

COMMITTEE ON ETHICS

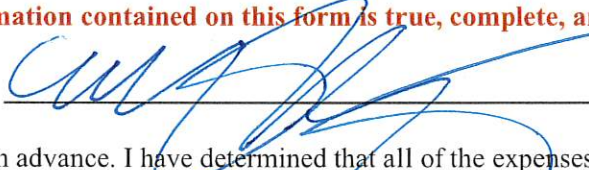
EMPLOYEE POST-TRAVEL DISCLOSURE FORM ☒ Original ☐ Amendment

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: Courtney Butcher
2. a. Name of Accompanying Relative: _____ **OR** ☐ None
b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
3. a. Dates: Departure: August 12, 2026 Return: August 13, 2026
b. Dates at Personal Expense, if any: _____ **OR** ☐ None
4. Departure City: Washington, DC Destination: Cambridge, MD Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Congressional Institute
6. Describe Meetings and Events Attended: The meetings and events were informative on the subjects of time management, strategic scheduling, and better understanding district/ DC relationships.
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:  Date: 8-25-26

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: Mike Johnson Date: 8-25-26

Signature of Supervising Member: 

COMMITTEE ON ETHICS

SPONSOR POST-TRAVEL DISCLOSURE FORM

☒ Original ☐ Amendment

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. **A completed copy of the form must be provided to each House Member, officer, or employee who participated in the trip within 10 days of their return.** You must answer all questions, and check all boxes, on this form for your submission to comply with House Rules and the Committee's Travel Regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

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

1. Sponsor(s) who paid or provided in-kind support for the trip: Congressional Institute

2. Travel Destination(s): Cambridge, MD

3. Date of Departure: August 12, 2026 Date of Return: August 13, 2026

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	n/a	\$209.98	\$144.61	\$297.94 - 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: Brenda L. Becker Date: August 21, 2026

Name: Brenda Becker Title: Chair

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

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: Courtney Butcher

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): Speaker of the House, Mike Johnson

Office Address: H 232 The Capitol

Telephone Number: 202 225 4000

Email Address of Contact Person: courtney.butcher@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: Courtney Butcher
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Congressional Institute
3. City and State OR Foreign Country of Travel: Cambridge, MD
4. a. Date of Departure: August 12, 2026 Date of Return: August 13, 2026
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 Deputy Chief of Staff for the Speaker of the House, this conference will be very important to learn more about time management, strategic scheduling, and better understanding congressional districts as they pertain to the work in DC.
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: 7-10-26



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 12, 2026 Date of Return: August 13, 2026

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 - \$84.20, Day 2 - \$66

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: \$210

Reason(s) for Selecting: proximity to DC, availability & 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:**

☒ Actual Amounts ☒ Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee	\$68.54	\$210	\$150.20
For each Accompanying Family Member	n/a	n/a	n/a

	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	\$283.07	Room Rental
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: Brenda Z Becker Date: June 24, 2026
Name: Brenda Becker Title: Chair
Organization: Congressional Institute
Address: 1700 Diagonal Road #300, Alexandria, VA 22314
Email: amym@conginst.org Telephone: 703-837-8812

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

Michael Guest, Mississippi
Chairman
Mark DeSaulnier, California
Ranking Member

Andrew R. Garbarino, New York
Ashley Hinson, Iowa
Nathaniel Moran, Texas
Brad Knott, North Carolina

Deborah K. Ross, North Carolina
Glenn F. Ivey, Maryland
Sylvia R. Garcia, Texas
Suhas 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 7, 2026

Ms. Courtney Butcher
Office of the Speaker
H-232, The Capitol
Washington, DC 20515

Dear Ms. Butcher:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Cambridge, Maryland, scheduled for August 12 to 13, 2026, 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 \$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

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 12, 2026 Date of Return: August 13, 2026

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 - \$84.20, Day 2 - \$66

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: \$210

Reason(s) for Selecting: proximity to DC, availability & 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:**

☐ Actual Amounts ☒ Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee	\$68.54	\$210	\$150.20
For each Accompanying Family Member	n/a	n/a	n/a

	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	\$283.07	Room Rental
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: Brenda L. Becker Date: _____
Name: Brenda Becker Title: Chair
Organization: Congressional Institute
Address: 1700 Diagonal Road #300, Alexandria, VA 22314
Email: amym@conginst.org Telephone: 703-837-8812

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



2026 SCHEDULERS AND OPERATIONS DIRECTORS CONFERENCE

CONFERENCE AGENDA

DAY 1

The Congressional Institute welcomes you to this year's Schedulers and Operations Directors Conference, grounded in our commitment to strengthening the institution by supporting those who serve within it.

Wednesday,
August 12, 2026

9:00 am BUSES DEPART CAPITOL HILL

S. Capitol Street
(Between Rayburn &
Longworth)

10:00 am - CONFERENCE REGISTRATION
5:00 pm

Chesapeake
Foyer

11:00 am - WELCOME LUNCH
12:15 pm

Choptank Ballroom

12:30 pm - WELCOME REMARKS
2:00 pm Congressional Institute Staff

Chesapeake
Ballroom

THE LEADER YOU ARE BECOMING: THE JOURNEY OF LEADERSHIP

Dee Ann Turner, CEO, Dee Ann Turner & Assoc. |

Former Vice President for Talent, Chick-fil-A

Courtney Butcher, Deputy Chief of Staff, Speaker of
the House Mike Johnson, Moderator

2:30 pm - AI TRAINING SESSION: OpenAI, ChatGPT
3:30 pm *Meghan Dorn and David Sperry, OpenAI, ChatGPT*

Chesapeake
Ballroom

3:30 pm - AI TRAINING SESSION: Google, Gemini
4:30 pm *Macaulay Porter, Google, Gemini*

Chesapeake
Ballroom

4:30 pm - AI TRAINING SESSION: Anthropic, Claude
5:30 pm *Mary Croghan and Dylan Shields, Anthropic, Claude*

Chesapeake
Ballroom

5:30 pm - BREAK

6:00 pm As a reminder, while participating in privately sponsored travel, you may not use this time for official meetings, agenda-setting activities, or campaign-related work. You may check email or briefly communicate with your office as needed.

6:00 pm - DINNER
9:00 pm

Regatta Pavilion
(Outside)

DAY 2

Thursday,
August 13,
2026

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 Choptank Ballroom.

7:00 am - 7:45 am	START YOUR DAY ON THE RIGHT FOOT! (OPTIONAL) <i>For those who are interested, join CI staff to walk the property along the Choptank River, meet your colleagues, and get your steps in before breakfast.</i>	Hotel Lobby
7:45 am - 8:45 am	BREAKFAST	Water's Edge Grill
9:00 am - 10:00 am	THE CERTAINTY IN ADAPTABILITY Richard Eddings , Chief of Staff, HB Strategies Jennifer Beil , Operations Director, The Honorable Brett Guthrie , Moderator	Chesapeake Ballroom
10:00 am - 11:00 am	FILLING PRIORITIES, NOT CALENDARS: BUILDING A STRATEGIC SCHEDULE Colleen Harmon , Director of Operations, White House Office of Legislative Affairs Former Scheduling Director, Senator JD Vance and Speaker of the House Mike Johnson Abbie Sumbrum , Chief of Staff, Rumble Inc. Brittany Smith , Director of Scheduling and Operations, Speaker of the House Mike Johnson, Moderator	Chesapeake Ballroom
11:30 am - 1:00 pm	WORKING LUNCH: OPERATIONAL EXCELLENCE Shannon DiBari , SVP and Chief Operating Officer, American Petroleum Institute Abbie Sumbrum , Chief of Staff, Rumble Inc., Moderator	Chesapeake Ballroom
1:15 pm - 2:15 pm	SPEAK WITH CLARITY. RESPOND WITH CONFIDENCE. Alison Cheperdak, J.D. , Best-Selling Author Founder, Elevate Etiquette Jordan Wilson , Director of Member Services, Modernization & Innovation, Committee on House Administration, Moderator	Chesapeake Ballroom
2:15 pm	CONFERENCE CONCLUDES	
2:45 pm	BUSES DEPART HOTEL	Conference Center Entrance (Lower Level)
4:45 pm	BUSES ARRIVE AT CAPITOL HILL	

2026 SCHEDULERS AND OPERATIONS DIRECTORS CONFERENCE
Participant List

First Name	Last Name	Company Name	Title
Sydney	Aalbers Burns	Office of Rep. Carter (TX-31)	Scheduler
Aidan	Aldridge	House Republican Conference	Member Services Coordinator
Sophie	Attijlis	Office of Rep. Griffith (VA-09)	Scheduler
Zehra	Bakirdan	Office of Rep. LaHood (IL-16)	Director of Operations
Shelly	Ballaish	Office of Rep. Mast (FL-21)	Scheduler
Emma	Banse	Office of Rep. Bacon (NE-02)	Director of Operations
Zachery	Barnes	Office of Rep. Feenstra (IA-04)	Scheduler
Jennifer	Beil	Office of Rep. Guthrie (KY-02)	Director of Operations
Noa	Benitah	Office of Rep. Miller-Meeks (IA-01)	Scheduler
Parker	Boggs	Office of Rep. Cammack (FL-03)	Director of Operations
Erika	Bone	Office of Rep. Bost (IL-12)	Operations Director
Owen	Boyd	Office of Rep. Burlison (MO-07)	Scheduler
Eva	Brady	Office of Rep. Stell (WI-01)	Scheduler
Jackie	Burke	Office of Majority Whip Emmer	Member Services Director
Elbia	Burnett	Office of Rep. Fulcher (ID-01)	Director of Operations
Courtney	Butcher	Office of Speaker Johnson	Deputy Chief of Staff
Alexis	Cagan	Office of Rep. Kelly (PA-16)	Scheduler
Luke	Catanzaro	Office of Majority Leader Scalise	Membership Services Coordinator
Mallory	Cogar	Committee on Oversight and Government Reform	Operations Director/Chief Clerk
Natasha	Coleman	Office of Rep. Balderson (OH-12)	Scheduler
Maggie	Davis	Office of Rep. Jackson (TX-13)	Scheduler
Kaleigh	DeGeldere	Office of Speaker Johnson	Deputy Scheduling Director
Kelmon	Dixson	Office of Rep. LaLota (NY-01)	Scheduler
Kristen	Doran	Office of Rep. Kean (NJ-07)	Operations Director
Greer	Ellender	Office of Majority Leader Scalise	Deputy Scheduler
Ross	Elston	Office of the Speaker	Cloakroom Floor Assistant
Alyssa	Erdel	House Republican Conference	Deputy Chief of Staff
Riley	Gobora	Office of Rep. Weber (TX-14)	Operations Director
Peyton	Harvey	Office of Rep. Mike Johnson	Director of Operations
Nicholas	Herlevic	Office of Rep. Shreve (IN-06)	Scheduler
Morgan	Hershey	Office of Speaker Johnson	Floor Assistant
Violet	Hibbard	Office of Rep. Schmidt (KS-02)	Scheduler
Yvonne	Hillis	Office of Rep. Spartz (IN-05)	Deputy Chief of Staff/Scheduler
Meagan	Jennings	Office of Rep. Cline (VA-06)	Operations Director
Alyssa	Jin	Office of Rep. Arrington (TX-19)	Operations Director
Milka	Jurado	Office of Rep. Harrigan (NC-10)	Scheduler
Ashlyn	Landes	Office of Rep. Fuller (GA-14)	Scheduler
John	Lanning	Office of Speaker Johnson	Assistant Director of Member Services
Noah	Larsen	Office of Rep. Tenney (NY-24)	Operations Director
Ashley	Lebda	Office of Rep. Fong (CA-20)	Scheduler
Lauren	Marolf	Office of Rep. Luna (FL-13)	Scheduler
Maiu	Mots	Office of Rep. Miller (WV-01)	Scheduler
Johannah	Murphy	Office of Rep. Calvert (CA-41)	Scheduler
Brianna	Nagle	Office of Rep. Houchin (IN-09)	Deputy Chief of Staff/Scheduler
Isabella	Persky	Office of Rep. Hudson (NC-09)	Scheduler
Paula	Restrepo	Office of Rep. Valadao (CA-22)	Scheduler
Marshall	Richardson	Office of Rep. Self (TX-03)	Director of Operations
Sydney	Russell	Office of Rep. Goldman (TX-12)	Scheduler
Savannah	Russell	Office of Rep. McClain (MI-09)	Scheduler
Ashlynn	Schultz	Office of Rep. Pfluger (TX-11)	Scheduler
Nicole	Serravillo	Office of Rep. Garbarino (NY-02)	Operations Director
Savannah	Smallwood	Office of Rep. Yakym (IN-02)	Director of Operations
Brittany	Smith	Office of Speaker Johnson	Director of Scheduling and Operations

2026 SCHEDULERS AND OPERATIONS DIRECTORS CONFERENCE
Participant List

Melina	Spatharis	House Republican Conference	Executive Assistant to the Chief of Staff
Katharine	Tate	Office of Rep. Scott Franklin (FL-18)	Deputy Chief of Staff
Paulina	Tes	Office of Rep. Van Duyne (TX-24)	Scheduler
Sasha	Torrealba	Office of Rep. Bentz (OR-02)	Scheduler
Amanda	Turner	Committee on Budget	Deputy Member Services Director
Hays	Turner	Office of Rep. McGuire (VA-05)	Scheduler
Grace	Utz	Office of Rep. Bice (OK-05)	Scheduler
Ashley	Van Horne	Office of Rep. Dunni (FL-02)	Operations Director
Jackie	Van Slambrook	Office of Rep. Scott (GA-8)	Operations Director
Jack	Vaughn	Office of Rep. Fischbach (MN-07)	Director of Operations
Ava	Verzani	Office of Rep. Lawler (NY-17)	Scheduler
Esmeralda	Villanueva	Office of Rep. Ogles (TN-05)	Director of Operations/Deputy Chief of Staff
Liles	Wall	Office of Rep. Carter (GA-01)	Scheduler
Lindsay	Walton	Office of Rep. Knott (NC-13)	Director of Scheduling
Jordan	Wilson	Committee on House Administration	Director of Member Services, Modernization & Innovation
Ashley	Zecca	Office of Rep. Walberg (MI-05)	Scheduler
Cate	Zidar	Office of Rep. James (MI-10)	Scheduler

PRIMARY TRIP SPONSOR FORM ADDENDUM

Question 4: Provide names and titles of ALL House Members and employees you are inviting. For each House invitee, provide an explanation of why the individual was invited (include additional pages if necessary):

See attached invitation list. This Congressional Institute sponsored conference focuses on the important roles of Schedulers and Operations staff in congressional offices. Therefore, the invitation to this conference is being extended to schedulers, operations directors, and member services directors in House Republican personal offices, committee offices, and leadership offices, as well as any House staff who will present at the conference.

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 mission of the Congressional Institute (a 501(c)(4) nonprofit organization) is to provide information and educational resources, through conferences such as this one, that are designed to help Members of Congress and House staff best serve their constituents and perform their legislative and representational duties, and to promote public awareness of Congress and the legislative process.

This educational conference is designed for House staff serving in scheduling, operations, and/or similar roles in congressional offices. Specifically, it will feature outside experts and speakers who will discuss a variety of topics relevant to these positions and their unique duties, including among others, communications skills, House rules and procedures, operational best practices, and technology tools that can help improve efficiency and effectiveness inside their offices and in their individual positions.

The Congressional Institute is the sole organizer of this event and is solely responsible for organizing and funding the conference.



YOU'RE INVITED

2026 Schedulers Conference

Wednesday, August 12 - Thursday, August 13

Hyatt Regency Chesapeake Bay
Cambridge, Maryland

This invitation is non-transferable.

House Ethics strictly prohibits the solicitation of travel for you or anyone else.

If you are no longer with this office, no longer serving as Scheduler, or need to update your contact information, please contact us.

REGISTER NOW

If you are unable to attend, please use the following link to decline the invitation.

DOWNLOAD ETHICS FORMS

ETHICS FORMS ARE DUE JULY 13, 2026.

Instructions: Complete the first two pages of the traveler form, attach a copy of this invitation and email to travel.requests@mail.house.gov.

If you think there is even a possibility you will attend, we suggest filing your travel forms with the Ethics Committee. 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.



2026 SCHEDULING AND OPERATIONS CONFERENCE

DRAFT AGENDA

DAY 1

The Congressional Institute welcomes you to this year's Scheduling and Operations Conference, grounded in our commitment to strengthen the institution by supporting those who serve within it.

Wednesday 9:00 am BUSES DEPART CAPITOL HILL
August 12,
2026

S. Capitol Street
(Between
Rayburn &
Longworth)

10:00 am - CONFERENCE REGISTRATION
5:00 pm Attendees may arrive and check in at any time during this open registration period to receive event materials and credentials.

11:00 am BUSES ARRIVE AT THE HYATT REGENCY CHESAPEAKE BAY

12:30 pm - KICKOFF & WELCOME
2:00 pm Brenda Becker, Chair, Congressional Institute Board of Directors

WORKING LUNCH: HIGH TECH, HIGH TOUCH: USING AI TO INCREASE EFFICIENCY WHILE STRENGTHENING THE OFFICE EXPERIENCE

This working lunch will explore how AI can be leveraged to create greater capacity and efficiency.

2:15 pm - AI WORKSHOPS
3:15 pm How to use/apply the tools.

3:30 pm - PROTOCOL: THE ART OF REPRESENTING YOUR DISTRICT WELL
4:30 pm This session will provide an overview of contemporary protocol that is essential for any congressional office.

6:00 pm - DINNER: CONNECT, LEARN AND GROW
9:00 pm Through facilitated small-group discussions focused on common challenges and lessons learned, attendees will exchange ideas and share best practices, leaving with practical insights they can apply in their offices.

