

**From:** Bruce Coffing <[Bruce.Coffing@chicago.gov](mailto:Bruce.Coffing@chicago.gov)>  
**Sent:** Thursday, June 13, 2024 4:07 PM  
**To:** Steve Berlin <[Steve.Berlin@cityofchicago.org](mailto:Steve.Berlin@cityofchicago.org)>  
**Subject:** RE: Approval Requested: FW: Approval Requested: Gartner Security & Risk Management Summit - Travel

Steve – I returned from my trip to Washington, D.C. (technically, National Harbor, MD (conference) and Alexandria, VA (hotel)), on Wednesday, June 5<sup>th</sup>. I attended the Garter Security & Risk Management Summit. I traveled and attended the event in my official capacity. I did not wind up taking the extra day (Thursday) as I wasn't able to get meetings lined for that date (something for another time). I received no honoraria and no "swag" greater than \$50 total. All expenses will be charged to the Urban Area Security Initiative (UASI) grant.

Please let me know if there are any outstanding questions or actions.

Thank you,

- Bruce

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**Bruce P. Coffing, CISSP, QTE | Chief Information Security Officer**  
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**From:** Bruce Coffing <[Bruce.Coffing@chicago.gov](mailto:Bruce.Coffing@chicago.gov)>  
**Sent:** Friday, April 26, 2024 3:23 PM  
**To:** Steve Berlin <[Steve.Berlin@cityofchicago.org](mailto:Steve.Berlin@cityofchicago.org)>

**Subject: Approval Requested: FW: Approval Requested: Gartner Security & Risk Management Summit - Travel**

Steve – per the thread below, I am seeking approval for travel to the Washington DC area for the Gartner Security and Risk Management Summit hosted in Baltimore Harbor, Md June 3<sup>rd</sup> through 5<sup>th</sup>. I am also seeking to remain in Washington DC for the day of June 6<sup>th</sup> to meet with the City of Chicago staff in DC and Chicago(land) members of Congress / their staff to discuss cybersecurity, privacy and Artificial Intelligence matters. I am still working through the logistics to see if I can line up these meetings. If that is not successful, I will plan to return on the 5<sup>th</sup>.

Conference details can be found here: [Gartner Security & Risk Management Summit 2024 in National Harbor, MD](#)

Please let me know if I can answer any questions.

Thank you,

- Bruce

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From: Nick Lucius <[Nick.Lucius@cityofchicago.org](mailto:Nick.Lucius@cityofchicago.org)>

Sent: Friday, April 26, 2024 2:43 PM

To: Bruce Coffing <[Bruce.Coffing@chicago.gov](mailto:Bruce.Coffing@chicago.gov)>; Melissa Clark <[Melissa.Clark@cityofchicago.org](mailto:Melissa.Clark@cityofchicago.org)>

Cc: Oona Coleman <[Oona.Coleman@cityofchicago.org](mailto:Oona.Coleman@cityofchicago.org)>; Yasmine Miranda

<[Yasmine.Miranda@cityofchicago.org](mailto:Yasmine.Miranda@cityofchicago.org)>; Kristen Baustert <[Kristen.Baustert@cityofchicago.org](mailto:Kristen.Baustert@cityofchicago.org)>; Robert

Duggan <[Robert.Duggan@cityofchicago.org](mailto:Robert.Duggan@cityofchicago.org)>

Subject: Re: Approval Requested: Gartner Security & Risk Management Summit - Travel

I believe I have to give approval as part of a process/form and it's via signature, so let's do it the right way. Yes, I will approve via the procedure once this is at that point in the process assuming all steps are taken, followed, funding confirmed, forms signed, etc.

From: Bruce Coffing <[Bruce.Coffing@chicago.gov](mailto:Bruce.Coffing@chicago.gov)>

Date: Friday, April 26, 2024 at 11:38 AM

To: Nick Lucius <[Nick.Lucius@cityofchicago.org](mailto:Nick.Lucius@cityofchicago.org)>, Melissa Clark <[Melissa.Clark@cityofchicago.org](mailto:Melissa.Clark@cityofchicago.org)>

Cc: Oona Coleman <[Oona.Coleman@cityofchicago.org](mailto:Oona.Coleman@cityofchicago.org)>, Yasmine Miranda

<[Yasmine.Miranda@cityofchicago.org](mailto:Yasmine.Miranda@cityofchicago.org)>, Kristen Baustert <[Kristen.Baustert@cityofchicago.org](mailto:Kristen.Baustert@cityofchicago.org)>, Robert

Duggan <[Robert.Duggan@cityofchicago.org](mailto:Robert.Duggan@cityofchicago.org)>

Subject: RE: Approval Requested: Gartner Security & Risk Management Summit - Travel

Nick – correct, I intend to use UASI grant funding for the travel expenses. I will use UASI 2020. If that is exhausted by the expenses of this trip (expenses from my last trip are not reflected in the report details below), which I doubt will be the case, I will seek to use UASI 2021 (details for both below).

