

2010 FEB 12 PM 4:48

OFFICE OF THE CLERK  
U.S. HOUSE OF REPRESENTATIVES

U.S. House of Representatives  
111<sup>th</sup> Congress

EMPLOYEE  
POST-TRAVEL DISCLOSURE FORM

This form is for disclosing the receipt of travel expenses from private sources for meetings, speaking engagements, fact-finding trips, or similar events undertaken in connection with official duties. This form does not eliminate the need to report all privately-funded travel on the annual Financial Disclosure Statements of those persons required to file them. In accordance with House Rule 25, clause 5, complete this form and file it with the Clerk of the House of Representatives, B-106 Cannon House Office Building, within **15 days** after travel is completed. The Clerk is to make the second page of this form publicly available as soon as possible after it is filed.

Name of Traveler (print or type): Brian Steven Gaston

I certify that the information contained on all pages of this form is true, complete, and correct to the best of my knowledge.

SIGNATURE OF TRAVELER: Brian Steven Gaston

DATE: 2-12-10

I authorized this travel in advance. I have determined that all of the expenses listed on this form were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

NAME OF SUPERVISING MEMBER: Roy Blunt

SIGNATURE OF SUPERVISING MEMBER: Roy Blunt

DATE: 12 Feb 2010

EMPLOYEE  
POST-TRAVEL DISCLOSURE FORM

1. Name of Traveler (print or type): Brian Steven Gaston
2. a. Name of Accompanying Family Member (if any): —
- b. Relationship to Employee: ☐ Spouse ☐ Child ☐ Other (specify): —
3. a. Date of Departure and Date of Return: January 28-30, 2010
- b. Dates at personal expense (if any): —
4. Itinerary (cities of departure – destination – return): Washington, DC - Baltimore, Md - Washington, DC
5. Sponsor(s) (who paid for the trip): The Congressional Institute
6. Describe meetings and events attended (attach additional pages if necessary): Agenda of meetings attached
7. Attached to this form are EACH of the following (signify that each item is attached by checking the corresponding box):
- a. ☒ the Private Sponsor Travel Certification Form completed by the trip sponsor, including all attachments;
- b. ☒ the Traveler Form completed by the employee; **and**
- c. ☒ the Committee on Standards' letter approving my participation on this trip.
8. a. I represent that I participated in each of the activities reflected in the sponsor's agenda. (Signify that statement is true by checking box): ☒
- b. If not, explain: —
9. TRAVEL EXPENSES: Obtain actual dollar amounts from the sponsor. If exact dollar amounts are unavailable by the due date, provide a good faith estimate and file an amended form once the correct amounts are received.

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses
For employee:	0 - drove own vehicle to the retreat	\$383.64	\$401.25
For accompanying family member:			
	Other Expenses (dollar amount)	Specific Nature of Expenses (e.g., taxi, parking, registration fee, etc.)	
For employee:	N/A		
For accompanying family member:			

U.S. House of Representatives  
Committee on Standards of Official Conduct

**PRIVATE SPONSOR TRAVEL CERTIFICATION FORM**  
(provide directly to each House invitee)

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a Traveler Form. The trip sponsor should NOT submit the form directly to the Committee. *You must answer every question on the form.*

1. Sponsor(s) (who will be paying for the trip): The Congressional Institute
2. I represent that the trip will not be financed (in whole or in part) by a federally-registered lobbyist or a registered foreign agent (Signify that the statement is true by checking box): ☒
3. I represent that the trip sponsor(s) has not accepted from any other source funds earmarked directly or indirectly to finance any aspect of the trip (Signify that the statement is true by checking box): ☒
4. Is travel being offered to an accompanying family member of the House invitee(s)? ☒ Yes ☐ No
5. Provide names and titles of ALL House invitees; for each invitee, provide explanation of why the individual was invited (include additional pages if necessary): See attached  
See attached
6. Dates of travel: January 28-30, 2010
7. Cities of departure – destination – return: Washington DC - Baltimore, MD - Washington DC
8. Attached is a detailed agenda of the activities taking place during the travel (i.e., an hourly description of planned activities) (Signify "yes" by checking box): ☒
9. I represent that (check one of the following):
  - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: ☐ or
  - b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: ☒ or
  - c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event and lobbyist/foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations. ☐
10. If travel is for participation in a one-day event (i.e., if you checked Question 9(c)), check one of the following:
  - a. N/A – I checked 9(a) or (b) above: ☒
  - b. One-night's lodging and meals are being offered: ☐ or
  - c. Two-nights' lodging and meals are being offered: ☐  
If "c" is checked, explain why the second night is warranted: \_\_\_\_\_

