



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, by email at [gifttravelreports@mail.house.gov](mailto:gifttravelreports@mail.house.gov), 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: Adeline Sandridge
2. a. Name of Accompanying Relative: \_\_\_\_\_ OR None   
 b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: October 13, 2021 Return: October 15, 2021  
 b. Dates at Personal Expense, if any: \_\_\_\_\_ OR None
4. Departure City: Washington, D.C. Destination: Williamsburg, VA Return City: Washington, D.C.
5. Sponsor(s), Who Paid for the Trip: Congressional Institute
6. Describe Meetings and Events Attended:  
 Retreat for communications and legislative directors to enhance communications techniques, improve member relations, and network with fellow professionals from House GOP offices.
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 *Additional Sponsor Form(s)*;
  - 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:

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

Signature of Traveler: *Adeline Sandridge* Date: October 20, 2021

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: Congresswoman Kat Cammack Date: October 20, 2021

Signature of Supervising Member: *Kat Cammack*



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: Congressional Institute
2. Travel Destination(s): Williamsburg, VA
3. Date of Departure: October 13, 2021 Date of Return: October 15, 2021
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	n/a	\$211.28	\$156.76	\$356.46 - Room Rental
Accompanying Family Member	n/a	n/a	n/a	n/a

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: October 20, 2021

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 #300, Alexandria, VA 22314

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

*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

This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, together with the completed and signed trip sponsor form(s) and any attachments. A copy of this form, minus this initial page, will be made available for public inspection. This form and any attachments may be delivered to the Committee at 1015 Longworth or e-mailed to [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).

Your completed request must be submitted to the Committee no less than 30 days before your proposed departure date. Absent exceptional circumstances, permission will not be granted for requests received less than 30 days before the trip commences. You must receive explicit approval from the Committee before you depart on this trip.

Name of Traveler: Adeline Sandridge

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

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

Signature: Adeline Sandridge

Name of Signatory (if other than traveler): \_\_\_\_\_

For Staff (name of employing Member or Committee): Congresswoman Kat Cammack

Office Address: 1626 Longworth House Office Building, Washington, D.C. 20515

Telephone Number: 434-882-5358 | 202-763-3407

Email Address of Contact Person: adeline.sandridge@mail.house.gov

Check this box if the sponsoring entity is a media outlet, the purpose of the trip is to make a media appearance sponsored by that entity, and these forms are being submitted to the Committee less than 30 days before the trip departure date.

NOTE: You must complete all of the contact information fields above, as Committee staff may need to contact you if additional information is required.

KEEP A COPY OF THIS FORM. Page 2 (but not this page) must be submitted to the Clerk as part of the post-travel disclosure required by House Rule 25. Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting paperwork for three subsequent Congresses from the date of travel.

If there are any questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or via e-mail: [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).



U.S. House of Representatives

# COMMITTEE ON ETHICS

## TRAVELER FORM

1. Name of Traveler: Adeline Sandridge
2. Sponsor(s) who will be paying or providing in-kind support for the trip:  
The Congressional Institute
3. City and State OR Foreign Country of Travel: Williamsburg, VA
4. a. Date of Departure: October 13, 2021 Date of Return: October 15, 2021  
b. Yes  No  Will you be extending the trip at your personal expense?  
If yes, list dates at personal expense: \_\_\_\_\_
5. a. Yes  No  Will you be accompanied by a family member at the sponsor's expense? **If yes:**  
(1) Name of Accompanying Family Member: \_\_\_\_\_  
(2) Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_  
(3) Yes  No  Accompanying Family Member is at least 18 years of age:
6. a. Yes  No  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)?  
b. If yes, and you are requesting lodging for two nights, explain why the second night is warranted:
7. Yes  No  *Primary Trip Sponsor Form* is attached, including agenda, invitee list, and any other attachments and Additional Sponsor Forms.  
  
