

COMMITTEE ON ETHICS

EMPLOYEE POST-TRAVEL DISCLOSURE FORM Original Amendment

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

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

1. Name of Traveler: Trevor Smith
2. a. Name of Accompanying Relative: _____ **OR** None
b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: August 4, 2025 Return: August 6, 2025
b. Dates at Personal Expense, if any: _____ **OR** None
4. Departure City: Washington, D.C. Destination: Cambridge, Maryland Return City: Washington, D.C.
5. Sponsor(s), Who Paid for the Trip: Congressional Institute
6. Describe Meetings and Events Attended: From legislative training to interacting with communication professionals, this event helped provide valuable insight that will help me better
7. Attached to this form are **each** of the following, *signify that each item is attached by checking the corresponding box:* support CA-20.
 - a. a completed *Sponsor Post-Travel Disclosure Form*;
 - b. the *Primary Trip Sponsor Form* completed by the trip sponsor **prior** to the trip, **including all** attachments **and** the *Additional Sponsor Form(s)*;
 - c. page 2 of the completed *Traveler Form* submitted by the employee; **and**
 - d. the letter from the Committee on Ethics approving my participation on this trip.
8. a. I represent that I participated in each of the activities reflected in the attached sponsor's agenda. *Signify statement is true by checking the box.*
b. If not, explain: _____

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

Signature of Traveler: Trevor Smith

Date: 8/14/25

I authorized this travel in advance. I have determined that all of the expenses listed on the attached *Sponsor Post-Travel Disclosure Form* were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

Name of Supervising Member: Rep. Vince Fong (CA-20)

Date: 8.14.25

Signature of Supervising Member: Vince Fong

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 4, 2025 Date of Return: August 6, 2025

4. Name(s) of Traveler(s): See attached list

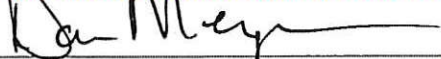
Note: You may list more than one traveler on a form only if **all** information is **identical** for each person listed.

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	\$406	\$257	\$520 - 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 13, 2025

Name: Dan Meyer Title: Interim 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: Trevor Smith
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, Maryland
4. a. Date of Departure: August 4, 2025 Date of Return: August 6, 2025
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 Legislative Director, this educational retreat would enhance my knowledge on best practices related to the legislative process and provide additional insight on how to better support Rep. Fong and his constituents.
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: _____

Date: 6/26/25

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 4, 2025

Date of Return: August 6, 2025

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- \$77, Day 2 - \$107, Day 3 - \$36

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: \$____ +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	\$91.38	\$406.33	\$219.80
For each Accompanying Family Member	\$91.38	n/a	\$219.80


	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	\$483.38	Room Rental
For each Accompanying Family Member	\$483.38	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: 6/20/25
 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
Mark DeSaulnier, California
Ranking Member

John H. Rutherford, Florida
Andrew R. Garbarino, New York
Ashley Hinson, Iowa
Nathaniel Moran, Texas

Deborah K. Ross, North Carolina
Glenn F. Ivey, Maryland
Sylvia R. Garcia, Texas
Sahas Subramanyam, Virginia



ONE HUNDRED NINETEENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust
Staff Director and Chief Counsel

Jordan Downs
Chief of Staff to the Chairman

David Arrojo
Counsel to the Ranking Member

1015 Longworth House Office Building
Washington, D.C. 20515-6328
Telephone: (202) 225-7103
<https://Ethics.House.gov>

August 1, 2025

Mr. Trevor Smith
Office of the Honorable Vince Fong
243 Cannon House Office Building
Washington, DC 20515

Dear Mr. Smith:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Cambridge, Maryland, scheduled for August 4 to 6, 2025, 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

Mark DeSaulnier
Ranking Member

MG/MD:eme

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 - \$77, Day 2 - \$107, Day 3 - \$36
 - 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: \$179 +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: _____

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 \$483.38.



CONGRESSIONALINSTITUTE



**2025 Legislative & Communications
Directors Conference**

YOU'RE INVITED

Legislate with Purpose | Communicate with Clarity

*2025 Legislative and Communications Directors
Conference*

Monday, August 4 to Wednesday, August 6, 2025
[Hyatt Regency Chesapeake Bay](#)

REGISTER NOW

REGISTRATION

If you are unable to attend, please use the following link to [decline the invitation](#)

DOWNLOAD ETHICS FORMS

Ethics Forms are due Monday, July 7, 2025

Instructions: Complete the first two pages of the traveler 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.

DOWNLOAD DRAFT AGENDA

Please contact [Katie Hrkman](#) with any questions or call the Congressional Institute at 703-837-8812.

If you no longer want to receive emails from Congressional Institute, please [Opt-Out](#).

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2025 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE

LEGISLATE WITH PURPOSE | COMMUNICATE WITH CLARITY

With goals to **Set your Strategy | Sharpen your Skills | Define your Standard**, Legislative Directors and Communications Directors will return to Capitol Hill with a renewed readiness to Legislate with Purpose and Communicate with Clarity.


DAY 1

Hotel check-in is at 4:00 pm. Attendees may store luggage upon arrival if their guest room is not available.

MONDAY
August 4, 2025

10:00 am	BUSES DEPART THE HILL Snacks will be provided.	S. Capitol St.
12:00 pm	BUSES ARRIVE AT THE HYATT	
12:00 - 7:00 pm	CONFERENCE REGISTRATION	Hotel Lobby
1:00 - 2:45 pm	CONGRESS CONNECTED ~ A RESOURCE FAIR Where top tools, smart strategies, and future-ready resources come together with great food and even better connections.	Chesapeake Foyer
3:00 - 4:00 pm	KICKOFF & WELCOME THE INTERSECTION OF POLICY AND PRESS	Choptank
4:00 - 5:00 pm	FUELING THE FUTURE: WITH BOLD LEGISLATIVE IDEAS AND CLEAR COMMUNICATIONS Pairing purposeful ideas with clear communications to fuel the future	Choptank
5:00 - 6:30 pm	BREAK FOR YOUR OFFICIAL RESPONSIBILITIES	Any spot you like!
6:30 - 8:30 pm	DINNER ON THE CHOPTANK ~ WHERE POLICY & COMMS GET ALONG! 😊	Regatta Pavilion (outside)

