



MEDIATION AND RESTORATIVE JUSTICE CENTER

414 W. Moreland Blvd.
Suite 204
Waukesha, WI 53188
T: 262-544-1647
F: 262-544-9456

3732 W. Wisconsin Ave.
Suite 200
Milwaukee, WI 53208
T: 414-271-5464
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www.wiscs.org/mediation.htm
mcwc@wiscs.org

Mission

The Mediation and Restorative Justice Center promotes and provides mediation and other effective processes of conflict resolution and restorative justice.

Services

Youth Accountability Panel
Agree To Succeed
Restorative Justice
Training and Professional Development Programs
Conflict Resolution in the following areas:
Community • Juvenile
Landlord/Tenant • Families
Consumer/Merchant • Civil
Small Claims • Business
Victim/Offender • Workplace

LIVE UNITED



Greater Milwaukee & Waukesha County

Agency Mission

WCS advocates for justice and community safety, providing innovative opportunities for individuals to overcome adversity.



October 1, 2020

Ms. Rebecca Grill, City Administrator
City of West Allis
7525 W. Greenfield Avenue
West Allis, Wisconsin 53214

Dear City Administrator Grill:

This letter updates the relationship between Wisconsin Community Services, Inc. (WCS) and the City of West Allis regarding the West Allis Mediation Center. Both parties agree that mediation services will continue in the year 2020 and 2021. **The following areas of dispute will be considered appropriate for mediation referral by the Police Department and/or any City Official:**

Neighbor/Neighbor disputes including but not limited to:

- Noise complaints
- Barking dogs
- Boundary issues
- Landlord/Tenant disputes
- Family disputes (excluding placement, visitation or custody)
- Juvenile disputes

The following is a fee schedule for the various levels of service which we will continue to provide. This schedule remains at the same rates and levels of service as in 2012.

- \$ 50.00 - Case management for initial referral
- \$ 75.00 - If first party agrees to mediate and the case manager contacts the second party
- \$100.00 - Case management for multi-party disputes (3 or more groups of people)
- \$125.00 - Mediation not scheduled but - telephone conciliation or resolution as a result of the case manager's intervention
- \$100.00 - Mediation scheduled but cancelled and not rescheduled - mediator was obtained, paperwork sent to parties, etc.
- \$125.00 - Mediation scheduled but one of the parties fails to show up
- \$250.00 - Basic two-party mediation hearing held
- \$300.00 - Multi-party mediation hearing held (dispute of 3 or more groups of people)

WCS will continue to provide:

- Experienced management and knowledge;
- A well trained and experienced volunteer corps of mediators;
- Presentations and/or in-service trainings to police department personnel and to city official administrative staff (no additional fee);
- Liability insurance;
- Staff and/or voice mail to receive calls forwarded from the City of West Allis;

- Face-to-face mediation sessions at the West Allis Police Department, however during the pandemic, mediations will take place with Zoom;
- A system of records and files open for review by City of West Allis monitors and evaluators which will document all referrals, case management logs, mediation agreements (if one is reached), and any follow-up client evaluations of the services provided;
- Quarterly statistics regarding the outcome of referrals;
- A Disposition Notice to the referring police officer or city official and to the lieutenant of the Crime Prevention Bureau;

It is our understanding that West Allis will:

- Provide a local City of West Allis phone number for citizens to call, which is automatically forwarded to the Mediation and Restorative Justice Center, a program of WCS;
- Identify, refer through the developed mechanism and encourage cases for mediation;
- Assist in generating police and city official knowledge of the service;
- Provide or assist in arranging free space to conduct the mediations locally;
- Provide security backup when the case has been identified by the police as volatile;
- Provide printing for brochures if the Center provides camera ready material appropriate for the Center operation;
- Provide direct feedback about the program success.

Thank you for the opportunity to continue serving the City of West Allis.

Sincerely,

Cathy Warmington

Cathy Warmington, Program Director
Wisconsin Community Services, Inc.

2020-2021

Agreement for Professional Services

This agreement is entered into by and between the City of West Allis, Wisconsin (the "City") by the City Administrator of the City of West Allis, Wisconsin, a municipal corporation, and Wisconsin Community Services, Inc. 3732 W. Wisconsin Avenue, Suite 200, Milwaukee, Wisconsin 53208 (the "Consultant")

Recitals:

WHEREAS the City Administrator has negotiated with Wisconsin Community Services, Inc. to furnish professional services for the West Allis Mediation Center (the "Project"); and

WHEREAS, the Consultant has submitted a proposal to provide such services: and

WHEREAS the City has authorized the City Administrator to enter into this Agreement with the Consultant for such services and has authorized the expenditure of funds to pay the liability that will accrue to the City under this Agreement.

NOW, THEREFORE, in consideration of these premises, the parties hereby mutually agree as set forth in the following pages, exhibits, and schedules which are annexed hereto and made a part hereof.

IN WITNESS WHEREOF, the City Administrator and the Consultant have executed this agreement.

Wisconsin Community Services, Inc.

(West Allis Mediation Center)

By: Clarence Johnson

Title: Executive Director

Date: 1/20/21

City of West Allis, Wisconsin

City Administrator

By: Rebecca N. Hill

Title: City Administrator

Date: 01/19/2021