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Hello WJCIA members!

**Happy Social Work month!! This month always reminds me of the amazing intake workers across the State and the incredible work you all do. The recognition is never as much or as often as it should be, but hopefully each of you recognizes the incredibly important work you do and relationships you form to make a difference in the lives of children, youth and families!**

**WJCIA is beginning to go through some transitions as Basic intake training moves from the responsibility of WJCIA to the Professional Development System (PDS). WJCIA will continue to be actively involved in work groups for Basic Intake Training, as the membership of this organization continues to be the expert in the field of intake and working with youth and offers a wealth of knowledge to DCF. If you have any questions or input, please contact a Board member.**

**Lastly, the Board is meeting regularly to organize some amazing training opportunities. The conference planning committee already has a robust speaker grid and the Curriculum committee will offer a Spring training. These are great opportunities to meet and network with other intake workers from around the State! I encourage members to get to know each other, the years of experience and knowledge in this membership is invaluable!**

**Respectfully,  
Lindsay Campbell  
WJCIA President**

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## **WJCIA Board of Directors**

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## Newsletter Committee Update

The Newsletter committee has been proud to assemble the Prima Facie. We are excited about the results of distributing it electronically. It gets sent to over 700 readers that consist of juvenile court intake workers, ongoing juvenile justice social workers, supervisors, directors, vendors, cps social workers, service providers, educators, and law enforcement, just to name a few. It has allowed us to see how many readers are opening the document and how many clicks certain links get. One of our most recent goals is to provide our readers with updates from all the committees assembled under WJCIA. We are always looking for interesting articles to share, as well as new initiatives that are occurring in counties across Wisconsin. Please feel free to share these instances with us.

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## *Conference Committee*

*Conference committee is busy planning the upcoming annual WJCIA training set for September 27, 28, 29 at the Kalahari in WI Dells. Sessions will include Ethics and Boundaries, Active Intruder Training, Legislative updates. As well as, nationally known keynote speaker, Mathew Bennet. Please look for your registration information coming in July!*

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## **Technology Committee Update:**

The Technology committee has been working for sometime to make things more convenient and with the times for our members. Last year, we implemented online registration and payment

for the conference, and this eliminated many of the registration issues from the past. We continue to strive to perfect the system and hope that this year is even more convenient for you.

In addition, we rolled out a conference app last year. According to the survey results, those that tried it tended to like the app, but there were many that did not know about it despite Facebook posts, emails, live announcements and posters at the conference. We want to figure out the best way to distribute information to our members with the least amount of inbox clutter to you. So we have put together a brief survey that we'd like you to participate in, asking about the types of social media that you engage with so we can better formulate our communications to fit with your lifestyle. Thank you in advance for your help. The survey should take you about 30 seconds to complete.

BRIEF Social Media Survey

*Providing  
Professional  
Services for  
Wisconsin Juvenile  
Justice*



*Nominations are  
due by:*

***SEPTEMBER 1,  
2017***

## RECOGNITION COMMITTEE

WJCIA is currently seeking nominations for the annual recognition award. Please consider nominating a fellow co-worker for the honor. This worker must be a current member of WJCIA and have 5 years of relevant work experience. They should have superior job performance, positive work relationships, and a commitment to the profession.

The award will be presented at this year's 2017 annual conference in September. If you have any questions, please email Joy Lynn George at [jgeorge@co.pierce.wi.us](mailto:jgeorge@co.pierce.wi.us) or visit the WJCIA website for the nomination form.

Complete the  
NOMINATION FORM  
online at: [WJCIA.ORG](http://WJCIA.ORG)

### TRAINING COMMITTEE

Basic intake training is going smoothly with one training left in the fiscal training cycle.

This training is scheduled for May 31, at the Holiday Inn & Suites in Rothschild. There are still a few slots available. Please remember to sign up on PDS for the online portion of the training first and then the face-to-face portion. The online portion must be completed 7 days prior to attending the classroom section. As of July 1, 2017 DCF will be scheduling and conducting all the Basic Intake Trainings.

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### **Membership Committee**

The WJCIA membership has 223 members from across Wisconsin. We have only 18 counties that are not represented.

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### **CURRICULUM COMMITTEE UPDATE**

The Curriculum Committee has been planning for a Spring Training this year. There will be two training locations planned, one in Wisconsin Dells and the other in Wausau. Registration will open soon - by mid March!!

