DEPARTMENT OF PUBLIC SAFETY

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SHAWYN PATTERSON - HOWARD
MAYOR

July 10, 2025

Honorable City Council Members
City of Mount Vernon
1 Roosevelt Square
Mount Vernon, NY 10550

RE: Request for Authorization to Attend First Responders Summit in Washington, D.C.

Dear Honorable Councilmembers,

The Department of Public Safety respectfully requests the City Council's retroactive approval of an ordinance authorizing the Deputy Commissioner to attend **Senator Kirsten Gillibrand's Second Annual New York First Responders Summit**, to be held in **Washington, D.C., on July 24th**. Deputy
Commissioner Lackard has been invited to participate as a panelist on the topic of "Community Wellness and Partnerships."

There is no registration fee for the summit; however, we respectfully request reimbursement for ground transportation (including gas and tolls) and meals, not to exceed $300. These expenses will be covered under **Budget Line A3120.451 (Training).**

Deputy Commissioner Lackard requested approval from the City Council to attend this conference during the Council meeting held on July 9, 2025. She noted that a formal request letter would be submitted for the August 13, 2025 meeting, which falls after the date of the conference.

Should this request meet with the approval of your Honorable Body, we kindly ask that legislation be enacted to authorize this attendance and associated expenses.

Sincerely,

Jennifer Lackard
Deputy Commissioner of Public Safety