



# U.S. House of Representatives COMMITTEE ON ETHICS

## Employee Post-Travel Disclosure Form

Original  Amendment

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, B-81 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: martin Reiser
2. a. Name of Accompanying Relative: \_\_\_\_\_ OR None   
 b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: May 2, 2019 Return: May 4 2019  
 b. Dates at Personal Expense, if any: \_\_\_\_\_ OR None
4. Departure City: washington Destination: Baltimore Return City: washington
5. Sponsor(s), Who Paid for the Trip: congressional institute
6. Describe Meetings and Events Attended: panel discussions on public perception, policy issues and mangement best practices
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** the *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 statement is true by checking the box:**   
 b. If not, explain: \_\_\_\_\_

2019 MAY 20 PM 12:31  
LEGISLATIVE RESOURCE CENTER

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

Signature of Traveler:  Date: 5/20/19

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: Steve Scalise Date: 5/20/19

Signature of Supervising Member:



## Sponsor Post-Travel Disclosure Form

Original  Amendment

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 ten 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.**

1. Sponsor(s) who paid for the trip: Congressional Institute

2. Travel Destination(s): Baltimore, MD

3. Date of Departure: May 2, 2019 Date of Return: May 4, 2019

4. Name(s) of Traveler(s): See Attached List

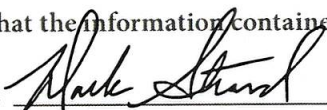
*Note:* You may list more than one traveler on a form only if *all* information is *identical* for each person listed.

5. Actual amount of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
Traveler	\$0.00	\$344.19	\$173.17	\$294.57 - Room Rental
Accompanying Family Member				

6. 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:  Date: May 9, 2019

Name: Mark Strand Title: President

Organization: Congressional Institute

**I am an officer of the above-named organization. Signify statement is true by checking box:**

Address: 1700 Diagonal Road #730, Alexandria, VA 22314

Telephone: 703-837-8812 Email: strand@conginst.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.



## 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 website (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: Congressional Institute

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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: \_\_\_\_\_

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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 Addendum & Attached Invitation List**

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5. Is travel being offered to an accompanying family member of the House invitee(s)?  Yes  No
6. Date of Departure: May 2, 2019 Date of Return: May 4, 2019
7. a. City of departure: Washington, DC  
b. Destination(s): Baltimore, MD  
c. City of return: Washington, DC
8. **Check only one.** I represent that:
  - 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 only 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 you checked this box, explain why the second night of lodging is warranted: \_\_\_\_\_



10. Attached is a detailed agenda of the activities 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 only one of the following:**
- 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. *Not Applicable.* 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:

See Addendum

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:

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. **Check only one.** I represent that either:

- 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): Thur - \$56. Fri - \$101. Sat - \$21

2) Provide the reason for selecting the location of the event or trip: Relative proximity to Washington, DC and capacity to handle a large event.

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

Hotel Name: Renaissance Baltimore Harborpla City: Baltimore, MD Cost Per Night: \$149

Reason(s) for Selecting: Proximity to DC, Availability, Security & Facility size

Hotel Name: \_\_\_\_\_ City: \_\_\_\_\_ Cost Per Night: \_\_\_\_\_

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

Hotel Name: \_\_\_\_\_ City: \_\_\_\_\_ Cost Per Night: \_\_\_\_\_

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

17. 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:*



U.S. House of Representatives  
**COMMITTEE ON ETHICS**

18. **Total Expenses for each Participant:**

<input type="checkbox"/> Actual Amounts	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
<input checked="" type="checkbox"/> Good Faith Estimates			
For each Member, Officer, or Employee	\$72	\$344	\$178
For each Accompanying Family Member	\$72	\$0	\$143

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	\$336	Room Rental
For each Accompanying Family Member	\$336	Room Rental

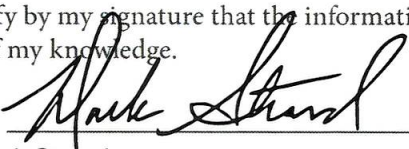
**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.**

19. **Check only one:**

- a. I certify that I am an officer of the organization listed below:  **OR**
- b. *Not Applicable.* Trip sponsor is an individual or a U.S. institution of higher education.

20. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.

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

Signature:  Date: 3/15/2019

Name: Mark Strand

Title: President

Organization: Congressional Institute

Address: 1700 Diagonal Road #730, Alexandria, VA 22314

Telephone: 703-837-8812

Email: strand@conginst.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, D.C. 20515  
 Phone: 202-225-7103 General Fax: 202-225-7392

## **PRIMARY TRIP SPONSOR FORM ADDENDUM**

**Question 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 attached invitation list. This Congressional Institute sponsored retreat focuses on the important role of the Chief of Staff in congressional offices. Therefore, the invitation to this retreat is being extended to Chiefs of Staff in House and Senate Majority personal offices, the Staff Director in House and Senate Majority committee offices as well as select leadership staff.

**Question 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:**

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. The Congressional Institute is the sole organizer and conductor of this event. This retreat is designed to strengthen professional relationships among Chiefs of Staff, senior leadership and committee staff, educate them on policy issues and best practices, and encourage the exchange of ideas with colleagues.

**Question 18: Total expenses for each participant:**

The estimated lodging rate and per participant food/refreshment expense figure for this event (and provided on this form) do not include the separate costs to the Congressional Institute to rent conference/banquet space large enough to accommodate this large event with appropriate security and audio/visual capabilities necessary to conduct our program. Dividing these conference and facility rental costs by the number of participants estimated to attend this event, the estimated figure would be \$336 as disclosed on the sponsor form.

## House Staff (COS)

First Name	Last Name	Institution	Job Title
Rob	Adkerson	Office of Rep. Loudermilk	Chief of Staff
Jeremy	Adler	House Republican Conference	Communications Director
Kara	Ahern	House Republican Conference	Chief of Staff
Mike	Albares	Office of Rep. Roby	Chief of Staff
Anna	Alburger	Office of Rep. Joyce	Chief of Staff
Eric	Amidon	Office of Rep. Zeldin	Chief of Staff
Dale	Anderson	Office of Rep. Lamborn	Chief of Staff
Morgan	Anderson	House Republican Conference	Digital Director
Taylor	Andreae	Office of Rep. Gallagher	Chief of Staff
Gary	Andres	House Committee on Ways and Means	Staff Director
Reyn	Archer	Office of Rep. Fortenberry	Chief of Staff
Cyrus	Artz	Office of Rep. Foxx	Chief of Staff
Tim	Baker	Office of Rep. Allen	Chief of Staff
Eliza	Baker	Office of Rep. Crenshaw	Chief of Staff
Cliff	Bayer	Office of Rep. Fulcher	Chief of Staff
Brendan	Belair	House Committee on Judiciary	Staff Director
Andrew	Bell	Office of Rep. Budd	Chief of Staff
Megan	Bell	Office of Rep. Rogers (KY)	Chief of Staff
Brooke	Bennett	Office of Rep. Hill	Chief of Staff
Eric	Bergren	Office of Rep. Guthrie	Chief of Staff
Chris	Bien	Office of the Leader	Deputy Director of Floor Operations
Jeff	Billman	Office of Rep. Hern	Deputy Chief of Staff
Matt	Bisenius	Office of Rep. Sensenbrenner	Chief of Staff
Alex	Blair	Office of Rep. Steube	Chief of Staff
Mike	Bloomquist	House Committee on Energy and Commerce	Staff Director

