



# 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: Jared Henderson
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR** None   
 b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: 09/16/19 Return: 09/18/19  
 b. Dates at Personal Expense, if any: \_\_\_\_\_ **OR** None
4. Departure City: Washington, DC Destination: Sacramento, CA Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: National Biodiesel Foundation
6. Describe Meetings and Events Attended: The meetings were focused on the biodiesel industry in California, and conversations with stakeholders about the importance of biodiesel to their mission.
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: \_\_\_\_\_

LETTER ACTIVE RESOURCE CENTER  
2019 SEP 26 PM 3:06

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

Signature of Traveler:  Date: 09/26/19

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: TJ Cox Date: 09/26/19

Signature of Supervising Member:



U.S. House of Representatives

# COMMITTEE ON ETHICS

## 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: National Biodiesel Foundation; National Biodiesel Board

2. Travel Destination(s): Sacramento, CA

3. Date of Departure: September 16, 2019 Date of Return: September 18, 2019

4. Name(s) of Traveler(s): Jared Henderson

*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	\$784.59	\$416.36	\$121.70	\$0.00
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: Tom Verry Digitally signed by Tom Verry  
DN: cn=Tom Verry, o.ou,  
email=tverry@biodiesel.org, c=US  
Date: 2019.09.24.13:53:51 -0400 Date: September 24, 2019

Name: Tom Verry Title: Executive Director

Organization: National Biodiesel Foundation

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

Address: PO Box 104898, Jefferson City, MO 65110-4898

Telephone: 800-841-5849 Email: tom@biodieselfoundation.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

1. Name of Traveler: Jared Henderson
2. Sponsor(s) who will be paying for the trip: National Biodiesel Foundation
3. City and State or Foreign Country of Travel: Sacramento, CA
4. a. Date of Departure: 09/16/19 Date of Return: 09/18/19  
 b. Will you be extending the trip at your personal expense?  Yes  No  
 If yes, list dates at personal expense: \_\_\_\_\_
5. a. Will you be accompanied by a family member at the sponsor's expense?  Yes  No If yes:  
 (1) Name of Accompanying Family Member: \_\_\_\_\_  
 (2) Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_  
 (3) Accompanying Family Member is at least 18 years of age:  Yes  No
6. a. Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)?  Yes  No  
 b. If yes, and you are requesting lodging for two nights, explain why the second night is warranted:  
Because the event is in CA, participants will be flying in on the 16th to have a full day of programming on the 17th, then flying back to DC on the 18th.
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.  
As the legislative director for Rep. Cox, I also manage his agriculture and transportation portfolios.  
This program is relevant to my work for the Congressman and to his work on the Agriculture Committee.
9. Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, 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.

Signature of Employing Member

Date 08/19/19



## 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: National Biodiesel Foundation

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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 Attachment A

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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: 9/16/19 out of district- 9/17 in district Date of Return: 9/18/19 if out of district or 9/17 in district
7.
  - a. City of departure: Washington, DC or local area/district office
  - b. Destination(s): Sacramento, CA
  - c. City of return: Washington, DC or local/district office
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: Participants starting in Washington DC have a six-hour flight and will require a 2-night stay. Participants driving from local district may not qualify for 2 nights stay in hotel.



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 Attachment B  
 \_\_\_\_\_  
 \_\_\_\_\_
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): \$66/tour day and \$49/each travel day  
 \_\_\_\_\_
    - 2) Provide the reason for selecting the location of the event or trip: Sacramento is a key location for the primary tour speakers - CARB and CA Energy.  
 \_\_\_\_\_
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Sheraton Grand Sacramento City: Sacramento Cost Per Night: \$179  
 Reason(s) for Selecting: Easy access for local speakers; within walking distance of CARB & CA Energy offices
- 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	SEE ATTACHMENT C Wash.DC travel: \$600 <small>plane &amp; \$70 airport</small>	\$358(\$179/night for non/local travel)	SEE ATTACHMENT C \$154 - 1 full & 2 travel <small>days \$66 for district</small>
For each Accompanying Family Member			

	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		
For each Accompanying Family Member		

