

To: Personnel & Finance Committee Members

From: Cecely Castillo, Chief of Staff

Office of the Dane County Board of Supervisors

RE: Request for Exception to Ch. 20 (Employee expenses claimed outside the 60-

day window) for Erin Welsh, County Board Supervisor District 7

Date: August 19, 2025

Supervisor Erin Welsh attended the NACo Legislative Conference from February 28[,] 2025 - March 5[,] 2025 and submitted her request for reimbursement on August 15th, 2025. Because this request was submitted outside the 60-day window for reporting requirements, we respectfully request an exemption to Chapter 20 be made for this employee reimbursement for County Board Supervisor Erin Welsh in the amount of \$931.12.