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County Executive

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COUNTY OF DANE

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An Accredited Center of Excellence

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TO: Personnel and Finance Committee
FROM: John Dejung
DATE: August 26, 2019
RE: Request for approval to reimburse the purchase of food/refreshments for staff due to evacuation of communications center on July 19, 2019.

On July 19th 2019 an explosion and loss of commercial power and subsequent loss of generator power forced our department to call in a large number of off-duty staff, and eventually led to the near complete evacuation of our 9-1-1 center. All department operations were relocated to our back-up facility located at the East District Campus (EDC).

The off-duty staff we reported to EDC did so on short notice and without regard for meal during their work period. The on-duty staff who were forced to relocate from the CCB to EDC did so in such a manner that taking time to retrieve personal belongings, including lunches was impractical.

We respectfully request that an exception be made to Section 20.14 of the Expense Account Ordinance in order to permit us to reimburse Communications Supervisor Sue Dalma for her purchase of food and drink for the PSC staff working at EDC on this very unusual and very stressful day. We have identified funds in the Department's budget that can be used for this purpose.

Thank you very much for your consideration.