Gabriella	Boffelli	Office of Rep. Gonzalez	Chief of Staff
Aaron	Bonnaure	Office of Rep. Reschenthaler	Chief of Staff
Caroline	Boothe	House Republican Conference	Member Services Director
Lorissa	Bounds	Office of Rep. Walden	Chief of Staff
Joshua	Bowlen	Office of North Carolina 3rd District	Chief of Staff
Casey	Bowman	Office of Rep. Herrera Beutler	Chief of Staff
Parish	Braden	House Committee on Natural Resources	Staff Director
Jenifer	Bradley	Office of Rep. Rutherford	Chief of Staff
Collin	Brainard	Office of Rep. Watkins	Chief of Staff
Doug	Branch	Office of Rep. Davidson	Deputy Chief of Staff
Matthew	Brennan	Office of Rep. Thompson	Chief of Staff
Chris	Brinson	Office of Rep. Rogers (AL)	Chief of Staff
Chelsea	Brown	Office of Rep. Arrington	Chief of Staff
Tom	Brown	Office of Rep. Graves (MO)	Chief of Staff
Sarah	Burke	Office of Rep. Smith	Deputy Chief of Staff
Stuart	Burns	Office of Rep. Posey	Chief of Staff
Jeff	Butler	Office of Rep. McHenry	Chief of Staff
John	Byers	Office of Rep. Hurd	Chief of Staff
Larry	Calhoun	Office of Rep. Yoho	Chief of Staff
Chad	Carlough	Office of Rep. Byrne	Chief of Staff
Johnna	Carlson	Office of Rep. McCaul	Chief of Staff
Dustin	Carmack	Office of Rep. Ratcliffe	Chief of Staff
Ryan	Carney	Office of Rep. Steil	Chief of Staff
Machalagh	Carr	Office of the Leader	General Counsel
Chris	Carter	Office of Rep. Hudson	Chief of Staff
Jessica	Carter	Office of Rep. Rooney (FL-19)	Chief of Staff
Caroline	Cash	Office of Rep. Comer	Chief of Staff
Anne Marie	Chotvacs	House Committee on Appropriations	Staff Director
Andrew	Christianson	Office of Rep. Johnson (SD)	Chief of Staff



Chris	Connelly	Office of Rep. Hartzler	Chief of Staff
Derick	Corbett	Office of Rep. Woodall	Chief of Staff
Stephen	Cote	House Committee on Financial Services	Staff Director
Ben	Couhig	Office of Rep. Babin	Chief of Staff
Chris	Crawford	Office of Rep. Carter (GA)	Chief of Staff
Dante	Cutrona	Office of Rep. Meuser	Chief of Staff
Mike	Dankler	Office of Rep. Walorski	Chief of Staff
Jen	Daulby	House Committee on Administration	Staff Director
Dave	Davis	Office of Rep. Brady	Chief of Staff
Jonathan	Day	Office of Rep. Wilson	Chief of Staff
Pamela	Day	Office of Rep. Young (AK)	Chief of Staff
James	Decker	Office of Rep. Burgess	Chief of Staff
Jon	DeWitte	Office of Rep. Huizenga	Chief of Staff
Monica	Didiuk	Office of Rep. Smith (NE)	Chief of Staff
Lonnie	Dietz	Office of Rep. Taylor	Chief of Staff
Kat	Dimenstein	Office of Rep. Schweikert	Chief of Staff
Kelly	Dixon Chambers	House Committee on Rules	Staff Director
Matthew	Donnellan	Office of Rep. Miller	Chief of Staff
John	Donnelly	Office of Rep. Graves (GA)	Chief of Staff
Jordan	Downs	Office of Rep. Guest	Chief of Staff
John	Drzewicki	House Republican Conference	Policy Director
Will	Dunham	Office of the Leader	Deputy Chief of Staff for Policy
John	Dutton	Office of Rep. Harris (MD)	Chief of Staff
Kevin	Eichinger	Office of Rep. Jordan	Chief of Staff
Jaryn	Emhof	Office of Rep. Webster	Chief of Staff
Max	Engling	Office of the Leader	Deputy Member Services Director
Laura	Enquist	Office of Rep. Balderson	Deputy Chief of Staff
John	Etue	Office of Rep. Williams	Chief of Staff
Michele	Exner	Office of the Leader	Communications Director

