person-centered goals around:

- Competitive employment
- Inclusive housing
- Community integration

How would \$500 change your life?

What goals do you have that you could achieve with a grant? Would you hire a job coach or get job training? Buy work-related uniforms or tools to start a new job? Pay moving expenses? Buy furnishings for an independent living situation? Register for a class? Join a club or gym? Acquire assistive technology that allows you an opportunity you have wanted for a long time?

We want to hear your creative, innovative ideas to make a sustainable change in your life. [Start your application.](#)

How do I get more information?

For more information, view our Introduction to the Minnesota Microgrant Partnership video or call The Arc Minnesota at 952-920-0855 or toll-free at 833-450-1494 to talk with someone about microgrants.

<https://arcminnesota.org/minnesota-microgrant-partnership>

Camp Opportunity

Camp at True Friends provides individuals the opportunity to explore their interests, build



confidence, enhance self-esteem and meet

new friends, all while having a blast enjoying the Minnesota summer. We

continued on page 5

continued from Winter Ready Tips for People With Disabilities on page 3

- may need. If you have some mobility, try and keep active indoors.
- Have sufficient fuel supplies to maintain adequate heating in your home.
- Ask your relatives and neighbors for help if you need it. Keep their phone numbers on a list beside your phone.
- If you cannot talk to people on the phone, make sure you have a relative or friend you can text for assistance if you need it and register with emergency services so you can contact them via text if necessary.
- If you have to use medical equipment or a powered mobility device every day, please make sure you always have access to a power supply.
- Ensure you are on the vulnerable customer registers for the energy companies.
- If you have an assistance dog, be sure to keep them warm as well. Be sure to always have a blanket for the animal to rest on. Keep the animal indoors as much as possible.

Personal safety – staying safe

- Plan for the possibility that winter weather may disrupt your homecare service.
- In icy weather, wear well-fitted shoes with non-slip soles if you have to go out but try to limit walking outside during the cold weather.
- If you use a mobility device, make sure it can grip an icy surface.
- If you have a ramp, make sure it is well gritted in icy weather.
- If you have a mobile phone that you can use, make sure it has a charge and bring it with you when you are going out.
- Consider wearing a personal alarm so that family or neighbors are alerted if you fall.
- If you have a fall, even a minor one, make sure you can visit your doctor for a check up.

Keeping an eye on people with disabilities

- If possible, make yourself aware of a relative or neighbor's disability and ask them how best you can help them if required.
- Try to call on relatives and neighbors who have a disability and offer to assist them in severe weather.
- Ensure they have sufficient supplies of food and medications.
- Ensure they have sufficient fuel supplies to maintain adequate heating in their home.
- Ensure they have access to power and water.
- Try to arrange regular visits or phone calls so they don't feel isolated.
- If you have any doubts about the safety of someone you know who has a disability, seek the assistance of law enforcement or county social services.

www.winterready.ie/en/guides/people-disabilities

Educational Opportunities

• Project SEARCH model

Participation in Project SEARCH provides student interns with real-life work experiences that are combined with training in employability and independent living skills. The Project SEARCH model involves an extensive period of systematic instruction, career exploration, and continuous feedback from the Project SEARCH instructor, skills trainers/job coaches, and supervisors.

continued on page 5

continued from Camp Opportunity on page 4

are honored to serve you, your family, and greater community with life-changing experiences. Thank you for choosing True Friends for your next adventure.

Signing up for camp is easier than ever with our [online registration](#) system. For returning campers, log in to your account and apply online! Summer camp registration is now open. Check out our [catalog](#).

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Find New Housing

"What you seek is seeking you."
Rumi

What is Rumi?

A brand new platform that will serve as a way to introduce and connect people who are looking for mutual support. Rumi will be an ideal resource for case managers, guardians, family members, and individuals with disabilities that want more choice and control in where they live, how integrated in the community they live, who they live with, and who supports them.



