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OFFICE OF THE CLERK  
U.S. HOUSE OF REPRESENTATIVES

U.S. House of Representatives  
Committee on Ethics

EMPLOYEE POST-TRAVEL DISCLOSURE FORM

This form is for disclosing the receipt of travel expenses from private sources for travel taken in connection with official duties. This form does not eliminate the need to report privately-funded travel on the annual Financial Disclosure Statements of those employees required to file them. In accordance with House Rule 25, clause 5, you must complete this form and file it with the Clerk of the House, 135 Cannon House Office Building, within 15 days after travel is completed. Please do not file this form with the Committee on Ethics.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Name of Traveler: Jason Kanter
2. a. Name of accompanying relative: \_\_\_\_\_ or None   
b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates of departure and return: Departure: 4/5/2018 Return: 4/5/2018  
b. Dates at personal expense (if any): \_\_\_\_\_ or None
4. Departure city: Washington, D.C. Destination: Fredericksburg, VA Return city: Washington, D.C.
5. Sponsor(s) (who paid for the trip): Jobs for the Future (JFF)
6. Describe meetings and events attended: Staff heard about strategies and initiatives to increase credential and high demand career attainment (including VA's Career and Guided Pathways, Career Coaching, Workforce Credential Grant and Apprenticeship opportunities).
7. Attached to this form are EACH of the following (signify that each item is attached by checking the corresponding box):
  - a.  a completed Sponsor Post-Travel Disclosure Form;
  - b.  the Primary Trip Sponsor Form completed by the trip sponsor prior to the trip, including all attachments and Grantmaking or Non-Grantmaking Sponsor Forms;
  - c.  page 2 of the completed Traveler Form submitted by the employee; and
  - d.  the letter from the Committee on Ethics approving my participation on this trip.
8. a. I represent that I participated in each of the activities reflected in the attached sponsor's agenda. (Signify that statement is true by checking box):   
b. If not, explain: I provided my own transportation by driving to and from the event.

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

SIGNATURE OF TRAVELER: Jason Kanter DATE: 4/10/18

I authorized this travel in advance. I have determined that all of the expenses listed on the attached Sponsor Post-Travel Disclosure 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: Richard E. Neal DATE: 4/10/18

SIGNATURE OF SUPERVISING MEMBER: [Signature]

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U.S. House of Representatives  
Committee on Ethics

SPONSOR POST-TRAVEL DISCLOSURE FORM

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. *A completed copy of the form must be provided to each House Member, officer, or employee who participated on the trip within 10 days of their return.* You must answer all questions, and check all boxes, on this form for your submission to comply with House rules and the Committee's travel regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.**

- Sponsor(s) (who paid for the trip): Jobs for the Future
- Travel Destination(s): Fredericksburg, VA
- Date of Departure: 4/5/2018 Date of Return: 4/5/2018
- Name(s) of Traveler(s): Eunice Ikene, Robin Juliano, Jason Kanter, Bo Morris, Heather Painter, Alexander Payne, James Redstone, Kimberly Toots  
(NOTE: You may list more than one traveler on a form only if all information is identical for each person listed.)
- Actual amount of expenses paid on behalf of, or reimbursed to, each individual named in response to Question 4:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Other Expenses (dollar amount per item and description)
Traveler	\$46.60	\$0.00	\$27.00	\$0.00
Accompanying Relative				

- All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. (Signify statement is true by checking box):

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

Signature: Mary Clagett  
 Name: Mary Clagett Title: Senior Director of National Workforce Policy  
 Organization: Jobs for the Future

I am an officer of the above-named organization (signify statement is true by checking box):

Address: 122 C st NW  
Washington D.C. 20001  
 Telephone number: 703-517-6368  
 Email Address: mclagett@jff.org

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

If you have questions regarding your completion of this form, please contact the Committee on Ethics at (202) 225-7103.