Kathryn	Facchiano	Office of Rep. Higgins	Chief of Staff
Greg	Facchiano	Office of Rep. Smucker	Chief of Staff
John	Ferland	Office of Rep. Massie	Chief of Staff
Lauren	Fine	Office of the Whip	Communications Director
Kevin	Fitzpatrick	House Committee on Small Business	Staff Director
Paul	Fitzpatrick	Office of Rep. Meadows	Chief of Staff
Kevin	Fogarty	Office of Rep. King (NY)	Chief of Staff
Spencer	Freebairn	Office of Rep. Granger	Chief of Staff
Stacey	Glasscock	Office of Rep. Lucas	Chief of Staff
Cesar	Gonzalez	Office of Rep. Diaz-Balart	Chief of Staff
Ellen	Gosnell	Office of the Whip	Director of Operations & Scheduler
Joshua	Green	Office of Rep. Tipton	Chief of Staff
Michael	Grider	Office of Rep. Burchett	Chief of Staff
Drew	Griffin	Office of Rep. Latta	Chief of Staff
Josh	Grogis	Office of Rep. Cole	Chief of Staff
Hillary	Gross	Office of Rep. Gibbs	Chief of Staff
Paul	Guaglianone	House Republican Conference	Coalitions Director
Abby	Gunderson-Schwarz	Office of Rep. Lesko	Chief of Staff
Connie	Hair	Office of Rep. Gohmert	Chief of Staff
Mike	Hamilton	Office of Rep. McKinley	Chief of Staff
Derek	Harley	Office of Rep. Wenstrup	Chief of Staff
Maggie	Harrell	Office of Rep. Roy	Deputy Chief of Staff
Aaron	Harris	Office of Rep. Gooden	Chief of Staff
Hayden	Haynes	Office of Rep. Johnson (LA)	Chief of Staff
Christine	Heggem	Office of Rep. Gianforte	Chief of Staff
Will	Henderson	House Republican Conference	Special Assistant
Preston	Hill	Office of the Leader	Policy Advisor
Van	Hilleary	Office of Rep. Rose	Chief of Staff
Joan	Hillebrands	Office of Rep. Upton	Chief of Staff

Jim	Hippe	Office of Rep. Fleischmann	Chief of Staff
Liz	Hittos	Office of Rep. Bilirakis	Chief of Staff
Chris	Hixon	House Committee on Oversight and Government Reform	Staff Director
Nate	Hodson	Office of Rep. McMorris Rodgers	Chief of Staff
Erynn	Hook	Office of Rep. Collins (NY)	Chief of Staff
Brett	Horton	Office of the Whip	Chief of Staff
Michael	Hough	Office of Rep. Mooney	Chief of Staff
Adam	Howard	Office of Rep. Turner	Chief of Staff
Zach	Howell	Office of Rep. Katko	Chief of Staff
Paul	Howell	Office of Rep. Kelly (MS)	Chief of Staff
Bill	Hughes	Office of the Whip	Policy Director
Allie	Humes	Office of the Leader	Member Services Coordinator
Kyle	Jackson	Office of Rep. Bucshon	Chief of Staff
Natalie	Joyce	Office of the Leader	Senior Advisor and Head of Strategy
Barrett	Karr	Office of the Leader	Chief of Staff
Dave	Karvelas	Office of Rep. Buchanan	Chief of Staff
Joel	Katz	Office of Rep. Collins (GA)	Chief of Staff
David	Keller	Office of Rep. Banks	Chief of Staff
Charlie	Keller	Office of Rep. Wagner	Chief of Staff
Melissa	Kelly	Office of Rep. Olson	Chief of Staff
Dan	Keniry	House Committee on Budget	Staff Director
Dave	Kennett	Office of Rep. Calvert	Chief of Staff
Micah	Ketchel	Office of Rep. Waltz	Chief of Staff
Carolyn	King	Office of Rep. Wittman	Chief of Staff
Kyle	Kizzier	Office of Rep. Mitchell	Chief of Staff
Allen	Klump	Office of Rep. Duncan (SC)	Chief of Staff
Tucker	Knoit	Office of Rep. Holding	Chief of Staff
Desiree	Koetzle	Office of Rep. Stauber	Chief of Staff

