

COMMITTEE ON ETHICS

EMPLOYEE POST-TRAVEL DISCLOSURE FORM Original Amendment

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

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

- Name of Traveler: Craig Metz
- a. Name of Accompanying Relative: _____ OR None
b. Relationship to Traveler: Spouse Child Other (specify): _____
- a. Dates: Departure: 4-24-26 Return: 4-25-26
b. Dates at Personal Expense, if any: _____ OR None
- Departure City: Washington, DC Destination: Gettysburg, PA Return City: Washington, DC
- Sponsor(s), Who Paid for the Trip: The Pew Charitable Trusts
- Describe Meetings and Events Attended: Please refer to the attached Agenda
- Attached to this form are **each** of the following, *signify that each item is attached by checking the corresponding box*:
 - a completed *Sponsor Post-Travel Disclosure Form*;
 - the *Primary Trip Sponsor Form* completed by the trip sponsor **prior** to the trip, **including all** attachments **and** the *Additional Sponsor Form(s)*;
 - page 2 of the completed *Traveler Form* submitted by the employee; **and**
 - the letter from the Committee on Ethics approving my participation on this trip.
- a. I represent that I participated in each of the activities reflected in the attached sponsor's agenda. *Signify statement is true by checking the box.*
b. If not, explain: _____

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

Signature of Traveler:  Date: May 11, 2026

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: Cong. Joe Wilson Date: 29 Apr. 2026

Signature of Supervising Member: Joe Wilson

U.S. HOUSE OF REPRESENTATIVES
LEGISLATIVE RESOURCE CENTER
2026 MAY -11 PM
RECEIVED

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.

- Sponsor(s) who paid or provided in-kind support for the trip: The Pew Charitable Trusts
- Travel Destination(s): Gettysburg, PA
- Date of Departure: April 24, 2026 Date of Return: April 25, 2026
- Name(s) of Traveler(s): Mark Dennin, Margaret McInnis, Craig Metz, Rebecca Walldorff, Ruth Ward, and Glenn Wavrunek
Note: You may list more than one traveler on a form only if all information is identical for each person listed.
- 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	\$130	\$169	\$167.50	None
Accompanying Family Member	\$0	\$0	\$0	None

- 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: Sharon Nokes Date: 4/29/26

Name: Sharon Nokes Title: Senior Director, Deputy General Counsel and Corporate Secretary

Organization: The Pew Charitable Trusts

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

Address: 901 E St. NW Washington, DC 20004

Telephone: 202-540-6195 Email: snokes@pewtrusts.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

This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, together with the completed and signed trip sponsor form(s) and any attachments. A copy of this form, minus this initial page, will be made available for public inspection.

This form and any attachments may be submitted at 1015 Longworth House Office Building or travel.requests@mail.house.gov.

Your completed request must be submitted to the Committee no less than 30 days before your proposed departure date. Absent exceptional circumstances, permission will not be granted for requests received less than 30 days before the trip commences. **You must receive explicit approval from the Committee before you depart on this trip.**

Name of Traveler: Craig Metz

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

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

Signature: 

Name of Signatory (if other than traveler): _____

For Staff (name of employing Member or Committee): Office of Cong. Joe Wilson

Office Address: 1436 LHOB

Telephone Number: (202) 225-2452

Email Address of Contact Person: craig.metz@mail.house.gov

Check this box if the sponsoring entity is a media outlet, the purpose of the trip is to make a media appearance sponsored by that entity, and these forms are being submitted to the Committee less than 30 days before the trip departure date.

NOTE: You must complete all of the contact information fields above, as Committee staff may need to contact you if additional information is required.

KEEP A COPY OF THIS FORM. Page 2 (but not this page) must be submitted to the Clerk as part of the post-travel disclosure required by House Rule 25. Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting paperwork for three subsequent Congresses from the date of travel.