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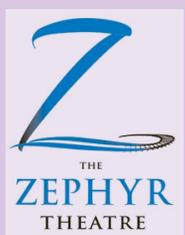


For more information on Rumi, please contact Bridges.

www.bridgesmn.com

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Acting Opportunity

The Stillwater Zephyr Theatre



A new, professional theatre along the shores of the St. Croix River in beautiful Stillwater,

continued on page 6

continued from Educational Opportunities on page 4

Eligibility

Project SEARCH serves students with intellectual/developmental cognitive disabilities, who are in their last year of high school eligibility and receiving services through an Individualized Education Program (IEP). The most important criteria for acceptance into Project SEARCH is a desire to work in competitive integrated employment. Students are referred to the program through their schools, family member, vocational rehabilitation counselor, and/or their county case manager. Students apply in the spring of the year prior to entering the program. A team including the Project SEARCH instructor, host business liaison, and individuals from the site's Project SEARCH leadership team, carry out the selection process which includes: student interviews, hands-on skills assessments, scoring, and selection of the interns using the Project SEARCH fidelity model components.

Program overview

Student interns attend the program for a full school year in the host business. The business provides access to an on-site classroom that accommodates 8-10 student interns. The Project SEARCH site is staffed by a licensed special education teacher/work-based learning coordinator and skills trainers/job coaches to meet the educational and training needs of the student interns. Through a series of three, ten week internships, student interns acquire competitive, marketable, and transferable skills to enable them to apply for a related position. Interns build communication, teamwork, and problem-solving skills through their unpaid student internships. Student intern's worksite rotations are identified through a continuous collaborative process involving the Project SEARCH instructor, skills trainers/job coaches, business liaison, and members of the Project SEARCH leadership team.

At Gillette we currently offer rotations in the following departments: Neuroscience, Ortho Surgery, Rehabilitation, Adult, Patient Access, Supply Chain (two locations), Human Resources, Outpatient Clinic, PICU, Respiratory Therapies, Assistive Technologies Department, Surgery/Sim lab/Sterile processing, and Environment of Care. In Gillette's first year we accepted six interns and as of today, all six interns are competitively employed within their community and two of those interns were hired on full time and with benefits from Gillette. This year Gillette's Project SEARCH program accepted eight students in the program and they are all off to a great start learning new skills and building their confidence.

• **Adult Basic Education:**

Adult Basic Education (ABE) provides area adults with a wide variety of educational opportunities. These classes are FREE and meet for 38 weeks each year at the Early Childhood Family Center. ABE offers the following classes:

- **Basic Skills Enhancement:** Develop basic skills such as work-related math, reading, or writing.
- **General Educational Development (GED) Test Preparation:** Study and practice for the four GED tests: math, reading, social studies, and science.
- **Citizenship:** Resources are available for students preparing for the U.S. Citizenship Test. This is not a separate class.
- **English Learner (EL) Program:** Learn to speak, read, and write in English.
- **Workforce Preparation:** Expand upon general skills needed to obtain, retain, or improve employment opportunities.

continued on page 6

continued from Acting Opportunity on page 5

Minnesota has acting opportunities for people with all abilities.

For more information or to set up a meeting, contact:
Calyssa Hall, Artistic Director
651-373-7026 or
calyssa@stillwaterzephyrtheatre.org.
Follow us on [Facebook](#).

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Vacation Options

• Search Beyond Adventures



Founded in 1979, Search Beyond Adventures provides all-inclusive escorted vacations for travelers with disabilities and special needs, ages 17 and up. Most of our travelers have developmental disabilities, although some participants may also have a physical disability. Many of our tours can accommodate wheelchair users.

We have six program divisions. Our main Search Beyond Adventures tours is the largest and offers tours all over the world. For customers in the Minnesota and western Wisconsin areas we also operate three to four day weekend Potato Tours. Likewise, we offer three day weekend Sweet Pickle Tours throughout the New England region. For travelers needing a high level of assistance (1:1 ratio), we operate five to six day My Vacation. Check out My Florida Vacation for individualized supervised retreats in the Orlando, Florida area.

