**From:** Charlayne Guy  
**Sent:** Wednesday, May 8, 2019 9:41:38 AM  
**To:** Steve Berlin  
**Subject:** Travel Completed Update

Good morning Steve,

I have returned safe and sound from Denver, Colorado, where I attended the NEARS Users Meeting.  I arrived April 29,2019 and returned to Chicago, May 2, 2019.

The meeting was April 30th and May 1st.

I did not receive an honorarium.  Airfare, ground transportation, food and lodging was sponsored by NEHA/CDC.  There were no swag or giveaways totaling $50 of any type.

I traveled in official capacity and within the guidelines and policies set forth by the City of Chicago, Board of  Ethics.

Sincerely

Charlayne Guy, MPPA

*C*ommunicable Disease Investigator, II

Chicago Department of Public Health