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 travelis 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: 2. a. Name of Accompanying Relative: OR None b. Relationship to Traveler: Spouse Child Other (specify): 3. a. Dates: Departure: b. Dates at Personal Expense, if any: OR W None Destination: (Sponsor(s), Who Paid for the Trip: Cons ression 6. Describe Meetings and Events Attended: 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. a. I represent that I participated in each of the activities reflected in the attached sponsor's agenda. Signify statement 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: 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: Vu Z Date: Signature of Supervising Member:

COMMITTEEON

SPONSOR POST-TRAVEL DISCLOSURE FORM

Original	Amendment
- Original	rimenument

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 in the trip within 10 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.

NO	TE: Willful or know	ing misrepresentations on	this form may be subject	ot to only !	
1.	Sponsor(s) who pa	nid or provided in-kind s	support for the trip:	Congressional Institution	pursuant to 18 U.S.C. § 1001. Tute
2.	Travel Destination	(s): Cambridge, MD			
3.		February 7, 2024	D	Echmiem O	0004
4.		er(s): see attached lis	Date of	Return: February 9,	2024
				information is identical	
5.	Actual amount of	expenses paid on behalf	f of, or reimbursed to,	each individual named in	for each person listed. Question 4:
		Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
	Traveler	n/a	\$371.54	\$186.21	\$569.37 - Room Rental
	Accompanying Family Member	n/a	n/a	n/a	n/a
I cei	rtify that the infor	The og checking box.	is form is true, com		lump sum payment. e best of my knowledge. ebruary 15, 2024
Nan	ne: Brenda Beck	er		Title: Cha	air
Orga	anization: Congre	essional Institute			
	I am an officer o	f the above-named orga	nization. Signify stat	tement is true by checking	ng box.
Add		onal Road #300, Ale			
Tele	phone: 703-837-8	8812		E amvm@	conginet org

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.

Email: amym@conginst.org

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Truman Reed
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 The Country
4. a. Date of Departure: 02/07/2024 b. Yes No Will you be extending the trip at your personal expense? If yes, list dates at personal expense:
r - zbonu cxpcnse.
(1) Name of Accompanying Family Member:
(2) Relationship to Traveler: Spouse Other (specify):
6. a. Yes No Did the trip sponsor answer "Yes" to Question 8(c) on the <i>Primary Trip Sponsor Form</i> (i.e., travel 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, invitation, 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 8. Explain why participation is the state of the specific events in the specific events.
8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. Staff I am a Legislative Director and this conference is designed to help teach legislative directors how to better fulfill their duties.
9. Yes No Is the traveler aware of any registered federal lobbyists or foreign agents involved in 10. For staff travelers to I.
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 travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.
Signature of Employing Member: Date: 01/08/2024



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's website (ethics. house gov) provides detailed instructions for filling out the form. The Committee will notify the House invitees directly of its decision and will not notify the trip sponsors.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursu

§ fi	1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor sture trips. Signatures must comply with section 104(bb) of the Travel Regulations.
1.	
	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, services, or in-kind assistance 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 <i>and</i> 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)?
5.	Date of Departure: February 7, 2024 Date of Return: February 9, 2024
7.	a. City of departure: Washington, DC
	b. Destination(s): Cambridge, MD
	c. City of return: Washington, DC
.	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 lobbying or foreign section 200.
	c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event <i>and</i> lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was <i>de minimis</i> under the Committee's travel regulations.

