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Governor

Rick Raemisch
Secretary



State of Wisconsin
Department of Corrections

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Charles A. Tubbs
Administrator

ADMINISTRATOR'S MEMO TO COUNTIES

MEMO # 08-01

DATE: February 12, 2008
TO: County Departments of Human/Social Services Directors
FROM: Charles A. Tubbs, Administrator *Charles a. Tubbs*
SUBJECT: 2008 Administrator's Memos to Counties

The purpose of this memo is to notify you that as of the calendar year 2008, all numbered memos will no longer be distributed via the U.S. mail. Instead, numbered memos will come electronically through email. They will continue to be posted on the Department of Corrections website (www.wi-doc.com/index_juvenile.htm).

It is important for the Division of Juvenile Corrections to maintain all current email contacts to relay this information. Please confirm all County Director and Youth Aid Contact Coordinator's email contact information. Also, each county may provide one addition email contact.

This information can be given to Andrea Augle by phone at 608-240-5932 or emailed to Andrea.Augle@wisconsin.gov.

Thank you for your cooperation.

cc: Rick Raemisch, Secretary, Department of Corrections
Amy Smith, Deputy Secretary, DOC
Ismael Ozanne, Executive Assistant, DOC
Silvia Jackson, Assistant Administrator, DOC/DJC
Reggie Bicha, Administrator, DCFS/DHFS
Jill Chase, Bureau of Regulation and Licensing, DCFS/DHFS
Diane Waller, Director, Area Administration, DES/DHFS
DES Area Administrators
DES Human Service Area Coordinators for Children and Families
Division of Juvenile Corrections Management staff
Greg Van Rybroek, Mendota Juvenile Treatment Center
Court-attached juvenile court intake offices