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: Andrea Grace
2. a. Name of Accompanying Relative: _____ ***OR*** None ☒
   b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
3. a. **Dates:** Departure: May 3, 2023 Return: May 5, 2023
   b. Dates at Personal Expense, if any: _____ ***OR*** None ☒
4. Departure City: Washington, DC Destination: Hot Springs, VA Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: The Congressional Institute
6. Describe Meetings and Events Attended:
   I attended panels and listening sessions on a range of topics relating to my duties as Chief of Staff. Some of those topics included tools for managing a staff effectively, information on the appropriations process, committee and floor procedure, the MRA, the ethics committee, and working with leadership.
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: Andrea Grace **Date:** 05/15/2023

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: Rep. Mike Lawler (NY-17) **Date:** 5/15/2023

Signature of Supervising Member: Michael Lawler

Version date 3/2021 by Committee on Ethics

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): Hot Springs, VA
3. Date of Departure: May 3, 2023 Date of Return: May 5, 2023
4. Name(s) of Traveler(s): see attached list

   Note: You may list more than one traveler on a form only if ***all*** information is ***identical*** for each person listed.
5. **Actual amount** of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:

	Total **Transportation** Expenses	Total **Lodging** Expenses	Total **Meal** Expenses	Total **Other** Expenses (dollar amount per item and description)
Traveler	$0	$320	$148	$624 - Room Rental
Accompanying Family Member				

6. ☒ All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. *Signify statement is true by checking box.*

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

Signature: Date: May 12, 2023

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

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: May 3, 2023 Date of return: May 5, 2023
7. a. City of departure: Washington, DC
   b. Destination(s): Hot Springs, 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:

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- $49, Day 2 - $85, Day 3 - $17
    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: Omni Homestead City: Hot Springs, VA Cost Per Night: $98+fees&tax
    Reason(s) for Selecting: proximity to DC, availability, security & facility size
    Hotel Name: _____ City: _____ Cost Per Night: _____
    Reason(s) for Selecting: _____
    Hotel Name: _____ City: _____ Cost Per Night: _____
    Reason(s) for Selecting: _____

17. ☒ I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. *Signify that the statement is true by checking the box.*

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

☐ Actual Amounts ☒ Good Faith Estimates	Total **Transportation** Expenses per Participant	Total **Lodging** Expenses per Participant	Total **Meal** Expenses per Participant
For each Member, Officer, or Employee	$120	$320	$151
For each Accompanying Family Member	$120	n/a	$151

	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	$638	Room Rental
For each Accompanying Family Member	$638	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: Mark Strand Date: March 31, 2023

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 | 202-225-7103
More information and forms available at **ethics.house.gov**

PRIMARY TRIP SPONSOR FORM
ADDENDUM

Question 4: Provide names and titles of ALL House Members and employees you are inviting. For each House invitee, provide an explanation of why the individual was invited (include additional pages if necessary):
See attached invitation list. This Congressional Institute sponsored retreat focuses on the important role of the Chief of Staff in congressional offices. Therefore, the invitation to this retreat is being extended to Chiefs of Staff in House Majority and Senate Minority personal offices, the Staff Director in House Majority committee offices as well as select leadership staff.

Question 12: For each sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip and its role in organizing and/or conducting the trip:
The purpose of the Congressional Institute (a 501(c)4 organization) is to promote public education about Congress and to hold educational conferences for Members of Congress, staff and others. The Congressional Institute is the sole organizer and conductor of this event. This retreat is designed to strengthen professional relationships among Chiefs of Staff, senior leadership and committee staff, educate them on policy issues and best practices, and encourage the exchange of ideas with colleagues.

Question 18: Total expenses for each participant:
The estimated lodging rate and per participant food/refreshment expense figure for this event (and provided on this form) do not include the separate costs to the Congressional Institute to rent conference/banquet space large enough to accommodate this large event with appropriate security and audio/visual capabilities necessary to conduct our program. Dividing these conference and facility rental costs by the number of participants estimated to attend this event, the estimated figure would be $492 as disclosed on the sponsor form.

U.S. House of Representatives
COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Andrea Grace

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 : Hot Springs, VA

4. a. Date of Departure: May 3, 2023 Date of Return: May 5, 2023

   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.**

   Participating in this trip is connected to my official duties as Chief of Staff and the program will help me to do my job more effectively because I will have the opportunity to hear from speakers with expertise on managing a congressional office and engage with other chiefs of staff, committee staff directors and leadership staff.

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 Michael Fowler Date 3/28/23

Michael Guest, Mississippi
Chairman
Susan Wild, Pennsylvania
Ranking Member

David P. Joyce, Ohio
John H. Rutherford, Florida
Andrew R. Garbarino, New York
Michelle Fischbach, Minnesota

Veronica Escobar, Texas
Mark DeSaulnier, California
Deborah K. Ross, North Carolina
Glenn F. Ivey, Maryland

ONE HUNDRED EIGHTEENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust
Staff Director and Chief Counsel

Kelle A. Strickland
Counsel to the Chairman

David Arrojo
Counsel to the Ranking Member

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

April 26, 2023

Ms. Andrea Grace
Office of the Honorable Michael Lawler
1013 Longworth House Office Building
Washington, DC 20515

Dear Ms. Grace:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Hot Springs, Virginia, scheduled for May 3 to 5, 2023, sponsored by Congressional Institute.

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 $480 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,

Michael Guest
Chairman

Susan Wild
Ranking Member

MG/SW:mc

DRAFT

2023 House Republican Chiefs of Staff Conference
Hot Springs, VA

Wednesday, May 3

10:30 AM – 2:30 PM **Bus Departs from Hill** **S. Capitol St (Between Rayburn & Longworth)**
Box lunches will be available on the bus.

