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JAMIE FLEET, STAFF DIRECTOR

Congress of the United States

House of Representatives

COMMITTEE ON HOUSE ADMINISTRATION

1309 Longworth House Office Building
Washington, D.C. 20515-6157
(202) 225-2061
<https://cha.house.gov>

RODNEY DAVIS, ILLINOIS
RANKING MINORITY MEMBER

MARK WALKER, NORTH CAROLINA
BARRY LOUDERMILK, GEORGIA

ONE HUNDRED SIXTEENTH CONGRESS

JEN DAULBY, MINORITY STAFF DIRECTOR

November 15, 2019

October 2019 Monthly Report

The Committee on House Administration Monthly Report includes the following:

- Summary of studies, investigations, and activities of the Committee;
- Statement of expenses for the month and year to date;
- Report of travel performed during October 1-31, 2019;
- List of Committee employees, job titles and gross monthly salaries;
- List of Committee Detailees.

This report is available to Members of the Committee for examination.

The October 2019 Committee on House Administration Monthly Report is available for public inspection at the Committee office in 1309 Longworth House Office Building.

Committee on House Administration Activities Report – October 2019

Full Committee Hearings:

None.

Subcommittee on Elections Hearings:

10.1.2019-Voting Rights and Election Administration in Arizona.

10.17.2019-Voting Rights and Election Administration in America.

Full Committee Meetings:

10.16.2019-Markup of H.R. 4617, Stopping Harmful Interference in Elections for a Lasting Democracy Act.

Reports Filed:

10.21.2019-SHIELD Act *H.Rept. 116-246, Part I.*

Polls:

None.

Floor Activity:

10.23.2019-H.R. 4617 (SHIELD Act) *Passed by recorded vote: 227-181.*

10.29.2019-H.R. 1623 (Help America Run Act) *Motion to suspend the rules and pass as amended, Agreed to by voice vote.*

10.29.2019-H.Res. 107 (SFC Sean Cooley and SPC Christopher Horton Congressional Gold Star Family Fellowship Program Act) *On motion to suspend the rules and agree to the resolution, Agreed to by voice vote.*

Franking and Member Services

- Reviewed 1,433 requests for Franking advisory opinions.
- Provided guidance and advice to Member offices through consultations on the frankability of congressional mail and other communications.
- The Select Committee on Congressional Modernization held a hearing on Franking.
- Conducted a bipartisan Franking staff meeting with the office of the CAO to discuss final updates to a Franking Transparency web page.
- Presented an update on a Franking Transparency initiative at the 2019 Legislative Data and Transparency Conference.
- Presented a Franking overview for district office staff attending the District Director Conference hosted by the Library of Congress.
- Conducted a bipartisan Franking Commission and Committee on House Administration staff meeting to discuss recommendations for updates to the Franking regulations.
- Conducted a briefing on Franking blackout rules and regulations.
- Approved CMO and CSO requests and sent approval letters to offices.
- Reviewed and approved waivers.
- Advised Member offices on House rules and regulations.
- Provided guidance on the Paid Intern Program.

Committee Funding and Oversight

- Provided operations guidance to Committee offices to ensure compliance with Handbook regulations.
- Evaluated Handbook regulations for areas of improvement.
- Reviewed Monthly Reports on committee activities and expenditures including franked mail expenditures.

Oversight of Legislative Branch and Other Entities

Government Publishing Office

- Held regular monthly oversight meeting.

Library of Congress

- Held various oversight meetings on issues relating to the Copyright Office and Congressional Research Service.

Smithsonian

- Held regular monthly oversight meeting.

Architect of the Capitol

- Held various oversight meetings with AOC, CVC and contractors.

Office of the Clerk

- Held regular monthly oversight meeting.

Chief Administrative Officer

- Held regular monthly oversight meeting.

United States Capitol Police

- DNC Milwaukee Onsite Security Review (USSS/HSAA/CHA).
- USCP CHA Staff Reorganizational Brief – Approved.
- USCP Selection of two new Assistant Chiefs of Police (ACOP) – Yogananda Pittman and Chad B. Thomas.
- USCP-OIG Cyber OIG Report Brief CHA Staff.
- USCP-HSAA Garage Security Phase IV Brief.
- USCP-HSAA Monthly Meeting.
- USCP Graduation Ceremony Class #204.

Oversight of Federal Election Law and Procedures

- Ongoing oversight of topics within the committee jurisdiction.
- Support ongoing work of the Subcommittee.

Office of Congressional Workplace Rights

- Oversight of implementation of the provisions of the Congressional Accountability Act of 2018.

