



Dane County Department of Human Services

1202 Northport Drive Madison, WI 53704-2020
(608) 242-6200 Fax: (608) 242-6293

Interim Director – Astra Miriaku Iheukumere
Division Administrator – Martha Stacker, Ph.D.

1202 Northport Drive, Madison, WI 53704-2092
PHONE: (608) 242-6200 FAX: (608) 242-6294

JOE PARISI
DANE COUNTY EXECUTIVE

MEMORANDUM

DATE: April 23, 2024
TO: Finance Committee
FROM: Nancy Ortegon-Johnson
CYF Staff Development Manager
RE: Chapter 20 Exception

The Children, Youth and Families Division will be holding an all staff Children Youth and Families Division Team Building/Training on May 29th, 2024 from 8:30am-4:15pm at the Alliant Energy Center. Staff will have the opportunity to attend training sessions, which include sessions on Well-Being; Wellness; Self-Defense; Unconscious Bias, YWCA Ancestral/Resonance. We expect between 155-169 staff to attend this all day event. We cannot bring in any food into venue.

The Department is requesting approval for \$5,674.90, which is the total cost for coffee and lunch, which will be provided by Sodexo Live at the Alliant Energy Center. Lunch is Build Your Own Sandwich Buffett, which includes also includes, chips, cookie, Iced Tea and Lemonade. Below is the breakdown of the cost.

Subtotal Food: **\$4,690.00**
Subtotal Beverage: **\$0.00**
Subtotal Other: **\$0.00**
Items Subtotal: \$4,690.00
21% Service Charge: **\$984.90**
Subtotal with Service Charge: \$5,674.90
TOTAL: \$5,674.90
TOTAL DUE: \$5,674.90

Thank You for considering this request.