2:00 PM – 7:00 PM **Nametag Pickup**

3:00 PM – 3:15 PM **Welcome**

3:15 PM – 4:15 PM **Millions of Constituents, Hundreds of Districts, One Conference: A Look at Public Opinion Across the GOP**
David Winston, The Winston Group
Myra Miller, The Winston Group
Dave Sackett, The Tarrance Group
BJ Martino, The Tarrance Group

4:15 PM – 5:15 PM **Developing A Communications Strategy That Works for Your Member**
Ed Patru, Direct Communications Company
Matt Lira, Hangar Capital

6:00 PM – 9:00 PM **Reception**
Dinner
Kim Strassel, *The Wall Street Journal*

Thursday, May 4

8:00 AM – 9:00 AM **Breakfast**

9:00 AM – 10:00 AM **Leadership Chiefs of Staff**
Moderator: Mark Strand, Congressional Institute
Dan Meyer, Office of the Speaker
Brett Horton, Office of the Majority Leader
Robert Boland, Office of the Majority Whip
Patrick Hester, House Republican Conference

10:00 AM – 12:00 PM **Managing Your Staff Effectively**
Mark Horstman, Manager Tools, LLC

12:00 PM – 1:15 PM **Lunch**
Matt Pottinger, Hoover Institution

DRAFT

1:30 PM – 2:30 PM **Ethics: Official, Campaigns, and Redistricting**
Moderator: Kelle Strickland
Elliot Berke, Berke Farah LLC
Erin Clark, NRCC

Breakout Sessions:

2:30 PM – 3:30 PM **How To Get Things Done In Your Office**
Moderator: Mark Strand
Brooke Bennett, Office of Rep. French Hill

How to Get Things Done In Committee
The Honorable Ileana Ros-Lehtinen, Former Committee Chair
The Honorable Greg Walden, Former Committee Chair

How to Get Things Done In Appropriations
Anne-Marie Chotvacs, House Appropriations Committee
Matt Leffingwell, Tiber Creek Group

How to Get Things Done on The Floor
Judy Schneider, Former CRS Expert

3:30 PM – 4:30 PM **Breakout Sessions Repeat**

6:00 PM – 9:00 PM **Reception**
Dinner
Guy Benson, Fox News

Friday, May 5

8:00 AM – 9:00 AM **Breakfast**

9:00 AM – 10:00 AM **Planning Your Office's Agenda**
Moderator: Mark Strand

10:00 AM – 11:00 AM **Maximizing the MRA Under the New Communications Rules**
Moderator: George Hadijski, Congressional Management Foundation
Tim Monahan, Office of the Speaker/Committee on House Administration
Nick Crocker, Committee on House Administration

11:00 AM – 11:15 AM **Open Mic Discussion**
Moderator: Mark Strand, Congressional Institute

11:30 AM **Conference Concludes**

From: **Congressional Institute** rsvp@conginst.org
Subject: Test - Register Now for the GOP Chiefs of Staff Conference
Date: March 15, 2023 at 11:15 AM
To: amym@conginst.org

RC

PLEASE NOTE: TRAVELER FORMS ARE DUE TO ETHICS ON WEDNESDAY, APRIL 3, 2023!!!

Dear */fname/*,

On behalf of the Congressional Institute, I'm happy to invite you to the annual 2023 Chiefs of Staff Issues Conference, which will be from Wednesday, May 3, 2023, through Friday, May 5, 2023, at The Omni Homestead in Hot Springs, Virginia. We hope you and your family will join us.

You have many challenges as a Chief of Staff, including the daily management of your office. We're developing an engaging program to help you do your job more effectively. We are inviting House Republican personal chiefs of staff, committee staff directors, and leadership staff so you can get to know colleagues you might not usually meet during a normal workday.

We are working with the Committee on Ethics so that the Congressional Institute is able to cover certain costs for you. We ask that you submit your paperwork to the Ethics Committee as soon as possible.

We look forward to seeing you at this issues conference so you can hear about the future of the country and Congress, learn new management ideas, discuss best practices, and strengthen professional relationships

To Register:

Step 1: Submit Ethics Packet by Wednesday, April 3, 2023
IF YOU THINK THAT THERE IS EVEN A POSSIBILITY YOU WILL ATTEND, you need pre-authorization from the Committee on Ethics; you may always withdraw your paperwork.

Download the Institute's Primary Trip Sponsor Form and submit the whole package with your completed Traveler Form by Wednesday, April 3, 2023, 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 your Member's principal campaign fund would need to pay for you.

DOWNLOAD ETHICS FORMS >

If you cannot use the button above, please copy and paste the following URL into your browser:

Step 2: Register on the Congressional Institute's website
The Congressional Institute will coordinate all logistical arrangements, including room reservations. 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.

REGISTER NOW >

Email Address: */email/*
Access Code: */other_id/*
If you are unable to attend, please click the following link to decline this invitation

If you are unable to attend, please click the following link to decline this invitation.

We understand your registration is tentative pending Ethics approval. More information on the program and activities at the conference will be sent to you in future mailings. If you have any questions, special concerns, or need additional information, please call (703)837-8812 or email rsvp@conginst.org. We look forward to seeing you in Hot Springs!

Mark Strand, President
The Congressional Institute
strand@conginst.org
office: 703-837-8812
mobile: 571-366-0090
website: conginst.org

If you are not the correct contact for this office, please reply to this email with the updated contact information instead of unsubscribing.

COS2023 - Invited House Staff

First Name	Last Name	Job Title	Institution
Rob	Adkerson	Chief of Staff	Office of Rep. Loudermilk
Amy	Albro	Chief of Staff	Office of Rep. Bice
Anna	Alburger	Chief of Staff	Office of Rep. Joyce (OH)
Alysa	Anderson	Chief of Staff	Office of Rep. Ciscomani
Dale	Anderson	Chief of Staff	Office of Rep. Lamborn
Taylor	Andreae	Chief of Staff	Office of Rep. Gallagher
Gary	Andres	Staff Director	House Committee on Budget
Rebecca	Angelson	Chief of Staff	Office of Rep. Latta
Cyrus	Artz	Staff Director	House Committee on Education and Labor
Maggie	Ayrea	Deputy Chief of Staff	Office of Rep. Graves (LA)
Jason	Bauknecht	Chief of Staff	Office of Rep. Tiffany
Cliff	Bayer	Chief of Staff	Office of Rep. Fulcher
Mark	Bednar	Director of Strategic Communications	Office of Speaker McCarthy
Megan	Bel Miller	Chief of Staff	Office of Rep. Scalise
Josh	Bell	Chief of Staff	Office of Rep. Estes
Brooke	Bennett	Chief of Staff	Office of Rep. Hill
Chris	Bien	Deputy Director of Floor Operations	Office of Speaker McCarthy
Jeff	Billman	Chief of Staff	Office of Rep. Jackson
Jeff	Bishop	Chief of Staff	Office of Rep. Molinaro
Ali	Black	Communications Director	House Republican Conference
Alex	Blair	Chief of Staff	Office of Rep. Steube
Gabriella	Boffelli	Chief of Staff	Office of Rep. González-Colón
Robert	Boland	Chief of Staff	Office of Majority Whip Emmer
Alex	Bolton	Chief of Staff	Office of Rep. Malliotakis
Aaron	Bonnaure	Chief of Staff	Office of Rep. Reshenthaler
Kate	Bonner	Chief of Staff	Office of Rep. Smucker

