

# COMMITTEE ON ETHICS


## EMPLOYEE POST-TRAVEL DISCLOSURE FORM Original Amendment

This form is for disclosing the receipt of travel expenses from private sources for travel taken in connection with official duties. This form does not eliminate the need to report privately-funded travel on the annual *Financial Disclosure Statements* of those employees required to file them. In accordance with House Rule 25, clause 5, **you must complete this form and file it with the Clerk of the House by email at [gifttravelreports@mail.house.gov](mailto:gifttravelreports@mail.house.gov), within 15 days after travel is completed.** Please **do not** file this form with the Committee on Ethics.

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

1. Name of Traveler: Amy Jones
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR**  None  
b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: 08/22/2023 Return: 08/23/2023  
b. Dates at Personal Expense, if any: \_\_\_\_\_ **OR**  None
4. Departure City: Washington, DC Destination: Wilmington, DE Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Jobs for the Future
6. Describe Meetings and Events Attended: We learned more about the workforce development efforts happening in Wilmington and how those efforts align with economic development and higher education efforts.
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: 9/7/23

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: Virginia Foxx Date: 09/07/2023

Signature of Supervising Member: 



U.S. House of Representatives

# COMMITTEE ON ETHICS

## TRAVELER FORM

1. Name of Traveler: Amy Jones
2. Sponsor(s) who will be paying or providing in-kind support for the trip:  
Jobs for the Future
3. City and State **OR** Foreign Country of Travel : Wilmington, DE
4. a. Date of Departure: 8/22/2023 Date of Return: 8/23/2023  
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.**

*As the Education & Human Services Policy Director, workforce development activities fall into my portfolio. We are planning to reform the Workforce Innovation & Opportunity Act this year + this trip will provide insights into the reforms that are needed.*

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 Virginia Fox Date 7/24/23





U.S. House of Representatives

# COMMITTEE ON ETHICS

## PRIMARY TRIP SPONSOR FORM

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a *Traveler Form* **at least 30 days before the start date of the trip**. The trip sponsor should *NOT* submit the form directly to the Committee. The Committee website ([ethics.house.gov](http://ethics.house.gov)) provides detailed instructions for filling out the form.

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.**

1. Sponsor who will be paying for the trip:
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):
5. Yes  No  Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: \_\_\_\_\_ Date of return: \_\_\_\_\_
7. a. City of departure: \_\_\_\_\_  
b. Destination(s): \_\_\_\_\_  
c. City of return: \_\_\_\_\_
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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# COMMITTEE ON ETHICS

10.  Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). *Indicate agenda is attached by checking box.*
11. **Check only one of the following:**
- a.  I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. *Signify that the statement is true by checking box; OR*
- b.  *Not Applicable.* Trip sponsor is a U.S. institution of higher education.
12. For **each** sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip **and** its role in organizing and/or conducting the trip:
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: \_\_\_\_\_ City: \_\_\_\_\_ Cost Per Night: \_\_\_\_\_
- Reason(s) for Selecting: \_\_\_\_\_
- 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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# COMMITTEE ON ETHICS

## ADDITIONAL TRIP SPONSOR FORM

This form should be completed by an organization that provides funds, services, or in-kind assistance to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation.

Provide a copy of your completed form to the primary sponsor of the trip.

**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. Name of Primary Trip Sponsor: Jobs for the Future

2. Name of your organization: Bill & Melinda Gates Foundation

3. Yes  No  Is your organization designated a § 501(c)(3) charitable organization by the Internal Revenue Service?

4. Yes  No  Does your organization receive funding from any foreign government or multinational organization?

5. **Check one.** I certify that my organization:

a.  Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. **OR**

b.  Has had a direct role in the organizing, planning, or conducting of a trip to  
Destination: \_\_\_\_\_ on Date: \_\_\_\_\_  
that is being organized or arranged by the above-named Primary Trip Sponsor. **OR**

c.  Has provided in-kind support to the above-named Primary Trip Sponsor (e.g., meeting planning assistance, meeting space and set-up, and paying for expenses related to this trip directly to the service provider).