**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: 8/5/2019

Name: Tom Verry

Title: Executive Director

Organization: National Biodiesel Foundation

Address: PO Box 104898, Jefferson City, MO 65110-4898

Telephone: 800-841-5849

Email: tverry@biodiesel.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



U.S. House of Representatives


# COMMITTEE ON ETHICS

## Non-Grantmaking Trip Sponsor Form

This form should be completed by a private individual or entity that provides funds, services, or in-kind donations 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. A Non-Grantmaking Sponsor that has a direct involvement in planning, organizing, conducting, or participating in the trip must complete this form. **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. Name of your organization: National Biodiesel Board
2. Name of Primary Trip Sponsor: National Biodiesel Foundation
3. My organization has provided funds to the above-named Primary Trip Sponsor to pay all or part of the expenses for a trip to (destination): Sacramento, California on date: September 16 - 18, 2019 that primarily is being organized or arranged by the above-named Primary Trip Sponsor.  Yes  No
4. My organization has had a direct role in the organizing, planning, arranging, or will have a role in conducting, the trip identified in response to Question 3 or an event that will occur during that trip.  Yes  No
5. **Check only 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.
6. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.
7. 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: July 30, 2019

Name: Bradley Shimmens Title: Director, Operations & Members

Organization: National Biodiesel Board

Address: 605 Clark Avenue, Jefferson City, MO 65101

Telephone: 573-635-3893 Email: bshimmens@biodiesel.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

Theodore E. Deutch, Florida  
*Chairman*  
Kenny Marchant, Texas  
*Ranking Member*

Grace Meng, New York  
Susan Wild, Pennsylvania  
Dean Phillips, Minnesota  
Anthony Brown, Maryland

John Ratcliffe, Texas  
George Holding, North Carolina  
Jackie Walorski, Indiana  
Michael Guest, Mississippi



ONE HUNDRED SIXTEENTH CONGRESS

## U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust  
*Staff Director and Chief Counsel*

David W. Arrojo  
*Counsel to the Chairman*

Christopher A. Donesa  
*Counsel to the Ranking Member*

1015 Longworth House Office Building  
Washington, D.C. 20515-6328  
Telephone: (202) 225-7103  
Facsimile: (202) 225-7392

September 13, 2019

Mr. Jared Henderson  
Office of the Honorable TJ Cox  
1728 Longworth House Office Building  
Washington, DC 20515

Dear Mr. Henderson:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Sacramento, California, scheduled for September 16 to 18, 2019, sponsored by National Biodiesel Foundation and the National Biodiesel Board. We remind you that, because the trip sponsor employs a federal lobbyist, you may participate in officially-connected activity on one calendar day only.

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,

Handwritten signature of Theodore E. Deutch in blue ink.

Theodore E. Deutch  
Chairman

Handwritten signature of Kenny Marchant in blue ink.

Kenny Marchant  
Ranking Member

TED/KM:mso

**Attachment A  
House Staff Invited**

Each House invitee was invited because he/she works for a member of Congress who serves on a committee with oversight of energy, agriculture and/or environmental issues.

