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JAMIE FLEET
STAFF DIRECTOR

One Hundred Seventeenth
Congress of the United States
House of Representatives

COMMITTEE ON HOUSE ADMINISTRATION

1309 LONGWORTH HOUSE OFFICE BUILDING
WASHINGTON, DC 20515-6157
202-225-2061 | CHA.HOUSE.GOV

RODNEY DAVIS, ILLINOIS
RANKING MINORITY MEMBER

BARRY LOUDERMILK, GEORGIA
BRYAN STEIL, WISCONSIN

TIM MONAHAN
MINORITY STAFF DIRECTOR

August 13, 2021

July 2021 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 July 1-31, 2021;
- 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 July 2021 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 - July 2021

Full Committee Hearings:

The Elections Clause: Constitutional Interpretation And Congressional Exercise– July 12, 2021

Subcommittee on Elections Hearings:

None.

Full Committee Meetings:

None.

Joint Committee Activities

None.

Reports Filed:

None.

Polls:

Committee Poll 5 - adoption of Committee Resolution 117-16, allocating funds from the Reserve Fund.

Committee Poll 6 - adoption of Committee Resolution 117-17, setting a timeline for the Chief Administrative Officer to deduct the amount of a fine imposed under House Resolution 73 from the net salary of an individual who is a Member of the House of Representatives.

Floor Activity:

H. R. 2485 – Access to Congressionally Mandated Reports Act

Agreed to in House by voice vote, July 26, 2021.

Franking and Member Services

- Reviewed 766 requests for Advisory Opinions, with 2 frankable stamps issued.
- Provided guidance and advice to Member offices on the use of congressional mail and other official communication resources.
- On July 8, Commission staff met with staff from the Select Committee on the Modernization of Congress and the Advice and Guidance counsel from the Committee on Ethics to discuss where existing rules or the use of official social media accounts intersect.
- On July 9, Commission staff met with staff from the Chief Administrative Office to discuss updates to the Template process.
- On July 13, an E-Dear Colleague titled, Administrative: REMINDER – 2nd Quarter Mass Mailings & Mass Communications Report Due was sent.
- On July 22, Commission staff met with an investigations counsel from the Committee on Ethics to discuss processes and procedures for official complaints filed against members of congress for the use of their official resources.
- On July 26, staff participated in a training session on the use of official communications resources for an event hosted by the Library of Congress for the Virtual District State Staff Institute event.
- 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

Library of Congress

- Held regular monthly oversight meeting.

Smithsonian

- Held regular monthly oversight meeting.

Architect of the Capitol

- Held regular monthly oversight meeting.

Office of the Clerk

- Held regular monthly oversight meeting.

Chief Administrative Officer

- Held regular monthly oversight meeting.

Inspector General of the House

- Held regular monthly oversight meeting.

United States Government Publishing Office

- Held regular monthly oversight meeting.

United States Capitol Police

- United States Capitol Police Monthly Oversight Meetings.
- United States Capitol Police OIG Monthly Oversight Meetings.

Oversight of Federal Election Law and Procedures

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

- Ongoing oversight of the Election Assistance Commission and Federal Election Commission.

Committee on House Administration

Detailees – July 2021

117th Congress

Name	Agency	Start Date	End Date	Majority/Minority
Susan Murphy	GAO	5/24/2021	11/24/2021	Majority

U.S. House of Representatives
PAYROLL CERTIFICATION - FINAL

07/01/2021 to 07/30/2021

Process Level: HO000 COMM ON HOUSE ADMINISTRATION Accounting Organization: 10HO000
 Department: HO000 COMM ON HOUSE ADMINISTRATION

