



# 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: Tiffany Guarascio
2. a. Name of Accompanying Relative: \_\_\_\_\_ OR None   
 b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: 2/17/20 Return: 2/21/20  
 b. Dates at Personal Expense, if any: \_\_\_\_\_ OR None
4. Departure City: Washington DC Destination: Berlin, Germany Return City: Washington DC
5. Sponsor(s), Who Paid for the Trip: Global Women's Innovation Network (GlobalWIN)
6. Describe Meetings and Events Attended: Meetings with political and industry reps to discuss German politics of the day, as well as issues such as digitization/digital policy, innovation, privacy and data protection, telecomm (5G)
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: \_\_\_\_\_

OFFICE OF THE CLERK  
U.S. HOUSE OF REPRESENTATIVES  
2020 MAR 05 PM 3:54  
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: 3/6/20

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: Frank Pallone, Jr Date: 3/6/2020  
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: Global Women's Innovation Network

2. Travel Destination(s): Berlin, Germany

3. Date of Departure: Monday, February 17, 2020 Date of Return: Friday, February 21, 2020

4. Name(s) of Traveler(s): Melanie Egorin, Katie Drew Grant, Tiffany Guarascio, Christine Heggem, Olivia Hnat

*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	\$1,299.53	\$437.43	\$423.34	
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: February 27, 2020

Name: Helen Milby Title: Co-Founder/Executive Director

Organization: Global Women's Innovation Network

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

Address: 233 Pennsylvania Avenue, SE Washington, DC 20003

Telephone: 202-548-0021 Email: andrea@mietusevents.com

*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: Tiffany Guarascio

2. Sponsor(s) who will be paying for the trip: Global Women's Innovation Network (GlobalWIN)

3. City and State OR Foreign Country of Travel: Berlin, Germany

4. a. Date of Departure: February 17, 2020 Date of Return: February 21, 2020

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:

\_\_\_\_\_  
\_\_\_\_\_

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 Deputy Staff Director of E&C - I work on and oversee a range of issues on the agenda of this trip, including tech and privacy policy, telecom infrastructure, environmental policy and other innovation-driven fields.

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 *For P. King*

Date 1/3/2020

RECEIVED  
2120 JAN 08  
PM 1:32  
COMMITTEE ON ETHICS



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 website ([ethics.house.gov](http://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: Global Women's Innovation Network (GlobalWIN)

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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 attached

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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: Monday, February 17, 2020 Date of Return: Friday, February 21, 2020
7. a. City of departure: Washington, DC  
b. Destination(s): Berlin, Germany  
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: \_\_\_\_\_



U.S. House of Representatives

# COMMITTEE ON ETHICS

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 attached

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): The estimated cost per day will be less than or equal to the \$108, based on the State Department per diem.
    - 2) Provide the reason for selecting the location of the event or trip: Berlin is one of the fastest growing startup ecosystem in the world. There is significant entrepreneurial activity which is why GlobalWIN chose Berlin.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Sofitel Berlin Kurfurstendamm City: Berlin Cost Per Night: \$170.00  
Reason(s) for Selecting: Selected due to availability, group rate and proximity to meeting locations
- 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	\$1,500.00	\$510.00	\$486.00
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: 12/3/19

Name: Heien Milby

Title: Executive Director

Organization: Global Women's Innovation Network

Address: 233 Pennsylvania Avenue, SE

Telephone: 202-548-0021

Email: andrea@mietusevents.com

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

February 12, 2020

Ms. Tiffany Guarascio  
Committee on Energy & Commerce  
2125 Rayburn House Office Building  
Washington, DC 20515

Dear Ms. Guarascio:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Germany,<sup>1</sup> scheduled for February 17 to 21, 2020, sponsored by Global Women's Innovation Network.

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.

Because the trip may involve meetings with foreign government representatives, we note that House employees may accept, under the Foreign Gifts and Decorations Act (FGDA), gifts "of minimal value [currently \$390] tendered as a souvenir or mark of courtesy" by a foreign government. Any tangible gifts valued in excess of minimal value received from a foreign government must, within 60 days of acceptance, be disclosed on a Form for Disclosing Gifts from Foreign Governments and either turned over to the Clerk of the House, or, with the written approval of the Committee, retained for official use.