Tours operate with one staff escort for every one to five

continued on page 7

continued from Educational Opportunities on page 5

Participants

Those who are age 17 years and over and not enrolled in secondary school are eligible to participate in ABE.

Purpose

Individuals set and achieve learning goals with ABE, master basic skills, and gain confidence. Participants prepare for the GED and acquire the necessary skills to enter post-secondary education.

Many others become U.S. citizens while learning to communicate in English. Adult learners also develop the skills to become self-sufficient, exit public welfare, contribute to the community, and help their children succeed in school. Overall, ABE learners have the opportunity to improve their current employment situation and be more involved citizens, parents, and workers.

To register call 651-351-4000.

Access to Employment and Job Prep Skills

• Tree Trust

Tree Trust's mission is to improve the community environment while investing in people. Throughout the Twin Cities area and parts of greater Minnesota, we serve youth and adults who have barriers to employment or education, with a primary focus on underserved populations and distressed communities. By transforming lives and landscapes, our programs:

- provide meaningful opportunities for greening our local community
- give young people the chance to gain work experience, boost their self-confidence, and find positive direction
- teach practical job skills to youth and young adults to help reshape their lives
- guide young people to select and train for a career that will help them become self-sufficient
- help volunteers connect with their community and the outdoors

Tree Trust's JobPrep programs can help youth get the skills they need to build the future they want. With guidance from trained staff, youth and young adults have the opportunity to obtain paid work experience and internships; employment readiness training; one-on-one guidance with college, career, and goal navigation; and resources for support services to chart a positive direction for their future.

Increasing access to employment for individuals with an FASD

Tree Trust's JobPrep programs serve people of all ages 14-24 who may be living with Fetal Alcohol Disorders (FASD) and are interested in additional supports in employment and education. We provide tools for young people to achieve their goals through:

- paid work experience
- employment readiness training
- one-on-one guidance with goal setting and college and career navigation
- job-seeking, financial literacy, and other trainings (14 and 15 year olds served only in summer programs)

Tree Trust Office, 2231 Edgewood Ave. S., St. Louis Park, MN 55426

continued on page 7

continued from Vacation Options on page 6

participants. Our staff assist with participants' needs so generally a personal care attendant is not needed. Prices include EVERYTHING: all activities, accommodations, meals, transportation, tour staff, and tips.

Our staff are BOTH human service professionals and travel service professionals. A successful tour must synthesis great people skills, disability knowledge, AND logistical coordination with travel resources.

Finally, if you're comparing us with other special vacation providers, please check our low prices. You'll be amazed at the value you receive with Search Beyond Adventures. We can offer you great, quality tours to more destinations for a much better price than others. Our higher volume means more destination choices and greater savings for you!

www.searchbeyond.com

• Wilderness Inquiry



Wilderness Inquiry

Share the Adventure is not just a Wilderness Inquiry (WI) slogan. It is our mission. Since 1978, WI has facilitated integrated adventures for people of varying abilities – as equals and peers.

Tens of thousands of people with a wide variety of conditions have traveled with Wilderness Inquiry. With extensive experience, we know that "disability" is a relative term. What matters most is

continued on page 8

continued from Access to Employment and Job Prep Skills on page 6

Phone: 952-767-3880 • Fax: 952-767-3650

<http://treetrust.org> • [Facebook](#) • [Twitter](#) • [Instagram](#)

• MSS Oakdale

Working in the community

For the past five months, MSS in Oakdale has been providing the people it supports with work opportunities at SICK, Inc. in Minneapolis. SICK is a leading manufacturer of factory, logistics, and process automation technology worldwide. A primary goal for many who attend MSS is to find and maintain steady employment. To date, five individuals from MSS Oakdale are developing critical work skills, earning minimum wage, and helping SICK reach their production goals. "MSS brings an enormous amount of value to our organization," said Dan Wink, Senior Manufacturing Manager at SICK, Inc. "There isn't a production line in our building they haven't helped with." The number of workers from MSS was increased from four to five due to an increase in work tasks provided by SICK. These individuals are working four and a half hours per day, five days per week.