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

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Craig Metz
2. Sponsor(s) who will be paying or providing in-kind support for the trip: The Pew Charitable Trusts
3. City and State **OR** Foreign Country of Travel: Gettysburg, PA
4. a. Date of Departure: 4-24-26 Date of Return: 4-25-26
- 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 the Chief of Staff to Congressman Joe Wilson, who is a member of the House Armed Services Committee, this briefing trip on the military operations during the Battle of

9. Yes No Is the traveler aware of any registered federal lobbyists or foreign agents involved in planning, organizing, requesting, or arranging the trip? Gettysburg shall provide insight into command decision making and interaction among military leaders that can be applied in current environment
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: Joe Wilson

Date: 6 March 2026

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:

The Pew Charitable Trusts

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): _____

All House Chiefs of Staff are invited to this event. A list of the attendees is attached.

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

6. Date of Departure: April 24, 2026 Date of Return: April 25, 2026

7. a. City of departure: Washington, DC

b. Destination(s): Gettysburg, PA

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:

Pew is the sole sponsor of the trip. Through its research and advocacy work, Pew seeks to advance sound public policy and strengthen democratic institutions. The Bipartisan Leadership Conference is designed as an intensive professional development program for House Chiefs of Staff, and its effectiveness depends on a deliberately place-based learning environment. Specifically, the leadership curriculum House Chiefs will experience is designed and facilitated by Higher Ground Leadership at Gettysburg in partnership with the Gettysburg Foundation, and the curriculum uses the preserved battlefield and surrounding historic sites as the primary classroom for instruction and discussion. This immersive setting anchors the curriculum in shared history and reflection, reinforcing leadership lessons in ways that cannot be replicated in a traditional venue. Furthermore, a neutral, off-campus setting facilitates candid discussion and trust-building across the aisle—outcomes that are difficult to achieve within the constraints of the Capitol work environment. By supporting this convening, Pew advances its mission and reinforces its role as a nonpartisan, trusted resource for senior government leaders.

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): \$250

2) Provide the reason for selecting the location of the event or trip: Immersive professional development training using the historic sites and battlefield as case studies to examine leadership under pressure, decision-making, and accountability. Provides a neutral, nonpartisan environment that allows Chiefs to engage in focused professional development, reflection, and peer learning, free from daily legislative demands.

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

Hotel Name: Wyndam City: Gettysburg, PA Cost Per Night: \$169

Reason(s) for Selecting: This option was selected based on cost and the limited number of hotels in the area that can support large groups and meet ADA compliance requirements.

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	\$130	\$169	\$250
For each Accompanying Family Member	\$130	\$0	\$250

	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		
For each Accompanying Family Member		

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: Sarah Senno Date: 2/9/2026
 Name: Sarah Senno Title: Vice President, Finance and Treasurer
 Organization: The Pew Charitable Trusts
 Address: 901 E Street NW Washington, DC 20004
 Email: ssenno@pewtrusts.org Telephone: 215-575-4841

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

First Name	Last Name	Email
Mark	Spannagel	mark.spannagel@mail.house.gov
Ed	Buckham	ed.buckham@mail.house.gov
Leafaina	Yahn	leafaina.yahn@mail.house.gov
Raven	Reeder	raven.reeder@mail.house.gov
Angeline	Jabbar	angeline.jabbar@mail.house.gov
Marvalette	Hunter	marvalette.hunter@mail.house.gov
Jamie	Robinette	jamie.robinette@mail.house.gov
Elena	Brunk	elena.brunk@mail.house.gov
Sarah	Servin	sarah.servin@mail.house.gov
Alex	Vargo	alex.vargo@mail.house.gov
Marisol	Flores-Aguirre	marisol.flores-aguirre@mail.house.gov
Amy	Emerick Clerkin	amy.emerick@mail.house.gov
Joshua	Jackson	josh.jackson@mail.house.gov
Candace	Person	candace.person@mail.house.gov
Aaron	Linfesty	aaron.linfesty@mail.house.gov
Mike	Casca	mike.casca@mail.house.gov
Adrienne	Christian	adrienne.christian@mail.house.gov
Nancy	Juarez	nancy.juarez@mail.house.gov
Megan	Sims	megan.sims@mail.house.gov
Emily	Crerand	emily.crerand@mail.house.gov
Nick	Brown	nicholas.brown@mail.house.gov
Deena	Tauster	deena.tauster@mail.house.gov
Mary	Rosado	mary.rosado@mail.house.gov
Kate	LaBorde	kate.laborde@mail.house.gov
Matthew	Hutson	matt.hutson@mail.house.gov
Grant	Henry	grant.henry@mail.house.gov
Laura	Cottrell	laura.cottrell@mail.house.gov
Charlie	Keller	charlie.keller@mail.house.gov
Bill	Christian	william.christian@mail.house.gov
John	Byers	john.byers@mail.house.gov
Sarah	Groh	sarah.groh@mail.house.gov
Robert	Adkerson	robert.adkerson@mail.house.gov
Madison	Green Gentile	madison.green@mail.house.gov
Megan	Garcia	megan.garcia@mail.house.gov
Reid	Dagul	reid.dagul@mail.house.gov
Timla	Washington	twashington@mail.house.gov
Madison	Hardimon	madison.hardimon@mail.house.gov
Samantha	Warren	samantha.warren@mail.house.gov
Todd	Whiteman	todd.whiteman@mail.house.gov
Garrett	Donovan	ghdonovan@mail.house.gov
Rachel	Wagley	rachel.wagley@mail.house.gov
Emily	Hebein	emily.hebein@mail.house.gov
Charles	Lovett	charley.lovett@mail.house.gov
David	Dailey	david.dailey@mail.house.gov
Alex	Huang	alex.huang@mail.house.gov
David	FitzSimmons	david.fitzsimmons@mail.house.gov