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<sup>1</sup> Please be aware that the Committee's review of the proposed trip does not extend to either the security situation in the destination country or security related to foreign travel in general. We recommend you contact the Sergeant at Arms (SAA) for a safety and security briefing prior to your departure. SAA may be reached at (202) 226-2044 or [ohsstaff@mail.house.gov](mailto:ohsstaff@mail.house.gov). House travelers should also register for the U.S. State Department's Smart Traveler Enrollment Program at <https://step.state.gov>.

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

Sincerely,



Theodore E. Deutch  
Chairman



Kenny Marchant  
Ranking Member

TED/KM:jeb





# Global Women's Innovation Network

233 Pennsylvania Ave SE, 2<sup>nd</sup> Floor, Washington, DC 20003

November 25, 2019

Tiffany Guarascio  
Deputy Staff Director  
House Committee on Energy and Commerce  
U.S. House of Representatives  
Via Email

Dear Ms. Guarascio,

The Global Women's Innovation Network (GlobalWIN) invites you to join us for a delegation trip to Berlin, Germany. We will depart from Washington, DC on Monday, April 17<sup>th</sup>, and programming will begin late morning Tuesday, April 18<sup>th</sup> upon our arrival, followed by two full days of government meetings, panel discussions and policy roundtables, before departing Berlin to return to Washington, DC on the morning of February 21<sup>st</sup>. Although we are in the planning stages of this trip, we are in the process of confirming meetings with government officials, their staff members, as well as sessions with corporate executives to discuss Trans-Atlantic issues, such as privacy and data protection, the political landscape in Germany and EU, trade, energy and transportation policy, female leadership, and innovation in tech. Your work on these topics will be a great asset to our delegation.

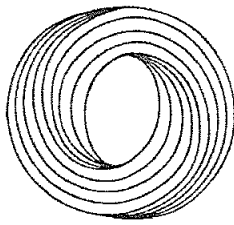
GlobalWIN was founded in 2009 as an educational, nonpartisan 501(c)(3) non-profit organization. With honorary co-chairs Senator Shelley Moore Capito (R-WV), Senator Maggie Hassan (D-NH), Congresswoman Martha Roby (AL-02) and Congresswoman Debbie Wasserman Schultz (FL-23), GlobalWIN provides a dynamic forum for women executives and thought leaders in academia, government, and business who are passionate about innovation and its potential to advance critical policy issues. GlobalWIN is dedicated to helping women in these fields and related policy debates by providing opportunities to: 1) recognize their contributions to innovation and related policy debates; 2) share their views & engage publicly; 3) access resources that might not otherwise be readily available to accomplish these objectives; 4) broaden their network across areas of expertise and beyond our borders.

GlobalWIN offers to cover your travel and meal expenses related to the trip, in compliance with the rules under House ethics laws. For background, we have a record of successful Congressional staff delegation trips, including London in 2013, Brussels in 2014, and Dublin in 2015, New York City in 2016, London in 2017, and Paris in 2018, and London in 2019.

**To ensure submission of ethics materials to the appropriate committees by Monday, January 20<sup>th</sup>, please let us know at your earliest convenience if you are interested in participating by calling our office at 202-548-0021, or by sending an email to our Program Director, Tizzy Brown at [tizzy@helenmilby.com](mailto:tizzy@helenmilby.com).**

Sincerely,

Helen Milby  
Executive Director, GlobalWIN



# Global Women's Innovation Network

PRIMARY TRIP SPONSOR FORM  
GlobalWIN House Staff Delegation Trip  
Berlin, Germany

Monday, February 17, 2020- Friday, February 21, 2020

## Question 4

GlobalWIN Staff Delegation Invitees

*With the hopes of confirming a group of 10-12 House staffers, GlobalWIN reached out to many senior female staff in both Republican and Democratic Offices with wide-ranging work portfolios. Each of these staffers was chosen based on the range of issues that they work on, including issues related to tech policy, transatlantic trade, telecommunications infrastructure, environmental policy, entrepreneurship and small business investment and other innovation-driven fields. They were also chosen as examples of women in leadership on Capitol Hill.*

