**From:** Brooks Jr, Glen <[Glen.BrooksJr@chicagopolice.org](mailto:Glen.BrooksJr@chicagopolice.org)>  
**Sent:** Monday, July 29, 2019 12:24:13 PM  
**To:** Steve Berlin <[Steve.Berlin@cityofchicago.org](mailto:Steve.Berlin@cityofchicago.org)>  
**Cc:** O'malley, Dana <[dana.omalley@chicagopolice.org](mailto:dana.omalley@chicagopolice.org)>; Dwayne Betts <[Dwayne.Betts@chicagopolice.org](mailto:Dwayne.Betts@chicagopolice.org)>  
**Subject:** Unsolicited Lunch

Steve,

Thank you for your guidance. Just to follow up, today we received an unrequested lunch (sandwiches and chips) for our unit (approximately 35 people) by a potential vendor. The lunch sandwiches are under $50 per person and would go to waste if not used. We have notified the vendor, even though this is a common practice (Lunch for the office) in the private industry, this is discourage as a public entity and please do not do it again.

Respectfully,

Glen Brooks

Director

Chicago Police Department