Casey	O'Shea	casey.oshea@mail.house.gov
Johan	Propst	johan.propst@mail.house.gov
Andrew	Leppert	andrew.leppert@mail.house.gov
Scott	Heppard	scott.heppard@mail.house.gov
Lauren	Hodge	lauren.hodge@mail.house.gov
Lauren	Ziegler	lauren.ziegler@mail.house.gov
Joseph	Knowles	joseph.knowles@mail.house.gov
AnnMarie	Graham Barnes	amgb@mail.house.gov
Alex	Stone	alexandra.stone@mail.house.gov
Kaylin	Dines	kaylin.dines@mail.house.gov
Nancy	Peele	nancy.peele@mail.house.gov
Grace	White	grace.white@mail.house.gov
Chris	Crawford	chris.crawford@mail.house.gov
Lee	Lonsberry	lee.lonsberry@mail.house.gov
Mehgan	Perez-Acosta	mehgan.perez-acosta@mail.house.gov
Matthew	Donnellan	matthew.donnellan@mail.house.gov
Bryan	Wheat	bryan.wheat@mail.house.gov
Sabrina	Hancock	sabrina.hancock@mail.house.gov
Matthew	Koos	matthew.koos@mail.house.gov
Steven	Carlson	steven.carlson@mail.house.gov
Mary	Noonan	mary.mcdnoonan@mail.house.gov
Michelle	Dorothy	michelle.dorothy@mail.house.gov
Toby	Douthat	toby.douthat@mail.house.gov
Daniel	Tidwell	daniel.tidwell@mail.house.gov
Spencer	Carr	spencer.carr@mail.house.gov
Andrew	David	andrew.david@mail.house.gov
Cheredith	Roane	cheredith.rhone@mail.house.gov
Nick	Strader	nick.strader@mail.house.gov
Zachary	Weidlich	zach.weidlich@mail.house.gov
Ella	Sullins	ella.sullins@mail.house.gov
Kenneth	Depew	kenneth.depew@mail.house.gov
Andrew	Wright	andrew.wright@mail.house.gov
Matthew	Perricone	matthew.perricone@mail.house.gov
Noah	Yantis	noah.yantis@mail.house.gov
Jaryn	Emhof	jaryn.emhof@mail.house.gov
Mary Ellen	Richardson	maryellen.richardson@mail.house.gov
Veronica	Wong	veronica.wong@mail.house.gov
Liana	Guerra	liana.guerra@mail.house.gov
Amanda	Shaw Kain	amanda.shawkain@mail.house.gov
Steffanie	Bezruki	steffanie.bezruki@mail.house.gov
Nick	Lunneborg	nick.lunneborg@mail.house.gov
Wright	Ricketts	wright.ricketts@mail.house.gov
Anna	McCormack	anna.mccormack@mail.house.gov
Zoe	Prince	zoe.prince@mail.house.gov
Andrew	Renteria	andrew.renteria@mail.house.gov
Meg	Rorke	meg.rorke@mail.house.gov
Meredith	Jones	ashley.jones@mail.house.gov

