ProAct, Inc. Annual Report 2017 — Focus on people, their work, their lives





Our mission focus branched out this year



Cover, from top, left-to-right: U.S. District Judge Donovan Frank shares with ProAct participants and staff that all people deserve equal justice under the law; Tamir Tsogbaatar joined the Way to Work program and was hired by Best Buy; **Not That Special** poster by Stephanie Gapinski for a ProAct Playhouse production; all smiles on the work floor in Red Wing; Hudson participants, families and staff revel in a Hollywood themed dance; Sonja Aaland, wearing a tiara, celebrates 40 years of ProAct service at the Red Wing Recognition Banguet. Dear Friend of ProAct,

We are pleased to report on our ProAct 2017 program year, and to make you aware of efforts to meet individual needs using a person-centered approach.

The year saw the retirement of some key managers, and new leaders with unique talents were brought in to keep us moving forward. Our emphasis has been to offer options and to listen closely for people's needs and desires. We ask about interests and listen to each person's preferences, rather than making assumptions.

For those who desire it, ProAct aggressively pursues employment in competitive, integrated work settings. There's help to find a good job fit, as well as support to retain that work. We also provide learning and social activities that bring about a better quality of life for each person. Our volunteer opportunities for participants are abundant, and many individuals take great satisfaction in helping others.

In June, ProAct wrapped up the "Way to Work" pilot project with Minnesota Vocational Rehabilitation Services (VRS), the Department of Human Services (DHS) and Dakota County. This effort helped dozens of individuals to find competitive jobs with help from two VRS staff members embedded on our Eagan campus. It also benefited from a close working relationship with Dakota County staff and DHS. The results have proven that together, we can make a difference. ProAct staff used a "Customized Employment" approach for job exploration, interviews and work entry. Way to Work also built upon our staff skills for job searches and interviews. Those gains will continue on.

Another significant change happened in the spring, when we discontinued eRecycling services in Red Wing. For more than 19 months, staff and participants made a notable effort to train individuals, obtain valuable certifications, organize the operation and process tens of thousands of electronic items. We received a lot of press and community support for this work to collect, dismantle and prep electronics. In the end, despite our effort, we were outpaced by low commodity rates and turned our attention to other work projects.

As one endeavor ended, another was beginning, as we more fully engaged participant families and guardians in Eagan and Red Wing. Several evening meetings were held and people expressed a lot of interest in possible legislation and policies that impact services. These face-to-face gatherings were enlightening, and we appreciate that people took time out to talk and listen.

We continue to be grateful for the support we receive from our many stakeholders, the participants, parents and guardians, business customers, agencies and community leaders. Our mission is our motto, and we will continue to meet the needs of those receiving our services who desire the employment, community engagement and life enrichment that can bring a brighter future.

Respectfully,

St.) talla

Steven Ditschler President and CEO

Teri McClongham

Teri McCloughan Chair, Board of Directors

When you get to choose

ProAct's 2016-2017 fiscal year reaffirmed the importance of choices, and many were excited to welcome a special visit from U.S. District Judge Donovan Frank, who echoed that message. Meeting people at ProAct's Red Wing and Eagan facilities, the judge said personal choice is essential. "One size does not fit all," said Judge Frank, who alluded to some who would limit work options for individuals with disabilities. ProAct offers more than 100 skill-building classes each semester as well as exhaustive informational interviews to match abilities and interests with job opportunities.

Day Training and Habilitation (DT&H) and Adult Day Services (ADS) programs kept individuals active and engaged in-center and in the community in Eagan and in Hudson, Wis. DT&H programs served 253 Eagan participants, while Adult Day Services catered to 81 individuals. In Hudson, Day Services were provided to 26.

ProAct's Eagan Employment Services program this year included the Way to Work (WTW) pilot project. Relying on a person-centered philosophy, the WTW effort focused on satisfying work in the community with competitive wages for individuals. A total of 124 interest forms were processed and 89 individuals received job placement services.

At ProAct's second major facility, in Red Wing, and its Zumbrota satellite, a total of 311 individuals were served, with 147 in the DT&H program, 153 in Employment Services, nine in Vocational and two in Adult Day Services.

