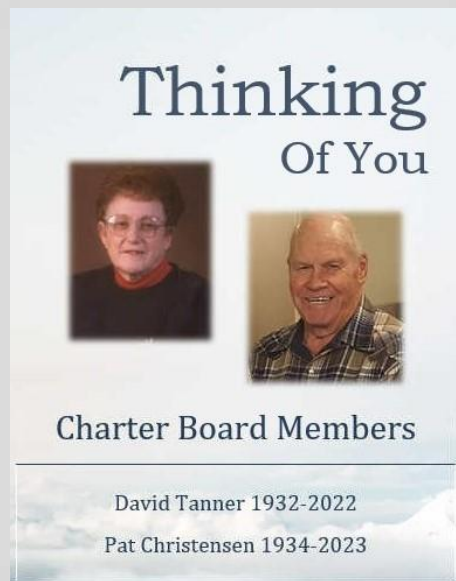




Annual Report

2022-2023



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Description of Organization

Dawn Enterprises, Inc. is a private non-profit 501 (c) 3 organization that offers Employment, Housing and Community Support Services to assist individuals of Southeastern Idaho with mental, physical, or social disabilities to achieve independence up to each person's maximum capability.

Dawn Enterprises filed Articles of Incorporation on the 20th day of December 1974. Dawn Enterprises, Inc. has been in continuous operation since and governed by a Board of Directors who are volunteer citizens from the local community with a wide range of interests and expertise. They meet monthly to oversee the operations of the company and to make decisions on the future course and direction of the organization. The Executive Director, in conjunction with the Assistant Director, oversees the day-to-day operations of the organization and reports directly to the Board of Directors.

The organization is divided into several departments, and each is managed by an individual selected for experience, education, and dedication to enhance the programs they oversee.

Employment Services -

Employment Planning Services is an individualized and systematic process of assessing an individual's aptitudes, interests, tolerances, strengths, limitations, and vocational options to develop employment goals and objectives.

Community Employment Services address questions covering areas such as appearance, resumes, applications, interview skills and work behavior. Information is available regarding the employment market and how to locate open positions for which an individual is suited. Services provided in this program also include job development, task analysis, on-the-job training coordination, and follow-up activities directed at assisting referred individuals in successful job placement. This program offers ongoing support to both the employer and the individual.

Organizational Employment Services provide opportunities for individuals not ready for competitive community employment to receive vocational training that includes remunerative work experience with work skills training, vocational counseling, job related social skills training, and work behavior identification and modification that will deal with employment barriers and help prepare those served to move into some type of community employment.

Community Support Services -

The Developmental Disabilities Program is designed to assist individuals in learning skills necessary for integration into society. The individual is assessed using a variety of assessments to find their strengths and needs. Based upon the needs of the individual, a plan is developed to assist them in learning skills to allow them to be as independent as they are capable of being. The skills addressed, based on an individual, can range from such things as washing and combing hair, showering, and brushing teeth to more independent living skills such as developing and managing a budget, comparison shopping and personal relationships. Emphasis placed on social skills such as appropriate conversation, social interaction and accessing community resources. The overall goal of the Developmental Disabilities Program is to teach an individual the skills they will need to no longer have to rely on an agency to assist them.

The Adult Day Care Program is designed to provide participating consumers the opportunity to engage in activities that are recreational in nature. These activities include everything from arts and crafts to swimming. From implementation date to present, the program is utilized to provide the participants with a variety of activities. Bowling seems to be one of their favorite activities, as well as attending the occasional movie theater and visiting parks and zoos within the surrounding areas. In conjunction with the individual's Targeted Service Coordinators, a wider variety of authorized activities are added to their Individual Service Plan to allow for a greater mix of planned activities.

The Residential Habilitation Program is designed to provide services that improve the quality of life of the participating individual. These services are meant to supplement their daily living routine by doing for the individual what they cannot do for themselves, due to the severity of their diagnosis. These services include feeding, Range of Motion, and physical exercise, arranging transportation to access community opportunities, housekeeping, assisting with bladder and bowel movements, personal hygiene, meal preparation and leisure activities. Quite literally doing those things for the consumer they would not be able to do for themselves. These services are provided in the individual's place of residence, whether it is in the home of a relative or their own home.

Contracted Services -

This department works closely with the vocational department and the community to provide work training opportunities and income for the organizational employment and other work programs. Current work training opportunities include a large variety of work activities within our sewing manufacturing program.