DAY 2**TUESDAY**
August 5, 2025

7:30 - 8:00 am	START YOUR DAY ON THE RIGHT FOOT!  (optional) Meet up with friends for this optional stroll to enjoy the Choptank River and chat with colleagues...all before breakfast	Hotel Lobby
8:00 - 9:00 am	BREAKFAST	Water's Edge Grill
9:00 - 10:00 am	USING ADAPTIVE LEADERSHIP TO NAVIGATE CONSTANT CHANGE AND COMPLEXITY Seems like it ALL changes every day? Learn to lead through change for clarity, confidence, and purpose	Choptank
10:00 - 11:00 am	INNOVATION & TECH TRENDS IN 2025 Demystifying the tech trends reshaping Congress, your district, and maybe your job	Choptank
11:00 - 11:15 am	BREAK	
11:15 am - 12:15 pm	ETHICS: HOW TO AVOID THE "OOPS" Knowing enough to know when to call for advice	Choptank
12:15 - 1:30 pm	LUNCH & KEYNOTE SPEAKER	Chesapeake
1:30 - 2:00 pm	BREAK FOR YOUR OFFICIAL RESPONSIBILITIES	Any spot you like!
2:00 - 5:00 pm	<u>BREAKOUTS - TOOLS FOR THE CD</u> BOOK IT: HOW TO GET THE BOSS ON TV, RADIO & PODCASTS SOCIAL MEDIA: FROM BILL TO BUZZ COMMUNICATIONS PLANNING: BUILDING AN AUDIENCE AMPLIFIER PRESS PASS: INSIDER TIPS FOR HOUSE MEDIA RELATIONS	
2:00 - 5:00 pm	<u>BREAKOUTS - TOOLS FOR THE LD</u> SHAPING A LEGISLATIVE PLAN: FROM IDEA TO INITIATIVE COALITION CRAFTING: GAINING CO-SPONSORS & ALLIES HOW TO SUCCEED IN COMMITTEE, EVEN WITHOUT THE GAVEL	

	THE FINAL STRETCH: THROUGH THE SENATE & TO THE WHITE HOUSE	
5:00 - 6:30 pm	BREAK FOR YOUR OFFICIAL RESPONSIBILITIES	Any spot you like!
6:30 - 8:30 pm	SUNSET DINNER ON THE EASTERN SHORE 🌅	Riverside (outside)

DAY 3

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 Chesapeake F. Buses will depart from the lower-level entrance near the Choptank Ballroom.

WEDNESDAY
August 6, 2025

8:00 - 9:00 am	BREAKFAST	Water's Edge Grill
9:00 - 10:00 am	MANAGING THE BULLPEN How to successfully manage your peers	Choptank
10:00 - 11:00 am	THE FLOOR IS YOURS ~ LEADERSHIP TEAMS SHARE AND LISTEN Ask them anything (anonymously if you like), and share your ideas	Choptank
11:00 am - 12:00 pm	USING YOUR "WHY" TO LEAD & SERVE Return to the Hill, inspired and ready to serve	Choptank
12:00 pm	CONFERENCE CONCLUDES	
12:15 pm	BUSES DEPART THE HYATT Boxed lunches will be available	Conference Center Entrance (Lower Level)
2:15 pm	BUSES ARRIVE AT THE HILL	

First Name	Last Name	Company Name	Title
Tim	Achinger	Office of Rep. Patronis	Legislative Director
Emily	Ackerman	Office of Majority Whip Emmer	Deputy Floor Director
Steve	Ackerman	Office of Rep. Fulcher	Legislative Director
Anna	Adamian	Office of Rep. Harris (MD)	Communications Director
Nick	Adams	Office of Rep. Lee (FL)	Legislative Director
Sarabrooks	Adams	Office of Majority Leader Scallise	Scheduler
Harley	Adsit	Office of Rep. Carter (GA)	Communications Director
Nolan	Ahem	Office of Majority Whip Emmer	Deputy Policy Director
Claire	Alden	Office of Rep. Gooden	Legislative Director
George	Alderman	Office of Rep. Haridopolos	Communications Director
Haris	Alic	Committee on Foreign Affairs	Communications Director
Christianne	Allen	Office of Rep. Fulcher	Communications Director (Interim)
Lucy	Allen	Office of Rep. Aderholt	Press Assistant (DC)
Amelia	Allert	Office of Rep. Hill	Legislative Director
Eleanor	Allison	Office of Rep. Sessions	Communications Director
John	Altendorf	Office of Rep. Finstad	Legislative Director
Abigail	Angelos	Office of Rep. Kennedy (UT)	Communications Director
Paxton	Antonucci	Office of Rep. Van Drew	Director of Communications
Brian	Arata	Office of Rep. Thompson (PA)	Legislative Director
Joseph	Arbie	Office of Rep. Meuser	Legislative Director
Amaud	Armstrong	Office of Rep. Mackenzie	Communications Director
Parker	Armstrong	Office of Rep. Houchin	Communications Director
Hannah	Arvey	Office of Rep. Roy	Legislative Director
Kadin	Asbery	Office of Rep. Bost	Communications Director
Paige	Ash	Office of Rep. Valadao	Communications Director
Grady	Austin	Office of Rep. Moore (NC)	Legislative Director
Chase	Babair	Office of Rep. Buchanan	Legislative Director
Bill	Ball	Office of Speaker Johnson	Senior Policy Advisor
Courtney	Ball	Office of Rep. Harris (NC)	Legislative Director
Noah	Barger	Office of Rep. Bost	Deputy Chief of Staff
Nathan	Barker	Office of Rep. Crawford	Legislative Director
Zach	Barnett	House Republican Conference	Communications Director
Cally	Barry	Office of Rep. Luttrell	Communications Director
Joe	Barry	Republican Policy Cmte	Executive Director
William	Barry	Office of Rep. Alford	Communications Director
Sheridan	Bass	Office of Majority Whip Emmer	Deputy Press Secretary
Chris	Bayles	Office of Rep. Palmer	Legislative Director
Curt	Beaulieu	Office of Speaker Johnson	Senior Policy Advisor
Arian	Beckwith	Office of Rep. James	Legislative Director
Jim	Beley	Office of Rep. Burlison	Legislative Director
Lyssa	Bell	Republican Study Committee	Executive Director
Hannah	Benfield	Office of Rep. Shreve	Press Secretary
Ryland	Bennett	House Republican Conference	Deputy Digital Director
Jason	Berardo	Office of Rep. Turner (OH)	Legislative Director
Max	Berry	Office of Rep. McCormick	Legislative Director
Clint	Blaes	Office of Rep. Schmidt	Legislative Director
Thomas	Blanford	Office of Rep. Fitzgerald	Legislative Director
Summer	Blevins	Office of Rep. Bilirakis	Deputy Chief of Staff/Press Secretary
Miles	Bolin	Office of Rep. Westerman	Legislative Director
Delanie	Bomar	Office of Rep. Evans (CO)	Deputy Chief of Staff/Communications Director
Aaron	Bonnaure	Office of Rep. Reschenthaler	Chief of Staff
Paige	Boogaard	Office of Rep. LaMalfa	Communications Director/Legislative Assistant
Jackie	Bossman	Office of Rep. Nunn	Legislative Director
Nick	Bowser	Office of Rep. Hinson	Legislative Director
Daniel	Brescia	Office of Rep. Grothman	Legislative Director
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Annie	Butler	Office of Rep. Langworthy	Communications Director
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Lesley	Byers	Office of Rep. Crawford	Communications Director