Hailey	Borden	Director of Downtown Coalitions	Office of Majority Whip Emmer
Lorissa	Bounds	Chief of Staff	Office of Rep. Obernolte
Parish	Braden	Staff Director	House Committee on Agriculture
Joshua	Bradley	Chief of Staff	Office of Rep. Moran
Jen	Bradley	Chief of Staff	Office of Rep. Rutherford
Sean	Brady	Chief of Staff	Office of Rep. Buchanan
Matt	Brennan	Chief of Staff	Office of Rep. Thompson
Francis	Brennan	Rapid Response Director	House Republican Conference
Chris	Brinson	Chief of Staff	Office of Rep. Rogers (AL)
Francis	Brooke	Policy Director	Office of Majority Leader Scalise
Greg	Brooks	Chief of Staff	Office of Rep. Wenstrup
Keelie	Broom	Chief of Staff	Office of Rep. Owens
Nick	Brown	Chief of Staff	Office of Rep. Clyde
Ed	Buckham	Chief of Staff	Office of Rep. Greene
Samantha	Bullock	Communications Director	Office of Majority Whip Emmer
Stuart	Burns	Chief of Staff	Office of Rep. Posey
Courtney	Butcher	Member Services Director	House Republican Conference
Jeff	Butler	Chief of Staff	Office of Rep. McHenry
John	Byers	Chief of Staff	Office of Rep. Pfluger
Larry	Calhoun	Chief of Staff	Office of Rep. Cammack
Aaron	Calkins	Chief of Staff	Office of Rep. Burlison
Ashley	Callen	General Counsel	Office of Majority Leader Scalise
Christina	Cameron	Media Affairs Advisor	Office of Speaker McCarthy
Chad	Carlough	Chief of Staff	Office of Rep. Carl
Ryan	Carney	Chief of Staff	Office of Rep. Steil
Spencer	Carr	Deputy Chief of Staff	Office of Rep. Tenney
Machalagh	Carr	General Counsel	Office of Speaker McCarthy
Bob	Carretta	Chief of Staff	Office of Rep. Ellzey
Jessica	Carter	Chief of Staff	Office of Rep. Newhouse

Caroline	Cash	Chief of Staff	Office of Rep. Comer
Anne Marie	Chotvacs	Staff Director	House Committee on Appropriations
Nick	Christensen	Chief of Staff	Office of Rep. Graves (MO)
Andrew	Christianson	Chief of Staff	Office of Rep. Johnson (SD)
Jon	Clark	Staff Director	House Committee on Veterans Affairs
Ben	Cline	Representative for VA-6 (Guest Speaker)	U.S. House of Representatives
Michael	Comer	Deputy Communications Director	Office of Majority Leader Scalise
Billy	Constangy	Leadership Chef of Staff	Office of Rep. Hudson
Tim	Costa	Chief of Staff	Office of Rep. Meuser
Carly	Couture	Chief of Staff	Office of Rep. Hageman
Chris	Crawford	Chief of Staff	Office of Rep. Carter (GA)
Brian	Cress	Member Services and Operations Assistant	House Republican Conference
John	Crews		Office of Majority Leader Scalise
Tim	Cummings	Chief of Staff	Office of Rep. Timmons
Molly	Cutrona	Chief of Staff	Office of Rep. Amodei
Dante	Cutrona	Chief of Staff	Office of Rep. Joyce (PA)
Arie	Dana	Chief of Staff	Office of Rep. Steel
Andrew	David	Chief of Staff	Office of Rep. Higgins
Jonathan	Day	Chief of Staff	Office of Rep. Wilson
James	Decker	Chief of Staff	Office of Rep. Burgess
Chris	Del Beccaro	Chief of Staff	Office of Rep. McCaul
Jackie	Del Bonis	Member Services Director	Office of Majority Whip Emmer
Ben	DeMarzo	Chief of Staff	Office of Rep. Miller (IL)
Liz	Dessauer	Chief of Staff	Office of Rep. Spartz
Monica	Didiuk	Chief of Staff	Office of Rep. Smith (NE)
Justin	Discigil	Chief of Staff	Office of Rep. Crenshaw
David	DiStefano	Chief of Staff	Office of Rep. Carey
Kelly	Dixon	Staff Director	House Committee on Rules
Emily	Domenech	Senior Policy Advisor	Office of Speaker McCarthy