Committee on House Administration

Detailees – October 2019

116th Congress

Name	Agency	Start Date	End Date	Majority/Minority

No Detailees to Report

REPORT ON TRAVEL PERFORMED
Committee on House Administration
116th Congress
October 2019

Majority - NO TRAVEL TO REPORT

Monthly Travel Report								
Dates of Travel					Reimbursement Claimed			
						Meals, Lodging & Incidentals		
Traveler	From	To	Purpose	Itinerary	Transporta tion		Other	Total

Minority

Jesse Roberts	10/15/2019	10/15/2019	Conference	ORD/DCA	\$ 256.43			\$ 256.43
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House of Representatives
Monthly Financial Statement by Legislative Year

Office: 10H0000 HOUSE ADMINISTRATION

Appropriation Year 2019
2019:116th Congress 1stSession
Month: October 2019

Budget to Actual

Program	Object Class	YTD Budget Original	YTD Budget Adjusted	YTD Budget Revised	YTD Committed	YTD Obligated	YTD Received	YTD Disbursed	YTD Total Actual	YTD Total Available
EXPEN	** Authorization	5,172,211.00	0.00	5,172,211.00	0.00	0.00	0.00	0.00	0.00	5,172,211.00
	11 Personnel Compensation	0.00	0.00	0.00	0.00	0.00	0.00	3,255,127.44	3,255,127.44	(3,255,127.44)
	21 Travel	0.00	0.00	0.00	0.00	0.00	0.00	146,388.59	146,388.59	(146,388.59)
	23 Rent, Communications, Utilities	0.00	0.00	0.00	0.00	0.00	0.00	35,403.65	35,403.65	(35,403.65)
	24 Printing and Reproduction	0.00	0.00	0.00	0.00	0.00	0.00	17,771.97	17,771.97	(17,771.97)
	25 Other Services	0.00	0.00	0.00	0.00	0.00	0.00	47,728.77	47,728.77	(47,728.77)
	26 Supplies and Materials	0.00	0.00	0.00	0.00	1,739.81	0.00	31,094.45	32,834.26	(32,834.26)
	31 Equipment	0.00	0.00	0.00	0.00	3,114.00	0.00	10,475.71	13,589.71	(13,589.71)
	Total	5,172,211.00	0.00	5,172,211.00	0.00	4,853.81	0.00	3,543,990.58	3,548,844.39	1,623,366.61
	** Authorization	5,000.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00
AE200	FM Franked Mail	0.00	0.00	0.00	0.00	0.00	0.00	54.55	54.55	(54.55)
Total		5,000.00	0.00	5,000.00	0.00	0.00	0.00	54.55	54.55	4,945.45
Total		5,177,211.00	0.00	5,177,211.00	0.00	4,853.81	0.00	3,544,045.13	3,548,898.94	1,628,312.06

House of Representatives
Monthly Financial Statement by Legislative Year

Office: 10H0000 HOUSE ADMINISTRATION

Appropriation Year 2019
2019:116th Congress 1stSession
Month: October 2019

Disbursed Summary

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed
EXPEN General Expenditures	11 Personnel Compensation	1101 Non-Statutory Compensation	353,075.09	3,242,410.61
		1103 Overtime Compensation	429.98	487.67
		1104 Accrued Leave	2,666.67	12,229.16
		Total	356,171.74	3,255,127.44
	21 Travel	2101 Commercial Transportation	410.00	68,003.16
		2105 Lodging	1,116.51	35,093.57
		2110 Meals	1,369.63	16,270.48
		2120 Car Rental	626.22	6,692.90
		2125 Gasoline	0.00	476.94
		2130 Private Auto Mileage	0.00	1,410.61
		2135 Taxi/Parking/Tolls	775.47	10,235.46
		2155 Witness Travel / Related Exp	0.00	2,011.53
		2175 Field Hearing Support Cost	0.94	6,178.94
		2199 Miscellaneous Travel	15.00	15.00
		Total	4,313.77	146,388.59
	23 Rent, Communications, Utilities	2303 Temporary Space Rental	0.00	567.62
		2320 DC Telecom Equip (TRANSFER)	160.00	2,120.00
		2321 DC Telecom Serv (TRANSFER)	622.25	5,524.00
		2322 DC Telecom Tolls (TRANSFER)	2,518.64	23,976.54
		2335 HIR Graphics (TRANSFER)	60.00	2,390.00
		2350 Postage / Courier / Box Rental	0.00	44.16
		2360 Utilities	0.00	178.83
	24 Printing and Reproduction	2370 Equip Rental (Eff 1/3/03)	0.00	602.50
		Total	3,360.89	35,403.65
		2401 Printing & Reproduction	355.08	17,755.97
	25 Other Services	2403 Photographic (TRANSFER)	0.00	16.00
		Total	355.08	17,771.97
		2508 Equipment Installation	0.00	4,800.00
		2527 Training	0.00	6,569.00