Matt	Lee	matt.lee@mail.house.gov
Ellen	Ray	ellen.ray@mail.house.gov
Krisann	Pearce	krisann.pearce@mail.house.gov
Dao	Nguyen	dao.nguyen@mail.house.gov
Claire	Osborn Case	claire.case@mail.house.gov
Joeana	Middleton	joeana.middleton@mail.house.gov
Susan	Falconer	susan.falconer@mail.house.gov
Mitchell	Moonier	mitch.moonier@mail.house.gov
Mark	Dreiling	mark.dreiling@mail.house.gov
Zachary	Cafritz	zach.cafritz@mail.house.gov
Hannah	Spengler	hannah.spengler@mail.house.gov
Jeremy	Marcus	jeremy.marcus@mail.house.gov
Andrew	Christianson	andrew.christianson@mail.house.gov
Kimberly	Turner-Dixon	kimberly.turner-dixon@mail.house.gov
Gregory	Smith	greg.smith5@mail.house.gov
Patrick	Hester	patrick.hester@mail.house.gov
Christina	Mahoney	christina.mahoney@mail.house.gov
Hailey	Barringer	hailey.barringer@mail.house.gov
Zahraa	Saheb	zahraa.saheb@mail.house.gov
Kyle	McKay	kyle.mckay@mail.house.gov
Joe	Diver	joe.diver@mail.house.gov
Benjamin	Burnett	benjamin.burnett@mail.house.gov
Yardena	Wolf	yardena.wolf@mail.house.gov
Caroline	Bender	caroline.bender@mail.house.gov
Brendon	Mills	brendon.mills@mail.house.gov
Kevin	Spicer	kevin.spicer@mail.house.gov
Daniel	Dziadon	daniel.dziadon@mail.house.gov
Liam	Fitzsimmons	liam.fitzsimmons@mail.house.gov
Fanta	Doumbia	fanta.doumbia@mail.house.gov
Brooke	Bennett	a.brooke.bennett@mail.house.gov
Dylan	Sodaro	dylan.sodaro@mail.house.gov
Tyler	Moore	tyler.moore4@mail.house.gov
Austin	Yager	austin.yager@mail.house.gov
Terry	Allen	terry.allen@mail.house.gov
Richard	Orsillo	rich.orsillo@mail.house.gov
Martin	Medrano	martin.medrano@mail.house.gov
Timothy	Svoboda	timothy.svoboda@mail.house.gov
Aaron	Harawa	aaron.harawa@mail.house.gov
Matthew	Brennan	matthew.brennan@mail.house.gov
Maeve	Healy	maeve.healy@mail.house.gov
Stephanie	Trinh	stephanie.trinh@mail.house.gov
Reginald	Harris	reginald.harris@mail.house.gov
Bradley	Howard	brad.howard@mail.house.gov
Alex	Blair	alex.blair@mail.house.gov
Marisa	Burleson	marisa.burleson@mail.house.gov
Allegra	Carson	allegra.carson@mail.house.gov
Kayla	Williams	kayla.williams@mail.house.gov