<b>Last Name</b>	<b>First Name</b>	<b>Title</b>	<b>Member Last Name</b>	<b>Member First Name</b>	<b>State</b>
Norton	Philip	Field Representative	Bera	Ami	CA
Henderson	Jared	Legislative Director	Cox	TJ	CA
Lovell	Christian	Legislative Assistant	DeLauro	Rosa	CT
Gail	Jessica	Communications Director	Finkenauer	Abby	IA
Bezruki	Steffanie	Legislative Assistant	Finkenauer	Abby	IA
Sidle	Logan	District Rep. & Press Aid	Garamendi	John	CA
Borja	Anaïs	Legislative Assistant	Peters	Scott	CA
De Lauro	Mallory	District Dir. & Foreign Affairs Advisor	Swalwell	Eric	CA
Penalva-Arana	Carolina	Policy Advisor	Takano	Mark	CA
Ayala	Maira	Constituent Services Representative	Thompson	Michael	CA
Bentham	Nate	Legislative Assistant	Thompson	Michael	CA
Chang	Shao	Constituent Services Representative	Thompson	Michael	CA
Connor	Crozer	Legislative Assistant	Thompson	Michael	CA
Dodge	Suzanne	Brookings Institution Legislative Congressional Fellow	Thompson	Michael	CA
Gale	Stephen	District Representative	Thompson	Michael	CA
Goedke	Jennifer	Deputy Chief of Staff	Thompson	Michael	CA
Golding	Ishaan	Scheduler	Thompson	Michael	CA
Griffith	Mitchell	Wounded Warrior Program Fellow	Thompson	Michael	CA
Hermosillo	Rebecca	Senior Field Representative	Thompson	Michael	CA
Macfarlane	Alex	Communications Director	Thompson	Michael	CA
Onorato	Brad	Deputy Chief of Staff	Thompson	Michael	CA
Ornstein	Nick	Legislative Correspondent	Thompson	Michael	CA
Orpilla	Mel	District Senior Representative	Thompson	Michael	CA
Roberts	Becca	Constituent Services Representative	Thompson	Michael	CA
Rodriguez	Andrea	Field Representative	Thompson	Michael	CA
Van Tassell	Melanie	Chief of Staff	Thompson	Michael	CA
Wheatley	Miriam	Senior Counsel, Tax and Economic Policy	Thompson	Michael	CA
Wysocky	Jess	Staff Assistant	Thompson	Michael	CA
Young	Cora	District Veterans Liaison/Field Rep.	Thompson	Michael	CA
Zirngibl	Wendy	Fellow	Thompson	Michael	CA
Clark	Robert	Legislative Correspondent	Matsui	Doris	CA
Corcoran	Glenda	District Director	Matsui	Doris	CA
Damato	Alex	Legislative Director	Matsui	Doris	CA
Dierkes	Joan	Executive Assistant	Matsui	Doris	CA
Edelman	McKinley	Operations Director	Matsui	Doris	CA
Hattori	Harriet	Staff Assistant	Matsui	Doris	CA
Herrera	Gabriela	Field Representative/Caseworker	Matsui	Doris	CA
Linsey	Ryan	Staff Assistant	Matsui	Doris	CA
McCauley	Christina	Legislative Assistant/Health Policy Adviser	Matsui	Doris	CA
Morse	Kyle	Communications Director	Matsui	Doris	CA

Pavlovich	Natasha	Field Representative/Caseworker	Matsui	Doris	CA
Richardson	Emily	Senior Legislative Assistant	Matsui	Doris	CA
Stiles	Meaghan	Field Representative/Caseworker	Matsui	Doris	CA
Victor	Kyle	Chief of Staff	Matsui	Doris	CA
Ahmed	Ahdel	Field Representative	McNerney	Gerald	CA
Alioto	Nicole	Chief of Staff	McNerney	Gerald	CA
Alva	Alisa	District Director	McNerney	Gerald	CA
Cannon	Nikki	Communications Director	McNerney	Gerald	CA
Jones	Trevor	Scheduler/Legislative Correspondent	McNerney	Gerald	CA
Matt	Svetlana	Legislative Assistant	McNerney	Gerald	CA
Ornelas	Chiakis	Constituent Services Director	McNerney	Gerald	CA
Owen	Emily	District Scheduler	McNerney	Gerald	CA
Prost	Gary	Senior Field Representative	McNerney	Gerald	CA
Ramos	Tito	Constituent Services Representative	McNerney	Gerald	CA
Rico	Catalina	Staff Assistant	McNerney	Gerald	CA
Roe	Exodie	Senior Legislative Assistant	McNerney	Gerald	CA
Sahgal	Rishi	Legislative Director	McNerney	Gerald	CA
Stoever	Mike	Legislative Assistant	McNerney	Gerald	CA
Valle-Riestra	Jenna	Staff Assistant	McNerney	Gerald	CA
Boggs	Maddy	Legislative Correspondent	Eshoo	Anna	CA
Brady	Michael	Press Secretary	Eshoo	Anna	CA
Chapman	Karen	District Chief of Staff	Eshoo	Anna	CA
Cohen	Andrew	Staff Assistant	Eshoo	Anna	CA
Fybel	Rachel	Senior Adviser, Health Policy	Eshoo	Anna	CA
Henshall	Eric	Legislative Assistant	Eshoo	Anna	CA
Kim	Patty	District Deputy Chief of Staff	Eshoo	Anna	CA
Lopez	Baltazar	Senior Field Representative	Eshoo	Anna	CA
Malmberg	Alice	Staff Assistant	Eshoo	Anna	CA
McMurray	Matt	Chief of Staff	Eshoo	Anna	CA
Ramzanali	Asad	Senior Adviser, Technology Policy	Eshoo	Anna	CA
Ream	Anne	Senior Field Representative	Eshoo	Anna	CA
Seidman	Marla	Field Representative	Eshoo	Anna	CA
Shah	Noor	Scheduler/Executive Assistant	Eshoo	Anna	CA
Yu	Crystal	Field Representative	Eshoo	Anna	CA
Alcott	Brooklyn	Staff Assistant	Panetta	Jimmy	CA
Andrus	Carly	Staff Assistant	Panetta	Jimmy	CA
Assini	John	Legislative Assistant	Panetta	Jimmy	CA
Bailey	Joel	Chief of Staff	Panetta	Jimmy	CA
Chavez	Carina	District Deputy Director	Panetta	Jimmy	CA
Davey	Sarah	Press Secretary	Panetta	Jimmy	CA
Dennin	Mark	Legislative Assistant	Panetta	Jimmy	CA
Garcia	Emmanuel	Aide	Panetta	Jimmy	CA
Hernandez	Jorge	U.S. Marine Corps Congressional Fellow	Panetta	Jimmy	CA
Lee	Kathleen	District Director	Panetta	Jimmy	CA
Manning	Matt	Legislative Director	Panetta	Jimmy	CA
Mehta	Riya	Legislative Assistant	Panetta	Jimmy	CA
Moon	Katie	Staff Assistant	Panetta	Jimmy	CA
Mulka	Stephanie	Scheduler	Panetta	Jimmy	CA

