

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: Howard Senior
- a. Name of Accompanying Relative: _____ OR None
b. Relationship to Traveler: Spouse Child Other (specify): _____
- a. Dates: Departure: 8/15/24 Return: 8/16/24
b. Dates at Personal Expense, if any: _____ OR None
- Departure City: Washington, DC Destination: Cambridge, MD Return City: Washington, DC
- Sponsor(s), Who Paid for the Trip: Congressional Institute
- Describe Meetings and Events Attended: Strategies to become a better scheduler
- Attached to this form are *each* of the following, signify that each item is attached by checking the corresponding box:
 - a 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:  Date: 8/20/24

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: Marcia E. Pappalardo Date: 8/29/24

Signature of Supervising Member: 

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 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.

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 or provided in-kind support for the trip: Congressional Institute

2. Travel Destination(s): Cambridge, MD

3. Date of Departure: August 15, 2024 Date of Return: August 16, 2024

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	\$0.00	\$230.79	\$98.00	\$301.95 Room Rental
Accompanying Family Member	n/a	n/a	n/a	n/a

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: August 20, 2024

Name: Kelle Strickland Title: President & CEO

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

Telephone: 703-837-8812 Email: amym@conginst.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.

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Howard Senior
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: Cambridge, MD
4. a. Date of Departure: 8/15/24 Date of Return: 8/16/24
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, 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 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 scheduler to Rep. Salazar, attendance at this conference will allow me to learn new operational strategies to improve our office's efficiencies.

9. Yes No Is the traveler aware of any registered federal lobbyists or foreign agents involved in 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: _____

M. Salazar

Date: _____

7/2/24

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'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 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. Signatures must comply with section 104(bb) of the Travel Regulations.

1. Sponsor who will be paying for the trip:

Congressional Institute

2. I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. Signify that the statement is true by checking box.

3. **Check only one.** I represent that:

a. The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip; **OR**

b. The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds; **OR**

c. The primary trip sponsor has accepted funds, 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 *and* employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary): _____

See addendum & attached invitation list

5. Yes No Is travel being offered to an accompanying family member of the House invitee(s)?

6. Date of Departure: August 15, 2024 Date of Return: August 16, 2024

7. a. City of departure: Washington, DC

b. Destination(s): Cambridge, MD

c. City of return: Washington, DC

8. **Check only one.** I represent that

a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965; **OR**

b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent; **OR**

c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.

9. **Check only one of the following.**

- a. I checked 8(a) or (b) above; **OR**
- b. I checked 8(c) above but am not offering any lodging; **OR**
- c. I checked 8(c) above and am offering lodging and meals for one night; **OR**
- d. I checked 8(c) above and am offering lodging and meals for two nights. If you checked this box, explain why the second night of lodging is warranted. _____

10. Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). *Indicate agenda is attached by checking box.*

11. **Check only one of the following.**

- a. I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. *Signify the statement is true by clicking the 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 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 - \$54, Day 2 - \$44

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: \$194 +taxes

Reason(s) for Selecting: proximity to DC, availability, security & facility size

Hotel Name: _____ City: _____ Cost Per Night: _____

Reason(s) for Selecting: _____

Hotel Name: _____ City: _____ Cost Per Night: _____

Reason(s) for Selecting: _____

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

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

<input type="checkbox"/> Actual Amounts <input checked="" type="checkbox"/> Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee	\$91	\$232	\$98
For each Accompanying Family Member	\$91	n/a	\$98

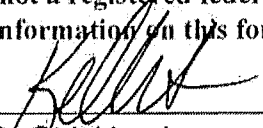
	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	\$466	Room Rental
For each Accompanying Family Member	\$466	Room Rental

19. **Check only one:**

- a. I certify that I am an officer of the organization listed below; **OR**
- b. *Not Applicable.* Trip sponsor is an individual or a U.S. institution of higher education.

20. **I certify by my signature that**

- a. I read and understand the Committee's Travel Regulations;
- b. I am not a registered federal lobbyist or registered foreign agent; and
- c. The information on this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: 7/2/24
 Name: Kelle Strickland Title: President & CEO
 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

August 14, 2024

Mr. Howard Senior
Office of the Honorable Maria Elvira Salazar
2162 Rayburn House Office Building
Washington, DC 20515

Dear Mr. Senior:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Cambridge, Maryland, scheduled for August 15 to 16, 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

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 Schedulers and Operations staff in congressional offices. Therefore, the invitation to this conference is being extended to schedulers, operations directors, and member services directors in House Republican personal offices, committee offices, and 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. Schedulers and operations directors play essential parts in these and other important aspects and functions of the personal, committee, and leadership offices. This conference is designed to strengthen professional relationships House 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 \$466.



CONGRESSIONAL INSTITUTE

2024 SCHEDULERS CONFERENCE

MASTERING THE PUZZLE

DRAFT AGENDA

THURSDAY, AUGUST 15, 2024

All conference sessions are located in the Chesapeake Ballroom.

9:30 am (2- hour drive)	WHEELS UP! ~ BUS DEPARTS CAPITOL HILL	S. Capitol St. (Between Rayburn and Longworth)
10:00 am – 6:30 pm	CONFERENCE REGISTRATION	Chesapeake Foyer
11:30 am	BUS ARRIVES AT THE HYATT CHESAPEAKE 100 Heron Blvd, US-50, Cambridge, MD 21613	
12:30 – 2:30 pm	PIZZA, PEOPLE & PUZZLE SOLVING: A RESOURCE FAIR <i>Your success requires solving a daily puzzle ~ but it's a puzzle with extra pieces ~ to fit in somewhere!</i>	Chesapeake Foyer
2:30 – 3:30 pm	WELCOME! FORMER “SUPER SCHEDULERS” ON HOW TO SURVIVE, GROW, AND SUCCEED	
3:30 – 4:30 pm	CUSTOMER SERVICE AND THE ART OF SAYING “NO” <i>Strengthening Relationships While Declining Requests (Even the Member's!)</i>	
4:00 pm	HOTEL CHECK IN	Hotel Lobby
4:30 – 6:30 pm	BREAK - FOR YOUR OFFICIAL DUTIES	
6:30 – 8:30 pm	CONGRESSIONAL INSTITUTE RECEPTION & DINNER ON THE BAY	Regatta Pavilion (outside)

