

# BC Arc

*Berkshire County Arc*

**Annual Report 2006-2007**

**Residential \* Vocational \* Advocacy  
Day Programs \* Clinical and Nursing  
TBI Programs \* Zip 'N Sort Mail Services  
Quality Assurance**



**“Supporting People, Enriching Lives *since 1954.*”**

# *Berkshire County Arc is committed to assisting and supporting individuals*

## **From the Executive Director and Board President:**

Having completed another very successful year, we would like to take this opportunity to thank all those that have given us such great support. Without the many people that contribute their hard work and creative ideas, the agency would not be able to continue to thrive. We especially would like to offer our deepest appreciation for all of our staff that use their energies every day to ensure that those we serve have the best-possible lives.

During the past year, we were able to open our brand-new \$2.2 million dollar Thomas Flynn, Jr. Community Apartments which has been a dream for the past four years. Fourteen individuals now have beautiful, new apartments in downtown Pittsfield. We currently are in the process of constructing two new residential programs supported with HUD grants and have two additional ones in the planning, one a new Respite House. All of these projects helped meet our goal, creating new accessible opportunities for individuals.

Our Sensory Integration Program for individuals with autism became a permanent Saturday morning activity over the past year. This has been well received by those families that participate.

Our new Down Syndrome Family Group now has over 25 families and held its first major fundraiser. A Buddy Walk held in Dalton raised over \$17,000 for their activities.

Having opened our fifth home for individuals with traumatic brain injury, the agency continues to offer a unique and very needed program. In the next year, it is planned that an additional home for six individuals will be opened in Pittsfield.

Zip 'N Sort Mail Services, now the largest mail business in Western Massachusetts, continues to be extremely successful and presently serves over 225 businesses. This integrated business employs 32 people, half of which are individuals served by the agency.

We look forward to the coming year in offering new experiences and opportunities for those that we serve. Our Board of Directors extends our deep appreciation for the many individuals who have assisted us in the past year.

Joseph P. Woitkoski, Board President  
Kenneth W. Singer, Executive Director



## **Agency Highlights**

- Completed and opened the new Thomas Flynn, Jr. Community Apartments
- Awarded a \$576,200 grant for Capital and \$84,900 in Rent Subsidies from HUD 811 program for a six-person community residence for Traumatic Brain Injured in Pittsfield
- Two new residential houses to be built in Lanesboro with funds from HUD and state CEDAC funds.
- New Respite House scheduled to be built on Valentine Road in Pittsfield.
- Built and opened new Greylock residence for individuals with TBI (Traumatic Brain Injury).
- Introduced New Agency Tag Line: "Supporting People, Enriching Lives"
- Renovated former Day Hab site and renamed "Crossroads"
- BCARC Golf Tournament raised \$46,000 and set a new record.
- UCP Association of Berkshire County honored BCARC with the 2007 Ralph Levine Program Service Award for Partnership Activities with UCP in support of children and adults with disabilities.
- BCARC was nominated and selected to receive a Peer Provider Award at the Massachusetts Council of Human Service Providers 32<sup>nd</sup> Annual Convention & Expo. in Boston.
- Dennis Radford received the Richard J. Bond Supervisor's Award from the Massachusetts Council of Human Service Providers at the 32<sup>nd</sup> Annual Convention & Expo in Boston

## **Quality Assurance Highlights**

- Coordinated preparation for DMR Licensing Review and Individual supports certification survey
- Co-presented BCARC Quality Assurance programs and principles at the Arc Innovations conference
- Updated the format of Agency Emergency Procedures sheet

## **AEN Highlights**

- Served over 150 individuals through vocational evaluations, career planning, job placements, on the job training, and support services
- Provided 23 students from 6 school districts with a wide range of vocational services leading to successful school to career transitions
- Developed a network of over 100 employers utilizing AEN services



# *Individuals in their quest to identify and realize their chosen lifestyles.*



## **Day Program Highlights**

- Merged the Southgate and Habilitation Centers to form Crossroads, a day habilitation program that focuses on people who have more medical and sensory motor needs
- Added sensory gym equipment to the Center for Development to assist individuals in improving their sensory processing skills
- Reorganized classroom structure at the Social Development Center to accommodate individuals with traumatic brain injury
- Expanded the Saturday Sensory Integration Program for children with sensory processing disorders through the support of Community Resources for People With Autism and the BCARC Golf Tournament.

## **Residential Highlights**

- Opened Thomas Flynn Community Apartments, successfully relocating individuals
- Two new individuals moved into the Co-Op program
- Supported 142 people with disabilities in 31 residences
- Individuals participated in many volunteer projects, including the Giving Tree program, making ornaments for the BMC Pediatrics Unit, a Thanksgiving basket for a family with HIV, and baking for a local veteran's home
- Continuation of the Healthy Choices program
- Individuals took vacations to Branson, MO, Nashville, TN, Disney World, Hawaii, Alaska and Vermont

## **Zip 'N Sort Mail Services Highlights**

- Total income for commercial sales and services increased by \$182,303 in FY 2007, representing a 7.1% increase
- 229 customers were served throughout the year
- Four education seminars were presented by Zip 'N Sort and a local postal representative to inform customers of major postal changes going into effect in May 2007
- Zip 'n Sort continued to grow as a leading mail business in Western Massachusetts, recognized for its effectiveness and efficiency.

