

MEMORANDUM

TO: PERSONNEL & FINANCE COMMITTEE MEMBERS
FROM: JANEL HEINRICH, DIRECTOR
DATE: OCTOBER 25, 2017
SUBJECT: RELOCATION REIMBURSEMENT

A competitive national recruitment occurred for the position of Director of Operations at Public Health Madison & Dane County. Katherine V. Austin who is currently living in Washington, DC has accepted our offer of employment. Ms. Austin desires financial assistance with her relocation expenses. Public Health concurs and respectfully requests reimbursement approval in an amount not to exceed \$2,000. Sufficient funds are available in the approved 2017 Public Health budget.