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. If represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. Signify the statement is true by clicking the box; OR b. If 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 If Rail Bus In 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. If represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invite(s). Signify that the statement is true by checking 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 - \$68, Day 2 - \$92, Day 3 - \$23 2) Provide the reason for selecting the location of the event ortrip: 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: City: Cambridge, MD Cost Per Night: City: Cost Per Night:	d. I checked 8(c)	or(b) above; OR above but am not offering any lodging; above and am offering lodging and many	OR als for one night; OR ls for two nights. If you checked this box, explain why
a. Mode of travel: Air	 11. Check only one of the a. I represent that employees on any b. Not Applicable 12. For each sponsor required the trip and its role in 	e following. the registered federal lobbyist or foreign a segment of the trip. Signify the statement. Trip sponsor is a U.S. institution of high uired to submit a sponsor form described.	agent will not accompany House Members or it is true by clicking the box; OR the education.
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- \$68, Day 2 - \$92, Day 3 - \$23 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: Hyatt Regency Chesapeake Bay City: Cambridge, MD Cost Per Night: Proximity to DC, availability, security & facility size Hotel Name: City: Cost Per Night: Cost Per Night:	a. Mode of travel: Ab. Class of travel: C	ir □ Rail □ Bus ■ Car □ C oach ■ Business □ First □ Cha	orter Other O (manif
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: Hyatt Regency Chesapeake Bay City: Cambridge, MD Cost Per Night: Reason(s) for Selecting: Proximity to DC, availability, security & facility size Hotel Name: City: Cost Per Night:	15. Check only one. I rep a. The trip involve and that meals provevent attendees; OF b. The trip involves participation. If "b" 1) Detail the cost pe	resent that either: s an event that is arranged or organized ided to congressional participants are single events that are arranged specifically with schecked: or day of meals (approximate cost meals by	without regard to congressional participation milar to those provided to or purchased by other the regard to congressional
Reason(s) for Selecting: City: Cost Per Night:	Provide the reaso Relative proxim Name, nightly cost, and	n for selecting the location of the event ity to DC and capacity to handle a la	ortrip:
Hotel Name: City: Cost Per Night: Cost Per Night:	Reason(s) for Selecting: Hotel Name:	City:	Cost Per Night:

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:

Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
\$107	\$348	\$183
\$107	n/a	\$183
	Expenses per Participant \$107	Expenses per Participant per Participant per Participant \$107

	(1 11	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	\$680	Room Rental
For each Accompanying Family Member	\$680	Room Rental

19.	Chec	kon	h	nno.
1).	cite	n on	v	me.

- 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: Bruda & Bulle	12.14.2022
Name: Brenda Becker	Date: <u>12-14-2023</u> Title: Chair
Organization: Congressional Institute	
Address: 1700 Diagonal Road #300, Alexandria, VA 22314	
Email: amym@conginst.org	Telephone: 703-837-8812

If there are questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or travel.requests@mail.house.gov.

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

February 7, 2024

Mr. Truman Reed Office of the Honorable Monica De La Cruz 1415 Longworth House Office Building Washington, DC 20515

Dear Mr. Reed:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Cambridge, Maryland, scheduled for February 7 to 9, 2024, 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

Post-Travel Disclosure Instructions:

You are required to file 5 items with the Clerk's Office:

- (1) Employee Post-Travel Disclosure Form (PAGE 2)
- (2) Congressional Institute's Post-travel Disclosure Form (PAGE 3)
- (3) Primary Trip Sponsor Form completed by the Congressional Institute prior to the trip, including all attachments (PAGES 4 ON)
- (4) Page 2 of the completed Traveler Form you previously submitted to the House Ethics Committee, and
- (5) the letter from the House Ethics Committee approving your participation on this trip.

File this entire packet with the Clerk of the House, by email at gifttravelreports@mail.house.gov, within 15 days after travel

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

Question 12: For each sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip and its role in organizing and/or conducting the trip:

The purpose of the Congressional Institute (a 501(c)4 organization) is to promote public education about Congress and to hold educational conferences for Members of Congress, staff and others. The Congressional Institute is the sole organizer and conductor of this event. The Congressional Institute is dedicated to helping Congressional offices better serve their constituents and to otherwise support and further the Member's legislative and representational roles. Legislative Directors and Communications Directors play essential parts in these, and other important aspects and functions, of personal, committee, and leadership offices. This conference is designed to strengthen professional relationships among Legislative Directors and senior Communications staff, educate them on policy issues and best practices, and encourage the exchange of ideas with colleagues.

Question 18: Total expenses for each participant:

The estimated lodging rate and per participant food/refreshment expense figure for this event (and provided on this form) does not include the separate costs to the Congressional Institute to rent conference/banquet space large enough to accommodate this large event with appropriate audio/visual capabilities necessary to conduct our program. Dividing these conference and banquet room rental costs by the number of participants estimated to attend this event, the estimated figure would be \$680.

From: Congressional Institute rsvp@conginst.org

Subject: Test - Registration: Legislative & Communications Directors Conference (February 7-9, 2024)

Date: December 13, 2023 at 5:25 PM

To: amym@conginst.org





YOU'RE INVI

ENGAGE | EDUCATE | EQUIP

2024 Legislative and Communications Directors Conference

Wednesday, February 7, 2024 to Friday, February 9, 2024

Hyatt Regency Chesapeake Bay - Cambridge, MD

RESERVE MY SPOT

Email Address: */email/* Accord Codo: * lathar id/* If you are unable to attend, please use the following link to <u>decline this invitation</u>.

