



CITY OF MOUNT VERNON, NY
OFFICE OF EMERGENCY MANAGEMENT

SHAWYN PATTERSON-HOWARD
Mayor

Emergency Operations Center
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MICHAEL A. MONTES
Director

Tuesday, April 15, 2025

VIA LEGISTAR DELIVERY

Honorable City Council
City Hall - 1 Roosevelt Square West
Mount Vernon, NY 10550
(Through the Office of the Mayor)

Subject: Request for Authorization to Attend Emergency Management & Cybersecurity Summit

Dear Honorable City Council,

The Office of Emergency Management respectfully submits this request for approval for Director Michael A. Montes to attend the *Emergency Management & Cybersecurity Summit* to be held on **May 13, 2025, in San Juan, Puerto Rico**.

This summit brings together key stakeholders across the emergency management and cybersecurity sectors and is a valuable opportunity to engage in critical training, knowledge sharing, and strategic planning that will benefit the City of Mount Vernon's emergency preparedness and response efforts. Director Montes is scheduled to travel from **May 12 to May 14, 2025**.

The total cost of attendance will **not exceed \$1,000.00** and will cover transportation, lodging, and the summit/training participation fee. Registration for the summit is **\$149.00**.

Further information and the event agenda can be accessed at the following links:

- Summit Website: <https://summit.isppr.com/>
- Agenda: <https://summit.isppr.com/print-agenda>

The associated travel and training expenses will be allocated from the following budget lines:

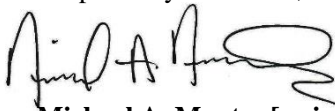
- **A3640.402 (Travel Expense): \$851.00**
- **A3640.417 (Education/Training): \$149.00**

This opportunity aligns directly with our mission to enhance the city's resilience and operational capabilities in the face of evolving threats.

We appreciate your continued support and respectfully request the Council's approval to authorize this travel and training.

Thank you for your attention and consideration.

Respectfully submitted,


Michael A. Montes [e-signed]
Director

Cc: Mayor Office, Comptroller, Clerk Office, File