WISCONSIN JUVENILE COURT INTAKE ASSOCIATION

# WJCIA BOARD MEETING

**November 7, 2025**

**Location: Black Wolf Room-Staybridge Suites, 1345 Great Wolf Drive, Wisconsin Dells**
**9:00 AM**

## AGENDA

I. Call to order by President – Icebreaker: Tell us your county and your county seat
   a. Barb - Sheboygan
   b. Kari - Sparta
   c. Rachel - Hudson
   d. Katie - Dodgeville
   e. Morgan - Lancaster
   f. Kerri - Chippewa Falls
   g. Jenn - Balsam Lake
   h. Kathy – Fond du lac
   i. Sarah - Phillips
   j. Becky - Oshkosh
   k. Kenny - Appleton
   l. Jodi - Stevens Point
   m. Tiffany - Racine
   n. Stacy - Manitowoc
   o. Cathrina - Vernon
   p. Linzi - La Crosse
   q. Ashley – Jeffersen

   -Absent: Jacob Hanifl (Dane), Jason Halbach (Brown),

**II. Secretary's Report**
   a. Review minutes
      i. Cathrina emailed meeting minutes out on September 22, 2025, from all three meetings that occurred during the week of conference.
         1. Tuesday, Wednesday (annual), Thursday
      ii. Stacy made a motion to approve the minutes that were submitted and it was seconded by Kari.
         1. There was discussion about approving the annual meeting minutes at the next annual meeting. This was agreed upon.
      iii. Everyone was in favor. Motion passes

III. **Treasure's Report**

a. Katie provided the treasurer's report on November 3rd for review.
b. Kathy made a motion to accept the treasurer's report and was seconded by Rachel. There was no discussion, and all were in favor. Motion passes.

IV. **Reports from State Agencies**

a. **DOJ – Kiley Komro**
   i. Nothing to significant is taking place right now.
   ii. Last GJJC meeting is on November 11, 2025 from 9-12.
      1. Zoom Meeting ID: 161 090 5139
   iii. The agendas and subcommittee reports can now be found online.
   iv. Agenda is now online subcommittee reports
   v. On the agenda for November 11
      1. Updates from DOC/DOJ
      2. Meeting dates for 2026
   vi. Will plan to attend as able

b. **DOC/DJC – Michelle Buehl**
   i. Resources – New Juvenile Facility Type I/SRCCCY Updates: https://doc.wi.gov/Pages/AboutDOC/Act185.aspx
   ii. New Facility Updates:
   iii. Milwaukee Type I facility - 32 bed
   iv. Still estimated to open end of 2026
   v. A second Type I correctional facility in Dane County has been approved and is estimated to open the end of 2028. It will house both boys and girls. Admin Memo#25-03: Juvenile Correctional Facility Rates

| | Dates of Service | |
|---|---|---|
| | 7/1/25 to 6/30/26 | 7/1/26 to 6/30/27 |
| Juvenile Correctional Facilities[1] | $501.00 | $758.00 |

   vi. If you have question about placement or programs at CLS/LHS, please reach out to Casey Gerber: casey.gerber@wisconsin.gov
   vii. Facility: Population as of 10/31/2025
      1. CLS-6
      2. LHS-72
      3. MJTC – 24 males / 5 females
      4. GROW – 2
      5. Total 109
   viii. DJC is in support of SB 485 - This bill authorizes group homes, shelter care facilities, and child welfare agencies that operate a residential care center for children and youth to use video surveillance and recordings in common areas, entrances, and exits without the consent of the child being surveilled or recorded, but must inform the child and the child's parent, guardian, legal custodian, or Indian custodian about the video surveillance and recording.
   ix. DJC is also in support of circulating bills SB 801/AB 845, to ban juvenile life without parole (JLWOP) sentences and create a new sentence adjustment procedure for "youthful offenders" who committed crimes before age 18. The bill proposes requiring courts to consider mitigating factors related to youth and allows those

currently serving a JLWOP sentence to petition for a review after a substantial period of time

x. Field:
    1. The Wauwatosa office is working to fill a vacant agent position.

xi. Grow Academy:
    1. Grow Academy staff recently participated in 3 days of DBT training.

