



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.

- Name of Traveler: Deena Tauster
- a. Name of Accompanying Relative: _____ OR None
b. Relationship to Traveler: Spouse Child Other (specify): _____
- a. Dates: Departure: 5/13/23 Return: 5/15/23
b. Dates at Personal Expense, if any: _____ OR None
- Departure City: Washington, DC Destination: Hot Springs, VA Return City: Washington, DC
- Sponsor(s), Who Paid for the Trip: Congressional Institute
- Describe Meetings and Events Attended:
Attended discussions on floor procedure, appropriations, communication & other sessions on management & leadership.
- Attached to this form are **each** of the following, signify that each item is attached by checking the corresponding box:
 - completed Sponsor Post-Travel Disclosure Form;
 - the Primary Trip Sponsor Form completed by the trip sponsor **prior** to the trip, **including all** attachments **and** the Additional Sponsor Form(s);
 - page 2 of the completed Traveler Form submitted by the employee; **and**
 - the letter from the Committee on Ethics approving my participation on this trip.
- 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: [Signature] Date: 5/16/23

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: Andrew Garbarino Date: 5/16/23

Signature of Supervising Member: [Signature]



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.



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.*

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.



TRAVELER FORM

1. Name of Traveler: Deena Tauster
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: Hot Springs, VA
4. a. Date of Departure: 5/3/23 Date of Return: 5/5/23
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 Chief of Staff, my participation in this retreat will help with all facets of my role including staff management, communicating with constituents, and advancing my member's legislative goals.
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 [Signature] Date 3/24/23

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. Deena Tauster
Office of the Honorable Andrew R. Garbarino
2344 Rayburn House Office Building
Washington, DC 20515

Dear Ms. Tauster:

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

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 Chotvac, 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**

... you are unable to attend, please check the following [website](#) for information.
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](#).

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|-----------|----------|---------------------------------|-----------------------------------|
| Halley | Borden | Director of Downtown Coalitions | Office of Majority Whip Emmer |
| Lorissa | Bounds | Chief of Staff | Office of Rep. Obernole |
| 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. Carnmack |
| Aaron | Calkins | Chief of Staff | Office of Rep. Burlison |
| Ashley | Callen | General Counsel | Office of Majority Leader Scalise |
| Christina | Carmeron | Media Affairs Advisor | Office of Speaker McCarthy |
| Chad | Carrough | Chief of Staff | Office of Rep. Carl |
| Ryan | Carney | Chief of Staff | Office of Rep. Stell |
| 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. Elizey |
| Jessica | Carter | Chief of Staff | Office of Rep. Newhouse |

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|---------|-------------|-----------------------------------|-----------------------------------|
| 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 | Eiue | 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. Firstad |
| 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 | Gialer | 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 |

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|---------|--------------|------------------------------|--------------------------------------|
| 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 | Hulson | 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 |
| Meissa | 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 | Koohmarate | Counsel | Office of Majority Leader Scalise |

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|----------|-------------|------------------------------|-----------------------------------|
| 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 Dyne |
| Matt | Orr | Chief of Staff | Office of Rep. Fry |
| Hillary | Parkinson | Chief of Staff | Office of Rep. Self |

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|----------|------------|---------------------------------------|--|
| Jack | Ruddy | Staff Director | House Committee on Transportation and Infrastructure |
| Steve | Ruhen | 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 | Shurnate | 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 |
| Allison | 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. Benitz |
| Kelle | Strickland | Staff Director | House Committee on Ethics |

Jason

Yavorske

Senior Policy Advisor

Office of Speaker McCarthy

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|----------------------------|--|---|
| 11:00 AM – 12:00 PM | Using the Power of the Purse: House Appropriations Anne-Marie Chotvac, 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 <i>A fireside chat moderated by Mark Strand, Congressional Institute</i> | 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 Dinner Welcome: The Honorable Ben Cline, U.S. Representative for Virginia's 6 th Congressional District Lee Carter, Maslansky + Partners | Grand Ballroom Foyer Grand Ballroom West |

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 |

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| 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 | Gaier | Office of Speaker McCarthy |
| Robert | Giles | Office of Rep. D'Esposito |
| Cesar | Gonzalez | Office of Rep. Diaz-Balart |
| Andrea | Grace | Office of Rep. Lawler |
| Michael | Gridler | 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 |

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| 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 |
| Carty | 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 | Minar | 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 | Phillips | 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 |

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|-----------|-----------|-----------------------------------|
| 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 |