FIRST	LAST	TITLE	OFFICE
Liz	Amster	Chief of Staff	Office of Rep. Kathleen Rice
Wendy	Anderson	Chief of Staff	Office of Rep. Val Demings
Keenan	Austin Reed	Chief of Staff	Office of Rep. Donald McEachin
Jen	Barblan	Chief Counsel	House Subcommittee on Oversight and Investigations
A.J.	Brown	Counsel to the House Subcommittee on Communications and Technology	House Energy & Commerce Committee
Jackie	Burns	Communications Director	Office of Rep. Mikie Sherrill
Caroline	Buyak	Senior Legislative Assistant	Office of Rep. Martha Roby
Rebecca	Card	Deputy Chief of Staff	Office of Rep. Robert Latta
Shana	Chandler	Chief of Staff	Office of Rep. Adam Smith
Lisa	Cohen	Chief of Staff	Office of Rep. Diane DeGette
Alexis	Covey-Brandt	Chief of Staff	Office of House Majority Leader Steny Hoyer
Jen	Daulby	Staff Director	House Committee on House Administration
Carla	DiBlasio	Health Counsel	House Subcommittee on Health

<b>FIRST</b>	<b>LAST</b>	<b>TITLE</b>	<b>OFFICE</b>
Michelle	Dorothy	Chief of Staff	Office of Rep. Chrissy Houlahan
Melanie	Egorin	Deputy Staff Director	House Subcommittee on Health
Cari	Fike	Legislative Director	Office of Rep. Gary Palmer
Courtney	Fogwell	Legislative Director/Deputy Chief of Staff	Office of Rep. Debbie Mucarsel-Powell
Caitlin	Frazer	DCOS/LD	Office of Rep. Chrissy Houlahan
Shuwanza	Goff	Director of Legislative Operations	Office of Rep. Steny Hoyer
Rachael	Goldenberg	Chief of Staff	Office of Rep. Josh Harder
Katie	Grant	Senior Advisor	House Majority Leader Steny Hoyer
Hana	Greenberg	Chief of Staff	Office of Rep. Ron Kind
Tiffany	Guarascio	Deputy Staff Director	House Committee on Energy and Commerce
Christine	Heggem	Chief of Staff	Office of Rep. Greg Gianforte
Liz	Hittos	Chief of Staff	Office of Rep. Gus Bilirakis
Olivia	Hnat	Deputy Chief of Staff	Office of Rep. Cathy McMorris Rodgers
Victoria	Honard	Senior Policy Advisor	Office of Rep. Suzan DelBene
Rachel	Huggins	Legislative Director	Office of Rep. Mike Burgess
Paige	Hutchinson	Chief of Staff	Office of Rep. Colin Allred
Angeline	Jabbar	Legislative Director	Office of Rep. Stacey Plaskett
Tasia	Jackson	Chief of Staff	Office of Rep. Hakeem Jeffries
Ashley	Jones	Member Outreach Director	Office of Rep. Ben Ray Lujan
Mara	Kunin	Chief of Staff	Office of Rep. Angie Craig
Mela	Louis Norman	Chief of Staff	Office of Rep. Elissa Slotkin
Laura	Lyon	Senior Legislative Assistant	Office of Rep. Van Taylor
Mary	Martin	Chief Counsel	Energy & Environment Subcommittees
Svetlana	Matt	Legislative Assistant	Office of Rep. Jerry McNerney
Christina	McCauley	Health Policy Advisor	Office of Rep. Doris Matsui
Erin	McMenamin	Senior Legislative Assistant	Office of Rep. Susan Brooks

FIRST	LAST	TITLE	OFFICE
Katie	Meyer-Simeon	Senior Policy Advisor	Office of House Minority Leader Kevin McCarthy
Emily	Michael	Legislative Director	Office of Rep. Morgan Griffith
Megan	Miller	Chief of Staff	Office of House Minority Whip Steve Scalise
Danielle	Most	Deputy Chief of Staff/Counsel	Office of Rep. Elissa Slotkin
Sarah	Moxley	Staff Director	House Subcommittee on Cybersecurity, Infrastructure, Protection, and Innovation
Elaina	Murphy	Legislative Aide	Office of Rep. Brett Guthrie
Melissa	Murphy	Chief of Staff	Office of Rep. David Rouzer
Kate	O'Connor	Chief Counsel	House Subcommittee on Communications and Technology, Energy & Commerce Committee
Nancy	Pack	Deputy Chief of Staff	Office of Rep. Will Hurd
Ashli	Palmer	Director of Floor Operations	Office of Majority Whip Jim Clyburn
Tracie	Pough	Chief of Staff	Office of Debbie Wasserman Schultz
Rachel	Rathore	Legislative Director	Office of Rep. Bob Latta
Angeline	Riesterer	Communications Director	Office of Rep. Jaime Herrera Beutler
Jean	Roehrenbeck	Chief of Staff	Office of Rep Mike Sherill
Megan	Savage	Chief of Staff	Office of Rep. Susan Brooks
Brooke	Scannell	Chief of Staff	Office of Rep. Katherine Clark
Kristin	Seum	Health Policy Advisor	House Energy & Commerce Committee
Charlyn	Stanberry	Chief of Staff	Office of Rep. Yvette Clarke
Elizabeth	Stanley	Chief of Staff	Office of Rep. Nita Lowey
Allison	Sulier	Chief of Staff	Office of Rep. Sharice Davids
Sophie	Trainor	Legislative Director	Office of Rep. Brett Guthrie
Nicole	Varner	Legislative Director	Office of Rep. Marc Veasey
Ella	Yates	Coalitions Director	Judiciary Ranking Member Doug Collins