U.S. House of Representatives  
Committee on Ethics

TRAVELER FORM

RECEIVED  
COMMITTEE ON ETHICS  
APR 15 11:40

1. Name of Traveler: Jason Kanter
2. Sponsor(s) (who will be paying for the trip): Jobs for the Future (JFF) with a grant from the Lumina Foundation.
3. Travel destination(s): Germanna Community College, Fredericksburg, VA
4. a. Date of departure April 5, 2018 Date of return: April 5, 2018  
b. Will you be extending the trip at your personal expense?  Yes  No  
If yes, dates at personal expense: \_\_\_\_\_
5. a. Will you be accompanied by a relative at the sponsor's expense?  Yes  No  
b. If yes:  
(1) Name of accompanying relative: \_\_\_\_\_  
(2) Relationship to traveler:  Spouse  Child  Other (specify): \_\_\_\_\_  
(3) Accompanying relative is at least 18 years of age:  Yes  No
6. a. Did the trip sponsor answer "yes" to Question 9(d) on the Primary Trip Sponsor Form (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or foreign agent and you are requesting lodging for two nights)?  Yes  No  
b. If yes, explain why the second night of lodging is warranted:  
\_\_\_\_\_  
\_\_\_\_\_
7. Primary Trip Sponsor Form is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms:  Yes  No  
NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.
8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. Staff should include their job title and how the activities on the itinerary relate to their duties.  
I am Professional Staff for the Ways and Means Committee working on issues before the Human Resource Subcommittee which has jurisdiction for TANF, UI, and other areas of particular relevance to trip.
9. Is the traveler aware of any registered federal lobbyists or foreign agents involved in planning, organizing, requesting, and/or arranging the trip?  Yes  No

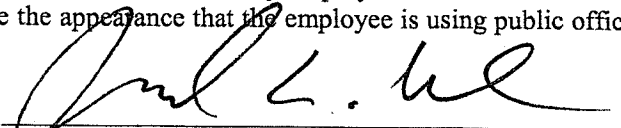
10. **FOR STAFF TRAVELERS:**

**TO BE COMPLETED BY YOUR EMPLOYING MEMBER:**

ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Date: 03/05/2018

  
\_\_\_\_\_  
Signature of Employing Member

**U.S. House of Representatives  
Committee on Ethics**

**PRIMARY TRIP SPONSOR FORM**

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 at least 30 days before the start date of the trip. The trip sponsor should NOT submit the form directly to the Committee. The Committee Web site (ethics.house.gov) provides detailed instructions for filling out the form.

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.**

1. Sponsor (who will be paying for the trip): Jobs for the Future (JFF) with a grant from the Lumina Foundation.
2. I represent that the trip will not be financed (in whole or in part) by a registered federal lobbyist or foreign agent (signify that the statement is true by checking box):
3. Check only one: I represent that:
  - a. the primary trip sponsor has not accepted from any other source funds intended directly or indirectly to finance any aspect of the trip  *or*
  - b. the trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds  *or*.
  - c. the primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.   
If "c" is checked, list the names of the additional sponsors: The Lumina Foundation
4. Provide names and titles of ALL House Members and employees you are inviting. For each House invitee, provide an explanation of why the individual was invited (include additional pages if necessary):  
See attachment two.
5. Is travel being offered to an accompanying relative of the House invitee(s)?  Yes  No
6. Date of departure: April 5, 2018 Date of return: April 5, 2018
7. a. City of departure: Washington, D.C.  
b. Destination(s): Germanna Community College, Fredericksburg, VA  
c. City of return: Washington, D.C.
8. 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.
9. Check one of the following:
  - a. I checked 8(a) or (b) above:
  - b. I checked 8(c) above but am not offering any lodging:
  - c. I checked 8(c) above and am offering lodging and meals for one night:  *or*
  - d. I checked 8(c) above and am offering lodging and meals for two nights:   
If "d" is checked, explain why the second night of lodging is warranted: \_\_\_\_\_

10. Attached is a detailed agenda of the activities the House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees) (indicate agenda is attached by checking box):

11. Check one:

a. I represent that a registered federal 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 a U.S. institution of higher education.