11. Check one:
- a. I represent that a federally-registered lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip (Signify that the statement is true by checking box): ☒ or
  - b. N/A - trip sponsor is an institution of higher education. ☐
12. Private sponsors must have a direct and immediate relationship to the purpose of the trip or location being visited. Describe the purpose of the trip and the role of each sponsor in organizing and conducting the trip:
- The Congressional Institute (CI) president and staff organize, manage and control the event. The purpose of the Congressional Institute, a 501(c)(4) organization is to promote public education about Congress and to hold educational conferences for Members of Congress, staff and others.
13. a. Describe the mode of travel (air, rail, bus, etc.). For air travel, also indicate the type of aircraft (commercial, charter, or privately owned) and class of travel (coach, business class, first class, etc.):
- Coach Bus
- b. If travel will be first class or by chartered or private aircraft, provide an explanation describing why such travel is warranted: N/A
14. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). (Signify that the statement is true by checking box): ☒
15. I represent that either (check one of the following):
- a. The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: ☐ or
  - b. The trip involves events that are arranged *specifically with regard* to congressional participation: ☒  
If "b" is checked, detail the cost per day of meals (approximate cost may be provided): Thursday \$117, Friday \$215, Saturday \$93
16. Reason for selecting the location of the event or trip: Relative proximity to Washington DC, security, and the capacity and capability of handling a large event.
17. Name of hotel or other lodging facility: Renaissance Baltimore Harborplace, Baltimore MD
18. Cost per night of hotel or other lodging facility (approximate cost may be provided): \$169 plus 13.5% taxes -
19. Reason(s) for selecting hotel or other lodging facility: Relative proximity to Washington DC, security for Members and other high level government officials, capability of handling a large event.

20. TOTAL EXPENSES FOR EACH PARTICIPANT:

<input type="checkbox"/> actual amounts <input checked="" type="checkbox"/> good faith estimates	Total <i>Transportation</i> Expenses per Participant	Total <i>Lodging</i> Expenses per Participant	Total <i>Meal</i> Expenses per Participant
For each Member, Officer, or employee	\$48	\$384	\$425
For each accompanying family member	\$48	\$0	\$346

	<i>Other</i> Expenses (dollar amount)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or employee	n/a	
For each accompanying family member	n/a	

21. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment (signify that the statement is true by checking box): ☒

22. I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: Mark Strand

Name and title: Mark Strand, President

Organization: The Congressional Institute

Address: 1001 N. Fairfax St., Suite 410, Alexandria, VA 22314

Telephone number: 703-837-8812

Fax number: 703-837-8817

Email Address: strand@conginst.org

The Committee staff may contact the above individual if additional information is required.

If there are any questions regarding this form please contact the Committee at the following address:

Committee on Standards of Official Conduct  
U.S. House of Representatives  
HT-2, The Capitol  
Washington, DC 20515  
(202) 225-7103 (phone)  
(202) 225-7392 (general fax)

Version date 8/2008 by Committee on Standards of Official Conduct

## Thursday, January 28, 2010

**3:30 PM**

*Baltimore Ballroom*

### **Opening Session**

Welcome by Mark Strand, President of the Congressional Institute

**3:35 PM**

*Baltimore Ballroom*

### **Leadership Presentation**

**5:15 PM**

*Baltimore Ballroom*

### **Member Feedback/Working Issue Session**

Jobs/Economy *Maryland E*  
Spending/Debt *Maryland A*  
Health Care *Baltimore A*  
National Security *Baltimore B*  
Energy *Maryland F*  
Social Values *Watertable Restaurant*

**6:15 PM**

*Baltimore Ballroom Foyer*

### **Reception with Congressional Institute Guests**

**7:15 PM**

*Maryland Ballroom*

### **Dinner with Congressional Institute Guests**

Welcome by Dan Meyer, Chairman of the Congressional Institute  
Remarks by Whip Eric Cantor  
Keynote Speaker: Michael Oren, Israeli Ambassador

## Friday, January 29, 2010

Please allow additional time to access the 5<sup>th</sup> floor due to security procedures for the President's luncheon visit.

Sign up for Media Training with Terri Sjodin in the Staff Office.

