



Scott Walker  
Governor

Jon E. Litscher  
Secretary

State of Wisconsin  
Department of Corrections

Mailing Address

3099 E. Washington Ave.  
Post Office Box 7925  
Madison, WI 53707-7925  
Telephone (608) 240-5000  
Fax (608) 240-3300

**DATE:** January 18, 2017

**TO:** DAI Inmates

**[POST FOR INMATES]**

**FROM:** Jim Schwochert, Administrator  
Division of Adult Institutions

**SUBJECT:** Inmate TRUST Deductions --- 12/23/16 - 01/06/17

Restitution withholdings were temporarily suspended from December 23, 2016, through January 6, 2017, due to a problem encountered with the new WICS software deployment. As stated in DAI 309.45.02 Inmate Trust System Deductions, court ordered obligations (such as victim witness A, victim witness B, DNA, court costs/fines, and supervision fees) shall only be collected after restitution is paid in full; however, when the collection of restitution was suspended, WICS automatically began to deduct these court-ordered obligations.

Business office staff are aware of this issue and are diligently working to reverse all improper deductions. If you have already written to staff on the subject, we have received your correspondence. We request inmates use restraint when submitting further correspondence to staff with respect to these technical errors for a period of 60 days to allow our staff time to complete the necessary work. After that time, if it appears that the issue has not been corrected, please contact the business office.

We apologize for the confusion this process has caused and thank you for your continued patience while we continue to work through issues associated the WICS software deployment

cc. Cathy Jess, DOC Deputy Secretary  
DOC Office of Legal Counsel  
DOC Corrections Complaint Examiners  
DAI Staff