12. For each sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip and its role in organizing and/or conducting the trip:

JFF selects sites and topics of interest around which to base visits and forums, taking into account

Congressional staff interest, the quality of the program and their relationship to workforce development and education policy. See attachment three for more detail.

13. Answer parts a and b. Answer part c if necessary.

a. Mode of travel: Air  Rail  Bus  Car  Other  (Specify: \_\_\_\_\_)

b. Class of travel: Coach  Business  First  Charter  Other  (Specify: \_\_\_\_\_)

c. If travel will be first class or by chartered or private aircraft, explain 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:

1) Detail the cost per day of meals (approximate cost may be provided): \_\_\_\_\_  
See attachment four, following government per diem rates for Washington, D.C. and Fredericksburg, VA.

2) Provide reason for selecting the location of the event or trip: \_\_\_\_\_  
JFF selected Fredericksburg, VA because of teh innovative work the state is doing around workforce development. See attachment two for more detail.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:

Hotel name: \_\_\_\_\_ City: \_\_\_\_\_ Cost per night: \_\_\_\_\_

Reason(s) for selecting: \_\_\_\_\_

Hotel name: \_\_\_\_\_ City: \_\_\_\_\_ Cost per night: \_\_\_\_\_

Reason(s) for selecting: \_\_\_\_\_

Hotel name: \_\_\_\_\_ City: \_\_\_\_\_ Cost per night: \_\_\_\_\_

Reason(s) for selecting: \_\_\_\_\_



U.S. House of Representatives  
Committee on Ethics

GRANTMAKING TRIP SPONSOR FORM

This form should be completed by a public charity or private foundation (both as defined under section 501(c)(3) of the Internal Revenue Code) that provides a grant of funds to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event; or otherwise may be beneficiaries of the gift or donation. Provide a copy of your completed form to the primary sponsor of the trip.

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.**

1. I certify that (name of your organization): The Lumina Foundation  
has been designated a § 501(c)(3) nonprofit charitable organization by the Internal Revenue Service.  
 Yes  No
2. Name of Primary Trip Sponsor: Jobs for the Future (JFF)
3. I certify that my organization (*complete a or b*):
  - a.  Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. *or*
  - b.  Has had a direct role in the organizing, planning, or conducting of a trip to  
(destination) \_\_\_\_\_ on (date) \_\_\_\_\_ that is  
being organized or arranged by the above-named Primary Trip Sponsor.
4. Check one:
  - a.  My organization does not employ or retain a registered federal lobbyist or foreign agent *or*
  - b.  My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
5. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.
6. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: 

Name: Jamle Merisotls Title: President/CEO

Organization: The Lumina Foundation

Address: 30 S. Meridian St. Suite 700 Indianapolis, IN 46204

Telephone number: 800-834-5756 Email: jmerisotls@luminafoundation.org

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

Committee on Ethics  
U.S. House of Representatives  
1015 Longworth House Office Building  
Washington, DC 20515  
(202) 225-7103 (phone)  
(202) 225-7392 (general fax)

Susan W. Brooks, Indiana  
*Chairwoman*  
Theodore E. Deutch, Florida  
*Ranking Member*



ONE HUNDRED FIFTEENTH CONGRESS

**U.S. House of Representatives**

COMMITTEE ON ETHICS

March 29, 2018

Thomas A. Rust  
*Staff Director and Chief Counsel*

Donna Herbert  
*Director of Administration*

Megan Savage  
*Chief of Staff and Counsel to  
the Chairwoman*

Daniel J. Taylor  
*Counsel to the Ranking Member*

1015 Longworth House Office Building  
Washington, D.C. 20515-6328  
Telephone: (202) 225-7103  
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Kenny Marchant, Texas  
Leonard Lance, New Jersey  
Mimi Walters, California  
John Ratcliffe, Texas

