

From: Natalie Gutierrez <Natalie.Gutierrez@cityofchicago.org>
Sent: Tuesday, October 1, 2024 4:51 PM
To: Steve Berlin <Steve.Berlin@cityofchicago.org>
Subject: RE: Ethics Travel Request_NSSE Panel Block

Hi Steve,

I am back from the NSSE panel in DC and went as planned. I represented admin and financial DNC matters in the panel on behalf of Chicago. FEMA invited myself and the other panel members as official FEMA invitational travel where they paid for expenses and ensured we stayed within GSA rates and all GSA allowable guidelines.

Please let me know if anything additional is needed.

Thank you,

Natalie

Natalie Gutierrez
Managing Deputy Director of Public Safety Administration
City of Chicago

From: Natalie Gutierrez <Natalie.Gutierrez@cityofchicago.org>
Sent: Thursday, August 29, 2024 11:42 AM
To: Steve Berlin <Steve.Berlin@cityofchicago.org>
Subject: Ethics Travel Request_NSSE Panel Block

Good morning Steve,

I have been invited to participate on a panel related to our recent DNC event. FEMA is hosting this event and has extended invitational travel for me. FEMA is covering the cost of hotel (they chose a specific hotel with a special rate for their event below), airfare, and government per diem (GSA rates). Please advise if ethics can support this travel request.

Thank you

Natalie

Natalie Gutierrez

Managing Deputy Director of Public Safety Administration

City of Chicago

From: FEMA-NAC <FEMA-NAC@fema.dhs.gov>

Sent: Tuesday, August 27, 2024 11:32 AM

To: BCummings@ceooem.lacounty.gov; ALIPSK@milwaukee.gov; Natalie Gutierrez <Natalie.Gutierrez@cityofchicago.org>

Cc: FEMA-NAC <FEMA-NAC@fema.dhs.gov>; Long, Rob <rob.long@fema.dhs.gov>; Andresen, Sara <sara.andresen@fema.dhs.gov>; Edge, Elizabeth <Elizabeth.Edge@fema.dhs.gov>

Subject: FEMA National Advisory Council Meeting - Travel Information

[Warning: External email]

Good afternoon,

Thank you all for your willingness to participate in the NSSE Panel Block for the National Advisory Council Meeting from September 24-27, 2024. We are looking forward to hearing your perspectives and hope that you enjoy your experience with the NAC!

In order to facilitate invitational travel for you all for the NAC September Meeting, we will need you to book your hotel (for which you will be reimbursed for the meeting dates) and we need to set up your travel and reimbursement accounts with FEMA.

Step 1: Please book your hotel using this link: [Navy Yard Courtyard Marriott](#) no later than August 31!

- Travel dates:

- As part of your portion of the meeting on Tuesday September 24, you may arrive on Monday 9/23 and depart on Wednesday 9/25. If you plan to stay for the entirety of the meeting, you may arrive on Monday, 9/23 and depart on Friday, 9/27.

Step 2: Please fill out the attached 1199a direct deposit form and provide your planned dates of travel no later than COB September 6.

- Please read the instructions detailing requirements for filling out the form carefully and fill out the pdf form accordingly. Please note:
 - 1) **Block C must include your SSN AND DOB**
 - 2) **The document must be hand-signed** (electronic signatures cannot be accepted); and
 - 3) **Travelers MUST attach a voided check OR have their banking institution sign Section 2 and 3 of the 1199a form.**

If you have any questions or concerns, please don't hesitate to reach out. Thank you!

Best,

Office of the National Advisory Council | Office of the Administrator

FEMA-NAC@fema.dhs.gov

Federal Emergency Management Agency

fema.gov



FEMA

----- Original message -----

From: "Tierney, MaryAnn" <MaryAnn.Tierney@fema.dhs.gov>

Date: 8/19/24 1:48 PM (GMT-06:00)

To: Natalie Gutierrez <Natalie.Gutierrez@cityofchicago.org>

Cc: "Sivak, Thomas" <thomas.sivak@fema.dhs.gov>, "Long, Rob" <rob.long@fema.dhs.gov>, "Edge, Elizabeth" <Elizabeth.Edge@fema.dhs.gov>

Subject: NAC NSSE Panel Block

[Warning: External email]

Hello Natalie:

I understand that Rob Long has discussed participating in the upcoming National Advisory Council meeting that will focus on NSSEs. I am coordinating the NSSE panel lineup and am writing to provide you information on the plan for the afternoon.

First, the NSSE Panel Block will occur 9/24 1pm to 5pm at the DC EOC which is located at 1015 Half Street, SE in Washington, DC. Invitational Travel is authorized for this event and Rob is copied here so he can prepare a formal invitational travel letter for you.

Below I have provided the agenda for the afternoon. As you can see from the below, we will start off with an overview of the NSSE process to ensure the National Advisory Council members have a baseline understanding of the process. We will then shift to a discussion of NSSEs in Washington, DC. As you likely are aware, DC hosts at NSSEs regularly and has several recurring/standing processes to address this requirement. We will also be inviting a venue to provide their perspective on how a NSSE process intersects with their facility management.

Following that, we will have a panel focused on events outside of Washington, DC which is where you will be providing perspective along with Milwaukee focusing on the RNC and DNC. We will then have a panel on emerging issues and a roundtable discussion. You would also participate in this closing roundtable.

Ideally, you would be present for the entire afternoon as each session builds towards the round table. I will be arranging a prep session in the coming weeks for you, Tom, and the Milwaukee rep so we can discuss the flow and answer any questions.

I look forward to meeting you in person and working with you on this. Your presence will add a lot to the afternoon.

Thank you.

National Advisory Council

National Special Security Events

September 24, 2024 1pm – 5pm

1:00-1:30 Overview of NSSE Process (USSS)

1:30-2:30 NSSEs in Washington, DC

- Clint Osborn, Director, DCHSEMA
- Representative from the Washington Convention Center
- Representative from USSS

2:30-2:40 Break

2:40-3:40 NSSEs Beyond the Beltway

- Tom Sivak, Regional Administrator, Region 5
- Natalie Gutierrez, Director of Grants and Program Management, Chicago Office of Emergency Management
- Aaron Lipski, Chief, Milwaukee Fire Department

3:40-3:50 Emerging Issues from NSSEs: Cyber and UAS

- Representative from CISA
- Representative from FBI
- Representative from USSS

3:50-4:00 Break

4:00-5:00 NSSEs: A Roundtable Discussion on Current and Future State

- Clint Osborn, Director, DCHSEMA
- Tom Sivak, Regional Administrator, Region 5

- Representative from Los Angeles
- Natalie Gutierrez, Director of Grants and Program Management, Chicago Office of Emergency Management
- Aaron Lipski, Chief, Milwaukee Fire Department
- Representative from Los Angeles
- Representative from USSS
- Representative from CISA
- Representative from FBI

MaryAnn Tierney (she/her)

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Federal Emergency Management Agency

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