WISCONSIN JUVENILE COURT INTAKE ASSOCIATION

WJCIA BOARD MEETING

February 27, 2026
Location: Black Wolf Room-Staybridge Suites
9:00 AM

AGENDA

I. **Call to order by President** – Icebreaker: What motivates you to remain working in youth justice? Barb called the meeting to order at 9am.
   a. Board members present: Jodi, Tiffany, Barb, Ashley, Kari, Cathrina, Rachel, Katie, Kerry, Morgan, Becky, Jason, Kenny, Sarah, Kathy, Amy, Jamie, Stacy
   b. Board members missing: Jacob
   c. State Agency Representatives: Kiley, Nikki, Jenna
   d. Housekeeping: rooming list for April meeting was passed around

II. **Secretary's Report**
   a. Review minutes emailed 2/11/2026
   b. Motion to accept
      i. Katie made a motion to accept the secretary minutes that were emailed out on February 11. Kari seconded the motion.
      ii. There was no discussion and all were in favor of the motion.
      iii. Minutes were accepted.

III. **Treasurer's Report**
   a. Review report emailed 1/9/2026 emailed another yesterday 2/26
   b. Motion to accept
      i. Kathy made a motion to accept the treasurer's reports emailed out on January 9th and February 26th. Cathrina seconded the motion.
      ii. Katie mentioned that committee chairs should double-check the report to ensure their budgets were entered into the spreadsheets correctly.
      iii. There was no additional discussion, and all were in favor of the motion.
      iv. Treasurer's reports were accepted.

IV. **Reports from State Agencies**
   a. **DOJ – Kiley Komro**
      i. Reviewing applications for grants in 2026
         1. There are a few more grant opportunities that will become available yet

2. Focusing on Prevention, early intervention, and diversion
3. If you are interested in knowing when grant opportunities become available, you can email Kiley to add to the email list.

ii. Finishing up last year's 2025-2026 strategic plan
1. Working on the 2027 - 2029 plan
2. Wanting to be communicating with counties on needs they see in communities. They are sending out surveys to gather more information to put the plan together.
3. If haven't seen a survey yet but want to share a need you are seeing, email Kiley.

iii. There are 15 youth for this year's Youth Voice Commission cohort - They have been talking to youth who are in detention
1. The Youth Voice Commission is looking to expand who youth can talk with
2. Right now, they are missing a voice from youth who don't go to detention

iv. GJJC
1. First meetings in January and February
   a. First movement
      i. In people who have life sentences from youth sentences
      ii. It is the end of session right now, so there won't be any movement on anything
      iii. GJJC has made the motion
2. There were a lot of presentations at the February meeting
   a. Past grantees presented on successes and obstacles they had.

b. DOC/DJC – Michelle Buehl

i. Facility Updates:
1. As of January 28, 2026, DJC is no longer on a Consent Decree. DJC has successfully met all Consent Decree requirements and the order has been officially terminated.
2. If you have question about placement or programs at CLS/LHS, please reach out to Casey Gerber: casey.gerber@wisconsin.gov

ii. Facility: Population as of 02/20/26:

CLS	8
LHS	72
MJTC	26 males /8 females
GROW	4
Total	**118**

iii. **Administrator's Memo #26-01**: Update Regarding Interstate Compact for Juveniles Incoming Case Assignments
1. Effective January 2026, assignment of Interstate Compact for Juveniles (ICJ) cases from other states is overseen according to where the youth will reside and the youth's age, as follows:
   a. Youth scheduled to discharge from supervision prior to age 18 will be assigned to the County for supervision.
   b. Youth scheduled to be discharged after age 18 will be assigned to a Division of Juvenile Corrections Agent.

2. In cases where there are additional circumstances that may warrant a deviation to assignments, the ICJ office will communicate with the appropriate county Youth Justice Supervisor.

iv. 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. (Senate approved, sent to Assembly for review)

v. Field: N/A

vi. Grow Academy: No updates

c. DCF –Jenna Dunlap

i. Jada Hrubes was hired as the YJ Section Manager

ii. Youth Services Conference April 29- May 1 at the Wilderness Resort

iii. Youth leadership team
    1. Shane and Tonisha are working together on this
    2. Working on a innovation grant (micro grant) to build own local YLT, then have one youth come to the state YLT

iv. WiSP
    1. Kelsey Hill DCFILCoordinator@wisconsin.gov
    2. Youth can submit changes to their contact and demographic information, send messages to their workers, look at resources, get reminders and notifications, look at their ILTD planning
    3. It was designed to resemble a social media app to allow youth to understand the layout

v. Expanded IL eligibility
    1. Youth discharged from a court ordered IL eligible out of home care placement by exiting to a S.48.9795 guardianship on or after age 16 qualify for IL post discharge