Perhaps more dramatic were Eagan's ProAct Playhouse participants, who wrote and acted in the "Welcome to our World" and "Love Hurts" productions. Both revealed personal perspectives about living with disabilities. The seasonal productions create specific roles for those who take an interest in theater.

ProAct's Annual Recognition Banquets drew a total of more than 1,000 family, friends and staff members to the Envision Event Center in Oakdale and Treasure Island Resort and Casino in Red Wing. Individual accomplishments brought awards, and two top employers were heralded with well-deserved Business Partner recognition.

Each program assists individuals to achieve maximum self-sufficiency, living skills and employment. The number of people served at Eagan and Hudson during the 2016-2017 fiscal year was 835, while Red Wing and Zumbrota served 311. Total program participation for the year was 1,146.

Agencies, organizations and individuals made valuable contributions to assist ProAct in its mission. The Minnesota Department of Transportation provided grants to purchase two buses. Major support also came from the Tapemark Charity Pro-Am golf event, Rotary clubs, and VFW posts. And, the ProAct Golf Classic at Southview Country Club grew in size, thanks to more participation and a solid list of sponsors. ProAct ended the fiscal year in a good overall position ready to face the challenges and opportunities that lie ahead.



Judge Frank visited with Red Wing staff and participants.



Culver's representatives receive a Business Partner Award from Heather Deutschlaender, above and Mary McGeheran, below right, presents a Business Partner Award to IMV Technologies.





The Way to Work program helped Julia Johnsen find her dream job at Design n Bloom in Eagan.

Zumbrota program spreads wings for seniors Adult Day Care participants choose engaging attractions in SE Minn., and go!

ProAct Supervisor Susie Bordson in Zumbrota works with seniors to help them retain and enhance their social skills, and their outings together take them to some of the best spots in southeastern Minnesota.



Using a thoughtful, person-centered approach, she asks members of the group, some from Red Wing, what they would like to do. With choices made, they plan the activities.

She asked one

individual if he would like another man from Red Wing to come along and then, two weeks later, asks him if she could invite another participant. "It happens slowly," said Bordson.

"I really love it when I take them on an outing ... they are having a good time and they are full of joy," said Bordson. "That's what makes my job worth it, when they are really happy."

Being in southeast Goodhue County puts many attractions within easy range. There's Lark Toys in Kellogg, Oxbow Park in Byron, the eagle center in Wabasha, tractor rides and apple picking, bakery visits, feeding the geese in Rochester, a waterfall in Mantorville, the Sheldon Theater in Red Wing, and more. The group is out almost every week mixing with the public.



Clockwise from above left, Connie Stewart on an outing; Bob Davis, Paul Fredrickson and Dalen Bruemmer at Lark Toys; Fredrickson at an area park.



Visits to the Goodwill and Salvation Army stores spark memories of items from childhood, she explains. Home base is a front room at ProAct's downtown Zumbrota location, where they work on arts and crafts projects. Individuals from Red Wing are brought in.

"It doesn't get tiring for me," said Bordson, who previously worked with some Zumbrota participants at their residence in Wanamingo. "I don't mind."

Friends and family at Annual Banquets













Federal judge, legislators speak, listen

"It's personal choice. One size doesn't fit all," said U.S. District Judge Donovan Frank during a special visit with ProAct participants in Eagan.

The esteemed author of Minnesota's Olmstead Plan is a known advocate for people with disabilities, and has helped train more than 1,000 lawyers about disability discrimination and stereotypes.

After a tour guided by participants and sit down sessions in Eagan, the judge also visited ProAct's Red Wing site. On both occasions, he took the opportunity to discuss equal justice under the law. He then extended an invitation

to visit his courtroom and private offices. About 30 ProAct participants took him up on the offer.

Red Wing was also the site for visits from State Reps. Barb Haley, R-Red Wing and Pat Garofalo, R-Farmington, who visited with individuals on the work floor and heard concerns about the system from parents and staff.



U.S. District Judge Donovan Frank welcomed ProAct individuals with a tour of his courtroom and chambers.



Judge Frank toured work floors and classrooms, and took time to listen to ProAct participants.