**c. DCF -- Evelyn Cooker**

i. Could not attend this month's meeting and did not have anything to provide an update on.

**d. WCWPDS – Nicki Laudloff/Lindsay Ebben**

i. They did not have anything to provide an update on.

## V. President's Report

a. 11/3/2025 Electronic Vote Results
    i. The purchasing of gift cards for two that counted ballots at conference
    ii. Stacy will purchase the gift cards and will then get them to a worker at an upcoming training that works in Dane County.

b. Updates from Executive Committee
    i. A card will be passed around for a board member whose family was affected by the hurricane. If you would like to donate, a gift card will be purchased if the donations.
    ii. Barb had a sheet passed around and asked everyone to double check to see if they needed a hotel room for January
    iii. Discussion about Thursday board meeting at Conference.
        1. It was brought up for the purpose of getting people to start thinking of a better time for the meeting, a solution does not need to be decided today.
        2. The first meeting of the year, on Thursday of conference when we welcome new members, elect executive committee and appoint committee chairs, always feels so rushed.
            a. This last year was a lot longer with the motions for name changes of the committees.
        3. Open for discussion
            a. Can things be prepared on Tuesday instead?
                i. Those in attendance on Tuesday may not be re-elected. That is a lot of work being done for the next term and not knowing if you are still on board.
            b. Look at updating the Bylaws to reflect the meeting be held in 60 days instead of 30 days?
            c. Can it be in October?
            d. Earlier on Thursday?
                i. Suggested during another session time.
                    1. Conference chairs already struggle ensuring things are set and sitting in sessions. Putting a meeting in a session time is taking away training hours from everyone and it could be a session people want to hear.
            e. Friday?

            i. Afternoon-People ready to go because of drives back home
            ii. Morning- Come downstairs early. That would mean board members would have to wake up early and be ready.
         f. Moving cornhole back even if it is 30 minutes to allow more time for the meeting.
            i. This would have to be discussed with Justice Point. They allow us to use the condo; we don't want to overstep and assume it would be okay to be there later.
            ii. Have to make sure people leave right away
         g. What needs to be discussed
            i. Officers
            ii. Committees
            iii. Contact information
            iv. Mentors for new members
         h. Idea to have a meeting but keeping it brief to do a meet and greet, contact info and welcome, committees set and mentors
      4. A motion was being suggested to go with moving cornhole back, but another suggestion was to table a vote to ensure Justice Point is okay with the change as well. Will be back on the agenda in January. There is a lot of time to decide yet.
   iv. There was discussion about not filling the board positions that were vacated (2)
      1. Nominations committee is making updates to the process
      2. Cathrina made a motion not to advertise the 2 open positions on the board. Kathy seconded the motion, and it was opened up for discussion.
         a. Discuss:
            i. This does not mean we won't accept new members if they reach out expressing interest. We just will not be sending out an email blast seeking out applicants.
            ii. It was decided the website and newsletter will not have a spot that says "vacant"
         b. Motion passed all in favor
c. County Updates-continue into 2026
   i. Is this something we want to continue?
   ii. We all enjoy this, hear new ideas or procedures other counties are utilizing.
   iii. Who hasn't done it before:
      1. Morgan-Community Prevention Drive
      2. Ashley- Connect Parent (newer)
   iv. Can we request topics?
      1. Restorative justice
         a. Ashley and Linzi for our February meeting

## VI. Committee Reports

A. By-Laws: Ashley
   a. Good start on things, current ones on the website

b. If you have opinions come to the meeting so things can be prepared before coming to board. This will help move things allow quicker when presented to the full board for approval.
c. Proposed ideas for February
    i. 2 week period to have it out to membership and if need to have everything finalized by June meeting
d. Meeting Friday's at 8am
e. Each committee doesn't have specific things

B. Conference: Cathrina/Rachel (Vendors: Kerry)
    a. We reviewed the comments from the survey. Overall this year they are positive, very few comments were negative surrounding things we have control over.
        i. Comments again about the length of sessions/time frames
    b. We set the budget for the 2025-2026 conference, and it will be submitted to finance.
    c. Reviewed the list of speakers/potential presenters. Have a long list this year, which is great to see!
    d. Cathrina made a motion requesting spending up to $1500 on raffle on 2026 raffle from the board.
        i. Discussion-increase in prices
        ii. Kari seconded the motion
        iii. Motion passes.

