

# COMMITTEE ON ETHICS

## EMPLOYEE POST-TRAVEL DISCLOSURE FORM Original Amendment

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

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

1. Name of Traveler: Emma Schultheis
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR**  None  
b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: September 25, 2025 Return: September 26, 2025  
b. Dates at Personal Expense, if any: \_\_\_\_\_ **OR**  None
4. Departure City: Washington, DC Destination: Boston, MA Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Information Technology & Innovation Foundation
6. Describe Meetings and Events Attended: Educational site tours at the following locations: Amazon BOS3 Fulfillment Center, Boston Dynamics, Teradyne, Vertex, Novartis, and Eli Lilly.  
Roundtable Dinner Discussion with The Engine and MIT.
7. Attached to this form are **each** of the following, *signify that each item is attached by checking the corresponding box*:
  - a.  a completed *Sponsor Post-Travel Disclosure Form*;
  - b.  the *Primary Trip Sponsor Form* completed by the trip sponsor **prior** to the trip, **including all** attachments **and** the *Additional Sponsor Form(s)*;
  - c.  page 2 of the completed *Traveler Form* submitted by the employee; **and**
  - d.  the letter from the Committee on Ethics approving my participation on this trip.
8. a.  I represent that I participated in each of the activities reflected in the attached sponsor's agenda. *Signify statement is true by checking the box.*  
b. If not, explain: \_\_\_\_\_

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

Signature of Traveler: Emma Schultheis Digitally signed by Emma Schultheis  
Date: 2025.09.29 10:28:21 -04'00' Date: 9/29/2025

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: Chairman Brett Guthrie Date: \_\_\_\_\_

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: \_\_\_\_\_

2. Travel Destination(s): \_\_\_\_\_

3. Date of Departure: \_\_\_\_\_ Date of Return: \_\_\_\_\_

4. Name(s) of Traveler(s): \_\_\_\_\_

*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				
Accompanying Family Member				

6.  All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. Signify statement is true by checking box.

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

Signature:  \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Organization: \_\_\_\_\_

**I am an officer of the above-named organization. Signify statement is true by checking box.**

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

*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: Emma Schultheis
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Information Technology and Innovation Foundation (ITIF)
3. City and State **OR** Foreign Country of Travel: Boston, MA
4. a. Date of Departure: September 25, 2025 Date of Return: September 26, 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.**

I am employed by the Committee on Energy and Commerce Majority, Subcommittee on Health, and my job title is "Policy Analyst." I cover the public health policy and the Food and Drug Administration policy portfolios for the Committee. The itinerary includes educational visits to pharmaceutical and bio-technical research and development facilities, which fall within my policy portfolio.

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: Brett Guthrie Date: \_\_\_\_\_

# 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:

Information Technology and Innovation Foundation (ITIF)

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 Attachment 1

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

6. Date of Departure: September 25, 2025 Date of Return: September 26, 2025

7. a. City of departure: Washington, DC

b. Destination(s): Boston, MA

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 Attachment 2**  
 \_\_\_\_\_  
 \_\_\_\_\_

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): \$64 per day
    - 2) Provide the reason for selecting the location of the event or trip: The Boston area is home to many of the nation's leading innovation companies.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:

Hotel Name: Moxy Boston Downtown City: Boston, MA Cost Per Night: \$319  
 Reason(s) for Selecting: Proximity, cost, availability

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 <b>Transportation</b> Expenses per Participant	Total <b>Lodging</b> Expenses per Participant	Total <b>Meal</b> Expenses per Participant
For each Member, Officer, or Employee	\$550	\$319	\$113
For each Accompanying Family Member	N/A	N/A	N/A

	<b>Other</b> Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	N/A	N/A
For each Accompanying Family Member	N/A	N/A

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: Jackie Whisman Date: August 8, 2025  
 Name: Jackie Whisman Title: Chief Development Officer  
 Organization: Information Technology and Innovation Foundation  
 Address: 700 K Street NW, Suite 600, Washington DC 20001  
 Email: jwhisman@itif.org Telephone: (240) 687-1834

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

## ITIF Education Series Staff Trip to Boston, MA ATTACHMENTS

### Attachment 1 – Question 4:

We invited staff on committees with jurisdiction over science and technology, with a specific focus on robotics and the life-sciences.

