WIBOSCOC

Discharge Planning Committee Meeting Minutes

Thursday, May 6, 2021; 12 – 1 pm

Zoom Meeting

Attended: Joe VanRoy; Kate Voorhees; Kristina Bechtel; Meredith McCoy; Jessica Neumann; Alfred Johnson, Stacy Cicero, Daniella Fohr

1. Introductions
2. Approval of Meeting Minutes – April 1, 2021- Joe Van Roy moved to approve, Kate Voorhees seconded. Minutes approved unanimously.
3. Update from Duana Bremer - Duana was not in attendance. The following items will be moved to the next agenda.
	* 1. Follow up on connection with WIBOSCOC on Jail/Prison transition – recording in HMIS
		2. Follow up on per diem process and how this model could be replicated throughout the state
4. MH/SUD Discharge plan
	1. Review drafts of MH/SUD inpatient MOU, Template E-mail, Search instructions
		1. Guided Search through 211- Jessica shared out instructions on how to use the guided search through 211. Alfred requested Jessica send information to him for a June Newsletter. Jessica will send out instructions with meeting minutes.
		2. MOU- Kristina reviewed the MOU- the group discussed and decided that the MOU is broad enough that it could be used for several settings: inpatient behavioral health, prisons/jails, etc.
			1. Discussion around PHI/Release of information. – The group discussed PHI/release of information as a part of the packet that would go with the MOU for the COC’s to use. The following would be needs before moving forward:
				1. Create a sample form- The form should include information needed by HMIS. Stacy will send to the group, Daniella will provide feedback on HMIS needs.
				2. Meredith suggested running by a COC with strong Healthcare system membership. Meredith suggested Rock/Wallworth county.
		3. The group discussed the Discharge Planning “kit” to include:
			1. Instructions on how to find Mental Health, Substance use and other types of organizations that may possibly release someone into homelessness in their area to connect with.
			2. Introduction/explanation E-mail Template
			3. MOU Template
			4. Release of Information Template
		4. Tentative Plan
			1. June Meeting review/ finalize documentation and get feedback from Health Partners on MOUs Process
			2. June – July trial use of MOU tools in La Crosse with Danielle or other COC’s (one rural, one suburban/urban) to vet for challenges in use.
			3. August review use feedback and make adjustments
			4. August quarterly meeting present for BOSCOC use
	2. Review other implementation processes- review Mendota process for Milwaukee. - as Rachel wasn’t present this item was deferred until the June meeting.
5. Other Business- Meredith requested that minutes be forwarded to her and she will ensure they get posted on the WIBOSCOC website.
6. Next Meeting – June 3, 2021; 12- 1 pm

Future Populations of Focus:

Jail

MH/SUD Recover houses

Foster Care