### **WJCIA 2017 SPRING TRAINING OPPORTUNITY**

**WJCIA will be hosting a training opportunity for workers who supervise youth this spring:**

**May 11, 2017 at the Kalahari Resort and Waterpark in Wisconsin Dells  
or  
May 18, 2017 at the Holiday Inn in Rothschild, WI**

**From 9:00 AM - 4:00 PM with lunch provided**

#### **Presenters:**

**A. Courtney Ripp - Criminal Analyst with the Wisconsin DOJ.  
She will be providing information about sex trafficking in Wisconsin.**

**B. Frank Crisafi, Attorney  
Scenarios, Statutes and Sticky Situations  
\*\* Please Bring your Statute Books**

#### **Cost:**

**Members: \$30.00          Non-Members: \$40.00**

**Registration is not open yet.  
Please check back to the Training Tab in the WJCIA website.**

**[WJCIA.ORG](http://WJCIA.ORG)**

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### **LEGISLATIVE COMMITTEE UPDATE**

The Legislative Committee met on 1/12/17. We had discussion and provided feedback on the "Child Sex Trafficking CPS Response" draft memo. The new policies and procedures regarding Sex Trafficking are scheduled to go into effect 5/29/17. Committee member - Kris Fleming will be the WJCIA designee on the Forms Committee. She will be invited to attend those meetings when Juvenile Forms are being discussed. We are excited to have this representation! We discussed issues that are coming up as several counties attempt to regionalize their Access services. Committee member – Daina Dobbs will keep us updated.

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### **Nomination Committee**

This committee coordinates the recruitment and receipt of nominations of candidates for the

WJCIA Board of Directors. If you are interested in being on the WJCIA board of directors, or have any questions about being on the board, please contact Melissa Williams at (715)468-4766 for details.

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### **By-Laws Committee**

The annual goal of the By-Laws Committee is to review the WJCIA by-laws for needed updates and changes. The by-laws were last amended in 2010 when language was removed from Article 6.2 regarding eligibility requirements for Nomination Committee appointments. This change no longer prevented active members who were seeking election to the Board of Directors, or who were already serving on Board of Directors and were seeking re-election, to serve on the Nomination Committee.

There have been suggestions made in recent years to revise the term limits for board members, but no amendments have been made to the by-laws. There have also been discussions of changing requirements needed to remove members serving on the Board of Directors. Currently, Article 3.6 requires a two-thirds (2/3) vote of the entire membership during any special or regular meeting to remove a Director from the Board. No changes have been made to this requirement as of this date.

WJCIA members interested in reviewing the by-laws can access them through the WJCIA website. They can be found by hovering over the "About Us" tab.

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### ***Conference Site Committee***

*The WJCIA Annual Conference will be held at the Kalahari Resort & Convention Center through the year 2030.*

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**WJCIA is always updating our Wisconsin Juvenile Court Intake Directory so county workers can connect across the state. Please send your county changes to Kris Fleming at [kris.fleming@wicourts.gov](mailto:kris.fleming@wicourts.gov) **Kris Fleming****

### **Division of Juvenile Corrections - Community Supervision Update**

The Division of Juvenile Corrections (DJC) is making significant advances in our field operations. In response to provisions in 2015 Wisconsin Act 55 and in efforts to increase our effectiveness in enabling DJC youth to live safely and productively in the community, DJC is working to carefully combine aftercare supervision and the Corrective Sanctions Program into a single evidence-based, risk- and need-focused community supervision program. DJC completed a thorough review of best practices in juvenile supervision, including commissioning the National Council on Crime and Delinquency to conduct the 2015 Evidence-Based Youth Supervision Standards Project. DJC used findings from this research to develop a pilot supervision program conducted by DJC regional chiefs, supervisors, field agents, youth counselors, and community coaches from fall 2015 to fall 2016. DJC analysts evaluated the data collected during the pilot, and are working to scale up our new evidence-based community supervision program statewide in 2017. Key features of this new model include risk-based supervision intensity; need-focused skill practice; thorough, a stronger emphasis on case planning; youth incentives for program progress; and evidence-based responses to supervision rule violations. Agents and Youth Counselors will be trained in this program beginning in March 2017. Counties can expect to hear more about these exciting changes in the coming months.

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### **Department of Children & Families Update**

DCF is still in the process of transition from the county-based system to the regional model. The following is information regarding Independent Living and what DCF is working on.

- Direct Service Responsibility\* for youth ages 18-21 no longer in OHC is now with the Transition Resource

Agencies (TRAs).