First	Last	Title	Organization
Lydia	Abma	Policy Analyst	House Subcommittee on Health, Committee on Energy and Commerce
Bennett	Abrams	Legislative Assistant	Office of Sen. Elissa Slotkin (MI)
Diane	Adamson	Legislative Director	Office of Rep. Jamie Raskin (MD-08)
Shinnola	Alexander	Policy Advisor	Office of Rep. Sara Jacobs (CA-51)
Lilly	Anderson	Oversight Advisor	Office of Sen. Elizabeth Warren (MA)
Hannah	Anton	Policy Analyst	House Subcommittee on Commerce, Manufacturing, and Trade, Committee on Energy and Commerce
Uday	Aryal	Professional Staff Member	Senate Committee on Commerce, Science, and Transportation
Zach	Atran	Senior Policy Advisor	Office of Rep. Ted Lieu (CA-36)
Chase	Babair	Legislative Director	Office of Rep. Vern Buchanan (FL-16)
Stacy	Baird	Senior Policy Advisor	Office of Sen. Maria Cantwell (WA)
Micah	Barbour	Senior Policy Advisor	Office of Sen. Mark Warner (VA)
Chris	Bayles	Legislative Director	Office of Rep. Gary Palmer (AL-06)
Owen	Beal	Legislative Director	Office of Rep. Emilia Strong Sykes (OH-13)
David	Bean	Legislative Assistant	Office of Sen. Joni Ernst (IA)
Audrey	Beck	Legislative Assistant	Office of Sen. John Thune (SD)
Preston	Bell	Professional Staff Member	House Subcommittee on Health, Committee on Ways and Means
Joshua	Bell	Chief of Staff	Office of Rep. Ron Estes (KS-04)
Kathryn	Bell	Senior Health Policy Advisor	Senate Committee on Health, Education, Labor, and Pensions (HELP)
Veda	Beltran	Professional Staff Member	Senate Committee on the Judiciary
Max	Berry	Legislative Director	Office of Rep. Rick McCormick (GA-07)
Mike	Berry	Chief Counsel	Office of Sen. Ted Cruz (TX)
Jane	Bigham	Deputy Health Policy Director	Senate Committee on Health, Education, Labor, and Pensions (HELP)
Brie	Binder	Counsel	House Subcommittee on Courts, Intellectual Property, Artificial Intelligence, and the Internet, Committee on the Judiciary

Larson	Binzer	Oversight Counsel	House Committee on the Judiciary
Andrew	Blackburn	Professional Staff Member	House Committee on the Judiciary
Danny	Boatright	Staff Director	House Subcommittee on Investigations and Oversight, Committee on Science, Space, and Technology
Isaac	Bock	Professional Staff Member	House Committee on the Judiciary
Jacquelyn	Bolen	Senior Counsel	House Subcommittee on Health, Committee on Energy and Commerce
Molly	Brimmer	Counsel	House Subcommittee on Health, Committee on Energy and Commerce
Michaela	Brown	Senior Health Policy Advisor	Senate Committee on Health, Education, Labor, and Pensions (HELP)
Katie	Brown	Chief Counsel	Office of Sen. Susan Collins (ME)
Will	Burns	Senior Legislative Assistant	Office of Rep. Jay Obernolte (CA-23)
Luke	Chaney	Legislative Assistant	Senate Committee on Armed Services
Christine	Chang	Legislative Assistant	Office of Sen. John Hickenlooper (CO)
Dillon	Chepp	Senior Counsel	House Committee on the Judiciary
Sean Patrick	Chilson	Legislative Assistant	Office of Rep. Jim Jordan (OH-04)
Afton	Cissell	Legislative Director	Office of Rep. Lloyd Doggett (TX-37)
Dahvi	Cohen	Legislative Assistant	Office of Sen. Adam Schiff (CA)
Dante	Cutrona	Chief of Staff	Office of Rep. John Joyce (PA-13)
Rory	Daly	Professional Staff Member	House Select Committee on the Strategic Competition Between the United States and the Chinese Communist Party
Garrett	Daniel	Senior Policy Advisor	Office of Sen. Thom Tillis (NC)
Reggie	Darby	Legislative Assistant	House Committee on Veterans Affairs
Alexandra	Davis	Legislative Director	Office of Rep. August Pfluger (TX-11)
Wesley	Davis	Deputy Legislative Director	Senate Committee on the Judiciary
Guilia	DiGuglielmo	Legislative Director	Office of Rep. Darrell Issa (CA-48)
Rachel	Dolin	Professional Staff Member	House Subcommittee on Health, Committee on Ways and Means
Aaron	Dorshow	Policy Assistant	House Select Committee on the Strategic Competition Between the United States and the Chinese Communist Party
Yara	Doumit	Policy Assistant	Office of Sen. Charles Schumer (NY)
Patrick	Dumas	Staff Director	House Subcommittee on Health, Committee on Ways and Means
Thomas	Eagen	Senior Health Policy Advisor	Senate Committee on Health, Education, Labor, and Pensions (HELP)

