

**WJCIA BOARD MEETING**

**January 10, 2024**

**Location: Staybridge Suites**

**1345 Great Wolf Drive, Wisconsin Dells**

**9:00 AM**

**AGENDA**

1. Call to order by President:
   1. Stacy called the meeting to order at 9am and welcomed everyone to the first meeting at Staybridge Later on she will gather feedback. Welcome to Jess Reindl DOJ Juvenile Justice Coordinator, Lindsay Campbell WCWPDS
2. Secretary’s Report
   1. Review minutes – Cathrina had emailed out September and November’s board meeting minutes. There were no questions or changes to be made.
      1. Cathrina did ask if the minutes were too long or if should be changed and it was felt it was easy to follow for those that were not present for the meeting.
   2. There was a motion made by JoyLynn to accept September and November’s minutes and was seconded by Kris. Everyone was in favor of the motion.
3. Treasure Report
   1. Review minutes- Katie had emailed out November’s financial statements earlier in the week.
   2. Stacy added that she asked Katie about setting up a budget that would be appropriate for a committee. Katie was able to pull the numbers out and broke them down to reflect what Stacy needed to include in her budget.
      1. Katie mentioned she is open to helping any committee out by breaking down the financial report and showing just your committee.
   3. When looking at the report, if you notice red, it means it is outside of the budget but does not necessarily mean it is bad.
   4. During the executives meeting, it was decided there should be a full budget board that would reflect purchases that the board will be making. An example would be Cathrina getting a flash drive to put all conference materials on it, to make it easier to pass down chair positions.
   5. A motion was made by Stacy to approve September and November’s Treasurers reports and it was seconded by Kathy. There was no discussion, and everyone was in favor.
4. Reports from State Agencies
   1. DOJ – Kiley Komro/ Jess Reindl
      1. Juvenile Justice Grant open for applications
         * One competitive grant is currently open for applications from school districts. JJ Formula: School-Based Restorative Justice Programs – FY2022: This funding opportunity aims to improve youth’s school connectedness, reduce formal justice system involvement for school-related incidents, and reduce ethnic and racial disparities in school discipline and referrals. The funding will support school districts in reducing the use of exclusionary school discipline practices; reduce future harmful, disruptive, or delinquent behavior of students; and support accountability and reintegration of students into their classrooms and schools.
         * $200,000 is available for two awards of up to $100,000 each. The deadline to apply is 1/31/2025. If you partner with any schools on diversion programs, please share this opportunity! If you would like email notification when grants are posted, please contact Kiley Komro at [Komrokr@doj.state.wi.us](mailto:Komrokr@doj.state.wi.us)!
      2. New Resources on Statewide Ethnic and Racial Disparities
         * Jessica Reindl, the new Juvenile Justice Coordinator, is working to analyze racial and ethnic disparity data at a more granular level including at the county level. If your county is interested in partnering with Wisconsin DOJ staff to review your referral data, coordinate with stakeholders, and support policy changes to better serve all the youth in your jurisdiction, please contact Jess Reindl at [ReindlJA@doj.state.wi.us](mailto:ReindlJA@doj.state.wi.us)
      3. Youth Voice Commission
         * The Youth Voice Commission (YVC) meets on the last Monday of each month from 4:30-5:30pm over Zoom. We are looking to recruit new members! All youth and young adults aged 14-28 are eligible to attend. Meetings include trainings, policy advocacy, and leadership development. All youth interested in joining must submit an online application here: https://wisdoj.gov1.qualtrics.com/jfe/form/SV\_6rHDxRHmzq4lpUW.
         * More information regarding the Youth Voice Commission can be found on the GJJC Youth Group page: https://gjjc.widoj.gov/about/youthgroup. Please contact Kiley Komro via email at Komrokr@doj.state.wi.us or via call/text at (608) 716-9185 with any questions or to help a young person apply to join.
      4. Governor’s Juvenile Justice Commission (GJJC)
         * The Governor’s Juvenile Justice Commission concluded their meetings in November 2024. During their last quarterly meeting, Your Move MKE spotlighted their Restorative Justice Ciphers project where they combined the healing power of restorative circles between youth and law enforcement and the creative expression of music writing and producing. The GJJC announced the recipient of the Tony Maggiore Youth Excellence Award. Thank you to all who nominated a young person! We had multiple nominations and all were deserving of recognition.
         * The GJJC website includes information regarding all Commission and Subcommittee meetings and announcements regarding GJJC action, and resources relating to juvenile justice. https://gjjc.widoj.gov/. Meeting materials including dates, agendas, and virtual meeting links will be posted before each meeting on the Events page: https://gjjc.widoj.gov/events.
         * Upcoming meetings:

-January 14, 2025: Executive Subcommittee

-January 15, 2025: Ethnic and Racial Disparities Subcommittee

-January 28, 2025: Policy, Legislation, and Compliance Subcommittee

-February 11, 2025: GJJC Quarterly Meeting

* + 1. JJDPA Compliance Audits
       - WI DOJ staff are in the process of completing Juvenile Justice and Delinquency Prevention Act (JJDPA) audits covering federal fiscal year 2024 (October 1, 2023 to September 30, 2024). Some highlights related to juvenile detention facilities and youth justice cases:

-All juvenile detention centers have records audits completed at least once every 12 months via eWiSACWIS.