*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.**  
This retreat is for House Republican senior staff (legislative directors and communications directors) for the purpose of improving leadership in our office, growing more policy knowledge, and being better communicators. As the communications director for the Office of Congresswoman Kat Cammack, this retreat will provide necessary updates from Conference and fellow communications colleagues as we finish out the year and look toward the second half of the 117th Congress.
9. Yes  No  Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip?
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 Kat Cammack Date 08/26/2021



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) 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
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:
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
5. Yes  No  Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: October 13, 2021 Date of return: October 15, 2021
7. a. City of departure: Washington, DC  
b. Destination(s): Williamsburg, VA  
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; OR
  - b.  I checked 8(c) above but am not offering any lodging; OR
  - 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 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 the 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):  
Day 1- \$46, Day 2 - \$84, Day 3 - \$22
- 2) Provide the reason for selecting the location of the event or trip:  
Relative proximity to DC and capacity to handle a large event

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- |   |                               |                                     |
|---|-------------------------------|-------------------------------------|
| Hotel Name: <u>Kingsmill</u>  | City: <u>Williamsburg, VA</u> | Cost Per Night: <u>\$102 +taxes</u> |
| Reason(s) for Selecting: <u>proximity to DC, availability, security &amp; facility size</u> |                               |                                     |
| Hotel Name: <u>Double Tree</u>  | City: <u>Williamsburg, VA</u> | Cost Per Night: <u>\$149 +taxes</u> |
| Reason(s) for Selecting: <u>proximity to Kingsmill</u>                                      |                               |                                     |
| Hotel Name: <u>Courtyard Marriott</u>   | City: <u>Williamsburg, VA</u> | Cost Per Night: <u>\$99 +taxes</u>  |
| Reason(s) for Selecting: <u>proximity to Kingsmill</u>                                      |                               |                                     |

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 the box.*



U.S. House of Representatives

# COMMITTEE ON ETHICS

### 18. Total Expenses for each Participant:

<input type="checkbox"/> Actual Amounts <input checked="" type="checkbox"/> Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee	\$82	\$227-\$340	\$153
For each Accompanying Family Member	\$82	\$227-\$340	\$153

	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	\$323	Room Rental
For each Accompanying Family Member	\$323	Room Rental

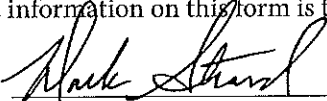
NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

### 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 by my signature that

- a. I read and understand the Committee's Travel Regulations;
- b. I am not a registered federal lobbyist or registered foreign agent; and
- c. The information on this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: \_\_\_\_\_  
 Name: Mark Strand Title: President  
 Organization: Congressional Institute  
 Address: 1700 Diagonal Road #300, Alexandria, VA 22314  
 Email: strand@conginst.org Telephone: 703-837-8812

## INSTRUCTIONS

Complete the *Primary Trip Sponsor Form* and submit the agenda, invitation list, any attachments, and any *Additional Trip Sponsor Forms* directly to the Travelers.

Written approval from the Committee on Ethics is required before traveling on this trip. The Committee on Ethics will notify the House invitees directly and will not notify the trip sponsors.

Willful or knowing misrepresentation on this form may be subject to criminal prosecution under 18 U.S.C. § 1001. Signatures must comply with section 104(bb) of the Travel Regulations.

For questions, please contact the Committee on Ethics at:

1015 Longworth House Office Building  
Washington, D.C. 20515

[ethicscommittee@mail.house.gov](mailto:ethicscommittee@mail.house.gov) | 202-225-7103  
More information and forms available at [ethics.house.gov](http://ethics.house.gov)

Theodore E. Deutch, Florida  
*Chairman*  
Jackie Walorski, Indiana  
*Ranking Member*  
  
Susan Wild, Pennsylvania  
Dean Phillips, Minnesota  
Veronica Escobar, Texas  
Mondaire Jones, New York  
  
Michael Guest, Mississippi  
Dave Joyce, Ohio  
John H. Rutherford, Florida  
Kelly Armstrong, North Dakota



ONE HUNDRED SEVENTEENTH CONGRESS

## U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust  
*Staff Director and Chief Counsel*

David W. Arrojo  
*Counsel to the Chairman*

Kelle A. Strickland  
*Counsel to the Ranking Member*

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

October 12, 2021

Ms. Adeline Sandridge  
Office of the Honorable Kat Cammack  
1626 Longworth House Office Building  
Washington, DC 20515

Dear Ms. Sandridge:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Williamsburg, Virginia, scheduled for October 13 to 15, 2021, sponsored by Congressional Institute.

This approval represents the Committee's determination that the proposed trip complies with relevant House rules, federal laws, and Travel Regulations promulgated by the Committee. You should engage in your own assessment of the risks and implications of engaging in travel during the current COVID-19 pandemic.

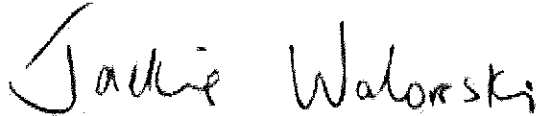
You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you 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 \$415 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 black ink.

