**WI Balance of State Continuum of Care**

**Discharge Planning Committee Meeting Minutes**

Thursday, January 4th, 2024 12:00PM – 1:00 pm

Microsoft Teams

Attendees: Krysta Berger, Jen Bisterfeldt, Sandra Brekke, Lyric Glynn, Ryan Graham, Mindy Howell, Meredith McCoy, Rosanne Northwood, Erika Olson, Lydia Van Thiel, Rachel Thomas, Joseph Van Roy, Chandra Wakefield, Sherri Waid

1. Introductions for new attendees
	1. There were no new members today.
2. Approval of Meeting Minutes – August 3rd, 2023
	1. Motion made by Mindy and seconded by Joe to approve the December minutes. The minutes were unanimously approved by the committee without changes.
3. Balance of State Updates
	1. The Balance of State Annual Conference is coming up on February 8th and 9th in Wausau. Visit the Balance of State Annual Conference website http://www.wiboscoc.org/annual-conference) to register.
	2. The Balance of State is in the process of applying for a grant to help evaluate and improve services to youth. This grant cannot be used to pay for housing and is intended for overall system improvement.
4. Recap of the 3 Presentations
	1. The committee discussed the Draft Policy regarding discharging individuals to homelessness. The policy is currently on the Balance of State website but it is unclear whether it was ever formally implemented. Meredith plans to check with the former committee chair to see if there is any more information about what happened with this policy.
	2. Committee members signed up for three workgroups focused on Health systems, DOC/Criminal Justice systems, and Mental Health systems.
5. Break into work groups
	1. Committee members entered Teams break-out sessions for each workgroup and then came back to the larger group to present on their findings. Each workgroup was tasked with coming up with at least one goal to start working toward.
		1. Health systems: Current goals include identifying ways to improve communication between systems players in compliance with HIPAA, streamlining a process for hospitals to connect with Coordinated Entry sites, and evaluating whether medical treatment plans could be more targeted for individuals without stable housing, in particular those patients who are recovering from medical procedures.
		2. DOC/Criminal Justice systems: Current goals include improving communication between providers, identifying opportunities to increase providers’ knowledge and resource base, and providing trainings.
		3. Mental Health systems: Current goals include developing a process for a “warm hand-off” between system providers and reviewing survey feedback to determine whether a new survey should be implemented to gather more feedback from local Coalitions about opportunities for improvement.
6. Other Business
	1. No other business to discuss today.
7. Adjourn Meeting
8. Next Meeting – Thursday, February 1st, 2024 from 12:00PM – 1:00PM