Matt	Donnellan	Chief of Staff	Office of Rep. Miller (WV)
Jordan	Downs	Chief of Staff	Office of Rep. Guest
Mark	Dreiling	Chief of Staff	Office of Rep. Bacon
Braden	Dreiling	Chief of Staff	Office of Rep. LaTurner
Jake	Dumas	Chief of Staff	Office of Rep. Flood
Tyler	Edmonds	Chief of Staff	Office of Rep. Kiggans
Kevin	Eichinger	Chief of Staff	Office of Rep. Jordan
Joe	Ellis	Chief of Staff	Office of Rep. Miller
Jaryn	Emhof	Chief of Staff	Office of Rep. Webster
Max	Engling	Deputy Member Services Director	Office of Speaker McCarthy
Laura	Engquist	DC Chief of Staff	Office of Rep. Balderson
Wes	Enos	Deputy Chief of Staff	Office of Rep. Nunn
John	Etue	Chief of Staff	Office of Rep. Williams
Michele	Exner	Communications Director	Office of Speaker McCarthy
Ben	Falkowski	Chief of Staff	Office of Rep. Yakym
Alex	Ferro	Chief of Staff	Office of Rep. Gimenez
Jay	Fields	Caucus Executive Director	Republican Study Committee
Lauren	Fine	Communications Director	Office of Majority Leader Scalise
David	FitzSimmons	Chief of Staff	Office of Rep. Finstad
Ian	Foley	Policy Director	Office of Majority Whip Emmer
Cameron	Foster	Chief of Staff	Office of Rep. Hern
Sally	Fox	Chief of Staff	Office of Rep. Emmer
Jason	Galanes	Chief of Staff	Office of Rep. Turner
Steven	Giaier	Senior Policy Advisor and Counsel	Office of Speaker McCarthy
Robert	Gies	Chief of Staff	Office of Rep. D'Esposito
Cesar	Gonzalez	Chief of Staff	Office of Rep. Diaz-Balart
Michael	Gordon	Chief of Staff	Office of Rep. Williams
Alex	Gourdikian	Director of Operations	Office of Speaker McCarthy
Andrea	Grace	Chief of Staff	Office of Rep. Lawler

Michael	Grider	Chief of Staff	Office of Rep. Burchett
Payne	Griffin	Chief of Staff	Office of Rep. Strong
Josh	Grogis	Chief of Staff	Office of Rep. Cole
Jackson	Gross	Chief of Staff	Office of Rep. James
Elliott	Guffin	Chief of Staff	Office of Rep. Hudson
Matt	Gurtler	Chief of Staff	Office of Rep. Massie
Kimberly	Hamm	Deputy General Counsel	Office of Speaker McCarthy
James	Hampson	Chief of Staff	Office of Rep. Bishop
Jihun	Han	Chief of Staff	Office of Rep. Chavez DeRemer
Sabrina	Hancock	Chief of Staff	Office of Rep. Roy
Dave	Hanke	Staff Director	Select Committee on China
Dan	Hanlon	Chief of Staff	Office of Rep. Mace
Brandon	Harder	Chief of Staff	Office of Rep. Mann
Rachel	Harris	Chief of Staff	Office of Rep. Lesko
Nick	Hawatmeh	Chief of Staff	Office of Rep. McClain
Hayden	Haynes	Chief of Staff	Office of Rep. Johnson (LA)
Grant	Henry	Chief of staff	Office of Rep. Ogles
Patrick	Hester	Chief of Staff	House Republican Conference
Adam	Hewitt	Chief of Staff	Office of Rep. Davidson
Jake	Hilkin	Deputy Director of Member Services	Office of Majority Leader Scalise
Preston	Hill	Policy Advisor	Office of Speaker McCarthy
Van	Hilleary	Chief of Staff	Office of Rep. Rose
Liz	Hittos	Chief of Staff	Office of Rep. Bilirakis
Chris	Hixon	Staff Director	House Committee on Judiciary
Lauren	Hodge	Chief of Staff	Office of Rep. Allen
Nate	Hodson	Staff Director	House Committee on Energy and Commerce
Matt	Hoffmann	Staff Director	House Committee on Financial Services
Bob	Holste	Chief of Staff	Office of Rep. Kiley

Brett	Horton	Chief of Staff	Office of Majority Leader Scalise
Michael	Hough	Chief of Staff	Office of Rep. Mooney
Adam	Howard	Staff Director	House Committee on Intelligence
Paul	Howell	Chief of Staff	Office of Rep. Kelly (MS)
Matt	Hutson	Chief of Staff	Office of Rep. Harris
Emily	Hytha	Chief of Staff	Office of Rep. Fischbach
Kyle	Jackson	Chief of Staff	Office of Rep. Bucshon
Stephen	Janushkowsky	Chief of Staff	Office of Rep. Babin
Jake	Johnsen	Chief of Staff	Office of Rep. Rogers (KY)
Ben	Johnson	Staff Director	House Committee on Small Business
Alice	Johnson	Chief of Staff	Office of Rep. Scott
Jon	Jones	Chief of Staff	Office of Rep. Brecheen
Sarah	Jorgenson	Staff Director, ELC Chairman	Office of Rep. Graves
Natalie	Joyce	Deputy Chief of Staff	Office of Speaker McCarthy
Rebecca	Keightley	Chief of Staff	Office of Rep. Calvert
David	Keller	Chief of Staff	Office of Rep. Banks
Charlie	Keller	Chief of Staff	Office of Rep. Wagner
Melissa	Kelly	Chief of Staff	Office of Rep. Franklin
Mark	Kelly	Chief of Staff	Office of Rep. Good
Jazmine	Kemp	Caucus Executive Director	Main Street Caucus
Micah	Ketchel	Chief of Staff	Office of Rep. Waltz
Carolyn	King	Chief of Staff	Office of Rep. Wittman
Kyle	Kizzer	Chief of Staff	Office of Rep. Houchin
Kyle	Klein	Staff Director	House Committee on Homeland Security
Allen	Klump	Chief of Staff	Office of Rep. Duncan
Joe	Knowles	Caucus Executive Director	Problem Solvers
Desiree	Koetzle	Chief of Staff	Office of Rep. Stauber
Steve	Koncar	Chief of Staff	Office of Rep. Luna
BJ	Koohmaraie	Counsel	Office of Majority Leader Scalise