-Juvenile detention centers collocated with an adult facility have on-site audits completed at least once every 12 months, non-collocated juvenile detention centers have on-site audits once every 3 years.

-Audits focus on JJDPA requirements such as sight and sound separation between youth and adult inmates, not placing status and nonoffender youth in juvenile detention facilities, and more.

-If anyone is interested in more information about the Juvenile Justice and Delinquency Prevention Act in Wisconsin or has question please contact Matt Allord, allordmj@doj.state.wi.us, 608-419-5847.

* 1. DOC/DJC – Michelle Buehl
     1. No updates, but can always reach out
  2. DCF – Carlton Frost
     1. Good updates-more coming
     2. Evelyn on leave till March- Jess from Dane is helping out
     3. Isabel Hoffman was previous intern but has finished up
        1. Project during her internship was to take all the YASI service matrix and convert it into an excel spreadsheet.
           1. Approximately 1100 rows
        2. Offers a first pass look at whether service matrixes meet certain definitions of best practice
     4. Amy Liu is the current intern with DCF
        1. Will be offering mini consulting program with counties to look over their YASI
        2. Get a better way of displaying out or organizing current matrix
        3. Plans to look at where the biggest gap in services is.
        4. Her hope: Start to create a map that shows services counties have after they ask for consultations,
           1. This will be a small step towards a statewide program
     5. Youth leadership team wants to hear from family and youth about how the cost of courts have affected them.
     6. Next Youth Advisory in February
     7. Youth Justice Philosophy and Case Process Training is now live
        1. have already filled a month or two – there has been a lot of registrations
     8. There is no sacwis news-case information page updates got moved to June instead of February
        1. Yasi ticklers are not as well designed as DCF team thought, the plan is to retire the case plan and reassessment ticklers until they can be updated
     9. The two vacancies are now filled-
        + Shane Arndt will be joining the team from Sheboygan County
        + The other applicant just accepted the job and can’t share their name yet. They will be partnering close with Alana to do more on reporting.
  3. Questions for Carlton--
     1. Court report- Ashley did a court report for an out of home youth, and couldn’t approve until there was an end date to the order
        1. Can be 18
        2. Can be 1 year
        3. Statute review needs to happen
           1. Recent update to statue 938.355 (4)(am) regarding wording of out of home court orders
        4. Court processes a little different across counties
        5. Dispo order for an OHC youth defaults to 18 or still high school language.
        6. Conversation about some judges automatically say till 18 and others only set it for 1 year
           1. Discussion around board members about county practices. There was a variation of how this is done in each county.
        7. The date entered here on the court report does not follow into any other document
     2. Support for older adopted kids when parents don’t want to work on reunification and don’t want them to return home
        1. Looking to have a closer relationship with pyromancy
        2. Can do conditions for parents but can’t do contempt like a 48.
        3. No consequence of parents who don’t comply and don’t want to let kid back home
     3. 938 does not clarify in home cases- technically OH is when a kid is not with parents, trying to put youth with relatives to keep kids in “in home”
        1. Like kin legislation is good, but opened up more questions, not all policies and procedures have been updated to reflect these changes
     4. In out of home cases, if guardianship was done it was required to do a perm plan still if on an order under 48 or 938 938.38(2)
        1. Is SACWIS set up for this?
           1. There are a lot of problems, but things can’t always match up
  4. WCWPDS
     1. Brand new training 1 day YJ philosophy and case process training.
        1. Will be on zoom starting in February
        2. Offered monthly and is meant for brand new workers
        3. It will teach about the life and process of a YJ case
        4. Workers will be proxy enrolled if they are marked to have a YJ roles
        5. There are still spots open for training.
        6. It is not currently required at this time by DCF, but there is plans to have it in the future.
     2. Basic intake and YASI nothing new, training will continue on a regular basis
     3. Mindy will take lead on YJ Philosophy training, Nikki and Lindsay will be backup trying to make it so they can all be back ups for everyone
        1. Deb is part time- testing for basic intake, it has been months since we got an update on who completed basic so we can add them to our email list to pass on WJCIA trainings