Jeff	Kratz	Office of Rep. Bacon	Legislative Director
James	Langenderfer	Office of Rep. Mast	Chief of Staff
RJ	Laukitis	Office of Rep. Walberg	Chief of Staff
Jason	Lawrence	Office of Rep. Scott	Chief of Staff
John	Leganski	Office of the Leader	Director of Floor Operations
Roz	Leighton	Office of Rep. Armstrong	Chief of Staff
Luke	Letlow	Office of Rep. Abraham	Chief of Staff
Jenna	Lifhits	House Republican Conference	Deputy Policy Director
Joe	Lillis	Office of Rep. Long	Chief of Staff
Hunter	Lipscomb	Office of Rep. Palazzo	Chief of Staff
Tony	Lis	Office of Rep. Bergman	Chief of Staff
Tim	Lolli	Office of Rep. Gonzalez	Chief of Staff
Jennifer	Lorraine	Office of the Leader	Senior Policy Advisor & Counsel
Michael	Lowry	Office of Rep. Dunn	Chief of Staff
Scott	Luginbill	Office of Rep. Walker	Chief of Staff
Kelly	Lungren-McCollum	Office of Rep. Griffith	Chief of Staff
Adam	Magary	Office of Rep. Cloud	Chief of Staff
Chris	Maneval	Office of Rep. Emmer	Chief of Staff
Bret	Manley	Office of Rep. Davis	Chief of Staff
Josh	Martin	Office of Rep. Thornberry	Chief of Staff
Brittany	Martinez	Office of the Leader	Press Secretary
Josh	Mathis	House Committee on Science, Space and Technology	Staff Director
Deborah	Mazol	Office of Rep. Biggs	Chief of Staff
Matt	McCullough	Office of Rep. Bost	Chief of Staff
Moutray	McLaren	Office of Rep. Timmons	Chief of Staff
Chara	McMichael	Office of Rep. Weber	Chief of Staff
Pete	Meachum	Office of Rep. Duffy	Chief of Staff
Carrie	Meadows	Office of Rep. Newhouse	Chief of Staff

Chief of Staff  
 Senior Policy Advisor  
 Chief of Staff  
 Chief of Staff  
 Chief of Staff  
 Chief of Staff  
 Deputy Chief of Staff & Counsel  
 Deputy Floor Director  
 Chief of Staff  
 Chief of Staff  
 Chief of Staff  
 Senior Policy Advisor  
 Director of Floor Operations  
 Deputy Chief of Staff  
 Chief of Staff  
 Chief of Staff  
 Chief of Staff  
 Chief of Staff  
 Deputy Chief of Staff  
 Cloakroom Floor Director  
 Chief of Staff  
 Chief of Staff  
 National Press Secretary  
 Chief of Staff  
 Chief of Staff  
 Chief of Staff  
 Chief of Staff  
 Chief of Staff  
 Operations Director

Office of Rep. Roe  
 Office of the Leader  
 Office of Rep. Amodel  
 Office of Rep. Carter (TX)  
 Office of Rep. Cline  
 Office of Rep. Scalise  
 Office of the Leader  
 Office of the Whip  
 Office of Rep. Westerman  
 Office of Rep. Perry  
 Office of Rep. Rouzer  
 Office of the Leader  
 Office of the Whip  
 Office of Rep. Womack  
 Office of Rep. Rigglesman  
 Office of Rep. Amash  
 Office of Rep. Smith (NJ)  
 Office of Rep. Curtis  
 Office of Rep. Estes  
 Office of the Leader  
 Office of Rep. Flores  
 Office of Rep. Chabot  
 House Republican Conference  
 Office of Rep. Brooks (AL)  
 Office of Rep. LaHood  
 Office of Rep. Norman  
 Office of Rep. Stefanik  
 Office of Rep. Nunes  
 House Republican Conference

Meyer  
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 Murphy  
 Murry  
 Napier  
 Nash  
 Natonski  
 Nelson  
 Noonan  
 Norman  
 O'Boyle  
 O'Toole  
 Oehmen  
 Palmer-Barton  
 Pardo  
 Pettitt  
 Pirang  
 Piland  
 Pileggi  
 Plank  
 Plaut

Matt  
 Katie  
 Bruce  
 Jonas  
 Matt  
 Megan  
 James  
 Annie  
 Vivian  
 Lauren  
 Melissa  
 Luke  
 Ben  
 Madison  
 Dave  
 Poppy  
 Mary  
 Corey  
 Nicholas  
 Ryan  
 Jon  
 Stacy  
 Ali  
 Mark  
 Steve  
 Mark