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Mike	D'Orazio	mike.dorazio@mail.house.gov
Sean	Gard	sean.gard@mail.house.gov
Tasia	Jackson	tasia.jackson@mail.house.gov
Karen	Kelly	karen.kelly@mail.house.gov
Justin	German	justin.german@mail.house.gov
Marcus	Garza	marcus.garza@mail.house.gov
Carly	Miller	carly.miller@mail.house.gov
Keith	Roachford	keith.roachford@mail.house.gov
Max	Ernst	max.ernst@mail.house.gov
Connor	McNutt	connor.mcnutt@mail.house.gov
Tony	Lis	tony.lis@mail.house.gov
Annmarie	Goyzueta	annmarie.goyzueta@mail.house.gov
Liz	Amster	liz.amster@mail.house.gov
Robert	Carretta	bob.carretta@mail.house.gov
Caroline	Cash	caroline.cash@mail.house.gov
Yelberton	Watkins	yebbie.watkins@mail.house.gov
Jamie	Smith	jamie.smith@mail.house.gov
Diane	Adamson	diane.adamson@mail.house.gov
Andrew	Orlebeke	andrew.orlebeke@mail.house.gov
Blakely	Wall	blakely.wall@mail.house.gov
Margaret	Reynolds	margaret.reynolds@mail.house.gov
Joe	Sheehy	joe.sheehy@mail.house.gov
Morgan	Cintron	morgan.cintron@mail.house.gov
Mitchell	Rivard	mitchell.rivard@mail.house.gov
Matthew	Meyer	matt.meyer@mail.house.gov
Lorissa	Bounds	lorissa.bounds@mail.house.gov
Brian	Calabrese	brian.calabrese@mail.house.gov
Nick	Bayer	nick.bayer@mail.house.gov
Jeff	Bishop	jeff.bishop@mail.house.gov
Allison	Murphy	allison.murphy1@mail.house.gov
Shahid	Ahmed	shahid.ahmed@mail.house.gov
John	Doty	john.doty@mail.house.gov
Kari	Moe	kari.moe@mail.house.gov
Wendy	Clerinx	wendy.clerinx@mail.house.gov
Sarah	Rosnick	sarah.rosnick@mail.house.gov
Juan	Lopez	juan.lopez@mail.house.gov
Cara	Camacho	cara.camacho@mail.house.gov
Kevin	Eichinger	kevin.eichinger@mail.house.gov
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AGENDA

Bipartisan House Chiefs of Staff Leadership Conference

Gettysburg, Pennsylvania | April 24-25, 2026

Summary

The Bipartisan House Chiefs of Staff Leadership Conference is a structured professional development program designed to strengthen the leadership, management, and decision-making capabilities of House Chiefs of Staff in their professional duties.

Through facilitated, on-site case studies at Gettysburg, Chiefs of Staff will examine how leaders operate under pressure, manage competing priorities, communicate intent, and exercise command responsibility in moments of uncertainty—core competencies directly relevant to their roles as principal advisors and managers of congressional offices.

The Battle of Gettysburg serves as a rigorous historical leadership case study due to the scale and speed of decision-making, rapidly changing conditions, and the interaction among military leaders, civilian leadership, and institutional constraints. Historical analysis is used solely as an educational framework and is intentionally paired with contemporary leadership concepts, peer discussion, and guided reflection tailored to the professional responsibilities of House Chiefs of Staff.

Each session is facilitated by a licensed battlefield guide and leadership facilitator to ensure that the historical context directly informs modern congressional leadership practices and office management. Participants will leave with practical, job-relevant insights into leading teams, advising Members of Congress, and managing complex situations.

Friday, April 24, 2026

- 7:30–9:30 a.m. Bus departure. Check-in for buses outside Capitol Hill Club, First & C Streets, SE (Across from South Capitol Metro). Boxed breakfast provided at departure. Brief educational programming related to the Gettysburg leadership case study will be conducted during transit. *(Final boarding details will be confirmed in advance)*
- 9:30–10:00 a.m. Bus arrival at Lutheran Theological Seminary Refectory (148 Seminary Ridge, Gettysburg PA 17325). Program orientation and introductions. Light



breakfast, fruit, pastries, coffee, and tea provided during the opening session.

