



Dane County Department of Human Services

Interim Director – Astra Iheukumere

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MEMO

TO: Personnel and Finance Committee

FROM: Astra Iheukumere, Interim Director

DATE: August 22, 2024

RE: Request for Exception to Ch. 20 – Director Designee

Currently Chapter 20 of the County Ordinance authorizes only the Department Head's approval on the County's Conference & Training form. Due to the large volume of forms processed through Human Services, we respectfully request an exception to this requirement to provide that the Human Services Department Head's designees are also authorized to approve any Conference and Training forms.

The specific sections this exception would apply to are 20.09(1), 20.09(2), 20.09(4). We anticipate the designees to be the Division managers within Human Services.