

Tom Barrett Mayor

Bevan K. Baker, FACHE Commissioner of Health

Raquel M. Filmanowicz Health Operations Administrator

Health Department

Family and Community Health Services

December 7, 2011

web site: www.milwaukee.gov/health

Committee on Finance and Personnel Milwaukee Common Council Room 205, City Hall

Attention: Alderman Michael Murphy, Chairman

RE: CC File #111026

Honorable Committee Members:

An employee of the Family and Community Health Services Division of the Milwaukee Health Department exceeded 1000 work-related miles driven in her private automobile during the month of September 2011.

Ms. Erin Cronn is a Public Health Nurse assigned to the Nurse Family Partnership (NFP) Program at Southside Health Center.

In September 2011, Ms. Cronn reported 1,088 miles driven on City business. Ms. Cronn was authorized to drive to Minneapolis, MN from September 18-20 for the NFP Midwest Region Community of Practice Seminar. Travel to and from this seminar involved 775 miles. The 775 miles in addition to her normal daily mileage of 313 miles as a home visiting nurse resulted in exceeding 1,000 miles for the month of September.

I am therefore requesting approval of private automobile reimbursement payment to Erin Cronn for all miles reported during the month of September 2011, totaling 1,088 miles.

Attached is the time entry mileage reimbursement report for the month of September for your review.

Sincerely,

Bevan K. Baker, FACHE

Commissioner of Health

Attachment

Emplid 019878 for Month/Year SEP 2011

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