DAY 2

Thursday,
August 13,
2026

- 7:00 am - 7:45 am** **START YOUR DAY ON THE RIGHT FOOT!** (optional)
Walk the property along the Choptank River, meet your colleagues, and get your steps in before breakfast.
- 7:45 am - 8:45 am** **BREAKFAST**
- 9:00 am - 10:00 am** **HOW TO TREAT TIME**
Attendees will leave with a renewed understanding of their responsibility as stewards of a Member's most valuable resource and the impact they have on the success of an office, the institution, and the people it serves.
- 10:00 am - 11:00 am** **FILLING PRIORITIES, NOT CALENDARS: BUILDING A STRATEGIC SCHEDULE**
This session will explore how to build a strategic framework that can help guide decision-making.
- 11:30 am - 1:00 pm** **WORKING LUNCH: PURPOSE, PERFORMANCE AND PRODUCTIVITY**
Panelists will share time management strategies to support long-term success.
- 1:15 pm - 2:15 pm** **UNDERSTANDING THE ISSUES AND THE FLOOR: POLICY, PROCESS, AND PROCEDURE**
This session will provide an overview of key House floor procedures and processes.
- 2:15 pm - 3:15 pm** **REWRITING YOUR ROLE: YOUR VOICE MATTERS**
This session will feature a panel discussion focused on strengthening communications skills.
- 3:30 pm** **CONFERENCE CONCLUDES**
- 4:00 pm** **BUSES DEPART HOTEL**
- 6:00 pm** **BUSES ARRIVE AT CAPITOL HILL**

S. Capitol Street

2026 SCHEDULERS AND OPERATIONS DIRECTORS CONFERENCE
Invitation List

First Name	Last Name	Company Name	Title
Sydney	Aalbers Burns	Office of Rep. Carter (TX-31)	Scheduler
Sara Brooks	Adams	Office of Majority Leader Scalise	Deputy Operations Director
Jude	Al-himoud	Office of Rep. Hinson (IA-02)	Deputy Chief of Staff/Scheduler
Aidan	Aldridge	House Republican Conference	Member Services Coordinator
Megan	Amen	Office of Rep. Wilson (SC-02)	Scheduler
Courtney	Anderson	Office of Rep. Van Orden (WI-03)	Deputy Chief of Staff/Scheduler
Shields	Armstrong	Office of Rep. Kelly (MS-01)	Scheduler
Sophie	Attilis	Office of Rep. Griffith (VA-09)	Scheduler
Zehra	Bakirdan	Office of Rep. LaHood (IL-16)	Director of Operations
Amanda	Baldwin	Office of Rep. Moran (TX-01)	Chief of Staff
Shelly	Ballaish	Office of Rep. Mast (FL-21)	Scheduler
Jimmy	Ballard	Committee on Transportation and Infrastructure	Coalitions Director
Courtney	Balienger	Office of Rep. Graves (MO-06)	Scheduler
Madeline	Baltz	Office of Rep. Moore (AL-01)	Scheduler
Emma	Banse	Office of Rep. Bacon (NE-02)	Director of Operations
Channing	Barker	Office of Rep. DesJarlais (TN-04)	Scheduler
Zachery	Barnes	Office of Rep. Feenstra (IA-04)	Scheduler
Layne	Barnett	Office of Rep. Miller (IL-15)	Scheduler
Jennifer	Beil	Office of Rep. Guthrie (KY-02)	Director of Operations
Maria	Bello	Office of Rep. De La Cruz (TX-15)	Scheduler
Noa	Benitah	Office of Rep. Miller-Meeks (IA-01)	Scheduler
Lili	Benzel	Office of Rep. Joyce (PA-13)	Scheduler
Emma	Bergstedt	Office of Rep. Moore (UT-01)	Scheduler
Savannah	Berryman	Office of Rep. Hill (AR-02)	Operations Director
Kiley	Bidelman	Committee on Judiciary	Chief Clerk
Parker	Boggs	Office of Rep. Cammack (FL-03)	Director of Operations
Genevieve	Boisvert	Office of Rep. Fine (FL-06)	Scheduler
Erika	Bone	Office of Rep. Bost (IL-12)	Operations Director
Alison	Booth	Office of Rep. Womack (AR-03)	Scheduler
Debra	Boutwell	Office of Rep. Guest (MS-03)	Scheduler
Owen	Boyd	Office of Rep. Burlison (MO-07)	Scheduler
Ansley	Boylan	Committee on Energy & Commerce	Director of Operations
Eva	Brady	Office of Rep. Steil (WI-01)	Scheduler
Madison	Bright	Office of Rep. Moore (NC-14)	Scheduler
Anna	Brock	Office of Rep. Smith (NE-03)	Scheduler
Sarah	Brown	Office of Rep. Biggs (AZ-05)	Scheduler
Rebecca	Brown	Committee on Natural Resources	Operations Director/Scheduler
Maddie	Bruno	Office of Rep. Schweikert (AZ-01)	Operations Director
Tabetha	Bryant	Office of Rep. Foxx (NC-05)	Scheduler
Errical	Bryant	Office of Rep. Fedorchak (ND-AL)	Deputy Chief of Staff/Scheduler
Jackie	Burke	Office of Majority Whip Emmer	Member Services Director
Elbia	Burnett	Office of Rep. Fulcher (ID-01)	Director of Operations
Courtney	Butcher	Office of Speaker Johnson	Deputy Chief of Staff
Britney	Butler	Office of Rep. Stauber (MN-08)	Scheduler
Matthew	Cabiles	Office of Rep. Harshbarger (TN-01)	Scheduler
Alexis	Cagan	Office of Rep. Kelly (PA-16)	Scheduler
Christine	Callaghan	Office of Rep. Emmer (MN-06)	Scheduler
James	Capetanakis	Office of Rep. Malliotakis (NY-11)	Scheduler
Luke	Catanzaro	Office of Majority Leader Scalise	Membership Services Coordinator
Victoria	Cesaro	Office of Rep. Harris (MD-01)	Scheduler
Gracie	Chandler	Office of Rep. Patronis (FL-01)	Scheduler
Michelle	Chavez	Select Committee on China	Operations Director
Cooper	Cheetham	Office of Speaker Johnson	Operations Coordinator

2026 SCHEDULERS AND OPERATIONS DIRECTORS CONFERENCE

Invitation List

Linette	Choi	Office of Rep. Kim (CA-40)	Deputy Chief of Staff/Scheduler
Riley	Clarke	Office of Rep. Mills (FL-07)	Scheduler
Mallory	Cogar	Committee on Oversight and Government Reform	Operations Director/Chief Clerk
Addisph	Cole	Office of Rep. Palmer (AL-06)	Scheduler
Natasha	Coleman	Office of Rep. Balderson (OH-12)	Scheduler
Hannah	Cooke	Office of Rep. McDowell (NC-06)	Deputy Chief of Staff/Scheduler
Kathryn	Cornell	Office of Rep. Estes (KS-04)	Scheduler
Isabella	Coslik	Office of Rep. Jordan (OH-04)	Scheduler
Savannah	Coughlin	Office of Rep. Fitzgerald (WI-05)	Scheduler
Trayce	Cowgill	Office of Rep. Turner (OH-10)	Scheduler
Brian	Cress	Office of Speaker Johnson	Deputy Director of Member Services
Marjorie	Daily	Office of Rep. Hageman (WY-AL)	Scheduler
Carole Anne	Dankler	Office of Rep. Rutherford (FL-05)	Scheduler
Jeanie	Davidovich	Office of Rep. Evans (CO-08)	Deputy Chief of Staff/Scheduler
Kayla	Davidson	Office of Rep. Loudermilk (GA-11)	Scheduler
Maggie	Davis	Office of Rep. Jackson (TX-13)	Scheduler
Kaleigh	DeGeldere	Office of Speaker Johnson	Deputy Scheduling Director
Nancy	Dehlinger	Office of Rep. Radewagen (AS-AL)	Scheduler
Shelby	Despain	Office of Rep. Haridopolos (FL-08)	Deputy Chief of Staff/Scheduler
Ross	Dietrich	Office of Rep. Mast (FL-21)	Deputy Chief of Staff
Keimon	Dixon	Office of Rep. LaLota (NY-01)	Scheduler
Logan	Dobbins	Committee on Ways and Means	Member Services Coordinator
Cathy	Doherty	Office of Rep. Miller (OH-07)	Scheduler
Elizabeth	Donahood	Office of Rep. Murphy (NC-03)	Scheduler
Kristen	Doran	Office of Rep. Kean (NJ-07)	Operations Director
Kate	Dreyer	Office of Rep. Rogers (AL-03)	Scheduler
Claire	Dufault	Committee on Foreign Affairs	Operations Director
Bailey	Edwards	Office of Rep. Harris (NC-08)	Scheduler
Greer	Ellender	Office of Majority Leader Scalise	Deputy Scheduler
Ross	Elston	Office of the Speaker	Cloakroom Floor Assistant
Christopher	Erb	Committee on Rules	Operations Director
Alyssa	Erdel	House Republican Conference	Deputy Chief of Staff
Braden	Erksa	Office of Majority Whip Emmer	Assistant to the Chief of Staff
Olivia	Fahrmann	Office of Rep. Ezell (MS-04)	Operations Director
Teresa	Fischer	Office of Rep. Tiffany (WI-07)	Scheduler
Max	Fitch	Office of Majority Whip Emmer	Deputy Member Services Director
Emma Lou	Ford	Office of Rep. Hern (OK-01)	Scheduler
Lauren	Forrest	Office of Rep. Crane (AZ-02)	Scheduler
Greer	Foster	Office of Rep. Cloud (TX-27)	Scheduler
Emma	Frayberg	Office of Rep. McClintock (CA-05)	Scheduler
Leah	Fuenzalida	Office of Rep. Aderholt (AL-04)	Scheduler
Brianna	Garcia	Office of Rep. Smith (MO-08)	Scheduler
Kelsey	Giorgio	Office of Rep. Hamadeh (AZ-08)	Scheduler
Riley	Gobora	Office of Rep. Weber (TX-14)	Operations Director
Steven	Gonzalez	Committee on Veterans Affairs	Member Services Director
Belén	Gregory	Office of Rep. Rulli (OH-06)	Operations Director
Elana	Grenet	Office of Rep. Diaz-Balart (FL-26)	Scheduler
Joshua	Guest	Office of Rep. Crenshaw (TX-02)	Scheduler
Ella	Gunn	Office of Speaker Johnson	Cloakroom Floor Director
Lillian	Haggerty	Office of Rep. Downing (MT-02)	Scheduler
McKenna	Hamilton	Office of Rep. Boebert (CO-04)	Scheduler
Courtney	Handey	Office of Rep. Crawford (AR-01)	Scheduler
Hannah	Harding	Office of Rep. Collins (GA-10)	Operations Director
Michelle	Harold	Office of Rep. Crank (CO-05)	Scheduler

2026 SCHEDULERS AND OPERATIONS DIRECTORS CONFERENCE
Invitation List

Molly	Harrington	Office of Rep. Van Epps (TN-07)	Director of Operations
Maddi	Harris	Office of Rep. Fleischmann (TN-03)	Scheduler
Peyton	Harvey	Office of Rep. Mike Johnson	Director of Operations
Tyler	Hasenjaeger	Office of Rep. Hunt (TX-38)	Scheduler
Lindy	Hataway	Office of Rep. Letlow (LA-05)	Scheduler
Taylor	Hawkins	Office of Rep. Clyde (GA-09)	Scheduler
Andrew	Henthorn	Office of Rep. Latta (OH-05)	Scheduler
Nicholas	Herlevic	Office of Rep. Shreve (IN-06)	Scheduler
Grace	Herritage	Office of Rep. Bergman (MI-01)	Scheduler
Morgan	Hershey	Office of Speaker Johnson	Floor Assistant
Eleanor	Hester	Office of Rep. Joyce (OH-14)	Operations Director
Violet	Hibbard	Office of Rep. Schmidt (KS-02)	Scheduler
Jake	Hilkin	Office of Majority Leader Scalise	Member Services Director
Sydney	Hill	Office of Rep. Buchanan (FL-16)	Scheduler
Yvonne	Hillis	Office of Rep. Spartz (IN-05)	Deputy Chief of Staff/Scheduler
Kylie	Hinojosa	Committee on Oversight and Government Reform	Professional Staff Member/Administrative Clerk
Alexandra	Hopkins	Committee on Ways and Means	Operations Director
Hannah	Hughes	Office of Rep. Thompson (PA-15)	Scheduler
Lily	Hurt	Office of Rep. Onder (MO-03)	Operations Director
Hannah	Hussey	Office of Rep. Kustoff (TN-08)	Scheduler
Whitney	Hutson	Office of Rep. Rose (TN-06)	Director of Operations
Riley	Hycop	Committee on Small Business	Scheduler
Elizabeth	Inman	Office of Rep. Moolenaar (MI-02)	Scheduler
Emma	Isern	Committee on Budget	Scheduler
Madeline	Jackson	Office of Rep. Barr (KY-06)	Scheduler
Dylan	Jacobs	House Republican Conference	Member Services Coordinator
Alyssa	Jennings	Office of Rep. Baird (IN-04)	Operations Director
Meagan	Jennings	Office of Rep. Cline (VA-06)	Operations Director
Alyssa	Jin	Office of Rep. Arrington (TX-19)	Operations Director
William	Johnson	Office of Speaker Johnson	Special Advisor
Sofia	Jones	Committee on Agriculture	Member Services Director
Milka	Jurado	Office of Rep. Harrigan (NC-10)	Scheduler
Ashlyn	Kammerlocher	Office of Rep. Barrett (MI-07)	Scheduler
Niko	Keddy	Committee on Homeland Security	Deputy Member Services Director
Madeline	Kelley	Committee on Natural Resources	Member Services Director
Hannah	Kelly	Office of Rep. Gill (TX-26)	Scheduler
Alyson	Kerr	Office of Rep. Van Drew (NJ-02)	Scheduler
Jonathan	Kirk	Committee on Ways and Means	Clerk
Emily	Kuenster	Office of Rep. Wagner (MO-02)	Scheduler
Reece	Kugler	Office of Rep. Stutzman (IN-03)	Scheduler
Kelley	Kurtz	Office of Rep. Rogers (KY-05)	Scheduler
Denise	Lambert	Office of Rep. Burchett (TN-02)	Operations Director (TN)
Ashlyn	Landes	Office of Rep. Fuller (GA-14)	Scheduler
Jake	Landes	Office of Rep. Messmer (IN-08)	Scheduler
John	Lanning	Office of Speaker Johnson	Assistant Director of Member Services
Noah	Larsen	Office of Rep. Tenney (NY-24)	Operations Director
Ashley	Lebda	Office of Rep. Fong (CA-20)	Scheduler
Hollis	Lemunyon	Office of Rep. Mackenzie (PA-07)	Scheduler
Sally	Lindsay	Office of Rep. Issa (CA-48)	Scheduler
Lauren	Lloyd	Office of Rep. Grothman (WI-06)	Scheduler
Kaitlin	Makuski	Office of Speaker Johnson	Coalitions Coordinator
Lauren	Maroff	Office of Rep. Luna (FL-13)	Scheduler
Macy	Martin	Office of Rep. Fitzpatrick (PA-01)	Scheduler
Athena	McAllister	Office of Rep. Newhouse (WA-04)	Scheduler

2026 SCHEDULERS AND OPERATIONS DIRECTORS CONFERENCE

Invitation List

Kenadi	McCulloch	Office of Rep. Zinke (MT-01)	Scheduler
Evangeline	McLean	Committee on Judiciary	Clerk
Tyler	Micheletti	Committee on Transportation and Infrastructure	Operations Director
Nicolle	Miranda	Office of Rep. Wittman (VA-01)	Deputy Chief of Staff/Scheduler
Shelby	Mitchell	Office of Rep. Donalds (FL-19)	Scheduler
Gavin	Monk	Office of Rep. McCaul (TX-10)	Scheduler
Kristen	Monterroso	Committee on House Administration	Operations Director
Kyle	Mooney	Office of Rep. Nehls (TX-22)	Scheduler
Cameron	Morabito	Office of Rep. Mace (SC-01)	Director of Operations
Maia	Mots	Office of Rep. Miller (WV-01)	Scheduler
Vanessa	Mourad	Office of Rep. Bilirakis (FL-12)	Scheduler
Sophie	Moyer	Office of Rep. Smucker (PA-11)	Scheduler
Johannah	Murphy	Office of Rep. Calvert (CA-41)	Scheduler
Ryan	Murphy	Committee on Energy and Commerce	Member Services Director
Brianna	Nagle	Office of Rep. Houchin (IN-09)	Deputy Chief of Staff/Scheduler
Abby	Natoli	Office of Rep. Wied (WI-08)	Director of Operations
David	Nelson	Office of Rep. Reschenthaler (PA-14)	Deputy Chief of Staff/Scheduler
Madison	Newsom	Office of Rep. Ellzey (TX-06)	Scheduler
Reedy	Newton	Office of Rep. Fry (SC-07)	Operations Director
Efin	Newton	Office of Rep. Bean (FL-04)	Scheduler
Angela	Nguyen	Office of Rep. Carey (OH-15)	Scheduler
Carlos	Nunes	Office of Rep. Kiley (CA-03)	Scheduler
Anderson	Okoniewski	Office of Rep. Stefanik (NY-21)	Deputy Chief of Staff/Scheduler
Sabrina	Parker	Office of Rep. Cole (OK-04)	Deputy Chief of Staff/Scheduler
Zoe	Paulmeier	Office of Rep. Timmons (SC-04)	Scheduler
Maritza	Pereira	Office of Rep. Gimenez (FL-28)	Scheduler
Isabella	Persky	Office of Rep. Hudson (NC-09)	Scheduler
Sage	Peterson	Committee on Science, Space and Technology	Operations Director
Blake	Phillips	Office of Rep. Mann (KS-01)	Operations Director
Marie	Price	Office of Speaker Johnson	Advisor to the Chief of Staff
Lauren	Radford	Office of Rep. Simpson (ID-02)	Scheduler
Bernadette	Reilly	Office of Rep. Brecheen (OK-02)	Operations Director
Paula	Restrepo	Office of Rep. Valadao (CA-22)	Scheduler
Marshall	Richardson	Office of Rep. Self (TX-03)	Director of Operations
Shelbie	Rogers	Office of Majority Whip Emmer	Director of Operations
Jake	Ronan	House Republican Conference	Deputy Chief of Staff/Scheduler
Eva	Roros	Office of Rep. Taylor (OH-02)	Scheduler
Savannah	Russell	Office of Rep. Van Dyne (TX-24)	Press Secretary
Sydney	Russell	Office of Rep. Goldman (TX-12)	Scheduler
Savannah	Russell	Office of Rep. McClain (MI-09)	Scheduler
Katherine	Russo	Committee on Education and the Workforce	Member Services and Coalitions Director
Rachel	Salle	Office of Rep. Jack (GA-03)	Scheduler
Arvin	Salonga	Office of Rep. Moylan (GU-AL)	Scheduler
Mattie	Schmidt	Office of Rep. Amodei (NV-02)	Scheduler
Kalyn	Schroeder	Office of Rep. Obernolte (CA-23)	Operations Director
Ashlynn	Schultz	Office of Rep. Pfluger (TX-11)	Scheduler
Madison	Sedwick	Office of Rep. McCormick (GA-07)	Scheduler
Ellen	Seher	Office of Majority Leader Scalise	Scheduler
Howard	Senior	Office of Rep. Salazar (FL-27)	Operations Director
Nicole	Serravillo	Office of Rep. Garbarino (NY-02)	Operations Director
Elizabeth	Shavers	Office of Rep. Steube (FL-17)	Scheduler
Sophie	Shea	Committee on Financial Services	Member Services Coordinator
Kailyn	Sheehan	Office of Rep. Moore (WV-02)	Director of Operations
Curtis	Sheets	Office of Rep. Owens (UT-04)	Scheduler