- Region 2 and 6 begin January 2016
- Regions 1, 5, and 7 began January 2017
- Regions 3 and 4 will begin January 2018 (\*counties in these regions continue providing direct services until that time)
- Direct Services for Youth 18-21 pertain to:
  - Life Skills Support
  - Mentoring
  - Safe and stable housing
  - Identified income/employment
  - Health and medical
  - Secondary education completion and
  - postsecondary enrollment
  - Employment training and work support
  - Resources and referrals
  - Lifelong connections to caring adults
- We have limited information/data at this time
- Primary sources of information = NYTD and eWiSACWIS
- Due to the complexity of the data matching, we are still working on the baseline of information by region.
- We are forging additional partnerships for data sharing
- A data sharing agreement with the National Student Clearinghouse will enable us to follow youth through higher education regardless of where they enroll.
- We have contracted with IRP to develop a model for measuring the success of youth in areas pertaining to HS graduation, post-secondary education, obtaining/maintaining employment, etc.
- We are seeing an up-tick for services, but that does not provide information regarding the quality of services, how the services impact the young adult long-term, or whether or not the increase in services can be attributed to the TRAs. For example, in Region 2 we have seen an increase in Career Planning services (78 documented services in 2015 to 137 documented services in 2016), but we don't know if/how that translates into an outcome related to post-secondary education or employment.
- In June 2016, a survey was sent to all counties within Region 2 and Region 6. Survey results reflected some satisfaction with the new process, with counties from both Regions reporting similar successes, such as no gaps in service delivery and the TRA being extremely involved, engaging, prompt and helpful. There were some barriers to services identified as well.
- Region 2 Barriers: Disconnect – youth in Fox Valley not eligible; not available for meetings, not

engaging with youth; not providing services.

- Region 6 Barriers: Lack of resources; IL specialists not familiar with assessment tools.
- Having the TRAs involved in the transition meetings and having additional meetings (either before or after) with the county worker and the TRA leads to greater success in the youth being engaged in services. As a result, we encouraged this with the rollout of Regions 1, 5 and 7, and will continue to emphasize this as we work on getting Regions 3 and 4 up and running.

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## **How to Write an Apology Letter to a Victim**

*Submitted by WJCIA Board Member Jeff Weiler*

During my years as a juvenile court worker I've recommended on many occasions for the court to order a youth offender to write an apology letter to the victim of their behavior. I've also found this can be a very challenging assignment for youth who have little experience with writing letters. Most youth today communicate by text and e-mail that requires little effort and knowledge of letter writing skills. I've worked with youth who have completed an apology letter by handwriting a few sentences on a piece of paper only to have me tell them that is not acceptable and they must do it again. Over the years I've used a guide I came across in a previous issue of *Prima Facie* (Winter 2001-02) authored by Bob Mattice. I thought it might be helpful to revisit this 15 years later. I also take into account the victim's response when deciding to have the youth complete this assignment. I've spoken with more than one victim who has made it clear they do not want contact from the youth, nor do they want any information given out about them such as an address. In those cases I would still consider having the youth complete the apology letter while respecting the victim's requests. The final version would not be sent to the victim, but it would be put in the file.

1. Begin by dating the letter.

2. Properly address the letter. If the action for which you are writing the letter was directed at a specific individual only, it should be addressed to that person, i.e. Mr. Bill Smith. If the act impacted an entire household then it should be addressed to the entire household, i.e. Mr. Bill Smith and Family.

3. Describe what you did in specific terms. For example: I punched you in the arm, I broke into your house and stole your coin collection, I spray painted your car. Avoid saying things like "I pulled a prank on you". Be specific about what you have done. This should help the youth take ownership for what they have done.

4. Take a few minutes and imagine if you were on the receiving end of the behavior. Imagine how you would feel if you got punched, had your home broken into, or your property stolen and damaged. Now write a few sentences explaining how your behavior impacted the victim.

The youth's letter should show an appropriate degree of remorse. If the youth thinks their behavior was funny or justified they should meet with their social worker, therapist, parent, mentor, or someone who can help them examine their attitude regarding this offense.

5. Describe what behaviors or actions you will take to occupy your time, talent, and energy in a more productive manner in the future. The purpose of this step is to let the victim know that the youth understands they need to make changes with their behavior and identify how this will happen. I've found this to be very important for victims to know. More often than not victims are more interested in knowing how the problem behavior is going to be resolved than in seeing the youth punished.