## GlobalWIN Berlin House Staff Delegation Trip Itinerary\*

\*Subject to change – as of December 2, 2019

Monday, February 17, 2020

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- 2:42 PM United Flight # 4911 Depart Washington DCA
- 4:18 PM United Flight # 4911 Arrive Newark Liberty International Airport EWR
- 6:05 PM United Flight # 962 Depart Newark Liberty International Airport EWR

Tuesday, February 18

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7:55 AM United Flight # 962 Arrive Berlin -Tegal Airport TXL

9:45 AM Depart Airport following customs

Drive time 20 minutes

10:00 AM Germany in the 20<sup>th</sup> Century: The Lasting Impact of WWII and the Berlin Wall  
11:30 AM

**Overview:** It is impossible to talk about the German system of government or Germany's relationship to power and EU without understanding the historical context of Germany's role in WWII and Berlin's Cold War legacy. While Berlin is now a city bustling in technological innovation, the country is still divided in its rate of growth, which can largely be attributed to the East-West divide. Here, we will and receive a guided tour from one of Germany's foremost historians of the Topography of Terror, in order to understand that context.

Drive time 15 minutes

12:00 PM Lunch Discussion: The Foundation of German Politics, featuring Dominik Meier,  
1:30 PM Owner and Managing Director of Miller & Meier Consulting

**Overview:** Our guest speaker is Dominik Meier, Owner and Managing Director of one of Europe's leading owner-controlled consultancy Miller & Meier Consulting, and Chairman of the German Association of Political Consultants. In his widely reviewed book *Power and its Logic: Mastering Politics*, Meier advances the thesis that there is just one kind of power and one set of rules for using it effectively and responsibly. Through his over 20 years of hands-on experience at the center of German politics, Meier will provide context of Germany's historical political foundations, the current state of German politics, and how Germany works with the EU.

Drive time 15 minutes

2 :00 PM Political Polling and Analysis from the Konrad-Adenauer Stiftung  
3:30 PM

**Overview:** Konrad-Adenauer Stiftung is the Foundation for the Christian Democratic Party, Germany's Ruling Party and the Party of Chancellor Angela Merkel. At a national and international level, they promote peace, freedom and justice through political education. The consolidation of democracy, the promotion of European integration, the intensification of transatlantic relations and development cooperation are our particular concerns. As a think tank and consulting agency, they develop scientific foundations and current analyzes for political action. The Foundation's Academy in Berlin is the forum for dialogue on issues relevant to the future between politics, business, church, society and science.

4:00 pm Check in Sofitel Berlin Kurfurstendamm

## Tuesday, February 18, 2020

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**5:00 PM**                      **Welcome Reception ft. Thaima Samman and Members of WIL Europe**  
7:00 PM

**Overview:** *Driven by a strong and innovative vision of the practice of the legal profession, Thaima followed her vision to its logical conclusion, which was to set up her own law firm to offer clients a combined expertise in sphere of public and corporate affairs, institutional relations and the law. She also serves as Head of the Digital Practice of Fipra international in Brussels.*

*Thaima is also one of the founders of the European Network for Women in Leadership (WIL), a blue-ribbon panel of women in high-level positions coming from the world of business, academia, and government (EU and national government level). Since 2010, WIL Europe has been acting as a platform where our members can meet and exchange, network, enlarge their horizons, and identify opportunities!*

**7:30 PM**                      **US Innovation Abroad: Dinner ft. Representatives from Amazon and Sonder**  
9:00 PM

**Overview:** *In Washington we talk about our interests abroad, especially as they relate to innovation, trade, international cooperation. At this dinner we will hear from representatives from GlobalWIN allies who are based in Germany and around the EU. How does our work in Washington effect their work in Germany/ How can we work together for better international partnerships?*