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Emily	Cassil	Office of Rep. McCaul	Communications Director
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Kyle	Chance	Office of Rep. Balderson	Communications Director
Connor	Chapinski	Office of Rep. Obemolte	Communications Director
Kelle	Chong	Office of Rep. Gonzales (TX)	Legislative Director
Kristen	Cianci	Office of Rep. Garbarino	Communications Director
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Matthew	Clarkin	Office of Rep. Fitzpatrick	Legislative Director (Acting)
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Sarah	Coffman	Office of Rep. Comer	Legislative Director
Carrie	Cole	Office of Rep. Rogers (AL)	Communications Director
Jessica	Collins	Committee on Oversight and Government	Communications Director
Nck	Collins	Office of Rep. Miller (OH)	Legislative Director
Jack	Colonnetta	Office of Rep. Lucas	Communications Director
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Alex	Crane	Office of Rep. Murphy	Communications Director
Katie	Crane	Office of Rep. Williams (TX)	Legislative Director
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McKenzie	Dallas	Office of Rep. Scott (GA)	Legislative Director
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Juliana	Dauchess	Office of Rep. Smucker	Legislative Director
Alexandra	Davis	Office of Rep. Pfluger	Legislative Director
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Cristian	Figueredo	Office of Rep. Benz	Legislative Director
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Meghan	Gallagher	Office of Majority Leader Scalise	Policy Advisor
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Hannah	Levins	Office of Majority Whip Emmer	Digital Director
Jack	Lincoln	Office of Rep. Calvert	Legislative Director
Lindsay	Linhares	Office of Rep. Letlow	Legislative Director
Amelia	Litynski	Office of Majority Whip Emmer	National Security Advisor
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Angel	Logan	Office of Majority Leader Scalise	Digital Director
Kyle	Lombardi	Office of Rep. LaMalfa	Legislative Director
Jackson	Long	Office of Rep. Fry	Legislative Director
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Jenny	Luepke	Office of Rep. Finstad	Communications Director
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Adam Patrick	Murphy	Office of Rep. Fischbach	Legislative Director
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	Padgett	Office of Rep. Loudermilk	Legislative Director
	Pakledinaz	Office of Rep. Webster	Communications Director
	Paolini	Office of Rep. Obemolte	Legislative Director
	Parker	Office of Rep. Kelly (MS)	Communications Director
	Patrick	Office of Rep. Huizenga	Communications Director
	Pelsang	Office of Rep. Miller (IL)	Legislative Director
	Pendarvis	Office of Rep. Wilson (SC)	Legislative Director
	Peppel	Office of Rep. Rulli	Communications Director
	Perez	Office of Rep. Moran	Legislative Director
	Pettus	Select Committee on China	Communications Director
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Hannah	Pope	Office of Rep. Bresnahan	Communications Director
Olivia	Porcaro	Office of Rep. Cole	Communications Director
Reed	Powell	Office of Rep. Steube	Legislative Director
Hunter	Presti	Committee on Transportation and Infrast	Policy Director
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Truman	Reed	Office of Rep. De la Cruz	Legislative Director
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Emma	Settle	Office of Rep. Ogles	Communications Director
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Quinn	Slaven	Office of Rep. Knott	Communications Director
Chandler	Smith	Office of Rep. Reschenthaler	Legislative Director
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William	Smith	Office of Rep. Langworthy	Legislative Director
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Gabriel	Spencer	Office of Rep. Miller (IL)	Communications Director
Alexia	Spentzas	Office of Rep. Bentz	Communications Director
Richard	Stanton	Office of Rep. Radewagen	Legislative Director
Chase	Starr	Office of Rep. Clyde	Legislative Director
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Elissa	Tew	Office of Rep. Bean	Communications Director
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Johnathan	Van Buren	Office of Rep. Houchin	Legislative Director
Ben	Van Sickle	Office of Rep. Zinke	Legislative Director
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Bubba	White	Office of Rep. Rouzer	Legislative Director
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Jefferson	Willis	Office of Rep. Hem	Legislative Director
Liz	Willis	Office of Rep. Timmons	Communications Director
Rosie	Wilson	House Republican Conference	Deputy Strategic Director
Graham	Wise	Office of Rep. Gill	Legislative Director
Yvette	Wissmann	Office of Majority Leader Scalise	Deputy Floor Director
Logan	Wolfe	Office of Rep. Biggs (AZ)	Legislative Director
Brayden	Woods	Office of Rep. Van Duyne	Legislative Director
Dominique	Yelinski	Office of Majority Leader Scalise	Deputy Policy Director
Colin	Yokanovich	Office of Rep. Crenshaw	Legislative Director

Liz	Young	Office of Rep. Estes	Legislative Director
Sarah	Young	Office of Rep. Joyce (OH)	Communications Director
James	Zandstra	Office of Rep. Kiley	Legislative Director
Jenna	Zantow	Office of Rep. Wied	Legislative Director
Grace	Zehner	Office of Rep. LaHood	Communications Director
Alec	Zender	Office of Rep. Bergman	Legislative Director
Mac	Zimmerman	Office of Rep. Tiffany	Legislative Director
Nate	Zimpher	Office of Rep. Balderson	Legislative Director
Eric	Zulkosky	Office of Majority Leader Scalise	Director of Floor Operations

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 \$483.38.

REGISTER NOW

If you are unable to attend, please use the following link to [decline the invitation](#)

DOWNLOAD ETHICS FORMS

Ethics Forms are due Monday, July 7, 2025

Instructions: Complete the first two pages of the traveler 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.

DOWNLOAD DRAFT AGENDA

Please contact [Katie Hrkman](#) with any questions or call the
Congressional Institute at 703-837-8812.

If you no longer want to receive emails from Congressional Institute, please [Opt-Out](#).