2026 SCHEDULERS AND OPERATIONS DIRECTORS CONFERENCE

Invitation List

Abigail	Shepherd	Office of Rep. Baumgartner (WA-05)	Scheduler
McKenna	Simpson	Office of Rep. Edwards (NC-11)	Scheduler
Hannah	Singleton	Office of Rep. Norman (SC-05)	Operations Director
Darbey	Sinkler	Office of Rep. Luttrell (TX-08)	Scheduler
Savannah	Smallwood	Office of Rep. Yakym (IN-02)	Director of Operations
Brittany	Smith	Office of Speaker Johnson	Director of Scheduling and Operations
Ashley Jean	Smith	Office of Rep. Begich (AK-AL)	Director of Operations
Danny	Smith	Committee on Science, Space and Technology	Member Services Director
Glenn	Smith	Office of Rep. Lucas (OK-03)	Scheduler
Brock	Snyder	Committee on Judiciary	Clerk
Talya	Somers	Office of Rep. Sessions (TX-17)	Scheduler
Kristen	Sonderegger	Office of Rep. Kiggans (VA-02)	Scheduler
Melina	Spatharis	House Republican Conference	Executive Assistant to the Chief of Staff
Chase	Stephens	Office of Rep. Meuser (PA-09)	Scheduler
Austin	Stewart	Office of Rep. Flood (NE-01)	Scheduler
Stephanie	Stewart	Office of Rep. Huizenga (MI-04)	Scheduler
Sophia	Stewart	Office of Rep. Babin (TX-36)	Scheduler
Lucy	Stokes	Office of Rep. Allen (GA-12)	Scheduler
Kirk	Stone	Office of Rep. King-Hinds (MP-AL)	Scheduler
Jonathon	Sundet	Office of Rep. Dusty Johnson (SD-AL)	Scheduler
AJ	Swinson	Committee on Judiciary	Coalitions and Outreach Director
Molly	Sykes	Office of Rep. Mike Bost (IL-12)	Scheduler
Katharine	Tate	Office of Rep. Scott Franklin (FL-18)	Deputy Chief of Staff
Paulina	Tes	Office of Rep. Van Duyne (TX-24)	Scheduler
Reagan	Thompson	Office of Rep. Alford (MO-04)	Scheduler
Brenan Garrett	Tjelmeland	Committee on Appropriations	Operations Director
Sophia	Tomlinson	Office of Rep. Davidson (OH-08)	Scheduler
Sasha	Torrealba	Office of Rep. Bentz (OR-02)	Scheduler
Marcus	Towns	Committee on Appropriations	Member Services Director
Grace	Tricoli	Committee on Small Business	Member Services and Coalitions Director
Mary	Troutman	Office of Rep. Massie (KY-04)	Office Manager
Avery	Tucker	Office of Rep. Higgins (LA-03)	Operations Director
Hays	Turner	Office of Rep. McGuire (VA-05)	Scheduler
Amanda	Turner	Committee on Budget	Deputy Member Services Director
Jason	Tyler	Committee on Oversight and Government Reform	Clerk
Grace	Utz	Office of Rep. Bice (OK-05)	Scheduler
Ashley	Van Horne	Office of Rep. Dunn (FL-02)	Operations Director
Jackie	Van Slambrook	Office of Rep. Scott (GA-8)	Operations Director
Kim	VanderMeulen	Office of Rep. Rouzer (NC-07)	Scheduler
Jack	Vaughn	Office of Rep. Fischbach (MN-07)	Director of Operations
Ava	Verzani	Office of Rep. Lawler (NY-17)	Scheduler
Esmeralda	Villanueva	Office of Rep. Ogles (TN-05)	Director of Operations/Deputy Chief of Staff
Ann	Vogel	Committee on Education and Workforce	Director of Operations
Carsyn	Waldrop	Office of Rep. Strong (AL-05)	Scheduler
Liles	Wail	Office of Rep. Carter (GA-01)	Scheduler
Lindsay	Walton	Office of Rep. Knott (NC-13)	Director of Scheduling
Jamie	Wehling	Office of Rep. Hurd (CO-03)	Operations Director
Johanna	Wells	Office of Rep. Biggs (SC-03)	Scheduler
Sydney	Wendel	Office of Rep. Langworthy (NY-23)	Scheduler
John	Whitmore	Committee on Homeland Security	Coalitions Director/Operations Director
Sidney	Wier	Office of Rep. Lee (FL-15)	Scheduler
Carol	Wiest	Office of Rep. Perry (PA-10)	Scheduler
Joshua	Williams	Office of Rep. Smith (NJ-04)	Scheduler
Maura	Williams	Office of Rep. Johnson (SD-AL)	Scheduler

2026 SCHEDULERS AND OPERATIONS DIRECTORS CONFERENCE

Invitation List

Jackson	Willis	Office of Rep. Gooden (TX-05)	Scheduler
Henry	Wilson	Permanent Select Committee on Intelligence	Operations Director
Jordan	Wilson	Committee on House Administration	Director of Member Services, Modernization & Innovation
Sophie	Windisch	Office of Rep. Roy (TX-21)	Scheduler
Taryn	Woody	Committee on Armed Services	Member Services Director
Ella	Yates	Committee on Judiciary	Senior Adviser/External Affairs Director
Tom	Young	Office of Rep. Kennedy (UT-03)	Scheduler
Lindsey	Zarriello	Office of Rep. Ciscomani (AZ-06)	Scheduler
Ashley	Zecca	Office of Rep. Walberg (MI-05)	Scheduler
Cate	Zidar	Office of Rep. James (MI-10)	Scheduler

PRIMARY TRIP SPONSOR FORM ADDENDUM

Question 4: Provide names and titles of ALL House Members and employees you are inviting. For each House invitee, provide an explanation of why the individual was invited (include additional pages if necessary):

See attached invitation list. This Congressional Institute sponsored conference focuses on the important roles of Schedulers and Operations staff in congressional offices. Therefore, the invitation to this conference is being extended to schedulers, operations directors, and member services directors in House Republican personal offices, committee offices, and leadership offices, as well as any House staff who will present at the conference.

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 mission of the Congressional Institute {a 501(c)(4) nonprofit organization} is to provide information and educational resources, through conferences such as this one, that are designed to help Members of Congress and House staff best serve their constituents and perform their legislative and representational duties, and to promote public awareness of Congress and the legislative process.

This educational conference is designed for House staff serving in scheduling, operations, and/or similar roles in congressional offices. Specifically, it will feature outside experts and speakers who will discuss a variety of topics relevant to these positions and their unique duties, including among others, communications skills, House rules and procedures, operational best practices, and technology tools that can help improve efficiency and effectiveness inside their offices and in their individual positions.

The Congressional Institute is the sole organizer of this event and is solely responsible for organizing and funding the conference.



CONGRESSIONAL INSTITUTE

YOU'RE INVITED

2026 Schedulers Conference

Wednesday, August 12 - Thursday, August 13

Hyatt Regency Chesapeake Bay
Cambridge, Maryland

This invitation is non-transferable.

House Ethics strictly prohibits the solicitation of travel for you or anyone else.

If you are no longer with this office, no longer serving as Scheduler, or need to update your contact information, please contact us.

REGISTER NOW

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

DOWNLOAD ETHICS FORMS

ETHICS FORMS ARE DUE JULY 13, 2026.

Instructions: Complete the first two pages of the traveler form, attach a copy of this invitation and email to travel.requests@mail.house.gov.

If you think there is even a possibility you will attend, we suggest filing your travel forms with the Ethics Committee.
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.



2026 SCHEDULING AND OPERATIONS CONFERENCE

DRAFT AGENDA

DAY 1

The Congressional Institute welcomes you to this year's Scheduling and Operations Conference, grounded in our commitment to strengthen the institution by supporting those who serve within it.

Wednesday
August 12,
2026

9:00 am

BUSES DEPART CAPITOL HILL

S. Capitol Street
(Between
Rayburn &
Longworth)

**10:00 am -
5:00 pm**

CONFERENCE REGISTRATION

Attendees may arrive and check in at any time during this open registration period to receive event materials and credentials.

11:00 am

BUSES ARRIVE AT THE HYATT REGENCY CHESAPEAKE BAY

**12:30 pm -
2:00 pm**

KICKOFF & WELCOME

Brenda Becker, Chair, Congressional Institute Board of Directors

WORKING LUNCH: HIGH TECH, HIGH TOUCH: USING AI TO INCREASE EFFICIENCY WHILE STRENGTHENING THE OFFICE EXPERIENCE

This working lunch will explore how AI can be leveraged to create greater capacity and efficiency.

**2:15 pm -
3:15 pm**

AI WORKSHOPS

How to use/apply the tools.

**3:30 pm -
4:30 pm**

PROTOCOL: THE ART OF REPRESENTING YOUR DISTRICT WELL

This session will provide an overview of contemporary protocol that is essential for any congressional office.

**6:00 pm -
9:00 pm**

DINNER: CONNECT, LEARN AND GROW

Through facilitated small-group discussions focused on common challenges and lessons learned, attendees will exchange ideas and share best practices, leaving with practical insights they can apply in their offices.

DAY 2

Thursday,
August 13,
2026

7:00 am - 7:45 am	START YOUR DAY ON THE RIGHT FOOT! (optional) Walk the property along the Choptank River, meet your colleagues, and get your steps in before breakfast.
7:45 am - 8:45 am	BREAKFAST
9:00 am - 10:00 am	HOW TO TREAT TIME Attendees will leave with a renewed understanding of their responsibility as stewards of a Member's most valuable resource and the impact they have on the success of an office, the institution, and the people it serves.
10:00 am - 11:00 am	FILLING PRIORITIES, NOT CALENDARS: BUILDING A STRATEGIC SCHEDULE This session will explore how to build a strategic framework that can help guide decision-making.
11:30 am - 1:00 pm	WORKING LUNCH: PURPOSE, PERFORMANCE AND PRODUCTIVITY Panelists will share time management strategies to support long-term success.
1:15 pm - 2:15 pm	UNDERSTANDING THE ISSUES AND THE FLOOR: POLICY, PROCESS, AND PROCEDURE This session will provide an overview of key House floor procedures and processes.
2:15 pm - 3:15 pm	REWRITING YOUR ROLE: YOUR VOICE MATTERS This session will feature a panel discussion focused on strengthening communications skills.
3:30 pm	CONFERENCE CONCLUDES
4:00 pm	BUSES DEPART HOTEL
6:00 pm	BUSES ARRIVE AT CAPITOL HILL

S. Capitol Street

First Name	Last Name	Company Name	Title
Sydney	Aalbers Burns	Office of Rep. Carter (TX-31)	Scheduler
Sara Brooks	Adams	Office of Majority Leader Scallise	Deputy Operations Director
Jude	Al-Hmoud	Office of Rep. Hinson (IA-02)	Deputy Chief of Staff/Scheduler
Aidan	Aldridge	House Republican Conference	Member Services Coordinator
Megan	Ameri	Office of Rep. Wilson (SC-02)	Scheduler
Courtney	Anderson	Office of Rep. Van Orden (WI-03)	Deputy Chief of Staff/Scheduler
Shields	Armstrong	Office of Rep. Kelly (MS-01)	Scheduler
Sophie	Aulls	Office of Rep. Griffith (VA-09)	Scheduler
Zehra	Bakirdan	Office of Rep. LaHood (IL-16)	Scheduler
Amanda	Baldwin	Office of Rep. Moran (TX-01)	Chief of Staff/Scheduler
Shelly	Ballaish	Office of Rep. Mast (FL-21)	Scheduler
Jimmy	Ballard	Committee on Transportation and Infrastructure	Coalitions Director
Courtney	Ballenger	Office of Rep. Graves (MO-06)	Scheduler
Madeline	Baltz	Office of Rep. Moore (AL-01)	Scheduler
Emma	Banse	Office of Rep. Bacon (NE-02)	Scheduler
Channing	Barker	Office of Rep. DesJarlais (TN-04)	Scheduler
Zachery	Barnes	Office of Rep. Feenstra (IA-04)	Scheduler
Layne	Barnett	Office of Rep. Miller (IL-15)	Scheduler
Jennifer	Beil	Office of Rep. Guthrie (KY-02)	Scheduler
Marla	Bello	Office of Rep. De La Cruz (TX-15)	Scheduler
Noa	Benliah	Office of Rep. Miller-Meeks (IA-01)	Scheduler
Lili	Benzel	Office of Rep. Joyce (PA-13)	Scheduler
Emma	Bergstedt	Office of Rep. Moore (UT-01)	Scheduler
Savannah	Berryman	Office of Rep. Hill (AR-02)	Operations Director
Kiley	Bidelman	Committee on Judiciary	Chief Clerk
Meggle	Bland	Office of Rep. Miller-Meeks (IA-01)	Scheduler
Parker	Boggs	Office of Rep. Cammack (FL-03)	Operations Director
Genevieve	Bolsvert	Office of Rep. Fine (FL-06)	Scheduler
Erika	Bone	Office of Rep. Bost (IL-12)	Operations Director
Allison	Booth	Office of Rep. Womack (AR-03)	Scheduler
Debra	Boutwell	Office of Rep. Guest (MS-03)	Scheduler
Owen	Boyd	Office of Rep. Burlison (MO-07)	Scheduler
Ansley	Boylan	Committee on Energy & Commerce	Director of Operations
Eva	Brady	Office of Rep. Stoll (WI-01)	Scheduler
Madison	Bright	Office of Rep. Moore (NC-14)	Scheduler
Anna	Brock	Office of Rep. Smith (NE-03)	Scheduler
Carson	Brown	Office of Rep. Maloy (UT-02)	Scheduler
Sarah	Brown	Office of Rep. Biggs (AZ-05)	Scheduler
Rebecca	Brown	Committee on Natural Resources	Operations Director/Scheduler
Maddie	Bruno	Office of Rep. Schweikert (AZ-01)	Operations Director
Erinca	Bryant	Office of Rep. Fedorchak (ND-AL)	Deputy Chief of Staff/Scheduler
Tabeitha	Bryant	Office of Rep. Foxx (NC-05)	Scheduler
Jackie	Burke	Office of Majority Whip Emmer	Member Services Director
Elbia	Burnett	Office of Rep. Fulcher (ID-01)	Director of Operations/Scheduler
Courney	Butcher	Office of Speaker Johnson	Deputy Chief of Staff
Britney	Butler	Office of Rep. Stauber (MN-08)	Scheduler
Matthew	Cabiles	Office of Rep. Harshbarger (TN-01)	Scheduler
Alexis	Cagan	Office of Rep. Kelly (PA-16)	Scheduler
Christine	Callaghan	Office of Rep. Emmer (MN-06)	Scheduler