FRIDAY, AUGUST 16, 2024

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

7:30 – 8:00 am	START YOUR DAY ON THE RIGHT FOOT! (optional)	Hyatt Main Entrance
8:00 – 9:00 am	BREAKFAST	Michener's Library
9:00 – 10:00 am	STEPPING IT UP: MAKE THE SCHEDULING FUNCTION A KEY PLAYER IN ADVANCING A MEMBER'S COMMITTEE AGENDA	
10:00 – 11:00 am	OUT-ANTICIPATING THE LEG TEAM → WHAT OPS NEEDS TO KNOW ABOUT FLOOR AND COMMITTEE PROCEDURE	
11:00 – 11:15 am	BREAK - FOR YOUR OFFICIAL DUTIES	
11:15 am – 12:15 pm	TAKING IT TO THE NEXT LEVEL: GETTING INVOLVED IN YOUR MEMBER'S STRATEGIC GOAL PLANNING	
12:15 – 1:30 pm	LUNCH: CALMING THE CHAOS BOTH INSIDE AND OUT	Buffet, Chesapeake Foyer
1:30 – 2:00 pm	BREAK - FOR YOUR OFFICIAL DUTIES	
2:00 – 2:45 pm	SO THAT'S HOW YOU ORGANIZE SOMEONE ELSE'S LIFE: TABLE-TOP CONVERSATIONS ROUND ONE	
2:45 – 3:30 pm	SO THAT'S HOW YOU ORGANIZE SOMEONE ELSE'S LIFE: TABLE-TOP CONVERSATIONS ROUND TWO	
3:30 - 3:45 pm	WRAP UP & THANK YOU!	
4:00 pm	BUS DEPARTS FOR CAPITOL HILL	Conference Center Entrance (Lower Level)
6:00 pm (2- hour drive)	WHEELS DOWN! ~ BUS ARRIVES AT CAPITOL HILL	S. Capitol St (Between Rayburn and Longworth)

CH2024 - Invited Hill Staff

First Name	Last Name	Institution	Job Title
ara Brooks	Adams	Office of Rep. Scalise	Scheduler
usten	Adcock	Select Committee on China	Director of Member Services and Operations
shley	Adkerson	Office of Rep. Loudermilk	Scheduler
ude	Al-Hmoud	Office of Rep. Hinson	Scheduler
egan	Amen	Office of Rep. Wilson	Executive Assistant/Legislative Aide/Scheduler
ourtney	Anderson	Office of Rep. De La Cruz	Scheduler
aola	Arellano	Office of Rep. Valadao	Director of Operations
hields	Armstrong	Office of Rep. Kelly (MS)	Scheduler
ophie	Attilis	Office of Rep. Griffith	Executive Assistant
osie	Azar	Office of Rep. Schweikert	Scheduler
ehra	Bakirdan	Office of Rep. LaHood	Scheduler
manda	Baldwin	Office of Rep. Burgess	Deputy Chief of Staff/Scheduler
mima	Balkin	Office of Rep. Hudson	Scheduler
ourtney	Ballenger	Office of Rep. Graves (MO)	Scheduler
lolly	Bauhan	Office of Rep. Kelly (PA)	Director of Operations
annifer	Beil	Office of Rep. Guthrie	Director of Operations
lary Morgan	Bell	Office of Rep. Palmer	Scheduler
laria	Bello	Office of Rep. Moylan	Scheduler
illi	Benzel	Office of Rep. Joyce (PA)	Operations Manager/Scheduler
randie	Berish	Office of Rep. Higgins	Director of Operations/Scheduler
avannah	Berryman	Office of Rep. Hill	Scheduler
laire	Bienvenu	Office of Speaker Johnson	Strategic Advisor to the Chief of Staff
arah	Bloomquist	House Committee on Budget	Professional Staff Member/Deputy Director of Member Services
iffy	Boguslawski	Office of Rep. Miller (OH)	Director of Operations/Press Secretary

rika	Bone	Office of Rep. Bost	Scheduler
ebra	Boutwell	Office of Rep. Guest	Director of Scheduling
nsley	Boylan	Office of Rep. Bucshon	Director of Operations
mery	Boylan	Office of Rep. Fitzpatrick	Deputy Chief of Staff/Scheduler
va	Brady	Office of Rep. Ferguson	Deputy Scheduler
yan	Brannigan	Office of Rep. D'Esposito	Scheduler
lyssa	Bretan	House Committee on Budget	Executive Assistant/Member Service Coordinator
lanelie	Brewer	Office of Rep. Kelly (PA)	District Scheduler
lexandra	Broughton	Office of Rep. Sessions	Director of Operations
arah	Brown	Office of Rep. Biggs	Scheduler
avid	Brown	Office of Rep. Burlison	Scheduler
laddie	Bruno	Office of Rep. Molinaro	Scheduler
rrical	Bryant	Office of Rep. Armstrong	Director of Operations
abetha	Bryant	House Committee on Education and Labor	Director of Office Operations
ladeline	Bryant	House Committee on Natural Resources	Director of Member Services
harlotte	Bureau	Office of Rep. Timmons	Scheduler
radie	Burnett	Office of Rep. Weber	District Scheduler
ourtney	Buzzetti	Office of Rep. Crane	Operations Director/Scheduling Director
like	Calcagni	House Committee on Intelligence	Deputy Staff Director
hristine	Callaghan	Office of Rep. Emmer	Scheduler
william	Campbell	Office of Rep. Moolenaar	District Staff Assistant/District Scheduler
orey	Capman	Office of Rep. Posey	Director of Operations/Scheduler
leKenna	Carman	Office of Rep. DesJarlais	Scheduler
ieneviewe	Carter	Office of Rep. Crenshaw	Director of Operations
ictoria	Cesaro	Office of Rep. Harris	Scheduler
izabeth	Chadwick	Office of Rep. Fitzgerald	Scheduler
lchelle	Chavez	Office of Rep. Moolenaar	Director of Operations/Executive Assistant
innie	Christensen	Office of Rep. Buchanan	Scheduler/Operations Manager