vi. Youth arts and achievements corner
    1. Way to shoot out or celebrate youth ages 14–23-year-olds
        a. Their artwork or poetry can be submitted – with permission and they will be compensated for their submissions
    2. Point of contact is Tonisha Hora

vii. New/updated Out of Home Placement guidebook

viii. Milwaukee CYFS is transitioning to WiSACWIS – will be primary system March 16
    1. Will also move to caseworks server
    2. Questions? Reach out to Alana Peck

ix. 2024 YJ referral and Intake report are available, trying to figure out how to get 2025 report out quicker
    1. Catie Carter, Alana Peck, and Kendra Schiffman are working on this
    2. Reports on intake referrals

x. Update to legal code- battery
    1. Renumbering, reorganization by circumstance, consolidated threats, consistent language

        a. LE need to label correctly on referral forms – send back, if not correct
        b. Is it updated in custody statute? Nikki asked, Jenna believes so
    xi. Youth aids AODA
        1. How they can be used – email Serena if have questions
        2. Youth adjudicated delinquent under s. 938.34, Wis. Stats., and or youth alleged delinquent under s. 938.12, Wis. Stats.
        3. Youth adjudicated in need of protection or services under s. 938.345, Wis. Stats., due to an act under s. 938.13(4), (6), (6m), (7), (12), or (14), Wis. Stats.
        4. First 6 months of 2027 for AODA programs
    xii. Implementing interrater reliability IRR process
        1. Measures how well multiple people align when assessing the same information – important next step to ensure best practice with the YASI
        2. Currently in the Statewide implementation planning phase
        3. Statewide in 2027, it has been a huge project
            a. Won't be like CANS, want it to be helpful with providing clear feedback
    xiii. Standards will be coming out in June about having family team meetings
    xiv. DRAI-there was supposed to be biannual studies completed to better help in the assigning of severity scores to offenses which is tricky
        1. Who is going to develop training? Who will monitor?
        2. More to come

d. WCWPDS – Nicki Laudloff

    i. Yasi training is scheduled as normal in PDS
    ii. Going to hold in person refresher for YASI at the Children Come First conference
        1. WCWPDS will be "live" at CCF to meet people instead of on zoom
    iii. New YASI coach cohort to be certified
        1. If interested in becoming a coach, there will be another cohort in the beginning of 2027
        2. There are requirements, if interested, reach out to Nikki or Lindsey
    iv. Behind the scenes:
        1. New training
            a. Looking to Wisconsinize one of Orbis training that is web based
            b. 5 weeks to complete a module then a 1 hr huddle
        2. New booster about court reports with YASI
    v. WeLearn:
        1. 1st cohort just finishing up
        2. 2nd cohort is starting
        3. YJPCP Course as pre-req. for YASI
        4. There is a shock to YJ workers to have training up front.
            a. It is here to help new workers
            b. A big commitment with everything

c. WCWPDS wants to work with workers and is asking we communicate if we have any suggestions

5. Going to hold 2 supervisor sessions
    a. May 20 11-12pm https://uwmadison.zoom.us/j/9646086317
    b. October 16 11-12pm https://uwmadison.zoom.us/j/9646086317
6. Going to host an open house to ask questions, March 9th 11-12

vi. SORR- maintaining relationship to keep the end the game training, human trafficking, April 16 in Wausau and January in Madison – pre work online modules can be found on the PDS website

V. President's Report

a. Executive Committee updates
    i. A few members were able to gather last night for the social.
    ii. In April, the committee will look at putting together a time to meet at the new restaurant next door to the hotel.
b. Highlights from interviews with newer Board members
    i. Thanks for new/newer members – got good feedback about things that have been going well and where there could be improvements.
        1. Improve: At the first meeting in November, new members to the board are expected to vote for the executive committee right away and they may not know people.
            a. hoping to implement having people introduce themselves and why they want to be on the executive committee
        2. New members have already expressed interest in different leadership roles they would like to explore.
        3. There was discussion on if members leave and have had roles – offer those out to full board instead of keeping within the committee.
        4. Allow time to have discussion and explain Roberts rules and the voting process to allow people to learn the process properly.
        5. Members who are stepping down- taking advantage of the wealth of knowledge

VI. County Updates/Case Discussion

a. Restorative Justice practices- Jefferson County, Racine County, and Manitowoc County
    i. Tiffany – Racine County PathForward Youth Jobs Initiative
        1. Program is a youth employment initiative for those facing challenges with youth justice involvement, gang risks or have a gap in schooling.
        2. Youth build job skills while also being paid $12/hour for up to 24 weeks. The county funds this with a DOJ grant.
        3. There are 6 phases: preplacement – work placement launch – foundations & soft skills – career path exploration – strengthening and deepening – transition & launch
        4. For the first few weeks on the job the youth's mentor goes with to help.
    ii. Ashley – Jefferson County Restorative Practice with schools

1. The department asked the bigger schools in the county if they could call them if there was something that happened in their school instead of calling law enforcement requesting a citation be issued.
2. They wanted to be able to run a restorative circle within the school to help the youth. With turnover within schools and the department it wasn't maintained well, but they are working on bringing it back into practice.
3. County staff received training online through international relations for restorative practice – funded with a DOJ grant

iii. Stacy was not available to present from Manitowoc.

iv. Kylie mentioned different trainings are funded with DOJ grants, if there are any questions to reach out.

