



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, 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: Mattheus Wagner
2. a. Name of Accompanying Relative: _____ OR None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: 10/13/2021 Return: 10/15/2021
 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:
 Attended informational speaker panels for congressional Communications Directors.
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:  Date: 11/1/2021

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:  Date: 11/1/2021

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.

- Sponsor(s) who paid for the trip: Congressional Institute
- Travel Destination(s): Williamsburg, VA
- Date of Departure: October 13, 2021 Date of Return: October 15, 2021
- Name(s) of Traveler(s): see attached list

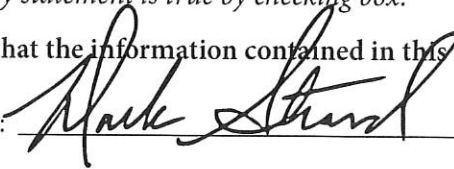
Note: You may list more than one traveler on a form only if *all* information is *identical* for each person listed.

- 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	\$39.05	\$211.28	\$156.76	\$356.46 - Room Rental
Accompanying Family Member	n/a	n/a	n/a	n/a

- 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

- 1. Name of Traveler: Mattheus Wagner
- 2. Sponsor(s) who will be paying or providing in-kind support for the trip:
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.
As Press Assistant to Rep. Nunes, I will attend the Congressional Institute's annual Legislative and Communication Directors Conference as the senior-most communications staffer in my office able to attend. The conference will allow me the opportunity to sharpen my communication skills and network with fellow congressional communications staffers.
- 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 _____

Date _____

9-13-2021



U.S. House of Representatives

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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:
Center Forward
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):
Please see attachment.
5. Yes No Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: Friday, November 12, 2021 Date of return: Sunday, November 14, 2021
7. a. City of departure: Washington, D.C.
b. Destination(s): Middleburg, Virginia
c. City of return: Washington, D.C.
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:



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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:
Please see attachment.
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):
- 2) Provide the reason for selecting the location of the event or trip:
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Salamander Resort & Spa City: Middleburg Cost Per Night: \$250.00
Reason(s) for Selecting: Ample meeting space with necessary A/V near Washington, D.C.
- 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 the box.*



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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	\$60.00	\$500.00	\$250.00
For each Accompanying Family Member	\$60.00	\$0.00	\$250.00

	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	\$250.00	Waived registration fee
For each Accompanying Family Member	\$0.00	

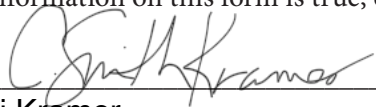
NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

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: September 1, 2021
 Name: Cori Kramer Title: Executive Director
 Organization: Center Forward
 Address: 1214A Ingleside Ave, McLean VA 22101
 Email: cori@center-forward.org Telephone: (202) 550-0888

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 | 202-225-7103
More information and forms available at 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

Mr. Mattheus Wagner
Office of the Honorable Devin Nunes
1013 Longworth House Office Building
Washington, DC 20515

Dear Mr. Wagner:

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,



Theodore E. Deutch
Chairman



Jackie Walorski
Ranking Member

TED/JW:adw



Legislative and Communication Directors Conference

October 13-15, 2021

The Kingsmill, Williamsburg, Virginia

Wednesday, October 13, 2021

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

3:00 PM **Check-In**

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

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

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

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

Thursday, October 14, 2021

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

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

From: Congressional Institute rsvp@conginst.org
Subject: Test - Legislative and Communication Directors Conference: Registration
Date: August 17, 2021 at 5:34 PM
To: amym@conginst.org



**2021 Legislative and
Communication Directors
Conference**
Wednesday, October 13, 2021 -
Friday, October 15, 2021
Kingsmill



**PLEASE NOTE: TRAVELER FORMS ARE DUE TO ETHICS ON
MONDAY, SEPTEMBER 13, 2021!!!**

Dear */fname/*,

The Congressional Institute is once again honored to host the annual 2021 Legislative and Communication Directors Conference, from Wednesday, October 13, 2021, through Friday, October 15, 2021, at the Kingsmill in Williamsburg, VA. We hope you will join us.