Ibia	Christensen	Office of Rep. Fulcher	Scheduler
uth	Clark	Office of Rep. Cammack	Scheduler
nna Wallace	Clark	Office of Rep. Fry	Scheduler
ane	Clauson	House Committee on Natural Resources	Director of Operations
arinne	Coberly	Office of Rep. Hern	Scheduler
lark	Coffield	Office of Rep. Maloy	Director of Operations
lallory	Cogar	House Committee on Oversight and Government Reform	Deputy Director of Operations and Chief Clerk
aleb	Conaway	Office of Rep. Van Orden	Deputy Chief of Staff/Scheduler
ackson	Conner	Office of Rep. Westerman	Director of Scheduling
avannah	Coughlin	Office of Rep. LaMalfa	Scheduler
rain	Cress	Office of Speaker Johnson	Director of Member Services
laggie	Cronin	Office of Rep. Tiffany	District Scheduler
annah	Crossman	Office of Rep. Fallon	Director of Operations
larjorie	Daily	Office of Rep. Hageman	Director of Operations
ladelaine	Dawson	Office of Rep. Donalds	Director of Operations
ordan	Dayar	House Republican Cloakroom	Floor Director
aleigh	DeGeldere	Office of Rep. Johnson (LA)	Deputy Director of Scheduling
ancy	Dehlinger	Office of Rep. Radewagen	Executive Assistant
ackie	Del Bonis	Office of Whip Emmer	Member Services Director
legan	Deusenberry	Office of Rep. Lee	Director of Operations
ilie	Dick	Office of Rep. Hunt	Scheduler
die	Doman	Office of Rep. Joyce (OH)	Scheduler/Legislative Assistant
ibby	Donahoo	Office of Rep. Murphy	Scheduler
aroline	Donlon	House Committee on Rules	Clerk
ailey	Edwards	Office of Rep. Mace	Scheduler
lyssa	Erdel	House Republican Conference	Member Services Director
lex	Erwin	Office of Rep. Graves (LA)	Director of Operations
ilie	Faircloth	Office of Rep. Luttrell	District Scheduler

lary	Fatzinger	Office of Rep. Kiley	Director of Operations/Scheduler
annifer	Faulkner	Office of Rep. Cline	District Scheduler
lary Kathryn	Fedorchak	Office of Rep. Williams (TX)	Director of Operations/Scheduler
im	Fitzgerald	House Committee on Agriculture	Member Services and Coalitions Coordinator
lla	Foster	Office of Rep. Radewagen	Office Manager/Scheduler
essie	Frank	Office of Rep. Edwards	Scheduler & Executive Assistant
lary	Galey	Office of Rep. Tiffany	Director of Operations
rendon	Gallo	Office of Rep. Lesko	Deputy Chief of Staff
erson	Gammage	Office of Rep. Stefanik	Deputy Scheduler
erson	Gammage	House Republican Conference	Deputy Scheduler
ara	Garcia	Office of Rep. Bice	Scheduler
aralee	Geis	House Committee on Judiciary	Director of Outreach and Coalitions
ayden	Gillman	Office of Rep. Turner	District Scheduler/Caseworker
iley	Gobora	Office of Rep. Garcia	Scheduler
stephanie	Gongora	House Committee on Ways and Means	Director of Operations
teve	Gonzalez	House Committee on Veterans Affairs	Member Services
ydney	Greene	House Committee on Energy and Commerce	Director of Operations
lariah	Greenlee	Office of Rep. Yakym	Director of Operations
lana	Grenet	Office of Rep. Diaz-Balart	Director of Operations
ebra	Grogis	Office of Rep. Cole	Scheduler
lla	Gunn	Office of the Speaker	Floor Assistant
atricia	Guse	Office of Rep. Steil	Senior Advisor for Strategic Scheduling
elsey	Haberly	Office of Rep. Waltz	Executive Assistant/Legislative Correspondent
ebecca	Hagigh	House Committee on Energy and Commerce	Executive Assistant
rish	Halloran	House Committee on Financial Services	Clerk
lckenna	Hamilton	Office of Rep. Boebert	Scheduler

ailiee	Hampton	Office of Rep. Banks	Director of Operations
ourtney	Handey	Office of Rep. Crawford	Scheduler
ilda	Harder	Office of Rep. Rouzer	Scheduler
lichelle	Harold	Office of Rep. Huizenga	Scheduler
lolly	Harrington	Office of Rep. Pence	Director of Operations
lolly	Harris-Stevens	Office of Rep. Elzey	Deputy Chief of Staff
anna	Hasz	Office of Rep. Gaetz	Director of Operations
aylor	Hawkins	Office of Rep. Paulina-Luna	Scheduler
ndrew	Henthorn	Office of Rep. Latta	Scheduler
ofia	Herring-Dolin	House Committee on Appropriations	Deputy Director of Operations and Member Services
ucy	Herrington	Office of Rep. Buck	Scheduler
eather	Hess	Office of Rep. Griffith	District Scheduler
lly	Hibben	Office of Rep. Bentz	Director of Operations & Scheduling
ake	Hilkin	Office of Leader Scalise	Deputy Director for Member Services
ydney	Hill	Office of Rep. Mooney	Scheduler
ate	Hirzel	Office of Rep. LaLota	Director of Operations/Scheduler
vrie	Hodges	Office of Rep. Babin	Scheduler
cout	Hodges	Office of Rep. Womack	Scheduler
latt	Hoffmann	House Committee on Financial Services	Staff Director
latt	Holsen	Office of Rep. Steil	Director of District Operations
aula	Huff	Office of Rep. Kean	Director of Operations/Scheduler
annah	Hughes	Office of Rep. Thompson	Director of Operations
annah	Hussey	Office of Rep. Kustoff	Scheduler
/hitney	Hutson	Office of Rep. Burchett	Operations Manager
endall	Ivy	Office of Rep. Weber	Director of Operations and Scheduling
ladeline	Jackson	Office of Rep. Barr	Director of Operations and Member Services
usanna	Jackson	Office of Rep. Williams (NY)	Scheduler