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DAY 2

TUESDAY
August 5, 2025

<p>7:30 - 8:00 am</p>	<p>START YOUR DAY ON THE RIGHT FOOT! 🐾 (optional) Meet up with friends for this optional stroll to enjoy the Choptank River and chat with colleagues...all before breakfast</p>	<p>Hotel Lobby</p>
<p>8:00 - 9:00 am</p>	<p>BREAKFAST</p>	<p>Water's Edge Grill</p>
<p>9:00 - 10:00 am</p>	<p>USING ADAPTIVE LEADERSHIP TO NAVIGATE CONSTANT CHANGE AND COMPLEXITY Seems like it ALL changes every day? Learn to lead through change for clarity, confidence, and purpose</p>	<p>Choptank</p>
<p>10:00 - 11:00 am</p>	<p>INNOVATION & TECH TRENDS IN 2025 Demystifying the tech trends reshaping Congress, your district, and maybe your job</p>	<p>Choptank</p>
<p>11:00 - 11:15 am</p>	<p>BREAK</p>	
<p>11:15 am - 12:15 pm</p>	<p>ETHICS: HOW TO AVOID THE "OOPS" Knowing enough to know when to call for advice</p>	<p>Choptank</p>
<p>12:15 - 1:30 pm</p>	<p>LUNCH & KEYNOTE SPEAKER</p>	<p>Chesapeake</p>
<p>1:30 - 2:00 pm</p>	<p>BREAK FOR YOUR OFFICIAL RESPONSIBILITIES</p>	<p>Any spot you like!</p>
<p>2:00 - 5:00 pm</p>	<p><u>BREAKOUTS - TOOLS FOR THE CD</u></p> <p>BOOK IT: HOW TO GET THE BOSS ON TV, RADIO & PODCASTS</p> <p>SOCIAL MEDIA: FROM BILL TO BUZZ</p> <p>COMMUNICATIONS PLANNING: BUILDING AN AUDIENCE AMPLIFIER</p> <p>PRESS PASS: INSIDER TIPS FOR HOUSE MEDIA RELATIONS</p>	
<p>2:00 - 5:00 pm</p>	<p><u>BREAKOUTS - TOOLS FOR THE LD</u></p> <p>SHAPING A LEGISLATIVE PLAN: FROM IDEA TO INITIATIVE</p> <p>COALITION CRAFTING: GAINING CO-SPONSORS & ALLIES</p> <p>HOW TO SUCCEED IN COMMITTEE, EVEN WITHOUT THE GAVEL</p>	

Invitation List

First Name	Last Name	Company Name	Title
Tim	Achinger	Office of Rep. Patronis	Legislative Director
Steve	Ackerman	Office of Rep. Fulcher	Legislative Director
Anna	Adamlan	Office of Rep. Harris (MD)	Communications Director
Nick	Adams	Office of Rep. Lee (FL)	Legislative Director
Sarabrooks	Adams	Office of Majority Leader Scalise	Scheduler
Harley	Adsit	Office of Rep. Carter (GA)	Communications Director
Nolan	Ahem	Office of Majority Whip Emmer	Deputy Policy Director
Claire	Alden	Office of Rep. Gooden	Legislative Director
George	Alderman	Office of Rep. Haridopolos	Communications Director
Haris	Alic	Committee on Foreign Affairs	Communications Director
Christianne	Allen	Office of Rep. Fulcher	Communications Director (Interim)
Lucy	Allen	Office of Rep. Aderholt	Press Secretary (DC)
Amelia	Allert	Office of Rep. Hill	Legislative Director
Eleanor	Allison	Office of Rep. Sessions	Communications Director
John	Altendorf	Office of Rep. Finstad	Legislative Director
Paxton	Antonucci	Office of Rep. Van Drew	Director of Communications
Brian	Arata	Office of Rep. Thompson (PA)	Legislative Director
Joseph	Arbie	Office of Rep. Meuser	Legislative Director
Amaud	Armstrong	Office of Rep. Mackenzie	Communications Director
Parker	Armstrong	Office of Rep. Houchin	Communications Director
Hannah	Arvey	Office of Rep. Roy	Legislative Director
Kadin	Asbery	Office of Rep. Bost	Communications Director
Paige	Ash	Office of Rep. Valadao	Communications Director
Grady	Austin	Office of Rep. Moore (NC)	Legislative Director
Chase	Babair	Office of Rep. Buchanan	Legislative Director
Bill	Ball	Office of Speaker Johnson	Senior Policy Advisor
Courtney	Ball	Office of Rep. Harris (NC)	Legislative Director
Nathan	Barker	Office of Rep. Crawford	Legislative Director
Zach	Barnett	House Republican Conference	Communications Director
Caly	Barry	Office of Rep. Norman	Communications Director
Joe	Barry	Republican Policy Cmte	Executive Director
Will	Barry	Office of Rep. Alford	Communications Director
Sheridan	Bass	Office of Majority Whip Emmer	Deputy Press Secretary
Chris	Bayles	Office of Rep. Palmer	Legislative Director
Curt	Beaulieu	Office of Speaker Johnson	Senior Policy Advisor
Arian	Beckwith	Office of Rep. James	Legislative Director
Jim	Beley	Office of Rep. Burlison	Legislative Director
Lyssa	Bell	Republican Study Committee	Executive Director
Alex	Bellizzi	Office of Rep. Barr	Communications Director
Hannah	Benfield	Office of Rep. Shreve	Press Secretary
Ryland	Bennett	House Republican Conference	Deputy Digital Director
Jason	Berardo	Office of Rep. Turner (OH)	Legislative Director
Max	Berry	Office of Rep. McCormick	Legislative Director
Clint	Blaes	Office of Rep. Schmidt	Legislative Director
Kristen	Blakely	Office of Rep. Johnson (SD)	Communications Director
Thomas	Blanford	Office of Rep. Fitzgerald	Legislative Director
Summer	Blevins	Office of Rep. Billrakis	Deputy Chief of Staff/Press Secretary
Anna Marian	Block	Office of Rep. Yakym	Communications Director
Miles	Bolin	Office of Rep. Westerman	Legislative Director
Delanie	Bomar	Office of Rep. Evans (CO)	Deputy Chief of Staff/Communications Director
Aaron	Bonnaure	Office of Rep. Reschenthaler	Chief of Staff
Paige	Boogaard	Office of Rep. LaMalfa	Communications Director/Legislative Assistant
Jackie	Bossman	Office of Rep. Nunn	Legislative Director
Lacey	Bowersox	Office of Rep. Bost	Legislative Director
Nick	Bowser	Office of Rep. Hinson	Legislative Director
Taylor	Bradley	Office of Rep. Mann	Communications Director
Danny	Brescia	Office of Rep. Grothman	Legislative Director
Caroline	Briscoe	Office of Rep. Tiffany	Communications Director
Sean	Brislin	Office of Rep. Mace	Legislative Director
Ryan	Britt	Office of Rep. Spartz	Legislative Director
Annie	Brody	Office of Majority Whip Emmer	Downtown Coalitions Director
Ken	Brooke	Office of Rep. Amodei	Legislative Director
Beau	Brooks	Office of Rep. Downing	Communications Director
Garett	Brown	Office of Rep. Zinke	Press Secretary
Arthur	Bryant	Office of Rep. Wagner	Communications Director
Stetson	Bryson	Office of Rep. Jackson (TX)	Legislative Director
Laynee	Buckels	Office of Rep. Weber	Communications Director
Molly	Buening	Office of Rep. Dunn	Legislative Director
Davis	Bunn	Office of Rep. Moore (AL)	Legislative Director
Annie	Butler	Office of Rep. Langworthy	Communications Director