Theodore E. Deutch  
Chairman

Handwritten signature of Jackie Walorski in black ink.

Jackie Walorski  
Ranking Member

TED/JW:adw

## **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 roles of Legislative Directors and Communications staff in congressional offices. Therefore, the invitation to this retreat is being extended to legislative directors and the most senior communications staffer in House Republican personal offices and committee offices as well as policy and communication staff in leadership offices.

**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. The Congressional Institute is dedicated to helping Congressional offices better serve their constituents and to otherwise support and further the Member's legislative and representational roles. Legislative Directors and Communications Directors play essential parts in these, and other important aspects and functions, of personal, committee, and leadership offices. This retreat is designed to strengthen professional relationships among Legislative Directors and senior Communications 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 audio/visual capabilities necessary to conduct our program. Dividing these conference and banquet room rental costs by the number of participants estimated to attend this event, the estimated figure would be \$323.



## Legislative and Communication Directors Conference

October 13-15, 2021  
The Kingsmill, Williamsburg, Virginia

### Wednesday, October 13, 2021

**11:30 AM**      **Buses Depart**      **Rayburn Horseshoe**

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**3:00 PM**      **Check-In**

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**4:00 PM**      **Welcome**  
Mark Strand, Congressional Institute

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**4:10 - 5:15 PM**      **Americans' Views on Today's Topics**  
Rob Autry, Meeting Street  
Dave Sackett, Tarrance Group

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**5:15 - 6:25 PM**      **GOP Outreach to Hispanic Communities**  
David Winston, The Winston Group  
Myra Miller, The Winston Group  
Daniel Garza, The Libre Initiative

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**6:30 - 9:00 PM**      **Reception & Dinner**  
Kim Strassel, *Wall Street Journal*

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### Thursday, October 14, 2021

**8:00 - 8:45 AM**      **Breakfast**

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**9:00 - 10:00 AM**      **House Leadership Presentation**  
Moderator: Mark Strand, Congressional Institute  
Will Dunham, Office of GOP Leader Kevin McCarthy  
Matt Sparks, Office of GOP Leader Kevin McCarthy

\*\*All invitees are subject to change\*\*



## **Legislative and Communication Directors Conference**

October 13-15, 2021

The Kingsmill, Williamsburg, Virginia

### **Wednesday, October 13, 2021**

<b>4:00 PM</b>	<b>Welcome</b> Mark Strand, Congressional Institute	<b>Burwell Ballroom</b>
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<b>4:10 - 5:45 PM</b>	<b>Americans' Views on Today's Topics</b> David Winston, The Winston Group Myra Miller, The Winston Group Dave Sackett, Tarrance Group	<b>Burwell Ballroom</b>
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<b>6:00 - 9:00 PM</b>	<b>Reception &amp; Dinner</b> Janis Shinwari, No One Left Behind	<b>James River Grand Ballroom</b>
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### **Thursday, October 14, 2021**

<b>8:00 - 8:45 AM</b>	<b>Breakfast</b>	<b>James River Grand Ballroom</b>
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<b>9:00 - 10:00 AM</b>	<b>House Leadership Presentation</b> Moderator: Mark Strand, Congressional Institute Will Dunham, Office of GOP Leader Kevin McCarthy Matt Sparks, Office of GOP Leader Kevin McCarthy Francis Brooke, Office of GOP Whip Steve Scalise Michael Comer, Office of GOP Whip Steve Scalise Charyssa Parent, House Republican Conference	<b>Burwell Ballroom</b>
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<b>10:00 - 11:00 AM</b>	<b>Congressional Ethics: A Primer</b> Moderator: Kelle Strickland, House Ethics Committee Elliot Berke, Berke Farah LLP Erin Clark, NRCC	<b>Burwell Ballroom</b>
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<b>11:00 - 12:00 PM</b>	<b>Constituent Communications: Strategies and Standards</b> Moderator: Mark Strand Elisabeth Conklin, House Communications Standards Commission Max Engling, Office of GOP Leader Kevin McCarthy	<b>Burwell Ballroom</b>
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**12:00 - 1:15 PM**      **Lunch: Communicating with the Press**  
Ari Fleischer, Ari Fleischer Communications

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**Legislative Directors**

**Tazewell**

**1:15-2:15 The Economy, Inflation and the Debt**

Scott Hodge, Tax Foundation  
Douglas Holtz-Eakin

**2:15-3:15 American Security**

Senator Jim Talent, Ronald Reagan  
Presidential Foundation  
Rachel Hoff, Reagan Presidential  
Foundation