ylan	Jacobs	Office of Rep. McHenry	Director of Operations
ayla	Jahns	Office of Rep. Grothman	DC Scheduler
annah	Jahreis	Office of Rep. Langworthy	Director of Operations
lichele	Jarvis	Office of Rep. Fulcher	District Scheduler
uburn	Jeffries	Office of Rep. Bean	Scheduler
lyssa	Jennings	Office of Rep. Baird	Director of Operations
leagan	Jennings	Office of Rep. Cline	Scheduler
amie	Johnson	Office of Rep. Carter (GA)	Scheduler
mily	Jolley	Office of Rep. Miller-Meeks	Scheduler
ara Catherine	Joseph	House Committee on Homeland Security	Director of Operations
shlyn	Kammerlocher	Office of Rep. Finstad	Scheduler
osie	Kavanagh	Office of Rep. Foss	Scheduler
lex	Keledjian	Office of Rep. Kim	Director of Operations
lyson	Kerr	Office of Rep. Van Drew	DC Scheduler
D	Key	Office of Rep. Granger	Scheduler/Operations
athryn	King	House Committee on Intelligence	Clerk
mily	King	House Committee on Energy and Commerce	Director of Member Services
len	Kizik	Office of Rep. Spartz	Scheduler
Ilie	Kotsovos	House Committee on Ways and Means	Director of Member Services
arol	Kresse	Office of Rep. Moore (UT)	Scheduler
indy	Kunes	Office of Rep. Thompson	District Scheduler
elley	Kurtz	Office of Rep. Rogers (KY)	Scheduler
enise	Lambert	Office of Rep. Burchett	Scheduler and Finance Director
ames	Langnes	Office of Speaker Johnson	Special Advisor
ohn	Lanning	Office of Speaker Johnson	Member Services Coordinator
ladison	Larrieu	House Committee on Science, Space and Technology	Staff Assistant
oah	Larsen	Office of Rep. Tenney	Scheduler

athryn	Latona	Office of Rep. Smith (NJ)	Scheduler
olly	Lay	Office of Rep. Harshbarger	Director of Operations
shley	Lebda	Office of Rep. Fong	Scheduler
achel	Lepine	Office of Rep. Edwards	District Operations Manager
alexandra	Lightfoot	House Committee on Homeland Security	Director of Member Services
isette	Linares	Office of Rep. James	Scheduler
ally	Lindsay	Office of Rep. Issa	Scheduler
in	Linnabary	Office of Rep. Curtis	Scheduler
ieorgie	Littlefair	House Committee on Education and Labor	Clerk
lexis	Littrell	Office of Rep. Ezell	Director of Operations
lana	Lomis	Office of Rep. McCaul	Scheduler
arolyn	Lowrance	Office of Rep. Stauber	Deputy Chief of Staff
ophie	Machalec	Office of Rep. Norman	Scheduler/Legislative Assistant
ani	Madda	Office of Rep. Cloud	Director of Operations
aitlin	Makuski	Office of Speaker Johnson	Coalitions Coordinator
nnie	Martinez	Office of Rep. LaTurner	Scheduler
aty	Matthews	Office of Rep. Fleischmann	Director of Operations
thomas	McAllister	Office of Rep. Duncan	Director of Operations
thena	McAllister	Office of Rep. Newhouse	Scheduler
leg	McCann	Office of Interparliamentary Affairs	Deputy Interparliamentary Affairs Director
llie	McGowan	House Committee on Oversight and Government Reform	Administrative Clerk
helby	McKee	Office of Rep. Flood	Director of Operations/Scheduler
aura	McNally	Office of Rep. Garbarino	District Scheduler/Caseworker
ylar	Micheletti	House Committee on Transportation and Infrastructure	Director of Operations
icolle	Miranda	Office of Rep. Wittman	Director of Operations
athanael	Monroe	Office of Rep. Johnson (SD)	Scheduler
ylar	Mooney	Office of Rep. Nehls	Scheduler

lia	Moreno	Office of Rep. Steel	Scheduler
laiu	Mots	Office of Rep. Miller (WV)	Director of Operations/Scheduler (Acting)
larissa	Mullen	House Committee on Administration	Deputy Director of Member Services
aldwell	Munk	Office of Rep. Dunn	Scheduler
lynn	Murphy	Office of Rep. Calvert	District Director
channah	Murphy	Office of Rep. Calvert	Director of Operations
rianna	Nagle	Office of Rep. Houchin	Scheduler
rianna	Nagle	Office of Rep. Houchin	Scheduler
bby	Natoli	Office of Rep. Davidson	Scheduler
avid	Nelson	Office of Rep. Reschenthaler	Director of Operations
ladison	Newsom	Office of Rep. Elizey	Scheduler
nderson	Okoniewski	House Republican Conference	Director of Operations/Scheduler
rooke	Oliver	Office of Rep. Pfluger	Director of Operations
abrina	Parker	Office of Rep. Cole	Director of Operations/Scheduler
eslie	Parker	House Committee on Transportation and Infrastructure	Director of Member Services and Coalitions
lariza	Pereira	Office of Rep. Gimenez	Scheduler
nnie	Perkins	Office of Rep. Ciscomani	Deputy Scheduler
rista	Perkins	Office of Rep. Johnson (LA)	Director of Operations
eeAnn	Perritt	Office of Rep. Collins	Scheduler
auren	Petersen	Office of Rep. Owens	Director of Operations
age	Peterson	House Committee on Science, Space and Technology	Chief Clerk
shley	Phillips Brown	Office of Rep. Lawler	Director of Operations/Scheduler
ylor	Platt	House Committee on Ways and Means	Operations Assistant
larie	Policastro	Office of Rep. Wenstrup	Director of Operations
obert	Portegello	Office of Rep. Lamborn	Scheduler
larie	Price	House Republican Conference	Deputy Director of Member Services
/endi	Price	House Committee on Science, Space and Technology	Director of Operations