**RON**                              **Sofitel Berlin Kurfurstendamm**  
**Augsburger Str. 41, 10789 Berlin**

## Wednesday, February 19, 2020

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**8:00 AM**                      **Breakfast at Hotel**

**Drive time 15 minutes**

**9:00 AM**                      **US Embassy Tour and Political Briefing**  
11:00 AM

**Overview:** The goal of this briefing at the U.S. Embassy in Berlin is to receive an update on Brexit from the German perspective, learn about EU Parliamentary Elections and the important role that Germany plays as the leader of the EU, and about transatlantic relations between Germany and the US, as well as perhaps glean additional information the US Embassy is receiving before our other meetings with those who are dealing with the post Brexit landscape and negotiations. Additionally, we will tour the new Embassy facility.

**Drive time 15 minutes**

**11:00 AM**                      **Roundtable Discussion ft. Eveline Metzen, Managing Director at AmCham**  
12:00 PM

**Overview:** Eveline Y. Metzen is the General Manager of AmCham Germany, a private non-profit business organization with around 2,300 members, making it the largest bilateral trade association in Europe. She was formerly the Managing Board Member of the Atlantik-Bruecke in Berlin and Director of the Amerika Haus Nordrhein-Westfalen in Cologne. Here we will discuss the importance of trade, and barriers to transatlantic trade we are facing now.

**Drive time 20 minutes**

**12:30 PM**                      **The Youth, Climate, and Emerging Economies: Lunch and Discussion ft. Heinrich Böll**  
1:30PM                              **Stiftung, The Foundation for the Green Party**

**Overview:** Fostering democracy and upholding human rights, taking action to prevent the destruction of the global ecosystem, advancing equality between women and men, securing peace through con-flict prevention in crisis zones, and defending the freedom of individuals against excessive state and economic power – these are the objectives that drive the ideas and actions of the Heinrich Böll Foundation. They maintain close ties to the German Green Party (Alliance 90/The Greens) and as a think tank for green visions and projects, we are part of an international net-work encompassing well over 100 partner projects in approxi-mately 60 countries.

**Wednesday, February 19, 2020**

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**Drive time 40 minutes**

**2:30 PM                      The Social Implication of Digitation in Germany: Discussion ft. Lena-Sophie Muller**  
**3:30 PM**

**Overview:** Lena-Sophie Müller is the managing director of the non-profit Initiative D21 e.V. since 2014. In this position it is her concern to demonstrate social implications of digitization and help to positively shape them. She is an expert on digital transformation and holds keynotes and speeches on the topics of digitization. Before her position at D21, she was a scientist at the Fraunhofer Institute FOKUS in Berlin. There she has led numerous modernization and e-government projects with industry and public administration on EU, federal, state and local level. From 2010 on she was also responsible for the Center for Interoperability. Mueller studied political science in Sydney (Australia) and Potsdam where she received her degree.

**[Time to check in with offices]**

**Drive time 20 minutes**

**6:00 PM                      Tour of the Reichstag, ft. Senior Bundestag Staff**  
**7:00 PM**

**Overview:** Guided by senior, female Bundestag staff, we will take a tour of the German Parliamentary building. We will take a tour explaining the functions, working methods and composition of Parliament, as well as the history and architecture of the Reichstag Building. Afterwards we will have an opportunity to visit the dome.

**7:00 PM                      Dinner at the German Reichstag, ft. Dorothee Bar**  
**9:00 PM**

**Overview:** Dorothee Bar is a Member of the German Bundestag and a member of the Christin Social Union of Bavaria (CSU), Germany's ruling party. Since the 2002 national elections, Bär has been a member of the German Parliament, when she was elected at just 24 years old. From 2014-2018, she was the State Secretary for Transport and Digital Infrastructure. In the negotiations to form a fourth cabinet under Merkel following the 2017 federal elections, Bär led the working group on digital policy. Following the formation of the new government, she was appointed to the newly established post of State Minister for Digitization at the Federal Chancellery. Together with Investor Frank Thelen she founded the German Innovation Council at the Federal Chancellery.

**Drive time 20 minutes**

**RON                              Sofitel Berlin Kurfurstendamm**  
**Augsburger Str. 41, 10789 Berlin**

Thursday, February 20, 2020

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8:00 AM Breakfast at Hotel

Drive time 20 minutes

9:30 AM Innovation at BMW  
10:30 AM

**Overview:** When thinking about car companies, we should discuss three things: responsible business practices, sustainability, and data and privacy issues. BMW is the best German car company on all of these fronts. We will visit with BMW Berlin and hear from company experts on all three of these of issues.