6. **Check only one:**

a.  My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**

b.  My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.

7. 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;

c. I am an officer of this organization and am duly authorized to sign this form; and

d. The information on this form is true, complete, and correct to the best of my knowledge.

Signature: Kathryn Young Digitally signed by Kathryn Young Date: 2023.07.12 11:31:22 -04'00' Date: July 12, 2023

Name: Kathryn Young Title: Senior Program Officer

Organization: Bill & Melinda Gates Foundation

Address: 500 5th Ave N, Seattle, WA 98109

Email: kathryn.young@gatesfoundation.org Telephone: (202) 230-2174

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*

Keelie Broom  
*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

August 9, 2023

Ms. Amy Jones  
Committee on Education and the Workforce  
2176 Rayburn House Office Building  
Washington, DC 20515

Dear Ms. Jones:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Wilmington, Delaware, scheduled for August 22 to 23, 2023, sponsored by Jobs for the Future and Bill & Melinda Gates Foundation.

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



## Attachments

Congressional Staff Network for Economic Advancement Site Visit to Wilmington, Delaware  
August 22 – 23, 2023

### Question #4 House Invitees:

#### **Zach Deatherage**

Senior Legislative Assistant  
Office of Rep. Elise Stefanik  
[zach.deatherage@mail.house.gov](mailto:zach.deatherage@mail.house.gov)

#### **Samantha DeVito**

Legislative Assistant  
Office of Rep. Joe Courtney  
[samantha.devito@mail.house.gov](mailto:samantha.devito@mail.house.gov)

#### **Amy Jones**

Education and Human Services Policy Director  
House Committee on Education & the Workforce  
[amy.jones@mail.house.gov](mailto:amy.jones@mail.house.gov)

#### **Arion Laws**

Legislative Aide  
Office of Rep. Sara Jacobs  
[arion.laws@mail.house.gov](mailto:arion.laws@mail.house.gov)

#### **Gianni Morsell**

Legislative Assistant  
Office of Rep. Alma Adams  
[gianni.morsell@mail.house.gov](mailto:gianni.morsell@mail.house.gov)

#### **Heather Painter**

Legislative Director  
Office of Rep. Derek Kilmer  
[Heather.Painter@mail.house.gov](mailto:Heather.Painter@mail.house.gov)

#### **Kalyn Swihart**

Legislative Assistant  
Office of Rep. Burgess Owens  
[kalyn.swihart@mail.house.gov](mailto:kalyn.swihart@mail.house.gov)

#### **Jamie Thompson**

Legislative Aide

Office of Rep. Adam B. Schiff  
[jamie.thompson@mail.house.gov](mailto:jamie.thompson@mail.house.gov)

**Iris Turner**  
State Deputy Director  
Office of Rep. Lisa Blunt Rochester  
[iris.turner@mail.house.gov](mailto:iris.turner@mail.house.gov)

*House staff were invited because of their work on education, workforce development, and social welfare issues. All have responsibility for these federal issues in their offices. The site visit will highlight the successes and challenges of education, workforce, and human services programs in Delaware.*

**Question #12 Interest and Role of Sponsors:**

Jobs for the Future (JFF) identifies sites of interest and priority topics to set the direction for site visit programming, including featured programs and initiatives based on their evidence base, scalability, and quality. JFF develops and executes the agenda, coordinates logistics for the trip, and serves as the point of contact for staff. JFF uses grant funding from the Bill & Melinda Gates Foundation to support the Congressional Staff Network and its site visits.

**Question #15 (B) Part 2, Explanation of Location Choice:**

JFF selected Wilmington, Delaware for this site visit because of the innovative workforce and economic development, education, and community revitalization efforts happening on the ground, as well as the unique challenges the region faces in terms of retaining talent and engaging young people.