auren	Radford	Office of Rep. Simpson	Director of Operations/Executive Assistant
ernadette	Reilly	Office of Rep. Brecheen	Scheduler
larshall	Richardson	Office of Rep. Self	Scheduler
indsay	Roberts	Office of Rep. Clyde	Scheduler
ydney	Robinson	Office of Rep. Mann	Scheduler
helbie	Rogers	Office of Whip Emmer	Director of Operations
ake	Ronan	Office of Rep. McClain	Director of Operations/Scheduling
oseph	Rosenwinkel	Office of Rep. Gonzales	Scheduler
uan	Ruiz	Office of Rep. González-Colón	Scheduler/Legislative Aide
ydney	Russell	Office of Rep. Carl	Scheduler
ngela	Ryan	Office of Rep. Turner	Director of Operations/Scheduling
achel	Sakrisson	House Committee on Transportation and Infrastructure	Operations Manager
essica	Santos	Office of Rep. Arrington	Scheduler
allee	Sarkisian	House Committee on Veterans Affairs	Assistant Clerk and Opps
lattie	Schmidt	Office of Rep. Amodel	Scheduler
alyn	Schroeder	Office of Rep. Obernolte	Scheduler
llen	Seher	Office of Leader Scalise	Director of Operations
oward	Senior	Office of Rep. Salazar	Scheduler
icole	Serravillo	Office of Rep. Garbarino	Scheduler
indsey	Shackelford	House Committee on Financial Services	Director of Operations
y	Sharp	Office of Rep. Greene	Director of Operations/Scheduler
izz	Shavers	Office of Rep. Steube	Scheduler
handler	Shields	Office of Rep. Strong	Deputy Chief of Staff/Scheduler
ack	Silbert	Office of Rep. Carter (TX)	Scheduler/Staff Assistant
ucy	Simons	Office of Rep. Carey	Scheduler
arbey	Sinkler	Office of Rep. Luttrell	Scheduler
ackie	Slambrook	Office of Rep. Scott	Scheduler
eyton	Smith	Office of Rep. Chavez-DeRemer	Scheduler and Director of Operations

randon	Smith	Office of Rep. Estes	Director of Operations
ilenn	Smith	Office of Rep. Lucas	Scheduler
mily Ann	Smith	Office of Rep. Wagner	Scheduler
riffany	Smith	Office of Speaker Johnson	Scheduler
amin	Smith	Office of Rep. Smith (NE)	Scheduler
risten	Sonderegger	Office of Rep. Kiggans	Director of Operations
shley	Spady	Office of Rep. Zinke	Scheduler
arole Anne	Spohn	Office of Rep. Rutherford	Director of Operations
larshall	Stallings	Office of Rep. Smith (MO)	Scheduler
larlo	Starace	Office of Rep. Duncan	Office Manager/District Scheduler
eah	Stephenson	Office of Rep. Aderholt	Scheduler/Administrative Coordinator
aura	Steven	Office of Rep. Feenstra	Scheduler
lle	Stevens	Office of Rep. Alford	Scheduler
nna	Stutz	Office of Rep. Letlow	Scheduler
mma	Summers	Office of Rep. Jordan	Scheduler/Director of Operations
atharine	Tate	Office of Rep. Franklin	Director of Operations/Scheduler
aitlin	Taylor	Office of Rep. Rose	Director of Operations
ulie	Tensen	Office of Rep. Simpson	Scheduler/Office Manager
laggie	Thraikill	Office of Rep. Moore (AL)	Director of Operations/Scheduler
renan	Tjelmeland	House Committee on Appropriations	Director of Operations
atie	Tomko	Office of Rep. Balderson	Scheduler/Director of Operations
larcus	Towns	House Committee on Foreign Affairs	Member Services Director
ladison	Tragesser	Office of Rep. Mast	Director of Operations
acqueline	Tran	Office of Rep. McCormick	Director of Operations
leanor	Traynham	Office of Rep. Fischbach	Senior Legislative Advisor
ulia	Trent	House Committee on Veterans Affairs	Chief Clerk and Opps
irace	Tricomi	House Committee on Financial Services	Deputy Director of Member Services
ourtney	Trigg	Office of Rep. Meuser	Director of Operations/Scheduler
lary	Troutman	Office of Rep. Massie	Office Manager/District Scheduler

attie	Truitt	Office of Rep. Roy	Director of Operations
mily	Tuttle-Millard	Office of Rep. Nunn	Director of Communications and Operation:
ason	Tyler	Office of Rep. Corner	Director of Operations
ophia	Varnasidis	House Committee on Natural Resources	Director of Legislative Operations
ack	Vaughn	Office of Rep. Green	Scheduler
rma	VerHage	House Committee on Small Business	Scheduler
smeralda	Villanueva	Office of Rep. Ogles	Scheduler
uke	Villarreal	Office of Rep. Van Duyn	Scheduler
shlee	Vinyard	House Committee on Oversight and Government Reform	Director of Operations
ronti	Viskovich	Office of Rep. Rogers (AL)	Director of Operations
illiam	Wadsworth	Office of Rep. Miller (IL)	Deputy Chief of Staff/Scheduler
ack	Waguespack	Office of Rep. Duarte	Scheduler/Operations Director
ara	Wajda	Office of Rep. Bacon	District Scheduler
uke	Wallwork	House Committee on Small Business	Member Services/Coalitions Director
alley	Ware	Office of Rep. Bilirakis	Scheduler/Press Aide
ictoria	Warner	Office of Rep. Good	Scheduler
ourtney	Watson	Office of Rep. Malliotakis	Scheduler
my	Wells	Office of Rep. McMorris Rodgers	Scheduler
atali	Werner	Office of Rep. Webster	Scheduler
iabi	Westphal	Office of Rep. Steil	Scheduler
ydney	Westwick	House Committee on Budget	Staff Assistant
eath	Wheat	Office of Rep. Allen	Deputy Chief of Staff/Scheduler
arol	Wiest	Office of Rep. Perry	Director of Operations
laura	Williams	House Committee on Education and Labor	Operations Manager
ordan	Wilson	Committee on House Administration	Director of Member Services
ate	Wolters	Office of Interparliamentary Affairs	Director
aryn	Woody	House Committee on Armed Services	Director of Member Services
lla	Yates	House Committee on Judiciary	Senior Advisor/Director of External