Anna	Ferrara	Professional Staff Member	House Subcommittee on Research and Technology, Committee on Science, Space, and Technology
Thomas	Finnigan	Senior Counsel	House Committee on the Judiciary
Jamie	Fleet	Senior Advisor	Office of House Minority Leader
Abe	Friedman	Professional Staff Member	House Committee on Rules
Matt	Furlow	Counsel	House Subcommittee on Commerce, Manufacturing, and Trade, Committee on Energy and Commerce
Jack	Ganter	Legislative Director	Office of Rep. Buddy Carter (GA-01)
Lynda	Garcia	Chief Counsel	Office of Sen. Cory Booker (NJ)
Kathleen	Gayle	Legislative Director	Office of Sen. Mike Rounds (SD)
David	Giordano	International Trade Policy Advisor	House Subcommittee on Trade, Committee on Ways and Means
Connor	Glisson	Tech Policy Counsel	Office of Sen. Marsha Blackburn (TN)
Seth	Gold	Professional Staff Member	House Subcommittee on Health, Committee on Energy and Commerce
Colin	Goldfinch	Deputy Health Policy Director	Senate Committee on Health, Education, Labor, and Pensions (HELP)
Emily	Goldman	Legislative Counsel	Office of Rep. Hank Johnson (GA-04)
Ian	Gray	Policy Advisor	Office of Sen. Cory Booker (NJ)
Tyler	Grimes	Legislative Assistant	Office of Rep. Gus Bilirakis (FL-12)
Melodie	Ha	Professional Staff Member	House Select Committee on the Strategic Competition Between the United States and the Chinese Communist Party
Hannah	Hagen	Professional Staff Member	Senate Committee on Commerce, Science, and Transportation
Jon	Hale	General Counsel	Senate Committee on Commerce, Science, and Transportation
Amy	Hall	Staff Director	House Subcommittee on Health, Committee on Ways and Means
Ike	Harris	Senior Professional Staff Member	House Select Committee on the Strategic Competition Between the United States and the Chinese Communist Party
Emily	Hebein	Legislative Director	Office of Rep. Bob Latta (OH-05)
Michael	Hermann	Lead Professional Staff Member	House Subcommittee on Cyber, Information Technologies, and Innovation, Committee on Armed Services
Elizabeth	Hill	Legislative Assistant	Office of Sen. Martin Heinrich (NM)
Albert	Hinman	Professional Staff Member	House Subcommittee on Research and Technology, Committee on Science, Space, and Technology