This invitation is being extended to legislative directors and the most senior communications staffer in Republican House personal offices, committee offices, and leadership staff. The conference is designed to strengthen professional relationships, educate you on policy issues and best practices, and encourage productive conversations with your colleagues.

Please note that this conference is limited to two staff members from each personal and committee office: one person from the legislative shop and one person from the communications/press shop.

To Register:

Step 1: Submit Ethics Packet by Monday, September 13, 2021

To comply with House rules, you need pre-authorization from the Committee on Ethics. Download the Institute's [Private Sponsor Travel Certification Form](#) and submit the whole package with your completed Traveler Form by Monday, September 13, 2021, to the Committee on Ethics. This entire package may be faxed to the Committee at (202) 225-7392, sent or delivered to the Committee at 1015 Longworth, or e-mailed to travel.requests@mail.house.gov.

Failure to submit your completed materials on time means we will be unable to cover the cost of your attendance and the cost would need to be covered by your Member's principal campaign committee funds.

Additionally, you must file a travel disclosure statement with the Clerk of the House within 15 days of your return.

Step 2: Register with the Congressional Institute's website

The Congressional Institute will coordinate all logistical arrangements, including room reservations, meals, group transportation and meetings during the conference. The Institute will cover the cost of participation for each staff member and spouse. You are welcome to bring your children, though you will be responsible for the costs of their participation. All reservations must be made through the Institute.

House Staff

Last Name	Job Title	Institution
Ackerman	Legislative Director	Office of Rep. Fulcher
Ackerman	Deputy Chief of Staff/Legislative Director	Office of Rep. Reschenthaler
Adler	Communications Director	Office of Rep. Cheney
Agostin	Legislative Director	Office of Rep. Boebert
Anderson	Legislative Director and Military Legislative Assistant	Office of Rep. Scott
Anderson	Communications Director/Press Secretary	Office of Rep. Stewart
Angelson (Card)	Communications Director	Office of Rep. Latta
Ayrea	Legislative Director	Office of Rep. Graves (LA)
Baird	Communications Director	Office of Rep. Griffith
Baker	Legislative Director	Office of Rep. Grothman
Baldassarre	Communications Director	Office of Rep. Malliotakis
Ballard	Legislative Director	Office of Rep. Davis
Barber	Legislative Director	Office of Rep. Ellzey
Barger	Legislative Director	Office of Rep. Bost
Barley	Communications Director	Office of Rep. Keller
Barrett	Legislative Director	Office of Rep. Waltz
Barry	Legislative Director	Office of Rep. Good
Battaglia	Scheduler	Office of the Whip
Beckham	Communications Director	Office of Rep. Biggs
Bednar	Director of Strategic Communications	Office of the Leader
Belchior	Legislative Director	Office of Rep. Gaetz
Bell	Communications Director	Office of Rep. Pfluger
Bellizzi	Communications Director	Office of Rep. Barr
Bender	Legislative Director	Office of Rep. Nehls
Bensur	Communications Director	Office of Rep. Burchett