Relations
Director of Operations/Scheduler
Scheduler/Executive Assistant
Director of Operations

Office of Rep. McClintock
Office of Rep. Walberg
Office of Rep. Jackson

Young
Zecca
Zhu

homas
shley
athy



CONGRESSIONALINSTITUTE

2024 SCHEDULERS CONFERENCE

MASTERING THE PUZZLE

AGENDA

THURSDAY, AUGUST 15, 2024

All conference sessions are located in the Choptank Ballroom.

9:30 am <i>(2- hour drive)</i>	WHEELS UP! ~ BUS DEPARTS CAPITOL HILL	S. Capitol St. (Between Rayburn and Longworth)
10:00 am – 6:30 pm	CONFERENCE REGISTRATION	Choptank Foyer
11:30 am	BUSES ARRIVE AT THE HYATT CHESAPEAKE 100 Heron Blvd, US-50, Cambridge, MD 21613	
12:30 – 2:30 pm	PIZZA, PEOPLE & PUZZLE SOLVING: A RESOURCE FAIR Chesapeake Ballroom <i>Your success requires solving a daily puzzle ~ but it's a puzzle with extra pieces ~ to fit in somewhere! Meet your fellow Schedulers and reps of these organizations to learn more about available resources that can help you solve your daily Ops Puzzle:</i>	
	<ul style="list-style-type: none"> • Get to know your <u>Leadership</u> colleagues: <ul style="list-style-type: none"> • Solve your puzzle with the Speaker's team • Grab a sweet treat from the Leader's office • Find the missing pieces with the Whip's office • See how the Republican Conference puts the big-picture pieces together • Get your boss a great seat: Meet some of your <u>Airlines</u> customer service reps • AI, HouseCal, search engines and cybersecurity: See how the latest tech tools will make your life easier, with <u>Microsoft, Google, and the CAO House Digital Service</u> • Chat with <u>CHA</u>: Meet the folks who are always ready to help you! • Control the Country's purse strings with the <u>Appropriations Committee</u> 	

2:30 – 3:30 pm	<p>WELCOME! Kelle Strickland, President and CEO, Congressional Institute</p> <p>FORMER “SUPER SCHEDULERS” SHARE HOW TO SURVIVE, GROW, AND SUCCEED Tyler Cianciotti, former House Scheduler, American Petroleum Institute Abbie Sumbum, former House Director of Operations, Rumble <i>A conversation with Jordan Wilson, former House Director of Operations, Director of Member Services, Committee on House Administration</i></p>	
3:30 – 4:30 pm	<p>CUSTOMER SERVICE AND THE ART OF SAYING “NO” <i>Strengthening Relationships While Declining Requests (Even the Member’s!)</i> Ted Daniel, Senior Advisor, Protocol and Chamber Operations, Sergeant at Arms Ashley Gunn, former Senior Director of Cabinet Affairs for the Trump Administration, Miller Strategies Joyce Meyer, former Senior Advisor to Speaker Paul Ryan <i>A conversation with Kelle Strickland, President and CEO, Congressional Institute</i></p>	
4:00 – 5:00 pm	HOTEL KEY PICK UP	Chesapeake Foyer
4:30 – 6:30 pm	BREAK - FOR YOUR OFFICIAL DUTIES	
6:30 – 8:30 pm	LET’S CELEBRATE YOU! ~ A DINNER BY THE RIVER	Regatta Pavilion (outside) Rain Site: Chesapeake Ballroom

FRIDAY, AUGUST 16, 2024

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

7:30 – 8:00 am	<p>START YOUR DAY ON THE RIGHT FOOT!! (optional) Join your fellow schedulers for this optional stroll. Enjoy the Choptank River, meet your colleagues, chat about joys and struggles, and get your steps in... all before breakfast.</p>	Hyatt Main Entrance
8:00 – 9:00 am	BREAKFAST	Michener's Library
8:00 – 3:15 pm	CONGRESSIONAL INSTITUTE HELP DESK	Choptank Foyer