Matthew	Hittle	Professional Staff Member	House Subcommittee on Health, Committee on Ways and Means
Charles	Hobbs	Legislative Assistant	Office of Sen. Ted Budd (NC)
David	Horsely	National Security Advisor	Office of Rep. August Pfluger (TX-11)
Caleb	Jackson	Judiciary Counsel	Office of Sen. Adam Schiff (CA)
Nimit	Jindal	Senior Health Policy Advisor	Senate Committee on Health, Education, Labor, and Pensions (HELP)
Abigail	Johnson	Professional Staff Member	House Committee on the Judiciary
Cate	Johnson	Staff Director	House Subcommittee on Research and Technology, Committee on Science, Space, and Technology
James	Johnson	Legislative Director	Office of Rep. Frank Pallone (NJ-06)
Avanti	Joshi	AI Fellow	Office of Rep. Suhas Subramanyam (VA-10)
Harrison	Jumper	Legislative Director	Office of Rep. Chrissy Houlahan (PA-06)
Sophie	Kasimow	Health Policy Director	Senate Committee on Health, Education, Labor, and Pensions (HELP)
Max	Katz	Policy Advisor	Senate Committee on Energy and Natural Resources
Megan	Kiernan	Director of Oversight	Senate Committee on Health, Education, Labor, and Pensions (HELP)
Claire	Kim	Senior Counsel	Senate Committee on the Judiciary
Lot	Kwarteng	Legislative Director	Office of Sen. Mark Warner (VA)
Jeff	Last	Senior Health Policy Advisor	Senate Committee on Health, Education, Labor, and Pensions (HELP)
Ricky	Le	Chief of Staff	Office of Rep. Zoe Lofgren (CA-18)
John	Lee	Chief Counsel	House Subcommittee on Courts, Intellectual Property, Artificial Intelligence, and the Internet, Committee on the Judiciary
John	Lee	Chief of Staff	Office of Rep. Nikki Budzinski (IL-13)
Jack	Leighninger	Legislative Assistant	Office of Rep. Chrissy Houlahan (PA-06)
Sarah	Levin	Deputy Staff Director	House Subcommittee on Health, Committee on Ways and Means
Alexandra	Lightfoot	Professional Staff Member	House Committee on Veterans Affairs
Lois	Lim	Senior Policy and Outreach Advisor	New Democrat Coalition
John	Lin	Senior Counsel	House Subcommittee on Communications & Technology, Committee on Energy and Commerce
Avery	Littrell	Senior Advisor and Coalitions Director	House Committee on Science, Space, and Technology
Geoff	Macleay	Chief Counsel	Office of Sen. Thom Tillis (NC)
Rachel	Marshall	Counsel	House Committee on the Judiciary

Molly	Martin	Legislative Director	Office of Rep. Brett Guthrie (KY-02)
Will	Mascaro	Director of Coalitions and Legislative Strategy	Republican Study Committee
Michael	May	Professional Staff Member	Senate Committee on the Judiciary
Adam	McBride	Policy Advisor	Office of Rep. Doris Matsui (CA-07)
Jessica	McNiece	Health Policy Director	Office of Sen. Dick Durbin (IL)
Alan	McQuinn	Professional Staff Member	House Subcommittee on Research and Technology, Committee on Science, Space, and Technology
Anna Rose	Moore	Health Policy Advisor	Senate Committee on Health, Education, Labor, and Pensions (HELP)
Juan Carlos	Mora	Professional Staff Member	House Committee on the Judiciary
Sarah	Moxely	Subcommittee Staff Director	House Subcommittee on Cyber, Information Technologies, and Innovation, Committee on Armed Services
Kelsey	Mullane	Oversight Counsel	House Committee on the Judiciary
Gloria	Nunez	Legislative Aide	Office of Sen. Cory Booker (NJ)
Nicholas	O'Boyle	Deputy Chief of Staff	Office of Rep. Ron Estes (KS-04)
Lauren	O'Brien	Legislative Director	Office of Rep. Todd Young (IN)
Constance	O'Connor	Senior Counsel	House Subcommittee on Oversight & Investigations, Committee on Energy and Commerce
Michael	O'Donovan	Trade Counsel	House Subcommittee on Trade, Committee on Ways and Means
Samantha	Ondrade	Senior Counsel to Sen. Booker	Senate Committee on the Judiciary
Sara	Palasits	Senior Oversight Staff	House Subcommittee on Investigations and Oversight, Committee on Science, Space, and Technology
Julia	Pan	Professional Staff Member	Senate Committee on Commerce, Science, and Transportation
Ari	Panzer	Professional Staff Member	House Subcommittee on Health, Committee on Ways and Means
Clare	Paoletta	Health Policy Advisor	Senate Committee on Health, Education, Labor, and Pensions (HELP)
Peter-Anthony	Pappas	Director of IP	Senate Committee on the Judiciary
Jake	Parker	Senior Policy Advisor	Office of Sen. Bill Cassidy (LA)
Michelle	Paucar	Legislative Assistant	Office of Rep. Jan Schakowsky (IL-09)
Cirilo	Perez	Professional Staff Member	Senate Subcommittee on Intellectual Property, Committee on the Judiciary
Michael	Perkins	Professional Staff Member	Senate Committee on the Judiciary

