

App 8-29-17

**AGREEMENT BETWEEN  
WISCONSIN YOUTH COMPANY AND  
DANE COUNTY DEPARTMENT OF HUMAN SERVICES  
August 14, 2017**

This agreement is between Dane County ("County") through the Dane County Department of Human Services and the Wisconsin Youth Company ("WYC"). The purpose is to provide space for a Dane County Joining Forces for Families ("JFF") within the Wisconsin Youth Company at 1201 McKenna Boulevard, Madison, WI 53719.

1. WYC will provide limited space, approximating 144 square feet of its space at 1201 McKenna Boulevard, Madison, WI. There will be no rent charged for the use of the space. The purpose is to provide office space for the JFF office to provide services to the local community.
2. The term of this agreement will be effective September 1, 2017 through August 31, 2018. The County will have the option to renew this agreement upon the same terms for two (2) additional one (1) year terms under the same terms and conditions set forth in this agreement.
3. The space provided to the County under this agreement will include utilities. The County will provide all the furnishings it requires for display, storage, seating & staff operations.
4. The space designated for the County will be made available during a specified schedule, currently two days a week, Mondays and Thursdays. This schedule may be modified, in writing, as mutually agreed upon by the WYC and Dane County Human Services. The County will be provided with keys to the building, and will secure the premises if leaving the building when WYC staff are not present.
5. The County will make no modifications to the designated workspace and display areas without permission of the WYC.
6. Either party may terminate this Agreement at any time, upon 60 days written notice. Upon termination of this Agreement, the County will surrender the space and remove all personal property, leaving the premises in the same condition as existed upon initial occupancy, less normal wear and tear.
7. The County will insure its own property within the premises.
8. The County will follow reasonable rules established by WYC governing the work space provided.
9. Because Dane County Human Services and WYC will share some common space, both parties will take all necessary actions to protect the confidentiality and security of legally protected client information and adopt reasonable practices to avoid the intentional and accidental disclosure of such information to unauthorized persons.