Volunteer Board of Directors

Mike Rice - Emeritus

Dr. David Case

Tom Packer

Matt Harmon

LeAnn Parker

Dr. Leon Peterson

Dennis Parker

Fiscal Coordinator – Andrea Leavitt

Executive Director - Donna Butler

Partnerships and Accreditations					
					

The Department of Health and Welfare (Medicaid), Idaho Division of Vocational Rehabilitation and the School Districts have a standard 'fee for service' that is paid for the individuals we serve. The fees are negotiated on an annual basis and is the same for every Idaho agency that provides services. Contracted Services are negotiated on an annual basis with the individual businesses for which we provide services.

Dawn Enterprises, Inc. bases its programs on the needs of current and prospective consumers. We strive to disseminate information about the services provided at Dawn Enterprises, keeping the referring agencies, funding agencies and public abreast of current program developments, and to monitor community needs and satisfaction to maintain and enhance program quality.

Dawn Enterprises, Inc. is the only ***non-profit community rehabilitation agency in Bingham County*** and remains the only agency in the county that provides organizational employment skills training. Our services are unique in that we provide an opportunity to achieve a level of independence not always available to these populations. Dawn Enterprises, Inc., unlike other agencies, have the resources to meet the vocational needs, the developmental needs, and the housing needs of our individuals. Other agencies offer a limited mix of these services.

Dawn Enterprises, Inc. maintains relationships with a variety of outside professionals to enhance the services provided to our consumers and the community. We maintain professional relationships with a Lawyer, an Insurance Broker, a Physician, a Registered Nurse, a Psychologist, a Social Worker, a Speech Therapist, a Physical Therapist, and an Occupational Therapist.

Dawn Enterprises, Inc. utilizes the wide expertise of the Board of Directors, the people we serve and the local community to provide ongoing input on a regular basis. An internal system is in place to implement these ideas into the formal planning process of the organization. In addition, a Board and consumer representative participate in every formal committee within our organization.

Our organization employs a variety of full-time and part-time management, direct care, and general labor personnel. Placement referrals primarily come from the local employment agency. Dawn Enterprises, Inc. maintains a hiring practice policy which includes screening, background, reference, and credential checks. New employee training is completed during the initial orientation process and once completed, the new employee will participate in the ongoing company training program.

As a service organization that works primarily with people, Dawn Enterprises, Inc. is vulnerable to many inside and outside risks. In addition to the standard structure, vehicle, employer and employee insurance protection packages, our agency maintains comprehensive company policies and procedures to prevent potential liabilities.



Executive Summary

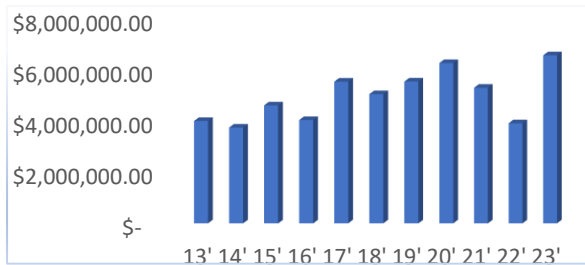
Our mission to provide opportunities and inclusion for all individuals with varying disabilities continues, however the approach has changed significantly over the years. Because Blackfoot is a small community with limited resources and employment opportunities, Dawn Enterprises, Inc. has found it necessary to create those opportunities here, under our roof, with the resources and talents we already have available to us.

In addition to providing direct care services, Dawn Enterprises, Inc. has evolved into a well-known and respected manufacturing facility providing finished sewn goods to the United States Defense Logistics Agency through government contracting and to small and large commercial companies. Our Computerized Cutting and Pattern Design systems, along with our reputation for producing quality products, continues to open doors for additional opportunities. As a result, we are growing jobs and revenues, and impacting lives beyond the population we targeted in our original mission.

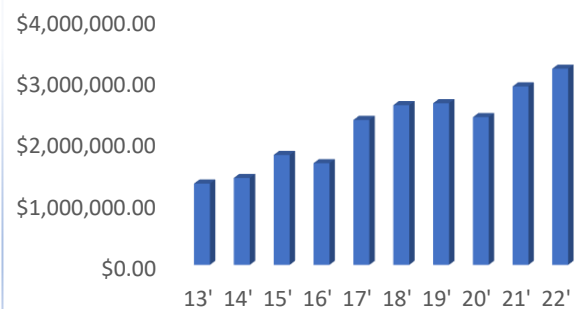
Our *sewing manufacturing* department continues to maintain the *ISO 9001:2015 certification* through annual monitoring.