DOWNLOAD ETHICS FORMS

Due: Monday, January 8, 2024

Instructions: Complete the first two pages of the travel form and email to travel.requests@mail.house.gov
If you think there is even a possibility you will attend, file your travel pre-authorization with Ethics.
You may always withdraw your paperwork.

Add these important dates to your calendar:

<u>Pre-Travel Ethics Filing Deadline (1/8/24)</u>

<u>Legislative and Communications Directors Conference (2/7-2/9/24)</u>

<u>Post-Travel Filing Deadline (2/26/24)</u>

Please contact Amy Hinderliter with questions or call the Congressional Institute at 703-837-8812.



If you are not the correct contact for this office, please reply to this **email** with the updated contact information instead of **unsubscribing**. We will correct our records and remove your email address from the list.

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To unsubscribe from this mailing list, please click here



CONGRESSIONALINSTITUTE

2024 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE Engage | Educate | Equip

DRAFT AGENDA

WEDNESDAY, FEBRUARY 7

Hotel check-in is at 4:00 pm. Attendees may store luggage with the bellman upon arrival if your guest room is not

10:30am

BUSES DEPART FROM THE HILL

S. Capitol Street

Boxed lunches will be available.

12:00 - 7:00pm

NAMETAG PICKUP

Hotel Lobby

Hyatt Regency Chesapeake Bay 100 Heron Blvd. at Route 50, Cambridge, MD 21613

1:00 - 2:45pm

RESOURCES & TOOLS FAIR

Want to learn how to take an awesome pic of your boss on an iPhone? Want to learn who in the think-tank world can answer your biggest policy questions? Need to set up an effective YouTube channel? Want to speak with committee and leadership staff about advancing your Member's biggest legislative priority? Or just want a snack to give you an energy boost? Drop by our skills development fair!

3:00 - 3:15pm

KICK-OFF & WELCOME

Kelle Strickland, Congressional Institute

3:15 - 4:15pm

CAN'T POLICY & COMMS SHOPS JUST GET ALONG?...

Will Dunham, Brownstein, Hyatt, Farber and Schreck

Matt Sparks, SPARKS

4:15 - 5:15pm

A FORMER LD & CD ADDRESS QUESTIONS LIKE:

"WHAT DOES MY CHIEF DO ALL DAY?"

Moderator: Kelle Strickland, Congressional Institute

A. Brooke Bennett, Former Legislative Director and Current Chief of Staff Lee Lonsberry, Former Communications Director and Current Chief of Staff

6:30 - 7:00pm

RECEPTION

7:00 - 8:30pm

DINNER & DISCUSSION

TBD

THURSDAY, FEBRUARY 8

8:00 - 9:00am

BREAKFAST

9:00 - 10:00am

SLEUTHING P: OVERSIGHT IN YOUR DISTRICT AND BEYOND

Moderator: Kelle Strickland, Congressional Institute

Ashley Callen, Office of the Speaker

Austin Hacker, House Oversight Committee Jessica Donlon, House Oversight Committee

Nadgey Louis-Charles, House Judiciary Committee

Luke Zaro, House Judiciary Committee

10:00 - 11:00am

TBD

11:00 - 12:00pm

COUNTERING THE THREAT OF THE CHINESE

COMMUNIST PARTY

Craig Singleton, Foundation for the Defense of Democracies Jeff Naft, House Permanent Select Committee on Intelligence

12:00 - 1:00pm

LUNCH

TBD

1:00 - 1:45pm

BREAK (FOR YOUR OFFICIAL RESPONSIBILITIES)

1:45 - 3:00pm

GETTING SMART & RESPONSIBLE ON ARTIFICIAL INTELLIGENCE:

OPPORTUNITIES, PITFALLS, AND UNKNOWNS

Moderator: Suhail Khan, Microsoft

John Sampson, Technological Change Advocate

Elizabeth Pishny, Google Victoria Jeffries, Meta 3:00 - 4:00pm

BREAKOUTS: ENGAGE | EDUCATE | EQUIP

EQUIPPING YOUR OFFICE WITH A STRATEGIC COMMUNICATIONS PLAN

Dave Schnittger, Squire Patton Boggs Grace White, Committee on House Administration Christian Martinez, Office of Governor Glenn Youngkin (invited)

ENGAGING INFLUENCERS & CONSERVATIVE MEDIA

Brent Scher, The Daily Wire Ali Black, House Republican Conference

DEALING WITH THE ADMINISTRATION DURING A DIVIDED GOVERNMENT

Ben Howard, The Duberstein Group Tim Pataki, CGCN Group Brad Bailey, American Investment Council

EDUCATING ON ETHICS

Elliot Berke, Berke | Farah LLP

4:00 - 5:00pm

BREAKOUTS REPEAT

6:30 - 7:00pm

RECEPTION

7:00 - 8:30pm

DINNER & DISCUSSION

TBD

FRIDAY, FEBRUARY 9

Hotel checkout is at 11:00 am. Attendees may store luggage with the bellman if driving. Attendees riding the bus should bring their luggage to the rear of the Choptank Ballroom. Buses will depart from the lower level entrance near the Choptank Ballroom.