James	Capetanakis	Office of Rep. Malliotakis (NY-11)	Scheduler
Luke	Catanzaro	Office of Majority Leader Scalise	Membership Services Coordinator
Victoria	Cesaro	Office of Rep. Harris (MD-01)	Scheduler
Gracie	Chandler	Office of Rep. Patrons (FL-01)	Scheduler
Michelle	Chavez	Select Committee on China	Operations Director
Cooper	Cheetham	Office of Speaker Johnson	Operations Coordinator
Linette	Choi	Office of Rep. Kim (CA-40)	Deputy Chief of Staff/Scheduler
Riley	Clarke	Office of Rep. Mills (FL-07)	Scheduler
Mallory	Cogar	Committee on Oversight and Government Reform	Operations Director/Chief Clerk
Addison	Cole	Office of Rep. Palmer (AL-06)	Scheduler
Natasha	Coleman	Office of Rep. Balderson (OH-12)	Scheduler
Hannah	Cooke	Office of Rep. McDowell (NC-06)	Deputy Chief of Staff/Scheduler
Kathryn	Cornell	Office of Rep. Estes (KS-04)	Scheduler
Isabella	Goslik	Office of Rep. Jordan (OH-04)	Scheduler
Savannah	Coughlin	Office of Rep. Fitzgerald (WI-05)	Scheduler
Trayce	Cowgill	Office of Rep. Turner (OH-10)	Scheduler
Brian	Cress	Office of Speaker Johnson	Deputy Director of Member Services
Hannah	Crossman	Office of Rep. Fallon (TX-04)	Scheduler
Marjorie	Daily	Office of Rep. Hageman (WY-AL)	Scheduler
Carole Anne	Dankler	Office of Rep. Rutherford (FL-05)	Scheduler
Jeanie	Davidovich	Office of Rep. Evans (CO-08)	Deputy Chief of Staff/Scheduler
Kayla	Davidson	Office of Rep. Loudermilk (GA-11)	Scheduler
Maggie	Davis	Office of Rep. Jackson (TX-13)	Scheduler
Kaleigh	DeGeldere	Office of Speaker Johnson	Deputy Scheduling Director
Nancy	Dehlinger	Office of Rep. Radewagen (AS-AL)	Scheduler
Shelby	Despain	Office of Rep. Haridopolos (FL-08)	Deputy Chief of Staff/Scheduler
Ross	Dietrich	Office of Speaker Johnson	Cloakroom Floor Assistant
Kelmon	Dixon	Office of Rep. Lalota (NY-01)	Scheduler
Logan	Dobbins	Committee on Ways and Means	Member Services Coordinator
Cathy	Doherty	Office of Rep. Miller (OH-07)	Scheduler
Edie	Doman	Office of Rep. Bresnahan (PA-08)	Scheduler
Elizabeth	Donahoe	Office of Rep. Murphy (NC-03)	Scheduler
Kristen	Doran	Office of Rep. Kean (NJ-07)	Operations Director
Kate	Dreyer	Office of Rep. Rogers (AL-03)	Scheduler
Claire	Dufault	Committee on Foreign Affairs	Operations Director
Bailey	Edwards	Office of Rep. Harris (NC-08)	Scheduler
Greer	Ellender	Office of Majority Leader Scalise	Deputy Scheduler
Christopher	Erb	Committee on Rules	Operations Director
Alyssa	Erdel	House Republican Conference	Member Services Director
Braden	Erksa	Office of Majority Whip Emmer	Assistant to the Chief of Staff
Olivia	Fahrman	Office of Rep. Ezell (MS-04)	Operations Director
Aaron	Farris	Office of Rep. Finstad (MN-01)	Operations Director
Teresa	Fischer	Office of Rep. Tiffany (WI-07)	Scheduler
Max	Fitch	Office of Majority Whip Emmer	Deputy Member Services Director
Emma Lou	Ford	Office of Rep. Hern (OK-01)	Scheduler
Lauren	Forrest	Office of Rep. Crane (AZ-02)	Scheduler
Greer	Foster	Office of Rep. Cloud (TX-27)	Scheduler
Emma	Frayberg	Office of Rep. McClintock (CA-05)	Scheduler
Leah	Fuenzalida	Office of Rep. Adersholt (AL-04)	Scheduler
Brianna	Garcia	Office of Rep. Smith (MO-08)	Scheduler

Kelsey	Giorgio	Office of Rep. Hamadeh (AZ-08)	Scheduler
Riley	Gopora	Office of Rep. Weber (TX-14)	Operations Director
Steven	Gonzalez	Committee on Veterans Affairs	Member Services Director
Belen	Gregory	Office of Rep. Rulli (OH-06)	Operations Director
Elana	Grenet	Office of Rep. Diaz-Balart (FL-26)	Scheduler
Joshua	Guest	Office of Rep. Crenshaw (TX-02)	Scheduler
Ella	Gunn	Office of Speaker Johnson	Cloakroom Floor Director
Jillian	Haggerty	Office of Rep. Downing (MT-02)	Scheduler
McKenna	Hamilton	Office of Rep. Boebert (CO-04)	Scheduler
Courtney	Handey	Office of Rep. Crawford (AR-01)	Scheduler
Hannah	Harding	Office of Rep. Collins (GA-10)	Operations Director
Michelle	Harold	Office of Rep. Crank (CO-05)	Scheduler
Molly	Harrington	Office of Rep. Van Epps (TN-07)	Director of Operations
Maddi	Harris	Office of Rep. Fleischmann (TN-03)	Scheduler
Tyler	Hasenjaeger	Office of Rep. Hunt (TX-38)	Scheduler
Lindy	Hataway	Office of Rep. Letlow (LA-05)	Scheduler
Taylor	Hawkins	Office of Rep. Clyde (GA-09)	Scheduler
Andrew	Henthorn	Office of Rep. Latta (OH-05)	Scheduler
Nicholas	Herlevic	Office of Rep. Shreve (IN-06)	Scheduler
Grace	Hertlage	Office of Rep. Bergman (MI-01)	Scheduler
Morgan	Hershey	Office of Speaker Johnson	Floor Assistant
Eleanor	Hooster	Office of Rep. Joyce (OH-14)	Operations Director
Violet	Hibbard	Office of Rep. Schmidt (KS-02)	Scheduler
Jake	Hilkin	Office of Majority Leader Scalise	Member Services Director
Sydney	Hill	Office of Rep. Buchanan (FL-16)	Scheduler
Yvonne	Hillis	Office of Rep. Spartz (IN-05)	Deputy Chief of Staff/Scheduler
Kylie	Hinojosa	Committee on Oversight and Government Reform	Professional Staff Member/Administrative Clerk
Alexandra	Hopkins	Committee on Ways and Means	Operations Director
Hannah	Hughes	Office of Rep. Thompson (PA-15)	Scheduler
Lily	Hurt	Office of Rep. Oander (MO-03)	Operations Director
Hannah	Hussey	Office of Rep. Kustoff (TN-08)	Scheduler
Whitney	Hutson	Office of Rep. Rose (TN-06)	Director of Operations
Riley	Hyroop	Committee on Small Business	Scheduler
Elizabeth	Inman	Office of Rep. Moolenaar (MI-02)	Scheduler
Emma	Isern	Committee on Budget	Scheduler
Madeline	Jackson	Office of Rep. Barr (KY-06)	Scheduler
Dylan	Jacobs	House Republican Conference	Member Services Coordinator
Alyssa	Jennings	Office of Rep. Baird (IN-04)	Operations Director
Meagan	Jennings	Office of Rep. Cline (VA-06)	Scheduler
Alyssa	Jin	Office of Rep. Arrington (TX-19)	Operations Director
William	Johnson	Office of Speaker Johnson	Special Assistant
Sofia	Jones	Committee on Agriculture	Member Services Director
Milka	Jurado	Office of Rep. Harrigan (NC-10)	Scheduler
Ashlyn	Kammerjocher	Office of Rep. Barrett (MI-07)	Scheduler
Niko	Keddy	Committee on Homeland Security	Deputy Member Services Director
Madeline	Kelley	Committee on Natural Resources	Member Services Director
Hannah	Kelly	Office of Rep. Gill (TX-26)	Scheduler
Alyson	Kerr	Office of Rep. Van Drew (NJ-02)	Scheduler
Jonathan	Kirk	Committee on Ways and Means	Clerk
Emily	Kuenster	Office of Rep. Wagner (MO-02)	Scheduler

Kelley	Kurtz	Office of Rep. Rogers (KY-05)	Scheduler
Denise	Lambert	Office of Rep. Burchett (TN-02)	Operations Director (TN)
Jake	Landes	Office of Rep. Messmer (IN-08)	Scheduler
Ashlyn	Landes	Office of Rep. Fuller (GA-14)	Scheduler
John	Lanning	Office of Speaker Johnson	Assistant Director of Member Services
Noah	Larsen	Office of Rep. Tenney (NY-24)	Operations Director
Ashley	Lebda	Office of Rep. Fong (CA-20)	Scheduler
Hollis	Lemunyon	Office of Rep. Mackenzie (PA-D2)	Scheduler
Sally	Lindsay	Office of Rep. Issa (CA-48)	Scheduler
Lauren	Lloyd	Office of Rep. Grothman (WI-06)	Scheduler
Kaitlin	Makuski	Office of Speaker Johnson	Coalitions Coordinator
Lauren	Marolf	Office of Rep. Luna (FL-13)	Scheduler
Macy	Martin	Office of Rep. Fitzpatrick (PA-01)	Scheduler
Athens	McAlister	Office of Rep. Newhouse (WA-04)	Scheduler
Kenadi	McCulloch	Office of Rep. Zinke (MT-01)	Scheduler
Evangelina	McLean	Committee on Judiciary	Clerk
Tyler	Micheletti	Committee on Transportation and Infrastructure	Operations Director
Nicole	Miranda	Office of Rep. Wittman (VA-01)	Deputy Chief of Staff/Scheduler
Shelby	Mitchell	Office of Rep. Donalds (FL-19)	Scheduler
Quinn	Monk	Office of Rep. McCaul (TX-10)	Scheduler
Kristen	Monterosso	Committee on House Administration	Operations Director
Kyle	Mooney	Office of Rep. Nehls (TX-22)	Scheduler
Cameron	Morabito	Office of Rep. Mace (SC-01)	Director of Operations
Maiu	Mots	Office of Rep. Miller (WV-01)	Scheduler
Vanessa	Mourad	Office of Rep. Bilirakis (FL-12)	Scheduler
Sophie	Moyer	Office of Rep. Smucker (PA-11)	Scheduler
Johannah	Murphy	Office of Rep. Calvert (CA-41)	Scheduler
Ryan	Murphy	Committee on Energy and Commerce	Member Services Director
Brianna	Nagle	Office of Rep. Houchin (IN-09)	Deputy Chief of Staff/Scheduler
Abby	Natoli	Office of Rep. Wied (WI-08)	Director of Operations
David	Nelson	Office of Rep. Reschenthaler (PA-14)	Deputy Chief of Staff/Scheduler
Madison	Newsom	Office of Rep. Ellzey (TX-06)	Scheduler
Reedy	Newton	Office of Rep. Fry (SC-07)	Operations Director
Erin	Newton	Office of Rep. Bean (FL-04)	Scheduler
Angela	Nguyen	Office of Rep. Carey (OH-15)	Scheduler
Carlos	Nunes	Office of Rep. Kiley (CA-03)	Scheduler
Anderson	Okonlewski	Office of Rep. Stefanik (NY-21)	Deputy Chief of Staff/Scheduler
Sabrina	Parker	Office of Rep. Cole (OK-04)	Deputy Chief of Staff/Scheduler
Zoe	Paulmeier	Office of Rep. Timmons (SC-04)	Scheduler
Marilza	Pereira	Office of Rep. Gimenez (FL-28)	Scheduler
Isabella	Persky	Office of Rep. Hudson (NC-09)	Scheduler
Sage	Peterson	Committee on Science, Space and Technology	Operations Director
Blake	Phillips	Office of Rep. Mann (KS-01)	Operations Director
Marie	Price	Office of Speaker Johnson	Advisor to the Chief of Staff
Lauren	Radford	Office of Rep. Simpson (ID-02)	Scheduler
Bernadette	Railly	Office of Rep. Brecheen (OK-02)	Operations Director
Paula	Restrepo	Office of Rep. Valadao (CA-22)	Scheduler
Marshall	Richardson	Office of Rep. Self (TX-03)	Scheduler
Shelbie	Rogers	Office of Majority Whip Emmer	Director of Operations
Jake	Ronan	House Republican Conference	Deputy Chief of Staff/Scheduler

Eva	Roros	Office of Rep. Taylor (OH-02)	Scheduler
Joseph	Rosenwinkel	Office of Rep. Gonzales (TX-23)	Scheduler
Sydney	Russell	Office of Rep. Goldman (TX-12)	Scheduler
Savannah	Russell	Office of Rep. Van Duyne (TX-24)	Press Secretary
Savannah	Russell	Office of Rep. McClain (MI-09)	Scheduler
Katherine	Russo	Committee on Education and the Workforce	Member Services and Coalitions Director
Rachel	Salle	Office of Rep. Jack (GA-03)	Scheduler
Arvin	Saloriga	Office of Rep. Moylan (GU-AL)	Scheduler
Mattie	Schmidt	Office of Rep. Amodel (NV-02)	Scheduler
Kalyn	Schroeder	Office of Rep. Obermiller (CA-29)	Operations Director
Ashlynn	Schultz	Office of Rep. Pfluger (TX-11)	Scheduler
Madison	Bedwick	Office of Rep. McCormick (GA-07)	Scheduler
Ellen	Seher	Office of Majority Leader Scallise	Scheduler
Howard	Senior	Office of Rep. Salazar (FL-27)	Operations Director
Nicole	Serravillo	Office of Rep. Garbarino (NY-02)	Scheduler
Elizabeth	Shavers	Office of Rep. Steube (FL-17)	Scheduler
Sophie	Shea	Committee on Financial Services	Member Services Coordinator
Kailyn	Sheehan	Office of Rep. Moore (WV-02)	Director of Operations
Curtis	Sheets	Office of Rep. Owens (UT-04)	Scheduler
Abigail	Shepherd	Office of Rep. Baumgartner (WA-05)	Scheduler
McKenna	Simpson	Office of Rep. Edwards (NC-11)	Scheduler
Hannah	Singleton	Office of Rep. Norman (SC-05)	Operations Director
Darby	Sinkler	Office of Rep. Luttrell (TX-08)	Scheduler
Savannah	Smallwood	Office of Rep. Yarkin (IN-02)	Scheduler
Ashley Jean	Smith	Office of Rep. Begich (AK-AL)	Director of Operations
Glenn	Smith	Office of Rep. Lucas (OK-03)	Scheduler
Brittany	Smith	Office of Speaker Johnson	Scheduler
Danny	Smith	Committee on Science, Space and Technology	Member Services Director
Brook	Snyder	Committee on Judiciary	Clerk
Talya	Somers	Office of Rep. Sessions (TX-17)	Scheduler
Kristen	Sonderegger	Office of Rep. Kiggans (VA-02)	Scheduler
Melina	Spotharis	House Republican Conference	Executive Assistant to the Chief of Staff
Chase	Stephens	Office of Rep. Meuser (PA-09)	Scheduler
Sophia	Stewart	Office of Rep. Babin (TX-36)	Scheduler
Austin	Stewart	Office of Rep. Flood (NE-01)	Scheduler
Stephanie	Stewart	Office of Rep. Huelsenga (MI-04)	Scheduler
Lucy	Stokes	Office of Rep. Allen (GA-12)	Scheduler
Kirk	Stone	Office of Rep. King-Hinds (MP-AL)	Scheduler
AJ	Swinson	Committee on Judiciary	Coalitions and Outreach Director
Katharine	Tate	Office of Rep. Franklin (FL-18)	Deputy Chief of Staff/Scheduler
Paulina	Tes	Office of Rep. Van Duyne (TX-24)	Scheduler
Reagan	Thompson	Office of Rep. Alford (MO-04)	Scheduler
Brenan Garrett	Tjelmeland	Committee on Appropriations	Operations Director
Sophia	Tomlinson	Office of Rep. Davidson (OH-08)	Scheduler
Sasha	Torrealba	Office of Rep. Bentz (OR-02)	Scheduler
Marcus	Towns	Committee on Appropriations	Member Services Director
Grace	Tricoli	Committee on Small Business	Member Services and Coalitions Director
Mary	Trounman	Office of Rep. Massie (KY-04)	Scheduler
Avery	Tucker	Office of Rep. Higgins (LA-03)	Scheduler
Hays	Turner	Office of Rep. McGuire (VA-05)	Scheduler

Amanda	Turner	Committee on Budget	Deputy Member Services Director
Jasph	Tyler	Committee on Oversight and Government Reform	Clerk
Grace	Utz	Office of Rep. Bice (OK-05)	Scheduler
Ashley	Van Horn	Office of Rep. Dunn (FL-02)	Operations Director
Jackie	Van Slambrook	Office of Rep. Scott (GA-8)	Operations Director
Kim	VanderMeulen	Office of Rep. Rouzer (NC-07)	Scheduler
Jack	Vaughn	Office of Rep. Fischbach (MN-07)	Scheduler
Ava	Verzani	Office of Rep. Lawler (NY-17)	Scheduler
Esmeralda	Villanueva	Office of Rep. Ogles (TN-05)	Scheduler
Ann	Vogel	Committee on Education and Workforce	Director of Operations
Carsyn	Waldrop	Office of Rep. Strong (AL-05)	Scheduler
Liles	Wall	Office of Rep. Carter (GA-01)	Scheduler
Lindsay	Walton	Office of Rep. Knott (NC-13)	Scheduler
Jamie	Wohling	Office of Rep. Hurd (CO-03)	Operations Director
Johanna	Wells	Office of Rep. Biggs (SC-03)	Scheduler
Amy	Wells	Office of Rep. Stutzman (IN-03)	Scheduler
Sydney	Wendel	Office of Rep. Langworthy (NY-23)	Scheduler
John	Whitmore	Committee on Homeland Security	Coalitions Director/Operations Director
Sidney	Wier	Office of Rep. Lee (FL-15)	Scheduler
Carol	Wiest	Office of Rep. Perry (PA-10)	Scheduler
Maura	Williams	Office of Rep. Johnson (SD-AL)	Scheduler
Joshua	Williams	Office of Rep. Smith (NJ-04)	Scheduler
Jackson	Willis	Office of Rep. Gooden (TX-05)	Scheduler
Henry	Wilson	Permanent Select Committee on Intelligence	Operations Director
Jordan	Wilson	Committee on House Administration	Director of Member Services, Modernization & Innovation
Sophie	Windisch	Office of Rep. Roy (TX-21)	Scheduler
Taryn	Woody	Committee on Armed Services	Member Services Director
Ella	Yates	Committee on Judiciary	Senior Adviser/External Affairs Director
Tom	Young	Office of Rep. Kennedy (UT-03)	Scheduler
Lindsey	Zarriello	Office of Rep. Ciscomani (AZ-06)	Scheduler
Ashley	Zecca	Office of Rep. Walberg (MI-05)	Scheduler
Cate	Zidar	Office of Rep. James (MI-10)	Scheduler

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Courtney Butcher
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Congressional Institute
3. City and State **OR** Foreign Country of Travel: Cambridge, MD
4. a. Date of Departure: August 12, 2026 Date of Return: August 13, 2026
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 Deputy Chief of Staff for the Speaker of the House, this conference will be very important to learn more about time management, strategic scheduling, and better understanding congressional districts as they pertain to the work in DC.
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: 7.10.26



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: Courtney Butcher
2. a. Name of Accompanying Relative: _____ **OR** ☐ None
b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
3. a. Dates: Departure: August 10, 2026 Return: August 12, 2026
b. Dates at Personal Expense, if any: _____ **OR** ☐ None
4. Departure City: Washington, DC Destination: Cambridge, MD Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Congressional Institute
6. Describe Meetings and Events Attended: The meetings and events focused on learning how to better manage a team, communicating across demographics and translating ideas to legislation.
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 had flight issues getting into IAD on Monday, August 10 so did not arrive to the hotel until after midnight, causing me to miss the sessions on Monday.

