

From: Steven Carruth <Steven.Carruth@cityofchicago.org>
Sent: Friday, August 2, 2024 3:57 PM
To: Steve Berlin <Steve.Berlin@cityofchicago.org>
Subject: Re: Ethics Approval for Sponsored Conference Travel

Good afternoon Steve,

Happy Friday! I hope you have a nice weekend ahead. I'm writing to close the loop on the below ethics approval.

I attended the NACCHO360 conference in Detroit in my official capacity, where I also presented with a colleague. I arrived in Detroit on Monday, 7/22, and left to Chicago on Friday, 7/26, as per my travel request paperwork that was submitted and approved. Travel and lodging was paid for by the organizers through their travel agency, which booked the flights and hotel. The hotel included a standard room and was paid for directly by the organizer.

I did not accept honoraria for the presentation. I ended up with several items that were offered to all attendees, mainly a plastic water bottle, notebook for taking notes, and a small NACCHO branded tote bag, all of which do not total \$50 in worth. Lunch was provided by the organizers during the event and I paid for my own dinners and breakfasts which will be reimbursed with an amount no greater than the standard GSA rates.

Please let me know if any other questions arise or you require more detail.

Thanks,

S. Garrison Carruth, MPH

Pronouns: he/him

Public Health Administrator III,

Public Health Intervention Unit

Syndemic Infectious Disease Bureau

312.747.0790 (p)

773.919.4543 (c)