8:00 - 9:00am

BREAKFAST

9:00 - 10:00am

THE LOW DOWN ON THE UPPER CHAMBER: A PERSPECTIVE FROM FORMER SENATE CHIEFS

Moderator: Joe Hack, The Daschle Group Natalie Farr Harrison, Subject Matter Stacy McBride, Husch Blackwell Strategies Brendon Plack, National Football League 10:00 - 11:00am

LEADERSHIP POLICY UPDATE

Moderator: Kelle Strickland, Congressional Institute

TBD, Office of the Speaker

Francis Brooke, Office of the Majority Leader

Ian Foley, Office of the Majority Whip

Jake Vreeberg, House Republican Conference

11:00 - 12:00pm

LEADERSHIP COMMUNICATIONS UPDATE

Moderator: Kelle Strickland, Congressional Institute

Conference Center Entrance (Lower Level)

TBD, Office of the Speaker

Lauren Fine, Office of the Majority Leader Casey Nelson, Office of the Majority Whip Ali Black, House Republican Conference

12:00pm

CONFERENCE CONCLUDES

12:15pm

BUSES DEPART THE HYATT

Boxed lunches will be available.

2:15pm

BUSES ARRIVE AT THE HILL

Engage | Educate | Equip

Cambridge, MD

LCD2024 - Invited House Staff

rifsi name Steve	ast Name		
		Job Title	Institution
	Ackerman	Legislative Director	Office of Rep. Fulcher
Anna	Adamian	Press Secretary	Office of Rep. Harris
	Adams	Legislative Director	Office of Rep. Lee
Sarabrooks	Adams	Scheduler	Office of Majority Leader Scalise
Harley	Adsit	Communications Director	Office of Rep. Carter (GA)
Nolan	Ahern	Deputy Policy Director	Office of Majority Whip Emmer
Claire	Alden	Legislative Director	Office of Rep. Gooden
Haris	Alic	Communications Director	Office of Rep. Carey
Christianne	Allen	Communications Director	Office of Rep. Collins
Danna	Almeida	Press Secretary	Office of Rep. Stefanik
	Altman	Legislative Director	Office of Rep. Finstad
Kyle	Amato	Press Secretary	Office of Rep. Grothman
	Anderson	Communications Director	Office of Rep. Garcia
	Anthony	Communications Director/Foreign Policy	Office of Rep. Gimenez
en en en en en en de en	Aprahamian	Communications Director	Solote Committee on China
Brian	Arata	Ledislative Director	Office of Ren Thomason
Kadin	Asbery	ments in differential Tour months of the control of	Office of Rep. Bost
Alex	Attebery	Communications Director	House Committee on Appropriations
Alison	Babb	Director of Operations	Office of Speaker Johnson
Jacqueline	Baggett	Legislative Director	Office of Rep. Fitzpatrick
Jonathan	Balley	Deputy Chief of Staff & Communications Director	Office of Rep. Ezell
	Balley	Legislative Director	Office of Rep. Grothman
化二甲基苯基甲基苯甲基甲基甲基甲基甲基甲基甲基甲基甲基甲基甲基甲基甲基甲基甲基甲基	Bair	Legislative Director	Offlice of Rep. Arrington
Natalie	Baldassarre	Communications Director	Office of Rep. Malliotakis
	Ball	Senior Policy Advisor	Office of Speaker Johnson