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks
ABBOUD, KHALIL DEPUTY STAFF DIRECTOR	173,900.00	14,491.67	07/01/2021 to 07/30/2021	
ABRAHAMIAN, ARLET SHARED EMPLOYEE	30,000.00	2,652.50	07/01/2021 to 07/30/2021	P/R CHANGE 07/02/21
AGADA, ENUMALE MARGARET OVERSIGHT COUNSEL	93,000.00	7,750.00	07/01/2021 to 07/30/2021	
BRIGGS, PATRICK EDWARD JUDE PROFESSIONAL STAFF MEMBER	140,000.00	11,666.67	07/01/2021 to 07/30/2021	
CANNAN, GEORGINA CATHLEEN ELECTION COUNSEL	115,000.00	9,583.33	07/01/2021 to 07/30/2021	
CARPENTER, KYLIE L PROFESSIONAL STAFF - FRANKING	60,000.00	5,000.00	07/01/2021 to 07/30/2021	
CARR, HANNAH G STAFF ASSISTANT	70,000.00	5,833.33	07/01/2021 to 07/30/2021	
CLOUGH, MICHAEL RYAN SHARED EMPLOYEE	30,000.00	2,500.00	07/01/2021 to 07/30/2021	
DEFREITAS, MATTHEW ALBERT FRANKING STAFF DIR	150,000.00	12,500.00	07/01/2021 to 07/30/2021	
FLAHERTY JR, EDWARD CHIEF CLERK	173,900.00	14,491.67	07/01/2021 to 07/30/2021	
FLEET II, JAMES P.D. STAFF DIRECTOR	172,700.00	14,391.67	07/01/2021 to 07/30/2021	
HENLINE, ROBERT A DIRECTOR OF MEMBER SERVICES	127,500.00	8,854.17	07/01/2021 to 07/30/2021	TERMINATED 07/25/21
HILL, GIANNI ELANDIS LESLIE INTERN	21,599.00	1,799.92	07/01/2021 to 07/30/2021	
JACOBS, BRANDON M LEGISLATIVE CLERK	60,000.00	5,000.00	07/01/2021 to 07/30/2021	
JALATA, KULANI ASAFA ELECTIONS COUNSEL	100,000.00	8,333.33	07/01/2021 to 07/30/2021	
LASURE, AARON M PROFESSIONAL STAFF	145,000.00	12,083.33	07/01/2021 to 07/30/2021	
LEAVANDOSKY, STACEY E SHARED EMPLOYEE	90,489.00	7,540.75	07/01/2021 to 07/30/2021	
LEE JR, JEROME VERNON STAFF ASSISTANT	45,000.00	3,750.00	07/01/2021 to 07/30/2021	

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Accounting Organization: 10HO000

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks
MICHAEL, WELLESLEY LAUREN STAFF ASSISTANT	45,000.00	3,750.00	07/01/2021 to 07/30/2021	
MORALES GOMEZ, JOSE A. STAFF ASSISTANT	45,000.00	3,750.00	07/01/2021 to 07/30/2021	
MORGAN, TERI A DEPUTY STAFF DIRECTOR	160,000.00	13,333.33	07/01/2021 to 07/30/2021	
NASTA, SARAH MICHELLE ELECTION COUNSEL	120,000.00	10,000.00	07/01/2021 to 07/30/2021	
PELLEGRINI, GIANCARLO RIVERO ELECTIONS COUNSEL	140,000.00	11,666.67	07/01/2021 to 07/30/2021	
SCHLESINGER, MATTHEW C OVERSIGHT COUNSEL	115,000.00	9,583.33	07/01/2021 to 07/30/2021	
SINGH, SAI SAMARCHITA STAFF ASSISTANT	55,000.00	4,583.33	07/01/2021 to 07/30/2021	
TAYLOR, DANIEL DEPUTY STAFF DIRECTOR AND CHIEF COUNSEL	173,900.00	14,491.67	07/01/2021 to 07/30/2021	
TUCKER, DAVID MICHAEL PARLIAMENTARIAN	150,000.00	8,333.33	07/01/2021 to 07/30/2021	TERMINATED 07/20/21
WHIPPY, PETER N COMMUNICATIONS DIRECTOR	140,000.00	11,666.67	07/01/2021 to 07/30/2021	
WRIGHT, SEAN JAMES SENIOR ELECTIONS COUNSEL	165,000.00	13,750.00	07/01/2021 to 07/30/2021	
YOUNG, NATALIE JOY PRESS SECRETARY	57,500.00	4,791.67	07/01/2021 to 07/30/2021	

U.S. House of Representatives

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Process Level: HO000 COMM ON HOUSE ADMINISTRATION