Cam	Erickson	Office of Rep. Hamadeh	Legislative Director
Alle	Esau	Office of Rep. Stauber	Legislative Director
Travis	Evans	Office of Rep. Hill	Communications Director
Katie	Everett	Office of Rep. Babin	Communications Director
Tyler	Fagan	Office of Rep. Johnson (LA)	Legislative Director
Anthony	Fakhoury	Office of Rep. Miller-Meeks	Communications Director
Kinsey	Featherston	Office of Rep. Westerman	Communications Director
Lottie	Featherston	Office of Rep. Jackson (TX)	Communications Director
Sarah	Ferrell	Office of Rep. Mann	Legislative Director
Cristian	Figueredo	Office of Rep. Bentz	Legislative Director
Lauren	Fine	Office of Majority Leader Scalise	Communications Director
Daniel	First	Office of Rep. Donalds	Communications Director
Matt	Fisher	Office of Rep. Steube	Communications Director
Max	Fitch	Office of Majority Whip Emmer	Member Services Coordinator
Remy	Fortin	Office of Rep. Huizenga	Legislative Director
Cameron	Foster	Office of Rep. Hem	Chief of Staff
Anthony	Foti	Office of Rep. Gosar	Communications Director
Mike	Franc	Committee on Budget	Policy Director
J.P.	Freire	Committee on Ways & Means	Communications Director
Macayle	Fuchs	Office of Rep. Gosar	Legislative Director
Billy	Fuerst	Office of Rep. Feenstra	Communications Director
Laura	Fullerton	Committee on Foreign Affairs	Deputy Staff Director
Taylor	Gage	Office of Rep. Flood	Communications Director
Jason	Gagnon	Office of Rep. Calvert	Senior Advisor/Communications Director
Megan	Gallagher	Office of Rep. Knott	Legislative Director
Meghan	Gallagher	Office of Majority Leader Scalise	Policy Advisor
Charles	Gann	Office of Rep. Fine	Legislative Director
Kevin	Gannon	Office of Rep. Garbarino	Legislative Director
Jack	Ganter	Office of Rep. Carter (GA)	Legislative Director
Will	Garrett	Office of Rep. Burchett	Press Secretary
Sam	Garrison	Office of Rep. Carter (TX)	Legislative Director
Sarah	Geary	Office of Rep. Womack	Communications Director
Katherine	Getty	Office of Rep. Wittman	Legislative Director
Cole	Gibson	Office of Rep. Nehls	Deputy Chief of Staff
Hogan	Gidley	Office of Speaker Johnson	Senior Communications Advisor
Scott	Giffillan	Office of Rep. Elzey	Communications Director
Ben	Goldey	Committee on Agriculture	Communications Director
Josh	Gonzalez	Office of Rep. Messmer	Press Secretary
Steve	Gonzalez	Committee on Veterans Affairs	Deputy Staff Director
Michael	Gordon	Office of Rep. Barrett	Deputy Chief of Staff/Communications Director
Abigail	Gost	Office of Rep. Wittman	Communications Director
Amari	Gracia	Office of Rep. Roy	Communications Director
Emily	Graeter	Office of Rep. Carey	Legislative Director/Deputy Chief of Staff
Austin	Graham	Office of Rep. Stell	Legislative Director
Lauren	Graham	Office of Rep. Brabeck	Legislative Director
Nicolas	Gray	Office of Rep. Miller (WV)	Communications Director
Josh	Gregory	Office of Rep. Buchanan	Communications Director
Megan	Gullinan	Office of Rep. Barr	Legislative Director/Senior Financial Services Policy Designee
Alyssa	Gulick	Office of Rep. Gonzales (TX)	Communications Director
Ella	Gunn	Office of Rep. Goldman (TX)	Legislative Director
Austin	Hacker	Office of Rep. Comer	Communications Director
Ashley	Haines	Office of Rep. Van Orden	Communications Director
Emma	Hall	Office of Rep. Owens	DCOS/Communications Director
Lexi	Hamel	Office of Rep. Simpson	Communications Director
Caroline	Hamilton	Office of Rep. Moore (UT)	Communications Director
Joel	Hannahs	Office of Rep. Radewagen	Director of Communications
Matt	Hanrahan	Office of Rep. Meuser	Communications Director
Justin	Harclerode	Committee on Transportation and Infrastructure	Communications Director
Jonathan	Harder	Office of Rep. Graves (MO)	Legislative Director
Wesley	Harkins	Office of Rep. Bice	Communications Director
Jack	Harrigan	Office of Rep. Strong	Legislative Director
Kelle	Hartl	Office of Rep. Valadao	Legislative Director
Taylor	Haulsee	Office of Speaker Johnson	Deputy Communications Director for Media Relations
Nick	Hawatmeh	House Republican Conference	Chief of Staff
Emily	Hobein	Office of Rep. Latta	Legislative Director
Brett	Hedges	Office of Rep. Arrington	Communications Director
Holly	Hendrix	Majority Leader Steve Scalise	Legislative Director
Emily	Henn	Office of Rep. Miller (WV)	Legislative Director
Bryson	Hennott	Office of Majority Leader Scalise	Floor Assistant
Patrick	Hester	Office of Rep. Stefanik	Chief of Staff
Cassie	Higdon	Office of Rep. Biggs (AZ)	Deputy Communications Director