Burke	Legislative Director	Office of Rep. Gosar
Butcher	Member Services Director	House Republican Conference
Butler	Member Services Director	House Republican Conference
Byers	Communications Director	House Committee on Homeland Security
Calcagni	Legislative Director	Office of Rep. Turner
Calkins	Legislative Director	Office of Rep. Biggs
Cameron	Media Affairs Advisor	Office of the Leader
Campbell	Legislative Director	Office of Rep. Granger
Cannon	Legislative Director	Office of Rep. Simpson
Carlin	Communications Director/Press Secretary	Office of Rep. Obernolte
Carlson	Communications Director	Office of Rep. Banks
Carney	Legislative Director	Office of Rep. Zeldin
Carr	Deputy Chief of Staff/Legislative Director	Office of Rep. Loudermilk
Carr	General Counsel	Office of the Leader
Cecala	Communications Director	Office of Rep. Posey
Champion	Legislative Director	Office of Rep. Arrington
Chandler	Communications Director/Press Secretary	Office of Rep. Gooden
Chase	Communications Director	Office of Rep. Jacobs
Chicola	Communications Director	Office of Rep. Salazar
Childress	Legislative Director	Office of Rep. Bice
Christian	Legislative Director	Office of Rep. Weber
Cianci	Communications Director	Office of Rep. Garbarino
Cisneros	Legislative Director	Office of Rep. Kim
Clanahan	Legislative Director	Office of Rep. Gimenez
Clark	Press Secretary	Office of Rep. Aderholt
Clarke	Legislative Director	Office of Rep. Rice
Clemens	Communications Director	Office of Rep. Bentz
Cloch	Communications Director	Office of Rep. Curtis
Cockerham	Communications Director	Office of Rep. Loudermilk

del Guidice	Communications Director	Office of Rep. Green
Delquie	Creative Director	House Republican Conference
Di Palma	Communications Director	Office of Rep. Gonzalez (OH)
Dickerson	Communications Director/Press Secretary	Office of Rep. Palazzo
Dietrich	Legislative Director	Office of Rep. González-Colón
Diller	Matt Diller	House Committee on Rules
Dilley	Legislative Director	Office of Rep. Jordan
Dilworth	Legislative Director	Office of Rep. Van Duynes
Discigil	Communications Director/Press Secretary	Office of Rep. Crenshaw
Dobbins	Communications Director/Press Secretary	Office of Rep. Williams
Doil	Communications Director/Press Secretary	Office of Rep. Fleischmann
Domenech	Senior Policy Advisor	Office of the Leader
Dunham	Deputy Chief of Staff for Policy	Office of the Leader
Dunn	Press Secretary	Office of Rep. Gallagher
Dwyer	Legislative Director	Office of Rep. Hice
Dye	Communications Director	House Committee on Judiciary
Dyer	Communications Director	Office of Rep. Greene
Edmiston	Legislative Director	Office of Rep. Gohmert
Eisenberger	Communications Director	Office of Rep. Kelly (PA)
Elleson	Legislative Director	Office of Rep. Long
Emhof	Chief of Staff/Communications Director	Office of Rep. Webster
Engelman	Deputy Chief of Staff & Legislative Director	Office of Rep. Tenney
Engling	Deputy Member Services Director	Office of the Leader
Evich	Deputy Chief of Staff/Legislative Director	Office of Rep. Herrera Beutler
Exner	Communications Director	Office of the Leader
Farris	Legislative Director	Office of Rep. Donalds
Feyerherm	Deputy Chief of Staff/Legislative Director	Office of Rep. Fortenberry
Fields	Policy Director	Republican Study Committee
Fields	Communications Director	Office of Rep. Donalds