Naomi	Plasky	Senior Health Policy Advisor	Senate Committee on Health, Education, Labor, and Pensions (HELP)
Casey	Quinn	Professional Staff Member	House Subcommittee on Health, Committee on Ways and Means
Brannon	Rains	Tech Policy Advisor	Office of Sen. Todd Young (IN)
Evangelos	Razis	Professional Staff Member	House Subcommittee on Commerce, Manufacturing, and Trade, Committee on Energy and Commerce
Courtney	Reinhard	Legislative Director	Office of Sen. Joni Ernst (IA)
Paul	Relyea	Professional Staff Member	Senate Committee on the Judiciary
Alejandro	Renteria	Legislative Director	Office of Sen. Jacky Rosen (NV)
Cole	Reynolds	Professional Staff Member	House Committee on the Judiciary
James	Rice	Legislative Director	Office of Sen. Chuck Grassley (IA)
Josh	Ricken	Legislative Assistant	Office of Rep. Russell Fry (SC-07)
Edgar	Rivas	Senior Policy Advisor	Office of Sen. John Hickenlooper (CO)
Zain	Rizvi	Senior Health Counsel	Senate Committee on Health, Education, Labor, and Pensions (HELP)
Merrilee	Rogers	Legislative Director	Office of Rep. Jake Auchincloss (MA-04)
Andrew	Rubin	General Counsel	House Committee on Science, Space, and Technology
Victoria	Rubin	Senior Professional Staff Director	House Subcommittee on Research and Technology, Committee on Science, Space, and Technology
Matthew	Rumsey	Professional Staff Member	House Committee on the Judiciary
Harry	Samuels	Oversight Counsel	House Subcommittee on Oversight & Investigations, Committee on Energy and Commerce
Melissa	Sanchez	Policy Advisor	Office of Sen. Cory Booker (NJ)
Rebecca	Schatz	Legislative Director	Office of Sen. Adam Schiff (CA)
Alex	Scheuer	Policy Advisor	Office of Rep. Hakeem Jeffries (NY-08)
Josh	Schneider	Professional Staff Member	House Subcommittee on Investigations and Oversight, Committee on Science, Space, and Technology
Emma	Schultheis	Policy Analyst	House Committee on Energy and Commerce
Max	Seltzer	Legislative Assistant	Office of Sen. Eric Schmitt (MO)
Kristen	Shatynski	Health Policy Director	Senate Committee on Health, Education, Labor, and Pensions (HELP)
Tessa	Shurr	Senior Counsel	House Committee on the Judiciary
Jeremy	Slevin	Senior Advisor	Office of Sen. Bernie Sanders (VT)
Jacob	Smith	Deputy Legislative Director	Office of Sen. John Cornyn (TX)
Jaydn	Smith	Deputy Chief of Staff	Office of Rep. Dan Bacon (NE-02)