Engaging parents, system changes

They wanted information. Parents and guardians of individuals served by ProAct assembled for evening meetings to hear from disability experts, as well as parent leaders of a new statewide group.

Founders of the 400-member Minnesota Family & Advocates Coalition (MNFAC) shared documents and expressed concerns about the future of services for people with disabilities. Co-chair Jim Clapper said Minnesota has a good continuum of work options for individuals, with in-center, work crews and competitive employment. But, there is uneasiness, particularly about the future of the in-center option.

An earlier parent and guardian meeting in Eagan featured Jenni Schwartz from the Metropolitan Center for Independent Living (MCIL). She shared details about a new interview process guided by the Workforce Innovation and Opportunity Act (WIOA). MCIL representatives were recording responses from individuals with disabilities about their desire to work competitively, or for a special minimum wage.



Invited by his constituents, Representative Pat Garofalo, left, visited ProAct in Red Wing and heard concerns from families and staff.



Parent meetings in Eagan and Red Wing tapped the expertise of the Minnesota Family & Advocates Coalition, which shared information about system changes coming for individuals with disabilities.

Still full of fun after 40 years of service

Known as a smiling, delightful pair that lights up a room, Howard and Randy Falls received 40-year Service Awards at a ProAct Recognition Banquet, and 14 family members were there to support them.



From top, Randy Falls in art class and Howard hard at work, days before retirement.

Although they have similar interests, such as NASCAR, and appear to be twins, they maintain distinct personalities. Howard, who is eight years older, is task oriented and takes responsibilities more seriously. "I am going to work now," says Howard to Claire Falls, his older sister and guardian, before leaving for ProAct.

Both are ready to "retire" and enjoy more ProAct classes. Their work has ranged from setting tables at a restaurant to gathering carts at a shopping center, and more. That experience is reflected in personal habits many years later.

Over the years, their classes have included music and art, bargain hunting trips and volunteering with Feed My Starving Children (FMSC), to name a few. At FMSC the "perfect job" reserved for this duo is sticking labels on food bags.

Each year for their church's Halloween party, dressed in matching costumes, they greet people at the door. Some got in the line several times to tap their ample supply of hugs. The Falls' Halloween getups range from Duck Dynasty brothers (with overalls and full beards), to matching Spam outfits.

Steady, reliable, orderly fit for Kohl's



With Steve Maki's enjoyment of order and neatness, volunteer opportunities at a local library were a first-rate fit. He also applied these qualities to his work.

Serving for five years on a Rapala warehouse work crew, Maki's steady and precise work routines were an example to new employees, his supervisor explained. His independence and flexibility were an asset when switching tasks, helping others and moving to different machines.

When Maki was ready to explore employment, the Way to Work project was the next step. With job developer Haley Konsela, he looked into various careers and work settings through informational interviews. Stocking work for Target or Walmart was considered. He completed applications, prepared for interviews

with role playing and took on real interviews. Maki later received a job offer from Kohls, but firmly asked for a different start time. Kohl's agreed, and he found just the job he



had been looking for. Even with his new work, Maki keeps volunteering at the Inver Glen Library, shelving books each week.

Senior staff members retire, leaving their mark in programs and production practices

Their retirements leave a legacy of care and betterment in the lives of others, through ProAct, its staff and thousands of people served.

Carolyn Dobis, director of programs and services in Eagan, capped a 45-year

career in the field, and 23 years of leadership at ProAct. She said the individuals she served made her feel "eternally young." Dobis is credited with starting the traumatic brain injury program, which is now Adult Day Services, and helped establish ProAct's operation in Hudson, Wis.

No less consequential was the retirement of Eagan Production Director Dave Cavalier, who began his ProAct career late in 1977. "You couldn't ask for a more



dedicated, reliable person," said CEO Steven Ditschler. "He's there and gets the job done." Cavalier shared fond early memories of participants, and some of the individuals are still at ProAct after more than 30 years.

River Falls dining dynamo stays positive

Overcoming struggles with anxiety and enjoying some fun banter with coworkers, Tony Bollig cleans tables in the University of Wisconsin- River Falls cafeteria.



Tony Bollig overcame his anxiety.