**7:00 AM**

*Maryland F*

### **Catholic Mass**

Father Dan Coughlin, Chaplain of the House

**7:00 AM**

*Maryland A*

### **Bible Study**

Congressman Randy Forbes

**8:00 AM**

*Maryland Ballroom*

### **Breakfast**

Speaker Newt Gingrich

**9:00 AM**

*Baltimore Ballroom*

### **NRCC Plenary Session**

**10:45 AM**

*Baltimore Ballroom*

### **Landscape Session**

David Winston, The Winston Group  
Kellyanne Conway, the polling company, inc.

**11:45 AM**

*Baltimore Ballroom*

### **Morning Leadership Wrap Up**

**12:00 PM**

*Maryland Ballroom*

### **Lunch**

President Barack Obama

**2:00 PM**

*Baltimore Ballroom*

### **Capitol Hill Media Panel**

John King, CNN

Chuck Todd, NBC

**2:45 PM**

*Baltimore Ballroom*

### **Senate Leadership Session**

Senator Mitch McConnell

**3:15 PM**

*Baltimore Ballroom*

### **Communicating Our Message**

Frank Luntz, The Word Doctors, LLC

**4:00 PM**

*Baltimore Ballroom*

### **The Economy and Job Creation**

Stephen Moore, Wall Street Journal

Andy Laperriere, International Strategy & Investment (ISI)

**5:00 PM**

*Maryland E*

### **Issue Breakout Session with Experts**

**Culture**

Larry Armn, Hillsdale College

**Healthcare**

Grace-Marie Turner, The Galen Institute

**Energy**

Chris Horner, Competitive Enterprise Institute

**6:15 PM**

*Baltimore Ballroom Foyer*

**Reception**

**7:00 PM**

*Maryland Ballroom*

**Dinner**

Remarks by Leader John Boehner

Keynote Speaker: Coach Lou Holtz, Legendary  
NCAA Football Coach

**10:15 AM**

*Baltimore Ballroom*

**Conservative Media Panel**

Dennis Prager, The Dennis Prager Show  
John Fund, Wall Street Journal  
Hugh Hewitt, The Hugh Hewitt Show

**11:30 AM**

*Maryland Ballroom*

**Lunch: Final Leadership Wrap Up**

**12:45 PM**

*Hotel Lobby*

**Depart for Washington**

**Saturday, January 30, 2010**

If you are returning with the group to Washington on the bus, **your luggage must be packed and sitting inside your room near the door no later than 9:00 AM** on Saturday morning. It will be placed on the luggage truck and delivered to the Rayburn Horseshoe Foyer for pick-up upon our return Saturday.

**7:00 AM**

*Maryland F*

**Catholic Mass**

Father Dan Coughlin, Chaplain of the House

**7:00 AM**

*Maryland A*

**Bible Study**

Congressman Randy Forbes

**8:00 AM**

*Maryland Ballroom*

**Breakfast**

Leader Dick Arney, Freedom Works

**9:00 AM**

*Baltimore Ballroom*

**Study on Congressional Communication**

Rich Thau, Presentation Testing



# *Agenda*

## **Congress of Tomorrow 2010**

January 28-30, 2010  
Baltimore

**Important Phone Numbers:**

Staff Office x74807 (410) 986-4807  
USCP Command Post x73079 (410) 209-4570  
Attending Physician x73078

## Congress of Tomorrow | Invitation List

	Name		Institution	Reason for Invitation
1	Andy	Anuzis	Policy Committee	Leadership Staff
2	Victor	Arnold-Bik	House Administration Cmte.	Committee Staff
3	Brendan	Belair	House Republican Conference	Leadership Staff
4	Neil	Bradley	Office of the Whip	Leadership Staff
5	Larry	Brady	Oversight & Gov't Reform Cmte.	Committee Staff
6	Jeff	Burton	Office of the Whip	Leadership Staff
7	Ed	Cassidy	Office of the Leader	Leadership Staff
8	Andeliz	Castillo	House Republican Conference	Leadership Staff
9	David	Cavicke	Energy & Commerce Cmte.	Committee Staff
10	Rob	Collins	Office of the Whip	Leadership Staff
11	Father Dan	Coughlin	Office of the Chaplain	Chaplain
12	Justin	Cox	Office of the Attending Physician	Doctor
13	Brad	Dayspring	Office of the Whip	Leadership Staff
14	Jeremy	Deutsch	House Republican Conference Vice-	Leadership Staff
15	Kate	Dickens	Tuesday Group	Leadership Staff
16	Bill	Dolbow	Office of the Whip	Leadership Staff
17	Brian	Gaston	Office of Rep. Blunt	Leadership Staff
18	Karen	Haas	Small Business Cmte.	Committee Staff
19	Hugh	Halpern	Rules Cmte.	Committee Staff
20	Ben	Howard	House Republican Conference	Leadership Staff
21	Barry	Jackson	Office of the Leader	Leadership Staff
22	Barrett	Karr	Education & Labor Cmte.	Committee Staff
23	Trevor	Kolego	Office of the Leader	Leadership Staff
24	Mick	Krieger	Office of the Leader	Leadership Staff
25	Matt	Lira	Office of the Whip	Leadership Staff
26	Matt	Lloyd	House Republican Conference	Leadership Staff
27	Melanie	Looney	House Republican Conference	Leadership Staff
28	Amy	Lozupone	Office of the Leader	Leadership Staff



