DISCLOSURE BY NON-ELECTED PUBLIC EMPLOYEE
OF TRAVEL EXPENSES SERVING A LEGITIMATE PUBLIC PURPOSE
AS REQUIRED BY 930 CMR 5.08(2)(d)1.

	NON-ELECTED PUBLIC EMPLOYEE INFORMATION
Name of **non-elected** public employee:	Alyssa Hogan
Title/ Position	Advance Manager and Traveling Aide to the Lieutenant Governor
Agency/ Department	Office of the Lieutenant Governor
Agency address:	Massachusetts State House, Room 360 Boston, MA 02133
Office phone:	(617) 725-4000
Office e-mail:	Alyssa.Hogan@mass.gov
Write an X to confirm each statement.	I am filing this disclosure because: _x__ I am going to engage in an activity that serves a legitimate public purpose, i.e., it is intended to promote the interests of the Commonwealth, a county or a municipality; and _x__ A non-public entity (but not a lobbyist) has offered to reimburse, waive or pay travel expenses and costs worth more than $50.
	ACTIVITY THAT SERVES A LEGITIMATE PUBLIC PURPOSE
Describe the activity which is the reason for traveling.	The Hunt Institute's Governors' Advisors Retreat
Describe your participation in the activity.	I will be staffing the Lieutenant Governor as she participates in the Governors' Advisors Retreat. I will also attend a series of roundtables and presentations on education policy and teacher retention and retainment.
Date, time and location of activity.	Wednesday, February 19 – Friday, February 21, 2025, Scottsdale, AZ
Please explain how the activity will promote the interests of the Commonwealth, a county or a municipality.	I will be supporting the Lieutenant Governor as she participates in the Governors' Advisors Retreat and develops collaborative interstate relationships with various leaders of state government.

	TRAVEL EXPENSES
Identify the person or organization that offered to reimburse, waive or pay your travel expenses.	The Hunt Institute
Address of person or organization.	4000 Centregreen Way Cary, NC 27513
Provide information in as much detail as possible:	***Itemization and explanation of amounts offered:***
Transportation:	*Air, train, bus, and taxi fare and rental car hire, etc.* $781.97 (includes air travel and ground transportation)
Lodging:	*Overnight accommodations.* Hotel: $950 (2 nights, including taxes and fees)
Meals:	*Breakfast, lunch, dinner, special events.* $675 (includes 2 breakfasts, 2 lunches, 1 reception, snacks/beverages)
Admission:	*Registration, admission, tickets, etc.* No registration fee
Other (please list):	*Refreshment, instruction, materials, entertainment, etc.* N/A
Total:	$2,406.97
Write an X beside any statement that applies.	**____ I have attached the relevant itinerary.** **____ I have attached the relevant agenda.**
Employee signature:	Mimi Hogan
Date:	2/19/2025

Attach additional pages if necessary.

Complete the disclosure and submit it to your appointing authority.

DETERMINATION BY APPOINTING AUTHORITY

	APPOINTING AUTHORITY INFORMATION
Name of Appointing Authority:	Kim Driscoll
Agency and Title/Position:	Office of the Lieutenant Governor/Lieutenant Governor
Agency address:	Massachusetts State House, Room 360 Boston, MA 02133
Office phone:	(617) 725-4000
Employee who filed the disclosure:	Kim.Driscoll@mass.gov
	DETERMINATION
To give approval, check <u>both</u> statements.	Upon consideration of the facts disclosed by the employee above, I find that: _x__ Acceptance of the reimbursement, waiver or payment of travel expenses will serve a legitimate public purpose, i.e., it will promote the interests of the Commonwealth, a county or a municipality; AND _x__ Such public purpose outweighs any special non-work related benefit to the employee or the person providing the reimbursement, waiver or payment.
Reason that the employee's travel or attendance will serve a legitimate public purpose:	Alyssa will support me as I work to develop collaborative interstate relationships with various leaders of state government during the Governors' Advisors Retreat. She will also attend a series of solution-driven panel discussions about education policy.
Appointing Authority signature:	Kim Driscoll
Date:	2/19/25

Attach additional pages if necessary.

The appointing authority should maintain the disclosure as a public record and give a copy of any signed determination to the employee.