Munoz	Bertha	Aide	Panetta	Jimmy	CA
Perepelyuk	Marina	Aide	Panetta	Jimmy	CA
Sellers	Josh	Congressional Aide	Panetta	Jimmy	CA
Vitale	Austin	Legislative Correspondent	Panetta	Jimmy	CA
Blackney	Mark	Field Representative	Nunes	Devin	CA
Foley	Ian	Legislative Director	Nunes	Devin	CA
Fowler	Kendra	Constituent Correspondence Director	Nunes	Devin	CA
Headrick	Terrie	Constituent Liaison	Nunes	Devin	CA
Henderson	Nicky	Special Projects Coordinator	Nunes	Devin	CA
Kugler	Rebecca	Media Assistant	Nunes	Devin	CA
Langer	Jack	Communications Director	Nunes	Devin	CA
Lewis	Katherine	Legislative Aide	Nunes	Devin	CA
Mizner	Jake	Field Representative	Nunes	Devin	CA
Morrow	Jennifer	Scheduler	Nunes	Devin	CA
Plank	Jilian	Chief of Staff	Nunes	Devin	CA
Ragan	Crystal	District Director	Nunes	Devin	CA
Semoes	Melissa	Constituent Services Director	Nunes	Devin	CA
Wagner	Mattheus	Legislative Aide	Nunes	Devin	CA
Cheng	Becky	District Director	Chu	Judy	CA
Desai	Sonali	Legislative Director	Chu	Judy	CA
Giammarella	Alyssa	Scheduler	Chu	Judy	CA
Hamilton	Ellen	Senior Legislative Assistant	Chu	Judy	CA
Horton	Jonathan	Staff Assistant	Chu	Judy	CA
Jacobs	Lauren	Constituent Services Representative	Chu	Judy	CA
Lee	Cindy	Constituent Services Representative	Chu	Judy	CA
Mathur	Rricha	Legislative Counsel	Chu	Judy	CA
Menefee-Libey	Nell	Staff Assistant	Chu	Judy	CA
Plake	Lindsay	District Scheduler	Chu	Judy	CA
Plan	Maile	Field Representative/Caseworker	Chu	Judy	CA
Robles	Enrique	District Deputy Director	Chu	Judy	CA
Shim	Linda	Chief of Staff	Chu	Judy	CA
Silberberg	David	Legislative Aide	Chu	Judy	CA
Suarato	Ben	Press Secretary/Communications Dir.	Chu	Judy	CA
De Lara	Pablo	Constituent Services Specialist	Cardenas	Antonio	CA
Franco	Miguel	Chief of Staff	Cardenas	Antonio	CA
Galloway	Meghann	Legislative Counsel	Cardenas	Antonio	CA
Gonzalez	Lea	Field Representative	Cardenas	Antonio	CA
Kolb	Devin	Scheduler/Legislative Aide	Cardenas	Antonio	CA
LaSalle	Kenny	Legislative Assistant	Cardenas	Antonio	CA
Marquez	Gabriela	District Director	Cardenas	Antonio	CA
Oo	Olivia	Legislative Assistant	Cardenas	Antonio	CA
Ramirez	Osvaldo	Constituent Services Specialist	Cardenas	Antonio	CA
Rodriguez	Christina	Aide	Cardenas	Antonio	CA
Serrano	Jaqueline	Legislative Assistant	Cardenas	Antonio	CA
Thatte	Tejasi	Deputy Chief of Staff/Legislative Director	Cardenas	Antonio	CA
Vergara	Michelle	Field Representative	Cardenas	Antonio	CA
Zaragoza	Patricia	Staff Assistant	Cardenas	Antonio	CA
Arnowitz	Charlie	Senior Legislative Assistant	Gomez	Jimmy	CA