Dahlia	Sokolov	Staff Director	House Subcommittee on Research and Technology, Committee on Science, Space, and Technology
Olivia	Speno	Legislative Assistant	Office of Rep. David Valadao (CA-22)
David	Steury	Health Policy Director	Office of Rep. Diana DeGette (CO-01)
Lauren	Stimpert	Senior Counsel	House Committee on the Judiciary
James	Stursberg	Professional Staff Member	House Subcommittee on Health, Committee on Energy and Commerce
Joe	Tesfaye	Senior Legislative Assistant	Office of Rep. Jamie Raskin (MD-08)
Nisha	Thanawala	Senior Policy Analyst	Office of Rep. Yvette Clarke (NY-09)
Joanne	Thomas	Counsel	House Subcommittee on Oversight & Investigations, Committee on Energy and Commerce
Matthew	Thomas	Health Policy Advisor	Senate Committee on Health, Education, Labor, and Pensions (HELP)
Gil	Thompson	Senior Foreign Policy Advisor	Office of Rep. Brad Schneider (IL-10)
Jamie	Thompson	Legislative Assistant	Office of Sen. Adam Schiff (CA)
Jeff	Tomkowitz	Senior Legislative Assistant	Office of Rep. Randy Feenstra (IA-04)
Nick	Urbini	Legislative Director	Office of Rep. Ryan Mackenzie (PA-07)
Jonathan	Vecchi	Deputy Chief of Staff	Office of Rep. Gus Bilirakis (FL-12)
Roma	Venkateswaran	Professional Staff Director	House Committee on the Judiciary
Danny	Vinik	Legislative Assistant	Office of Sen. Ed Markey (MA)
J.R.	Walker	Senior Policy Advisor	Office of Rep. Morgan Griffith (VA-09)
Brianna	Walker	Counsel	Senate Committee on the Judiciary
Kelsey	Wall	Senior Policy Analyst	Office of Rep. Gary Palmer (AL-06)
Corey	Weber	Legislative Director	Office of Sen. Thom Tillis (NC)
Sam	West	Health Policy Director	Office of Sen. Bill Cassidy (LA)
Alexander	Wilgocki	Professional Staff Member	House Committee on the Judiciary
Tara	Wilson	Policy Advisor	Office of Sen. Ed Markey (MA)
Colin	Witman	Legislative Assistant	Office of Rep. Nick Langworthy (NY-23)
Connor	Wood	Legislative Assistant	Office of Rep. Haley Stevens (MI-11)
Andrea	Woodard	Professional Staff Member	House Committee on the Judiciary
Annaliese	Yukawa	Senior Policy Advisor	Office of Rep. Suzan DelBene (WA-01)
Joe	Zanoni	Legislative Counsel	Office of Rep. Zoe Lofgren (CA-18)
Isabelle	Zhan	Legislative Aide	Office of Sen. Gary Peters (MI)

## **ATTACHMENT 2 – Question 12:**

ITIF is a 501(c)(3) nonprofit organization founded in 2006 whose mission is to formulate and promote public policies to advance technological innovation and productivity. Recognizing the

vital role of technology in ensuring American prosperity, ITIF focuses on innovation, productivity and digital economy issues. Our interest in the trip is to help staff better understand how new technologies and technology applications are developing and what the trends are likely to be in the future, so that they can better understand and respond to the technological challenges facing our nation.

ITIF is co-chaired by former members of Congress Ron Kind and Phil English and governed by a board of distinguished IT and innovation policy leaders and experts. Senators Chris Coons and Todd Young are the Foundation's Honorary Senate Co-Chairs, and Congresswoman Suzan DelBene and Darrell Issa are the Foundation's Honorary House Co-Chairs.

This trip is part of the "ITIF Education Series" – a set of regular trips with Members of Congress and/or senior House and Senate staff to high-tech and innovation hubs around the country to hear from company leaders about new developments and issues, and to participate in educational forums on IT and innovation policy issues.

ITIF is the sole sponsor and is organizing and executing all aspects of this trip.