The site visit will highlight Delaware's secondary-to-postsecondary education pathways system, which is among the strongest in the country. Sessions will explore industry-higher education partnerships to help incumbent workers advance economically, create on-ramps to high-demand, high-wage jobs in biomanufacturing, and facilitate wealth-building in low-income communities. Staff will also learn how a workforce intermediary organization organized stakeholders in the tech industry around a new sectoral partnership strategy to diversify the tech talent pipeline.

During each session, speakers and staff will reflect on how federal policy can help scale, replicate, and better support these innovative state- and local-level strategies. Programming will explore federal levers to promote effective support strategies and career pathways for people who have not historically received equitable investment from the public or private sector.

**Question #18 Total Expenses for Each House Participant (Good Faith Estimates):**

**Transportation:** Round trip train from Washington, DC (WAS) to Wilmington, DE (WIL) = \$180 per person. On the ground transportation via chartered coach bus in Wilmington = \$115 per person. Total transportation expenses = **\$295 per person.**

**Lodging:** Lodging at the Hotel Du Pont for one night = **\$131.00 per person** (in line with the government per diem rate of \$131 per night)

**Meals:** Meals for two days = **\$96.00 total/\$48 per person per day** (in line with GSA per diem rates for first and last day of travel)



Dear CSN members,

I am writing to invite your participation in an upcoming Congressional Staff Network (CSN) site visit to **Wilmington, Delaware on Tuesday, August 22 – Wednesday, August 23.**

In Delaware, staff will hear from the architects of a unique sectoral workforce development strategy in the tech industry, as well as several innovative public higher education-private industry partnerships designed to expand on-ramps to quality jobs in high-growth fields. Educators will discuss the implementation of Delaware's exemplary secondary-to-postsecondary pathways system, which launched in 2014 and now enrolls three-quarters of the state's high schoolers. Attendees will also learn about The WRK Group's efforts to revitalize Wilmington's Riverside neighborhood by eliminating the barriers of systemic racism and revolutionizing community engagement.

Each session will address the federal policy implications of these evidence-based, cross-sector efforts to drive inclusive economic growth. ***Please confirm your participation by Wednesday, July 12.*** Once you confirm your plans to participate, our team will share final information for the trip, including the agenda and the necessary ethics documentation.

Thank you and we hope you can join us!

Best,

**Mary G. Clagett**  
Senior Director, Workforce Policy  
Jobs for the Future

# JFF Congressional Staff Network (CSN) Site Visit to Delaware

Tuesday, August 22 – Wednesday, August 23, 2023



## AGENDA

### CSN Site Visit to Delaware

Tuesday August 22 – Wednesday August 23, 2023

#### Tuesday August 22, 2023

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8:50 – 10:22 AM	<b>Train: WAS to WIL</b>  Amtrak 86 Northeast Regional	<b>UNION STATION</b>  50 Mass Ave NE Washington, DC 20002
10:22 – 10:45 AM	<b>Travel to CSC Station</b>	
10:45 AM – 12:30 PM	<b>Introduction to Delaware</b>  Leaders from Delaware’s education, workforce and economic development systems will provide an overview of the state’s economy, demographic makeup, education and workforce challenges, and provide a high-level overview of DE’s strategic priorities and other efforts to prepare its workers.  <ul style="list-style-type: none"><li>➤ <b>Mark Holodick</b>, Secretary, Delaware Department of Education</li><li>➤ <b>Kurt Foreman</b>, President &amp; CEO, Delaware Prosperity Partnership</li><li>➤ <b>Scott Malfitano</b>, Vice President, CSC, and Chair, Delaware Workforce Development Board</li></ul>	<b>CSC STATION</b>  112 French St, 4th floor Wilmington, DE 19801
12:30 – 12:45 PM	<b>Break and Lunch Service</b>	<b>CSC STATION</b>  112 French St, 4th floor Wilmington, DE 19801
12:45 – 2:00 PM	<b>Working Lunch: Delaware Pathways</b>  Today, over three-quarters of Delaware high school students are enrolled in pathways, more than 400 students are Registered Youth Apprentices, and the state is launching a pilot middle grade career exploration model impacting over 5,500 students. Participants will get a deeper dive overview of	<b>CSC STATION</b>  112 French St, 4th floor Wilmington, DE 19801

# JFF Congressional Staff Network (CSN) Site Visit to Delaware

Tuesday, August 22 – Wednesday, August 23, 2023

the cross-system alignment and coordination that made these pathways possible, among other student-centered reforms. The discussion will center on statewide efforts to enhance systems, services, and resources that support youth and adults in transitioning between education, the workplace, and ongoing training, helping them develop skills and gain experiences with labor market value.

