



**Dane County Department of Human Services
Division of Prevention & Early Intervention**

Director – Astra Iheukumere
Division Administrator – Connie Bettin, LCSW
1202 Northport Drive, Madison, WI 53704-2092
PHONE: (608) 242-6200

Melissa Agard
DANE COUNTY EXECUTIVE

12/05/2024

Dear Personnel and Finance Committee,

I am asking for an exception to the 60 day limit for employee reimbursements. The mileage was not signed in time.

Thank you for your consideration of this request.

Sincerely,

Sarah Shatz
Community Social Worker

Erica McNeil
Supervisor