



MEDIATION AND RESTORATIVE JUSTICE CENTER

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Waukesha, WI 53188  
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F: 262-544-9456

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Milwaukee, WI 53208  
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[www.wiscs.org/mediation.htm](http://www.wiscs.org/mediation.htm)  
[mcwc@wiscs.org](mailto: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.