

Congress of the United States
U.S. House of Representatives
Committee on Small Business
2561 Rayburn House Office Building
Washington, DC 20515-6515

December 18, 2018

The Honorable Gregg Harper
Chairman
Committee on House Administration
1309 Longworth HOB
Washington, DC 20515

Dear Chairman Harper:

In accordance with the regulations of the Committee on House Administration, I am submitting one copy of the monthly report for November 2018, including:

1. Summary of the progress of the specific investigations and studies for which funds were approved.
2. Fund Balance statements for the month and year to date.
3. Statement of Expenses for the month and year to date.
4. Franking Balance for the month and year to date.
5. Report of travel performed.
6. List of committee employees, job titles and gross monthly salaries.
7. List of committee detailees with start and end dates.

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

Sincerely,

A handwritten signature in blue ink that reads "Steve Chabot". The signature is fluid and cursive, with the first name "Steve" and last name "Chabot" clearly legible.

Steve Chabot
Chairman

Activities of the Committee on Small Business
115^h Congress, 2nd Session

NOVEMBER FULL COMMITTEE HEARINGS

NONE.

NOVEMBER FULL COMMITTEE MARKUPS

None.

NOVEMBER SUBCOMMITTEE HEARINGS

None.

U.S. House of Representatives
Small Business Committee Majority

Fund Balance Statement by Paid Date
November

Total Authorization		
115-2		\$2,166,424.67
Less Expenses for:		
January	2018	\$110,822.09
February		\$118,465.38
March		\$120,929.33
April		\$123,409.09
May		\$126,721.74
June		\$121,391.07
July		\$117,947.49
August		\$123,518.09
September		\$121,196.53
October		\$121,335.39
November		\$174,988.13
Total Expenses to Date:		\$1,380,724.33
Unexpended authorization		\$785,700.34

12/12/18

U.S. House of Representatives
COMMITTEE ON SMALL BUSINESS
MINORITY
Fund Balance Statement by Paid Date
November

Total Authorization

115-2

\$1,083,212.33

Less Expenses for:

January	2018	\$72,172.19
February		\$77,566.68
March		\$78,772.12
April		\$77,427.15
May		\$78,894.12
June		\$77,743.42
July		\$80,032.37
August		\$75,196.41
September		\$80,299.10
October		\$77,333.13
November		\$77,921.58

Total Expenses to Date:

\$853,358.27

Unexpended authorization

\$229,854.06

U.S. House of Representatives
Small Business Committee Majority

Monthly Statement by Paid Date
115-2 November

Description	November	YTD Including	Cumulative Total
		November	
Non-Statutory Compensation	\$168,549.08	\$1,337,475.17	\$1,337,475.17
11-Personnel Compensation subtotal	\$168,549.08	\$1,337,475.17	\$1,337,475.17
Commercial Transportation	\$1,808.76	\$3,586.12	\$3,586.12
Lodging	\$629.77	\$2,540.70	\$2,540.70
Meals	\$123.64	\$446.03	\$446.03
Car Rental	\$298.41	\$854.23	\$854.23
Gasoline	\$25.45	\$92.42	\$92.42
Private Auto Mileage	\$523.75	\$697.06	\$697.06
Taxi/Parking/Tolls	\$181.07	\$521.35	\$521.35
21-Travel subtotal	\$3,590.85	\$8,737.91	\$8,737.91
DC Telecommunication Equipment (TRANSFER)	\$72.00	\$704.00	\$704.00
DC Telecommunication Service (TRANSFER)	\$248.00	\$2,480.00	\$2,480.00
DC Telecommunication Tolls (TRANSFER)	\$925.90	\$11,027.67	\$11,027.67
Franked Mail	\$17.41	\$121.46	\$121.46
23-Rent, Communications and Utilities subtotal	\$1,263.31	\$14,333.13	\$14,333.13
Printing & Reproduction	\$64.75	\$1,179.50	\$1,179.50
Photographic (TRANSFER)	\$0.00	\$133.50	\$133.50
24-Printing and Reproduction subtotal	\$64.75	\$1,313.00	\$1,313.00
Training	\$0.00	\$160.00	\$160.00
Web Development, Hosting, Email, and Related Services	\$935.00	\$9,350.00	\$9,350.00
25- subtotal	\$935.00	\$9,510.00	\$9,510.00
Bottled Water	\$68.61	\$1,524.63	\$1,524.63
Food and Beverage	\$0.00	\$337.96	\$337.96
Framing (TRANSFER)	\$0.00	\$81.00	\$81.00
Office Supplies (Outside)	\$0.00	\$1,245.30	\$1,245.30
Office Supply (TRANSFER)	\$156.53	\$1,759.98	\$1,759.98
Software under \$500	\$0.00	\$42.89	\$42.89
Publications/Reference Material	\$0.00	\$797.36	\$797.36
26-Supplies and Materials subtotal	\$225.14	\$5,789.12	\$5,789.12
Equipment & Software Maintenance	\$360.00	\$3,566.00	\$3,566.00
31-Equipment subtotal	\$360.00	\$3,566.00	\$3,566.00

12/12/18

U.S. House of Representatives
COMMITTEE ON SMALL BUSINESS
MINORITY
Monthly Statement by Paid Date
115-2 November