- **Paul Herdman**, President and CEO, Rodel Foundation of Delaware
- **Joanna Staib**, Executive Director, Delaware Workforce Development Board
- **Ryan Venderlic**, Student Enterprise Director, Junior Achievement (JA) of Delaware
- **Maureen Wheelan**, State Director of Adult and Prison Education Resources, Delaware Department of Education
- **Jonathan Wickert**, Director, Career and Technical Education (CTE) and STEM Initiatives, Delaware Department of Education

2:00 – 2:15 PM

## Travel to Junior Achievement of Delaware

2:15 – 3:00 PM

## Site Visit: Youth Empowerment Strategies in Practice

### JUNIOR ACHIEVEMENT OF DELAWARE

Continuing the conversation from earlier sessions, speakers will elaborate on the role that community-based organizations play in Delaware Pathways. Junior Achievement of Delaware leaders will also walk staffers through some of the work readiness, entrepreneurship, and financial literacy activities that JA students experience.

522 S Walnut St  
Wilmington, DE 19801

- **Denise Christiansen**, Senior Manager, Work Based Learning, Junior Achievement (JA) of Delaware
- **Niesha Lawler-Okonkwo**, Senior Operations Manager, JA of Delaware
- **Ryan Venderlic**, Student Enterprise Director, JA of Delaware

3:00 – 3:15 PM

## Travel to The Warehouse

3:15 – 5:30 PM

## Comprehensive Neighborhood Revitalization in Riverside

### THE WAREHOUSE

This session will highlight The WRK Group's holistic approach to revitalizing Wilmington's Riverside neighborhood. The visit will start at The Warehouse, a community center run by and for teens that delivers recreational, educational, leadership development, well-being, and arts programming. Staff will hear from the members of the Teen Executive Committee who direct programming.

1121 Thatcher St  
Wilmington, DE 19802

# JFF Congressional Staff Network (CSN) Site Visit to Delaware

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Next, we will travel through the neighborhood to see how WRK Group is redressing the consequences of post-GI Bill white flight. Staff will see firsthand how WRK Group organizations are implementing the [Purpose Built Communities](#) model: mixed-income housing, a cradle-to-college education pipeline, and community wellness.

- **Robert Adams**, Curriculum Director, Kingswood Early Learning Academy
- **Julie Bieber**, Director of Operations, Kingswood Community Center
- **Adrienne Davis**, Head of School, Kingswood Early Learning Academy
- **Dave Ford**, Chief Community Investment Officer, The WRK Group
- **Logan S. Herring Sr.**, CEO, The WRK Group
- **Kenyetta McCurdy Byrd**, Chief Operations Officer, The WRK Group
- **Laura Mood**, Chief Financial Officer, The WRK Group
- **Tya Pope**, Deputy Director of Operations, Kingswood Community Center
- **Danielle Sullivan**, Development Director, The WRK Group
- **Wenona Sutton**, Director of Operations, The Warehouse

5:30 – 6:40 PM

**Travel to Hotel, Checkin**

**HOTEL DU PONT**

42 W 11th St  
Wilmington, DE 19801

6:40 – 7:00 PM

**Meet in Lobby, Travel to Dinner**

**HOTEL DU PONT**

42 W 11th St  
Wilmington, DE 19801

7:00 – 9:00 PM

**Dinner Session: Taking a Holistic Approach to Federal Education and Workforce Development Policy**

**BIG FISH GRILL ON THE RIVERFRONT**

720 Justison St  
Wilmington, DE 19801

Over dinner, Hill staff will sit down with practitioners and state leaders to reflect on the implications of the day's sessions for federal policy. Specifically, the conversation will focus on federal policy levers to drive alignment across education, workforce, and human services systems and help scale career pathways ecosystems like Delaware's across the country. Staff will be asked to consider the impact of comprehensive support services on learner and worker outcomes, the role of CBOs in cross-system work, and strategies to engage young people in communities that, historically, have not received equitable investments from the public or private sector.