Green	Workforce Policy Director	Committee on Education and Workforce
Gribble	Communications Director	Office of Rep. Nehls
Griffin	Legislative Counsel/Legislative Director	Office of Rep. Brooks
Griffith	Communications Director	Office of Rep. Chabot
Grimm	Policy Director	House Committee on Judiciary
Griswold	Legislative Director	Office of Rep. Smith (NJ)
Gross	Legislative Director/Comms Director/Press Secretary	Office of Rep. Duncan
Guffin	Legislative Director	Office of Rep. Hudson
Hailstone	Communications Director	Republican Study Committee
Hall	Legislative Director	Office of Rep. Kelly (MS)
Hall	Legislative Director	Office of Rep. Valadao
Hall	Communications Director/Press Secretary	Office of Rep. Owens
Hance	Press Secretary	Office of Rep. Palmer
Hancock	Legislative Director	Office of Rep. Roy
Hanlon	Deputy Chief of Staff/Legislative Director	Office of Rep. Mace
Hannahs	Director of Communications	Office of Rep. Radewagen
Hanrahan	Communications Director	Office of Rep. Cline
Harder	Digital Director	Office of Rep. Graves (MO)
Harkins	Communications Director/Press Secretary	Office of Rep. Lamborn
Harmer	Legislative Director	Office of Rep. Owens
Harris	Legislative Director	Office of Rep. Baird
Harris	Legislative Director	Office of Rep. Chabot
Harris	Communications Director	Office of Rep. Lesko
Hasse	Communications Director	House Committee on Small Business
Hatcher	Communications Director/Press Secretary	Office of Rep. Amodei
Hattrup	Senior Policy Advisor	Office of Rep. Johnson (OH)
Haulsee	Communications Director	Office of Rep. Johnson (LA)
Haynes	Legislative Director	Office of Rep. Issa

Ives	Communications Director/Press Secretary	Office of Rep. Foxx
Jackson	Legislative Director	Office of Rep. Smith (NE)
Jacobs	Legislative Director	Office of Rep. Miller-Meeks
Jativa	Communications Director	Office of Rep. Gimenez
Jaye	Communications Director	Office of Rep. Moore
Jelnicky	Legislative Director/Deputy Chief of Staff	Office of Rep. Bergman
Jenkins	Communications Director	Office of Rep. Garcia
Jensen	Communications Director	Office of Rep. Bacon
Johnson	Legislative Director	Office of Rep. Moore
Johnson	Legislative Director	Office of Rep. Williams
Johnston	Deputy Chief of Staff/Legislative Director	Office of Rep. Timmons
Jones	Deputy Director of Education and Senior Counsel	House Committee on Education and Labor
Joseph	Policy Director	Office of Rep. Guest
Joyce	Deputy Chief of Staff for Member Services	Office of the Leader
Judd	Legislative Director	Office of Rep. Jacobs
Kalin	Communications Director	Office of Rep. Budd
Kelly	Communications Director/Press Secretary	Office of Rep. Kustoff
Kemp	Press Secretary	Office of Rep. Johnson (SD)
Kennedy	Legislative Director	Office of Rep. Herrrell
Kennedy	Legislative Director	Office of Rep. Wilson
Kennedy	Communications Director	Office of Rep. Tenney
Kennedy	Communications Director	Office of Rep. Massie
Kiley	Communications Director	Office of Rep. Miller-Meeks
Kim	Legislative Director	Office of Rep. Moolenaar
Kinney	Legislative Director	Office of Rep. McClain
Klein	Policy Director	House Committee on Homeland Security
Knoth	Communications Director/Press Secretary	Office of Rep. Hartzler
Kolb	Legislative Director	Office of Rep. Salazar

Madni	Deputy Chief of Staff/Legislative Director	Office of Rep. Hinson
Madsen	Legislative Director	Office of Rep. Stewart
Malen	Legislative Director	Office of Rep. Gonzales
Manley	Legislative Director	Office of Rep. Cline
Mansour	Legislative Director	Office of Rep. Kinzinger
Mansour	Communications Director	Office of Rep. Harshbarger
Marklund	Deputy Staff Director	House Committee on Natural Resources
Martin	Deputy Chief of Staff & Legislative Director	Office of Rep. Jackson
Martinez	Legislative Director	Office of Rep. Newhouse
Martinez	Press Secretary	Office of the Leader
Matthews	Communications Director	House Committee on Climate Crisis
Maxwell	Policy Director	House Committee on Agriculture
McBride	Communications Director	Office of Rep. Rouzer
McCarthy	Press Secretary	House Committee on Veterans Affairs
McCarty	Communications Director	House Committee on Agriculture
McGeorge	Communications Director	House Committee on Education and Labor
McHan	Deputy Chief of Staff/Legislative Director	Office of Rep. Cloud
McMullen	Communications Director	Office of Rep. Arrington
McVae	Legislative Director	Office of Rep. Foxx
Medeiros	Legislative Director	Office of Rep. Feenstra
Meyer	Legislative Director	Office of Rep. Cheney
Meyer	Chief of Staff	Office of the Leader
Michael	Legislative Director and Counsel	Office of Rep. Griffith
Middlebrooks	Legislative Director	Office of Rep. LaTurner
Mills	Communications Director	Office of Rep. Brooks
Milner	Communications Director	Office of Rep. Baird
Min	Deputy Chief of Staff & Counsel	Office of the Leader
Minkler	Deputy Floor Director	Office of the Whip
Mitchell	Legislative Director	Office of Rep. Hollingsworth