Allie	Kotsovos Humes	Member Services Coordinator	Office of Speaker McCarthy
James	Kyrkanides	Chief of Staff	Office of Rep. Hunt
Kate	LaBorde	Chief of Staff	Office of Rep. Biggs
Bronwyn	Lance	Chief of Staff	Office of Rep. Edwards
Jillian	Lane Wyant	Chief of Staff	Office of Rep. Gaetz
James	Langenderfer	Chief of Staff	Office of Rep. Mast
R.J.	Laukitis	Chief of Staff	Office of Rep. Walberg
Chrissi	Lee	Chief of Staff	Office of Rep. Luttrell
John	Leganski	Director of Floor Operations	Office of Speaker McCarthy
Roz	Leighton	Chief of Staff	Office of Rep. Armstrong
Matt	Leopold	Chief of Staff	Office of Rep. Feenstra
Tony	Lis	Chief of Staff	Office of Rep. Bergman
Kyle	Lombardi	Senior Policy Advisor	Office of Speaker McCarthy
Ryan	Long	Senior Policy Advisor	Office of Speaker McCarthy
Charley	Lovett	Chief of Staff	Office of Rep. Santos
Michael	Lowry	Chief of Staff	Office of Rep. Aderholt
Ashton	Maloney	Chief of Staff	Office of Rep. Moolenaar
Chris	Maneval	Deputy Chief of Staff	Office of Majority Whip Emmer
Mark	Marin	Staff Director	House Committee on Oversight and Government Reform
Chris	Marklund	Deputy Staff Director	House Committee on Natural Resources
Michael	Martin	Chief of Staff	Office of Rep. Alford
Josh	Mathis	Staff Director	House Committee on Science, Space and Technology
Kelly	McCollum	Chief of Staff	Office of Rep. Griffith
Ryan	McCormack	Chief of Staff	Office of Rep. Fitzgerald
Anna	McCormack	Chief of Staff	Office of Rep. Rouzer
Matt	McCullough	Chief of Staff	Office of Rep. Bost
Robert	McIntosh	Chief of Staff	Office of Rep. Sessions

Justin	Melvin	Chief of Staff	Office of Rep. Kustoff
Zach	Mendelovici	Chief of Staff	Office of Rep. Buck
Tyler	Menzler	Chief of Staff	Office of Rep. Miller-Meeks
Ashley	Menzler	Chief of Staff	Office of Rep. Reschenthaler
Matt	Meyer	Chief of Staff	Office of Rep. Smith (MO)
Dan	Meyer	Chief of Staff	Office of Speaker McCarthy
Chad	Michaels	DC Chief of Staff	Office of Rep. Schweikert
Carson	Middleton	Chief of Staff	Office of Rep. Foxx
Jonas	Miller	Chief of Staff	Office of Rep. Carter (TX)
Matt	Miller	Chief of Staff	Office of Rep. Cline
James	Min	Chief of Staff	Office of Rep. McCarthy
Annie	Minkler	Deputy Floor Director	Office of Majority Leader Scalise
Alye	Mlinar	Policy Advisor	Office of Majority Leader Scalise
Patrick	Mocete	Chief of Staff	Office of Rep. Kim
Tim	Monahan	Staff Director	House Committee on Administration
Tom	Moran	Chief of Staff	Office of Rep. Salazar
Lauren	Muglia	Chief of Staff	Office of Rep. Perry
Allison	Murphy	Chief of Staff	Office of Rep. Van Drew
Cullen	Murphy	Staff Assistant	Office of Speaker McCarthy
Dennis	Nalls	Deputy Floor Director	Office of Majority Whip Emmer
Ben	Napier	Director of Floor Operations	Office of Majority Leader Scalise
Karen	Navarro	Chief of Staff	Office of Rep. De La Cruz
Joe	Nicholson	Chief of Staff	Office of Rep. Ezell
Mary	Noonan	Chief of Staff	Office of Rep. Smith (NJ)
Corey	Norman	Chief of Staff	Office of Rep. Curtis
Anderson	Okoniewski	Operations Director	House Republican Conference
Jake	Olson	Chief of Staff	Office of Rep. Van Duyne
Matt	Orr	Chief of Staff	Office of Rep. Fry
Hillary	Parkinson	Chief of Staff	Office of Rep. Self

Nancy	Peele	Chief of Staff	Office of Rep. Westerman
Mehgan	Perez-Acosta	Chief of Staff	Office of Rep. Donalds
Brandon	Philllips	Chief of Staff	Office of Rep. Collins
Mark	Piland	Chief of Staff	Office of Rep. Norman
Phillip	Pinegar	Chief of Staff	Office of Rep. Baird
David	Planning	Floor Director	Office of Majority Whip Emmer
Dana	Planning	Deputy Director of Special Events	Office of Speaker McCarthy
Jared	Powell	Chief of Staff	Office of Rep. McMorris Rodgers
Jessica	Powell	Chief of Staff	Office of Rep. Womack
Cesar	Prieto	Chief of Staff	Office of Rep. Gonzales (TX)
Sam	Pritchard	Chief of Staff	Office of Rep. Hinson
Jessica	Proud	Chief of Staff	Office of Rep. Langworthy
Chad	Ramey	Chief of Staff	Office of Rep. Luetkemeyer
Nikki	Rapanos	Chief of Staff	Office of Rep. LaLota
Kevin	Reilly	Chief of Staff	Office of Rep. Lee
Bart	Reising	Director of Member Services	Office of Majority Leader Scalise
Tim	Reitz	Caucus Executive Director	House Freedom Caucus
Andrew	Renteria	Chief of Staff	Office of Rep. Valadao
Mary Ellen	Richardson	Chief of Staff	Office of Rep. LaHood
Kyle	Robertson	Chief of Staff	Office of Rep. Pence
Jim	Robertson	Deputy Chief of Staff	Office of Rep. Stefanik
Jamie	Robinette	Chief of Staff	Office of Rep. Bean
Jason	Rogers	General Counsel	Office of Majority Whip Emmer
Shelbie	Rogers	Director of Operations	Office of Majority Whip Emmer
Mark	Roman	Staff Director	House Committee on Ways and Means
Anna	Romeo	Caucus Executive Director	Republican Governance/ Office of Rep. Joyce
Mary	Rosado	Chief of Staff	Office of Rep. Barr
Alex	Ross	Chief of Staff	Office of Rep. Duarte