C. Conference Site: Kenny/Cathrina
    a. We did not meet

D. Finance: Kenny
    a. Purchase request form: use if not in budget
        i. Will be adding how people want to be reimbursed, and will send out to everyone again
    b. Budgets are due by January 1, to allow the committee time to review them prior to meeting on January 8th.
    c. Budgets are now January to December to match taxes. Will no longer be conference year.

E. Grant: Stacy
    a. Discussed remaining funds
        i. Using next week to bring trainers all together
        ii. Training Melissa Z as a Carey Guides trainer; lost trainers since project started
        iii. Refreshing the curriculum based on Carey Guides changes
        iv. ART trainers are ready to go
        v. Rock Co is looking for a county specific ART training
        vi. Not increasing cost in 2026- thinking about trainer fees
        vii. Discussed spring training looking at 2027
            1. Have a good list started, Katie and Morgan working on this
            2. Barb, Morgan (ART) and Stacy looking at training dates for next year

F. Legislative: Jacob
    a. Kerry held the meeting
    b. Sites people use to keep up to date
    c. Legislative Priorities: raise the age (raise from 10 yr old as well at 17-year-olds), threats to 10 yr old, SJO add too, no auto waivers, support the stop of once waived always waived
    d. Maybe looking to have something for conference with legislatives

G. Membership: Rachel
    a. Facebook and Instagram pages; how to keep interactive
    b. Ideas about adding to website, but will work with technology on this
    c. Clean up with constant contact
    d. Looking at apparel
    e. Directory —as a committee they discussed how they would do it as a whole and work on how it is listed

H. Goals and Statements of Philosophy: Ashley
    a. It was reaffirmed last year; won't have much this year

I. Newsletter: Katie
    a. November newsletter focused on a conference recap, thank to sponsors, awards
    b. Full January newsletter

J. Nominations: Stacy
    a. Met via zoom prior to this week to get a start and met again yesterday
    b. Did documents prior to conference last year
    c. Changes to application process
    d. Nominations from the floor can be problematic, does allow for informed decisions.
        i. Looking to have them be made at least 2 weeks prior
        ii. Talk to Nominations Committee
            1. Letter of interest- with bio
            2. Letter of reference
            3. Confirm agency approval and support
        iii. Then meet and confirm and gather picture
    e. Current members
        i. Confirm interest to remain on board, option to update bio/picture
    f. December 10 at 1pm meeting via Teams to discuss bylaws and changes we would like to see
        i. Come prepared

K. Recognition: Rachel
    a. Website updated
    b. Receipt from plaque
    c. Kathy will bring this year, but in future years we will need to think about this

L. Technology: Kari
    a. Did not meet, Kari has full access to the website and can make changes/updates as needed

M. Training: Sarah –
    a. Met with Grant

## VII. Break

**a.** back at 10:15

## VIII. Regional Meeting Updates

- Region 1 – Sarah, Jennifer
    - Dec 11 or 17, waiting to hear back from others
- Region 2/5 - Kenny, Jodi, Becky
    - November 18 having WRS present, all are welcome
- Region 3 – Kerry, Rachel

    - In person
    - Dec 12
- Region 4 - Linzi, Kari, Cathrina, Morgan
    - Nothing at this time, but will work on it
- Region 6 –Katie, Ashley
    - Rhonda from Dodge used to do the meetings, but not sure what is happening now.
- Region 7 – Barb, Tiffany
    - October 13 virtually, answered questions/case staffing
    - Second Tuesday of month: February/May/August/November
    - Feb 10 is the next

## IX. Special Assignments

A. Intake Directory – New assignment needed after Tracy resigned; Kerry is willing to take on this role. Should this topic be reassigned under Membership Committee?
   a. Helping each other within the membership committee
   b. Reaching out to surrounding counties
   c. Looking at what info is needed to be in the directory (oncall/supervisors)
   d. Put on website? What would need to be listed or what would each county be comfortable being posted – further discussion with counties may need to be had.