The job opportunity came through a roommate, and support is provided by ProAct in Hudson. Bollig keeps up the silverware, cups, dishes and dining room supplies and cleans the beverage and ice cream stations.

"He's wonderful," said Catering Director Megan McGushin. "He's always interesting and has a very positive attitude."

As 1980s music plays, the kitchen serves about 2,000 people during Bollig's shift, of about 3,000 each day. "He helps out with anything I ask him to do or

good, even when they make messes. ct ProAct job developer

Traci Borchardt said Bollig does better with direction from daytime staff. He's worked evenings, too.

The 95 dining tables in Riverside Commons keep him moving. Bollig previously did dishes at a restaurant, and for 12 years at a Madison, Wis. grocery store.

"You are doing so much for yourself now," said Borchardt, who pays visits. Past bouts with anxiety are behind him.



need," said Crystal Panek, the residence dining area manager. Music genres vary by the day.

He loves talking to the students, who he says are

Sometimes she asks him to "chill out," and stay focused on the positive, rather than the negative.

Paychecks bring opportunities to be generous when

Bollig pays to take extended family to see the Milwaukee Brewers face the Minnesota Twins. "I also took them to Camp Randall in the summer to see the Badgers in Madison," he said.

People, choices, at center of new training

Putting a focus on the individuals served is nothing new for ProAct, but formal training and systems to enhance it are fresh, and are making that emphasis even better.



Dennis Transue teaches person-centered concepts.

"Being personcentered means empowering the people we serve and support and moving them to the center of their planning and decision-making processes," said Person-Centered Trainer and Designated Coordinator Dennis Transue. He trained dozens of direct support staff. The next step is to integrate these principles into written plans for individuals.

Original theater productions capture eyes



Seasonal productions written and performed by the ProAct Playhouse group in Eagan continued to take on disability issues and used humor to keep audience attention. The program also supports Theatre Workshop classes which performed "The Little Mermaid" and "Snow White" for in-center audiences in the spring.

Red Wing: from in-center to art support job

Skills, confidence and leadership for Michael Halpaus came via ProAct work crews and center-based employment in recycling. The experiences prepared him for a new turn and job near the pottery wheels at Red Wing Stoneware.

"He really takes pride in it, and likes being independent," said Vocational Services Specialist Sam Kapala.

Tasks at Stoneware initially involved clean up for clay residues on the production floor, but now advanced to include production support duties such as moving equipment. Halpaus also cleans the retail show floor and break room.

At his previous job on a ProAct crew in Wisconsin, he assisted with machine operation, sorting and spotting for the job coach when moving large amounts of recyclables around a facility, Kapala explained. Months later, he was involved with electronics recycling at ProAct in Red Wing.

"He needed to be challenged," said Kapala. Red Wing Stoneware was calling for additional hands on a more limited basis. Then, a regular position opened after another employee went on leave.

ProAct provided support

with work procedures and processes to make Halpaus more valuable, Kapala explains. "He's continuing to grow his communication and interpersonal skills with his coworkers and supervisors."

Kapala said Halpaus has become





Michael Halpaus, at left and right, refined his skills in recycling operations before getting hired independently by Red Wing Stoneware. Above, at right, is Supervisor Evan Prescott.

better at adapting to daily routines that can change. "It's been a good opportunity for him to hone and further the skills he had learned from previous enclaves," he said. Halpaus has a 14-year relationship with ProAct, and still works in-center one day per week.

She makes transition back to competitive service work

Ginny Delk looks people in the eye, smiles and takes food orders, handling

a job she found after an incenter work transition at ProAct.

When a Red Wing Taco Bell customer ordered eight to 12 different burritos and tacos, she repeated it back. Delk was spot-on, confirming the items at an understandable and reasonable pace, said ProAct

Voc Services Specialist Sam Kapala. He only understood half of the order.

A friendly disposition, and comfort in communicating with customers are where Delk really shines. Ample customer service capabilities and familiarity with point-ofsale systems proved beneficial, Kapala explained. So has Taco Bell's training

> approach. Starting out, she worked non-peak hours with another cashier.

These "natural supports" helped Delk gain confidence, said Kapala. When orders slow to a trickle, she cleans the lobby and straightens condiments.