## **Traumatic Brain Injury Highlights**

- Opened Greylock Program that serves four gentlemen
- Provided Individual Aide Services for two individuals residing in nursing homes in South County
- All five programs planted gardens in new raised flower beds built by BCARC Maintenance Department
- Two individuals successfully placed by AEN in competitive employment
- Four individuals lost over 250 pounds through Menu Planning and Healthy Eating Curriculums
- Six individuals volunteered at community organizations like Project Native, Elizabeth Sonsini Animal Shelter, American Red Cross and the United Way
- Offered educational opportunities for individuals at Berkshire Community College and for obtaining GED

## **Clinical and Nursing Highlights**

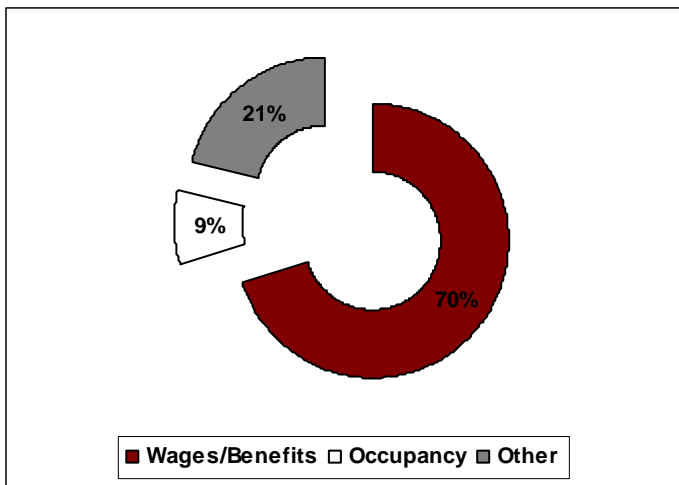
- Worked with staff at the Brien Center to design a format for effective communication between residential and day programs and psychiatric service providers
- Nursing staff refined protocols for individuals living in BCARC residential programs to use in training sessions to ensure safe and effective management of conditions like swallowing and seizure disorders.

## Advocacy Highlights

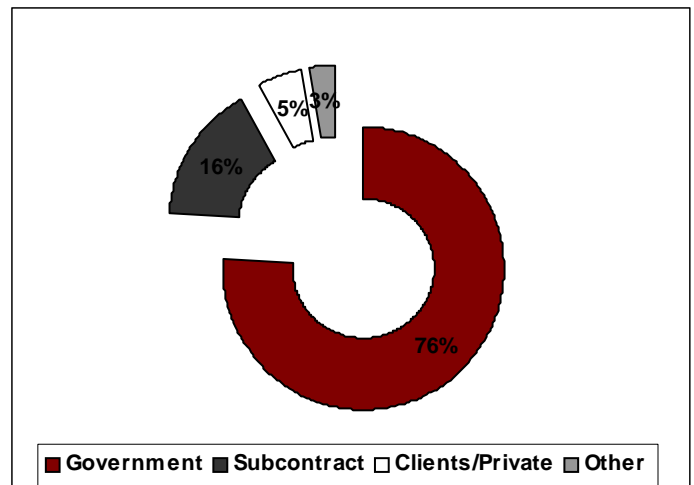
- Supported over 100 individuals and their families needing planned or emergency respite services through the Respite Outreach program, Family Directed Project or Respite House
- BCARC Down Syndrome Family Group hosted first Buddy Walk of the Berkshires, with over 500 participants, generating over \$17,000
- Co-sponsored Parent Consultant Training, presented by the Federation for Children With Special Needs
- Formed Berkshire Collaborative Workshops with Community Resources for People With Autism, Central Berkshire Regional School District Parent Advisory Council, and United Cerebral Palsy
- Co-hosted 4<sup>th</sup> Annual Family Support Conference in the Berkshires.
- Provided educational advocacy services for 27 families in Berkshire County
- Berkshire and Southern Berkshire Self-Advocates attended regional self-advocacy conferences and events
- Increased Pooled Trust membership to 62 accounts and trust value to over one million dollars
- Updated and enlarged trust advertising across the state
- Chaired Operations for 10<sup>th</sup> Annual Berkshire Disability Pride Day; assisted with BDPD Legislative Breakfast
- Participated in the development of "Diversity in Action Committee" made up of staff from area provider agencies and the Department of Mental Retardation. Integrated database management system for ISP documentation and reporting.



### Funds Distribution



### Income Sources



## Berkshire County Arc Board of Directors

Joseph Woitkoski-**President**, Carol Craighead-**Vice President**, Michael Ferry-**Treasurer**,  
Bob Sinopoli-**Assistant Treasurer**

Linda Carnevale, Kathy Clark, Thomas J. Hamel, Patrick Sheehan

Kenneth W. Singer  
**Executive Director**