Battlerer Legislative Director Office of Rep. Elizey Barrier Deputy Chief of Starf Office of Rep. Eds. Barrier Legislative Director Office of Rep. Eds. Barry Deputy Chief of Starf Office of Rep. Eds. Barry Legislative Director Office of Rep. Eds. Barry Legislative Director Office of Rep. Eds. Berty Legislative Director Office of Rep. Eds. Berty Communications Director Office of Rep. Eds. Beley Legislative Director Office of Rep. Care Beley Legislative Director Office of Rep. Laines Beley Legislative Director Office of Rep. Laines Bernett Communications Director Office of Rep. High Bernett Serior Assistant Office of Rep. High Bernett Legislative Director Office of Rep. High Bernett Communications Director Office of Rep. High Bernett Legislative Director Office of Rep. High Bernett Legislative Director Office of Rep. High B		Bannon	Communications Director	Office of Rep. Bucshon
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Deputy Communications Director Legislative Director Communications Director Floor Assistant Legislative Director Communications Director Communications Director Communications Director Chief of Staff Senior Adviser and Communications Director Director of Floor Operation Legislative Director Legislative Director Legislative Director Communications Director		- Barnes	Legislative Director	Office of Rep. Biggs
Legislative Director Communications Director Floor Assistant Legislative Director Communications Director Communications Director Chief of Staff Senior Adviser and Communications Director Director Legislative Director Legislative Director Legislative Director Communications Director		Barry	Deputy Communications Director	House Committee on Financial Services
Communications Director Legislative Director Legislative Director Communications Director Communications Director Chief of Staff Senior Adviser and Communications Director Director Legislative Director Legislative Director Legislative Director Legislative Director Communications Director	(1) (1) (1) (1) (1) (1) (1) (1) (1) (1)	Barry	Legislative Director	Office of Rep. Crane
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Lesley	Byers	Communications Director	House Committee on Homeland Security
Michael	Calcagni	Deputy Staff Director	House Committee on Intelligence
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	Callen	General Counsel	Office of Speaker Johnson
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Ken	Clifford	Legislative Director	Office of Rep. Stee
Adam	Cloch	Communications Director	Office of Rep. Curtis
Sarah	Coffman	Legislative Director	Office of Rep. Come.
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Jessica	Collins	Communications Director	House Committee on Oversight and Government Reform
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House Republican Conference	Office of Rep. Fitzgerald	Office of Rep. Moore (UT)	Office of Rep. Turner	Office of Rep. LaHood	Office of Rep. Williams (TX)	House Committee on Education and Labor		Office of Rep. Paulina-Luna	Office of Rep. Fischbach	Office of Rep. Lettow	Office of Rep. Carl	Office of Rep. Banks	Office of Rep. Mann	Office of Rep. Higgins	Office of Rep. Miller (OH)	Office of Rep. Williams (NY)		Office of Rep. Latta	House Committee on Administration	Office of Rep. Ferguson	Office of Rep. Rouzer	Office of Rep. Moore (AL)	House Committee on Science, Space and	Technology	Office of Rep. Issa	Office of Rep. Lucas	Office of Rep. Smith (NE)	Office of Ben McCliptock
Policy Director	Legislative Director	Chief of Staffi	Legislative Director	Legislative Director	Press Secretary	Workplace Policy Director	Legislative Director	Legislative Director	Communications Director	Communications Director	Communications Director	Communications Director	Communications Director	Legislative Director	Communications Coordinator	Deputy Chief of Staff/Communications		Communications Director	Communications Director	Legislative Director	Legislative Director	Legislative Director	Policy Director		· Communications Director	Legislative Director	Press Secretary	edislative Director
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Jefferson	Willis	Legislative Director	Office of Rep. Hem
Rosie	Wilson	Communications Director	Office of Rep. Van Duyne
Haley	Wilson	Legislative Director	Office of Rep. Rogers (AL)
Reid	Wilson	Legislative Director	Office of Rep. Sessions
David	Winfrey	Legislative Director	Office of Rep. Granger
Emma	Withrow	Rapid Response Director	House Republican Conference
	Wolf	Deputy Floor Director	Office of Majority Leader Scalise
Joshua	Woodward	Deputy Chief of Staff	Office of Rep. Cammack
Dan	Wunderlich	Communications Director	Office of Rep. McClain
Keifer	Wynn	Legislative Director	Office of Rep. Buck
Marshall	Yates	Legislative Director	Office of Rep. Massie
Jason	Yaworske	Senior Policy Advisor	Office of Speaker Johnson
Cesar	Ybarra	Policy Director	House Freedom Caucus
Dominique	Yelinski	Policy Advisor	Office of Majority Leader Scalise
Z1	Young	Legislative Director	Office of Rep. Estes
Sarah	Young	Communications Director	Office of Rep. Joyce (OH)
James	Zandstra	Legislative Director	Office of Rep. Kiley
Luke	Zaro	Senior Counsel	House Committee on the Judiciary
Alec	Zender	Legislative Director	Office of Rep. Bergman
Dan	Ziegler	Policy Director	Office of Speaker Johnson
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2024 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE Engage | Educate | Equip

AGENDA

WEDNESDAY, FEBRUARY 7

10:00 am BUSES DEPART FROM THE HILL

S. Capitol Street

12:00 - 7:00 pm

CONFERENCE REGISTRATION

Boxed lunches will be available.