ProAct provides site visits and calls to verify Delk's schedule. She recaps her progress and refines her learning process. "She's been reliable with her varied schedule, which has allowed for more independence and freedom," he said.

Delk's manager was very



Red Wing Taco Bell GM Andy Hetrick up front with Ginny Delk, who provides counter service.

understanding of some disability factors, Kapala said. He knew that Delk had not worked in the community for a while, and might take longer to adapt to the pace.

Delk came with restaurant experience, which was an added bonus for the employer. Taco Bell has been flexible with her end time so she can catch a late bus home. "At this point, this is kind of a lifetime career," Delk said.

Meeting, greeting, watching

The innovative Way to Work pilot project at ProAct opened doors for a thorough interest and job search for Natalie Gudmunson, who through persistence secured work at a neighborhood department store.



"You have to be good with people, and I would say really energetic and nice," said a uniformed Gudmunson, manning her post near the Hastings Walmart entrance.

The smiling greeter welcomes and thanks guests. She's also on the frontline watching.

"She knows what to look for in case of shrink issues, merchandise that is walking out the door," said Zone Supervisor Evan Richey. "She's very active in that aspect."

No less than eight months of career exploration helped narrow her vocational options, explained ProAct Employment Specialist Allison Becker. Gudmunson met staff and gathered job info at a movie theater, hotel, assisted living facility, clothing boutiques, thrift stores and other places.

She then got experience during work assessments at four different job sites. She tried clerical work, child care, and retail stocking and processing.



At Walmart, Gudmunson received intensive job coaching, says Becker. She completed company training, and started setting up her own rides to and from work. Gudmunson continues to come to ProAct in Eagan on a more limited basis, where she attends a theater class and acts with the ProAct Playhouse group.

'Way to Work' refines job placement process

An award winning collaboration to connect more people with disabilities with competitive jobs stopped accepting new applicants in January of 2017, after a six-month extension.

The "Way to Work" pilot project brought employment counselors inhouse from Minnesota Vocational Rehabilitation Services to help streamline the job placement process for Dakota County residents at ProAct in Eagan.

More than 120 people with disabilities were served, with 89 receiving job placement services.

Way to Work's influence and methods will carry on long after the program's completion, explains



Employment Manager Heather Deutschlaender. The customized approach, interest forms and team meetings continue.

One change prompted by the program is a gradual move away from traditional job assessments. Deutschlaender said the assumption is that people are ready to work and ProAct is tasked with coming up with the supports they need.

Way to Work was



named for a "Minnesota State Government Innovation Award" for its new approach to providing employment services to individuals with significant disabilities in Dakota County. The state produced a video

with key players and plans are underway to adapt the project's best practices through the statewide service delivery system. The program also utilized staff from Dakota County Social Services and the Minnesota Department of Human Services.



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From left, Dr. John Christiansen, Charles DeNet, Brian Knapp, Paul Kramp, Arleen Sullivan, Teri McCloughan, James Louwagie, Mary Ellen Leary and Steven Ditschler.

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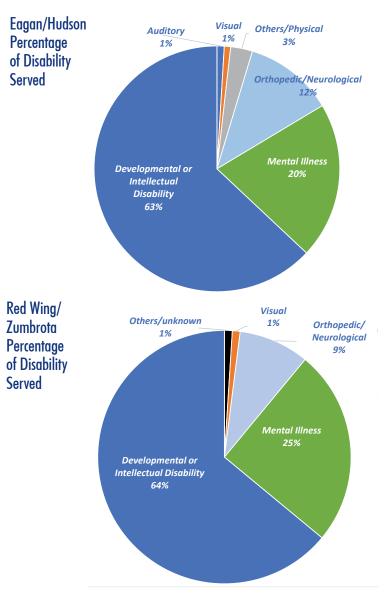