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

Signature of Traveler: _____

Date: _____

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: _____

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: Congressional Institute
2. Travel Destination(s): Cambridge, MD
3. Date of Departure: August 10, 2026 Date of Return: August 12, 2026
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	n/a	\$419.96	\$237.70	\$487.74 - 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: Brenda Z. Becker Date: August 21, 2026

Name: Brenda Becker Title: Chair

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.



2026 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE

AGENDA

DAY 1

The Congressional Institute welcomes you to this year's Legislative and Communications Directors Conference, grounded in our commitment to strengthening the institution by supporting those who serve within it. Our discussions on strategy, policy, and the evolving media landscape will help Legislative and Communications Directors better serve Members of Congress, their constituents, and the American people.

Monday,
August 10,
2026

9:30 am	BUSES DEPART CAPITOL HILL	S. Capitol Street (Between Rayburn & Longworth)
11:00 am – 12:15 pm	WELCOME LUNCHEON	Choptank Ballroom
11:00 am – 5:00 pm	CONFERENCE REGISTRATION	Chesapeake Foyer
11:30 am	BUSES ARRIVE AT THE HYATT REGENCY CHESAPEAKE BAY	Conference Center Entrance (Lower Level)
12:30 pm – 2:00 pm	WELCOME REMARKS Dan Meyer , Congressional Institute Board of Directors HOW IDEAS WIN: THE NEW SCIENCE OF POLICY, COMMUNICATIONS AND COALITION BUILDING David Chavern , President and CEO, American Council of Life Insurers, ACLI Marty Reiser , Partner, S-3 Group Former Policy Director, Office of then-Republican Whip Steve Scalise Summer Johnson , Public Affairs Advisor, Moderator	Chesapeake Ballroom
2:00 pm – 3:00 pm	AI TRAINING SESSION – OpenAI, ChatGPT Laura Keenan , Open AI Meghan Dorn , OpenAI, Moderator	Chesapeake Ballroom

3:00 pm – 4:00 pm	AI TRAINING SESSION – Google, Gemini Macaulay Porter, Google Carly Eason, Google, Moderator	Chesapeake Ballroom
4:00 pm – 5:00 pm	AI TRAINING SESSION – Anthropic, Claude Jessie Brown, Anthropic Mary Croghan, Anthropic, Moderator	Chesapeake Ballroom
5:00 pm – 6:00 pm	BREAK As a reminder, while participating in privately sponsored travel, you may not use this time for official meetings, agenda-setting activities, or campaign-related work. You may check email or briefly communicate with your office as needed.	
6:00 pm – 9:00 pm	DINNER	Regatta Pavilion

DAY 2

Tuesday,
August 11, 2026

7:45 am – 8:45 am	BREAKFAST	Water's Edge Grill
9:00 am – 10:30 am	CLARITY ALWAYS WINS: HOW UNDERSTANDABLE IDEAS BECOME INFLUENTIAL A CONVERSATION WITH NICHOLAS JOHNSTON FEATURING A SMART BREVITY DEMONSTRATION Nicholas Johnston, Publisher, Axios Summer Johnson, Public Affairs Advisor, Moderator	Chesapeake Ballroom
10:30 am – 11:45 am	THE STRATEGIC MINDSET: LEADING WITH INTENTION IN A REACTIVE WORLD Jamie Jones Miller, Dean and CEO, Northeastern University, Arlington Campus Former House Chief of Staff Dan Meyer, Congressional Institute Board of Directors, Moderator	Chesapeake Ballroom
12:00 pm – 1:15 pm	LUNCH	Chesapeake Ballroom
	<u>COMMUNICATIONS DIRECTORS PROGRAMMING</u>	
1:30 pm – 2:30 pm	WHERE ATTENTION LIVES: REACHING PEOPLE FROM THE DISTRICT TO THE NATIONAL STAGE Joby Fortson, Senior Vice President, Government Relations and Public Policy, Nielsen Carly Eason, Strategic Partner Manager, YouTube Arpit Patel, Partner Manager, Meta Summer Johnson, Public Affairs Advisor, Moderator	Chesapeake Ballroom

2:30 pm – 3:30 pm	STOP REACTING. START LEADING. Summer Johnson , Public Affairs Advisor	Chesapeake Ballroom
3:30 pm – 4:30 pm	DON'T CHASE THE NEWS. MAKE THE NEWS. Elizabeth Elkind , Reporter, Fox News Digital Dan Ronayne , Senior Vice President, Touchdown Strategies Summer Johnson , Public Affairs Advisor, Moderator	Chesapeake Ballroom
4:30 pm – 5:30 pm	EARNING TRUST IN THE ATTENTION AGE Kristen Soltis Anderson , Echelon Insights Author of <i>The Selfie Vote</i> Ken Spain , CEO, Narrative Strategies Summer Johnson , Public Affairs Advisor, Moderator	Chesapeake Ballroom

LEGISLATIVE DIRECTORS PROGRAMMING

1:30 pm – 2:30 pm	ARTICLE I: THE FIRST BRANCH Matthew Spalding , Vice President of Washington Operations and Dean of the Van Andel Graduate School of Government, Hillsdale College Dan Ziegler , Principal, Williams & Jensen Former Policy Director, Office of Speaker Mike Johnson Dan Meyer , Congressional Institute Board of Directors, Moderator	Choptank Ballroom
2:30 pm – 3:30 pm	THE PEOPLE'S CHAMBER: HOW THE HOUSE ACTUALLY WORKS Tom Wickham , Vice President and Managing Director of Government Affairs, U.S. Chamber of Commerce Former Parliamentarian of the House of Representatives Kyle Nevins , Partner, Harbinger Strategies Former Deputy Chief of Staff, Office of then-Majority Leader Eric Cantor Ben Howard , Partner, Duberstein Group Former Deputy Assistant to the President for Legislative Affairs, Donald J. Trump Administration Former Director of Floor Operations, Office of then-Majority Whip Steve Scalise, Moderator	Choptank Ballroom
3:30 pm – 4:30 pm	BEYOND GOOD POLICY: WHAT MOVES IN CONGRESS Ben Howard , Partner, Duberstein Group Former Deputy Assistant to the President for Legislative Affairs, Donald J. Trump Administration Former Director of Floor Operations, Office of then-Majority Whip Steve Scalise Marty Reiser , Principal, S-3 Group Former Policy Director, Office of then-Republican Whip Steve Scalise Adam Howard , Vice President of Cyber Policy, Twenty Technologies, Inc. Former Staff Director, House Permanent Select Committee on Intelligence, Moderator	Choptank Ballroom

4:30 pm –
5:30 pm

**OVERSIGHT: SERVING CONSTITUENTS.
SHAPING POLICY**

Mitch Benzine, Senior Associate, Eversheds Sutherland |
Former General Counsel, House Committee on Oversight
and Government Reform

Kim Hamm, Partner, Morrison Foerster | Former General
Counsel, Office of then-Speaker Kevin McCarthy

Meg McGaughey, Senior Director of Federal Government
Affairs, FanDuel Inc, | Former General Counsel, Office of
Majority Leader Steve Scalise, Moderator

Choptank
Ballroom

6:00 pm –
9:00 pm

DINNER

Crescent Pool

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 Choptank Ballroom.

Wednesday,
August 12, 2026

7:45 am –
8:45 am

BREAKFAST

Chesapeake
Ballroom

8:45 am –
10:00 am

**THE LEADER YOU ARE BECOMING: THE
JOURNEY OF LEADERSHIP**

A CONVERSATION WITH DEE ANN TURNER

Dee Ann Turner, Dee Ann Turner & Assoc. | Former Vice
President, Talent, Chick-fil-A

Jackie Bossman, Deputy Chief of Staff and Legislative
Director, Office of the Representative Zach Nunn,
Moderator

Chesapeake
Ballroom

10:00 am –
11:00 am

**GOING BACK TO THE BEGINNING TO LEAD THE
NATION FORWARD: AMERICA AT 250**

A CONVERSATION WITH JONATHAN TURLEY

Jonathan Turley, Shapiro Professor of Public Interest Law,
George Washington University Law School | Author of *Rage
and the Republic: The Unfinished Story of the American
Revolution*

Chris Jaarda, Partner, Holland and Knight | Former Senior
Policy Advisor and Counsel, Office of Speaker Mike Johnson
| Former Senate Legislative Director, Moderator

Chesapeake
Ballroom

11:00 am

CONFERENCE CONCLUDES

11:30 am

BUSES DEPART HOTEL

Conference
Center
Entrance
(Lower Level)

2:00 pm

BUSES ARRIVE AT CAPITOL HILL

S. Capitol Street

2026 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE

Participant List

First Name	Last Name	Company Name	Title
Tim	Achinger	Office of Rep. Patronis (FL-01)	Legislative Director
Aidan	Aldridge	House Republican Conference	Member Services Coordinator
Juan	Ayala	Office of Rep. Newhouse (WA-04)	Communications Director
Nathan	Barker	Office of Rep. Crawford (AR-01)	Legislative Director
Edgar	Barrios	Office of Speaker Johnson	Rapid Response Director
Austin	Becera	Office of Rep. Babin (TX-36)	Legislative Director
Shawn	Bengali	Office of Rep. Arrington (TX-19)	Legislative Director
Jason	Berardo	Office of Rep. Turner (OH-10)	Legislative Director
Keegan	Bittner	Office of Rep. Downing (MT-02)	Communications Director
Clint	Blaes	Office of Rep. Schmidt (KS-02)	Legislative Director
Summer	Blevins	Office of Rep. Billakis (FL-12)	Deputy Chief of Staff/Press Secretary
Jackie	Bossman	Office of Rep. Nunn (IA-03)	Deputy Chief of Staff/LD
Lacey	Bowersox	Office of Rep. Bost (IL-12)	Legislative Director
Nicholas	Boyd	Office of Majority Whip Emmer	Deputy Press Secretary
Danny	Brescia	Office of Rep. Grothman (WI-06)	Legislative Director
Annie	Brody	Office of Majority Whip Emmer	Downtown Coalitions Director
Kate	Bryan	Office of Rep. Brecheen (OK-02)	Communications Director
Joe	Buccino	Office of Rep. McClain (MI-09)	Communications Director
Jackie	Burke	Office of Majority Whip Emmer	Member Services Director
Courtney	Butcher	Office of Speaker Johnson	Deputy Chief of Staff
John	Castillo	Office of Rep. McGuire (VA-05)	Legislative Director
Luke	Catanzaro	Office of Majority Leader Scalise	Membership Services Coordinator
Connor	Chapinski	Office of Rep. Obermole (CA-23)	Communications Director
Lucy	Cox	Office of Majority Leader Scalise	Press Assistant
Hayden	Crawford	Office of Rep. Weber (TX-14)	Legislative Director
Meagan	Daly	Office of Rep. Finstad (MN-01)	Legislative Director
Alec	Daman	Office of Rep. Huizenga (MI-04)	Legislative Director
Owen	Dankworth	Office of Rep. Elzey (TX-06)	Legislative Director
Alexandra	Davis	Office of Rep. Pfleger (TX-11)	Legislative Director
Mike	DeFilippis	Office of Rep. Hurd (CO-03)	Legislative Director
Kaleigh	DeGeldere	Office of Speaker Johnson	Deputy Scheduling Director
Stephanie	DeMarco	Office of Rep. Lee (FL-15)	Legislative Director
Michael	Donatello	Office of Rep. Stell (WI-01)	Communications Director
Anne	Earthman	Office of Majority Leader Scalise	Deputy Press Secretary
Alyssa	Erdei	House Republican Conference	Deputy Chief of Staff
Travis	Evans	Office of Rep. Hill (AR-02)	Communications Director
Leigh Ann	Fairley	Office of Rep. Hudson (NC-09)	Legislative Director
Anthony	Fakhoury	Office of Rep. Miller-Meeks (IA-01)	Communications Director
Alex	Fink	Office of Rep. Mackenzie (PA-07)	Deputy Chief/Legislative Director
Mark	Fogelson	Office of Rep. Shreve (IN-06)	Press Secretary
Sally	Fox	Office of Majority Whip Emmer	Communications Director
Caroline	French	Office of Rep. Rouzer (NC-07)	Communications Director
Teagan	Gambert	Office of Rep. Smith (NJ-04)	Communications Director
Andrew	Godfrey	Office of Majority Leader Scalise	Floor Assistant
Abby	Goins	Office of Rep. Smith (NE-03)	Legislative Director
AJ	Gonzalez	Office of Rep. Cloud (TX-27)	Communications Director
Abigail	Gost	Office of Rep. Wittman (VA-01)	Communications Director

2026 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE

Participant List

Riley	Hambrick	Office of Rep. Dunn (FL-02)	Legislative Director
Caroline	Hamilton	Office of Rep. Moore (UT-01)	Communications Director
Nathan	Hampson	Office of Rep. Fong (CA-20)	Communications Director
Taylor	Haulsee	Office of Speaker Johnson	Deputy Communications Director
Ryan	Hein	Office of Rep. Mills (FL-07)	Legislative Director
Bryson	Henriott	Office of Majority Leader Scallise	Senior Floor Assistant
Allie	Herring	Committee on Agriculture	Communications Director
Danny	Hess	Office of Rep. Steil (WI-01)	Legislative Director
Cassie Rae	Higdon	House Republican Conference	Speechwriter
Emma	Hoffschneider	Office of Rep. Smith (NE-03)	Communications Director
Alyssa	Holguin	Office of Rep. Harris (NC-08)	Legislative Director
Peyton	Holliday	Office of Rep. Guest (MS-03)	Communications Director
Jeb	Haupt	Office of Rep. Walberg (MI-05)	Legislative Director
Quentin	Hout	Office of Majority Leader Scallise	Policy Advisor
Jackie	Hunley	Office of Rep. McDowell (NC-06)	Legislative Director
Kendall	Ivy	Office of Rep. Williams (TX-25)	Legislative Director
William	Johnson	Office of Speaker Johnson	Special Advisor
Ross	Johnston	Office of Rep. Kustoff (TN-08)	Legislative Director
Will	Judson	Office of Rep. Moran (TX-01)	Communications Director
Elizabeth	Kalmbach	Office of Speaker Johnson	Press Secretary
Hannah	King	Office of Rep. Murphy (NC-03)	Legislative Director
Riley	King	Office of Rep. Hurd (CO-03)	Communications Director
Erik	Kinney	House Republican Conference	Policy Director
Brooke	Kramer	Office of Rep. Lucas (OK-03)	Legislative Director
Jason	Kroitor	Office of Rep. Rose (TN-06)	Legislative Director
Jackson	Krug	Office of Rep. Griffith (VA-09)	Communications Director
John	Lanning	Office of Speaker Johnson	Assistant Director of Member Services
Raymond	Lehman	House Republican Conference	Communications Advisor
Jack	Lincoln	Office of Rep. Calvert (CA-41)	Legislative Director
Jenny	Luepke	Office of Rep. Finstad (MN-01)	Communications Director
Roberto	Lugones	Office of Rep. Gimenez (FL-28)	Communications Director/Foreign Policy Advisor
Sophie	Lyzek	Office of Rep. Norman (SC-05)	Communications Director
Troy	MacMullan	Office of Rep. Hageman (WY-AL)	Legislative Director/Deputy Chief of Staff
Sydney	Mangot	Office of Rep. Grothman (WI-06)	Communications Director
Kaitlin	Makuski	Office of Speaker Johnson	Coalitions Coordinator
Andrew	Maloney	Office of Rep. Wittman (VA-01)	Legislative Director
Nicole	Manley	Office of Rep. Cline (VA-06)	Legislative Director
Annie	McCarthy	Office of Rep. Garbarino (NY-02)	Communications Director
Ian	McDonald	Office of Rep. Spartz (IN-05)	Legislative Director
Josie	McLaurin	Office of Rep. Newhouse (WA-04)	Legislative Director
Bryan	McVae	Office of Rep. Foxx (NC-05)	Legislative Director
Connor	Mills	Office of Rep. Carter (GA-01)	Legislative Director
Ty	Mills	Office of Speaker Johnson	Cloakroom Floor Assistant
Ben	Monticello	Office of Rep. LaHood (IL-16)	Legislative Director
Ashley	Mott	Office of Majority Whip Emmer	National Security Advisor
Jackson	Mountain	Office of Rep. Goldman (TX-12)	Legislative Director
Jason	Moyer	Office of Rep. Wesley Hunt (TX-38)	Legislative Director
Griffin	Neal	Office of Speaker Johnson	Press Secretary