Megan	Porter	House Republican Conference	Member Services Assistant
Allison	Poulios	Office of Rep. Latta	Chief of Staff
Kayla	Priehs	Office of Rep. Mullin	Chief of Staff
Chad	Ramey	Office of Rep. Luetkemeyer	Chief of Staff
Marty	Reiser	Office of the Whip	Deputy Policy Director
Bart	Reising	Office of the Whip	Director of Member Services
Brian	Rell	Office of Rep. Aderholt	Chief of Staff
Andrew	Renteria	Office of Rep. Fitzpatrick	Chief of Staff
Brandon	Renz	House Committee on Education and Workforce	Staff Director
Craig	Roberts	Office of Rep. Shimkus	Chief of Staff
Ritika	Robertson	Office of Rep. Buck	Chief of Staff
Brent	Robertson	Office of Rep. Marshall	Chief of Staff
Kyle	Robertson	Office of Rep. Pence	Chief of Staff
Jamie	Robinette	Office of Rep. Spano	Chief of Staff
Sara	Rogers	Office of Pennsylvania 12th District	Chief of Staff
Kevin	Rolg	Office of Rep. Graves (LA)	Deputy Chief of Staff (DC)
Mark	Roman	Office of Rep. Smith (MO)	Chief of Staff
Mary	Rosado	Office of Rep. Barr	Chief of Staff
Matthew	Russell	Office of Rep. Conaway	Legislative Director
Lindsay	Ryan	Office of Rep. Moolenaar	Chief of Staff
Bobby	Saparow	Office of the Chief Deputy Whip	Chief of Staff
Paul	Sass	House Committee on Transportation and Infrastructure	Staff Director
Megan	Savage	Office of Rep. Brooks (IN)	Chief of Staff
Matt	Schertz	House Committee on Agriculture	Staff Director
Rebecca	Shaw	Office of Rep. Hollingsworth	Chief of Staff
Brendan	Shields	House Committee on Foreign Affairs	Staff Director
amy	Shoemaker	Office of Rep. Joyce (PA)	Chief of Staff

Jonah	Shumate	Office of Rep. Crawford	Chief of Staff
Stephen	Siao	Office of Rep. Green	Chief of Staff
Kelly	Simpson	Office of Rep. Rutherford	Chief of Staff
Lindsay	Slater	Office of Rep. Simpson	Chief of Staff
William	Smith	Office of Rep. Palmer	Chief of Staff
Caleb	Smith	Office of the Leader	Digital Communications Director
Mike	Smullen	Office of Rep. Johnson (OH)	Chief of Staff
John	Sobel	Office of Rep. Cook	Chief of Staff
David	Sours	Office of Rep. Hice	Chief of Staff
Allen	Souza	House Committee on Intelligence	Staff Director
Mark	Spannagel	Office of Rep. LaMalfa	Chief of Staff
Matt	Sparks	Office of the Leader	Head of Communications
Brittan	Specht	Office of the Leader	Senior Policy Advisor
Sarah	Stevens	Office of Rep. King (IA)	Chief of Staff
Jen	Stewart	House Committee on Armed Services	Staff Director
Matthew	Stroia	Office of Rep. Kelly (PA)	Chief of Staff
Peter	Su	Office of Rep. Hagedorn	Chief of Staff
Dan	Taylor	House Committee on Ethics	Staff Director
Rick	Terrazas	Office of Rep. Hunter	Chief of Staff
Brian	Thomas	Office of Rep. Marchant	Chief of Staff
Ryan	Thompson	Office of Rep. Wright	Chief of Staff
Tyler	Threadgill	Office of Rep. Kustoff	Chief of Staff
Jon	Towers	House Committee on Veterans Affairs	Staff Director
Chris	Tudor	Office of Rep. McClintock	Deputy Chief of Staff
Tom	Van Flein	Office of Rep. Gosar	Chief of Staff
Richard	Vaughn	Office of Rep. DesJarlais	Chief of Staff
Rachel	VerVelde	Office of Rep. Grothman	Chief of Staff
Chris	Vieson	House Committee on Homeland Security	Staff Director
Ashlee	Vinyard	Office of Rep. Baird	Chief of Staff