1. President’s Report
   1. National Conference Update/Scholarships applied for
      1. Applied for two scholarships even though not a judicial officer
      2. Registered for conference
         1. Had to be registered to apply for scholarships
      3. Flights have been booked- out of Chicago, booked hotel, small parking fee
         1. Submitted $1054.80 to be reimbursed for the above charges.
   2. Presentations/Discussions:
      1. Brienna Metko – Rawhide Updates
         1. Intake specialist doing some changes, trying to make a quick process
         2. In 2024- opened sex offender house,
            1. Looking at next step, what other population can be helped.
         3. Getting referrals still, but can’t always meet needs of the youth
         4. Doing a survey to see where the need is from counties, want to collaborate with other counties
         5. Email or sync referrals are fine
         6. Clinical, operations, 5 managers, and intake are making the decision on if they should accept a youth
         7. Substance abuse
            1. There is one therapist on staff who is specifically licensed for substance abuse. Other therapist do help out.
         8. Rawhide has been doing a good job for youth as they are hearing good feedback from county workers
         9. Prior to a youth being accepted to the program they do a presentation of what campus looks like, to show youth what it looks like The houses are like a shelter care set up, added youth testimony, there is a YouTube video out there as well.
         10. Currently have openings, have discharges coming up
             1. Coming up with a way to set up waitlist if need be
             2. Accept youth, but court delays push back when a youth can come

They have taken kids on TPC. There are struggles with this because youth know they are not court ordered be there which means participation in service is not mandatory.

* + - 1. Has a survey to share with the board to start process of gathering information from different counties about where the gaps in services are.

1. County Updates/Case Discussion – to continue in Feb due to other presentations
   1. Next meeting Melissa and Ashley will discuss their counties.
2. Break – Board photo
   1. Break was taken at 10:31am for 10 minutes. We were to meet bake at 10:41am in the lobby to take a group picture. Meeting reconvened at 10:48am.
3. Committee Reports
4. By-Laws: Jodi
   1. Reviewed articles 1 and 2. They have a plan to review two articles every meeting to prepare to reaffirm this term.
5. Conference: Cathrina
   1. The contracts that have been received were reviewed. While going over the update, Kari reported back that Charles would be $4500 for a keynote and $5240 for a keynote and breakout.
   2. Kenny, Katie, Kim, Kathy and Cathrina will be meeting with Kalahari to go over charges, get things wrote into contracts and discuss more room.
6. Conference Site: Kathy/Kenny
   1. Kenny will be looking at updating the contracts to include some of the things we were surprised to see charges for last year.
   2. Will also be looking at the market for prices to have information about other venues charges when having discussions with the Kalahari.
7. Curriculum: Sarah
   1. Updated with Grant.
8. Finance: Kenny
   1. The following budgets were approved: Curriculum, IT and Conference
   2. Stacy as President will be putting together a full board budget of $15,000. This would account for: board rooms, board dinner, plaque, national conference, taxes, and general board expenses.
9. Grant: Stacy
   1. There may potentially be a small loss in 2025.
   2. When Stacy figures out numbers related to trainings she uses straight numbers, while when Katie does finances, the numbers account for the small transaction charges from constant contact.
   3. If there is more than 20 people in a training then it would make up that little loss.
   4. There are trainings coming up for Carey Guides and BITS.
   5. ART training will be done in Stevens Point and Madison this year.
   6. There will be a one day booster training April 9th in Wi Dells and April 29th in Wausau.
      1. Mid may there will be a train the trainer event.
      2. Stacy’s hope is the trainers will be able to offer the booster later in the year.
   7. There has been offers extended to the Carey Guide trainers to also do the ART Training.
      1. There are currently five people and there is room to train up to eight people.
      2. There may be six or seven individuals, as they are looking the curriculum over.
   8. WJCIA currently has 3 full curriculums we can offer our membership.
   9. Passing out ART books to every county
10. Legislative: Kris
    1. Talked about what to prioritize for the year and have decided on:
       1. 17 yr olds back
       2. Sub. Guardianships for YJ kids
    2. Ways to do this
       1. Letters
       2. Talking to legislators
          1. Ones on joint finance
       3. For hearings on specific bills, see if can get a group to attend the meeting with a chance to talk.
11. Membership: Rachel
    1. Rachel is looking over the list of members to see who can be removed due to email changes, moving counties, or leaving the field.
    2. There was discussion about Facebook switching potentially responsibly to membership verses technology.
    3. Rachel is looking into apparel order/online store. There was some looking done last year, and there will be a bit more looked into.
    4. Discussed outreach ideas
       1. Grad schools
       2. Colleges
12. Mission & Position Statement: Jodi
    1. The committee made changes and they will be ready to affirm next meeting
    2. They will work on Age of court jurisdiction next.
13. Newsletter: Barb/Katie
    1. March 14 letter
    2. They would like updates by February 27 from:
       1. President
       2. Board members new and oldest/longest
       3. Last conference
          1. Submit pictures
       4. Keynotes for this year (Cathrina)
       5. Kris historical
          1. Flags- honor guard used to present them, not sure when started or ended
       6. Recognizing the awards last year
       7. Thank vendors
       8. State partners-
          1. They won’t put the long submission letters in as they tend to be outdated by the time the newsletter goes out. They will instead list the website information.
       9. Readers corner - video highlights, training notes from sessions
       10. Do we want to highlight the ART trainers?
14. Nomination: Kari
    1. No meeting
15. Recognition: Barb
    1. Did not meet, asked about cost of plaque, which Sarah will look into.
16. Technology: Kari
    1. Met with membership
    2. Training in La Crosse- hotel in Wausau is popping up, but can’t figure out why just disregard it.
    3. Kari needs information for booster, it wouldn’t take her long to get up
17. Vendors: Kerry
    1. Send potential vendors information over
    2. WRS
    3. Stabilization center (Matz center) $955 a day
18. Regional Meeting Updates