Accounting Organization: 10HO000

Department: HO090 HOUSE ADMIN-MINORITY STAFF

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks
BRESSO, GINEEN MARIA SPECIAL COUNSEL	173,900.00	14,491.67	07/01/2021 to 07/30/2021	
COLLINS, RACHEL E COUNSEL	120,000.00	10,000.00	07/01/2021 to 07/30/2021	
CONKLIN, ELISABETH J DIRECTOR OF COMMUNICATIONS STANDARDS COMMISSION	80,000.00	6,666.67	07/01/2021 to 07/30/2021	
CROCKER, NICHOLAS LEE DEPUTY STAFF DIRECTOR	140,000.00	11,666.67	07/01/2021 to 07/30/2021	
CUNNINGTON, MICHAEL B POLICY ADVISOR FOR ELECTIONS	40,000.00	3,333.33	07/01/2021 to 07/30/2021	
ERICKSON, CAMERON MARCUS LAW CLERK	45,000.00	3,750.00	07/01/2021 to 07/30/2021	
HAYS, CALEB JONATHAN GENERAL COUNSEL	164,900.00	13,741.67	07/01/2021 to 07/30/2021	
HIGGINS, GRACE ELIZABETH PROFESSIONAL STAFF COMMUNICATONS STANDARDS COMMISSION	55,000.00	4,583.33	07/01/2021 to 07/30/2021	
JOHNSON, WILLIAM ARMSTRONG INTERN	21,599.00	1,799.92	07/01/2021 to 07/30/2021	
MONAHAN, TIMOTHY J REPUBLICAN STAFF DIRECTOR	173,900.00	14,491.67	07/01/2021 to 07/30/2021	
NEAL, AUBREY PATRICIA DIRECTOR OF MODERNIZATION INITIATIVES	90,000.00	7,500.00	07/01/2021 to 07/30/2021	
ORR, IAN FREDERICK STAFF ASSISTANT	45,000.00	3,750.00	07/01/2021 to 07/30/2021	
PEARCE, SARAH LING INTERN	21,599.00	119.99	07/01/2021 to 07/30/2021	TERMINATED 07/02/21
PERKINS, SLOANE THOMSON PRESS AND DIGITAL ASSISTANT	45,000.00	3,750.00	07/01/2021 to 07/30/2021	
PHELPS, ASHLEY COMMUNICATIONS DIRECTOR	100,000.00	8,333.33	07/01/2021 to 07/30/2021	
ROBERTS, CRAIG ANDREW SPECIAL ADVISOR	130,000.00	10,833.33	07/01/2021 to 07/30/2021	
ROSS, DAVID JOSEPH SHARED STAFF	10,000.00	833.33	07/01/2021 to 07/30/2021	
SCHWALB, JANET GIULIANI DIRECTOR OF ADMINISTRATION	130,000.00	10,833.33	07/01/2021 to 07/30/2021	

U.S. House of Representatives

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Accounting Organization: 10HO000

Department: HO090 HOUSE ADMIN-MINORITY STAFF

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks
SMITH, ELLIOT MICHAEL PROFESSIONAL STAFF	60,000.00	5,000.00	07/01/2021 to 07/30/2021	

U.S. House of Representatives
Monthly Financial Statement by Legislative Year - Committee Rollup

Office: 10HO House Administration **Authorization Year 2021**
2021:117th Congress 1st Session **Month: July 2021**

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
	** Authorization	5,794,535.00	0.00	5,794,535.00	0.00	0.00	0.00	0.00	0.00	5,794,535.00
	11 Personnel Compensation	0.00	0.00	0.00	0.00	0.00	0.00	2,795,665.65	2,795,665.65	(2,795,665.65)
	21 Travel	0.00	0.00	0.00	0.00	0.00	0.00	22,581.42	22,581.42	(22,581.42)
	23 Rent, Communications, Utilities	0.00	0.00	0.00	0.00	0.00	0.00	36,249.36	36,249.36	(36,249.36)
	24 Printing and Reproduction	0.00	0.00	0.00	0.00	0.00	0.00	3,219.55	3,219.55	(3,219.55)
	25 Other Services	0.00	0.00	0.00	0.00	0.00	0.00	19,652.84	19,652.84	(19,652.84)
	26 Supplies and Materials	0.00	0.00	0.00	0.00	258.16	0.00	32,321.31	32,579.47	(32,579.47)
	31 Equipment	0.00	0.00	0.00	0.00	0.00	0.00	34,693.81	34,693.81	(34,693.81)
	Total	5,794,535.00	0.00	5,794,535.00	0.00	258.16	0.00	2,944,383.94	2,944,642.10	2,849,892.90
AE200	** Authorization	5,000.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00
	FM Franked Mail	0.00	0.00	0.00	0.00	0.00	0.00	3.80	3.80	(3.80)
	Total	5,000.00	0.00	5,000.00	0.00	0.00	0.00	3.80	3.80	4,996.20
Total		5,799,535.00	0.00	5,799,535.00	0.00	258.16	0.00	2,944,387.74	2,944,645.90	2,854,889.10

