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Governor

**Rick Raemisch**  
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**State of Wisconsin**  
**Department of Corrections**

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**Margaret C. Carpenter**  
Administrator

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**ADMINISTRATOR'S MEMO TO COUNTIES**

**MEMO # 10-06**

**DATE:** February 26, 2010  
**TO:** County Departments of Human/Social Services Directors  
**FROM:** Margaret C. Carpenter, Administrator   
**SUBJECT:** Juvenile Justice Data Reporting

Introduction

As you are aware, the Department of Children and Families (DCF) discontinued the Human Services Reporting System (HSRS) Core earlier last year for the Child Welfare (CW) and Juvenile Justice (JJ) populations. For 2009 juvenile justice data reporting there are two options: eWISACWIS – supported by the Department of Children and Families or the Juvenile Justice Data Collection survey supported by the Division of Juvenile Corrections (DJC). eWISACWIS collects client level data on an ongoing basis and the Juvenile Justice Data Survey collects annual counts of services at year end through an online survey tool. The data elements in the juvenile justice survey are also present in eWISACWIS. DCF and DJC will work together to merge year-end data from the survey and eWISACWIS to develop a statewide juvenile justice report.

Juvenile Justice Reporting Liaison

Counties choosing to report juvenile justice data using the new Juvenile Justice Data Collection Survey must identify one staff person who will serve as the Juvenile Justice Reporting Liaison to the Division of Juvenile Corrections. This person will be responsible for ensuring timely and accurate reporting via the web-based reporting tool for juvenile justice data and serve as the point of contact regarding questions and concerns related to county reporting.

The name, phone number and e-mail address of this staff person is to be provided to Laura Wood via e-mail [laura.wood@wisconsin.gov](mailto:laura.wood@wisconsin.gov) or phone at (608) 240-5927 **by Friday, March 12, 2010**, if the county elects to use the 2009 survey.

List of County Liaisons Previously Provided

If your county responded to last year's memo and provided a contact, that information is provided below and is also available on the DJC website at [http://www.wi-doc.com/index\\_juvenile.htm](http://www.wi-doc.com/index_juvenile.htm). If the information has changed please contact Laura Wood. If your county is not listed and wishes to use the Juvenile Justice Data Collection

Survey, please contact Laura with the required information and that person will be added to our liaison listing.

### Juvenile Justice Reporting for CY2009

The deadline for entry of 2009 JJ case data into eWiSACWIS will be April 12, 2010. Counties choosing to use the 2009 Wisconsin Juvenile Justice Data Collection Survey to report aggregate JJ population and service delivery numbers must complete the survey by April 12, 2010. Again, HSRS Core will not be available for JJ population and service reporting.

A link to the 2009 Wisconsin Juvenile Justice Data Collection Survey will be sent to the Juvenile Justice Reporting Liaison in March 2010. The survey is titled:

- Wisconsin Juvenile Justice Data Collection – CY 2009

### Frequently Asked Questions

#### **How does the county get a link to the 2009 Wisconsin Juvenile Justice Data Collection Survey?**

The first step is to designate a Juvenile Justice Reporting Liaison to receive and respond to the 2009 survey. Please provide a name, phone number, and email address to Laura Wood via e-mail [laura.wood@wisconsin.gov](mailto:laura.wood@wisconsin.gov) or phone at (608) 240-5927 **by Friday, March 12, 2010** and a link to the survey will be provided.

#### **How does the county enter data into the 2009 Wisconsin Juvenile Justice Data Collection Survey?**

A link will be sent via email from Laura Wood to each county Juvenile Justice Reporting Liaison. The liaison will click on that link to open the survey in the liaison's Web browser. The liaison will answer the questions about the year and county, and then fill in the numbers for each question as appropriate. The survey will automatically be sent after completing the last page. The survey can be revisited for review/corrections until the cut off date of April 12, 2010.

#### **What are the methods available for reporting JJ data and when are they available?**

1. 2009 Wisconsin Juvenile Justice Data Collection Survey
  - a. To report year end summary data
  - b. Opens February 26, 2010
  - c. Closes April 12, 2010
2. eWiSACWIS
  - a. To collect detail data
  - b. Currently available on an ongoing basis

**Previously Provided JJ Data Collection County Contacts**

COUNTY	FIRST NAME	LAST NAME	EMAIL	PHONE
Calumet	Jane	Behnke	behnke.jane@co.calumet.wi.us	920-849-1408
Chippewa	LouAnn	Seibel	lseibel@co.chippewa.wi.us	715-726-7799
Clark	Glenda	Cooper	glenda.cooper@co.clark.wi.us	715-743-5255
Clark	Trena	Abbott	trena.abbott@co.clark.wi.us	715-743-5232
Dane	Lori	Basteen	basteen@co.dane.wi.us	608-242-6420
Door	Doreen	Weyenberg	dweyenberg@co.door.wi.us	920-746-2316
Douglas	Steve	Siebers	sieberss@ci.superior.wi.us	
Grant	Shane	Schuhmacher	sschuhmacher@co.grant.wi.us	
Iowa	Dan	McWilliams	dan.mcwilliams@iowacounty.org	
Jefferson	Bev	Marten	bevma@jefferson.wi.us	
Kenosha	Nancy	Ramsey	NRamsey@co.kenosha.wi.us	262-697-4500
LaCrosse	Lynn	Halderson	halderson.lynn@co.la-crosse.wi.us	608-785-5703
LaCrosse	Michelle	Johnston	johnston.michelle@co.la-crosse.wi.us	608-785-6069
Manitowoc	Stacy	Ledvina	stacyledvina@co.manitowoc.wi.us	920-683-4230
Menominee	Ludene	Smits	lbsmits@menominee.wi.us	715-799-3861
Milwaukee	Wendy	Moraza	Wendy.Moraza@milwcnty.com	
Milwaukee	Michelle	Naples	Michelle.Naples@milwcnty.com	
Milwaukee	Eric	Meaux	Eric.Meaux@milwcnty.com	414-257-7705
Oneida	Mary	Rideout	mary@dss.co.oneida.wi.us	715-362-5695
Outagamie	Kathy	Watters	WattersKM@co.outagamie.wi.us	920-832-2222
Ozaukee	Tom	Kopp	tkopp@co.ozaukee.wi.us	262-284-8232
Shawano	Marie		shawanoDSS@co.shawano.wi.us	
Sheboygan	Barry	Neumann	neumabn@co.sheboygan.wi.us	920-459-3246
Waukesha	Peter	Slesar	pslesar@waukeshacounty.gov	262-548-7226
Wood	Jody	Radlinger	jradlinger@co.wood.wi.us	715-421-8640

cc: Rick Raemisch, Secretary, DOC  
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 Cyrus Behroozi, Administrator, DCF/DSP  
 Jill Chase, Director, Bureau of Regulation and Licensing DCF/DSP  
 Patrick Cork, Interim Director of Area Administration, DHS/DES  
 Greg Van Rybroek, Director, DHS/MJTC  
 DES Area Administrators  
 DES Human Service Area Coordinators  
 DOC/DJC Management staff  
 County Youth Aids contacts  
 Court-attached juvenile court intake offices