# JFF Congressional Staff Network (CSN) Site Visit to Delaware

Tuesday, August 22 – Wednesday, August 23, 2023

## Wednesday August 23, 2023

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8:30 – 9:00 AM	<b>Breakfast Service</b>	<b>HOTEL DU PONT</b>  42 W 11th St, Wilmington, DE 19801
9:00 – 10:30 AM	<b>Using Sectoral Partnership Strategies to Diversify the Tech Workforce</b>  This session will cover how workforce system actors organized employers, training providers, and other stakeholders to launch the <a href="#">First State Tech Partnership</a> , a sectoral partnership that is unique in terms of both its industry focus and its approach to talent development.  Speakers will then explain how their three organizations – a workforce intermediary, a training provider, and a civil rights organization – leveraged their distinct expertise to develop <a href="#">Yes, We Tech!</a> : A summer earn-and-learn program that offers high school students durable and technical skills training to prepare them for high-wage employment in the tech industry. Staff will also have a chance to speak directly with students who just completed their internships about their experiences in the program.  <ul style="list-style-type: none"><li>&gt; <b>Zakiyyah Ali</b>, Executive Director, Tech Council of Delaware</li><li>&gt; <b>Mark Baxter</b>, Senior Program Director, Rodel Foundation of Delaware (<i>Moderator</i>)</li><li>&gt; <b>Stephanie Eldridge</b>, CEO, Code Differently</li><li>&gt; <b>Jennifer Thompkins</b>, President and CEO, Metropolitan Wilmington Urban League</li></ul>	<b>HOTEL DU PONT</b>  42 W 11th St, Wilmington, DE 19801
10:30 – 11:00 AM	<b>Travel to UD STAR Campus</b>	
11:00 AM – 12:30 PM	<b>Site Visit and Session: UD STAR Campus</b>  During this site visit and session, UD leaders and educators will walk staff through the vision and history of the STAR Campus. The campus – originally a Chrysler building – mirrors Delaware’s transformation from a manufacturing hub to a center for biomedical sciences, financial services, and economic innovation.  Speakers will focus on the Fintech Innovation Hub’s mission, where major employers, nonprofits, accelerators, and academic researchers are working together to close race- and class-based gaps in access to safe and affordable financial services. Staff will learn how these public-private partnerships	<b>UNIVERSITY OF DELAWARE SCIENCE, TECHNOLOGY, AND ADVANCED RESEARCH (STAR) CAMPUS</b>  540 S College Ave Newark, DE 19713



# JFF Congressional Staff Network (CSN) Site Visit to Delaware

Tuesday, August 22 – Wednesday, August 23, 2023

fit into UD's leading community engagement efforts.

- **Mike Bowman**, President and CEO, Delaware Technology Park
- **Patrick Callihan**, CEO, Tech Impact
- **Katie Lakofsky**, Associate Director, Bioscience Workforce Development, Delaware BioScience Association/University of Delaware
- **Alok Patel**, Assistant Director, Business Development and Strategic Initiatives, The National Institute for Innovation in Manufacturing Biopharmaceuticals (NIIMBL)
- **Tracy Shickel**, Associate Vice President, Corporate Engagement, University of Delaware

12:30 – 12:45 PM

## Break and Lunch Service

12:45 – 2:15 PM

## Working Lunch: Statewide Postsecondary System Reform Efforts

**UD STAR CAMPUS**

540 S College Ave  
Newark, DE 19713

Educators who lead the development of Delaware's statewide Credit for Prior Learning Framework will discuss this new system for recognizing work experience and how they secured buy-in from stakeholders across the education-to-career pipeline. They will also highlight other coordinated efforts to improve the design and delivery of postsecondary education in Delaware, including strategies to bridge the credit/non-credit divide within higher ed institutions.