Chavez	Rolando	Staff Assistant	Gomez	Jimmy	CA
Chow	Steven	Field Deputy	Gomez	Jimmy	CA
Cohen	Noah	Staff Assistant	Gomez	Jimmy	CA
Cortez	Marcella	District Director	Gomez	Jimmy	CA
Gama	Roberto	Senior Field Deputy	Gomez	Jimmy	CA
Guerrero	Bertha	Chief of Staff	Gomez	Jimmy	CA
Harris	Eric	Communications Director	Gomez	Jimmy	CA
Martirosyan	Maria	Legislative Correspondent	Gomez	Jimmy	CA
Muro	Cindy	Caseworker	Gomez	Jimmy	CA
Negatu	Samuel	Legislative Director	Gomez	Jimmy	CA
Nielsen	Michael	Senior Case Manager	Gomez	Jimmy	CA
Rios Jasso	Diana	Legislative Aide	Gomez	Jimmy	CA
Santa Cruz	Daniel	Digital Content Manager	Gomez	Jimmy	CA
Carlstrom	Peter	Field Representative	Ruiz	Raul	CA
Davis	Lisa	Constituent Services Director	Ruiz	Raul	CA
Del Monico	Tim	Chief of Staff	Ruiz	Raul	CA
Doty	Erin	Legislative Director	Ruiz	Raul	CA
Heasley	Lauren	Scheduler	Ruiz	Raul	CA
Keplinger	Patrick	District Representative	Ruiz	Raul	CA
Lopez	Jackie	District Director	Ruiz	Raul	CA
O'Keefe	Kelly	Legislative Correspondent	Ruiz	Raul	CA
Partida	Deyssi	Caseworker	Ruiz	Raul	CA
Porroa	Ivelisse	Legislative Assistant	Ruiz	Raul	CA
Quintas	Hernan	District Deputy Director	Ruiz	Raul	CA
Rubin	Isaac	Press Secretary	Ruiz	Raul	CA
Sandoval-Uribe	Alexis	Congressional Hispanic Caucus Institute Fellow	Ruiz	Raul	CA
Strizak	Alexander	District Scheduler/Staff Assistant	Ruiz	Raul	CA
Weller	Blake	Wounded Warrior Program Fellow	Ruiz	Raul	CA
Yager	Austin	Legislative Assistant	Ruiz	Raul	CA
Abbott	Jake	Legislative Correspondent	Sanchez	Linda	CA
Centeno	Crystal	Office Manager/Scheduler	Sanchez	Linda	CA
Cordova	Jonathan	Staff Assistant	Sanchez	Linda	CA
Duque	Angelica	Staff Assistant	Sanchez	Linda	CA
Estrada	Yvette Shahinian	District Director	Sanchez	Linda	CA
Kiedrowicz	Melissa	Legislative Director	Sanchez	Linda	CA
Manzo	Alfonso	Field Representative	Sanchez	Linda	CA
Nagy	Steven	Caseworker/Field Representative	Sanchez	Linda	CA
Ortiz	Griselda	Senior Field Representative	Sanchez	Linda	CA
Rangel	Juan	Legislative Assistant	Sanchez	Linda	CA
Rumley	Matt	Casework Manager	Sanchez	Linda	CA
Silverton-Peel	Oliver	Scheduler	Sanchez	Linda	CA
Sulkala	Lea	Chief of Staff	Sanchez	Linda	CA
Willming	Cody	Legislative Assistant	Sanchez	Linda	CA
Brown	Norchelle	Policy Assistant	Barragan	Nanette	CA
Camacho	Patricia	Caseworker	Barragan	Nanette	CA
Carrillo	Francisco	District Director	Barragan	Nanette	CA
Cid	Gabriela	Field Representative	Barragan	Nanette	CA