Yvette D. Clarke, New York  
Jared Polis, Colorado  
Anthony Brown, Maryland  
Steve Cohen, Tennessee

Mr. Jason Kanter  
Committee on Ways and Means  
2017 Rayburn House Office Building  
Washington, DC 20515

Dear Mr. Kanter:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Fredericksburg, Virginia, scheduled for April 5, 2018, sponsored by Jobs for the Future, with financial support from the Lumina Foundation.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$390 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

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

Sincerely,

Susan W. Brooks  
Chairwoman

Theodore E. Deutch  
Ranking Member

SWB/TED:adw



## Attachment 2.

### **Congressional Staff Network for Workforce and Economic Security Issues April 5, 2018 Site Visit Fredericksburg, Virginia**

#### **House Staff:**

- Eunice Ikene, Labor Policy Advisor, House Education and Workforce Committee
- Robin Juliano, Professional Staff Member, House Appropriations Committee
- Jason Kanter, Professional Staff Member, House Ways and Means Committee
- Bo Morris, Senior Legislative Assistant, Rep. Jared Polis
- Udochi Onwubiko, Counsel, House Education and Workforce Committee
- Heather Painter, Legislative Fellow, Rep. Seth Moulton
- Alexander Payne, Policy Advisor, House Education and Workforce Committee
- James Redstone, Professional Staff Member, House Education and Workforce Committee
- Lakeisha Steele, Legislative Assistant, Rep. Suzanne Bonamici
- Kimberly Toots, Legislative Fellow, House Education and Workforce Committee
- Cheryl Vincent, Professional Staff Member, House Ways and Means Committee

**House staff have been invited as a result of their work on education and workforce development issues.** All have responsibility over these federal issues in their offices. The site visit will highlight the successes and challenges of the education and workforce programs in Virginia.

**Reason for Selecting Location:** JFF selected Fredericksburg, Virginia for this site visit because of the innovative work the state is doing around workforce development. Recently, Virginia was recognized as the top Mid-Atlantic state in annual workforce development rankings and we believe the Commonwealth's commitment to innovative post-secondary skill development is worth highlighting. The visit will shed light on implications for higher education and workforce development policy, specifically on: Pre-apprenticeship and apprenticeship programs, career pathway approaches and strategies for supporting today's most vulnerable postsecondary students.

## Attachment 3.

- A) Role of Sponsor.** Jobs for the Future (JFF) selects sites and topics of interest around which to base site visits and forums, taking into account congressional staff interest, the quality of programming, and whether or not these programs have a relationship to workforce development and education policy. JFF develops and executes the agenda; arranges logistics for the trip; and communicates with the staff. The Lumina Foundation provides a grant to Jobs for the Future to convene the Congressional Staff Network on Workforce and Economic Security Issues.
- B) Purpose of the Trip and Mission of the Sponsor.** Jobs for the Future is interested in the development of education, training and supportive programs and policies that expand opportunities for low income and disconnected youth and adults to attain

the education, training and credentials necessary to find good jobs and family sustainable careers. JFF's work is informed by research, analysis, and best practice. The purpose of this trip is to examine high quality and innovative education and workforce training programs that focus on the economic needs of the state, its employers and its people. Staff will see innovative programs that meet the skill needs of the region's critical industries, talk with students, teachers, state and local officials and employers who are involved in the development and in carrying out these programs. In addition, our funder, The Lumina Foundation is interested in increasing postsecondary education attainment, including through high quality and innovative approaches that meet national, state, and local economic needs.