**3:15-4:15 Crime and Policing**

Sheriff Scott Jenkins, Culpeper County  
Hannah Meyers, Manhattan Institute

**Communication Directors**

**Burwell Ballroom**

**1:15-2:15 Developing a Strategic  
Communications Plan**

Colin Reed, South & Hill Strategies

**2:15-3:15 Using New Technology to Reach the  
Public**

Steve Johnston, FlexPoint Media  
Kate Karnes, Former White House  
Digital Director  
Alex Kouts, IndiGov

**3:15-4:15 Communicating with Hispanic  
Constituents**

Daniel Garza, LIBRE Initiative  
David Winston, The Winston Group  
Myra Miller, The Winston Group

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**6:00 - 9:00 PM**      **Reception and Dinner**  
Kristen Soltis Anderson, Echelon Insights

**James River Grand Ballroom**

**Friday, October 15, 2021**

**8:00 AM**      **Breakfast**

**James River Grand Ballroom**

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**9:00-10:00 AM**      **The 2021-2022 Supreme Court Term**  
Carrie Severino, Judicial Crisis Network

**Burwell Ballroom**

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**10:00-11:00 AM**      **Getting to Yes: How to Negotiate and Have Difficult Conversations**  
Bruce Patton, Harvard Negotiation Project

**Burwell Ballroom**

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**11:00-12:00 PM**      **A Guide to Redistricting**  
Kylie Bongaardt, National Republican Redistricting Trust

**Burwell Ballroom**

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**12:00 PM**      **End of Retreat**  
**Buses Depart**

<b>Report name:</b>	Attendance Report (House Staff)
<b>Report date:</b>	10/19/2021
<b>Event name:</b>	2021 Legislative and Communication Directors Conference

<b>First Name</b>	<b>Last Name</b>	<b>Institution</b>	<b>Job Title</b>
Emily	Ackerman	Office of Rep. Reschenthaler	Deputy Chief of Staff/Legislative Director
Craig	Anderson	Office of Rep. Scott	Legislative Director
Rebecca	Angelson	Office of Rep. Latta	Deputy Chief of Staff
Maggie	Ayrea	Office of Rep. Graves (LA)	Legislative Director
Kevin	Baird	Office of Rep. Griffith	Communications Director
Samantha	Baker	Office of Rep. Grothman	Legislative Director
Jimmy	Ballard	Office of Rep. Davis	Legislative Director
Don	Barber	Office of Rep. Elzey	Legislative Director
Noah	Barger	Office of Rep. Bost	Legislative Director
Walker	Barrett	Office of Rep. Waltz	Legislative Director
Joe	Barry	Office of Rep. Good	Legislative Director
Hilton	Beckham	Office of Rep. Biggs	Communications Director
Alex	Bellizzi	Office of Rep. Barr	Communications Director
William	Bensur	Office of Rep. Burchett	Communications Director
Chris	Bien	Office of the Leader	Deputy Director of Floor Operations
Jeff	Bishop	Office of Rep. Stauber	Legislative Director
Summer	Blevins	Office of Rep. Bilirakis	Communication Director
Curt	Bliamptis	Office of Rep. Mooney	Acting Legislative Director
Micah	Bock	Office of Rep. Spartz	Communications Director
Hanna	Bogorowski	Office of the Leader	Communications Advisor
Sara "S.K."	Bowen	Office of Rep. Guthrie	Communications Director
Joshua	Bradley	Office of Rep. Moore (AL)	Legislative Director
Francis	Brennan	House Republican Conference	Rapid Response Director
Palmer	Brigham	Office of Rep. Stefanik	Communications Director
Francis	Brooke	Office of the Whip	Policy Director
Ken	Brooke	Office of Rep. Amodei	Legislative Director
Joanna	Brown	Office of Rep. Walberg	Legislative Director
Arthur	Bryant	Office of Rep. Wagner	Communications Director
Laynee	Buckels	Office of Rep. Higgins	Deputy Press Secretary
Courtney	Butcher	House Republican Conference	Member Services Director
Aaron	Calkins	Office of Rep. Biggs	Legislative Director
Christina	Cameron	Office of the Leader	Media Affairs and Operations Advisor
Heather	Campbell	Office of Rep. Granger	Legislative Director
Emily	Carlin	Office of Rep. Obernolte	Communications Director, Senior Advisor
Colin	Carr	Office of Rep. Loudermilk	Deputy Chief of Staff/ Legislative