Hotel Lobby

Hyatt Regency Chesapeake Bay, 100 Heron Blvd. at Route 50, Cambridge, MD 21613

1:00 - 2:45 pm

TACOS AND TOOLS: A RESOURCES FAIR

Chesapeake Foyer

Want to learn how to take an awesome pic of your boss on an iPhone? Want to learn who in the think-tank world can answer your biggest policy questions? Need to set up an effective YouTube channel? Want to speak with committee and leadership staff about advancing your Member's biggest legislative priority? Or just want a snack to give you an energy boost? Drop by our skills development fair!

3:00 - 4:15 pm

KICK-OFF & WELCOME

Choptank

Kelle Strickland, Congressional Institute

CAN'T POLICY & COMMS SHOPS JUST GET ALONG?...

Choptank

Will Dunham, Brownstein, Hyatt, Farber and Schreck

Matt Sparks, SPARKS

4:15 - 5:15 pm

A FORMER LD & CD ADDRESS QUESTIONS LIKE:

Choptank

"WHAT DOES MY CHIEF DO ALL DAY?"

A. Brooke Bennett, Former Legislative Director and Current Chief of Staff Lee Lonsberry, Former Communications Director and Current Chief of Staff Conversation with Kelle Strickland, Congressional Institute 6:30 - 7:00 pm

RECEPTION

Chesapeake Foyer

7:00 - 8:30 pm

DINNER & DISCUSSION WITH RILEY GAINES

Chesapeake

Riley Gaines, Ambassador for the Independent Women's Forum Conversation with Kelle Strickland, Congressional Institute

THURSDAY, FEBRUARY 8

8:00 - 9:00 am

BREAKFAST

Water's Edge Grill

9:00 - 10:00 am

SLEUTHING P: OVERSIGHT IN YOUR DISTRICT AND BEYOND

Ashley Callen, Office of the Speaker

Jessica Donlon, House Oversight Committee

Luke Zaro, House Judiciary Committee

J.P. Freire, House Ways and Means Committee

Moderator: Kelle Strickland, Congressional Institute

10:00 - 11:00 am

THE FLOOR: WHERE IT ALL HAPPENS

Choptank

Choptank

Chris Bien, Office of the Speaker

Ben Napier, Office of the Majority Leader Dennis Nalls, Office of the Majority Whip

Moderator: Kelle Strickland, Congressional Institute

11:00 am - 12:00 pm

COUNTERING THE THREAT OF THE CHINESE

Choptank

COMMUNIST PARTY

Craig Singleton, Foundation for Defense of Democracies Jeff Naft, House Permanent Select Committee on Intelligence

Caroline Vik, House Select Committee on the CCP

12:00 - 1:00 pm

LUNCH: THE CONGRESSIONAL ART COMPETITION & CI

Chesapeake

Kelle Strickland, Congressional Institute

1:00 - 1:45 pm

BREAK (FOR YOUR OFFICIAL RESPONSIBILITIES)

1:45 - 3:00 pm

GETTING SMART & RESPONSIBLE ON

Choptank

ARTIFICIAL INTELLIGENCE:

OPPORTUNITIES, PITFALLS, AND UNKNOWNS

Moderator: Suhail Khan, Microsoft

Victoria Jeffries, Meta Elizabeth Pishny, Google 3:00 - 4:00 pm

BREAKOUTS: ENGAGE | EDUCATE | EQUIP

EQUIPPING YOUR OFFICE WITH A STRATEGIC

Chesapeake E

COMMUNICATIONS PLAN
Dave Schnittger, Squire Patton Boggs

Michael Comer, Office of the Majority Leader

Grace White, Committee on House Administration

ENGAGING INFLUENCERS & CONSERVATIVE MEDIA

Chesapeake F

Brent Scher, The Daily Wire

Francis Brennan, House Republican Conference

DEALING WITH THE ADMINISTRATION DURING

Choptank

A DIVIDED GOVERNMENT

Ben Howard, The Duberstein Group Tim Pataki, CGCN Group

Brad Bailey, American Investment Council

EDUCATING ON ETHICS

Chesapeake G

Keelie Broom, House Ethics Committee

Elliot Berke, Berke | Farah LLP

4:00 - 5:00 pm

BREAKOUTS REPEAT

Each of the above discussions will be held a second time.