- 9:00 – 10:00 am **STEPPING IT ↑ MAKE THE SCHEDULING FUNCTION A KEY PLAYER IN ADVANCING A MEMBER'S COMMITTEE AGENDA**
 Sofia Jones, Deputy Director of Operations and Member Services, Appropriations Committee
 Jennifer Beil, Director of Operations, Rep. Brett Guthrie
 Alyssa Erdel, Director of Members Services, House Republican Conference
A conversation with Mike Bloomquist, former House Committee Staff Director, ExxonMobil
- 10:00 – 11:00 am **OUT-ANTICIPATING THE LEG TEAM → WHAT OPS NEEDS TO KNOW ABOUT FLOOR AND COMMITTEE PROCEDURE**
 Jordan Dayer, Cloakroom Director, Office of the Speaker
 Justin Shockey, Floor Assistant, Office of the Majority Whip
 Karalee Geis, former House Scheduler, Director of Coalitions and Outreach, Judiciary Committee
A conversation with Anne Bradbury, former Floor Director, Speakers Ryan and Boehner, Congressional Institute Board of Directors
- 11:00 – 11:15 am **BREAK - FOR YOUR OFFICIAL DUTIES**
- 11:15 am – 12:15 pm **TAKE IT TO THE NEXT LEVEL: WHAT CAN I DO TO GET INVOLVED IN MY MEMBER'S STRATEGIC GOAL PLANNING?**
 Richard Eddings, former Senate Deputy Chief of Staff, Husch Blackwell Strategies
 Nancy Pack Williamson, former House Deputy Chief of Staff, Executive Assistant to former Rep. Will Hurd
 Mildred Webber, Interim Chief of Staff, Rep. Brian Babin
A conversation with John Byers, Chief of Staff, Rep. August Pfluger
-
- 12:15 – 1:30 pm **LUNCH AND FINDING STRESS RESILIENCE... EMPOWERING YOU AND YOUR WELLNESS** Buffet, Choptank Foyer
 Kelle Strickland, President and CEO, Congressional Institute
 Adrien Cotton, former House Communications Director, Wellness Expert
- 1:30 – 1:45 pm **BREAK**
- 1:45 – 2:15 pm **... SO THAT'S HOW YOU ORGANIZE SOMEONE ELSE'S LIFE. SKILLS BUILDING CONVERSATIONS - ROUND 1**
 How to Successfully Ask for a Raise or Promotion
 - Group 1 led by Kelle Strickland, Congressional Institute
 - Group 2 led by Mildred Webber, Office of Rep. Brian Babin
 Drafting Effective Communications in the Ops World
 - Group 1 led by Katharine Tate, Office of Rep. Scott Franklin
 - Group 2 led by Jen Beil, Office of Rep. Brett Guthrie
 Managing the Overly Involved
 - Led by Maggie Thrailkill, Office of Rep. Barry Moore
 Managing the Uninvolved
 - Led by Hannah Cooke, American Exploration and Production Council

How to Get What I Need from Team Members More Senior Than Me

- Led by Carol Kresse, Office of Rep. Blake Moore

What the Heck Do My Chief and LD Do All Day?

- Led by John Byers, Office of Rep. August Pfluger

I'm a Seasoned Scheduler

- Led by Richard Eddings, former Senate Deputy Chief of Staff, Husch Blackwell Strategies

Best Practices for Working with the District Director

- Led by Emily Ann Smith, Office of Rep. Ann Wagner

2:15 – 2:45 pm

... SO THAT'S HOW YOU ORGANIZE SOMEONE ELSE'S LIFE.

SKILLS BUILDING CONVERSATIONS - ROUND 2

How to Successfully Ask for a Raise or Promotion

- Group 1 led by Kelle Strickland, Congressional Institute
- Group 2 led by Mildred Webber, Office of Rep. Brian Babin

Drafting Effective Communications in the Ops World

- Group 1 led by Katharine Tate, Office of Rep. Scott Franklin
- Group 2 led by Jen Beil, Office of Rep. Brett Guthrie

Managing the Overly Involved

- Led by Maggie Thrailkill, Office of Rep. Barry Moore

Managing the Uninvolved

- Led by Hannah Cooke, American Exploration and Production Council

How to Get What I Need from Team Members More Senior Than Me

- Led by Carol Kresse, Office of Rep. Blake Moore

What the Heck Do My Chief and LD Do All Day?

- Led by John Byers, Office of Rep. August Pfluger

I'm a Seasoned Scheduler

- Led by Richard Eddings, former Senate Deputy Chief of Staff, Husch Blackwell Strategies

Best Practices for Working with the District Director

- Led by Emily Ann Smith, Office of Rep. Ann Wagner

2:45 – 3:00 pm

WRAP UP & THANK YOU!

Kelle Strickland, President and CEO, Congressional Institute

3:15 pm

BUSES DEPART FOR CAPITOL HILL

Conference Entrance
(Lower Level)

5:15 pm

WHEELS DOWN! ~ BUSES ARRIVE AT CAPITOL HILL

S. Capitol St

(2- hour drive)

(Between Rayburn and Longworth)

House Staff Attendance List for Ethics
 08/19/2024
 2024 Schedulers Conference
 107 records

Report name:
 Report date:
 Event name:
 Total records:

First Name	Last Name	Institution	Job Title
aola	Arellano	Office of Rep. Valadao	Director of Operations
ophie	Attiliis	Office of Rep. Griffith	Executive Assistant
osie	Azar	Office of Rep. Schweikert	Scheduler
ehra	Bakirdan	Office of Rep. LaHood	Scheduler
mma	Balkin	Office of Rep. Hudson	Scheduler
ennifer	Beil	Office of Rep. Guthrie	Director of Operations
laria	Bello	Office of Rep. Moylan	Director of Operations
avannah	Berryman	Office of Rep. Hill	Scheduler
arah	Bloomquist	House Committee on Budget	Deputy Member Services Director
rika	Bone	Office of Rep. Bost	Scheduler
nsley	Boylan	Office of Rep. Bucshon	Director of Operations
va	Brady	Office of Rep. Ferguson	Deputy Scheduler
yan	Brannigan	Office of Rep. D'Esposito	Scheduler
lyssa	Bretan	House Committee on Budget	Member Services Coordinator/Executive Assistant
lexandra	Broughton	Office of Rep. Sessions	Executive Assistant
arah	Brown	Office of Rep. Biggs	Scheduler
laddie	Bruno	Office of Rep. Molinaro	Scheduler
William	Campbell	Office of Rep. Moolenaar	District Staff Assistant/District Scheduler
ictoria	Cesaro	Office of Rep. Harris	Scheduler
izabeth	Chadwick	Office of Rep. Fitzgerald	Scheduler
uth	Clark	Office of Rep. Cammack	Director of Operations
arinne	Coberly	Office of Rep. Hern	Scheduler
ackson	Conner	Office of Rep. Westerman	Director of Scheduling
avannah	Coughlin	Office of Rep. LaMalfa	Scheduler