B. WJJN-Rotating based on dates/location – Kari
   a. Next meeting is in December

C. Governor's Juvenile Justice Commission – Ashley/Jacob
   a. Oct 14
      i. Tony Maggiore award and discussed the criteria

D. YASI Training State Committee-Stacy
   a. Youth Justice Advisory Committee
      i. October 16
      ii. Wi info and support portal (Kendra)
         1. Young people direct contact to case manager and sacwis?
         2. Cathrina reached out to Kendra and gathered the following:
            a. Current pilot participants:
               i. Child welfare workers in Rock and Wood County
               ii. Transition resource agency IL coordinators in regions 1 and 5 serving IL eligible youth primarily ages 17.5-23
               iii. Young adults 14-23 served by Rock and Wood Co. and/or youth services region 1 or 5
               iv. 2025 all-star intern from Youth Services region 1
            b. Youth and young adults' portal:
               i. Ability to update contact and demographics
               ii. Message center- direct communication with care team
               iii. Resource inventory
               iv. ILTD planning
               v. Relevant reminders

                vi. General external notifications
            c. After pilot phase/input gathering/sharing, the plan is for it to go live in the eWiSACWIS release in mid-February 2026
        iii. WE learn is going well, people will continue to be re-enrolled
            1. Opinions about higher level training
        iv. YJ standards should be present
    E. Other Special assignments

**X. New business/Unfinished Business/Case Discussion**

- a. Region 7 inquiry about police jurisdictions not completing the Court Referral (JD-1701) due to electronic system changes
    - i. Richland Co. Spring Green jurisdiction has a different form. Iowa Co. will only accept referrals with the state form. The other form doesn't have the Recommendation box.
    - ii. Racine Co-does not use the referral form
        - 1. Use an internal form to send reports to DA
        - 2. Question came up-do you have to go through the report to find who is being charged?
            - a. There is a face sheet with information: youth's info, victim and co-defendant.
            - b. Supervisor has access to phoenix system within Racine co. jurisdiction, understands it is unique
- b. Kari-kid go to SD commit felony crimes working with ICJ
    - i. Also charges in WI, there is a capias
    - ii. Some facilities want TPC vs accepting capias
    - iii. REDI is going to transport
        - 1. Discussion about when to do rights: do they need to be read in SD or how will that work?
            - a. Capias will cover youth to secure detention and TPC will then kick in
        - 2. New push from DOJ-must have happened that secure detentions won't accept just a capias, they want a TPC as well.
        - 3. Capias is grounds for the TPC
- c. Stacy-kid from Georgia, got a unity alert at one time for a home study, aunt said no, she didn't want the youth with her, get another alert for a travel permit-mom already sent the youth and an older youth, before can make contact kid commits crimes
    - i. Custody and in secure
    - ii. If on probation over 18 DOJ got assigned to do a home visit and approve, but did not notify the county
    - iii. Becomes "federal" probation does not communicate with county
    - iv. Maybe invite Jenny to hear more on this
- d. New Group Home in Rice Lake
    - i. The director/manager is calling counties to look for teenage girls for the home. His demeanor with some counties had been hostile. There have been a few different names used along with him calling from different numbers. Went to the local school saying there would be a lot of new students that they should hire more staff.
        - 1. Names used: Demeatric Love, Cristopher Miller, Christian Rodriguez
        - 2. Barron Co has a police report and is looking into this

3. Empowerment Sanctuary is name of the facility
4. DCF/licensing is aware
5. As of today's notes, 11/24 there is a pending group home in SACWIS with a few more details off.
6. Remain vigilant

e. Friendly reminder, double check you have all the board member emails correct when sending out things.

## XI. Adjourn

a. Today's meeting moved along quickly, but this won't always be the case, especially as we start discussing the changes to By Laws.
b. Jodi made a motion to adjourn the meeting, and it was seconded by Kenny. The meeting was adjourned by 11:10am.