Attendees should select a second breakout to attend.

6:30 - 7:00 pm

RECEPTION

Chesapeake Foyer

7:00 - 8:30 pm

DINNER AND DISCUSSION WITH JACKIE GULLEY

Chesapeake

Jackie Gulley, JGC Brand & Visibility

Conversation with Lisa Camooso Miller, Host, The Friday Reporter Podcast

FRIDAY, FEBRUARY 9

Hotel checkout is at 11:00 am. Attendees driving may store luggage with the bellman. Attendees riding the bus should bring their luggage to Chesapeake E. Buses will depart from the lower level entrance near the Choptank Ballroom.

8:00 - 9:00 am

BREAKFAST

Water's Edge Grill

9:00 - 10:00 am

THE LOW DOWN ON THE UPPER CHAMBER: A PERSPECTIVE FROM FORMER SENATE CHIEFS

Choptank

Joe Hack, The Daschle Group Natalie Farr Harrison, Avoq

Stacy McBride, Husch Blackwell Strategies

10:00 - 11:00 am LEADERSHIP POLICY UPDATE Choptank Preston Hill, Office of the Speaker Francis Brooke, Office of the Majority Leader Ian Foley, Office of the Majority Whip Ryan Hofmann, House Republican Conference Moderator: Kelle Strickland, Congressional Institute 11:00 am - 12:00 pm LEADERSHIP COMMUNICATIONS UPDATE Choptank Raj Shah, Office of the Speaker Lauren Fine, Office of the Majority Leader Casey Nelson, Office of the Majority Whip Francis Brennnan, House Republican Conference Moderator: Kelle Strickland, Congressional Institute 12:00 pm CONFERENCE CONCLUDES 12:15 pm BUSES DEPART THE HYATT Conference Center Entrance (Lower Level) Boxed lunches will be available.

BUSES ARRIVE AT THE HILL

2:15 pm

Engage | Educate | Equip Cambridge, MD

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Institution	Office of Rep. Lee	Office of Majority Leader Scalise	Office of Majority Whip Emmer	Office of Rep. Collins	Office of Rep. Stefanik	Office of Rep. Gimenez	Office of Rep. Thompson	House Committee on Appropriations	Office of Speaker Johnson	Office of Rep. Fitzpatrick	Office of Rep. Grothman	Office of Rep. Arrington	Office of Rep. Malliotakis	Office of Rep. Bucshon	Office of Rep. McCormick	Office of Rep. Fry	Office of Rep. Biggs	Office of Rep. Luttrell	House Committee on Financial Services	Office of Rep. Lee	Office of Majority Leader Scalise	Office of Rep. Pfluger		Office of Speaker Johnson	Office of Rep. Miller-Meeks	Office of Rep. Bilirakis	Office of Rep. Flood	Office of Rep. Gooden	Office of Rep. Wenstrup	Office of Rep. Waltz	Office of Rep. McHenry	Office of Rep. Yakym	House Republican Conference	Office of Rep. Jackson
Last Name	Adams	Adams	Ahem	Allen	Almeida	Anthony	Arata	Attebery	Babb	Baggett	Bailey	Bair	Baldassarre	Bannon	Barker	Barletta	Barnes	Barry	Ватту	Bartlinski	Bechtol	Bell	Berardi	Bien	Bierworth	Blevins	Bliamptis	Bock	Boland	Boodry	Bowen	Brennan	Brennan	Brody
First Name	Nicholas	Sara Brooks	Nolan	Christianne	Danna	Rey	Brian	Alex	Alison	Jacqueline	Tom	Mimi	Natalie	Zachary	Nathan	Annie	Zach	Cally	William	Grace	Pete	Lyssa	Chris	Chris	Ashlee	Summer	Curt	Micah	Barbara	Thomas	Will	Andrew	Francis	Bryan

