

## Community Triage Center | Policy Task Force | Meeting 1

Friday, March 17, 2017 11:15 a.m. – 1:00 p.m.

Location: Minnehaha County Administration Building 2<sup>nd</sup> Floor Training Room

Agenda Item	Lead	Time	Preparation/Process
<b>Welcome and Introductions</b>	Kari	11:15 a.m.	
<b>Project Clarification and Project Charter</b>	Sharon	11:25 a.m.	<ul style="list-style-type: none"> <li>▪ PREPARATION: Review the attached project charter.</li> <li>▪ PROCESS:               <ul style="list-style-type: none"> <li>○ Clarify overall project scope of work, timeline, and deliverables as defined by the Safety &amp; Justice grant. Decisions and deliverables include but are not limited to: target audience/patient profile, referral processes, services, staffing, location, financial model, gap identification and resolution, and length of stay.</li> <li>○ Clarify structure and roles (Minnehaha County – grant fiscal agent, Policy Committee, Operations Committee, Augustana University, Sage).</li> <li>○ Timeline:                   <ul style="list-style-type: none"> <li>▪ Policy Committee Meeting 1 – March 17</li> <li>▪ Sequential Intercept Mapping Training / Westcare Training <a href="https://www.prainc.com/what-exactly-is-a-sequential-intercept-mapping/">https://www.prainc.com/what-exactly-is-a-sequential-intercept-mapping/</a></li> <li>▪ Site Visits</li> <li>▪ Data Report</li> <li>▪ Policy Committee Meeting 2</li> <li>▪ Operations Committee Meeting</li> <li>▪ Business and Financial Plan – First Draft</li> </ul> </li> <li>○ We will be basing our work on the following models:                   <ul style="list-style-type: none"> <li>▪ MacArthur Foundation; Safety and Justice Challenge <a href="http://www.safetyandjusticechallenge.org/">http://www.safetyandjusticechallenge.org/</a></li> <li>▪ Sequential Intercept Mapping (see above)</li> <li>▪ Step Up Together <a href="https://stepuptogether.org/toolkit">https://stepuptogether.org/toolkit</a></li> <li>▪ Data Driven Justice Initiative <a href="http://www.naco.org/resources/programs-and-services/data-driven-justice">http://www.naco.org/resources/programs-and-services/data-driven-justice</a></li> </ul> </li> </ul> </li> <li>▪ OUTCOMES: Clarification of questions and agreement of process and deliverables. Approve project charter.</li> </ul>
<b>Operations Committee Recommendations</b>	Kari Sharon	11:40 a.m.	<ul style="list-style-type: none"> <li>▪ PREPARATION: Read attached document “Triage Center Programming Ideas” which was developed by the Community Triage Operations Committee. Today, we will address target audience/patient profile and services only. In future meetings, we will validate and address remaining recommendations.</li> </ul>

<b><u>Agenda Item</u></b>	<b><u>Lead</u></b>	<b><u>Time</u></b>	<b><u>Preparation/Process</u></b>
			<ul style="list-style-type: none"> <li>▪ PROCESS: <ul style="list-style-type: none"> <li>○ Address questions from Operations Committee recommendations</li> <li>○ What options have other communities deployed to address similar issues?</li> </ul> </li> <li>▪ OUTCOME: Starting point to develop business plan.</li> </ul>
<b>Baseline Data</b>	Suzi	12:10 p.m.	<ul style="list-style-type: none"> <li>▪ PROCESS: Suzi will present data provided thus far from agency partners.</li> </ul>
<b>Target Audience</b>	Sharon	12:25 p.m.	<ul style="list-style-type: none"> <li>▪ PROCESS: What target audience / patient profile are we aiming to serve?</li> <li>▪ OUTCOME: Preliminary decision on target audience.</li> </ul>
<b>Action Items</b>	Sharon	12:55 p.m.	Capture action items during meeting. Review and agree on action items.