Professional screen printing equipment

Creative arts opportunities are a mainstay at MSS, and with new, professional screen printing equipment that was made possible through a fundraiser, people are not only learning new skills and having a blast, but also creating unique pieces of art that will be put up for sale. "Everybody who uses the screen printer really enjoys it," said Alison Mertens, Director of the MSS Oakdale. Artists are making decorative t-shirts, carry bags, and hangable prints. You can find many of these items for sale at The Show Gallery Lowertown at 346 N. Sibley St., St Paul, MN.

To learn more about what is happening at MSS Oakdale, contact the office at 651-777-7220, or to find out more about our organization, check out our website at www.mwsservices.org. In addition, you can keep up-to-date with us on our social media channels: [Facebook](#), [Twitter](#), [LinkedIn](#), and [Instagram](#).

ESR Merges with Rise

Rise added 155 team members and began serving an additional 500 people this summer.



ESR, a nonprofit agency which provides services to people throughout Washington County, Minnesota, and St. Croix County, Wisconsin, officially became a subsidiary of Rise on July 1. The two agencies will transition into a full merger by

January 2019.

After more than 40 years of working the vocational rehabilitation field, Ed Boeve, ESR's executive director, retired July 1, 2018. He is, however, working part-time through the end of the year to help the merger process.

"Initially the ESR Board of Directors was going to hire someone to fill my position, but they were also looking at other options, including merging with another agency," said Ed. "Several Minnesota organizations had expressed an interest, but after two or three months of a mutual discovery process, the Rise Board and the ESR Board decided our merger was the best option for everyone."

continued on page 8

continued from Vacation Options on page 7

your attitude and willingness to get out and do things!

Our staff are there to provide adaptive gear and a boost or a lift if needed. We accommodate trip assistants, personal care attendants, sign language interpreters, and others.

We do what it takes to make our trips accessible, but what brings us all together is your interest in having a wilderness adventure. We'll speak with you in advance to determine together how you can participate to the fullest. In short, we just do it!

Please contact us to discuss your ability to participate: 612-676-9400 or

info@wildernessinquiry.org.

You can also check out our [blog posts on accessibility](#).

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Newly Branded Steps for Autism in Minnesota Brings Together Supporters of the Local Autism Community

The Autism Society of Minnesota (AuSM) family fun walk and resource fair, **Steps Autism in Minnesota 2019**, formerly Steps of Hope, will take place on:

Sunday, March 3

8:30-11:00 a.m.

Southdale Center, Edina

Families, businesses, organizations, and community groups are encouraged to build teams and raise money to support programs and services for individuals and families affected by Autism in Minnesota.

With a national prevalence rate of 1 in 59 and a state-

continued on page 9

continued from ESR Merges with Rise on page 7

Rise President, Lynn Noren, concurred. "Given all the changes in our industry, the leadership and boards of both organizations have concluded that this partnership will result in a stronger combined organization in the future."

"ESR has a 54 year history of providing quality employment services to the people they serve and Rise is excited for the opportunity to partner with them," Lynn continued. "Our missions and service philosophies are nearly identical, so we anticipate a smooth transition of professional team members, the people we serve, as well as their families and support staff."

ESR has five locations: Stillwater, Cottage Grove, Forest Lake, Oakdale (all in Washington County, Minnesota) and New Richmond, Wisconsin. These will remain open, although most of ESR's administrative functions, such as accounting and human resources, will move to Rise's main office in Spring Lake Park by the end of 2018.

Two members of ESR's board of directors joined Rise's board in June. Susan Langfeldt works for Bremer Bank and lives in Deer Park, Wisconsin; Kelly Steffens of Prior Lake is corporate counsel with Home Services America.

"In the past few months, Lynn and Rise's Senior Leadership Team have spent a lot of time meeting with ESR staff and family members at all five locations to answer their questions and address whatever concerns they may have," Ed noted. "I think people realize that, for the most part, it will continue to be 'business as usual' and that our two agencies will be even stronger together."

