

Congress of the United States
U.S. House of Representatives
Committee on Small Business
2361 Rayburn House Office Building
Washington, DC 20515-6515

September 4, 2024

The Honorable Bryan Steil
Chairman
Committee on House Administration
1309 Longworth HOB
Washington, DC 20515

Dear Chairman Steil:

In accordance with the regulations of the Committee on House Administration, I am submitting one copy of the monthly report for August 2024, including:

- A. Summary of the progress of the specific investigations and studies for which funds were approved.
- B. Statement of expenses for the month and year to date.
- C. Report of travel performed using Committee funds.
- D. List of Committee employees, job titles and gross monthly salaries.
- E. Certification by the Chair of the reporting Committee that the report is available to Members of the Committee for examination.
- F. A list of all Committee detailees with each detailee's effective start and end date of detail at the Committee.

The report is available to members of the committee for examination.

Sincerely,



Roger Williams
Chairman

**Activities of the
Committee on Small Business
118th Congress, 2nd Session
August 2024**

No Official Activity

**Small Business Committee - Majority
Monthly Balance Statement
August 2024**

Payroll	\$ 163,766.67
Bonuses	\$0.00
SUBTOTAL	\$ 163,766.67
Travel	
Airfare	\$0.00
Lodging	\$420.05
Meals	\$54.74
WIFI on Travel	\$0.00
Car Rental	\$0.00
Auto Mileage	\$0.00
Taxi, Parking, Tolls	\$147.02
SUBTOTAL	\$621.81
Rent, Comm, Utilities	
DC Tel Equipment	\$48.00
DC Tell Service	\$191.00
DC Tell Tolls	\$1,018.81
SUBTOTAL	\$1,257.81
Print and Reprod	
Print and Reprod	\$0.00
Photographic	\$ -
SUBTOTAL	\$0.00
OTHER SERVICES	
Technology Service Contracts	\$0.00
Web Hosting/Email Service	\$ -
SUBTOTAL	\$ -
SUPPLIES & MATERIALS	
Bottled Water	\$122.24
Food & Beverage	\$462.98
Framing (Transfer)	\$0.00
Supplies Outside	\$74.60
OSS Supplies	\$0.00
Software < \$500	\$0.00
Publications	\$ -
SUBTOTAL	\$ 659.82
EQUIPMENT	
Equipment Purchase <\$25K	\$ 2,236.00
Computer Hardward Purchase	\$0.00
Equip Maintenance	\$ 555.00
SUBTOTAL	\$ 2,791.00
TOTAL	\$ 169,097.11

**Small Business Committee - Majority
Fund Balance Statement
August 2024**

Total Funds		\$2,499,333.33
January Totals	\$	166,833.30
February Totals	\$	181,376.78
March Totals	\$	179,140.47
April Totals	\$	180,145.14
May Totals	\$	187,007.63
June Totals	\$	179,755.98
July Totals	\$	273,207.92
August Totals	\$	169,097.11
Septemeber Totals		
October Totals		
November Totals		
December Totals		
Total Spent	\$	1,516,564.33
Funds Remaining		\$982,769.00

House of Representatives
Monthly Financial Statement by Legislative Year

Office: 10SM000 COMM ON SMALL BUSINESS MAJ

Authorization Year 2024
 2024:118th Congress 2nd Session
 Month: 2024 August - Closed

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	2,499,333.33	0.00	2,499,333.33	0.00	0.00	0.00	0.00	0.00	2,499,333.33
	11 Personnel Compensation	0.00	0.00	0.00	0.00	0.00	0.00	1,478,230.00	1,478,230.00	(1,478,230.00)
	21 Travel	0.00	0.00	0.00	0.00	0.00	0.00	2,899.71	2,899.71	(2,899.71)
	23 Rent, Communications, Utilities	0.00	0.00	0.00	0.00	0.00	0.00	8,431.89	8,431.89	(8,431.89)
	24 Printing and Reproduction	0.00	0.00	0.00	0.00	0.00	0.00	1,179.51	1,179.51	(1,179.51)
	25 Other Services	0.00	0.00	0.00	0.00	0.00	0.00	4,620.00	4,620.00	(4,620.00)
	26 Supplies and Materials	0.00	0.00	0.00	0.00	0.00	0.00	14,527.22	14,527.22	(14,527.22)
	31 Equipment	0.00	0.00	0.00	0.00	0.00	0.00	6,676.00	6,676.00	(6,676.00)
	Total	2,499,333.33	0.00	2,499,333.33	0.00	0.00	0.00	1,516,564.33	1,516,564.33	982,769.00
	** 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	32.07	32.07	(32.07)
AE200	Total	5,000.00	0.00	5,000.00	0.00	0.00	0.00	32.07	32.07	4,967.93