Owens	Communications Director/Press Secretary	Office of Rep. Meuser
Pagett	Legislative Director	Office of Rep. Mann
Palazzo	Communications Director	Office of Rep. Hagedorn
Papakonstantinou	Communications Director	Office of Rep. Carter (GA)
Parent	Media Affairs	House Republican Conference
Parker	Communications Director	Office of Rep. Kelly (MS)
Patel	Legislative Director	Office of Rep. Steube
Patrick	Communications Director	Office of Rep. Huizenga
Pay	Legislative Director	Office of Rep. Bentz
Payne	Legislative Director	Office of Rep. McMorris Rodgers
Peavey	Press Secretary	House Committee on Financial Services
Phelps	Communications Director	House Committee on Administration
Pillow	Communications Director	Office of Rep. Guest
Pinegar	Legislative Director	Office of Rep. Spartz
Pinegar	Legislative Director	Office of Rep. Smith (MO)
Pinover	Communications Director	House Committee on Foreign Affairs
Porwoll	Communications Director	Office of Rep. Allen
Poursoltan	Legislative Director	Office of Rep. McCaul
Powell	Legislative Director	Office of Rep. Womack
Prater	Legislative Director	Office of Rep. Kelly (PA)
Rabalais	Communications Director	Office of Rep. Letlow
Rabuse	Legislative Director	Office of Rep. Miller
Rafferty	Legislative Director	Office of Rep. Huizenga
Ratliff	Legislative Director	Office of Rep. Banks
Ratner	Deputy Chief of Staff and Legislative Director	Office of Rep. Upton
Rauber	Communications Director	Office of Rep. LaHood
Rausch	Deputy Chief of Staff & Legislative Director	Office of Rep. Garbarino
Ravold	Communications Director	Office of Rep. Davidson

Schultz	Legislative Director	Office of Rep. Walorski
Seale	Communications Director	Office of Rep. Bice
Sears	Communications Director	Office of Rep. Joyce (OH)
Seid	Communications Director	Office of Rep. Hinson
Selip	Communications Director	Office of Rep. Hice
Shaw Kain	Legislative Director	Office of Rep. Joyce (OH)
Shelton	Legislative Director	Office of Rep. Crawford
Shields	Communications Director	House Committee on Energy and Commerce
Shoemaker	Communications Director	Office of Rep. Bishop
Siddle	Communications Director	Office of Rep. Balderson
Sikora	Communications Director/Press Secretary	Office of Rep. Womack
Sizemore	Communications Director	Office of Rep. Reed
Skoog	Legislative Director	Office of Rep. Mullin
Smith	Legislative Director	Office of Rep. McCarthy
Smith	Communications Director	Office of Rep. Comer
Smith	Communications Director/Press Secretary	Office of Rep. Timmons
Smith	Digital Communications Director	Office of the Leader
Smolowski	Press Secretary	Office of Rep. Harris
Smoot	Communications Director	Office of Rep. Rogers (KY)
Snider	Communications Director	Office of Rep. Wilson
Sours	Chief of Staff	Office of the Chief Deputy Whip
Southard	Legislative Director	Office of Rep. Katko
Souza	Senior Policy Advisor	Office of the Leader
Sparks	Head of Communications	Office of the Leader
Spealman	Policy Director	House Committee on Budget
Specht	Senior Policy Advisor	Office of the Leader
Stanton	Legislative Director	Office of Rep. Radewagen
Steele	Communications Director	Office of Rep. Hudson

