



Dane County Department of Human Services

Director – John Schlueter
Behavioral Health Division – Todd Campbell

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TO: Personnel and Finance Committee

FROM: Dawn Turnipseed

DATE: 08/20/2025

SUBJECT: Request for Exception to Ch. 20 (Employee expenses claimed outside of 60-day window)

Reason: Requesting processing of Mileage reimbursement for May 2025.

My mileage report is past the 60-day window, my apologies for the lateness, I was off work the majority of July and August, therefore I was unable to make needed corrections. The amount requested in the May mileage is \$222.60.

Thank you,

Dawn Turnipseed



Dawn Turnipseed
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