

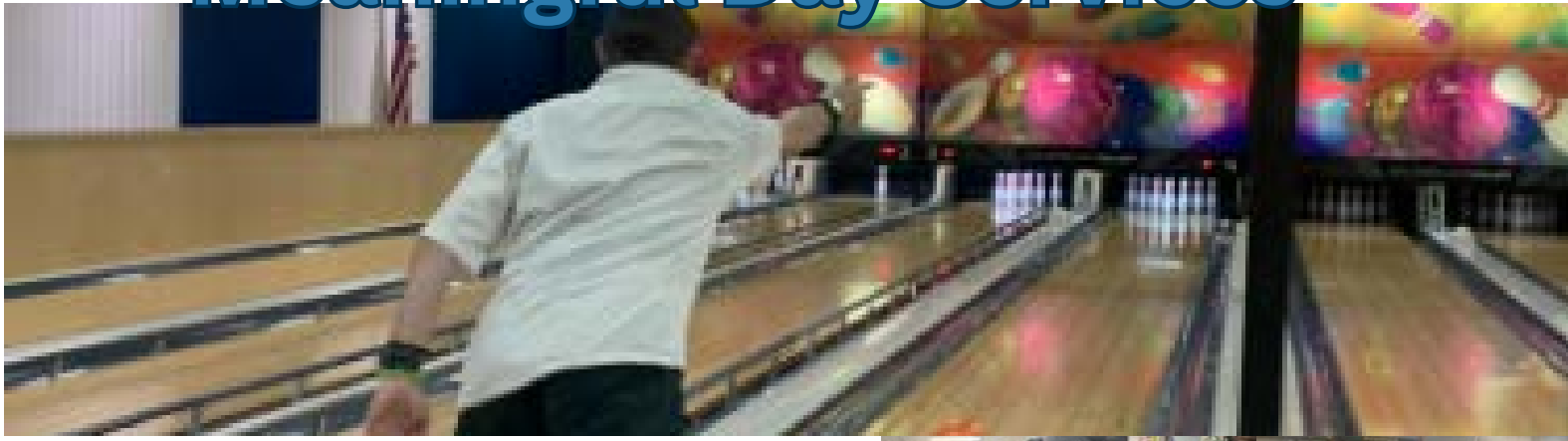
# BOARD REPORT



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**NOVEMBER/DECEMBER  
2025**

# Meaningful Day Services



## OE Enterprises – Program Highlights

### Alamance

- Participants and staff enjoyed community outings to places like Dollar Tree, Michaels, the State Fair, and Alamance Community College.
- They celebrated Halloween and had a creative arts and crafts session with a visiting librarian.
- Participants are preparing for the fashion show on December 17th at the holiday party.
- The clubs continue to be a source of enjoyment.

### Orange

- Outings included visits to Southpoint Mall, the library, and the movies with Alamance participants.
- They practiced shopping skills at Walmart and visited a pumpkin patch.
- Halloween activities and a coffee outing were highlights.

### Randolph

- Participants and staff cooked Thanksgiving lunch in the new kitchen.
- The Mobile Library visits monthly.
- They enjoyed outings to Walmart, Golden Corral, and the library.
- Participants took classes in ASL, arts and crafts, and more.

The building is now decorated for the holidays.



### Safety/Accessibility:

In preparation for the 2026 CARF visit and yearly safety checks:

- Completed safety walkthroughs at Meaningful Day sites in Alamance, Orange, and Randolph.
- Staff reminders:
  - Complete vehicle logs and safety checks.
  - Report issues promptly for immediate resolution.
  - Sign out vehicle keys at all sites.
- Ensure vehicles have safety kits: first aid kit, fire extinguisher, and seatbelt cutter/window breaker.

# Transition Services

## Project SEARCH

All Project SEARCH Sites have finished Internship Rotation 1 and have started Internship Rotation 2. They are been in their second internship for a couple of weeks now and training is going smoothly.



### Orange County

The intern hosted a Thanksgiving celebration for the partners. He shopped and prepped the snacks including a fruit turkey!

### Durham County

The interns began their second internship. Our OE Skills Trainer, Ian, supports in Food Service and is trying to find new opportunities in the kitchen for them to try like making pudding cups.

### Alamance County

One of the interns is trying a brand new internship to this site in Environmental Services (EVS)! In EVS he helps with "dailys" which are routine cleaning of patient rooms during their stay, and "discharges" which are more comprehensive and deep cleanings once a patient leaves. The Project SEARCH staff have gotten positive feedback from the work the intern is doing in this new rotation.



## Pre-ETS

### Staff Update

The T4S team is excited to welcome Mitzi Smith, who joined us in November to work with the Pre-ETS students in Alamance County. She brings 20 years of experience and previously served as a teacher assistant in an adapted curriculum classroom.

### Student Work

The Pre-ETS team has completed the beginning-of-year assessments with students and is wrapping up their first whole-group milestone this month. They are also preparing for the upcoming semester. Recent milestones have focused on key topics such as self-awareness, time management and organization, and understanding local labor markets.