Tortorici	Legislative Director/Deputy Chief of Staff	Office of Rep. Armstrong
Trainer	Legislative Director	Office of Rep. Guthrie
Treadwell	Legislative Director	Office of Rep. Cawthorn
Trokey	Legislative Director	Office of Rep. Scalise
Truxal	Legislative Director	Office of Rep. Franklin
Tucker	Matt Tucker	Office of Rep. Joyce (PA)
Tucker	Press Secretary	Office of Rep. Moore
Turner	Legislative Director	Office of Rep. Garcia
Valdez	Communications Director/Press Secretary	Office of Rep. Gaetz
Valenta	Legislative Director	Office of Rep. Posey
Vander Voort	Communications Director	Office of Rep. Valadao
VanderToll	Legislative Director	Office of Rep. Barr
Vaughan	Communications Director	House Committee on Science, Space and Technology
Veale	Legislative Director	Office of Rep. LaMalfa
Vecchi	Legislative Director/Deputy Chief of Staff	Office of Rep. Billirakis
Verhelst	Legislative Director	Office of Rep. Smucker
Vissex	Legislative Director	Office of Rep. Buck
Vojack	Legislative Director	Office of Rep. Fallon
Von Stein	Legislative Director	Office of Rep. Young
VonEnde	Communications Director	Office of Rep. McMorris Rodgers
Voyles	Communications Director/Press Secretary	Office of Rep. Burgess
Wagner	Legislative Director	Office of Rep. Fitzgerald
Wagner	Communication Director	Office of Rep. Nunes
Walker	Communications Director/Press Secretary	Office of Rep. McCaul
Wallace	Communications Director	Office of Rep. Miller
Wallace	Communications Director/District Director	Office of Rep. Simpson
Wallwork	Legislative Director	Office of Rep. Reed
Wear	Communications Director	Office of Rep. Wittman



Legislative and Communication Directors Conference

October 13-15, 2021

The Kingsmill, Williamsburg, Virginia

Wednesday, October 13, 2021

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

8:00 - 8:45 AM	Breakfast	James River Grand Ballroom
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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 Francis Brooke, Office of GOP Whip Steve Scalise Michael Comer, Office of GOP Whip Steve Scalise Charyssa Parent, House Republican Conference	Burwell Ballroom
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10:00 - 11:00 AM	Congressional Ethics: A Primer Moderator: Kelle Strickland, House Ethics Committee Elliot Berke, Berke Farah LLP Erin Clark, NRCC	Burwell Ballroom
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11:00 - 12:00 PM	Constituent Communications: Strategies and Standards Moderator: Mark Strand Elisabeth Conklin, House Communications Standards Commission Max Engling, Office of GOP Leader Kevin McCarthy	Burwell Ballroom
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Report name:	Attendance Report (House Staff)
Report date:	10/19/2021
Event name:	2021 Legislative and Communication Directors Conference

First Name	Last Name	Institution	Job Title
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. Ellzey	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
Layne	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