6. The youth should plan on spending some time, perhaps several hours working on this letter. To crank out some meaningless garbage in 10 or 15 minutes is not the goal. The total length of the letter should be several paragraphs. If at all possible it should be typed, use appropriate grammar and be spell checked. Your parent(s) should also review your work.

7. Upon completion, place the finished letter in an unsealed stamped envelope, addressed to the



victim (if appropriate), and give it to your social worker for final approval and mailing to the victim. Your social worker will make a copy to be placed in your file to verify it has been completed and note when it was mailed.

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### ***Community Sentencing Circle Picking up Where Traditional Responses Leave Off***

*Submitted by: WJCIA Board Member, Cindy Waller, Eau Claire County*

The Eau Claire Restorative Justice Program conducted a Community Sentencing Circle with 11 victims and 9 juvenile offenders. The case involved 31 incidents of criminal damage to property with 25 victims. Each offender faced multiple felony charges. Through an agreement with Eau Claire County Juvenile Court Intake, the DA's office and the Restorative Justice Program, each offender was given an opportunity to participate in, and give their impressions of a Community Sentencing Circle, as a condition of their diversionary agreement.

The Process involved face-to-face meetings between offenders and victims. Youth entered the meetings apprehensive, but left with a better understanding of the effect their actions had on each family. The boys not only heard about, but also saw the impact their actions had on each family. The boys not only heard about, but also saw the impact their actions had on the victims. One young man responded to the circle by writing, "I don't think I have ever felt worse than the way I did during those meetings; seeing the people that you victimized is very hard especially when you didn't mean any of them any real harm or hardships. They are just normal people who we made their lives harder for no good reason." Another said, "I had no idea how much our antics had effected them. It hit me that this was more than just a stupid prank; it changed how these people lived. Some of them installed security lights, changed their schedules, and basically didn't sleep for a few months." The apologies from these young men were powerful. The comments were simple: "My mom's disapproval and disappointment have been the toughest to face."

"Having to look them in the eye and own up to what I had done was terrifying and humbling. My mom cried." The victims of these "pranks" were also impacted by the sentencing circles. They arrived with anger and fear—and left with closure. They were able to find a sense of peace through the circle process. The circle restored their sense of safety and well-being, in the community and in their homes.

"I can honestly say now that because of the circle, I am at peace and once again feel safe in the community. Each one of the boys and their parents provided me with the closure that is necessary to move on."

The take away of this is that we are all a part of our community—we belong. When relationships are damaged through word or deed, there needs to be opportunity for repair. Restorative Justice provides those opportunities by giving victims a voice, holding offenders directly accountable, and involving the community at large.

I honestly have to admit that participating in the community sentencing circle has been one of the most impactful and powerful experiences I have had as an intake worker. Watching the juveniles, their parents and the victims go through the various emotions and be made "whole again" was incredible. If you would like more information on this process please contact Tim Wavrunek at [www.eccrjp.org](http://www.eccrjp.org) (715) 835-6513

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### ***POLK COUNTY PEN PALS***

*Submitted by: Chad Knutson, Polk County Juvenile Justice*

Attached you will find a Polk County Social Worker's idea to support a long term placement without solid family resources. Thus far the juvenile has responded quite positive and we are considering this for other clients.



Polk County Pen Pals was implemented as a response to the placement of a young lady at an RCC located over 5 hours away from the placing agency. The idea being that children fare better when they have positive adults in their life that they can count on. In this case, the child had no previous connections to Polk County other than her parents moved here after she had been placed originally. The child's concerning behaviors increased along with her feelings of hopelessness. The goal was to take this child's unique circumstances on as a Department.

Each week, she receives a piece of mail from fellow colleagues at Polk County Human Services. Folks here send a card or letter and sometimes a small token. The young lady was inundated with greetings on her birthday and over the holidays. Since its inception, the staff at the RCC have reported that her feelings of hopelessness have declined considerably and that her behaviors have leveled out. She talks about her special "friends" often and her room is covered in pictures, cards and letters.

After evaluating this, the Department has decided that the Pen Pal program will continue and be available to other children at RCC or group home level care with the same kind of unique and special circumstances that this young lady presented. The Polk County Pen Pals initiative has been praised and commended by the highest level of the County, the County Administrator.

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Twitter: [WJCIA @WJCIA\\_tech](#)



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**Check out WJCIA's website at: [WJCIA.ORG](http://WJCIA.ORG)**

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