Policy Director Legislative Director	Counsel to the Chair	Communications Distances	Communications. Director/Senior Advisor	Legislative Director	General Counse	Communications Director.	Debuty Chief of Staff & Legislative Director	Communications Director	Communications Director	Legislative Director	Communications Director	Deputy Communications Director	Policy Director	Communications Director	Deputy Director of Member Services	Policy Advisor	Legislative Director	the mean Control of the control of t	Cloakroom Director	Legislative Director	Legislative Director	Member Services Director	Director of Communications	Legislative Director	Legislative Director	Legislative Director	Deputy. Staff: Director	Press Assistant	Communications Director	Floor Assistant	Director of Member Services	Senior Communications Advisor
Majority Leader Scalise Office of Rep. Amodei	House Committee on Ethics Office of Ren. Walherd	Office of Rep. Weber	Office of Rep. Obsmolte	Office of Rep. Mooney	Office of Speaker Johnson	Office of Rep. Balderson		Office of Rep. Garbarino	Office of Rep. Curtis	Office of Rep. Comer	Office of Rep. Scott Perry	Office of Majority Leader Scalise	Main Street Caucus	Office of Rep. Amodei	Office of Speaker Johnson	Office of Majority Leader Scalise	Office of Rep. Reschenthaler	Office of Rep. Palmer	Office of Speaker Johnson	Office of Rep. Stefanik	Office of Rep. Malliotakis	Republican Governance Group (RG2 - Formerly Tuesday Group)	Office of Rep. Tenney	Office of Rep. Edwards	Office of Rep. Van Duyne	Office of Rep. Alford	House Committee on Oversight and Accountability	House Republican Conference	House Committee on Judiciary	Office of Majority Leader Scalise	House Republican Conference	House Committee on the Judiciary
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Legislative Director	Chief of Staff	Communications Diseases	Communication of the control of the			Fress Secretary	Communications Director	Legislative Director	Communications Director	Communications Director	Legislative Director	General Counsel	Legislative Director	Legislative Director	Legislative Director	Legislative Director	Legislative Director	Legislative Director	Legislative Director	Legislative Director	Deputy Press Secretary	Press Secretary	Legislative Director	Deputy Director of Floor Operations	Legislative Director	Communications Director	Communications Director	Debuty Floor Director	Communications Director	Director of Floor Operations	Communications Director	Press Secretary	Communications Director	Communications Director	THE PROPERTY OF THE PROPERTY O
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Elizabeth Lee	Hunter	Chavonne	Lanner	Jemny T	Linosnka	Faith	Troy	Matt	Erin	Sean	Margaret	Kyle	James	Bryan	Megan	Ian	Davis	Jake	Murray	Martha	Andrea	Hannah	Cullen	Sean	Michelle	Jett	Dennis	Claire	Ben	Madison	Brigid	Casey	Valerie	Ben	

Communications Director Communications Director Communications Director Communications Director Deputy Policy Director	Legislative Assistant Legislative Director Legislative Director Communication Di	Deputy Director of Media Affairs Press Secretary & Director of Media Affairs Legislative Director Legislative Director Deputy Chief of Staff	Communications Director Digital Director Deputy Communications Director Deputy Communications Director Communications Director Communications Director	Legislative Director Deputy Chief of Staff/Legislative Director Deputy Chief of Staff/Communications Director Legislative Director Director of Coalitions Press Secretary Member Services and Coalitions Director Deputy Chief of Staff for Communications Legislative Director Floor Assistant Legislative Director Communications Director Communications Director Legislative Director Legislative Director Communications Director Legislative Director Legislative Director Legislative Director	
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	Legislative Director	Legislative Director	Policy Advisor	Deputy Chief of Staff	Communications Director	Legislative Director	Communications Director	Policy Advisor	Communications Director	Legislative Director	Legislative Director/Deputy Chief of Staff	Communications Director	Legislative Director	Legislative Director	Chief of Staff	Press Secretary	Workplace Policy Director	Communications Director	Communications Director	Deputy Chief of Staff/Communications Director	Communications Director	Communications Director	Press Secretary	Communications Director	Législative Director	Kapid Kesponse Director	Deputy Floor Director	Communications Director	Legislative Director	Policy Advisor	Communications Director	Senior Counsel
Office of Rep. Barr	Office of Rep. Hudson	Office of Rep. loyce (OH)	Office of Majority Leader Scalise		Ource of Kep. Offlith	Office of Day Wounder	Office of Majority Leader Scaling	Office of Rec. Reschentialer	Office of Ren Barr	Office of Ren Bilitabia	Office of Ren. Fallon	Office of Ren. Baird	Office of Ren Fitzgerald	Office of Ren Moore (TT)	Office of Ren Williams (TV)	House Committee on Education 111	Office of Ren Fischback	Office of Ren. Leflow	Office of Ren. Williams (NY)	Office of Rep. Latta	House Committee on Administration	Office of Rep. Smith (NE)	Office of Rep. Van Duyne	Office of Rep. Granger	House Republican Conference	Office of Maiority Leader Colice	Office of Ren Worland	Office of Ren Massia	Office of Majority Teagles Collice	Office of Rep. Jovce (OH)	House Committee on the Indicate	
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