**WI Balance of State Continuum of Care**

**Discharge Planning Committee Meeting Minutes**

August 3rd, 12:00PM – 1:00 pm

Microsoft Teams

Attendees: Kristina Bechtel, Duana Bremer, Lyric Glynn, Ryan Graham, Merdith McCoy, Carrie Poser, Rachel Thomas, Lydia Van Thiel, Sandy Brekke, Joseph VanRoy, Chandra Wakefield, Sherri Waid

1. Introductions for new attendees
	1. Committee members introduced themselves.
2. Approval of Meeting Minutes – June 1st, 2023
	1. Motion to approve the minutes was made by Duana and seconded by Sherri. Minutes were approved without changes.
3. Update on WIRE – Ryan Graham
	1. Ryan has been collaborating with United Way. United Way would like feedback from the Discharge Planning Committee about how WIRE can be helpful in discharge planning with unhoused individuals.
	2. The committee continued discussion about the “Housing Tool for Hospital Discharge Staff” from Massachusetts Executive Office of Health and Human Services (<https://www.mass.gov/decision-tree/housing-tool-for-hospital-discharge-staff>) and whether a similar website/tool could be developed for use in Wisconsin. Kristina had previously spoken with the staff who helped develop the “Housing Tool for Hospital Discharge Staff” and indicated she could provide contact information to Ryan to share with the United Way team for purposes of developing WIRE. Kristina suggested the Discharge Planning Committee consider whether it would be helpful to create a subcommittee to further work on WIRE development/collaboration.
4. Guest – Carrie Poser to talk about BOS vision and expectations of Discharge Planning Committee
	1. Carrie reviewed the Balance of State’s vision and expectations for the Discharge Planning Coordinator/Committee. The Committee is tasked with developing strategies to help ensure individuals discharging from four specific systems (foster care, mental health care, correctional facilities, and health care) are not discharged to homelessness. Carrie discussed that the BOS develops policies for coalitions and benefits from feedback and direction from the Discharge Planning Committee for policy development and implementation. Carrie discussed an example and said the Discharge Planning Committee could consider

consider whether utilization of the Discharge Planning Toolkit should be made part of BOS policy.

* 1. Sandy shared that it may be useful to develop a greater understanding of the experiences within these four particular systems in order to develop a more comprehensive plan for making change.
	2. Kristina highlighted the importance of distinguishing between various components of the four systems identified above such as considering the unique challenges faced by individuals discharging from county jails versus individuals discharging from state prisons. Kristina shared that Local Coalition Survey results indicated some Coalitions are finding success with collaboration among systems. Kristina discussed one particular coalition whose local Coordinated Entry team meets with incarcerated individuals prior to their discharge from jail and has found that helpful in terms of discharge planning.
	3. Sherri will seek feedback from the Committee about potential next steps prior to the next Discharge Planning Committee meeting.
1. Review Local Coalition Survey Results
	1. There was not enough time during the meeting to review the results so Kristina will compile the results and email them to the Committee for review.
2. Other Business
	1. This is Kristina’s final meeting as Co-Chair and Committee member. The Committee thanked her for all her advocacy and work on the Committee. Sherri remains Co-Chair of the Committee.
3. Next Meeting – September 7th 2023; 12:00PM – 1:00PM