## Congress of Tomorrow | Invitation List

	Name		Institution	Reason for Invitation
29	Matt	McGinley	Republican Study Cmte.	Leadership Staff
30	Sean	McLaughlin	Judiciary Cmte.	Committee Staff
31	James	Min	Office of the Deputy Whip	Leadership Staff
32	Brian	Monahan	Office of the Attending Physician	Doctor
33	John	Murray	Office of the Whip	Leadership Staff
34	Valerie	Nelson	Office of the Whip	Leadership Staff
35	Kyle	Nevins	Office of the Whip	Leadership Staff
36	Josh	Pitcock	House Republican Conference	Leadership Staff
37	Yleem	Poblete	Foreign Affairs Cmte.	Committee Staff
38	Patrick	Rothwell	Policy Committee	Leadership Staff
39	Josh	Saltzman	Office of Rep. Sessions	Leadership Staff
40	Dave	Schnittger	Office of the Leader	Leadership Staff
41	Nicole	Scott	Agriculture Cmte.	Committee Staff
42	Jeff	Shockey	Appropriations Cmte.	Committee Staff
43	Marc	Short	House Republican Conference	Leadership Staff
44	Bob	Simmons	Armed Services Cmte.	Committee Staff
45	Kevin	Smith	Office of the Leader	Leadership Staff
46	Bill	Smith	House Republican Conference	Leadership Staff
47	Austin	Smythe	Budget Cmte.	Committee Staff
48	Mike	Sommers	Office of the Leader	Leadership Staff
49	Jo-Marie	St. Martin	Office of the Leader	Leadership Staff
50	Mike	Steel	Office of the Leader	Leadership Staff
51	Steve	Stombres	Office of the Whip	Leadership Staff
52	Katie	Strand	House Republican Conference	Leadership Staff
53	Paul	Teller	Republican Study Cmte.	Leadership Staff
54	Anne	Thorsen	Office of the Leader	Leadership Staff
55	Jon	Traub	Ways & Means Cmte.	Committee Staff
56	Warren	Tryon	Financial Services Cmte.	Committee Staff

## Congress of Tomorrow | Invitation List

Name			Institution	Reason for Invitation
57	Mary	Vought	House Republican Conference	Leadership Staff
58	Russ	Vought	House Republican Conference	Leadership Staff
59	John	Walker	House Republican Conference	Leadership Staff
60	Kristi	Way	Office of the Whip	Leadership Staff
61	Todd	Young	Natural Resources Cmte.	Committee Staff

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BEN CHANDLER, KENTUCKY  
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DANIEL J. TAYLOR,  
COUNSEL TO THE CHAIR

R. BLAKE CHISAM,  
CHIEF COUNSEL AND STAFF DIRECTOR

ONE HUNDRED ELEVENTH CONGRESS

## U.S. House of Representatives

COMMITTEE ON STANDARDS OF  
OFFICIAL CONDUCT

Washington, DC 20515-6328

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TODD UNGERECHT  
COUNSEL TO THE RANKING  
REPUBLICAN MEMBER

SUITE HT-2, THE CAPITOL  
(202) 225-7103

January 13, 2010

Mr. Brian Gaston  
Office of the Honorable Roy Blunt  
2229 Rayburn House Office Building  
Washington, DC 20515

Dear Mr. Gaston:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Standards of Official Conduct hereby approves your proposed trip to Baltimore, Maryland, scheduled for January 28 to 30, 2010, sponsored by the Congressional Institute.

You must complete an Employee Travel Disclosure Form (which your employing Member must also sign) and file it with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are required to attach a copy of this letter and the Private Sponsor Travel Certification Form, including all attachments. You must also include a copy of the Traveler Form completed by you and signed by your employing Member. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$335 from a single source on Schedule VII of that statement.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,



Zoe Lofgren  
Chair



Jo Bonner  
Ranking Republican Member

ZL/JB:slo