**WI Balance of State Continuum of Care**

**Discharge Planning Committee Meeting Minutes**

Thursday, September 1st 12:00PM – 1:00 pm

Microsoft Teams

1. Attendance: Kristina Bechtel, Chandra Wakefield, Duana Bremer, Chelsey Myhre-Foster
2. Approval of Meeting Minutes – August 4th, 2022
	1. Motion made by Duana Bremer
	2. Motion seconded by Chandra Wakefield
	3. Any Discussion
	4. All in Favor
	5. Motion passes
3. Discharge Planning Toolkit
	1. Local coalition follow-ups
		1. There appears to be a lack of interest or time within local coalitions to utilize tool – do we continue with it?
4. Discharge Planning Tool Intro & Discussion
	1. <https://www.mass.gov/decision-tree/housing-tool-for-hospital-discharge-staff>
	2. Kristi introduced a Discharge Planning Tool website created by Massachusetts specifically for hospitals discharging folks experiencing homelessness
	3. The committee likes the website and brainstormed how we could adapt this for the BOS needs – would remove the need for the Toolkit created and would decrease amount of work needed by local coalitions
	4. Discussed possible partnership with DHS to make statewide – could potentially use resources from DHS to create website
	5. Kristi and Chandra will take to Board to see if we can move forward with it
5. Other Business
	1. Chandra’s term is up on board and she is unsure if she will be re-elected – she will reach out to coalition chair to find out if she has opposition
6. Next Meeting – October 6th, 2022; 12:00PM – 1:00PM