## ITIF Education Series Staff Trip to Boston, MA AGENDA

### THURSDAY, SEPTEMBER 25, 2025

- 8:00 AM JetBlue Flight 1854 Departs Washington, DC (DCA)
- 9:33 AM JetBlue Flight 1854 Lands Boston, MA (BOS)
- 10:00 AM Shuttle Departs BOS
- 10:00 – 10:45 AM **Introduction to ITIF and Trip Preview**  
Welcome and briefing from the leadership of the Information Technology and Innovation Foundation (ITIF), the nation's leading think tank for science and technology policy. ITIF President Rob Atkinson and Chief Development Officer Jackie Whisman will provide an overview of ITIF's mission to advance innovation-driven economic growth and outline the objectives for the Boston-area site visits.
- 10:45 – 1:00 PM **Amazon Robotics** (50 Otis Street, Westborough MA)  
This immersive visit to the company's flagship robotics innovation hub will give staff an up-close look at the cutting-edge technologies driving Amazon's fulfillment network and reshaping the future of logistics, automation, and American manufacturing. During the tour, staff will observe advanced robotics systems in action, including mobile drive units and robotic arms used in Amazon's fulfillment centers; Learn how Amazon Robotics is enhancing efficiency, safety, and sustainability across operations; Engage with engineers and operations leaders to discuss workforce development, tech-driven job creation, and Amazon's partnerships with local schools and community colleges; Explore Amazon's role in the Massachusetts innovation ecosystem, including investments in research, training, and public-private collaboration.
- 2:00 – 3:15 PM **Boston Dynamics** (200 Smith Street, Waltham MA)  
The group will visit Boston Dynamics for a tour of the world's leading robotics company. We will visit the company's Robot Museum featuring prototypes of the company's robots from its 32-year history, and then tour the active research labs where robots such as Spot and Atlas are designed and perfected. Finally, we will have a hands-on interactive experience with a Spot robot in the company's Demo Lab. The tour will cover the convergence of AI and robotics, industrial and public safety applications, and informal discussions about emerging federal policy issues in the robotics industry.

4:00 – 5:15 PM

**Teradyne** (600 Riverpark Drive, North Reading MA)

Teradyne is a global leader in automated test equipment and industrial automation. Staff will have a firsthand look at the technology powering the semiconductor and advanced electronics sectors. Teradyne designs systems that test everything from smartphones to electric vehicles—ensuring reliability and performance in the devices Americans use every day. During the tour, staff will explore the development and testing of semiconductor devices, robotics, and autonomous systems; Learn how Teradyne supports U.S. chip manufacturing, national security, and supply chain resilience; Discover how Teradyne is innovating in collaborative robotics through its Universal Robots and Mobile Industrial Robots (MiR) brands.

6:00 – 7:30 PM

**Roundtable Dinner Discussion with The Engine and MIT**

The Engine is a venture firm and incubator founded by MIT to support Tough Tech—transformational technologies that solve complex societal challenges and require long time horizons to commercialize. The Engine bridges the gap between scientific discovery and scalable impact by supporting startups in areas such as climate tech, advanced manufacturing, biotech, and quantum computing. Over dinner, staff will engage with founders, investors, and academic leaders who are advancing breakthrough innovations with the potential to reshape entire industries. Discussion will focus on the unique challenges Tough Tech ventures face—such as capital intensity, infrastructure needs, and regulatory complexity—and the role public policy can play in accelerating their path to market. Participants will also explore how The Engine fosters collaboration among universities, government, and the private sector to grow a thriving innovation ecosystem rooted in American research leadership and regional economic development.

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**Moxy Boston Downtown** (240 Tremont Street, Boston MA)

## FRIDAY, SEPTEMBER 26, 2025

8:30 AM Shuttle Departs Hotel

9:00 – 10:15 AM **Vertex** (50 Northern Avenue, Boston MA)  
Vertex Pharmaceuticals is a leading global biotechnology company headquartered in Boston's Seaport Innovation District. Known for developing transformative medicines for people with serious diseases, Vertex has revolutionized treatment for cystic fibrosis and is advancing cutting-edge therapies in sickle cell disease, type 1 diabetes, and other areas. The tour will include a look inside state-of-the-art research and development labs focused on gene editing, regenerative medicine, and precision therapies. Staff will engage with scientists and policy leaders on the drug discovery pipeline, regulatory environment, and access to innovative treatments. Attendees will also learn about Vertex's investments in STEM education and equity initiatives, including its award-winning Learning Lab and partnerships with local schools, and explore how the company is contributing to Massachusetts' life sciences leadership and advancing biotech manufacturing in the U.S.

10:45 – 12:00 PM **Novartis Institutes for BioMedical Research (NIBR)**  
(250 Massachusetts Ave, Cambridge MA)  
Staff will experience the heart of Novartis' global research engine at the Novartis Institutes for BioMedical Research (NIBR) in Cambridge, where cutting-edge science drives breakthrough treatments for diseases affecting millions worldwide. The site anchors Novartis' U.S. innovation footprint and plays a central role in its drug discovery strategy. The tour will feature visits to high-tech labs where scientists are exploring areas like oncology, neuroscience, and gene therapy. Staff will learn how Novartis leverages AI and advanced analytics to accelerate medical discovery and personalized treatment, and hear from researchers and leadership on U.S. R&D policy, regulatory pathways, and the challenges of developing first-in-class medicines. The visit will also explore Novartis' commitment to health equity, clinical trial diversity, and expanding access to life-saving therapies. This tour provides an inside look at one of the world's most research-intensive pharmaceutical companies and its role in the innovation economy.