House of Representatives
Monthly Financial Statement by Legislative Year

Office: 10HO000 HOUSE ADMINISTRATION

Appropriation Year 2019
2019:16th Congress 1stSession
Month: October 2019

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed
EXPEN General Expenditures	25 Other Services	2529 Transltn and Interpret Serv	0.00	1,034.80
		2571 Technology Service Contracts	17,160.00	35,166.00
		2572 Web Dev Hst,Email & Rtd Serv	0.00	158.97
		Total	17,160.00	47,728.77
		2602 Water	153.38	1,818.11
	26 Supplies and Materials	2603 Food & Beverage	0.00	3,849.62
		2604 Legislative Plnng Food and Bev	0.00	1,583.97
		2605 Framing (TRANSFER)	0.00	150.00
		2620 Office Supplies (Outside)	221.15	2,644.16
		2621 Office Supply (TRANSFER)	857.39	7,633.70
	31 Equipment	2623 Software < \$500	0.00	560.83
		2630 Publications/Reference Mat'l	6.64	12,854.06
		Total	1,238.56	31,094.45
		3105 Office Equip Purch<\$25,000	0.00	1,258.71
		3115 Computer Softw Purch <\$10,000	0.00	1,377.00
		3118 Maintenance / Repairs	784.00	7,840.00
	Total	Total	784.00	10,475.71
AE200 Official Mail	FM Franked Mail	2352 Franked Mail	383,384.04	3,543,990.58
		Total	2.00	54.55
		Total	2.00	54.55
Total	Total	Total	383,386.04	3,544,045.13

U.S. House of Representatives
PAYROLL CERTIFICATION - FINAL

10/01/2019 to 10/31/2019

Process Level: HO000 COMM ON HOUSE ADMINISTRATION

Accounting Organization: 10HO000

Department: HO000 COMM ON HOUSE ADMINISTRATION

SPECIAL & SELECT COMMITTEE - 3(D) PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks
FLEET II, JAMES P.D. STAFF DIRECTOR	171,300.00	14,275.00	10/01/2019 to 10/31/2019	
MORGAN, TERI A DEPUTY STAFF DIRECTOR	160,000.00	13,333.33	10/01/2019 to 10/31/2019	
TAYLOR, DANIEL DEPUTY STAFF DIRECTOR AND CHIEF	172,500.00	14,375.00	10/01/2019 to 10/31/2019	

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks
ABBOUD, KHALIL DEPUTY STAFF DIRECTOR	157,500.00	13,125.00	10/01/2019 to 10/31/2019	
ARIAS, HECTOR STAFF ASSISTANT	45,000.00	3,750.00	10/01/2019 to 10/31/2019	
CANNAN, GEORGINA CATHLEEN ELECTION COUNSEL	100,000.00	2,777.78	10/01/2019 to 10/31/2019	APPOINTMENT 10/21/19
CARPENTER, KYLIE L PROFESSIONAL STAFF - FRANKING	55,000.00	4,583.33	10/01/2019 to 10/31/2019	
CARR, HANNAH G STAFF ASSISTANT	45,000.00	3,750.00	10/01/2019 to 10/31/2019	
CONNOR, MEREDITH R PROFESSIONAL STAFF	52,000.00	4,333.33	10/01/2019 to 10/31/2019	
DEFREITAS, MATTHEW ALBERT FRANKING STAFF DIR	150,000.00	12,500.00	10/01/2019 to 10/31/2019	
DUBAD, ARWA MOHAMED PROFESSIONAL STAFF - FRANKING	53,000.00	2,797.22	10/01/2019 to 10/31/2019	APPOINTMENT 10/12/19
FLAHERTY JR, EDWARD CHIEF CLERK	168,411.00	14,034.25	10/01/2019 to 10/31/2019	
HADDAD, MANNAL E PRESS SECRETARY	60,000.00	5,583.33	10/01/2019 to 10/31/2019	
HENDRIX, KEMBA A DIVERSITY DIRECTOR	125,000.00	10,416.67	10/01/2019 to 10/31/2019	
HENLINE, ROBERT A DIRECTOR OF MEMBER SERVICES	127,500.00	10,625.00	10/01/2019 to 10/31/2019	
HIRA, ELIZABETH L ELECTIONS COUNSEL	120,000.00	1,333.33	10/01/2019 to 10/31/2019	TERMINATED 10/04/19
HULL, GEORGE Z SHARED EMPLOYEE	42,000.00	3,500.00	10/01/2019 to 10/31/2019	