Dawn Enterprises, Inc. provides full and part-time **employment to fifty-five (55) individuals who are blind or have a significant disability**. Our total workforce is one hundred and ten (110) individuals. Our advertising and referral sources are primarily the Idaho Division of Vocational Rehabilitation, Idaho Department of Labor, and the Commission for the Blind. We have traditionally worked closely with the local American Legion Organization to obtain Veteran referrals.

Manufacturing, Service and Product Revenue



Wages and Benefits



Meaningful Employment Opportunities for All People, with and without Disabilities

The **Vocational Program** continues to make tremendous strides towards enhancing consumer employment opportunities and consumer service delivery. The Vocational Team has been successful in pulling together an effective team that has worked harmoniously towards increasing work opportunities in both, the manufacturing division at Dawn Enterprises, Inc. and in the community, towards increasing motivation to improve productivity and morale and towards taking a more realistic approach to the work area job changes.



During the 2022-2023 fiscal year, the **Vocational Program** continued to encourage employer involvement and feedback. An employer survey is used to allow the employer to rate how the employee has been doing and identifies areas of need. This survey also gives the employer an opportunity to rate our services and the quality of job coaching provided to the employees and any concerns or suggestions they may have that would improve our services. Satisfaction surveys are completed bi-annually and approximately one month before the employees staffing so these issues can be addressed at that time.

The **Supported Employment Services** assisted a total of twenty-two (22) individuals in securing and/or maintaining their employment in the community with the assistance of our job coaching staff.



The **Job Skills classes** will continue to evolve. The curriculum will continue to improve and expand to include more resources that are appropriate for the various levels. Community activities and involvement is strongly encouraged and will serve several purposes, such as: aiding the program participant in becoming less anxious about becoming employed in the community; educating the community about our programs; allowing businesses to become aware of our capabilities, and to serve as a support for those individuals that are currently employed or seeking employment. This class will also participate in tours of various businesses in the community to learn more about the possibilities that could be available to them.

The **Organizational Employment Services** served nineteen (19) individuals during the fiscal year 2022-2023. The work duties are tasks that are associated with the cutting, sewing, and production of sewn products, such as anti-flash hoods, dust cloths, polos, leggings, back packing equipment, baby clothing, embroidery, and specialty clothing. Other duties may include packaging and janitorial.

During the 2022-2023 fiscal year, our **Community Personal and Social Support Services** provided forty (40) individuals (11 *Developmental Disabilities Program*, 15 *Residential Habilitation* and 14 in *Adult Day Care*) with opportunities to develop, increase and/or maintain, as desired; adult daily living skills, social contacts, personal relationships, community networks and new supports.

This has certainly been another unprecedented year, and it has been proven again that program participants, employees and the Board of Dawn Enterprises are flexible and resilient. We are committed to the continuation of services provided in safe environments to support those individuals that chose to receive services through our agency and to the individuals that chose our organization as a workplace.



I am inspired by the life-changing work that we do at Dawn Enterprises to fulfill our mission to improve the function and quality of life for people with disabilities or limiting conditions. I could not be prouder of our devoted employees.

Highlights from the 2022-2023 Fiscal Year include:

The 2022-2023 FY closed out with some of the same challenges as the previous year. Again, despite the challenges presented post pandemic, there are many accomplishments that we can all share extraordinary pride in.

- We shipped out approximately 149,440 Anti-Flash Hoods and stayed on task to meet the demands of all three (3) Contract Awards despite the supply challenges.
- Award two (2) additional Ability One Contracts. (Tool Bags & Extreme Cold Weather Drawers)
- We are supporting, by a cut & sew subcontract, another Ability One contract that supplies Neck Tabs to the Air Force.
- We have kept our total workforce employed with no downtime.
- Received an 'exceeds expectation' on our CPARS (DOD contracting) evaluation.
- Continued shipments on a contract with Workwear, LLC. for Garment Bags (our design) that are distributed to Homeland Security personnel.
- Maintained recognition as a competitive employment site.
- Continued to work with Source America as a Commercial Contracting site.
- Continued to work closely with BYU-Idaho engineering program to develop folding jigs that will be used in the work area.
- Continued to work closely with BYU-Idaho fashion designing program by hosting interns and by welcoming student group tours as part of their curriculum.
- Maintained ISO Certification after an annual surveillance audit in August.
- Held two (2) vaccination clinics at the facility.
- Maintained contract with an IT Company to provide networking, computer/cyber technology support, compliance, and security. We scored 17 of 17 on the CMMC 2.0, Level 1 Assessment completed early in the calendar year 2023.
- Maintained CARF accreditation.
- Held a Community Chamber tour in June 2023.