2026 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE

Participant List

Mary	O'Hara	Office of Rep. LaLota (NY-01)	Communications Director
Tim	O'Neill	Office of Rep. McClintock (CA-05)	Legislative Director
Patrick	Paolini	Office of Rep. Obernolte (CA-23)	Legislative Director
John	Pirros	Office of Rep. Kiley (CA-03)	Communications Director
Madelynn	Propp	Office of Rep. Cline (R-VA)	Communications Director
Eleanor	Railsback	Office of Rep. Houchin (IN-09)	Communications Director
Semaj	Redd	Office of Rep. Kelly (MS-01)	Legislative Director
Christian	Rehder	Office of Rep. Smith (MO-08)	Communications Director
Milton	Robinson	Office of Rep. Guest (MS-03)	Legislative Director
Rebekah	Rodriguez	Office of Rep. Moore (UT-01)	Legislative Director
Symphony	Rojas	Office of Rep. Weber (TX-14)	Communications Director
Kerry	Rom	Office of Rep. Scalise (LA-01)	Communications Director
Savannah	Russell	Office of Rep. Van Duyne (TX-24)	Press Secretary
William	Salmon	Office of Rep. Messmer (IN-08)	Legislative Director
Isabela	Schandlbauer	Office of Rep. Knott (NC-13)	Communications Director
Bryce	Segat	Office of Rep. Gooden (TX-05)	Communications Director
Zev	Siegfeld	Office of Rep. Tenney (NY-24)	Legislative Director
Stanley	Skocki	Office of Rep. Latta (OH-05)	Legislative Director
Brittany	Slaughter	Office of Rep. McGuire (VA-05)	Communications Director
Trevor	Smith	Office of Rep. Fong (CA-20)	Legislative Director
Brittany	Smith	Office of Speaker Johnson	Director of Scheduling and Operations
MK	Sowers	Office of Rep. Garbarino (NY-02)	Legislative Director
Reece	Stallman	Office of Rep. Fischbach (MN-07)	Press Secretary
Chase	Starr	Office of Rep. Clyde (GA-09)	Legislative Director
Callie	Strock	Office of Speaker Johnson	Deputy Communications Director for Strategy & Message
Melissa	Tarte	Office of Rep. Franklin (FL-18)	Communications Director
Katiana	Taubenberger	Office of Rep. Rutherford (FL-05)	Communications Director
Sarah	Tomasetti	Office of Rep. Womack (AR-03)	Communications Director
Jeff	Tomkowitz	Office of Rep. Feenstra (IA-04)	Legislative Director
Grace	VanDeGrift	Office of Rep. Womack (AR-03)	Legislative Director
Jonathan	Vecchi	Office of Rep. Bilirakis (FL-12)	Legislative Director/Deputy Chief of Staff
Katherine	Vittone	Office of Rep. Lee (FL-15)	Communications Director
Bubba	White	Office of Rep. Rouzer (NC-07)	Legislative Director
Harrison	Wilkinson	Office of Rep. Fleischmann (TN-03)	Communications Director
Ashley	Will	Office of Rep. Patronis (FL-01)	Communications Director
Brayden	Woods	Office of Rep. Van Duyne (TX-24)	Legislative Director
Julianne	Young	Office of Rep. Norman (SC-05)	Legislative Director

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 10, 2026 Date of Return: August 12, 2026

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- \$89, Day 2 - \$118.80, 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: \$210

Reason(s) for Selecting: proximity to DC, availability & 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:**

☐ Actual Amounts ☒ Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee	\$84.37	\$420	\$243.80
For each Accompanying Family Member	\$84.37	n/a	\$243.80

	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	\$471.28	Room Rental
For each Accompanying Family Member	\$471.28	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: Brenda Z. Becker Date: June 24, 2026
Name: Brenda Becker Title: Chair
Organization: Congressional Institute
Address: 1700 Diagonal Road #300, Alexandria, VA 22314
Email: amym@conginst.org Telephone: 703-837-8812

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

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, policy directors and senior communications staffers in committee offices, and policy and communications staff in leadership offices, as well as any House staff who will present at the conference.

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 mission of the Congressional Institute (a 501(c)(4) nonprofit organization) is to provide information and educational resources, through conferences such as this one, that are designed to help Members of Congress and House staff best serve their constituents and perform their legislative and representational duties, and to promote public awareness of Congress and the legislative process.

This educational conference is designed for Legislative Directors, Communications Directors, and those serving in similar positions in committees and leadership. Specifically, it will feature outside experts and speakers who will present on a variety of topics relevant to these staff positions and their unique duties, including among others, management techniques, leadership skills, communications strategies, the important role of Article I in our constitutional structure, House rules and procedures, and technology tools to help improve operational efficiency and effectiveness inside their offices and in their positions.

The Congressional Institute is the sole organizer of this event and is solely responsible for organizing and funding the conference.



YOU'RE INVITED

2026 Legislative and Communications Directors Conference

Monday, August 10 - Wednesday, August 12

Hyatt Regency Chesapeake Bay
Cambridge, Maryland

This invitation is non-transferable.

House Ethics strictly prohibits the [solicitation of travel](#) for you or anyone else.

If you are no longer with this office, no longer serving as Legislative Director or Communications Director, or need to update your contact information, please [contact us](#).

REGISTER NOW

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

DOWNLOAD ETHICS FORMS

ETHICS FORMS ARE DUE JULY 13, 2026.

Instructions: Complete the first two pages of the traveler form, attach a copy of this invitation and email to travel.requests@mail.house.gov.

If you think there is even a possibility you will attend,
we suggest filing your travel forms with the Ethics Committee.
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.



2026 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE

DRAFT AGENDA

DAY 1

The Congressional Institute welcomes you to this year's Legislative and Communications Directors Conference, grounded in our commitment to strengthening the institution by supporting those who serve within it. The conference will provide information and best practices through discussions with outside speakers and experts on topics including leadership, management, communications strategies, and policy to help staff best serve Members of Congress, their constituents, and the American people.

Monday,
August 10, 2026

10:00 am	BUSES DEPART CAPITOL HILL	S. Capitol Street (Between Rayburn & Longworth)
11:00 am- 5:00 pm	CONFERENCE REGISTRATION <i>Attendees may arrive and check in at any time during this open registration period to receive event materials and credentials.</i>	
12:00 pm	BUSES ARRIVE AT THE HYATT REGENCY CHESAPEAKE BAY	
12:30 pm – 2:30 pm	CONGRESS CONNECTED: RESOURCE FAIR	
2:30 pm – 3:30 pm	AI WORKSHOPS <i>Attendees will learn about specific AI tools and potential applications in their work.</i>	
3:45 pm – 4:45 pm	AI WORKSHOPS <i>Attendees will learn about specific AI tools and potential applications in their work.</i>	
6:00 pm – 9:00 pm	DINNER	

DAY 2

Tuesday,
August 11, 2026

7:45 am – 8:45 am **BREAKFAST**

9:00 am – 10:30 am **WELCOME AND CONFERENCE KICK-OFF**
Brenda Becker, Chair, Congressional Institute Board of Directors

LEADING IN THE ATTENTION AGE; HOW POLICY, TRUST, AND COMMUNICATION BREAK THROUGH

This session will feature a keynote speaker who will provide attendees with insights into what resonates with today's audiences and how congressional offices can effectively connect ideas, messaging, and impact.

10:30 am – 11:30 am **THE SKILLS THAT MATTER MOST: MANAGING UP, MANAGING ACROSS AND MANAGING A TEAM**
Panel discussion on best practices for team management and effective leadership.

11:45 pm – 1:00 pm **LUNCH**

COMMUNICATIONS DIRECTORS PROGRAMING

1:30 pm – 2:30 pm **WHERE ATTENTION LIVES: REACHING PEOPLE FROM THE DISTRICT TO THE NATIONAL STAGE**
This panel discussion will examine how Americans consume information today, how it differs across various age groups, geographic regions, and communities, and what Communications Directors should be paying attention to as they develop communications strategies.

2:30 pm – 3:30 pm **STOP REACTING, START LEADING**
This session will explore how to build and execute a modern communications plan that drives audience growth, amplifies key messages, and aligns with office priorities.

3:30 pm – 4:30 pm **DON'T CHASE THE NEWS. MAKE THE NEWS.**
This session will explore how information moves through newsrooms, podcasts, newsletters, social media, and digital platforms, and how that momentum translates into coverage, interviews, appearances, and audience growth.

4:30 pm – 5:30 pm **EARNING TRUST IN THE INFORMATION AGE**
This panel discussion will focus on how to build trust and constituent engagement in an era of increasing media content, information skepticism, and competing voices and platforms.

LEGISLATIVE DIRECTORS PROGRAMMING

1:30 pm – 2:30 pm **ARTICLE 1: THE FIRST BRANCH**
This panel will discuss the important role and duties of Congress in our constitutional structure.

2:30 pm – 3:30 pm	THE PEOPLE'S CHAMBER: HOW THE HOUSE WORKS <i>This panel discussion will explore the House's unique structures, processes, and traditions that have developed over generations and determine how the institution functions.</i>
3:30 pm – 4:30 pm	BEYOND GOOD POLICY: WHAT MOVES IN CONGRESS <i>This session will discuss tactics and strategies for translating policy ideas into legislation and shepherding a bill through the legislative process.</i>
4:30 pm – 5:30 pm	WHAT EVERY LD NEEDS TO KNOW: IMPORTANT LEGISLATIVE PROCESSES <i>This panel discussion will explore and discuss what policy staff should know and understand about recurring and/or annual legislative initiatives such as the NDAA, appropriations, the Farm Bill, and others.</i>
6:00 pm – 9:00 pm	DINNER

DAY 3

Wednesday
, August 12,
2026

7:45 am – 8:45 am	BREAKFAST
9:00 am – 10:00 am	PURPOSE, PERFORMANCE, AND PRODUCTIVITY <i>The panel will provide tips and skills for maximizing performance, productivity, and focus while managing competing priorities.</i>
10:00 am – 11:00 am	GOING BACK TO THE BEGINNING, TO LEAD THE NATION FORWARD: AMERICA AT 250 <i>A conversation with Jonathan Turley (invited)</i> <i>Through the lens of American history and constitutional principles, Professor Turley will explore the enduring ideas that shape the American experiment and the vital institutions that sustain it.</i>
11:30 am	CONFERENCE CONCLUDES
12:00 pm	BUSES DEPART HOTEL
2:00 pm	BUSES ARRIVE AT CAPITOL HILL

S. Capitol Street

2026 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE
Invitation List

First Name	Last Name	Company Name	Title
Tim	Achinger	Office of Rep. Patronis (FL-01)	Legislative Director
Emily	Ackerman	Office of Majority Whip Emmer	Floor Director
Sara Brooks	Adams	Office of Majority Leader Scalise	Deputy Operations Director
Harley	Adsit	Office of Rep. Carter (GA-01)	Communications Director
Nolan	Ahem	Office of Majority Whip Emmer	Deputy Policy Director
Eric	Akers	Office of Rep. Baird (IN-04)	Legislative Director
Aidan	Aldridge	House Republican Conference	Member Services Coordinator
Christianne	Allen	Office of Rep. Fulcher (ID-01)	Communications Director (Interim)
Amelia	Allert	Office of Rep. Hill (AR-02)	Legislative Director
Matt	Alvero	Office of Rep. Alford (MO-04)	Legislative Director
Madison	Anders	Office of Rep. Strong (AL-05)	Communications Director
Joseph	Arbie	Office of Rep. Meuser (PA-09)	Legislative Director
Arnaud	Armstrong	Office of Rep. Mackenzie (PA-07)	Communications Director
Parker	Armstrong	Office of Rep. Houchin (IN-09)	Communications Director
Sarah	Arnold	Office of Rep. Mills (FL-07)	Communications Director
Kadin	Asbery	Office of Rep. Bost (IL-12)	Communications Director
Paige	Ash	Office of Rep. Valadao (CA-22)	Communications Director
Grady	Austin	Office of Rep. Moore (NC-14)	Legislative Director
Juan	Ayala	Office of Rep. Newhouse (WA-04)	Communications Director
Chase	Babair	Office of Rep. Buchanan (FL-16)	Legislative Director
Carlie	Baker	Office of Rep. Mace (SC-01)	Communications Director
Jackson	Baker	Office of Rep. Schweikert (AZ-01)	Communications Director
Nick	Baker	House Republican Conference	Digital Director
Bill	Ball	Office of Speaker Johnson	Senior Policy Advisor
Nathan	Barker	Office of Rep. Crawford (AR-01)	Legislative Director
Edgar	Barrios	Office of Speaker Johnson	Rapid Response Director
Curt	Beaulieu	Office of Speaker Johnson	Senior Policy Advisor
Austin	Becera	Office of Rep. Babin (TX-36)	Legislative Director
Arian	Beckwith	Office of Rep. James (MI-10)	Legislative Director
Jim	Beley	Office of Rep. Burlison (MO-07)	Legislative Director
Alex	Bellizzi	Office of Rep. Barr (KY-06)	Communications Director
Shawn	Bengali	Office of Rep. Arrington (TX-19)	Legislative Director
Taylor	Bentley	Office of Rep. Maloy (UT-02)	Communications Director
Jason	Berardo	Office of Rep. Turner (OH-10)	Legislative Director
Max	Berry	Office of Rep. McCormick (GA-07)	Legislative Director
Ariana	Bhambhani	Office of Rep. Allen (GA-12)	Legislative Director
Claire	Bienvenu	Office of Speaker Johnson	Legislative Assistant
Keegan	Bittner	Office of Rep. Downing (MT-02)	Communications Director
Hans	Bjontegard	Office of Rep. Collins (GA-10)	Legislative Director
Clint	Blaes	Office of Rep. Schmidt (KS-02)	Legislative Director
Kristen	Blakely	Office of Rep. Johnson (SD-AL)	Communications Director
Thomas	Blanford	Office of Rep. Fitzgerald (WI-05)	Legislative Director
Summer	Blevins	Office of Rep. Bilirakis (FL-12)	Deputy Chief of Staff/Press Secretary
Andrew	Bohn	Office of Rep. Fallon (TX-04)	Legislative Director
Robert	Boland	Office of Majority Whip Emmer	Chief of Staff
Savannah	Bolender	Office of Rep. Fischbach (MN-07)	Legislative Director
Jackie	Bossman	Office of Rep. Nunn (IA-03)	Deputy Chief of Staff/LD
Lacey	Bowersox	Office of Rep. Bost (IL-12)	Legislative Director
Nick	Bowser	Office of Rep. Hinson (IA-02)	Legislative Director
Nicholas	Boyd	Office of Majority Whip Emmer	Deputy Press Secretary
Gable	Brady	Office of Majority Leader Scalise	Policy Advisor

2026 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE

Invitation List

Danny	Brescia	Office of Rep. Grothman (WI-06)	Legislative Director
Caroline	Briscoe	Office of Rep. Tiffany (WI-07)	Communications Director
Sean	Brislin	Office of Rep. Mace (SC-01)	Chief of Staff/Legislative Director
Annie	Brody	Office of Majority Whip Emmer	Downtown Coalitions Director
Garrett	Brown	Office of Rep. Zinke (MT-01)	Communications Director
Regan	Bruno	Office of Rep. McCormick (GA-07)	Communications Director
Kate	Bryan	Office of Rep. Brecheen (OK-02)	Communications Director
Arthur	Bryant	Office of Rep. Wagner (MO-02)	Communications Director
Stetson	Bryson	Office of Rep. Jackson (TX-13)	Legislative Director
Joe	Buccino	Office of Rep. McClain (MI-09)	Communications Director
Davis	Bunn	Office of Rep. Moore (AL-01)	Legislative Director
Bryan	Burack	Select Committee on China	Policy Director
Jackie	Burke	Office of Majority Whip Emmer	Member Services Director
Courtney	Butcher	Office of Speaker Johnson	Deputy Chief of Staff
Daniel	Butler	Office of Rep. Kean (NJ-07)	Legislative Director
Lesley	Byers	Office of Rep. Crawford (AR-01)	Communications Director
Jerry	Calengor	Office of Majority Leader Scalise	Deputy Communications Director
Bleynie	Callas	Office of Rep. Downing (MT-02)	Legislative Director
Thomas	Calvo	Office of Rep. Moylan (GU-AL)	Communications Director
Clara	Cargile	Office of Majority Leader Scalise	Policy Advisor
Rafaello	Carone	Office of Rep. Sessions (TX-17)	Communications Director
Claire	Case	Office of Rep. Van Orden (WI-03)	Legislative Director
Daniella	Cassano	Office of Rep. Fitzgerald (WI-05)	Communications Director
Emily	Cassil	Office of Rep. McCaul (TX-10)	Communications Director
John	Castillo	Office of Rep. McGuire (VA-05)	Legislative Director
Luke	Catanzaro	Office of Majority Leader Scalise	Membership Services Coordinator
Matthew	Cernicky	Office of Rep. Schweikert (AZ-01)	Legislative Director
Jack	Chambers	Office of Rep. Carey (OH-15)	Director of Communications
Kyle	Chance	Office of Rep. Balderson (OH-12)	Communications Director
Connor	Chapinski	Office of Rep. Obernolte (CA-23)	Communications Director
Cooper	Cheetham	Office of Speaker Johnson	Operations Coordinator
Carson	Clark	Office of Rep. Aderholt (AL-04)	Communications Director
Ian	Clark	Office of Rep. Ezell (MS-04)	Legislative Director
Joseph	Clark	Committee on Foreign Affairs	Deputy Communications Directors
Madelon	Clark	Office of Rep. Pfluger (TX-11)	Communications Director
Patricia	Clarke	Office of Rep. Gimenez (FL-28)	Legislative Director
Brandon	Cockerham	Office of Rep. Loudermilk (GA-11)	Communications Director
Sarah	Coffman	Office of Rep. Comer (KY-01)	Legislative Director
Carrie	Cole	Office of Rep. Rogers (AL-03)	Communications Director
Evelyn	Coleman	Office of Rep. Jackson (TX-13)	Communications Director
Jessica	Collins	Committee on Oversight & Government Reform	Communications Director
Jack	Colonnatto	Office of Rep. Lucas (OK-03)	Communications Director
Chirs	Concepcion	Office of Rep. King-Hinds (MP-AL)	Communications Director
Elisabeth	Conklin	Office of Rep. Barrett (MI-07)	Legislative Director
Kate	Constantini	Office of Rep. Mast (FL-21)	Communications Director
Lucy	Cox	Office of Majority Leader Scalise	Press Assistant
Alexander	Crane	Office of Rep. Murphy (NC-03)	Communications Director
Hayden	Crawford	Office of Rep. Weber (TX-14)	Legislative Director
Jennifer	Cressy	Office of Rep. McClintock (CA-05)	Communications Director
Alexandria	Cullen	Office of Rep. Evans (CO-03)	Communications Director
Ryan	Culross	Office of Rep. Rulli (OH-06)	Legislative Director
Jamie	Cummins	Office of Majority Leader Scalise	Counsel