U.S. House of Representatives

PAYROLL CERTIFICATION - FINAL

10/01/2019 to 10/31/2019

Process Level: H0000 COMM ON HOUSE ADMINISTRATION

Accounting Organization: 10H0000

Department: H0000 COMM ON HOUSE ADMINISTRATION

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks
JALATA, KULANI ASafa INTERN	21,599.00	1,799.92	10/01/2019 to 10/31/2019	
JONES, SEAN M LEGISLATIVE CLERK	60,000.00	5,000.00	10/01/2019 to 10/31/2019	
LASURE, AARON M PROFESSIONAL STAFF	145,000.00	12,083.33	10/01/2019 to 10/31/2019	
LEAVANDOSKY, STACEY E SHARED EMPLOYEE	85,000.00	7,083.33	10/01/2019 to 10/31/2019	
MALIK, MARIAM STAFF ASSISTANT	45,000.00	3,750.00	10/01/2019 to 10/31/2019	
MAZYCK, VELETER SHARED EMPLOYEE	75,000.00	6,250.00	10/01/2019 to 10/31/2019	
NASTA, SARAH MICHELLE ELECTION COUNSEL	80,000.00	6,666.67	10/01/2019 to 10/31/2019	
SCHLESINGER, MATTHEW C OVERSIGHT COUNSEL	95,000.00	7,916.67	10/01/2019 to 10/31/2019	
SEHGAL, TANYA SENIOR ELECTIONS COUNSEL	120,000.00	10,000.00	10/01/2019 to 10/31/2019	
SPAULDING, STEPHEN E ELECTION COUNSEL	120,000.00	10,000.00	10/01/2019 to 10/31/2019	
TUCKER, DAVID MICHAEL PARLIAMENTARIAN	150,000.00	12,500.00	10/01/2019 to 10/31/2019	
WHIPPY, PETER N COMMUNICATIONS DIRECTOR	140,000.00	14,583.34	10/01/2019 to 10/31/2019	

SPECIAL & SELECT COMMITTEE - OVERTIME

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks
CARR, HANNAH G STAFF ASSISTANT	45,000.00	194.71		
MALIK, MARIAM STAFF ASSISTANT	45,000.00	235.27		

SPECIAL & SELECT COMMITTEE - ACCRUED LEAVE

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks
HIRA, ELIZABETH L ELECTIONS COUNSEL	120,000.00	2,666.67		

U.S. House of Representatives

PAYROLL CERTIFICATION - FINAL

10/01/2019 to 10/31/2019

Process Level: HO000 COMM ON HOUSE ADMINISTRATION

Accounting Organization: 10HO000

Department: HO090 HOUSE ADMIN-MINORITY STAFF

SPECIAL & SELECT COMMITTEE - 3(D) PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks
DAULBY, JENNIFER A REPUBLICAN STAFF DIRECTOR	172,500.00	14,375.00	10/01/2019 to 10/31/2019	
ENGLUND, MARY S DIRECTOR OF ADMINISTRATION & O	170,696.00	14,224.67	10/01/2019 to 10/31/2019	
FELDER, COLE M REPUBLICAN GENERAL COUNSEL	160,700.00	13,391.67	10/01/2019 to 10/31/2019	
MONAHAN, TIMOTHY J DEPUTY STAFF DIRECTOR	170,696.00	14,224.67	10/01/2019 to 10/31/2019	

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks
BRADY, MAEVE J INTERN	21,599.00	1,799.92	10/01/2019 to 10/31/2019	
CONKLIN, ELISABETH J PROFESSIONAL STAFF	63,000.00	5,250.00	10/01/2019 to 10/31/2019	
CROCKER, NICHOLAS LEE DIRECTOR OF MEMBER SERVICES	90,000.00	7,500.00	10/01/2019 to 10/31/2019	
ESTRADA LOBO, ROBERTO STAFF ASSISTANT	40,000.00	3,333.33	10/01/2019 to 10/31/2019	
JOHNSTON, SUSANNAH MARIE PROFESSIONAL STAFF	63,000.00	5,250.00	10/01/2019 to 10/31/2019	
JOYCE, KEIGHLE LEGAL CLERK	36,000.00	1,000.00	10/01/2019 to 10/31/2019	APPOINTMENT 10/21/19
MANLEY, BRET A SHARED STAFF	100,000.00	8,333.33	10/01/2019 to 10/31/2019	
PARELLA, COURTNEY ELIZABETH COMMUNICATIONS DIRECTOR	80,000.00	6,666.67	10/01/2019 to 10/31/2019	
RANDALL, BRITTANY A PROFESSIONAL STAFF	45,000.00	3,750.00	10/01/2019 to 10/31/2019	
ROBERTS, JESSE ALLEN COUNSEL	75,000.00	6,250.00	10/01/2019 to 10/31/2019	
ROSS, DAVID JOSEPH SHARED STAFF	10,000.00	833.33	10/01/2019 to 10/31/2019	
SCHWALB, JANET GIULIANI PROFESSIONAL STAFF	95,000.00	7,916.67	10/01/2019 to 10/31/2019	
SULLIVAN, TIMOTHY M FRANKING COMMISSION REPUBLICAN	75,000.00	6,250.00	10/01/2019 to 10/31/2019	