Nale	Lucas	Office of Rep. Burlison	Communications Director
Jenny	Luepke	Office of Rep. Finstad	Communications Director
Roberto	Lugones	Office of Rep. Gimenez	Communications Director/Foreign Policy Advisor
Linoshka	Luna	House Republican Conference	Press Secretary
Samuel	Luna	Office of Rep. Luna	Legislative Director
James	Lundquist	Office of Rep. Begich	Legislative Director
Chris	MacArthur	Office of Rep. Newhouse	Legislative Director
Troy	MacMullan	Rep. Harriet Hageman	Legislative Director/Deputy Chief of Staff
Cam	Madsen	Office of Rep. McCaul	Legislative Director
Mike	Maiale	Office of Rep. Ogles	Legislative Director
Bailey	Mailloux	Committee on Natural Resources	Communications Director
Sydney	Maingot	Office of Rep. Grothman	Communications Director
Molly	Makarewicz	Office of Rep. Walberg	Press Secretary
Kaitlin	Makuski	Office of Speaker Johnson	Coalitions Coordinator
Matt	Maley	Office of Rep. Dunn	Communications Director
Nicole	Manley	Office of Rep. Cline	Legislative Director
Chris	Marklund	Committee on Natural Resources	Deputy Staff Director
Benjamin	Martin	Office of Rep. Moore (AL)	Director of Communications
Molly	Martin	Office of Rep. Guthrie	Legislative Director
Sema	Martin-Redd	Office of Rep. Kelly (MS)	Legislative Director
Mark	Matava	Office of Rep. Nunn	Communications Director
Anna	Mathis	Office of Majority Whip Emmer	Digital Director
Emily	Matthews	Office of Rep. Nehls	Communications Director
Josh	Maxwell	Committee on Agriculture	Policy Director
Matt	McCall	Office of Rep. Crane	Communications Director
Kathleen	McCarthy	Committee on Veterans' Affairs	Communications Director
John	McDonough	Office of Rep. Smith (NJ)	Legislative Director
Meg	McGaughey	Office of Majority Leader Scalise	General Counsel
Audra	McGeorge	Committee on Education & the Workforce	Communications Director
James	McNamee	Office of Rep. Lawler	Legislative Director
Darby	McQueen	Office of Rep. Cloud	Legislative Director
Bryan	McVae	Office of Rep. Foxx	Legislative Director
Tim	Medeiros	Office of Rep. Feenstra	Legislative Director
Megan	Medley	Office of Rep. Aderholt	Senior Advisor
Gabriel	Merkel	Problem Solvers Caucus	Executive Director
Darcy	Merline	Office of Rep. Norman	Legislative Director
Ian	Merritt	Office of Rep. Fleischmann	Legislative Director
Connor	Meyers	Office of Rep. Kennedy (UT)	Deputy Chief of Staff
Davis	Michols	Office of Rep. Griffith	Deputy Chief of Staff/Legislative Director
Carson	Middleton	Committee on Rules	Policy Director
Josh	Millard	Office of Rep. Taylor	Legislative Director
Hunter	Miller	Office of Rep. Stutzman	Deputy Chief of Staff
Martha	Mills	Office of Majority Leader Scalise	Press Secretary
Ty	Mills	Office of Speaker Johnson	Cloakroom Floor Assistant
Maddie	Mitchell	Office of Rep. Kiggans	Legislative Director
Thomas	Mitchell	Office of Rep. Onder	Communications Director
Zoie	Mitchell	Office of Rep. Hageman	Press Secretary
Ben	Monticello	Office of Rep. LaHood	Legislative Director
Griffin	Moore	Office of Rep. Miller (OH)	Communications Director
Andrea	Morales	Office of Rep. Diaz-Balart	Press Secretary
Jeff	Morehouse	Office of Rep. Hudson	Leadership Chief of Staff
Chas	Morrison	Select Committee on China	Policy Director
Lindsey	Mosley	Office of Rep. Franklin	Legislative Director
Devon	Murphy	Office of Rep. Owens	Legislative Director
Sean	Murphy	Office of Rep. Fischbach	Legislative Director
Madison	Neal	Office of Rep. Strong	Communications Director
Brigid	Nealon	Office of Rep. De La Cruz	Communications Director
Brooke	Nethercott	Committee on Financial Services	Communications Director
Bryan	Nichols	Office of Rep. Graves (MO)	Communications Director
Carlton	Norwood	Office of Rep. Allen	Deputy Press Secretary
Miles	Novak	Office of Rep. Harshbarger	Director of Communications
Tate	O'Connor	Office of Rep. Smith (MO)	Communications Director
Mary	O'Hara	Office of Rep. LaLota	Communications Director
Timothy	O'Neill	Office of Rep. McClintock	Legislative Director
Jackie	Olvera	Office of Rep. Luttrell	Legislative Director
Hannah	Osantowski	Office of Rep. James	Communications Director
Ashleigh	Padgett	Office of Rep. Loudermilk	Legislative Director
Adam	Pakledinaz	Office of Rep. Webster	Communications Director
Patrick	Paolini	Office of Rep. Obernolte	Legislative Director
Susan	Parker	Office of Rep. Kelly (MS)	Communications Director
Whitney	Patin	Office of Majority Whip Emmer	Deputy Communications Director

