



## Dane County Department of Human Services Division of Children, Youth & Families

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Dane County Executive – Joe Parisi  
Director – Shawn Tessmann  
Division Administrator – Martha Stacker, PhD

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MEMO

To: Personnel and Finance Committee

CC: Lisa Martin Initial Assessment Supervisor  
Martha Stacker, Ph.D., Division Administrator  
Meg Krohn, Assistant Controller

From: Christina Fruin, Social Worker II

Date 8/16/2024 (It is understood that this is somewhat delayed)

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

In September of 2022, I drove 207 miles during the course of performing my job duties for DCDHS CPS. I submitted my mileage on 12/12/2022 and the form was submitted by my supervisor on 12/12/2022 as well, both dates after the 60-day window. Therefore, I am respectfully requesting this committee to authorize payment of \$129.38 for the miles driven.

Thank you for your consideration of this request,

Christina Fruin  
Initial Assessment Social Worker  
Dane County Department of Human Services  
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Madison, WI 53713  
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