Hardie	Gary	Policy Adviser	Barragan	Nanette	CA
Harmon	Tess	Caseworker	Barragan	Nanette	CA
Izaak	Joshua	Senior Policy Counsel	Barragan	Nanette	CA
Jackson	Jenae	Executive Assistant/Scheduler	Barragan	Nanette	CA
Lopez	Francisco	Staff Assistant	Barragan	Nanette	CA
Ortega	Kim	Social Media Press Assistant	Barragan	Nanette	CA
Pacheco	Ricardo	Legislative Assistant	Barragan	Nanette	CA
Primus	Robert	Chief of Staff	Barragan	Nanette	CA
Rodriguez	Ernesto	Legislative Director	Barragan	Nanette	CA
Rojas	Clarissa	Press Secretary	Barragan	Nanette	CA
Bercovitch	Jason	Field Representative	Peters	Scott	CA
Borja	Anais	Senior Legislative Assistant	Peters	Scott	CA
Brown	Baillee	Legislative Assistant	Peters	Scott	CA
Galloway	Kiera	Constituent Services Director	Peters	Scott	CA
Hernandez	Juan	Wounded Warrior Program Fellow/Field Rep.	Peters	Scott	CA
La Capra	Quin	Digital Media Director	Peters	Scott	CA
Magee	Erin	District Scheduler/Field Representative	Peters	Scott	CA
McHale	Sterling	Legislative Director	Peters	Scott	CA
Nguyen	Anthony	District Director	Peters	Scott	CA
Pintar	MaryAnne	District Chief of Staff	Peters	Scott	CA
Pun	Arlene	Staff Assistant/Legislative Aide	Peters	Scott	CA
Solis	Cesar	Field Representative	Peters	Scott	CA
Spieker	Martha	Press Secretary	Peters	Scott	CA
Stern	Hannah	Scheduler/Legislative Aide	Peters	Scott	CA
Sugarman	Elise	Legislative Correspondent/Legislative Aide	Peters	Scott	CA
Zawitoski	Daniel	Chief of Staff	Peters	Scott	CA
Decker	Paige	Member Services and Coalition Director	Committee on Ways and Means		
Prost	Gary	Senior Field Representative	McNerney	Jerry	CA
Kalyanam	Aruna	Deputy Chief Tax Counsel	Committee on Ways and Means		

## ATTACHMENT B

**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:**

**National Biodiesel Foundation** works closely with the National Biodiesel Board to address issues affecting the nation -- cleaner air, greater economic development for rural communities, and enhanced national security through energy independence. Organized in 1994, the Foundation's mission is to accomplish outreach, education, research and demonstration activities for the advancement of biodiesel. The National Biodiesel Foundation is the primary tour sponsor and has overall responsibility for planning, organizing, and implementing the tour.

**National Biodiesel Board** is a membership organization comprised of state, national, and international feedstock and feedstock processor organizations, biodiesel suppliers, fuel marketers and distributors, and technology providers. This group works to create sustainable biodiesel industry growth through education, communication, governmental affairs, and technical and quality assurance programs. The National Biodiesel Board assisted with coordinating the tour and will serve as host/presenter. Their lobbyist had no more than *de minimis* involvement in the planning, organizing, requesting, or arranging the trip.

ATTACHMENT C

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

<b>Good Faith Estimates</b>	<b>Total Transportation Expenses per Participant</b>	<b>Total Lodging Expenses per Participant</b>	<b>Total Meal Expenses per Participant</b>
For each Member, Officer, or Employee	Wash.DC travel: \$600 plane & \$70 airport shuttle  District travel: \$0.58/mile  All: \$70 tour bus	\$358 (\$179/night for non/local travel)	\$154 - 1 full & 2 travel days  \$66 - district office staff





## 2019 California Biodiesel Congressional Tour

### Sustainable Biodiesel: Improving the Environment & Economy

#### MONDAY, SEPTEMBER 16

Early Evening: Guests/Staffers arrive at the Sheraton Grand Sacramento Hotel, 13<sup>th</sup> & J, Sacramento, CA 95814 916 447-1700