Alexia	Silkora	House Committee on Appropriations	Communications Director
Julie	Singleton	Office of Rep. Mills	Communications Director
Krystina	Skurk	Office of Rep. Kiggans	Communications Director
Quinn	Slaven	Office of Rep. Knott	Communications Director
Chandler	Smith	Office of Rep. Reschenthaler	Legislative Director
Matt	Smith	Office of Rep. Letlow	Communications Director
Sean	Smith	Office of Rep. Salazar	Legislative Director
Trevor	Smith	Office of Rep. Fong	Legislative Director
Walter	Smoloski	Office of Rep. Moore (WV)	Communications Director
Danielle	Smoot	Office of Rep. Rogers (KY)	Communications Director
Joseph	Snider	Office of Rep. Wilson (SC)	Communications Director
Eve	Sparks	Office of Rep. Crank	Communications Director
Arthur	Speck	Office of Rep. Weber	Legislative Director
Gabriel	Spencer	Office of Rep. Miller (IL)	Communications Director
Alexia	Spentzas	Office of Rep. Bentz	Communications Director
Richard	Stanton	Office of Rep. Radewagen	Legislative Director
Chase	Starr	Office of Rep. Clyde	Legislative Director
Peter	Stein	Office of Rep. Harshbarger	Senior Legislative Aid
Alex	Stepahn	Office of Rep. Hudson	Legislative Director
Blake	Stevens	Office of Rep. Rose	Communications Director
Pam	Stevens	House Republican Conference	
Kaley	Stidham	Office of Rep. Cammack	Communications Director
Will	Stiers	Office of Rep. Rogers (AL)	Legislative Director
Anna	Stietenroth	Office of Rep. Jack	Legislative Director
Liz	Stinebaugh	Office of Rep. Emmer	Legislative Director
John	Stout	Office of Rep. Burchett	Legislative Director
Kennedy	Stowater	Office of Rep. Rouzer	Communications Director
Calle	Strock	Office of Rep. Kim	Communications Director
Aidan	Strongreen	Office of Rep. Wied	Communications Director
Matthew	Stubeck	Office of Rep. Joyce (OH)	Legislative Director
AJ	Sugaman	Office of Speaker Johnson	Deputy Policy Director
Christopher	Tarvardian	Office of Rep. Joyce (PA)	Communications Director
Katiana	Taubenberger	Office of Rep. Rutherford	Communications Director
Elissa	Tew	Office of Rep. Bean	Communications Director
James	Thomas	Office of Rep. Bean	Legislative Director
Rebecca	Thompson	Office of Rep. Taylor	Communications Director
Katherine	Thordahl	Office of Rep. Fry	Communications Director
Kirby	Tidmore	Republican Policy Cmte	Policy Director
Matthew	Topolski	Office of Rep. Hunt	Communications Director
Travis	Trejo	Office of Rep. Harris (MD)	Legislative Director
Aly	Triolo	Office of Rep. Fong	Press Secretary
Matt	Tucker	Office of Rep. Joyce (PA)	Deputy Chief of Staff/ Legislative Director
Will	Tucker	Office of Rep. Babin	Legislative Director
Ross	Tullis	Office of Rep. Crenshaw	Communications Director
Faith	Tuttle	Office of Rep. Stefanik	Legislative Director
Nick	Urbn	Office of Rep. Mackenzie	Legislative Director
Valentina	Valenta	Office of Rep. Haridopolos	Legislative Director
Beatrice	Valenti	Office of Rep. Ezell	Legislative Director
Jon	Van Buren	Office of Rep. Houchin	Legislative Director
Ben	Van Sickle	Office of Rep. Zinke	Legislative Director
Alex	Vanderford	Office of Rep. DesJarlais	Communications Director
Matt	VanHyfte	House Committee on Energy and Commerce	Communications Director
Heather	Vaughan	Committee on Armed Services	Communications Director
Jonathan	Vecchi	Office of Rep. Bilirakis	Legislative Director/Deputy Chief of Staff
Karthik	Venkatraman	Office of Rep. Fallon	Legislative Director
Peter	Vicenzi	Office of Rep. Fallon	Communications Director
Katherine	Vittone	Office of Rep. Lee (FL)	Communications Director
Jesse	von Stein	Office of Congressman Cory Mills	Legislative Director
Rachel	Wagley	Office of Rep. Moore (UT)	Chief of Staff
Casey-Lee	Waldron	Office of Rep. Fitzpatrick	Communications Director
Ryan	Walker	Office of Rep. Patronis	Press Secretary
Madelaine	Waschak	Office of Rep. Williams (TX)	Press Secretary
Scott	Watson	Office of Rep. Evans (CO)	Legislative Director
Lauren	Weber	Office of Rep. Fischbach	Communications Director
Megan	Wenrich	Office of Rep. Shreve	Legislative Director
Bubba	White	Office of Rep. Rouzer	Legislative Director
Jonathan	Wilcox	Office of Rep. Issa	Communications Director
Logan	Williams	Office of Rep. Smith (NE)	Communications Director
Jefferson	Willis	Office of Rep. Hem	Legislative Director
Liz	Willis	Office of Rep. Timmons	Communications Director
Rosie	Wilson	House Republican Conference	Deputy Strategic Director



2025 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE

AGENDA

LEGISLATE WITH PURPOSE | COMMUNICATE WITH CLARITY

With goals to **Set your Strategy | Sharpen your Skills | Define your Standard**, Legislative Directors and Communications Directors will return to Capitol Hill with a renewed readiness to Legislate with Purpose and Communicate with Clarity.

DAY 1 MONDAY August 4, 2025	Hotel check-in is at 4:30 pm. All attendees' room keys will be available in the Chesapeake Foyer at 4:30 pm. Guests may store luggage in Chesapeake E upon arrival.		
	12:00 - 6:00 pm	CONFERENCE REGISTRATION	Choptank Foyer
	1:00 - 2:45 pm CONGRESS CONNECTED ~ A RESOURCE FAIR <i>Where top tools, smart strategies, and future-ready resources come together with GREAT FOOD and even better connections!</i> Office of the Speaker Office of the Majority Leader Office of the Majority Whip House Republican Conference Education and the Workforce Committee Energy and Commerce Committee Financial Services Committee House Administration Committee Ways and Means Committee Department of Agriculture Congressional Affairs Department of Energy Congressional Affairs Department of Transportation Congressional Affairs American Enterprise Institute American Petroleum Institute Americans for Prosperity Independent Women's Forum Drive Public Affairs, Caleb Smith Microsoft Google YouTube Meta	Chesapeake	

11:30 am - 12:30 pm	CONTINUING THE CONVERSATION ~ OVER LUNCH!	Chesapeake
12:30 - 1:00 pm	BREAK For Your Official Responsibilities	Any spot you like!
1:00 - 2:00 pm	ETHICS & HOW TO AVOID THE... "OOPS" <i>Knowing where the line is, so you don't cross it - and what to do if you think you did?</i> Elliot Berke , former inside and current outside Counsel to congressional leadership, Partner at Berke.Farah LLP Ashley Callen , former General Counsel to the Speaker and Leader, Partner at Jenner & Block Kelle Strickland , former Republican Counsel House Ethics Committee, conversation host	Choptank
2:00 - 3:00 pm	COMMUNICATIONS DIRECTORS PROGRAM <i>Whether you're seasoned or newer in your role, it's your opportunity to ask Top Talent your Comms specific questions!</i> BOOKING & MEDIA OUTREACH: PITCHING THE BOSS ON TV, RADIO & PODCASTS <i>The How, When and Why of pitching your boss' relevancy to local & national media</i> Pat Royal , former RNC Director of Media Affairs, PVR Communications Anna Sugg , former CBS booker, Anchor Producer at The Hill Sunday Lisa Camooso Miller , former Deputy Communications Director to the Speaker, Founder at Friday Reporter Public Affairs, conversation host	Chesapeake E,F,G
3:00 - 4:00 pm	COMMUNICATIONS PLANNING: BUILDING AN AUDIENCE AMPLIFIER <i>Developing a proactive comms plan in a reactive world</i> James Davis , former Communications Director 2012 RNC, President at Touchdown Strategies Antonia Ferrier , former Staff Director Senate Republican Communications, Founder at En Avant Strategies	

DAY 3

WEDNESDAY
August 6, 2025

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 Chesapeake E before 9:00 am.