- C) **History Carrying out Site Visits.** Jobs for the Future has carried out the Congressional Network on Workforce Development and Economic Security for nearly 10 years. As part of that work we have held numerous DC-based forums and conducted multiple site visits where senior congressional staff have the opportunity to see high quality workforce programs and learn from experts and practitioners on the ground, about the impact of federal policy in their fields of responsibility. Our visits have included programs in: Charlotte, NC; Bridgeport, CT; Cincinnati, OH; Madison, WI; Philadelphia, PA; Detroit, MI, Wichita, KS, Nashville, TN, Seattle, WA and Eastern KY. The purpose of these trips (and the Network) is to provide in-depth learning opportunities for staff on workforce, education, and economic security issues.
- D) **Other Education Activities.** JFF works with partners around the country to design and drive the adoption of education and career pathways leading to college, career readiness and career advancements for those struggling to succeed in today's economy. In more than 100 communities across 39 states, JFF improves the pathways leading from high school to college to family-sustaining careers.

#### **Attachment 4: Good Faith Estimates for House Staff Travel and Meal Expenses**

**On the ground travel estimates:** Transportation (via bus) for one day to and from DC: \$1,350.00 divided by 29 people = Approx. \$46.60 each.

**Meals:** Will meet government per diem rates of \$16.00 per person for breakfast (in DC) and \$11.00 per person for lunch (in Fredericksburg). Bringing the total meal cost to \$27.00 per person.



**CONGRESSIONAL STAFF NETWORK**  
ON WORKFORCE AND ECONOMIC SECURITY

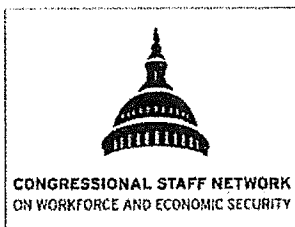
Hi Everyone,

JFF will host a one-day visit to Germanna Community College in Fredericksburg, Virginia on **Thursday April 5<sup>th</sup>** to learn about innovations taking place at the state level, as well as efforts underway at Germanna Community College to meet Virginia's workforce needs and today's rapidly changing economy. Recently, Virginia was recognized as the top state in annual workforce development rankings and we believe the Commonwealth's commitment to innovative post-secondary skill development is worth highlighting. At Germanna we will hear from state, local, and community college leaders who are all a part of this effort – discussing topics that have implications for higher education and workforce development policy, specifically on:

- Pre-apprenticeship and apprenticeship programs,
- Career pathway approaches and promising practices and challenges to aligning education, workforce, and economic development systems to meet regional labor market needs,
- And strategies for supporting today's most vulnerable postsecondary students.

Participants will leave D.C. on the morning of Thursday, April 5<sup>th</sup>, and will be back before the end of the day. Transportation and meals will be provided by JFF. Please fill out this brief survey by COB on Thursday, March 1<sup>st</sup> in order to confirm your attendance. We understand this is a quick turnaround but is necessary due to Congressional ethics requirements. Once you have confirmed your attendance, we will send you the required ethics forms by this Friday March 2<sup>nd</sup> for you to submit to the appropriate ethics office. Our team is really excited about this visit and we hope you can join us!

Best,  
Mary Clagett, Lexi Barrett, Erica Cuevas, Taylor Maag



# CONGRESSIONAL STAFF NETWORK SITE VISIT

April 5, 2018 • Virginia

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## PARTICIPANT LIST

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### Congressional Staff Participants

**Jake Baker**

Professional Staff Member  
Senate HELP Committee  
[Jake\\_baker@help.senate.gov](mailto:Jake_baker@help.senate.gov)

**Kelly Brown**

Professional Staff Member  
Senate Appropriations Committee  
[Kelly\\_brown@appro.senate.gov](mailto:Kelly_brown@appro.senate.gov)

**Tanya Das**

Policy Fellow  
Senator Chris Coons  
[Tanya\\_das@coons.senate.gov](mailto:Tanya_das@coons.senate.gov)

**Eunice Ikene**

Labor Policy Advisor  
House Education and Workforce Committee  
[Eunice.ikene@mail.house.gov](mailto:Eunice.ikene@mail.house.gov)