Jack	Ruddy	Staff Director	House Committee on Transportation and Infrastructure
Steve	Ruhlen	Chief of Staff	Office of Rep. Granger
Zac	Rutherford	Chief of Staff	Office of Rep. Harshbarger
Eric	Schmitz	Coalitions Coordinator	Office of Majority Leader Scalise
Robert	Schroeder	Chief of Staff	Office of Rep. Nehls
Ellen	Seher	Director of Operations	Office of Majority Leader Scalise
Brendan	Shields	Staff Director	House Committee on Foreign Affairs
Bobby	Shringi	Chief of Staff	Office of Rep. Moylan
Jonah	Shumate	Chief of Staff	Office of Rep. Crawford
Stephen	Siao	Chief of Staff	Office of Rep. Green
Philip	Singleton	Chief of Staff	Office of Rep. McCormick
Kris	Skrzycki	Chief of Staff	Office of Rep. Murphy
Alison	Slagell	Deputy Chief of Staff	Office of Rep. Lucas
Jeff	Small	Chief of Staff	Office of Rep. Boebert
Gregory	Smith	Chief of Staff	Office of Rep. Crane
William	Smith	Chief of Staff	Office of Rep. Palmer
Caleb	Smith	Digital Communications Director	Office of Speaker McCarthy
Jason	Smith	House Parliamentarian (Guest Speaker)	Office of the Parliamentarian
Mike	Smullen	Chief of Staff	Office of Rep. Johnson (OH)
Shannan	Sorrell	Chief of Staff	Office of Rep. Fallon
David	Sours	Chief of Staff	Office of Rep. Ferguson
Allen	Souza	Senior Policy Advisor	Office of Speaker McCarthy
Mark	Spannagel	Chief of Staff	Office of Rep. LaMalfa
Matt	Sparks	Head of Communications	Office of Speaker McCarthy
Brittan	Specht	Senior Policy Advisor	Office of Speaker McCarthy
Danielle	Stewart	Chief of Staff	Office of Rep. Kean
Nick	Strader	Chief of Staff	Office of Rep. Bentz
Kelle	Strickland	Staff Director	House Committee on Ethics

AJ	Sugarman	Policy Advisor	Office of Majority Leader Scalise
Timothy	Svoboda	Deputy Chief of Staff	Office of Rep. Grothman
Heather	Swift	Chief of Staff	Office of Rep. Zinke
Deena	Tauster	Chief of Staff	Office of Rep. Garbarino
Shana	Teehan	Chief of Staff	Office of Rep. Moore (AL)
Daniel	Tidwell	Incoming Chief of Staff	Office of Rep. Fleischmann
Sophie	Trainor Khanahmadi	Chief of Staff	Office of Rep. Guthrie
Catherine	Treadwell	Chief of Staff/General Counsel	Office of Rep. Mills
Claire	Trokey		Office of Majority Leader Scalise
Chris	Tudor	DC Chief of Staff	Office of Rep. McClintock
Will	Turner	Chief of Staff	Office of Rep. Garcia
Tom	Van Flein	Chief of Staff	Office of Rep. Gosar
Dirk	Vander Beek	Chief of Staff	Office of Rep. Dunn
Aashka	Varma	Senior Advisor	Office of Rep. Rosendale
Richard	Vaughn	Chief of Staff	Office of Rep. DesJarlais
Ted	Verrill	Chief of staff	Office of Rep. Letlow
Chris	Vieson	Staff Director	House Committee on Armed Services
Jake	Vreeburg	Policy Director	House Republican Conference
Rachel	Wagley	Chief of Staff	Office of Rep. Moore (UT)
Brett	Wakeman	Chief of Staff	Office of Rep. Van Orden
Nikki	Wallace	Chief of Staff	Office of Rep. Simpson
Clay	White	Chief of Staff	Office of Rep. Stewart
Todd	Whiteman	Chief of Staff	Office of Rep. Huizenga
Jeanette	Whitener	Chief of Staff	Office of Rep. Weber
Elle	Whitson	Chief of Staff	Office of Rep. Arrington
Ben	Williamson	Chief of Staff	Office of Rep. Cloud
Veronica	Wong	Chief of Staff	Office of Rep. Issa
Jordan	Wood	Chief of Staff	Office of Rep. Gooden
Leafaina	Yahn	Chief of Staff	Office of Rep. Radewagen

Jason	Yaworske	Senior Policy Advisor	Office of Speaker McCarthy

2023 House Republican Chiefs of Staff Conference
Hot Springs, VA

Wednesday, May 3

10:30 AM – 2:30 PM	**Bus Departs from Hill** Box lunches will be available on the bus.	**S. Capitol St (Between Rayburn & Longworth)**
2:00 PM – 7:00 PM	**Nametag Pickup**	**Garden Room**
3:00 PM – 3:15 PM	**Welcome**	**Grand Ballroom East**
3:15 PM – 4:15 PM	**Millions of Constituents, Hundreds of Districts, One Conference: A Look at Public Opinion Across the House GOP** David Winston, The Winston Group Myra Miller, The Winston Group BJ Martino, The Tarrance Group Lauren Hutchinson, The Tarrance Group	**Grand Ballroom East**
4:15 PM – 5:15 PM	**The Art of Presenting Persuasively** Terri Sjodin, Sjodin Communications	**Grand Ballroom East**
6:00 PM – 9:00 PM	**Reception** **Dinner** Guy Benson, Fox News	**Grand Ballroom Foyer** **Grand Ballroom West**
9:00 PM	**Fireside Chat: The Art of Presenting Persuasively**	**Tower**

Thursday, May 4

8:00 AM – 9:00 AM	**Breakfast**	**Grand Ballroom West**
9:00 AM – 10:00 AM	**The Five Dysfunctions of a Team** Beau Johnson, The Table Group	**Grand Ballroom East**
10:00 AM – 11:00 AM	**Countering the Threat of the Chinese Communist Party** Dustin Walker, American Enterprise Institute David Feith, Center for New American Security Rebeccah Heinrichs, Hudson Institute	**Grand Ballroom East**