1. Restorative summit through UW extension typically in Madison around July

b. Upcoming counties in April 2026

i. Sarah Socha – Teen Court

ii. Jamie – Teen Court

1. First time offenses, peer jury, youth represent all roles within the court room
2. She will ask the coordinator to come or appear via zoom

c. Plan for updates in June 2026

i. Having board members who will be stepping down, talk about their knowledge they want to pass on to others on the board.

VII. **Break** was taken at 10:32am for ten minutes.

VIII. **Committee Reports**

A. By-Laws: Ashley

a. Will address under new business as we review the changes that will be presented.

B. Conference: Cathrina/Rachel (Vendors: Kerry; Raffle: Ashley)

a. If you know of a potential vendor or would like to see an agency represented let Kerry know

b. Ashley has not purchased anything yet Jamie

i. A request was made to share a sample donation letter

ii. Suggestion of starting a document of places others have requested from to prevent duplication

c. The grid is coming together, but there are still a few openings. We only have 5 contracts. These need to be received ASAP in order to keep moving in the process.

i. If you agreed to reach out, please do so and come prepared in April.

C. Conference Site: Cathrina/Kenny

a. Did not meet

D. Training: Sarah

a. Discussed cancellation policy

i. If you cancel within 2 weeks of the training

1. Training cost \$250 → we keep \$50
2. Training cost \$75 → we keep \$25

ii. If you cancel before the 2-week mark → total refund

    b. The question came up if you are unable to attend the training due to sickness if they could attend the next one. Committee doesn't want it to become a pattern to avoid cancelation fees. Will decide case by case.
    c. Discussed a spring training – possible survey being sent out to see about interest and committee asks we talk about it at regional meetings
E. Finance: Kenny
    a. Approved full board budget of $16,500
        i. Last year $15,000, had a little leftover, increased this year due to hotel room costs
    b. If you have a financial request, send it to Kenny and he will send it out to the committee to review.
F. Grant: Stacy
    a. Did not meet
G. Legislative: Jacob
    a. Did not meet
H. Membership: Rachel (Intake Directory: Kerry)
    a. Clothing appeal was discussed and some questions were gathered; committee will get a survey to pick a design once more information is gathered.
    b. Hopefully by the next meeting it will be known when the store will go live
    c. Jason has 2 interns who are reaching out to counties who have not responded, the directory is close to being completely updated
I. Goals and Statements of Philosophy: Ashley
    a. Did not meet
J. Newsletter: Katie
    a. Didn't meet – if committee chairs have not submitted a summary of what your committee is working on yet, please do this by **March 20**
    b. Map of the regions with contact for each region will be included
    c. Regional updates submitted as well by March 20.
K. Nomination: Stacy
    a. Kristin Colberg from La Crosse expressed interest and asked questions about being a board member. Stacy met with her and provided her with all the information. There has not been a submission request to be considered.
    b. Brienna Meko from Rawhide had submitted a request and letter of support a day prior to January's meetings. Committee discussed her interest and due to the proposed changes being considered by the bylaws committee, it was determined the committee would not make a motion to elect her on the board.
        i. This does not mean individual board members cannot make a motion to have her elected to the board.
        ii. There were no motions made.
L. Recognition: Rachel
    a. Hasn't meet yet, but will be sending out an email to start a discussion
M. Technology: Kari
    a. Kari is able to adjust and change things on the website. If you notice something that should be changed/updated, please reach out to Kari.
        i. This is a time consuming and tedious task, keep in mind to be respectful when reaching out to anyone about changes you see or would like done.
    b. Question was raised to if emails should really be going to everyone in Constant Contact because not everyone is an "active" member.

        i. Membership will pick up this conversation.