Dylan	Chandler	Office of Rep. Gooden	Director
Valerie	Chicola	Office of Rep. Salazar	Communications Director
William	Christian	Office of Rep. Weber	Communications Director
Kristen	Cianci	Office of Rep. Garbarino	Legislative Director
Carson	Clark	Office of Rep. Aderholt	Communications Director
Philipp	Clarke	Office of Rep. Rice	Communications Director
Adam	Cloch	Office of Rep. Curtis	Legislative Director
Sarah	Coffman	Office of Rep. Comer	Communications Director
Andrea	Coker	Office of Rep. Van Duyne	Legislative Director
Michael	Comer	Office of the Whip	Communication Director
Elisabeth	Conklin	Committee on House Administration	Digital Director
			Director, Communication Standards Commission
Laney	Copeland	Office of Rep. Clyde	Legislative Director
Sarah	Corley	House Committee on Rules	Director of Strategic Communications
Madeline	Corso	Office of Rep. Clyde	Communications Director
Stacey	Daniels	Office of Rep. McClain	Communications Director
Mike	Davin	Office of Rep. Latta	Legislative Director
Michael	DeFilippis	Office of Rep. Malliotakis	Legislative Director
Aaron	DeGroot	Office of Rep. Davis	Communications Director
Sophie	Delquie	House Republican Conference	Creative Director
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Britney	Dickerson	Office of Rep. Palazzo	Communications Director/Press Secretary
			Legislative Director
Ross	Dietrich	Office of Rep. González-Colón	Policy Director
Matt	Diller	House Committee on Rules	Legislative Director
Ryan	Dilworth	Office of Rep. Van Duyne	
Will	Dunham	Office of the Leader	
Jordan	Dunn	Office of Rep. Gallagher	Communications Director
Kaitlyn	Dwyer	Office of Rep. Hice	Legislative Director
Suanne	Edmiston	Office of Rep. Gohmert	Legislative Director
Ben	Elleson	Office of Rep. Long	Legislative Director
Max	Engling	Office of the Leader	Deputy Member Services Director
Michele	Exner	Office of the Leader	Communications Director
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Harry	Fones	Office of Rep. Rosendale	Communications Director
J.P.	Freire	House Committee on Ways and Means	Communications Director
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David	Goldfarb	Office of Rep. Steil	Legislative Director
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Matt	Hanrahan	Office of Rep. Cline	Communications Director
Jon	Harder	Office of Rep. Graves (MO)	Digital Director
Wesley	Harkins	Office of Rep. Lamborn	Communications Director
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Erick	Harris	Office of Rep. Chabot	Legislative Director
Lynn	Hatcher	Office of Rep. Amodei	Communications Director
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Houson	Holdren	House Republican Conference	Operations Director
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Louis	Hrkman	House Committee on Climate Crisis	Senior Policy Advisor
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Alex	Ives	Office of Rep. Foxx	Communications Director
Bradley	Jaye	Office of Rep. Moore	Communications Director
Molly	Jenkins	Office of Rep. Mike Garcia	Communications Director
Danielle	Jensen	Office of Rep. Bacon	Communications Director
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Colleen	Kennedy	Office of Rep. Tenney	Communications Director
Will	Kiley	Office of Rep. Miller-Meeks	Communications Director
Ed	Kim	Office of Rep. Moolenaar	Legislative Director
Erik	Kinney	Office of Rep. McClain	Legislative Director
John Mark	Kolb	Office of Rep. Salazar	Legislative Director
Steve	Koncar	Office of Rep. Mast	Legislative Director
Michael	Kotsovos	Office of Rep. Long	Communications Director
Christopher	Krepich	Office of Rep. Wenstrup	Communications Director
Jay	Kronzer	Office of Rep. Green (TN)	Legislative Director
Jeffrey	Kuckuck	Office of Rep. Emmer	Legislative Director
Alex	Lanfranconi	Office of Rep. Rutherford	Communications Director