**Robin Juliano**

Professional Staff Member  
House Appropriations Committee  
[Robin.juliano@mail.house.gov](mailto:Robin.juliano@mail.house.gov)

**Thomas Lucas**

Legislative Correspondent  
Senator Joe Manchin  
[Thomas\\_lucas@manchin.senate.gov](mailto:Thomas_lucas@manchin.senate.gov)

**Jason Kanter**

Professional Staff Member  
House Ways and Means Committee  
[Jason.kanter@mail.house.gov](mailto:Jason.kanter@mail.house.gov)

**Lauren Marshall**

Legislative Assistant  
Senator Mark Warner  
[Lauren\\_Marshall@warner.senate.gov](mailto:Lauren_Marshall@warner.senate.gov)

**Katherine McClelland**

Workforce and Education Policy Advisor  
Senate HELP Committee  
[Katherine\\_mcclelland@help.senate.gov](mailto:Katherine_mcclelland@help.senate.gov)

**Bo Morris**

Senior Legislative Assistant  
Representative Jared Polis  
[Bo.morris@mail.house.gov](mailto:Bo.morris@mail.house.gov)

**Udochi Onwubiko**

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House Education and Workforce Committee  
[Udochi.onwubiko@mail.house.gov](mailto:Udochi.onwubiko@mail.house.gov)

**Heather Painter**

Legislative Fellow  
Representative Seth Moulton  
[Heather.painter@mail.house.gov](mailto:Heather.painter@mail.house.gov)

**Alexander Payne**

Education and Workforce Policy Advisor  
House Education and Workforce Committee  
[Alex.payne@mail.house.gov](mailto:Alex.payne@mail.house.gov)

**James Redstone**

Professional Staff Member  
House Education and Workforce Committee  
[James.redstone@mail.house.gov](mailto:James.redstone@mail.house.gov)

**Cortney Segmen**

Legislative Fellow  
Senator Tim Kaine  
[Cortney\\_segmen@kaine.senate.gov](mailto:Cortney_segmen@kaine.senate.gov)

**Lakeisha Steele**  
Legislative Assistant  
Representative Suzanne Bonamici  
[Lakeisha.steele@mail.house.gov](mailto:Lakeisha.steele@mail.house.gov)

**Margo Tercek**  
Legislative Aide  
Senator Michael Bennet  
[Margo\\_tercek@bennet.senate.gov](mailto:Margo_tercek@bennet.senate.gov)

**Kimberly Toots**  
Labor Policy Fellow  
House Education and Workforce Committee  
[Kimberly.toots@mail.house.gov](mailto:Kimberly.toots@mail.house.gov)

**Cheryl Vincent**  
Professional Staff  
House Ways and Means Committee  
[Cheryl.vincent@mail.house.gov](mailto:Cheryl.vincent@mail.house.gov)

### **Congressional Research Service**

---

**David Bradley**  
Specialist in Labor Economics  
[dbradley@crs.loc.gov](mailto:dbradley@crs.loc.gov)

**Benjamin Collins**  
Analyst in Labor Policy  
[bcollins@crs.loc.gov](mailto:bcollins@crs.loc.gov)

**Cassandra Dortch**  
Specialist in Education Policy  
[cdortch@crs.loc.gov](mailto:cdortch@crs.loc.gov)

**Alexandra Hegji**  
Analyst in Social Policy  
[adhegji@crs.loc.gov](mailto:adhegji@crs.loc.gov)

### **Virginia State Participants**

---

**Anders Blair**  
Apprentice  
Germanna Community College

**Roque Castro**  
Head of Business Development  
Elysium Tech Group

**Shauna Davis**  
Executive Director for Student Success Centers  
Virginia's Community Colleges  
[sdavis@vccs.edu](mailto:sdavis@vccs.edu)