Pat McGuire Controller

Statistics 2017

Percentage of Each Disability Served

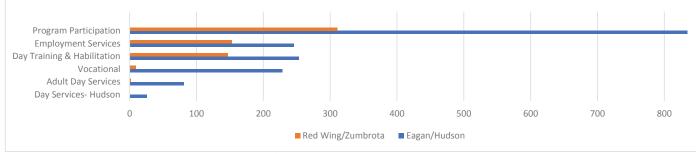
	Eagan/Hudson	Red Wing/Zumbrota
Auditory	1%	0%
Others/unknown	0%	1%
Visual	1%	1%
Others (Physical)	3%	0%
Orthopedic/Neurological	12%	9%
Mental Illness	20%	25%
Developmental or		
Intellectual Disability	63%	64%
Total	100%	100%



Program Participation

	Eagan/Hudson	Red Wing/Zumbrota	Total
Day Services - Hudson	26	0	26
Adult Day Services	81	2	83
Vocational	229	9	238
Day Training & Habilitat	ion 253	147	400
Employment Services	246	153	399
Program Participants	835	311	1146

Primary Diagnoses and Program Participation



Commitment to Excellence, Integrity, Achievement, Collaboration, Professionalism, Integration and Continuous Improvement

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Annual Report 2017

Financial Statements

Statements of Activities and Changes in Net Assets

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2010

Statements of Financial Position

	<u>2017</u>	<u>2016</u>
Revenues		
Program Service Fees	\$11,439,679	\$11,514,641
Consumer Employment		
Services	4,127,926	4,165,991
United Way	10,481	10,500
Other	409,845	347,809
Total Revenues	\$15,987,931	\$16,038,941
Expenses		
Program Services		
Employment Services	\$8,641,934	\$8,913,040
Day Services	5,537,828	5,430,934
Vocational Services	487,107	435,839
Tatal Dua anana Camitana	¢14 (((9(0	¢14 770 912
Total Program Services	\$14,666,869	\$14,779,813
Support Services		
Management and		
General	979,041	979,262
Fundraising	11,783	17,322
Total Support Services	990,824	996,584
Total Expenses	\$15,657,693	\$15,776,397
Total Expenses	φ1 <i>5</i> ,0 <i>5</i> 7,095	φ1 <i>5</i> ,770,577

	<u>2017</u>	<u>2016</u>
Current Assets Land, Building and Equipment Investment & Designated Cash	\$5,951,452	\$5,814,792
	3,298,126	3,467,972
	6,691,133	6,519,734
Total Assets	\$15,940,711	\$15,802,498
Total Liabilities	\$1,688,583	\$1,880,608
Net Assets-Unrestricted	4 470 747	4 455 0.62
Designated Net Assets-Unrestricted	4,478,747	4,457,863
Undesignated	9,753,178	9,443,824
Net Assets-Permanently Restricted	20,203	20,203
Total Net Assets	\$14,252,128	\$13,921,890
Total Liabilities and Net Assets	\$15,940,711	\$15,802,498

A copy of our financial audit report is available upon request.

(General Fund contributions continued)

Panera Bread Washington County Julie Winger Tyler Wolff Sandra Yule

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ProAct Golf Classic - August 2017



With a score of 15 under par, a team from Grafix Shoppe took first place.

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Annual Report 2017

"To provide person-centered services that enhance the quality of life for people with disabilities in the areas of employment, life skills, and community inclusion." ProAct Mission Statement

Services offered by ProAct

Situational Assessment Work Adjustment Training **School Transition** Job Placement/Development Job Coaching Long Term Employment Support Adult Day Care Life Skills Classes and Social Activities **Center-Based Employment and Training** Supported Employment **Community Employment** Transportation **Community Collaboration** Assistive Technology and Accommodations **Experiential Learning Opportunities Pre-Vocational Services Day Services Customized Employment Discovery Process Consulting Therapists** Job Seeking Skills Training Job Shadowing Job Tryouts Walgreen's REDI Training **CPR/First Aid Training Transportation Training** Informational Interviews Intake Social Coaching (Personal Adjustment Training) Labor Market Analysis **Background Checks**

proactinc.org









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United Way of Goodhue, Wabasha & Pierce Counties

Way





ProAct's primary service areas include the Minnesota counties of Dakota, Goodhue, Hennepin, Ramsey, Wabasha and Washington, as well as Pierce and St. Croix counties in Wisconsin.

Upon request, this publication is available in alternate languages and formats. Comments are welcome. Contact Sheena Henry at 651-289-3149, shenry@proactinc.org.