11:00 AM – 12:00 PM	**Using the Power of the Purse: House Appropriations** Anne-Marie Chotvacs, House Appropriations Committee Will Dunham, Brownstein Hyatt Farber Schreck Kelly Lungren McCollum, Office of Rep. Morgan Griffith	**Grand Ballroom East**
12:00 PM – 1:15 PM	**Lunch** Steven Moore, Ukraine Freedom Project *A fireside chat moderated by Mark Strand, Congressional Institute*	**Grand Ballroom West**
1:30 PM – 2:30 PM	**How to Get Things Done In Committee** The Honorable Roy Blunt, Former Senate Committee Chair The Honorable Ileana Ros-Lehtinen, Former House Committee Chair	**Grand Ballroom East**
Breakout Sessions: **2:30 PM – 3:30 PM**	**How To Get Things Done In Your Office** Moderator: Anca Butcaru, Congressional Institute Brooke Bennett, Office of Rep. French Hill Kyle Kizzier, Office of Rep. Erin Houchin	**Lexington**
	How to Plan Your Office's Strategy Moderator: Mark Strand, Congressional Institute Rachel Wagley, Office of Rep. Blake Moore Carolyn King, Office of Rep. Rob Wittman	**Empire/Crystal**
	Congressional Ethics: A Primer Moderator: Jennifer Dill, Congressional Institute Kelle Strickland, House Ethics Committee Elliot Berke, Berke Farah, LLP	**Mt. Vernon**
	How to Get Things Done on The Floor Moderator: Tim Lang, Congressional Institute Jason Smith, Parliamentarian of the House John Leganski, Office of the Speaker Ben Napier, Office of the Majority Leader	**Commonwealth**
3:30 PM – 4:30 PM	**Breakout Sessions Repeat**	
6:00 PM – 9:00 PM	**Reception**	**Grand Ballroom Foyer**
	Dinner Welcome: The Honorable Ben Cline, U.S. Representative for Virginia's 6th Congressional District Lee Carter, Maslansky + Partners	**Grand Ballroom West**

Friday, May 5

8:00 AM – 9:00 AM	**Breakfast**	**Grand Ballroom West**
9:00 AM – 10:00 AM	**Leadership Chiefs of Staff Townhall** Moderator: Mark Strand, Congressional Institute Machalagh Carr, Office of the Speaker Brett Horton, Office of the Majority Leader Robert Boland, Office of the Majority Whip Patrick Hester, House Republican Conference	**Grand Ballroom East**
10:00 AM – 11:00 AM	**Maximizing the MRA Under the New Communications Rules** Tim Monahan, Office of the Speaker/Committee on House Administration Casey Contres, Communications Strategist & Former House Chief	**Grand Ballroom East**
11:00 AM – 11:15 AM	**Open Mic Discussion** Moderator: Mark Strand, Congressional Institute	**Grand Ballroom East**
11:30 AM	**Conference Concludes**	

Report name: House Staff Attendance List for Ethics
Report date: 05/12/2023
Event name: 2023 Chiefs of Staff Conference

First Name	Last Name	Institution
:		
Alyssa	Anderson	Office of Rep. Ciscomani
Dale	Anderson	Office of Rep. Lamborn
Taylor	Andreae	Office of Rep. Gallagher
Rebecca	Angelson	Office of Rep. Latta
Maggie	Ayrea	Office of Rep. Graves (LA)
Mark	Bednar	Office of Speaker McCarthy
Megan	Bel Miller	Office of Rep. Scalise
Joshua	Bell	Office of Rep. Estes
A. Brooke	Bennett	Office of Rep. Hill
Chris	Bien	Office of Speaker McCarthy
Jeff	Bishop	Office of Rep. Molinaro
Ali	Black	House Republican Conference
Gabriella	Boffelli	Office of Rep. González-Colón
Robert	Boland	Office of Majority Whip Emmer
Hailey	Borden	Office of Majority Whip Emmer
Lorissa	Bounds	Office of Rep. Obernolte
Parish	Braden	House Committee on Agriculture
Jen	Bradley	Office of Rep. Rutherford
Chris	Brinson	Office of Rep. Rogers (AL)
Francis	Brooke	Office of Majority Leader Scalise
Greg	Brooks	Office of Rep. Wenstrup
Nicholas	Brown	Office of Rep. Clyde
Stuart	Burns	Office of Rep. Posey
Courtney	Butcher	House Republican Conference

John	Byers	Office of Rep. Pfluger
Larry	Calhoun	Office of Rep. Cammack
Aaron	Calkins	Office of Rep. Burlison
Ashley	Callen	Office of Majority Leader Scalise
Christina	Cameron	Office of Speaker McCarthy
Chad	Carlough	Office of Rep. Carl
Ryan	Carney	Office of Rep. Steil
Machalagh	Carr	Office of Speaker McCarthy
Jessica	Carter	Office of Rep. Newhouse
Anne Marie	Chotvacs	House Committee on Appropriations
Andrew	Christianson	Office of Rep. Johnson (SD)
Jon	Clark	House Committee on Veterans Affairs
Michael	Comer	Office of Majority Leader Scalise
Billy	Constangy	Office of Rep. Hudson
Tim	Costa	Office of Rep. Meuser
Brian	Cress	House Republican Conference
John	Crews	Office of Majority Leader Scalise
Dante	Cutrona	Office of Rep. Joyce (PA)
Molly	Cutrona	Office of Rep. Amodei
Andrew	David	Office of Rep. Higgins
Jonathan	Day	Office of Rep. Wilson
James	Decker	Office of Rep. Burgess
Chris	Del Beccaro	Office of Rep. McCaul
Jackie	Del Bonis	Office of Majority Whip Emmer
Ben	DeMarzo	Office of Rep. Miller (IL)
Liz	Dessauer	Office of Rep. Spartz
Monica	Didiuk	Office of Rep. Smith (NE)
Jordan	Downs	Office of Rep. Guest
Mark	Dreiling	Office of Rep. Bacon