Sean	Griffin	Office of Rep. Brooks	Legislative Counsel/Legislative Director
Elliott	Guffin	Office of Rep. Hudson	Legislative Director
Amanda	Hall	Office of Rep. Valadao	Legislative Director
Emma	Hall	Office of Rep. Owens	Communications Director/Press Secretary
Joel	Hannahs	Office of Rep. Radewagen	Director of Communications
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
Miriam	Harmer	Office of Rep. Owens	Legislative Director
Erick	Harris	Office of Rep. Chabot	Legislative Director
Lynn	Hatcher	Office of Rep. Amodei	Communications Director
Emily	Henn	Office of Rep. Graves (MO)	Deputy Legislative Director
James	Hewitt	Office of Rep. Waltz	Communications Director
Rob	Hicks	Office of Rep. Obernolte	Legislative Director
Christine	Hill	House Committee on Veterans Affairs	Republican Health Staff Director
Preston	Hill	Office of the Leader	Policy Advisor
Andrea	Hitt	House Republican Conference	Deputy Press Secretary
Ryan	Hofmann	House Republican Conference	Policy Advisor
Houson	Holdren	House Republican Conference	Operations Director
Michael	Horder	Office of Rep. Pfluger	Legislative Director
Louis	Hrkman	House Committee on Climate Crisis	Senior Policy Advisor
Rachel	Huggins	Office of Rep. Burgess	Legislative Director
Allie	Humes	Office of the Leader	Member Services Coordinator
Alex	Igleheart	Office of Rep. Wenstrup	Legislative Director
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
Paul	Johnson	Office of Rep. Moore	Legislative Director
AT	Johnston	Office of Rep. Timmons	Deputy Chief of Staff/Senior Advisor
Elizabeth	Joseph	Office of Rep. Guest	Policy Director
Derek	Judd	Office of Rep. Jacobs	Legislative Director
Jazmine	Kemp	Office of Rep. Johnson (SD)	Communications Director
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

Charyssa	Parent	House Republican Conference	Media Affairs
Rob	Pillow	Office of Rep. Guest	Communications Director
McLaurine	Pinover	House Committee on Foreign Affairs	Press Secretary
Andrea	Porwoll	Office of Rep. Allen	Communications Director
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
Lisa	Reynolds	Office of Rep. Weber	Communications Director/Press Secretary
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	Sellp	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	
Brittan	Specht	Office of the Leader	Senior Policy Advisor
Greg	Steele	Office of Rep. Hudson	Communications Director
Rachel	Stephens	House Committee on Transportation and Infrastructure	Press Secretary
Maddison	Stone	Office of Rep. Thompson	Communications Director/Press Secretary
Kelle	Strickland	Committee on Ethics	Counsel to the Ranking Member
Callie	Strock	Office of Rep. Kim	Communications Director
Hannah	Strub	Office of Rep. Rutherford	Legislative Director
Michael	Tadeo	Office of Rep. Johnson (OH)	Senior Advisor
Charlotte	Taylor	Office of Rep. Bucshon	Communications Director
Claire	Trokey	Office of Rep. Scalise	Legislative Director

Wagner, Mattheus

From: Travel Requests
Sent: Tuesday, October 12, 2021 8:50 AM
Cc: Travel Requests; Wambold, Adam; Cohan, Melanie
Subject: Ethics Travel Approval - Congressional Institute; Williamsburg; 10/13/21

Good Morning,

This email is to confirm that the Committee on Ethics has approved your request to accept privately-sponsored, officially connected travel to Williamsburg, Virginia, scheduled to begin on October 13, 2021, sponsored by the Congressional Institute.

If your plans change and you do not actually accept this trip, please let us know at your earliest convenience by emailing travel.requests@mail.house.gov. You must notify the Committee if you withdraw from the trip.

Due to the large size of this trip, this is a blanket email to inform all approved travelers that they may accept this trip. This email does not contain the official, personalized approval letter that each traveler will need for post-travel filing. The official letter, signed by the Chairman and Ranking Member, will be forthcoming by email in the coming days. You will need that letter, not this email, to properly file post-travel paperwork with the Clerk's office.

If you have not received the personalized approval letter by the time you need to file post-travel paperwork, please travel.requests@mail.house.gov and we will re-send you an electronic copy.

Thank you,

Adam Wambold

Professional Staff
Committee on Ethics
U.S. House of Representatives
Work Cell: 202-725-8877