**Pam Duff**  
Executive Assistant to the President  
Germanna Community College  
[pduff@germanna.edu](mailto:pduff@germanna.edu)

**Lori Dwyer**  
Assistant Vice Chancellor for Workforce Policy  
Virginia's Community Colleges  
[ldwyer@vccs.edu](mailto:ldwyer@vccs.edu)

**Stacy Gresham**  
WIOA Program Student  
Germanna Community College

**Dr. Janet Gullickson**  
President  
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**Lumina Foundation Participants**

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**Jobs for the Future Participants**

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CONGRESSIONAL STAFF NETWORK  
ON WORKFORCE AND ECONOMIC SECURITY

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AGENDA

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April 5, 2018

Site Visit to Germanna Community College  
Fredericksburg, Virginia

- 8:15 AM Staff arrive at Garfield Circle  
*United States Capitol, Washington DC 20016*
- 8:30 AM Board Bus and Depart for Germanna Community College  
*1000 Germanna Point Dr. Fredericksburg, VA 22408*  
ROOM 105A&B
- 8:30 – 10:00 AM Travel to Germanna Community College
- Overview of Site Visit: Staff will have packets with information about Virginia's Community College and Workforce Development System for the trip to Fredericksburg. Once they have read the materials, we will provide a brief overview of what they will see on the site visit and discuss some of the innovations they will hear about.
- 10:00 AM Arrive at Germanna Community College
- 10:00 – 10:20 AM Welcome and Introductions
- 10:20 – 12:00 PM Virginia's Community College and Workforce Development Systems – Current and Future Innovations
- Virginia State officials will discuss the state's many strategies and initiatives to increase students'/workers' credential and high demand career attainment (including Virginia's Career and Guided Pathways, Career Coaches, Developmental Education Redesign, FastForward, Middle College, Apprenticeship, and other initiatives designed to provide Virginians with the skills needed for in demand industries).
- **Megan Healy**, Chief Workforce Development Advisor, Office of Governor Ralph Northam
  - **Lori Dwyer**, Assistant Vice Chancellor for Workforce Policy, Virginia Community College System (VCCS)
  - **Shauna Davis**, Executive Director, Student Success Center, Virginia Community College System



**CONGRESSIONAL STAFF NETWORK**  
ON WORKFORCE AND ECONOMIC SECURITY

- 12:00 – 1:30 PM Lunch Meeting – Overview of Germanna’s student advising, adult career coaching, and workforce programs
- **Janet Gullickson**, Germanna Community College President
  - **Martha O’Keefe**, Germanna Associate Vice President of Workforce and Professional Development
  - **Stacy Gresham**, Student
- 1:30 – 1:55 PM Travel to Germanna’s Fredericksburg Center for Advanced Technology (FredCat)  
*1325 Central Park Blvd, Fredericksburg, VA, 22401*
- 1:55 – 2:35 PM Overview and Tour of FredCat  
On the tour, staff will see the college’s advanced manufacturing training facility and will discuss education and training efforts and potential policy implications.
- 2:35 – 3:45 PM Overview of Germanna’s pre-apprenticeship and apprenticeship programs, with discussion of: efforts to help underprepared students gain access to apprenticeship; promising work-based learning strategies; plans for apprenticeship expansion; and employer engagement and support for apprenticeship.
- **Ben Sherman**, Germanna Workforce Program Coordinator
  - **Dan Sadtler**, Quarry Superintendent for Cedar Mountain Stone
  - **Allen Miller**, Student
  - **Roque Castro**, Chief Communications Officer, Elysium Tech Group
  - **Anders Blair**, Student
- 3:45 – 4:00 PM Closing Discussion
- 4:00 PM Board Bus for Departure from FredCat
- 4:00 – 5:15 PM Travel to DC  
On Bus: Discussion about what was seen on visit and the implications for public policy
- 5:00 PM Drop Off at P Circle  
*Capitol Circle NE, Washington, DC 20004*