2026 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE

Invitation List

McKenzie	Dallas	Office of Rep. Scott (GA-08)	Legislative Director
Meagan	Daly	Office of Rep. Finstad (MN-01)	Legislative Director
Alec	Daman	Office of Rep. Huizenga (MI-04)	Legislative Director
Mike	Dankler	Office of Rep. Valym (IN-02)	Legislative Director
Owen	Dankworth	Office of Rep. Ellzey (TX-06)	Legislative Director
Julliana	Dauchess	Office of Rep. Smucker (PA-11)	Legislative Director
Isabel	David	Office of Rep. Westerman (AR-04)	Legislative Director
Alexandra	Davis	Office of Rep. Prluger (TX-11)	Legislative Director
Hope	Dawson	Office of Rep. Palmer (AL-06)	Communications Director
Corinne	Day	Office of Speaker Johnson	Director of Media Affairs
Ben	Decatur	Office of Rep. Roy (TX-21)	Communications Director
Mike	DeFilippis	Office of Rep. Hurd (CO-08)	Legislative Director
Kaleigh	DeGeldere	Office of Speaker Johnson	Deputy Scheduling Director
Sofia	Deiro	Office of Rep. Cole (OK-04)	Legislative Director
Stephanie	DeMarco	Office of Rep. Lee (FL-15)	Legislative Director
Sam	Denham	Committee on Small Business	Communications Director
Clare	Dentner	Office of Rep. Fitzpatrick (PA-01)	Legislative Director
Darren	Dershem	Office of Rep. Brecheen (OK-02)	Communications Director
Ross	Dietrich	Office of Rep. Mast (FL-21)	Deputy Chief of Staff
Giulia	DiGuglielmo	Office of Rep. Issa (CA-48)	Legislative Director
Jared	Dilley	Office of Rep. Jordan (OH-04)	Legislative Director
Evan	Dixon	Committee on Budget	Communications Director
Michael	Donatello	Office of Rep. Stell (WI-01)	Communications Director
Ryan	Donnelly	Office of Rep. Donalds (FL-19)	Legislative Director
Jacob	Downs	Office of Rep. Kustoff (TN-08)	Communications Director
Matt	Duglin	Office of Rep. Bacon (NE-02)	Legislative Director
Grace	Dunlap	Office of Rep. Ellzey (TX-06)	General Counsel
Katherine	Earle	Committee on Armed Services	Policy Director
Anne	Earthman	Office of Majority Leader Scalise	Deputy Press Secretary
Brenna	Elliott	Office of Majority Leader Scalise	Deputy Floor Director
Ross	Elston	Office of the Speaker	Cloakroom Floor Assistant
Kelsey	Emmer	Office of Rep. Stauber (MN-08)	Communications Director
Robert	Emmet	Office of Rep. Stefanik (NY-21)	Legislative Director
Alyssa	Erdel	House Republican Conference	Deputy Chief of Staff
Cam	Erickson	Office of Rep. Hamadeh (AZ-08)	Legislative Director
JP	Etchison	Office of Rep. Spartz (IN-05)	Communications Director
Travis	Evans	Office of Rep. Hill (AR-02)	Communications Director
Katie	Everett	Office of Rep. Babin (TX-36)	Communications Director
Tyler	Fagan	Office of Rep. Johnson (LA-04)	Legislative Director
Leigh Ann	Fairley	Office of Rep. Hudson (NC-09)	Legislative Director
Anthony	Fakhoury	Office of Rep. Miller-Meeks (IA-01)	Communications Director
Kinsey	Featherston	Office of Rep. Westerman (AR-04)	Communications Director
Sarah	Ferrell	Office of Rep. Mann (KS-01)	Legislative Director
Madison	Ferrie	Office of Rep. Donalds (FL-19)	Communications Director
Cristian	Figueredo	Office of Rep. Bentz (OR-02)	Legislative Director
Alex	Fink	Office of Rep. Mackenzie (PA-07)	Deputy Chief/Legislative Director
Daniel	First	Office of Rep. Donalds (FL-19)	Communications Director
Max	Fitch	Office of Majority Whip Emmer	Deputy Member Services Director
Casey	Fitzpatrick	Office of Majority Leader Scalise	Policy Advisor
Jeff	Fix	Office of Rep. Barrett (MI-07)	Communications Director
Mark	Fogelson	Office of Rep. Shreve (IN-06)	Press Secretary
Ian	Foley	Office of Majority Whip Emmer	Policy Director

2026 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE

Invitation List

Remy	Fortin	Office of Rep. Hulzenga (MI-04)	Legislative Director
Anthony	Foti	Office of Rep. Gosar (AZ-09)	Communications Director
Sally	Fox	Office of Majority Whip Emmer	Communications Director
Caroline	French	Office of Rep. Rouzer (NC-07)	Communications Director
Macayle	Fuchs	Office of Rep. Gosar (AZ-09)	Legislative Director
Taylor	Gage	Office of Rep. Flood (NE-01)	Communications Director
Jason	Gagnon	Office of Rep. Calvert (CA-41)	Senior Advisor/Communications Director
Megan	Gallagher	Office of Rep. Knott (NC-13)	Legislative Director
Teagan	Gambert	Office of Rep. Smith (NJ-04)	Communications Director
Charles	Gann	Office of Rep. Fine (FL-06)	Legislative Director
David	Gans	Office of Rep. Wagner (MO-02)	Legislative Director
Allen	Garnes	Office of Rep. Langworthy (NY-23)	Legislative Director
Will	Garrett	Office of Rep. Burchett (TN-02)	Press Secretary
Sam	Garrison	Office of Rep. Carter (TX-31)	Legislative Director
Eric	Gebhart	Office of Rep. Bresnahan (PA-08)	Legislative Director
Cole	Gibson	Office of Rep. Nehls	Deputy Chief of Staff
Emma	Gibson	Office of Rep. Collins (GA-10)	Director of Communications
Elle	Gilchrist	Office of Rep. Kim (CA-40)	Communications Director
Scott	Gillfillan	Office of Rep. Ellzey (TX-06)	Communications Director
Andrew	Godfrey	Office of Majority Leader Scalise	Floor Assistant
Abby	Goins	Office of Rep. Smith (NE-03)	Legislative Director
Kerry	Goldberg	Office of Majority Whip Emmer	Deputy Communications Director
AJ	Gonzalez	Office of Rep. Cloud (TX-27)	Communications Director
Abigail	Gost	Office of Rep. Whitman (VA-01)	Communications Director
Lauren	Graham	Office of Rep. Brecheen (OK-02)	Legislative Director
Nicolas	Gray	Office of Rep. Miller (WV-01)	Communications Director
Sean	Griffin	Committee on Small Business	Policy Director
Ella	Gunn	Office of Speaker Johnson	Cloakroom Floor Director
Austin	Hacker	Office of Rep. Comer (KY-01)	Communications Director
Ashley	Haines	Office of Rep. Hern (OK-01)	Communications Director
Lillian	Hale	Office of Rep. Hunt (TX-38)	Communications Director
Riley	Hamblick	Office of Rep. Dunn (FL-02)	Legislative Director
Alexandra	Hamel	Office of Rep. Feenstra (IA-04)	Communications Director
Lexi	Hamel	Office of Rep. Simpson (ID-02)	Communications Director
Caroline	Hamilton	Office of Rep. Moore (UT-01)	Communications Director
Nathan	Hampson	Office of Rep. Fong (CA-20)	Communications Director
Lauren	Hanemann	Office of Rep. Alford (MO-04)	Communications Director
Joel	Hannahs	Office of Rep. Radewagen (AS-AL)	Communications Director
Justin	Harclerode	Committee on Transportation & Infrastructure	Communications Director
Wesley	Harkins	Office of Rep. Bice (OK-05)	Communications Director
Jack	Harrigan	Office of Rep. Strong (AL-05)	Legislative Director
Kellie	Hartl	Office of Rep. Valadao (CA-22)	Legislative Director
Taylor	Haulsee	Office of Speaker Johnson	Deputy Communications Director
Nick	Hawatmeh	House Republican Conference	Chief of Staff
Brett	Hedges	Office of Rep. Arrington (TX-19)	Communications Director
Ryan	Hein	Office of Rep. Mills (FL-07)	Legislative Director
Holly	Hendrix	Office of Majority Leader Scalise	Legislative Director
Bryson	Henriott	Office of Majority Leader Scalise	Senior Floor Assistant
Allie	Herring	Committee on Agriculture	Communications Director
Morgan	Hershey	Office of Speaker Johnson	Floor Assistant
Danny	Hess	Office of Rep. Stell (WI-01)	Legislative Director
Cassie Rae	Higdon	House Republican Conference	Speechwriter

2026 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE

Invitation List

Jake	Hilkin	Office of Majority Leader Scalise	Member Services Director
Regan	Hinson	Office of Rep. Jack (GA-03)	Digital Director
Andrea	Hitt	Office of Rep. Baird (IN-04)	Communications Director
Christian	Hoehner	Committee on Oversight & Government Reform	Policy Director
Emma	Hoffschneider	Office of Rep. Smith (NE-03)	Communications Director
James	Hogge	Office of Rep. Bergman (MI-01)	Communications Director
Bethany	Holden	Office of Rep. Pfluger (TX-11)	Communications Director
Alyssa	Holguin	Office of Rep. Harris (NC-08)	Legislative Director
Anna	Holland	Committee on Homeland Security	Communications Director
Peyton	Holliday	Office of Rep. Guest (MS-03)	Communications Director
Jeb	Houpt	Office of Rep. Walberg (MI-05)	Legislative Director
Andrew	House	Permanent Select Committee on Intelligence	Policy Director
Sutton	Houser	Office of Rep. Goldman (TX-12)	Communications Director
Quentin	Hout	Office of Majority Leader Scalise	Policy Advisor
Mary	Hrinkevich	Office of Rep. LaLota (NY-01)	Legislative Director
Madeline	Huffman	Office of Rep. Clyde (GA-09)	Communications Director
Baruch	Humble	Office of Rep. Stauber (MN-08)	Legislative Director
Jacob	Huner	Office of Rep. Moolenaar (MI-02)	Communications Director
Jackie	Hunley	Office of Rep. McDowell (NC-06)	Legislative Director
Lori	Hunicut	Office of Rep. Hamedeh (AZ-08)	Communications Director
Claire	Hurley	Office of Rep. Ezell (MS-04)	Communications Director
Alex	Ives	Office of Rep. Fox (NC-05)	Communications Director
Kendall	Ivy	Office of Rep. Williams (TX-25)	Legislative Director
Brandon	Jackson	Communications Director	Office of Rep. Frank Lucas (OK)
Marjorie	Jackson	Office of Rep. Gill (TX-26)	Communications Director
Dylan	Jacobs	House Republican Conference	Member Services Coordinator
Andrew	Jefferies	House Republican Conference	Press Assistant
Christopher	Jennings	Office of Rep. Baumgartner (WA-05)	Legislative Director
William	Johnson	Office of Speaker Johnson	Special Advisor
Ross	Johnston	Office of Rep. Kustoff (TN-08)	Legislative Director
Amy	Jones	Committee on Education and the Workforce	Policy Director (Education)
Will	Judson	Office of Rep. Moran (TX-01)	Communications Director
Ashley	Juhn	Office of Rep. Latta (OH-05)	Communications Director
Tristan	Justice	Office of Rep. Hageman (WY-01)	Communications Director
Elizabeth	Kalmbach	Office of Speaker Johnson	Press Secretary
Courtney	Kaufman	Office of Rep. Lawler (NY-17)	Legislative Director
Reagan	Kelley	Office of Rep. Biggs (SC-03)	Communications Director
John	Kennedy	Office of Rep. Massie (KY-04)	Communications Director
Ty	Kennedy	Office of Rep. Fedorchak (ND-01)	Legislative Director
Jenna	Keurian	Office of Rep. Ciscomani (AZ-06)	Digital Director
Drew	Keyes	Office of Speaker Johnson	Senior Policy Advisor
Eric	Kim	Office of Rep. Van Epps (TN-07)	Legislative Director
Grace	Kim	Office of Rep. Van Orden (WI-03)	Communications Director
Hannah	King	Office of Rep. Murphy (NC-09)	Legislative Director
Riley	King	Office of Rep. Hurd (CO-03)	Communications Director
Erik	Kinney	House Republican Conference	Policy Director
Hunter	Kirkland	Office of Rep. Scott (GA-08)	Communications Director
Matthew	Knoedler	Office of Rep. Kelly (PA-16)	Press Secretary
Kevin	Knoth	Office of Rep. Luttrell (TX-08)	Deputy Chief of Staff for Communications
Max	Kobetz	Office of Rep. Amodei (NV-02)	Legislative Director
Jake	Kochmansky	Office of Rep. Moolenaar (MI-02)	Legislative Director
Monika	Konrad	Office of Rep. Edwards (NC-11)	Legislative Director

2026 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE

Invitation List

BJ	Koohmarale	Office of Majority Leader Scalise	Policy Director
Ronald	Kovach	Office of Rep. Stutzman	Communications Director
Trey	Kovacs	Committee on Education and the Workforce	Policy Director (Workforce)
Michael	Kraan	Office of Rep. Miller (OH-10)	Legislative Director
Brooke	Kramer	Office of Rep. Lucas (OK-03)	Legislative Director
Lexi	Kranich	Office of Rep. Harigan (NC-10)	Communications Director
Jason	Kroitor	Office of Rep. Rose (TN-06)	Legislative Director
Jackson	Krug	Office of Rep. Griffith (VA-09)	Communications Director
Carrie	Kwarcinski	Office of Rep. Joyce (PA)	Communications Director
Meghan	Lake	Office of Majority Leader Scalise	Policy Advisor
John	Lanning	Office of Speaker Johnson	Assistant Director of Member Services
Christina	Lassiter	Office of Rep. Cammack (FL-09)	Legislative Director
Olivia	Late	Office of Rep. Hinson (IA-02)	Communications Director
Caroline	Leach	Office of Rep. Thompson (PA-15)	Communications Director
Kaitlyn	Leach	Office of Rep. Fischbach (MN-07)	
David	Leatherwood	Office of Rep. Luna (FL-13)	Communications Director
James	Leavitt	Office of Rep. Maloy (UT-02)	Legislative Director
Shine	Lee	Office of Rep. Kim (CA-40)	Legislative Director
Raymond	Lehman	House Republican Conference	Communications Advisor
Allison	Leonard	Office of Rep. Kean (NJ-07)	Communications Director
Jack	Lincoln	Office of Rep. Calvert (CA-41)	Legislative Director
Solara	Linehan	Office of Rep. Simpson (ID-02)	Legislative Director
Lindsay	Linhares	Office of Rep. Letlow (LA-05)	Legislative Director
Angel	Logan	Office of Majority Leader Scalise	Digital Director
Jackson	Long	Office of Rep. Fry (SC-07)	Legislative Director
Nadgely	Louis-Charles	Committee on Judiciary	Deputy Communications Director
Nate	Lucas	Office of Rep. Burlison (MO-07)	Communications Director
Jenny	Luske	Office of Rep. Finstad (MN-01)	Communications Director
Roberto	Lugones	Office of Rep. Gimenez (FL-28)	Communications Director/Foreign Policy Advisor
Unoshika	Luna	House Republican Conference	Deputy Communications Director
Samuel	Luna	Office of Rep. Luna (FL-13)	Legislative Director
James	Lundquist	Office of Rep. Begich (AK-A1)	Legislative Director
Michael	Lundquist	Office of Rep. Carey (OH-15)	Legislative Director
Sophie	Lyczek	Office of Rep. Norman (SC-05)	Communications Director
Troy	MacMullan	Office of Rep. Hageman (WY-A1)	Legislative Director/Deputy Chief of Staff
Cam	Madson	Office of Rep. McCaul (TX-10)	Legislative Director
Mike	Maiale	Office of Rep. Ogles (TN-05)	Legislative Director
Bailey	Mailoux	Committee on Natural Resources	Communications Director
Sydney	Maingot	Office of Rep. Grothman (WI-06)	Communications Director
Molly	Makarewicz	Office of Rep. Walberg (MI-05)	Communications Director
Kaitlin	Makuski	Office of Speaker Johnson	Coalitions Coordinator
Matt	Maley	Office of Rep. Meuser (PA-09)	Communications Director
Mac	Malloy	Office of Rep. Higgins (LA-03)	Communications Director
Andrew	Maloney	Office of Rep. Wittman (VA-01)	Legislative Director
Glancarlo	Mandato	Office of Rep. Ogles (TN-05)	Communications Director
Nicole	Manley	Office of Rep. Cline (VA-06)	Legislative Director
James	Marren	Office of Rep. Mann (KS-01)	Communications Director
Ben	Martin	Office of Rep. Moore (AL-01)	Communications Director
Molly	Martin	Office of Rep. Guthrie (KY-02)	Legislative Director
Mark	Matava	Office of Rep. Nunn (IA-03)	Communications Director
Emily	Matthews	Office of Rep. Nehls (TX-22)	Communications Director
Matt	McCall	Office of Rep. Crane (AZ-02)	Communications Director

