

# INCLEMENT WEATHER

## Closing Guidelines for Adult Services



Starting in 2018, Windfall School and the Medina County Board of DD will be treated as two separate entities with regard to inclement weather and closings.

### ANNOUNCEMENT METHODS:

- **Phone alert notification system** - using contact information from our client database
- **Website** - [www.mcbdd.org](http://www.mcbdd.org)
- **Facebook** and **Twitter** - @MedinaCountyDD
- **E-news emails** - sign up on our website
- **TV, radio,** and many **storm alert and school closing websites.**

#### Please note this change:

TV announcements will now be separated into two different announcements for *Windfall School* and *The Medina County Board of DD*. The TV may indicate that *Windfall School* is closed; however the agency itself **will remain open** unless the TV indicates that **both** *Windfall School* **and** the Medina County Board of DD are closed.

If you do not receive a call or message from the MCBDD on a day in which the agency is closed, you should contact your Service and Support Administrator (SSA) at 330-764-8988 to verify that your contact information is correct. If you wish to be removed from our phone alert system, you should call the MCBDD Operations Director at 330-725-7751 ext. 270.

We strive to make a decision as early as possible. Usually, the decision to remain open or to close our agency will be made no later than 6:00 am.

### AGENCY OPEN:

The Medina County Board of DD will remain open (even if Windfall School is closed). All programs are open and operating as normal. *Individuals always have the option of not attending if there is concern about their safety.*

### AGENCY CLOSED:

All MCBDD programs are **closed** and individuals are not to attend. There will be no MCBDD transportation available.

#### MEETINGS AND APPOINTMENTS:

If you have a scheduled meeting with one of our staff, they will contact you to either confirm your meeting or to reschedule, if necessary.

#### INDIVIDUALS AND FAMILIES WHO USE PRIVATE SERVICE PROVIDERS (includes those within the Achievement Center):

If you use a private provider for any of your services, including transportation, please make sure you understand their calamity day procedures and how and when they will provide services on days the MCBDD is closed for inclement weather.

#### INDIVIDUALS WHO WORK IN THE COMMUNITY:

Any adult individual who has a job in the community is expected to make arrangements to attend their jobs unless otherwise notified or other arrangements are made between the individual and employer. He/she is also expected to contact their current transportation provider to ensure transportation, or make arrangements for alternate transportation.

For more up-to-the-minute information about any closings at the Medina County Board of Developmental Disabilities, remember to check our website at [www.mcbdd.org](http://www.mcbdd.org)