Description	YTD Including		Cumulative Total
	November	November	
Non-Statutory Compensation	\$76,265.54	\$838,760.09	\$838,760.09
11-Personnel Compensation subtotal	\$76,265.54	\$838,760.09	\$838,760.09
Commercial Transportation	\$0.00	\$559.88	\$559.88
Lodging	\$0.00	\$252.39	\$252.39
Meals	\$0.00	\$126.49	\$126.49
Taxi/Parking/Tolls	\$0.00	\$117.56	\$117.56
21-Travel subtotal	\$0.00	\$1,056.32	\$1,056.32
DC Telecommunication Equipment (TRANSFER)	\$24.00	\$240.00	\$240.00
DC Telecommunication Service (TRANSFER)	\$82.50	\$825.00	\$825.00
DC Telecommunication Tolls (TRANSFER)	\$304.16	\$3,024.61	\$3,024.61
HIR Graphics (TRANSFER)	\$0.00	\$418.00	\$418.00
23-Rent, Communications and Utilities subtotal	\$410.66	\$4,507.61	\$4,507.61
Printing & Reproduction	\$0.00	\$1,024.75	\$1,024.75
24-Printing and Reproduction subtotal	\$0.00	\$1,024.75	\$1,024.75
Bottled Water	\$94.70	\$691.68	\$691.68
Food and Beverage	\$0.00	\$817.27	\$817.27
Office Supplies (Outside)	\$0.00	\$1,131.00	\$1,131.00
Office Supply (TRANSFER)	\$123.10	\$384.67	\$384.67
Publications/Reference Material	\$0.00	\$412.50	\$412.50
26-Supplies and Materials subtotal	\$217.80	\$3,437.12	\$3,437.12
Computer Hardware Purchase less than \$25,000	\$0.00	\$1,125.00	\$1,125.00
Computer Software Purchase less than \$10,000	\$825.00	\$825.00	\$825.00
Equipment & Software Maintenance	\$202.58	\$2,622.38	\$2,622.38
31-Equipment subtotal	\$1,027.58	\$4,572.38	\$4,572.38
Total Expenses	\$77,921.58	\$853,358.27	\$853,358.27

**115th Congress, 2nd Session
Committee on Small Business
2018 Franked Mail Report**

Allocation:	\$5,000.00
January	\$0.00
February	\$1.27
March	\$0.41
April	\$3.53
May	\$3.75
June	\$78.68
July	\$1.70
August	\$0.85
September	\$13.86
October	\$0.00
November	\$17.41
December	
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Total Expended	\$121.46

Travel Performed
Committee on Small Business
115th Congress 2nd Session
November 2018

	Dates of Travel					Reimbursement Claimed		
Traveler	From	To	Purpose	Itinerary	Transportation cost	Meals, Lodging & Incidentals	Other	Total
Kevin Fitzpatrick	10/21/2018	10/23/2018	Roundtable	R/T IAD-CVG	\$621.40	\$620.08		\$1,241.48
Kevin Fitzpatrick	10/29/2018	10/30/2018	Roundtable	R/T IAD-CVG	\$749.40	\$423.82		\$1,173.22
Robert Yavor	10/21/2018	10/22/2018		R/T BWI-CVG	\$437.96	\$214.44		\$652.40
Colleen Moore	10/26/2018	10/30/2018		R/T DC-OH	\$523.75			\$523.75

**115th Congress, 2nd Session
Committee on Small Business
Employee List
November 2018**

<u>Employee</u>	<u>Position Title</u>	<u>Gross Pay</u>
Althouse, Sarah	Communications Director	\$7,083.33
Barr, Delia	Clerk	\$13,201.25
Barton, Stacy	Chief of Staff	\$5,208.33
Bowles, Maureen	Financial Administrator	\$1,500.00
Brown, Daniel	Professional Staff	\$1,666.67
Burchfield, James	Professional Staff	\$6,666.67
Fekete, Stephanie	Counsel	\$13,201.25
Finks, Lauren	Staff Assistant	\$8,333.33
Fitzpatrick, Kevin	Staff Director	\$14,375.00
Garcia, Moraima	Office Manager	\$8,233.33
Gomez, Matthew	Professional Staff	\$5,833.33
Hartz, Joseph	Policy Director	\$14,034.25
Haurek, Alex	Communications Director	\$10,733.33
Jung, Melissa	Deputy Staff Director	\$12,083.33
Ling, Vivian	Counsel	\$14,034.25
Lowe, Jonathan	Shared Employee	\$1,250.00
Minehardt, Adam	Staff Director	\$13,650.00
Moore, Colleen	Professional Staff	\$14,034.25
Najieb-Locke, Halimah	Professional Staff	\$8,583.33
Oliver, Janet	Chief Counsel/Dep Staff Dir	\$14,224.67
Pelletier, Justin	Senior Advisor	\$7,500.00
Quartz, Evelyn	Dep Press Assistant	\$2,982.22
Schmidt, Hannah	Policy Assistant	\$13,201.25
Sharma, Moh	Dir of Or & Mbr Svs/Sr Pol Adv	\$6,666.67
Short, Patricia	Press Secretary	\$5,833.33
Utz, Sharon	Sr Professional Staff	\$7,500.00
Yavor, Robert	Professional Staff	\$13,201.25
Total		\$244,814.62

**115th Congress, 2nd Session
Committee on Small Business
November 2018 Detailee List**

<u>Detailee Name</u>	<u>Agency</u>	<u>Start Date</u>	<u>End Date</u>
Deborah Steward	GPO	1/3/2018	12/31/2018