- 10:00–10:10 a.m. On-field Leadership Program begins, led by licensed battlefield guide and facilitator.
- 10:10–10:50 a.m. Stop 1: McPherson's Ridge. Facilitated discussion will provide historical context for the events at this site and guide participants through case-based discussions on leadership challenges, such as decision-making with incomplete information and delegating responsibilities under time pressure. The discussion will draw work-relevant parallels to managing congressional office operations during fast-moving or uncertain situations.
- 10:50–11:25 a.m. Stop 2: Oak Hill. Facilitated discussion will provide historical context for the events at this site and guide participants through case-based discussions on leadership challenges, such as decision-making with incomplete information and delegating responsibilities under time pressure. The discussion will draw work-relevant parallels to managing congressional office operations during fast-moving or uncertain situations.
- 11:25–12:45 p.m. Stop 3: Seminary Ridge. Facilitated discussion will provide historical context for the events at this site and guide participants through case-based discussions on leadership challenges, such as decision-making with incomplete information and delegating responsibilities under time pressure. The discussion will draw work-relevant parallels to managing congressional office operations during fast-moving or uncertain situations.
- 12: 45–1:30 p.m. Working lunch with facilitated discussion (catered buffet) at the Refectory (148 Seminary Ridge, Gettysburg PA 17325).
- 1:30–1:45 p.m. Battlefield Program continues with travel to next stop.
- 1:45–2:25 p.m. Stop 4: The Peach Orchard. Facilitated discussion will provide historical context for the events at this site and guide participants through case-based discussions on leadership challenges, such as decision-making with incomplete information and delegating responsibilities under time pressure. The discussion will draw work-relevant parallels to managing congressional office operations during fast-moving or uncertain situations.
- 2:25–2:35 p.m. Stop 5: Little Round Top. Facilitated discussion will provide historical context for the events at this site and guide participants through case-based



discussions on leadership challenges, such as decision-making with incomplete information and delegating responsibilities under time pressure. The discussion will draw work-relevant parallels to managing congressional office operations during fast-moving or uncertain situations.

- 2:35–3:10 p.m. Stop 6: Cemetery Ridge (tentative). Facilitated discussion will provide historical context for the events at this site and guide participants through case-based discussions on leadership challenges, such as decision-making with incomplete information and delegating responsibilities under time pressure. The discussion will draw work-relevant parallels to managing congressional office operations during fast-moving or uncertain situations.
- 3:10–3:45 p.m. Stop 7: The Angle (tentative). Facilitated discussion will provide historical context for the events at this site and guide participants through case-based discussions on leadership challenges, such as decision-making with incomplete information and delegating responsibilities under time pressure. The discussion will draw work-relevant parallels to managing congressional office operations during fast-moving or uncertain situations.
- 3:45–4:00 p.m. Bus transportation to Wyndham Gettysburg Hotel & Conference Center (95 Presidential Circle, Gettysburg PA 17325).
- 4:00–4:45 p.m. Program debrief inside Wyndham Salon F. Facilitated discussion connecting the day's case studies to managing teams, advising principals, and crisis decision-making in congressional offices and operations.
- 4:45–6:15 p.m. Hotel check-in
- 6:15–6:30 p.m. Transportation to Gettysburg National Military Park Museum. 1195 Baltimore Pike Gettysburg, PA 17325.
- 6:30–7:00 p.m. Working reception with facilitated discussion. Retired Lieutenant General and Professor Benjamin C. Freakley will discuss leadership experiences from his military career. The discussion will focus on decision-making, accountability, and advising senior leaders under pressure.
- 7:00–8:00 p.m. Working dinner at the National Military Park Museum. Gettysburg Exhibit open during dinner, with facilitated discussion prompts connecting historical decision points to modern leadership and management responsibilities.



- 8:00–8:30 p.m. Facilitated viewing of the Gettysburg Cyclorama. The cyclorama, painted in 1884, depicts Pickett’s Charge and will be used as a visual case study to support facilitated discussion on leadership, communication, and consequences of command decisions.
- 8:30 p.m. Evening programming concludes. Bus transportation returns participants to the hotel.

Saturday, April 25, 2026

- 8:00–9:30 a.m. Breakfast at hotel.
- 9:30 a.m. Bus departs Gettysburg for D.C.
- 11:00 a.m. Bus returns to First & C Streets, SE (Across from South Capitol Metro).

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Mark DeSaulnier, California
Ranking Member

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April 23, 2026

Mr. Craig Metz
Office of the Honorable Joe Wilson
1436 Longworth House Office Building
Washington, DC 20515

Dear Mr. Metz:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Gettysburg, Pennsylvania, scheduled for April 24 to 25, 2026, sponsored by Pew Charitable Trusts. We remind you that, because the trip sponsor employs a federal lobbyist, you may participate in officially-connected activity on one calendar day only.

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 \$525 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:nl