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State of Wisconsin

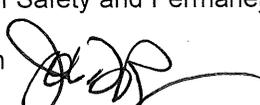
Ed Wall  
Secretary

Eloise Anderson  
Secretary

Division of Safety and Permanence  
Informational Memo 2015-23  
December 23, 2015  
Division of Juvenile Corrections  
Administrator's Memo Series to Counties #15-18

To: DHS/DCF Area Administrators  
County Youth Aids Contacts  
Child Placing Agency Directors  
Child Welfare Agency Directors  
County Departments of Community Programs Directors  
County Departments of Human Services Directors  
County Departments of Social Services Directors  
Group Home Providers  
Tribal Social Service/Indian Child Welfare Directors  
Private Child Placing Agencies  
Residential Care Center Providers  
Shelter Care Providers  
Tribal Chairpersons  
Child Protective Services and Juvenile Justice Supervisors/Managers  
Court Attached Juvenile Court Intake Workers  
Division of Juvenile Corrections Management Staff

From: Fred-Ellen Bove   
Administrator  
DCF/Division of Safety and Permanence

John D. Paquin   
Administrator  
DOC/Division of Juvenile Corrections

Re: DCF and DOC CIP Transfer

**PURPOSE**

The intent of this memo is to notify counties and provide guidance on the transfer of the Community Intervention Program (CIP) from the Department of Corrections to the Department of Children and Families.

**BACKGROUND**

As directed in Act 55, the 2015-17 biennial budget bill, in January 2016 administration and oversight responsibility for the community-based juvenile justice system transfers from the Department of Correction (DOC) to the Department of Children and Families (DCF). This transfer includes transitioning the Community Intervention Program for SFY 16 (July 1, 2015 through June 30, 2016) to DCF beginning January 1, 2016. The Community Intervention Program statute is renumbered s. 48.528 effective January 1, 2016, and amended by 2015 Wis. Act 55.

### ***Transition***

Counties may continue to submit invoices for reimbursement to DOC through December 30, 2015.

**Invoices must be received by DOC by December 30.** Any invoices received by DOC after December 30 will be forwarded to DCF for entry into the DCF CORE system.

Counties submitting invoices for reimbursement after December 30 will need to submit through the DCF CORE system, using CORE code 3410.

DCF will continue to require submission of plans and evaluations for the CIP. DCF will notify the counties of the available funding in Quarter 2 of 2016, as well as specific dates and requirements for evaluations and plans, through DCF Administrator's Memos.

### Contacts

DCF and DOC are available to answer questions.

- Finance questions should be directed to Andrew Kleps at DCF  
[Andrew.kleps@wisconsin.gov](mailto:Andrew.kleps@wisconsin.gov), (608) 422-6895.
- Other questions for DCF should be directed to Wendy Henderson at DCF  
[wendy.henderson@wisconsin.gov](mailto:wendy.henderson@wisconsin.gov), (608) 422-6989.
- Questions for DOC should be directed to Shelby McCulley at DOC  
[shelby.mcculley@wisconsin.gov](mailto:shelby.mcculley@wisconsin.gov), (608) 240-5900.

MEMO WEB SITES:

<http://dcf.wisconsin.gov/memos>

<http://doc.wi.gov/families-visitors/juvenile-services/administrators-memos-to-counties>

CC: Edward F. Wall, Secretary, DOC  
Deirdre Morgan, Deputy Secretary, DOC  
Don Friske, Assistant Deputy Secretary, DOC  
Bill Hanna, DHS Area Administrator  
Greg Van Rybroek, Director, DHS/MJTC