IX. Regional Meeting Updates

- Region 1 – Sarah
    - No update, no meeting set
- Region 2/5 - Kathy, Jamie, Kenny, Jodi, Amy, Becky, Jason, Stacy (no current Region 2 members)
    - No meeting set yet
- Region 3 – Kerry, Rachel
    - Meeting March 20 – Rawhide will attend
- Region 4 - Kari, Cathrina, Morgan
    - Monthly staffing on the 2nd Wednesday of the month
    - Regional was a much smaller group than normal
- Region 6 - Katie, Ashley, Jacob
    - Setting up meetings
- Region 7 – Tiffany, Barb
    - Feb 10 was smaller
    - Talked about DPA's and getting them entered into SACWIS and what to do if they are revoked
        - Reach out to DCF
        - Kerry states it is now updated (there was a meeting yesterday)
    - May 12 is their next meeting

X. Special Assignments

A. WJJN-Rotating based on dates/location – Kari
    a. March 27 8-12 zoom
B. Governor's Juvenile Justice Commission – Ashley/Jacob
    a. Kiley discussed earlier
C. YJ Advisory Committee-Stacy
    a. No update at this time
D. Other Special assignments

XI. New business/Unfinished Business/Case Discussion

a. Old Business: Board Meeting with the new Board on Thursday pm during conference (Please refer to the minutes for suggestions made during the 11/7/2025 Board meeting.)
    i. There were suggestions made in November (quick over cap below)
        1. Adjusting bylaws – hold it in October – earlier in the day Thursday (conference chairs already have a lot during the day to ensure sessions run smoothly) – Friday afternoon (people want to leave to travel) – Friday morning (people would have to be down stairs earlier) – adjust hospitality (would have to discuss with Justice Point for condo ect) – what all needs to be covered (officers, committees, contact information, mentors for new members)
    ii. What can be done in advance?
        1. Current members who are looking to be re-elected could:
            a. reviewed and updated contact information
            b. express interest in committees you want to be on
            c. express interest in board letter to nomination committee if you would like to chair a committee
    iii. Really important that mentors are assigned to new members elected to the board

iv. There was a lot of discussion on the points made in November, with the same conclusion on most of them
v. It was suggested to keep the board meeting at the same time, but to keep focused to avoid delays, this would keep hospitality the same
vi. Kathy makes a motion to continue to keep the first meeting of the new board year at 4pm on Thursday after the election. Kari second the motion.
1. There was no further discussion. All vote in favor, motion passes

b. New Business: Board member review of the suggested Bylaw changes
1. Things added are highlighted
2. Taken out/stricken are crossed out

- Article 2.3 –
  - All persons who are currently or previously…
  - …election to the Board office of ~~President, President-Elect, Secretary or Treasurer.~~
- Article 2.4 –
  - Membership shall start ~~at the issue from the start of an~~ annual…
- Article 3.3 –
  - ~~shall be fixed from time to time by resolution of the Board of Directors but~~ shall not be more than twenty-one (21) nor less than nine (9). ~~The Board shall by resolution set the number of associate Members who may serve on the Board of Directors.~~
- Article 3.8 –
  - The full current bylaw was stricken and rewrote to
  - Nominations for the Board of Directors shall be solicited from the general membership prior to the annual meeting. Nominations must be submitted to the Nominations Chair, or designee, a minimum of three (3) weeks prior to the annual meeting.
- Article 3.9 –
  - Shall be by ~~written~~ ballot
  - A list of ~~newly~~ elected…
  - Each ~~newly~~ elected Board Members within thirty (30) days…
- Article 3.10 –
  - Treasurer, Finance Committee and approval
- Article 4.1 –
  - No more than thirty (30) days
- Article 4.4 –
  - Votes ~~at all meetings~~ of the
- Article 5.1 –
  - At least four (4) weeks
- Article 5.3 –
  - Two (2) weeks
- Article 5.4 –
  - Directors. ~~At any meeting of the general membership, ten percent (10%) of the paid membership, including two Directors, must be present to constitute a quorum for the purpose of conducting business.~~

ii. Morgan makes a motion to accept the changes to the Bylaws as presented by Ashley. Seconded by Jason
1. There is no discussion. All in favor – motion passes
iii. Ashley will work with the Technology Committee to send out a notice of a special meeting for the bylaws out to the full membership

c. Katie asked how others are processing sanction/TPC's to secure detention. Specifically, how we enter it into SACWIS – placement or service?

i. Between the counties on the board, there is not a unanimous way it is done.
    1. Entered as a Service:
        a. Racine – enter as a service if the youth is truly not placed there. as statutorily it says you don't need to. It does count towards their 365 days though
        b. Sheboygan
    2. Entered as Placement:
        a. Outagamie, Brown, Chippewa, Winnebago, Vernon, St Croix, Monroe
    3. Scans papers into SACWIS and does not enter either:
        a. Fond du Lac

XII. Adjourn

a. Due to the time, there was a request for a motion to end the meeting
b. Sarah made a motion to end the board meeting. Kari seconded the motion. There was no discussion and all were in favor. Meeting was adjourned at 12:22pm.