Drive time 15 minutes

11:00 AM Maria Adebahr, Speaker of Ministry for Foreign Affairs  
12:00 PM

**Overview:** One of the top officials in Germany, and one of the most important voices in the region, Maria Adebahr is known for her consistent work as a voice for a strong Europe. During this conversation, we will discuss the importance of European leadership across the region and the essential position the EU holds.

Drive time 20 minutes

12:30 PM Lunch ft. Christian Forwick, Head of Trade Division, Appointee for the Americas at  
1:30 PM Federal Ministry for Economic Affairs

**Overview:** As Head of the Trade Division in the Federal Ministry for Economic Affairs, Christian Forwick brings together many of the themes of this trip, including entrepreneurship, trade, investments, and transatlantic partnership building.

Drive time 20 minutes

2:00 PM Tech, Digital Privacy, And Data Protection: A Panel Discussion  
3:00 PM

**Overview:** Miller & Meier Consulting seeks to find solutions to current and future challenges in society while demonstrating a firm commitment to benefiting the common good. Digitization, demographic change and the internationalization of economic and political decision-making processes are only some of the areas framed by policymaking. We support companies, associations and other stakeholders in making and implementing key decisions that are often essential to their economic and overall success. During this discussion, we will hear from the leads at Miller & Meier in charge of their digital policy practice.

[Time to check in with offices]

Drive time 30 minutes

5:45 PM Private Tour of the Deutsche Bank Gallery  
6:45 PM

**Overview:** In addition to Deutsche Bank's significant financial services interests, they also boast to be in possession of one of the best private art collections in the world. During this time, we will have the exclusive opportunity for a private tour of the gallery. This gallery boasts to possess some of the most famous works by female artists in the world.



**Drive time 10 minutes**

**7:00 PM**                      **Dinner and Discussion at Microsoft's Digital Eatery**  
**9:00 PM**

**Overview:** There are few companies that exemplify the tenants of innovation, entrepreneurship, and leadership better than Microsoft. At this dinner, we will hear from a series of Microsoft's top executives and leaders, and learn about the work they are doing to bring innovation to every corner of the world.

**RON**                              **Sofitel Berlin Kurfurstendamm**  
**Augsburger Str. 41, 10789 Berlin**

Friday, February 21

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7:00 AM Depart Sofitel Hotel for Berlin TXL Airport

9:55 AM Depart Berlin TXL Airport on United Flight #963 for Newark EWR Airport

1:00 PM Arrive EWR Airport

2:30 PM Depart Newark EWR Airport on United Flight #5018 for Washington DCA Airport

4:01 PM Arrive Washington DCA Airport

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>>> End of Programming <<<

## Question 12

With Honorary Co-Chairs Senator Shelley Moore Capito (R-WV), Senator Maggie Hassan (D-NH), Congresswoman Martha Roby (AL-02) and Congresswoman Debbie Wasserman Schultz (FL-23), GlobalWIN is a bipartisan 501(c)(3) organization that provides a dynamic forum for women who are passionate about innovation. We have built and continue to expand this powerful network of executives and thought leaders in academia, government, and business, who work in innovation-driven fields. GlobalWIN provides an important forum for female leaders to grow personally and professionally, while contributing to key policy debates.

**GLOBALWIN PROGRAMMING:** GlobalWIN highlights the important role of women in innovation through three programming silos:

1. *Monthly Policy Events & Annual Innovation Luncheon*
2. *Career Development*
3. *Educational Trips & Global Partnership Building*

Each year, GlobalWIN hosts one international trip, which combines all silos of GlobalWIN programming. Our trip to Berlin will bring together a group of bipartisan House staff that work on issues related to telecom, commerce, judiciary and innovation for three days of substantive programming. During our stay, our delegation will discuss important policy issues related to their field of work by participating in roundtables, expert panels, and meeting with Members of Parliament and their staff.

Furthermore, GlobalWIN's House Staff Delegation will interact with companies at the forefront of innovation, female leaders of industry, and other senior executives. Throughout the trip, our Congressional staff delegates will connect with peers from across the aisle supporting GlobalWIN's mission to foster bipartisanship and cooperation and provide an opportunity for personal network-building.

GlobalWIN is organizing and financially supporting/sponsoring this trip, including travel logistics, meetings, speakers, and panel discussions. GlobalWIN is the primary sponsor of this trip.