2026 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE

Invitation List

Annie	McCarthy	Office of Rep. Garbarino (NY-02)	Communications Director
Kathleen	McCarthy	Committee on Veterans Affairs	Communications Director
Anna	McCollough	Office of Rep. Houchin (IN-09)	Legislative Director
Ian	McDonald	Office of Rep. Spartz (IN-05)	Legislative Director
John	McDonough	Office of Rep. Smith (NJ-04)	Legislative Director
Audra	McGeorge	Committee on Education and the Workforce	Communications Director
Josie	McLaurin	Office of Rep. Newhouse (WA-04)	Legislative Director
Darby	McQueen	Office of Rep. Cloud (TX-27)	Legislative Director
Bryan	McVae	Office of Rep. Foxx (NC-05)	Legislative Director
Eric	Mendoza	Office of Rep. De La Cruz (TX-15)	Deputy Chief of Staff/ Legislative Director
Ian	Merritt	Office of Rep. Fielschmann (TN-03)	Legislative Director
Connor	Meyers	Office of Rep. Kennedy (UT-03)	Legislative Director
Davis	Michols	Office of Rep. Griffith (VA-09)	Deputy Chief of Staff/Legislative Director
Josh	Millard	Office of Rep. Taylor (OH-02)	Legislative Director
Derrick	Miller	Office of Rep. Crane (AZ-02)	Legislative Director
Hunter	Miller	Office of Rep. Stutzman (IN-03)	Legislative Director
Connor	Mills	Office of Rep. Carter (GA-01)	Legislative Director
Martha	Mills	Office of Majority Leader Scalise	Press Secretary
Ty	Mills	Office of Speaker Johnson	Cloakroom Floor Assistant
Ben	Monticello	Office of Rep. LaHood (IL-16)	Legislative Director
Brooke	Morgan	Office of Rep. Onder (MO-03)	Communications Director
Tyler	Mortier	Office of Rep. Joyce (PA-13)	Legislative Director
Lindsey	Mosley	Office of Rep. Franklin (FL-18)	Legislative Director
Ashley	Mott	Office of Majority Whip Emerson	National Security Advisor
Jackson	Mountain	Office of Rep. Goldman (TX-12)	Legislative Director
Jason	Moyer	Office of Rep. Wesley Hunt (TX-38)	Legislative Director
Jason	Murphy	Office of Rep. Fuller (GA-14)	Legislative Director
Griffin	Neal	Office of Speaker Johnson	Press Secretary
Brigid	Nealon	Office of Rep. De La Cruz (TX-15)	Communications Director
Veterie	Nelson	Office of Rep. Messmer (IN-08)	Communications Director
Bryan	Nichols	Office of Rep. Graves (MO-06)	Communications Director
Carlton	Norwood	Office of Rep. Allen (GA-12)	Deputy Press Secretary
Mary	O'Hara	Office of Rep. LaLota (NY-01)	Communications Director
Tim	O'Neill	Office of Rep. McClintock (CA-05)	Legislative Director
Ashley	Padgett	Office of Rep. Loudermilk (GA-11)	Legislative Director
Adam	Pakledinaz	Office of Rep. Webster (FL-11)	Communications Director
Patrick	Paolini	Office of Rep. Obernolte (CA-23)	Legislative Director
Susan	Parker	Office of Rep. Kelly (MS-01)	Communications Director
Brian	Patrick	Office of Rep. Huizenga (MI-04)	Communications Director
Chester	Pelsang	Office of Rep. Miller (IL-15)	Legislative Director
Stephanie	Pendarvis	Office of Rep. Wilson (SC-02)	Legislative Director
Michael	Peppel	Office of Rep. Rulli (OH-06)	Communications Director
Cruz	Perez	Office of Rep. Moran (TX-01)	Legislative Director
Josh	Perschall	Office of Rep. LaHood (IL-19)	Communications Director (district office & DC)
Hilary	Pinegar	Office of Rep. Smith (MO-08)	Legislative Director
John	Pispos	Office of Rep. Kiley (CA-03)	Communications Director
Rick	Podliska	Office of Rep. Webster (FL-11)	Legislative Director
Hannah	Pope	Office of Rep. Bresnahan (PA-08)	Communications Director
Olivia	Porcaro	Office of Rep. Cole (OK-04)	Communications Director
Addison	Porter	Office of Rep. Miller (WV-01)	Legislative Director
Reed	Powell	Office of Rep. Steube (FL-17)	Legislative Director
Hunter	Presti	Committee on Transportation & Infrastructure	Policy Director

2026 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE

Invitation List

Jesse	Prieto	Office of Rep. Langworthy (NY-23)	Communications Director
Madelynn	Propp	Office of Rep. Cline (R-VA)	Communications Director
Silver	Prout	Office of Rep. Begich (AK-AL)	Communications Director
Garrett	Puckett	House Republican Conference	Directors of Coalitions
Lexie	Purdy	Office of Rep. Self (TX-03)	Communications Director
Eleanor	Railsback	Office of Rep. Houchin (IN-09)	Communications Director
Anthony	Raisley	Office of Rep. Malliotakis (NY-11)	Communications Director
Katie	Ramos	Office of Rep. Rutherford (FL-05)	Legislative Director
Daniel	Rankin	Office of Rep. Bacon (NE-02)	Communications Director
Ryan	Rasins	Office of Rep. Moore (WV-02)	Legislative Director
Trevor	Ray	Office of Rep. Van Drew (NJ-02)	Legislative Director
Eric	Reath	Office of Rep. Smucker (PA-11)	Communications Director
Semaj	Redd	Office of Rep. Kelly (MS-01)	Legislative Director
Sarah	Reese	Committee on Science, Space and Technology	Communications Director
Christian	Rehder	Office of Rep. Smith (MO-08)	Communications Director
Gisselle	Reynolds	Office of Rep. Diaz-Balart (FL-26)	Legislative Director
Lauren	Ridinger	Office of Rep. Moore (WV-02)	Communications Director
Chris	Ringer	Office of Rep. Biggs (SC-03)	Legislative Director
Benjamin	Rizk	House Republican Conference	Legislative Assistant
Ashley	Roberts	Office of Rep. Joyce (OH-14)	Legislative Director
Kate	Roberts	Office of Rep. Fedorchak (ND-AL)	Senior Advisor for Communications
Mike	Robertson	Office of Rep. Davidson (OH-08)	Legislative Director
Milton	Robinson	Office of Rep. Guest (MS-03)	Legislative Director
Alex	Rodriguez	Office of Rep. Guthrie (KY-02)	Communications Director
Rebekah	Rodriguez	Office of Rep. Moore (UT-01)	Legislative Director
Jacob	Rogers	Office of Rep. Kelly (PA-16)	Legislative Director
Jason	Rogers	Office of Majority Whip Emmer	General Counsel
Shelbie	Rogers	Office of Majority Whip Emmer	Director of Operations
Symphony	Rojas	Office of Rep. Weber (TX-14)	Communications Director
Kerry	Rom	Office of Rep. Scarice (LA-01)	Communications Director
Jake	Ronan	House Republican Conference	Deputy Chief of Staff/Scheduler
Claudia	Rondon	Office of Rep. Salazar (FL-27)	Communications Director
Ariel	Rulz	Office of Rep. Buchanan (FL-16)	Communications Director
Charles	Russell	Office of Rep. McDowell (NC-06)	Communications Director
David	Russell	Select Committee on China	Communications Director
Hannah	Russell	Office of Rep. Desjarlais (TN-04)	Legislative Director
Jacqui	Russell	Office of Speaker Johnson	National Security Advisor
Savannah	Russell	Office of Rep. Van Duyne (TX-24)	Press Secretary
Nick	Sabin	Office of Rep. Emmer (MN-06)	Communications Director
Collin	Sabine	Office of Rep. Harrigan (NC-10)	Legislative Director
William	Salmon	Office of Rep. Messmer (IN-08)	Legislative Director
Robert	Sar	Office of Rep. Bice (OK-05)	Legislative Director
Tyler	Sawyer	Office of Rep. Sessions (TX-17)	Legislative Director
Caroline	Sayers	House Republican Conference	Legislative Director
Isabela	Schandlbauer	Office of Rep. Knott (NC-13)	Communications Director
Patrick	Schilling	Office of Rep. Perry (PA-10)	Legislative Director
Raphael	Schreiber	Office of Rep. Massie (KY-04)	Legislative Director
JR	Schroeder	Office of Rep. Timmons (SC-04)	Legislative Director
Michael	Sciacca	Office of Rep. Moylan (GU-AL)	Legislative Director
Bryce	Segat	Office of Rep. Gooden (TX-05)	Communications Director
Ellen	Seher	Office of Majority Leader Scallise	Scheduler
Larry	Seyfried	Office of Rep. Barr (KY-06)	Deputy Chief of Staff & Legislative Director

2026 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE

Invitation List

Mitchell	Shedd	Office of Rep. Cloud (TX-27)	Communications Director
Gabrielle	Sheitelman	Office of Rep. Discomani (AZ-06)	Legislative Director
Justin	Shockey	Office of Majority Whip Emmer	Deputy Floor Director
Zev	Siegfeld	Office of Rep. Tenney (NY-24)	Legislative Director
Alexia	Slkora	Committee on Appropriations	Communications Chief
Jake	Blumnerman	Office of Rep. Steube (FL-17)	Deputy Communications Director
Julie	Singleton	Office of Rep. Turner (OH-10)	Communications Chief/Senior Adviser
Stanley	Skocki	Office of Rep. Latta (OH-05)	Legislative Director
Krystina	Skurk	Office of Rep. Van Epps (TN-07)	Communications Director
Brittany	Slaughter	Office of Rep. McGuire (VA-05)	Communications Director
Barry	Smith	Committee on Foreign Affairs	Deputy Staff Director
Brittany	Smith	Office of Speaker Johnson	Director of Scheduling and Operations
Chandler	Smith	Office of Rep. Reschenthaler (PA-14)	Communications Director
Matt	Smith	Office of Rep. Lellow (LA-05)	Communications Director
Sean	Smith	Office of Rep. Salazar (FL-27)	Legislative Director
Trevor	Smith	Office of Rep. Fong (CA-20)	Legislative Director
Dietwin	Smoli	Office of Rep. Diaz-Balart (FL-26)	Press Secretary
Walter	Smolowski	Committee on House Administration	Communications Director
Danielle	Smoot	Office of Rep. Rogers (KY-05)	Communications Director
David	Snider	Office of Rep. Wilson (SC-02)	Communications Director
Jordan	Sorenson	Office of Rep. Higgins (LA-03)	Chief of Staff
MIK	Sowers	Office of Rep. Garbarino (NY-02)	Legislative Director
Eve	Sparks	Office of Rep. Crank (CO-05)	Communications Director
Jenna	Speelman	Committee on Ways and Means	Policy Director
Gabriel	Spencer	Office of Rep. Miller (IL-15)	Communications Director
Reece	Stellman	Office of Rep. Fischbach (MN-07)	Press Secretary
Taylor Bradley	Stanley	Office of Rep. Fry (SC-07)	Communications Director
Richard	Stanton	Office of Rep. Radewagen (AS-AL)	Legislative Director
Chase	Starr	Office of Rep. Clyde (GA-09)	Legislative Director
Leah	States	Office of Rep. Fuller (GA-14)	Communications Director
Blake	Stevens	Office of Rep. Rose (TN-06)	Communications Director
Kaley	Stidham	Office of Rep. Haridopolos (FL-08)	Communications Director
Will	Stiers	Office of Rep. Rogers (AL-03)	Legislative Director
Anna	Stietenroth	Office of Rep. Jack (GA-03)	Legislative Director
Liz	Stinebaugh	Office of Rep. Emmer (MN-06)	Legislative Director
John	Stout	Office of Rep. Burchett (TN-02)	Legislative Director
Callie	Strock	Office of Speaker Johnson	Deputy Communications Director for Strategy & Message
Aidan	Stronggreen	Office of Rep. Wied (WI-08)	Communications Director
Rafael	Struve	Office of Rep. Cammack (FL-03)	Communications Director
Matt	Stubeck	Committee on Homeland Security	Policy Director
Rhett	Styles	Office of Rep. Malliotakis (NY-11)	Legislative Director
AJ	Sugarman	Office of Speaker Johnson	Deputy Policy Director
Alex	Swisher	Office of Rep. DesJarlais (TN-04)	Communications Director
Elena	Symmes	Office of Rep. Perry (PA-10)	Communications Director
Melissa	Tarte	Office of Rep. Franklin (FL-18)	Communications Director
Christopher	Tarvardian	Office of Rep. Joyce (PA-13)	Communications Director
Katiana	Taubenberger	Office of Rep. Rutherford (FL-05)	Communications Director
Emily	Taylor	Office of Rep. Carter (TX-31)	Communications Director
William	Tener	Office of Rep. Rogers (KY-05)	Legislative Director
Elissa	Tew	Office of Rep. Bean (FL-04)	Communications Director
James	Thomas	Office of Rep. Bean (FL-04)	Legislative Director
Rebecca	Thompson	Office of Rep. Taylor (OH-02)	Communications Director

2026 LEGISLATIVE AND COMMUNICATIONS DIRECTORS CONFERENCE

Invitation List

Sarah	Tomasetti	Office of Rep. Womack (AR-03)	Communications Director
Jeff	Tomkowitz	Office of Rep. Feenstra (IA-04)	Legislative Director
Travis	Trejo	Office of Rep. Harris (MD-01)	Legislative Director
Lance	Trover	Office of Speaker Johnson	Communications Director
Natalie	Turner	Office of Rep. Estes (KS-04)	Communications Director
Meredith	Turton	Office of Speaker Johnson	Digital Director
Faith	Tuttle	Office of Rep. Thompson (PA-15)	Legislative Director
Valentina	Valenta	Office of Rep. Haridopolos (FL-08)	Legislative Director
Ben	Van Sickle	Office of Rep. Zinke (MT-01)	Legislative Director
Grace	VanDeGrift	Office of Rep. Womack (AR-03)	Legislative Director
Matt	VanHyfte	Committee on Energy and Commerce	Communications Director
Heather	Vaughan	Committee on Armed Services	Communications Director
Jonathan	Vecchl	Office of Rep. Bilirakis (FL-12)	Legislative Director/Deputy Chief of Staff
Peter	Vioenzi	Office of Rep. Fallon (TX-04)	Communications Director
Jane	Vickers	Office of Rep. Harris (NC-08)	Communications Director
Katherine	Vittone	Office of Rep. Lee (FL-15)	Communications Director
Danny	Walden	Office of Rep. Crenshaw (TX-02)	Communications Director
Ashlie	Walker	Office of Rep. Tenney (NY-24)	Communications Director
Colby	Walker	Office of Rep. Owens (UT-04)	Communications Director
Kelsey	Wall	Office of Rep. Palmer (AL-06)	Legislative Director
Elizabeth	Walters	Office of Rep. Johnson (SD-AL)	Legislative Director
Madeline	Waschak	Office of Rep. Williams (TX-25)	Communications Director
Scott	Waters	Office of Rep. Lawler (NY-17)	Communications Director
Scott	Watson	Office of Rep. Evans (CO-08)	Legislative Director
Michael	Weglein	Committee on Foreign Affairs	Communications Director
Austin	Welter	Office of Rep. Miller-Meeks (IA-01)	Legislative Director
Megan	Wenrich	Office of Rep. Shreve (IN-06)	Legislative Director
Bubba	White	Office of Rep. Rouzer (NC-07)	Legislative Director
Trevor	White	Committee on Agriculture	Policy Director
Jonathan	Wilcox	Office of Rep. Issa (CA-48)	Communications Director
Harrison	Wilkinson	Office of Rep. Fleischmann (TN-03)	Communications Director
Ashley	Will	Office of Rep. Patronis (FL-01)	Communications Director
Emma	Williams	Office of Rep. Kennedy (UT-03)	Communications Director
Liz	Willis	Office of Rep. Timmons (SC-04)	Communications Director
Rosie	Wilson	Committee on Ways and Means	Communications Director
Graham	Wise	Office of Rep. Gill (TX-26)	Legislative Director
Yvette	Wissmann	Office of Majority Leader Scalise	Floor Director
Logan	Wolfe	Office of Rep. Biggs (AZ-05)	Legislative Director
Brayden	Woods	Office of Rep. Van Duyne (TX-24)	Legislative Director
Elizabeth	Young	Office of Rep. Estes (KS-04)	Legislative Director
Julianne	Young	Office of Rep. Norman (SC-05)	Legislative Director
James	Zandstra	Office of Rep. Kiley (CA-03)	Legislative Director
Jenna	Zantow	Office of Rep. Wied (WI-08)	Legislative Director
Alec	Zender	Office of Rep. Bergman (MI-01)	Legislative Director
Mac	Zimmerman	Office of Rep. Tiffany (WI-07)	Legislative Director
Nate	Zimpher	Office of Rep. Balderson (OH-12)	Legislative Director
Eric	Zulkosky	Office of Majority Leader Scalise	Chief of Staff

COMMITTEE ON ETHICS

TRAVELER FORM

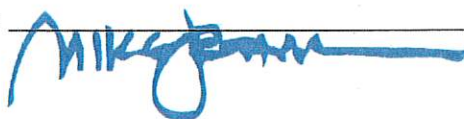
1. Name of Traveler: Courtney Butcher
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Congressional Institute
3. City and State **OR** Foreign Country of Travel: Cambridge, MD
4. a. Date of Departure: August 10, 2026 Date of Return: August 12, 2026
b. Yes ☐ No ☒ Will you be 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 Deputy Chief of Staff for the Speaker of the House, this conference will be very important to learn more about managing a team, communicating across demographics, build trust
in constituent engagement, and translating policy ideas into legislation.
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: _____

7-10-26

Michael Guest, Mississippi
Chairman
Mark DeSaulnier, California
Ranking Member

Andrew R. Garbarino, New York
Ashley Hinson, Iowa
Nathaniel Moran, Texas
Brad Knott, North Carolina

Deborah K. Ross, North Carolina
Glenn F. Ivey, Maryland
Sylvia R. Garcia, Texas
Suhas 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 6, 2026

Ms. Courtney Butcher
Office of the Speaker
H-232, The Capitol
Washington, DC 20515

Dear Ms. Butcher:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Cambridge, Maryland, scheduled for August 10 to 12, 2026, 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 \$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