

Your juvenile has been referred to Juvenile Intake because of trouble with the law and/or truancy from school.

This brochure will not cover all situations; however, it will help you to understand the initial Intake process and other processes that may occur.

Our hope is you find this brochure helpful during this experience



Juvenile Intake Division

Eric Swanson, Manager
715-479-3645
erswa@co.vilas.wi.us

Chad Christensen
715-479-3547
chchri@co.vilas.wi.us

Rich Martin
715-479-3646
rimart@co.vilas.wi.us

Mike Wurl
715-479-3643
miwurl@co.vilas.wi.us

330 Court Street
Eagle River, WI 54521
715-479-3644

Vilas County Social Services

Juvenile Intake Division



A Guide to the
Juvenile
Intake Process and
Juvenile Court

The Parent's Role

Parental involvement is a critical part of the Juvenile Court Process. No court order can be successful if the parents/guardian do not participate in their juvenile's supervision plan. This may involve monitoring and enforcing the rules set forth by the judge and/or intake worker, attending family meetings, going to counseling, taking parenting classes, transporting your juvenile to different service providers, working closely with the school, holding your juvenile accountable and keeping the juvenile's intake worker informed of your juvenile's status.

The Juvenile Court System

Juvenile Court is different from the adult system. The goal of the juvenile system is to help you and your juvenile avoid future incidents, ensure public safety and assist the juvenile to restore any damage they may have done.

Juvenile Justices' primary emphasis is on education and/or rehabilitation.

Some differences in terminology are:

Adult Term:	Juvenile Term:
Arrest	Taken into custody
Warrant	Capias
Probation	Supervision
Plea of not guilty	Deny the facts of petition
Plea of guilty	Admit to the facts of petition
Misdemeanor, felony	Delinquent act
Arraignment	Plea hearing
Jury Trial	Fact Finding Hearing
Sentencing	Disposition

Juvenile Court Intake Procedures

Juvenile Court Referrals: Typically, referrals come from law enforcement. The intake worker will determine if the juvenile may go home, to shelter care or be detained in a secure juvenile facility. If the juvenile is placed in shelter care or secure, there will be a court hearing within 24 hours after the juvenile is taken into custody.

Intake Inquiry: The next step is for the intake worker to review the file. The intake worker will offer to meet with the juvenile and the parents/guardian to discuss the seriousness of the alleged delinquent act and the juvenile's history. The juvenile and their parents/guardian are not obligated to attend the intake inquiry. However, if the juvenile and the parents/guardian choose not to participate in the intake inquiry, the intake worker may refer the case to the court system for further action.

Inquiry Results An inquiry usually results in one of three options:

The referral is dismissed. This is sometimes referred to as counsel and close.

The matter is held open. With this option, the intake worker and the family develop a plan of corrective action. The case can be held open for up to 60 days without services or for up to 12 months with voluntary services.

The matter is referred for petition. This means the intake worker asks the District Attorney to petition the court to become directly involved in deciding what should be done with the juvenile.

The Hearing Process

A PLEA Hearing is where the juvenile will enter an admission or denial regarding the allegations. This is an initial hearing; long-term planning decisions will likely not be made at this time.

A PRE-TRIAL CONFERENCE is where the attorneys, intake worker, parents/guardian and the Judge may be able to develop an agreement that will settle the case without going to a trial.

A FACT-FINDING HEARING is when the Judge will hear testimony from all parties to determine whether a dispositional hearing shall be set. The District Attorney may suggest a psychological and/or AODA evaluation at this hearing.

A DISPOSITIONAL HEARING is where the Judge will hear the reports and recommendations of those involved with this case. The Judge will review written reports received. After the Judge hears all the testimony, he will begin to list the "findings of fact," and then determine the disposition of the case.

In some minor cases, an agreement called a "Consent Decree" may be developed at the pre-trial hearing thereby avoiding a final dispositional hearing.

The Court may order the parents/guardian to pay some or all of the expenses association with the Court Order including, but not limited to:

- Attorneys' fees
- Out-of-home placement
- Education/medical costs
- AODA services/treatment