WIBOSCOC

Discharge Planning Committee Meeting Agenda

Thursday, July 1, 2021; 12 – 1 pm

Teams Meeting

Attended- Duana Bremer, Alfred Johnson, Cassandra Carlson, Kristen Brusky, Joe VanRoy, Leann Ring, Meredith McCoy, Daniella Fohr

1. Approval of Meeting Minutes – June 3, 2021- Duana B. moved to approve the minutes from June 3, 2021, as presented, Joe V. seconded the motion and the motion was approved unanimously.
2. Approval of Discharge planning Kit – The committee discussed that the tool kit is to be used as a template document and that amended MOU’s or other releases of information from other organizations could be used in place of toolkit documents. It was suggested that a “took kit instructions” be included to indicate the statement above as well as include other suggested considerations for groups including review of communications/information transmission security practices/policies. Jessica will draft this instruction document and include in an e-mail with the full updated tool kit to the committee. There was a discussion around frustration of implementation of previous MOU. It was determined that this could be next step to help organization look at gap analysis as a part of tool implementation.
	1. Review Docs and suggestions provided by WIBOSCOC – Meredith will ask for Carrie Poser to review and provide any feedback. This will be documented in the e-mail sent to the committee.
	2. Review organizations to trial tool kit – all items were approved with no changes suggested. It was suggested to add the ICA release of information document in addition to the current release of information template.
	3. Next Steps- Jessica will provide an instruction document for the committee to review. Alfred will forward facilities directories for hospitals, nursing care, mental health and Substance use supports. Additionally, it was suggested to add a COC requirement that supports use of this tool that would be like the “criminalization of homelessness” policy that is currently a requirement of WIBOSCOC’s. This would need to have board discussion and approval. Jessica will bring this up at the July BOS Board meeting as time allows.
3. Update from Duana Bremer
	1. Follow up on connection with WIBOSCOC on Jail/Prison transition – recording in HMIS- Duana shared a previous process. Duana is checking in with Jennifer at ICA to see if this process would be correct and will report back to the committee.
4. Next Steps for Committee – next steps are indicated in agenda item II. c. as well as below in agenda item V.
5. Other Business-
	1. Kristen reported that Katelyn will reach out to the suggested speaker from June and see if they could attend the August or September Board meeting. Duana also has a speaker, Nicole Storm, probation officers in Polk and Burnett counties, to speak at the August meeting.
	2. Duana shared that she is serving on a committee with St. Croix Tribal Health to examine discharge from jail for tribe members and how to prevent individual from returning to jail or prison after release. This covers meeting with the individual prior to release and connecting them with several resources including housing to prevent homelessness upon discharge. Duana suggested inviting the tribal members and Nicole storm to be a part of this committee. Additionally, Discharge Planning committee meetings are open to anyone to attend and all members were encouraged to invite members from their community to their local COC meetings, as well as to the Discharge Planning committee meetings as desired. If committee members would like to invite guests, you can either forward the meeting invite OR send the guest’s e-mail to Jessica Neumann and Kristie Bechtel and they will be sent the meeting invite.
6. Next Meeting – With a speaker coming it was agreed to extend the next meeting by 30 minutes to ensure we can address committee business as well as provide adequate time for the speaker and questions. Thursday, August 5, 2021; 12- 1:30 pm

Future Populations of Focus:

Jail

MH/SUD Recover houses

Foster Care