<p>8:00 - 9:00 am</p>	<p>BREAKFAST</p>	<p>Water's Edge Grill</p>
<p>8:00 am - 12:00 pm</p>	<p>CONGRESSIONAL INSTITUTE HELP DESK</p>	<p>Choptank Foyer</p>
<p>9:00 - 10:00 am</p>	<p>WHITE HOUSE OFFICES OF LEGISLATIVE AFFAIRS AND COMMUNICATIONS <i>A discussion and Q&A</i> Jeff Freeland, former House Legislative Director, Deputy Director to the White House Office of Legislative Affairs Charyssa Parent, former House Communications Director, White House Congressional Communications Director Eric Zulkosky, Floor Director, Leader Scalise, conversation host</p>	<p>Choptank</p>
<p>10:00 - 11:00 am</p>	<p>REAGANISM AND TRUMPISM: ENGAGING THE AMERICAN PEOPLE, TO ALIGN PEACE THROUGH STRENGTH <i>An inspiring discussion on the continuity between the Reagan and MAGA Movements of 40 and 45-47.</i> Roger Zakheim, former Deputy Staff Director House Armed Services Committee, Director Ronald Reagan Institute</p>	<p>Choptank</p>
<p>11:00 am - 12:00 pm</p>	<p>THE FLOOR IS YOURS ~ LEADERSHIP TEAMS SHARE AND LISTEN <i>Ask them anything (anonymously if you like), and share your ideas</i> AJ Sugarman, Deputy Policy Director, Speaker Johnson Taylor Haulsee, Deputy Communications Director for Media Relations, Speaker Johnson BJ Koohmaraie, Policy Director, Leader Scalise Lauren Fine, Communications Director, Leader Scalise Annie Brody, Director of Business Coalitions, Whip Emmer Casey Hood, Communications Director, Whip Emmer Erik Kinney, Policy Director, Conference Chair McClain Kelle Strickland, moderator</p>	<p>Choptank</p>
<p>12:00 pm</p>	<p>CONFERENCE CONCLUDES</p>	
<p>12:15 pm</p>	<p>BUSES DEPART THE HYATT Boxed lunches will be available.</p>	<p>Conference Center Entrance (Lower Level)</p>
<p>2:15 pm</p>	<p>BUSES ARRIVE ON CAPITOL HILL</p>	<p>S. Capitol Street</p>

Kinsey	Featherston	Office of Rep. Westerman	Communications Director
Lauren	Fine	Office of Majority Leader Scalise	Communications Director
Max	Fitch	Whip's Office	Member Services Coordinator
Remy	Fortin	Office of Rep. Huizenga	Legislative Director
Billy	Fuerst	Office of Rep. Feenstra	Communications Director
Megan	Gallagher	Office of Rep. Knott	Legislative Director
Katherine	Getty	Office of Rep. Wittman	Legislative Director
Josh	Gonzalez	Office of Rep. Messmer	Deputy Communications Director
Emily	Graeter	Office of Rep. Mike Carey	Deputy Chief of Staff/ Legislative Director
Austin	Graham	Office of Rep. Steil	Legislative Director
Josh	Gregory	Office of Rep. Buchanan	Communications Director
Emma	Hall	Office of Rep. Owens	DCOS/Communications Director
Lexi	Hamel	Office of Rep. Simpson	Communications Director
Caroline	Hamilton	Office of Rep. Moore (UT)	Communications Director
Matt	Hanrahan	Office of Rep. Meuser	Communications Director
Taylor	Haulsee	Office of Speaker Johnson	Relations
Emily	Hebein	Office of Rep. Latta	Legislative Director
Holly	Hendrix	Office of Majority Leader Scalise	Legislative Director
Cassie Rae	Higdon	Office of Rep. Biggs (AZ)	Communications Director
Chase	Hite	Office of Rep. Crank	Legislative Director
Bethany	Holden	Office of Rep. Pfluger	Communications Director
Peyton	Holliday	Office of Rep. Guest	Press Secretary
Casey	Hood	Office of Majority Whip Emmer	Communications Director
Sutton	Houser	Office of Rep. Goldman (TX)	Communications Director
Mary	Hrinkevich	Office of Rep. LaLota	Legislative Director
Jackie	Hunley	Office of Rep. McDowell	Legislative Director
Dylan	Jones	House Republican Conference	Communications Advisor
Ed	Kim	Office of Rep. Moolenaar	Legislative Director
Hannah	King	Office of Rep. Onder	Legislative Director
Erik	Kinney	House Republican Conference	Policy Director
Hunter	Kirkland	Office of Rep. Scott (GA)	Communications Director
Kevin	Knoth	Office of Rep. Luttrell	Deputy Chief of Staff for Communications
BJ	Koohmaraie	Office of Majority Leader Scalise	Policy Director
William	Krug	Office of Rep. Griffith	Communications Director
Ryan	Lambert	Committee on Small Business	Policy Director
John	Lanning	Office of Speaker Johnson	Member Services Coordinator
James	Laverty	Office of Rep. Hudson	Communications Director
Athina	Lawson	Office of Speaker Johnson	Press Secretary
Jack	Lincoln	Office of Rep. Calvert	Legislative Director
Amelia	Litynski	Office of Majority Whip Emmer	National Security Advisor
Angel	Logan	Office of Majority Leader Scalise	Digital Director
Jackson	Long	Office of Rep. Fry	Legislative Director
Troy	MacMullan	Office of Rep. Hageman (WY-AL)	Legislative Director/Deputy Chief of Staff
Cam	Madsen	Office of Rep. McCaul	Legislative Director
Sydney	Maingot	Office of Rep. Grothman	Communications Director
Kaitlin	Makuski	Office of Speaker Johnson	Coalitions Coordinator

Travis	Trejo	Office of Rep. Harris (MD)	Legislative Director
Katherine	Vittone	Office of Rep. Lee (FL)	Communications Director
Jesse	von Stein	Office of Rep. Mills (FL-07)	Legislative Director
Megan	Wenrich	Office of Rep. Shreve	Legislative Director
Bubba	White	Office of Rep. Rouzer	Legislative Director
Logan	Williams	Office of Rep. Smith (NE)	Communications Director
Jefferson	Willis	Office of Rep. Hern	Legislative Director
Liz	Willis	Office of Rep. Timmons	Communications Director
Eric	Zulkosky	Office of Majority Leader Scalise	Floor Director