rian	Cress	Office of Speaker Johnson	Deputy Director of Member Services
annah	Crossman	Office of Rep. Fallon	Operations Director
ordan	Dayer	House Republican Cloakroom	Floor Director
legan	Deussenberry	Office of Rep. Lee	Deputy Chief of Staff
ogan	Dobbins	House Republican Conference	Staff Assistant
laggie	Elmore	Office of Rep. Crane	Deputy Scheduler
lyssa	Erdel	House Republican Conference	Member Services Director
lila	Foster	Office of Rep. Radewagen	District Scheduler
lerson	Gammage	House Republican Conference	Deputy Scheduler
lara	Garcia	Office of Rep. Bice	Scheduler
liley	Gobora	Office of Rep. Garcia	Scheduler
lariah	Greenlee	Office of Rep. Yakym	Director of Operations
lila	Gunn	Office of Speaker Johnson	Floor Assistant
llichelle	Harold	Office of Rep. Huizenga	Scheduler
lndrew	Henthorn	Office of Rep. Latta	Scheduler
lily	Hibben	Office of Rep. Bentz	Deputy Chief of Staff
lydney	Hill	Office of Rep. Mooney	Scheduler
lcout	Hodges	Office of Rep. Womack	Director of Operations
lannah	Hughes	Office of Rep. Thompson	Director of Operations
lendall	Ivy	Office of Rep. Weber	Director of Operations
lannah	Jahreis	Office of Rep. Langworthy	Director of Operations
luburn	Jeffries	Office of Rep. Bean	Scheduler
leagan	Jennings	Office of Rep. Cline	Scheduler
lofia	Jones (Herring)	House Committee on Appropriations	Deputy Director of Operations and Member Services
lrol	Kresse	Office of Rep. Moore (UT)	Scheduler
lames	Langnes	Office of Speaker Johnson	Special Advisor
lchn	Lanning	Office of Speaker Johnson	Member Services Coordinator
ladison	Larrieu	House Committee on Science, Space and	Staff Assistant

oah	Larsen	Technology	Scheduler
olly	Lay	Office of Rep. Tenney	Director of Operations
isette	Linares	Office of Rep. Harshbarger	Scheduler
ieorgie	Littlefair	Office of Rep. James	Clerk
lexis	Littrell	House Committee on Education and Labor	Director of Operations
arolyn	Lowrance	Office of Rep. Ezell	Deputy Chief of Staff, Operations
ophie	Machalec	Office of Rep. Stauber	Scheduler
ani	Madda	Office of Rep. Norman	Director of Operations
aitlin	Makuski	Office of Rep. Cloud	Coalitions Coordinator
nnie	Martinez	Office of Speaker Johnson	Director of Operations
aty	Matthews	Office of Rep. LaTurner	Director of Operations
ilie	McGowan	Office of Rep. Fleischmann	Staff Assistant and Administrative Clerk
helby	McKee	House Committee on Oversight and Government Reform	Director of Operations/Scheduler
icolle	Miranda	Office of Rep. Flood	Director of Operations
athanael	Monroe	Office of Rep. Wittman	Scheduler
lia	Moreno	Office of Rep. Johnson (SD)	Scheduler
laiu	Motis	Office of Rep. Steel	Scheduler
larissa	Mullen	Office of Rep. Miller (WV)	Deputy Director of Member Services
aidwell	Munk	House Committee on Administration	Scheduler
hannah	Murphy	Office of Rep. Dunn	Director of Operations
rianna	Nagle	Office of Rep. Calvert	Deputy Chief of Staff for Operations
rooke	Oliver	Office of Rep. Houchin	Deputy Chief of Staff
obert	Portegello	Office of Rep. Pfluger	Scheduler
larie	Price	Office of Rep. Lamborn	Deputy Director of Member Services
ernadette	Reilly	House Republican Conference	Scheduler
larshall	Richardson	Office of Rep. Brecheen	Scheduler
indsay	Roberts	Office of Rep. Self	Scheduler
		Office of Rep. Clyde	Scheduler

ydney	Robinson	Office of Rep. Mann	Operations Director
oseph	Rosenwinkel	Office of Rep. Gonzales	Scheduler
ydney	Russell	Office of Rep. Carl	Scheduler
ngela	Ryan	Office of Rep. Turner	Senior Advisor and Director of Operations
essica	Santos	Office of Rep. Arrington	Director of Operations
alyn	Schroeder	Office of Rep. Obernolte	Director of Operations
oward	Senior	Office of Rep. Salazar	Scheduler
icole	Serravillo	Office of Rep. Garbarino	Scheduler
y	Sharp	Office of Rep. Greene	Director of Operations
ack	Silbert	Office of Rep. Carter (TX)	Scheduler
ucy	Simons	Office of Rep. Carey	Schedule
arbey	Sinklier	Office of Rep. Luttrell	Scheduler
ilenn	Smith	Office of Rep. Lucas	Scheduler
risten	Sonderegger	Office of Rep. Kiggins	Director of Operations
nna	Stutz	Office of Rep. Letlow	Scheduler
atharine	Tate	Office of Rep. Franklin	Deputy Chief of Staff, Operations
laggie	Thraillkill	Office of Rep. Moore (AL)	Director of Scheduling
atie	Tomko	Office of Rep. Balderson	Director of Operations
larcus	Towns	House Committee on Foreign Affairs	Member Services Director
ladison	Tragesser	Office of Rep. Mast	Director of Operations
ourtney	Trigg	Office of Rep. Meuser	Director of Operations
ackie	Van Slambrook	Office of Rep. Scott	Scheduler
smeralda	Villanueva	Office of Rep. Ogles	Scheduler
ack	Waguespack	Office of Rep. Duarte	Scheduler/Operations Director
iabi	Westphal	Office of Rep. Steil	Scheduler
ydney	Westwick	House Committee on Budget	Staff Assistant/Scheduling Assistant
laura	Williams	House Committee on Education and Labor	Operations Manager
ordan	Wilson	House Committee on Administration	Director of Member Services