

From: Sylvia Dziemian <Sylvia.Dziemian@cityofchicago.org>
Sent: Thursday, August 1, 2024 3:38 PM
To: Steve Berlin <Steve.Berlin@cityofchicago.org>
Subject: RE: Ethics Approval for Sponsored Conference Travel

Hello Steve,

I'm writing in follow up to the below ethics approval communication. 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 some "swag," mainly a water bottle and a pair of socks, all of which do not nearly total \$50 in worth. Lunch was provided by the organizers and I paid for my own dinners, 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.

Thank you,
Sylvia