Office	Program	YTD Budget Original	YTD Budget Adjusted	YTD Budget Revised	YTD Committed	YTD Obligated	YTD Received	YTD Disbursed	YTD Total Actual	YTD Total Available
10HO000	EXPEN	3,742,377.00	0.00	3,742,377.00	0.00	258.16	0.00	1,923,694.62	1,923,952.78	1,818,424.22
	AE200	5,000.00	0.00	5,000.00	0.00	0.00	0.00	3.80	3.80	4,996.20
	Total	3,747,377.00	0.00	3,747,377.00	0.00	258.16	0.00	1,923,698.42	1,923,956.58	1,823,420.42
10HO999	EXPEN	2,052,158.00	0.00	2,052,158.00	0.00	0.00	0.00	1,020,689.32	1,020,689.32	1,031,468.68
	Total	2,052,158.00	0.00	2,052,158.00	0.00	0.00	0.00	1,020,689.32	1,020,689.32	1,031,468.68
Total		5,799,535.00	0.00	5,799,535.00	0.00	258.16	0.00	2,944,387.74	2,944,645.90	2,854,889.10

U.S. House of Representatives
Monthly Financial Statement by Legislative Year - Committee Rollup

Office: 10HO House Administration

Authorization Year 2021
 2021:117th Congress 1st Session
 Month: July 2021

Disbursed Summary

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed
	11 Personnel Compensation	1101 Non-Statutory Compensation	393,400.58	2,777,138.18
		1103 Overtime Compensation	0.00	1,271.92
		1104 Accrued Leave	0.00	17,255.55
		Total	393,400.58	2,795,665.65
21 Travel		2101 Commercial Transportation	1,342.61	4,333.30
		2105 Lodging	2,712.60	8,061.37
		2110 Meals	892.49	2,320.27
		2120 Car Rental	1,999.89	2,604.50
		2125 Gasoline	243.09	327.31
		2130 Private Auto Mileage	560.11	1,437.07
		2135 Taxi/Parking/Tolls	2,433.05	3,497.60
		Total	10,183.84	22,581.42
EXPEN General Expenditures		2320 DC Telecom Equip (TRANSFER)	180.00	1,100.00
		2321 DC Telecom Serv (TRANSFER)	663.25	3,979.50
		2322 DC Telecom Tolls (TRANSFER)	5,953.55	28,431.17
		2335 HIR Graphics (TRANSFER)	344.00	2,024.00
		2350 Postage / Courier / Box Rental	174.83	644.75
		2360 Utilities	31.99	69.94
		Total	7,347.62	36,249.36
24 Printing and Reproduction		2401 Printing & Reproduction	310.86	2,811.70
		2403 Photographic (TRANSFER)	0.00	385.90
		2405 Advertisements	0.00	21.95
		Total	310.86	3,219.55
25 Other Services		2571 Technology Service Contracts	2,001.05	14,001.05
		2572 Web Dev Hst,Email & Rltd Serv	100.68	5,651.79
		Total	2,101.73	19,652.84
26 Supplies and Materials		2602 Water	520.71	1,987.05
		2603 Food & Beverage	697.13	1,051.95
		2604 Legislative Plnng Food and Bev	120.00	120.00
		2605 Framing (TRANSFER)	0.00	550.00
		Total	1,337.84	3,709.00

U.S. House of Representatives
Monthly Financial Statement by Legislative Year - Committee Rollup

Office: 10HO House Administration **Authorization Year 2021**
2021:117th Congress 1st Session
Month: July 2021

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed
		2620 Office Supplies (Outside)	8,584.08	12,891.90
		2621 Office Supply (TRANSFER)	1,006.58	6,325.48
		2623 Software < \$500	588.60	7,033.74
		2630 Publications/Reference Mat'l	769.35	2,361.19
		Total	12,286.45	32,321.31
EXPEN General Expenditures		3105 Office Equip Purch<\$25,000	0.00	4,125.55
		3112 Computer Hardw Purch <\$25,000	0.00	22,938.06
	31 Equipment	3118 Maintenance / Repairs	1,144.30	7,182.20
		3131 Equipment Purchases	0.00	448.00
	Total	Total	1,144.30	34,693.81
AE200 Official Mail		2352 Franked Mail	0.00	3.80
	Total	Total	0.00	3.80
Total			426,775.38	2,944,387.74