Tyler	Edmonds	Office of Rep. Kiggans
Jaryn	Emhof	Office of Rep. Webster
Laura	Engquist	Office of Rep. Balderson
Wesley	Enos	Office of Rep. Nunn
Michele	Exner	Office of Speaker McCarthy
Lauren	Fine	Office of Majority Leader Scalise
Ian	Foley	Office of Majority Whip Emmer
Cameron	Foster	Office of Rep. Hern
Sally	Fox	Office of Rep. Emmer
Steven	Giaier	Office of Speaker McCarthy
Robert	Gies	Office of Rep. D'Esposito
Cesar	Gonzalez	Office of Rep. Diaz-Balart
Andrea	Grace	Office of Rep. Lawler
Michael	Grider	Office of Rep. Burchett
Payne	Griffin	Office of Rep. Strong
Josh	Grogis	Office of Rep. Cole
Elliott	Guffin	Office of Rep. Hudson
Kimberly	Hamm	Office of Speaker McCarthy
Jihun	Han	Office of Rep. Chavez DeRemer
Sabrina	Hancock	Office of Rep. Roy
Dan	Hanlon	Office of Rep. Mace
Nick	Hawatmeh	Office of Rep. McClain
Grant	Henry	Office of Rep. Ogles
Patrick	Hester	House Republican Conference
Jake	Hilkin	Office of Majority Leader Scalise
Van	Hilleary	Office of Rep. Rose
Lauren	Hodge	Office of Rep. Allen
Robert	Holste	Office of Rep. Kiley
Brett	Horton	Office of Majority Leader Scalise

Matt	Hutson	Office of Rep. Harris
Emily	Hytha	Office of Rep. Fischbach
Kyle	Jackson	Office of Rep. Bucshon
Jon	Jones	Office of Rep. Brecheen
Sarah	Jorgenson	Office of Rep. Graves
Charlie	Keller	Office of Rep. Wagner
Mark	Kelly	Office of Rep. Good
Melissa	Kelly	Office of Rep. Franklin
Jazmine	Kemp	Main Street Caucus
Micah	Ketchel	Office of Rep. Waltz
Carolyn	King	Office of Rep. Wittman
Kyle	Kizzer	Office of Rep. Houchin
Allen	Klump	Office of Rep. Duncan
Joe	Knowles	Office of Rep. Fitzpatrick
Desiree	Koetzle	Office of Rep. Stauber
Steve	Koncar	Office of Rep. Luna
BJ	Koohmaraie	Office of Majority Leader Scalise
Kate	LaBorde	Office of Rep. Biggs
James	Langenderfer	Office of Rep. Mast
Chrissi	Lee	Office of Rep. Luttrell
John	Leganski	Office of Speaker McCarthy
Roz	Leighton	Office of Rep. Armstrong
Kyle	Lombardi	Office of Rep. McCarthy
Michael	Lowry	Office of Rep. Aderholt
Kelly	Lungren McCollum	Office of Rep. Griffith
Ashton	Maloney	Office of Rep. Moolenaar
Chris	Maneval	Office of Majority Whip Emmer
Chris	Marklund	House Committee on Natural Resources
Michael	Martin	Office of Rep. Alford

Anna	McCormack	Office of Rep. Rouzer
Ryan	McCormack	Office of Rep. Fitzgerald
Justin	Melvin	Office of Rep. Kustoff
Ashley	Menzler	Office of Rep. Reschenthaler
Tyler	Menzler	Office of Rep. Miller-Meeks
Chad	Michaels	Office of Rep. Schweikert
Carson	Middleton	Office of Rep. Foxx
Carly	Miller	Office of Rep. Hageman
Matt	Miller	Office of Rep. Cline
James	Min	Office of Rep. McCarthy
Annie	Minkler	Office of Majority Leader Scalise
Alye	Mlinar	Office of Majority Leader Scalise
Tim	Monahan	House Committee on Administration
Tom	Moran	Office of Rep. Salazar
Cullen	Murphy	Office of Speaker McCarthy
Dennis	Nalls	Office of Majority Whip Emmer
Ben	Napier	Office of Majority Leader Scalise
Karen	Navarro	Office of Rep. De La Cruz
Anderson	Okoniewski	House Republican Conference
Hillary	Parkinson	Office of Rep. Self
Mehgan	Perez-Acosta	Office of Rep. Donalds
Brandon	Philllips	Office of Rep. Collins
Phillip	Pinegar	Office of Rep. Baird
Dana	Planning	Office of Speaker McCarthy
David	Planning	Office of Majority Whip Emmer
Jessica	Powell	Office of Rep. Womack
Cesar	Prieto	Office of Rep. Gonzales (TX)
Sam	Pritchard	Office of Rep. Hinson
Jessica	Proud	Office of Rep. Langworthy

Nikki	Rapanos	Office of Rep. LaLota
Kevin	Reilly	Office of Rep. Lee
Bart	Reising	Office of Majority Leader Scalise
Andrew	Renteria	Office of Rep. Valadao
Jim	Robertson	Office of Rep. Stefanik
Kyle	Robertson	Office of Rep. Pence
Jamie	Robinette	Office of Rep. Bean
Jason	Rogers	Office of Majority Whip Emmer
Shelbie	Rogers	Office of Majority Whip Emmer
Mary	Rosado	Office of Rep. Barr
Steve	Ruhlen	Office of Rep. Granger
Zac	Rutherford	Office of Rep. Harshbarger
Eric	Schmitz	Office of Majority Leader Scalise
Robert	Schroeder	Office of Rep. Nehls
Ellen	Seher	Office of Majority Leader Scalise
Jonah	Shumate	Office of Rep. Crawford
Philip	Singleton	Office of Rep. McCormick
Jeff	Small	Office of Rep. Boebert
Gregory	Smith	Office of Rep. Crane
Mike	Smullen	Office of Rep. Johnson (OH)
David	Sours	Office of Rep. Ferguson
Brittan	Specht	Office of Speaker McCarthy
Kelle	Strickland	House Committee on Ethics
AJ	Sugarman	Office of Majority Leader Scalise
Timothy	Svoboda	Office of Rep. Grothman
Heather	Swift	Office of Rep. Zinke
Deena	Tauster	Office of Rep. Garbarino
Shana	Teehan	Office of Rep. Moore (AL)
Daniel	Tidwell	Office of Rep. Fleischmann

Catherine	Treadwell	Office of Rep. Mills
Claire	Trokey	Office of Majority Leader Scalise
Chris	Tudor	Office of Rep. McClintock
Will	Turner	Office of Rep. Mike Garcia
Richard	Vaughn	Office of Rep. DesJarlais
Ted	Verrill	Office of Rep. Letlow
Jake	Vreeburg	House Republican Conference
Rachel	Wagley	Office of Rep. Moore (UT)
Jeanette	Whitener	Office of Rep. Weber
Jordan	Wood	Office of Rep. Gooden