"Our team members are meeting with community organizations and employers to introduce them to Rise and further solidify the already-established partnerships they have had with ESR," Lynn added. "We are confident we will be able to continue to build upon these mutually beneficial work relationships."

FSE to FMS - What's Changing

New CDCS/CSG policy pages about financial management services (FMS)

DHS recently created policy pages to provide direction to lead agencies as they work with CDCS and Consumer Support Grant (CSG) participants to transition from fiscal support entities (FSEs) to FMS providers.

For more information, see the full announcement: [New CDCS/CSG policy pages about financial management services \(FMS\)](#).

FMS - Payroll Model Common Questions

Why is Minnesota moving from three employment models to one?

Minnesota is following the national model of self-directed services and implementing a Financial Services Model. Payroll model allows you to be the direct employer of your staff.

What is the payroll model?

Nationally it's referred to as Fiscal Employee Agent (FEA). The Minnesota name is payroll model. Both names refer to the same concept. The Financial Management Service Provider functions as the Fiscal Employee Agent. They help the person become the employer by issuing paychecks, W-2s, and information on how to become the employer. The IRS has set up a way to structure household employers

continued on page 9

*continued from ...Steps for Autism...
on page 8*

wide prevalence rate of 1 in 42, Autism is the fastest growing developmental disability in Minnesota. Programs and services are essential for serving this growing population and giving individuals with Autism opportunities to thrive.

"As a nonprofit organization that does not receive state funding, AuSM relies on support from donors and fundraisers to fulfill our mission," Ellie Wilson, AuSM Executive Director said. "Steps for Autism is a chance to celebrate our community and build resources that allow us to serve all individuals on the spectrum and those who support them."

Dollars raised during Steps for Autism stay local by funding AuSM's innovative programs and services including individual and group therapy, support groups, social skills classes, Autism training, workshops, the state Autism conference, summer camps, and more.

Registration opens at 8:30 a.m. and the event will kick off at 9:15 a.m. with the third annual **AuSM Flash Dash**, an all ages and abilities quick walk, presented by Accra. Following the AuSM Flash Dash, participants will head up to the second floor for the state's largest annual Autism resource fair, snacks, and fun activities. More than 65 Autism product and service organizations will be on site sharing valuable information.

Groups and individuals can register for Steps for Autism in Minnesota and form teams through the Steps for Autism website, www.ausm.org. To learn more about Steps for Autism 2019 and sponsorship of this event, visit www.ausm.org.

continued from FSE to FMS - What's Changing on page 8

to have that authority over the budget and those they hire. Specific rules are assigned for home health care workers. The payroll model has been an option for almost 20 years. FMS agencies were created to provide added oversight.

What are my responsibilities?

You are the employer who is responsible to find and train staff. You are responsible for training the staff, supervision, scheduling staff, maintaining the program budget, and taking responsibility for spending and overages in the budget. You must also submit timely timesheets that are accurate.

What is the role of the FMS?

FMS agencies will facilitate the paperwork and make sure the paperwork follows the law. They will complete background checks. The FMS will issue paychecks, calculate payroll taxes, and provide a W-2 form at the end of the year. FMS agencies also help to ensure the employer is in compliance with state and federal regulations. FMS must report to Minnesota Department of Human Services on some of the payroll data.

Are Social Security taxes taken out if I'm a parent working with my child?

This depends on the relationship the employer has to the employee. If you are a parent working with your child and your child is set up as the employer, Social Security taxes won't be taken out of your paycheck. As an employee, you are not able to opt in to paying Social Security. You can talk to a financial planner who can set an investment up for you. You will receive the funds in your paycheck that used to be contributed to Social Security. The amount that was being contributed to Social Security was 7.65% so that amount could be set aside. The same situation is true when adult children are working with their parents and the parent is the employer under the payroll model.

Are Social Security taxes taken out if I'm a staff working with an unrelated CDCS participant?

If you are not the child or parent of the person you are working with Social Security, taxes will be withdrawn as they always have. You will continue to earn "work credit hours" for Social Security as well as pay contributions to future disbursements.

How is workers' compensation determined with the payroll model?