With Melissa's funding confirmation, do I have your approval?

Thank you,

- Bruce

UASI 2020

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Department No : 038

Fed Aid No, Fund No and Description : 21AK 0W59 URBAN AREAS SECURITY INITIATIVE

Fed Aid/Project	Project /Rep Cat	Sub Proj /Appr	APPROPRIATION DESCRIPTION	Cost Center	Dept	OGM Project Number	O
EQUIPMENT/CITY OF CHICAGO CYBER SECURITY	21AK51	0245	REIMBURSEMENT TO TRAVELERS	0382005	038	P03820106313	3

**UASI 2021**



Department No :  
038

Fed Aid No, Fund No and Description : 21LN G092 URBAN AREAS SECURITY  
INITIATIVE

Fed Aid/Project	Project /Rep Cat	Sub Proj /Appr	APPROPRIATION DESCRIPTION	Cost Center	Dept	OGM Project Number	OGM Task N
EXPENSE	21LN33	0245	REIMBURSEMENT TO TRAVELERS	0382005	038	P03820106615	382005.21LN

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From: Nick Lucius <[Nick.Lucius@cityofchicago.org](mailto:Nick.Lucius@cityofchicago.org)>

Sent: Wednesday, April 24, 2024 1:45 PM

To: Bruce Coffing <[Bruce.Coffing@chicago.gov](mailto:Bruce.Coffing@chicago.gov)>; Melissa Clark <[Melissa.Clark@cityofchicago.org](mailto:Melissa.Clark@cityofchicago.org)>  
Cc: Oona Coleman <[Oona.Coleman@cityofchicago.org](mailto:Oona.Coleman@cityofchicago.org)>; Yasmine Miranda <[Yasmine.Miranda@cityofchicago.org](mailto:Yasmine.Miranda@cityofchicago.org)>; Kristen Baustert <[Kristen.Baustert@cityofchicago.org](mailto:Kristen.Baustert@cityofchicago.org)>; Robert Duggan <[Robert.Duggan@cityofchicago.org](mailto:Robert.Duggan@cityofchicago.org)>  
Subject: Re: Approval Requested: Gartner Security & Risk Management Summit - Travel

Thanks Bruce, could you please provide funding details, as I believe you mentioned previously that this trip will not seek to use our department's limited/shared travel funds. Adding @Melissa Clark for helping confirm your funding.

From: Bruce Coffing <[Bruce.Coffing@chicago.gov](mailto:Bruce.Coffing@chicago.gov)>  
Date: Wednesday, April 24, 2024 at 11:46 AM  
To: Nick Lucius <[Nick.Lucius@cityofchicago.org](mailto:Nick.Lucius@cityofchicago.org)>  
Cc: Oona Coleman <[Oona.Coleman@cityofchicago.org](mailto:Oona.Coleman@cityofchicago.org)>, Yasmine Miranda <[Yasmine.Miranda@cityofchicago.org](mailto:Yasmine.Miranda@cityofchicago.org)>, Kristen Baustert <[Kristen.Baustert@cityofchicago.org](mailto:Kristen.Baustert@cityofchicago.org)>, Robert Duggan <[Robert.Duggan@cityofchicago.org](mailto:Robert.Duggan@cityofchicago.org)>  
Subject: Approval Requested: Gartner Security & Risk Management Summit - Travel

Nick – I am seeking your approval to schedule travel to the Gartner Security & Risk Management Summit June 3<sup>rd</sup> (requiring travel out June 2<sup>nd</sup> as the agenda begins Monday morning at 7:45 AM with a CISO-only session on AI Risk and Opportunity) through June 5<sup>th</sup> ([link](#)). As we have discussed, I am also seeking to schedule meetings with congressional representatives and / or their staff to discuss cybersecurity, privacy and Artificial Intelligence issues on June 6<sup>th</sup>. Please let me know if you approve of me pursuing this travel agenda and, if so, I will begin the process working with Oona and Yasmine.

Thank you,

- Bruce

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