#### TUESDAY, SEPTEMBER 17

- 8 a.m. **Breakfast:** Bondi Meeting Room, Sheraton Grand SAC Hotel: 13<sup>th</sup> & J, Sacramento, CA 95814
- 8:30 a.m. to 11:30 am Participants stay in the Sheraton Grand Hotel meeting room for the following presentations:
- 8:30 a.m. **Welcome and Introductions**  
*Danielle Brannan, Director, National Biodiesel Foundation and New Leaf Biodiesel, San Diego and Tom Verry, Executive Director National Biodiesel Foundation*
- 8:45 a.m. **Biomass U.S. Industry Overview**  
*Paul Winters, National Biodiesel Board's Director of Public Affairs and Federal Communications*  
Mr. Winters will provide an industry update, biomass diesel basics, compare and contrast renewable diesel versus biodiesel, and myths and facts of biomass diesel.
- 9:15 a.m. **CA Biomass Diesel Overview**  
*Harry Simpson, President and CEO, CA Advanced Biofuels Alliance and Crimson Renewable Energy, Bakersfield, CA*  
Mr. Simpson will provide an overview of the California biomass diesel market and discuss why CA is the country's largest biomass diesel market.
- 9:45 a.m. **BREAK**
- 10:00 a.m. **California Low Carbon Fuel Standard (LCFS)**  
*Floyd Vergara, Division Chief, Industrial Strategies Division, California Air Resources Board*  
Mr. Vergara will provide an overview of the CA Low Carbon Fuel Standard and the role biomass diesel plays in helping to meet the goals of the LCFS.
- 10:30 a.m. **California's Energy Resources and Biomass Capacity**  
*Tim Olson, Energy & Fuels Program Manager, California Energy Commission*  
Mr. Olson will provide an overview of California's energy resources including biomass diesel capacity in the state and the opportunity to grow that capacity.
- 11:00 a.m. **Marketing Biomass Diesel in California**  
*Nathan Crum, Executive Vice President, Valley Pacific Petroleum Services*  
Mr. Crum will discuss the challenges and opportunities of marketing biomass diesel in California.
- 11:30 p.m. **Depart for Sacramento County Fleet Management Headquarters, 4001 Branch Center Road, Sacramento, CA 95827**

12:00 pm. - 2:30 p.m.   **Lunch & Presentations at Sacramento County Fleet Management Headquarters** 4001 Branch Center Rd, Sacramento, CA 95827 916 206-2911

12:30 p.m.                   **Fleet Presentations and Tour Sacramento County Fleet Services Facility**  
The following fleet representatives will present on their use of renewable diesel and the importance of the Biodiesel Tax Credit and Low Carbon Fuel Standard is to their fleet operations.

- Robert Myers, Chief of Equipment Division, Caltrans.
- Keith Leech, Chief, Fleet Services & Parking Enterprise, Sacramento Co.
- Mark Stevens, Fleet Manager, City of Sacramento
- Conor Peterson, Shared Services Analyst, SACOG
- Richard E. Battersby, Assistant Director of Public Works, City of Oakland
- Tim Taylor, Executive Director, Sacramento Clean Cities

Sacramento County Fleet Manager, Keith Leech will host a tour of their vehicle maintenance facility. Sacramento County Fleet consists of 2,300 vehicles that are fueled with a mix of alternative fuels including renewable diesel and has been recognized as one of the ‘greenest’ fleets in the country.

2:30 p.m.                   **Depart for Sacramento Rendering Company, 11350 Keifer Blvd., Sacramento, CA 95830 916 363-4821**

3:00 p.m. - 4:30 p.m.   **Tour Sacramento Rendering Company**  
*Sacramento Rendering Company, President, Mike Koewler* will host a tour of the SRC facility. Sacramento Rendering Company (SRC) accepts and processes (renders) waste materials from supermarkets, butcher shops, restaurants, feedlots, ranches and dairies. SRC takes waste grease from restaurants and other sources that would otherwise be discarded and recycles the grease into biomass diesel and other value-added products.

4:30 p.m.                   **Depart Sacramento Rendering Company for Hotel**

5:00 p.m.                   **Arrive at Hotel for a break, prepare for dinner & wrap up**

6:00 p.m.                   **Depart Hotel for Dinner at Frank Fats, 806 L Street, Sacramento, 95814**  
Participants meet in hotel lobby to walk to Frank Fats Restaurant.

6:30 p.m. – 8 p.m.       **Dinner & Wrap Up Session, at Frank Fats, 916-442-7092**  
Led by Tom Verry, Foundation Executive Director, the Sustainability Tour will conclude with a Q&A session with tour participants and staff. This will be the time for participants to answer all their questions, discuss the day’s events and get one-on-one time with biodiesel experts

### **WEDNESDAY, SEPTEMBER 18**

8 a.m.                      **Depart for Sacramento International Airport**