12:15 – 2:00 PM **Eli Lilly** (15 Necco Street, Boston MA)  
This site is a hub for immunology, diabetes, oncology, and neuroscience research, and a key component of Lilly's broader strategy to bring next-generation biologics and gene therapies to patients. Staff will walk through advanced research labs and collaborative workspaces designed to accelerate early-stage discovery, and learn about Lilly's partnerships with academic institutions, startups, and health systems in the region. The visit will also include discussion of federal policy impacts on drug development, clinical trials, and patient access, as well as Lilly's investments in U.S. manufacturing and affordability initiatives. Staff will hear how the company is helping prepare the biotech workforce of the future. This visit will showcase the critical link between research

investment and improved patient outcomes—and highlight the strategic importance of domestic biopharma R&D.

2:30 – 3:00 PM	<b>Flight Check In</b>
4:15 PM	<b>JetBlue 1955 Departs BOS</b>
6:00 PM	<b>JetBlue 1955 Arrives DCA</b>

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>

September 24, 2025

Ms. Emma Schultheis  
Committee on Energy & Commerce  
2125 Rayburn House Office Building  
Washington, DC 20515

Dear Ms. Schultheis:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Boston, Massachusetts, scheduled for September 25 to 26, 2025, sponsored by Information Technology and Innovation Foundation.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$480 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

Michael Guest  
Chairman

Mark DeSaulnier  
Ranking Member

MG/MD:amr

**From:** [Greene, Sydney](#)  
**To:** [Greene, Sydney](#)  
**Subject:** RE: Final Follow-Up - ITIF Invitation: Congressional Education Series Staff Trip to Boston, Sept. 25–26  
**Date:** Monday, August 25, 2025 11:17:55 AM

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**From:** Maggie Henkin <[mhenkin@itif.org](mailto:mhenkin@itif.org)>  
**Sent:** Wednesday, July 30, 2025 6:00 PM  
**To:** Schultheis, Emma <[Emma.Schultheis@mail.house.gov](mailto:Emma.Schultheis@mail.house.gov)>  
**Subject:** Final Follow-Up - ITIF Invitation: Congressional Education Series Staff Trip to Boston, Sept. 25–26

Hi Emma,

I'm reaching out with a final follow-up on ITIF's invitation to join Congressional staff and ITIF experts for our **Education Series Staff Trip to Boston**, taking place **Thursday, September 25 – Friday, September 26, 2025**.

We now have **only three spots remaining**, and we'd love for you to join us. If you're interested, please complete [RSVP form](#) by **Friday, August 1** to reserve your spot.

If you're still waiting on final approval, submitting the form will simply hold your place while you confirm.

**Trip Highlights:**

1. **Roundtrip travel** from DC to Boston (covered by ITIF)
  1. **Depart:** Morning of Thursday, Sept. 25 (DCA → BOS)
  2. **Return:** Late afternoon Friday, Sept. 26 (BOS → DCA)
2. **Site visits** to leading firms: Amazon Robotics, Boston Dynamics, Vertex, Novartis, Eli Lilly, Pfizer
3. **Evening roundtable dinner** on Boston's startup ecosystem, co-hosted with MIT
4. **Policy-rich discussions** on emerging technologies like advanced manufacturing, AI, biotech, and robotics

**All travel and meals are fully covered by ITIF, and the trip complies with House and Senate rules for privately sponsored travel.** We'll provide all required ethics documentation once the itinerary is finalized.

Hope to see you in Boston!

Best,

Maggie

Maggie Henkin  
Government Relations Manager | Information Technology and Innovation  
Foundation  
M: 202-770-7231 | [mhenkin@itif.org](mailto:mhenkin@itif.org)