* Region 1 - Sarah, Melissa
  + Michelle B. did meetings, Jenny from Polk wants to take it over
    - Wants back in person, Melissa suggested hybrid
    - 3 times a year
* Region 2/5 - Kathy, Kenny, Jodi, Kim
  + Jason will take place of Kathy
  + No meeting scheduled
* Region 3 – Kerry, Tracy, Joy Lynn, Rachel
  + March 7 in Dunn
  + Last time talked about how to do meetings, rotate who hosts
* Region 4 - Linzi, Kari, Cathrina, Morgan
  + No meeting
* Region 6 – Kris, Katie, Ashley
  + No meeting yet
  + Plan to keep it soon
* Region 7 – Barb
  + Virtual Monday the 13, update RCCY in Racine, Ariell is going to attend to see if she wants to help lead
  + Discuss how different counties partner with others.

\*Rawhide can do a tour and offer meeting room for regional meetings

1. Special Assignments
2. Intake Directory – Tracy
   1. Sent out an email, Tracy will work on changes
3. WJJN-Rotating based on dates/location - Kari/Kris
   1. Met in November
   2. Michelle sent out to see when the next one will be
   3. Opioid settlement funding
   4. Lots of county updates
      1. Innovation grant usage
4. Governor’s Juvenile Justice Commission – Kathy
   1. Kathy was not able to attend last one
5. YASI Training State Committee-Stacy
   1. Has not met will meet next week; Stacy won’t be able to attend
6. Other Special assignments
7. New business/Unfinished Business/Case Discussion
   1. Kenny – discussion: WCHSA/PAC’s request for WJCIA to support them asking DCF to expand the eligibility for subsidized guardianship to Youth Justice youth
      1. Board agrees this would be great
      2. Leg. Will write letters and talk to local legislators
      3. Would there be anything negative/benefits
         1. Board couldn’t think of negatives
         2. Funds are from the state
         3. Would get foster care rate vs kinship rate
         4. Some counties file a CHIPS under sub 4 to file a sub guardianship
   2. Would like to get TSSF for YJ
   3. Staybridge suites
      1. 3 visitors, Morgan gone, full in the room
      2. Don’t always have every board member and state present, Kalahari is so large and loud,
      3. Very quiet, clean place, close parking, good showers
      4. Could ask for another table, would be in front of screen, could always just do sound instead of screen, open up 6 more seats
      5. Things much closer, full kitchen in rooms
      6. Small pool, not a water park relaxing
      7. Easy check in
      8. Breakfast, can bring in food to room for a meeting
      9. Can stream own tv
      10. No charge for getting a cord, room
      11. Everyone loves it
      12. Here till June
      13. Kalahari $431.10 for meeting room and speaker/extension cord, nothing for here
   4. Corrections is expensive, and not affordable for counties
      1. It is a legislative matter
   5. Is anyone attending DA/Prosecutor conferences to discuss our jobs
      1. TDO has helped with this and open up the conversation between all stakeholders
   6. Tracy do we have any unique for longevity in our positions?
      1. Email Tracy
         1. Not always money related
      2. Chippewa 5/10/15/20 get a bonus on those years
      3. Sabbatical at rawhide- for 5 weeks every 5 year (paid) besides vacation
         1. Are currently hiring
      4. Melissa- Washburn if there after 5 years you get 2 mental health days
      5. Half the board members pay for license pay
   7. Pierce County has a truancy submit coming up
      1. Judges want kids removed placed in group homes
      2. Pulling schools, judge, DA and Carey group
      3. January 24
8. Adjourn
   1. Motion made by Cathrina 11:49pm and it was second Jodi.