Jennifer	Watson	Office of Rep. Rice	Chief of Staff
Drew	Wayne	Office of Rep. Reed	Chief of Staff
Austin	Weatherford	Office of Rep. Kinzinger	Chief of Staff
Courtney	Wheatstone	Office of Rep. Stivers	Chief of Staff
Clay	White	Office of Rep. Stewart	Chief of Staff
Devin	Wiser	Office of Rep. Bishop	Chief of Staff
Jillian	Wyant	Office of Rep. Gaetz	Chief of Staff
Leafaina	Yahn	Office of Rep. Radewagen	Chief of Staff





**Chiefs of Staff Conference**  
May 2-4, 2019

**Thursday, May 2, 2019**

**CONGRESSIONAL  
INSTITUTE EVENTS**

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<b>1:30 PM</b>	<b>Buses Depart</b>	<b>Rayburn Horseshoe</b>
<b>2:30 PM</b>	<b>Check-In</b>	<b>Baltimore Ballroom Foyer (5<sup>th</sup> Floor)</b>
<b>3:00 - 3:05 PM</b>	<b>Welcome</b> Mark Strand, Congressional Institute	<b>Baltimore Ballroom</b>
<b>3:05 - 4:05 PM</b>	<b>Socialism vs. Capitalism</b> David Winston, The Winston Group Myra Miller, The Winston Group	<b>Baltimore Ballroom</b>
<b>4:10 - 5:30 PM</b>	<b>Communicating in the Minority</b> Michael Steel, Hamilton Place Strategies Parker Poling, National Republican Campaign Committee Ali Pardo, House Republican Conference	<b>Baltimore Ballroom</b>
<b>6:30 - 9:00 PM</b>	<b>Reception</b> <b>Dinner: Love Your Enemies</b> Arthur Brooks, American Enterprise Institute	<b>Baltimore Ballroom Foyer</b> <b>Maryland D</b>

**Friday, May 3, 2019**

<b>8:00 - 8:45 AM</b>	<b>Breakfast</b>	<b>Maryland D</b>
<b>9:00 - 9:45 AM</b>	<b>Accessing Leadership to Advance Your Boss' Legislative Agenda</b> Moderator: Mark Strand Barrett Karr, Office of the House Republican Leader Brett Horton, Office of the House Republican Whip Kara Ahern, House Republican Conference	<b>Baltimore Ballroom</b>

**9:45 - 10:30 AM**      **Working with the White House**      **Baltimore Ballroom**  
Moderator: Mark Strand  
Shahira Knight, Assistant to the President, Office of Legislative Affairs  
Ben Howard, Deputy Assistant to the President, Office of Legislative Affairs

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**10:45 - 12:15 PM**      **Being Chief**      **Baltimore Ballroom**  
Rick Miller, Being Chief

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**12:15 - 2:00 PM**      **Lunch**      **Maryland D**  
Guy Benson, Townhall.com

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**2:00 - 3:45 PM**      **The Effective Congressional Office Manager**      **Baltimore Ballroom**  
Mark Horstman, Manager Tools

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**4:00 - 5:00 PM**      **Modernization Committee: Opportunity for Office Improvement?**      **Baltimore Ballroom**  
Moderator: Mark Strand  
Bradford Fitch, Congressional Management Foundation  
Alex Kouts, Indigov

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**5:00 - 6:00 PM**      **Ethics Primer**      **Baltimore Ballroom**  
Rob Walker, Wiley Rein LLP

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**6:30 - 9:00 PM**      **Reception**      **Baltimore Ballroom Foyer**  
**Dinner: The Roaring 2020s: The Coming Decade of Disruption and Reform**  
Bruce Mehlman, Mehlman Castagnetti Rosen & Thomas      **Maryland D**

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**Saturday, May 4, 2019**

**8:00 - 8:45 AM**      **Breakfast**      **Maryland D**

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**9:00 - 10:30 AM**      **Best Practices**      **Baltimore Ballroom**  
Moderator: Mark Strand  
Charlie Keller, Office of Rep. Wagner  
Greg Facchiano, Office of Rep. Smucker

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**10:45 - 12:00 PM**      **Wrap-Up**      **Baltimore Ballroom**  
Moderator: Mark Strand

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**12:00 PM**      **End of Retreat**  
**Bus Departs**      **Hotel Front Entrance (South Street)**