Rachel	Ledbetter	Office of Rep. Scott	Communications Director
Chrissi	Lee	Office of Rep. Hartzler	Legislative Director
Kelli	Liegel	Office of Rep. Fitzgerald	Press Secretary
Lindsay	Linhares	Office of Rep. Letlow	Legislative Director
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Linoshka	Luna	Office of Rep. González-Colón	Press Secretary
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Andrew	Meyer	Office of Rep. Cheney	Legislative Director
Emily	Michael	Office of Rep. Griffith	Legislative Director
Jake	Middlebrooks	Office of Rep. LaTurner	Legislative Director
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Maddie	Mitchell	Office of Rep. Hollingsworth	Legislative Director
Kelsey	Mix	Office of Rep. Stauber	Communications Director
Carter	Moelk	Office of Rep. Hollingsworth	Communications Director
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Dennis	Nalls	Office of the Whip	Floor Assistant
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Alex	Naughton	Office of Rep. Bost	Press Secretary
Casey	Nelson	Office of Rep. Jackson	Press Secretary
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Mattie	Nicholson	Office of Rep. Good	Communications Director
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Lauren	Offenberg	Office of Rep. Fitzpatrick	Press Secretary
Lia Mary	Palazzo	Office of Rep. Hagedorn	Communications Director

Charyssa	Parent	House Republican Conference	Media Affairs
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Jessica	Powell	Office of Rep. Womack	Legislative Director
Mitch	Rabalais	Office of Rep. Letlow	Communications Director
Chrissy	Rabuse	Office of Rep. Miller	Legislative Director
John	Rauber	Office of Rep. LaHood	Communications Director
Scott	Rausch	Office of Rep. Garbarino	Deputy Chief of Staff & Legislative Director
Russ	Read	Office of Rep. Franklin	Communications Director
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Mary Ellen	Richardson	Office of Rep. LaHood	Legislative Director
Mary Christina	Riley	Office of Rep. Allen	Legislative Director
Abby	Rime	Office of Rep. Emmer	Communications Director
Sara	Robertson	Office of Rep. Crawford	Communications Director
Nick	Rockwell	Office of Rep. Thompson	Legislative Director
Roman	Rodriguez	Office of Rep. Estes	Communications Director
David	Russell	Office of Rep. Moolenaar	Communications Director
Adeline	Sandridge	Office of Rep. Cammack	Communications Director
Dan	Schneider	Office of Rep. Hill	Communications Director
Katherine	Sears	Office of Rep. Joyce (OH)	Communications Director
Sarah	Selip	Office of Rep. Hice	Communications Director
Ashley	Shelton	Office of Rep. Crawford	Legislative Director
Clark	Siddle	Office of Rep. Balderson	Communications Director
Kaitlynn	Skoog	Office of Rep. Mullin	Legislative Director
Caleb	Smith	Office of the Leader	Digital Communications Director
Heather	Smith	Office of Rep. Timmons	Communications Director
Matt	Smith	Office of Rep. Comer	Communications Director
Trevor	Smith	Office of Rep. McCarthy	Legislative Director
Joseph	Snider	Office of Rep. Wilson	Communications Director
Matt	Sparks	Office of the Leader	
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Maddison	Stone	Office of Rep. Thompson	Communications Director/Press Secretary
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Michael	Tadeo	Office of Rep. Johnson (OH)	Senior Advisor
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Claire	Trokey	Office of Rep. Scalise	Legislative Director

Charlie	Truxal	Office of Rep. Franklin	Legislative Director
Caroline	Tucker	Office of Rep. Moore	Communications Director
Matt	Tucker	Office of Rep. Joyce (PA)	Legislative Director
Will	Turner	Office of Rep. Garcia	Legislative Director
Faith	Vander Voort	Office of Rep. Valadao	Communications Director
Hunt	VanderToll	Office of Rep. Barr	Legislative Director
Jesse	Von Stein	Office of Rep. Young	Legislative Director
Sarah Anne	Voyles	Office of Rep. Burgess	Communications Director/Press Secretary
Robert	Wagener	Office of Rep. Fitzgerald	Legislative Director
Mattheus	Wagner	Office of Rep. Nunes	Communication Director
Rachel	Walker	Office of Rep. McCaul	Communications Director
John	Weber	Office of Rep. Johnson (SD)	Legislative Director
Craig	Wheeler	Office of Rep. Jaime Herrera Beutler	Communications Director/Press Secretary
Grace	White	Office of Rep. Bryan Steil	Communications Director
Laura	Wilson	Office of Rep. Johnson (OH)	Senior Policy Advisor
Kelsey	Wolfgram	Office of Rep. Burchett	Legislative Director
Emily	Wood	Office of Rep. Jeff Duncan	Press Secretary
Jordan	Wood	Office of Rep. Gooden	Senior Policy Advisor
Joshua	Woodward	Office of Rep. Cammack	Legislative Director
Noah	Yantis	Office of Rep. Hagedorn	Legislative Director
Lauren	Ziegler	Office of Rep. Babin	Legislative Director
Nate	Zimpher	Office of Rep. Balderson	Legislative Director