- **Patrice Gilliam-Johnson**, Dean, School of Graduate, Adult and Extended Studies, Delaware State University
- **Mike Hague**, Industrial Training Coordinator, Sussex Tech Adult Education
- **George Irvine**, Associate Vice Provost, Division of Professional and Continuing Studies, University of Delaware
- **Lindsay Rice**, Senior Director, Academic Partnerships, Wilmington University
- **Jonathan Wickert**, Director, CTE and STEM Initiatives, Delaware Department of Education (*Moderator*)

2:15 – 2:45 PM

## Travel to Amazon Fulfillment Center

2:45 – 4:15 PM

## Site Visit: Community College/Industry Partnerships in Action

**MTN1 AMAZON  
FULFILLMENT CENTER**

1025 Boxwood Rd  
Wilmington, DE 19804

During this site visit, staff will see how Amazon is providing on-the-job training and upskilling opportunities for incumbent workers through its [Career Choice](#) program. Educators from Delaware Technical Community College will

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discuss how they are partnering with Amazon to deliver training, as well as the role of community colleges in workforce development more broadly and how employer engagement furthers their institutional mission.

Career Choice program participants will offer their perspective on how the program impacted their education and career trajectories.

- **Kyle Fell**, General Manager, Amazon MTN1 Fulfillment Center
- **Cathren Hagan-Smith**, Senior Special Programs Director, Delaware Technical Community College
- **Colin Newman**, Director of Workforce & Economic Development, Amazon
- **Jackson Salasky**, Student Affairs Program Assistant & Adjunct Instructor, Delaware Technical Community College
- **Emily Bouck West**, Public Policy Manager, Amazon

4:15 – 5:00 PM

## Wrap Up

Informal discussion with staff about key takeaways from the trip – reflecting on learnings and ways that federal policymakers can assist states and localities to improve systems alignment, programming, and outcomes.

**MTN1 AMAZON  
FULFILLMENT CENTER**

1025 Boxwood Rd  
Wilmington, DE 19804

5:00 – 5:32 PM

## Travel to Wilmington Amtrak Station

5:32 – 6:53 PM

## Train: WIL to WAS

Amtrak 2165 Acela

**WILMINGTON AMTRAK**

100 French St  
Wilmington, DE 19801

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## PARTICIPANTS

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## **Patrick Callihan**

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## **Adrienne Davis**

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## **Stephanie Eldridge**

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## **Kyle Fell**

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Amazon MTN1 Fulfillment Center

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Chief Community Investment Officer  
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## **Patrice Gilliam-Johnson**

Dean, School of Graduate, Adult and Extended  
Studies  
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## **Cathren Hagan-Smith**

Senior Special Programs Director  
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## **Mike Hague**

Industrial Training Coordinator  
Sussex Tech Adult Education

## **Paul Herdman**

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## **Logan S. Herring Sr.**

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## **Mark Holodick**

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## **Rick Jakeman**

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Junior Achievement of Delaware

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## **Scott Malfitano**

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Delaware Workforce Development Board

## **Kenyetta McCurdy Byrd**

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## **Laura Mood**

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## **Colin Newman**

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Amazon

## **Jackson Salasky**

Student Affairs Program Assistant & Adjunct  
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## **Tracy Shickel**

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University of Delaware

## **Lizzy Simmons**

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## **Wenona Sutton**

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## **Lindsay Rice**

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## **Jennifer Thompkins**

President and CEO  
Metropolitan Wilmington Urban League

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Student Enterprise Director  
Junior Achievement of Delaware

**Emily Bouck West**

Public Policy Manager  
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**Maureen Wheelan**

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**Jonathan Wickert**

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