Community Department is making progress to ongoing growth through the expansion of its employer placement portfolio that emphasizes community integration, successful employment outcomes, and individualized services. The department has successfully increased the number and diversity of employer partnerships (Delancey's, CandleScience, etc), resulting in consistent opportunities for participants across multiple industries.

To support sustainable outcomes, staff participated in a "back-to-basics" training approach focused on service quality, fidelity to standards and practices, and consistent delivery of person-centered supports.

These efforts ensure services are delivered in accordance with approved service definitions, measurable employment goals, and evidence-based practices, while promoting consistency, accountability, and high-quality outcomes.

The Department has also strengthened collaborative relationships with employers and management teams establishing mutually beneficial relationships that support participant success and business needs.

Partnerships such as Michael's, Wendy's, and Ross have increasingly requested participant referrals and encouraged applications at their worksites, reflecting confidence in the program's preparation, ongoing supports, and follow-along services as well as reliability of our staff support.

Overall, the program is repositioning for financial growth, with a strong foundation in quality improvement and assurance, employer engagement, and participant empowerment. These efforts support not only increased placements but also improved retention, performance, and employer satisfaction.

### **Retention-**

Orange, Durham, and Alamance Counties Retention Services had a strong and productive year. Overall, participants demonstrated job stability, growth, and positive employment outcomes.

Throughout the year, a significant number of participants maintained consistent employment, and three participants successfully advanced into new positions within their workplaces, reflecting both skill development and employer confidence in their performance.

The Retention team continues to focus on maximizing authorized service hours to ensure participants receive the support needed to maintain long-term employment success. We are actively collaborating with MCO to ensure authorizations are processed efficiently and without disruption to services.

### **Innovation Services-**

We are also responding to MCO requests to explore the possibility of fading supports for select innovation clients. This process is being approached thoughtfully and intentionally. We are working closely with participants, employers, parents, and support teams to determine whether fading services is appropriate and sustainable for each individual.





# HUMAN RESOURCES

Three new employees are scheduled to begin after the winter break to fill open DSP positions in Burlington and on the Transitions team. The Hillsborough and Asheboro facilities have remained fully staffed, maintaining required client-to-staff ratios. These new employees will complete our revamped two-week orientation process to ensure comprehensive training and support for success in their new roles.

Three recent new hires have completed onboarding training in our new learning management system, Relias. Supervisors have also been granted access to review quizzes. We plan to roll out the system to all current staff next year for annual training and as needed for refresher courses throughout the year. Post-orientation surveys completed by the new hires indicated positive feedback.

Our HR Administrators recently visited each facility and SCD site to meet with staff and conduct open enrollment for 2026 benefits. Feedback regarding the changes to the health plan was very positive. In 2026, we will administer a survey to formally gather employee feedback and will also monitor any impacts the new plans may have on employee retention and recruitment.

We are continuing to work through system integrations between Relias (training) and Employee Navigator (benefits) with UKG. In addition, our HR Administrators are conducting training sessions for supervisors to ensure they are comfortable completing tasks such as submitting job requisitions in UKG, supporting a seamless process for posting open positions.



<b>AA-Mueller Streamline Co Total</b>	776.17	
<b>AB -Peeky International LLC Total</b>	75.00	
<b>AB-Carolina Biological Supply Co. Total</b>	3,103.14	
<b>AB-James M Pleasants Co. Inc. Total</b>	2,155.00	
<b>AB-Mueller Industries Total</b>	17,849.28	
<b>AB-Palmetto Sauce Company Total</b>	74.72	
<b>AB-Rubberbanditz Total</b>	936.90	
<b>AB-Stewart E-Commerce Total</b>	1,394.00	
<b>AB-Sweet Neezy Total</b>	52.29	
<b>AB-Vibration Solution (Isolate-It) Total</b>	3,217.15	
<b>AB-Yomommastyle Total</b>	50.00	
<b>AB-Your Story Press Total</b>	50.00	
<b>AC - EXACT CUT Total</b>	199.50	
<b>Grand Total</b>	29,933.15	



# **SERVICE CONTRACT DIVISION**



**OE Enterprises has submitted its Service Contract Pricing Proposal to SourceAmerica for analyzation, and it has been forwarded to the General Service Administration for review and approval.**





## Strategic Development

### Grant/project updates:

- Awarded a \$5000 grant from AgSouth to upgrade the garden area at the Burlington site
- Awarded a \$4000 grant from Alamance Community Fund to purchase laptops for skills development for the Burlington Sites
- Completed the greenhouse plastic replacement in Asheboro as part of the Randolph County Government Strategic Plan funding award
- Relias Implementation has started with a revamp of New Employee Orientation. Reviews from new employees and staff leading orientation have been positive.
- **Next up:** Finishing the garden space in Hillsborough for planting this Spring!