



WISCONSIN COMMUNITY SERVICES, INC.

230 WEST WELLS STREET - SUITE 500 - MILWAUKEE, WI 53203
 TELEPHONE 414-271-2512 FAX 271-4605 www.wiscs.org

December 13, 2007

Mr. Paul Ziehler, City Administrator
 City of West Allis
 7525 W. Greenfield Avenue
 West Allis, Wisconsin 53214

Dear Mr. Ziehler:

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 2008. 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 2005.

- \$ 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 officials and administrative staff (no additional fee);

Liability insurance;

MISSION

The Mission of WCS is to enhance justice, increase public safety, and, in doing so, improve the welfare of the general community. WCS develops, provides and supports social and advocacy services for persons involved in or at high risk of involvement in the criminal justice system.

PROGRAM AREAS

Community Alternatives
 Court Intervention
 Drug Testing
 Outpatient Treatment
 Pharmacy
 Residential Programs
 Youth Services



A United Way Funded Agency



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;

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 Center of Waukesha;

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's operation;

Provide direct feedback about the program success.

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

Sincerely,



Cathy Warmington, Program Director
Wisconsin Community Services, Inc.