The new FMS rate sheets address the type of workers' compensation policy in existence. Some FMS agencies may have a group policy. Some will be based on the relationship with the employer. The FSEs will make sure it's in place one way or the other. There must be a policy for unrelated staff individually or through an agency. Most workers are required to have workers' compensation. There is individualization per agency.

Is the application process different then the payroll model?

In many cases there are not as many required forms to complete. Human resources, through the FMS is a little hands-off. The W-4, 19, and direct deposit paperwork is completed.

A REV 184 form is prefilled and is a limited power of attorney. This document is completed during the intake process when the employer meets with the FMS. In order to become the employment agent, the FMS must appoint you the ability to report to the IRS and the Department of Revenue. Guardianship may influence this. The power of attorney authority is only over employment tasks and paperwork with the IRS and the Department of Revenue.

continued on page 10

Dance Opportunities



Our Dance Place is a club for people with developmental or intellectual disabilities and people with physical disabilities who can get together with friends in a safe, hassle-free social environment, dancing, dining, talking, and having fun with their friends. We provide musical entertainment and support meeting the social needs of each member. We are exclusively promoting social welfare, to further the common good and general welfare of the people of the community.

- **Monday nights • 5:00–9:00 p.m.**
Forest Lake American Legion
- **Tuesday nights • 5:00–9:00 p.m.**
Banquets of Minnesota Blaine
- **Wednesday nights • Open/Pending**
- **Thursday nights • Open/Pending**
- **Friday nights • Open/Pending**

General admission: \$5.00
Family caregivers are free.
Each place offers a menu with some very good food.
www.ourdanceplace.org

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To subscribe or unsubscribe to the Community Links newsletter, go to www.co.washington.mn.us, click on the "Notify Me" tab, enter your email address, and click on the envelope next to Community Links Newsletter.

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Contact:

Article Submissions:

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651-430-4168

continued from FSE to FMS - What's Changing on page 9

What are the benefits of the payroll model?

The payroll model better represents what's happening in the home related to employment. As an employee, you get more money in your check. It can provide some tax breaks. There is easier enrollment for employees. You, as the employer, have the ultimate authority.

What about termination of employees?

The FMS will continue to help with guidance in these situations. The employer's unemployment rate may be affected if a staff person is terminated. Some FMS agencies offer a handbook. It's good practice to create an employee file for yourself to use, to provide staff performance evaluations, and to work with that person and not just to terminate them. Documentation as an employer regarding training, technical assistance, and guidance offered is also important.

How are payroll tax rates determined?

Payroll tax rates depend on the relationship of the client and the employer. Parents and spouses working with their children or spouses are exempt from FICA and unemployment taxes.

Am I required to use the new provider numbers and rates?

You will have until March 31, 2019 to begin to use the new provider numbers and FMS rates. It is a good idea to educate yourself about the new rates and make the change as soon as you are ready. If you have not made a decision by the deadline, your services will stop.

Is there different paperwork to switch to FMS?

Yes. Your FMS will go over the required paperwork with you.

What if I am already using the payroll model?

You will need to let your county contact know what your final FMS provider choice is. Even if you stay with the same agency there may be a rate difference that must be calculated.

Can I switch to a new FMS agency on the payroll model at any time?

Transfers from one FMS agency to another using the payroll model *must only be done at the end of the quarter* because of tax reporting issues.

Other helpful information:

FMS providers perform vendor fiscal/employer agent (VF/EA) tasks. This means the FMS provider's role is to support the person to fulfill his/her responsibilities in being the employer of his/her workers.

In this role, the FMS provider performs tasks that include, but are not limited to:

- Billing DHS and paying vendors or the person's individual workers for authorized goods and services
- Ensuring what the person spends his/her funds on follows the rules of the program and the lead-agency-approved plan
- Helping the person obtain workers' compensation
- Educating the person on how to employ workers
- Documenting and reporting all spending of program funds
- Initiating background studies for workers
- Filing federal and state payroll taxes for workers on the person's behalf

Contact your current FMS for further individual questions.