

From: Megan Cunningham <Megan.Cunningham@cityofchicago.org>

Sent: Monday, November 21, 2022 3:51 PM

To: Steve Berlin <Steve.Berlin@cityofchicago.org>

Cc: Sandi Brown <Sandi.Brown@cityofchicago.org>

Subject: YWCA Luncheon 11/17

Hi Steve,

I am confirming that CDPH Deputy Commissioner Sandi Brown and I attended this event on Thursday, November 17th in our official capacity as guests of the sponsor, YWCA. We accepted an award on behalf of the department. No honoraria was accepted.

Please let me know if you have any questions.

Thanks!

-mc

Megan Cunningham

Managing Deputy Commissioner

DePaul Center

YWCA Metropolitan Chicago - Leader Luncheon 2022

Thursday, November 17, 2022

ARRIVAL TIME: 10:30 AM

Hyatt Regency Chicago, Grand Ballroom (East Tower, Lower Level)
151 E. Upper Wacker Drive, Chicago, IL 60601

ARRIVAL AND TICKETS

Name badges will serve as tickets to the luncheon. Your table assignments will be printed on your name badges. All name badges will be available at registration outside the Grand Ballroom. If you or your guests require a correction to your name badge, a name badge correction station will be available.

GENERAL INFORMATION

- Business attire is recommended
- Valet parking is available via Lower Stetson for a fee of \$45. You can also look for local parking options on SpotHero
- Complimentary coat check will be available outside the Grand Ballroom
- Contact Molly Silverman at 773-612-7028 or molly.silverman@ywcachicago.org with questions or emergencies.

SCHEDULE OF EVENTS AND RESPONSIBILITIES

10:30 AM

PRIVATE HONOREE RECEPTION AND YSHOP POP-UP BEGINS Grand Hall (East Tower, Lower Level)

- Honoree and sponsor photos will be taken during this time
- Board member guests are welcome to join the private reception

11:00 – 11:15 AM

RECEPTION WELCOME REMARKS

- Nicole Robinson, CEO, YWCA Metropolitan Chicago

HONOREE GIFT PRESENTATIONS

- Anna May Trala, YWCA Board President

HONOREES PHYSICAL AWARD ACCEPTANCE AND PHOTOS

No honoree remarks will be made during this time; photo will be taken

- Business: Nykia Wright
- Health Equity: Dr. Allison Arwady
- Corporate Social Innovation: Discover
- Racial Justice: Natalie Moore

11:30 AM

RECEPTION CONCLUDES

- Guests may stay and network or proceed to the Grand Ballroom

12:00 – 12:30 PM

LUNCHEON PROGRAM BEGINS AND HONOREE AWARDS ARE PRESENTED Grand Ballroom (East Tower, Lower Level)

- Nykia Wright (make way to side of stage when video introduction begins; approach podium when video concludes; deliver 3-4 minutes of remarks)

12:30 – 1:00 PM

LUNCH INTERMISSION

1:00 – 1:30 PM

LUNCHEON PROGRAM CONTINUES AND HONOREE AWARDS ARE PRESENTED

- Natalie Moore (make way to side of stage when video introduction begins; approach podium when video concludes; deliver 3-4 minutes of remarks)
- Discover – Juatise Gathings (make way to side of stage when video introduction begins; approach podium when video concludes; deliver 3-4 minutes of remarks)
- Dr. Arwady (Intro video by Mayor/or intro by Nicole Robinson; acceptance video from Dr. Arwady to be shown)

1:30 – 2:00 PM

LUNCHEON CONCLUDES – OPTIONAL YSHOP POP-UP Grand Hall

- Enjoy music and early holiday shopping with YShop partners. A portion of every purchase will benefit YWCA Metropolitan Chicago