

MEMORANDUM

DATE: August 30, 2024

TO: Personell and Finance Committee

FROM: Jesse Ramirez

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

Hello,

Personnel and Finance – Request for Exception to Co. ordinance 20.08 60 Day Reporting Deadline – Human Services. Jesse Ramirez, May 2024.

“I was awaiting the outcome of how to place an address on the mosquito sites we sample and the back and forth with Dane Co and my co-workers Nyssa and Elijah. This in turn pushed me beyond the 60 day reporting deadline.”

Sincerely,

Jesse Ramirez
Public Health Service Technician