**Committee on Small Business
Minority
Monthly Statement by Paid Date
118-2 August**

Description	August	YTD Including August	Cumulative Total
Non-Statutory Compensation	\$ 85,549.99	\$ 670,503.28	\$ 670,503.28
11-Personnel Compensation subtotal	\$ 85,549.99	\$ 670,503.28	\$ 670,503.28
DC Telecom Equipment (TRANSFER)	\$ 36.00	\$ 248.00	\$ 248.00
DC Telecom Service (TRANSFER)	\$ 85.25	\$ 589.00	\$ 589.00
DC Telecom Tolls (TRANSFER)	\$ 664.31	\$ 3,762.07	\$ 3,762.07
HIR Graphics (TRANSFER)	\$ -	\$ 240.00	\$ 240.00
Postage/Courier/Box Rental	\$ -	\$ -	\$ -
23-Rent, Communications & Utilities subtotal	\$ 785.56	\$ 4,839.07	\$ 4,839.07
Non-Frankable Printing & Reproduction	\$ -	\$ 38.00	\$ 38.00
24-Printing subtotal	\$ -	\$ 38.00	\$ 38.00
Training	\$ -	\$ 80.00	\$ 80.00
25-Other Services subtotal	\$ -	\$ 80.00	\$ 80.00
Water	\$ -	\$ 833.71	\$ 833.71
Office Supplies (Outside)	\$ -	\$ 747.00	\$ 747.00
Office Supply Transfer	\$ 20.40	\$ 155.01	\$ 155.01
Software Less Than \$500.00	\$ -	\$ 554.40	\$ 554.40
26-Supplies, Materials subtotal	\$ 20.40	\$ 2,290.12	\$ 2,290.12
Office Equipment Purchase Less Than \$25,000	\$ -	\$ -	\$ -
Computer Softw Purchase Less Than \$10,000.00	\$ -	\$ 907.58	\$ 907.58
Maintenance / Repairs	\$ 526.00	\$ 4,208.00	\$ 4,208.00
31-Equipment subtotal	\$ 526.00	\$ 5,115.58	\$ 5,115.58
Total Expenses	\$ 86,881.95	\$ 682,866.05	\$ 682,866.05

**Committee on Small Business
Minority
Fund Balance Statement by Paid Date
August**

Total Authorization
118-2 **\$1,249,666.67**

Less Expenses for:

January	2024	\$74,635.57
February		\$87,363.02
March		\$87,434.45
April		\$85,220.86
May		\$87,135.78
June		\$87,103.20
July		\$87,091.22
August		\$86,881.95
September		\$0.00
October		\$0.00
November		\$0.00
December		\$0.00

Total Expenses to Date: **\$682,866.05**

Unexpended authorization **\$566,800.62**

House of Representatives
Monthly Financial Statement by Legislative Year

Office: 10SM999 COMM ON SMALL BUSINESS MIN

Authorization Year 2024
 2024:118th Congress 2nd Session
 Month: 2024 August - Open

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	1,249,666.67	0.00	1,249,666.67	0.00	0.00	0.00	0.00	0.00	1,249,666.67
	11 Personnel Compensation	0.00	0.00	0.00	0.00	0.00	0.00	670,503.28	670,503.28	(670,503.28)
	23 Rent, Communications, Utilities	0.00	0.00	0.00	0.00	0.00	0.00	4,839.07	4,839.07	(4,839.07)
	24 Printing and Reproductions	0.00	0.00	0.00	0.00	0.00	0.00	38.00	38.00	(38.00)
	25 Other Services	0.00	0.00	0.00	0.00	0.00	0.00	80.00	80.00	(80.00)
	26 Supplies and Materials	0.00	0.00	0.00	0.00	0.00	0.00	2,290.12	2,290.12	(2,290.12)
	31 Equipment	0.00	0.00	0.00	0.00	0.00	0.00	5,115.58	5,115.58	(5,115.58)
	Total	1,249,666.67	0.00	1,249,666.67	0.00	0.00	0.00	682,866.05	682,866.05	566,800.62

Committee on Small Business | 118th Congress, 2nd Session

Employee List-August 2024-Majority

Last Name	First Name	Title	Gross Salary	Start Date	End Date
Albrecht	Alexander	Counsel	9,583.34		
Chambliss	Stephanie	Counsel	12,500.00		
Coffield	Andrew	Professional Staff	9,166.67		
Conklin	Elisabeth	Professional Staff	8,333.33		
Denham	Samantha	Deputy Communications Director	8,333.33		
Eckhardt	Christopher	Law Clerk	3,750.00		
Fedorchak	Mary Kathryn	Shared Employee	1,666.67		
High	Heidi	Professional Staff	9,166.67		
Holmes	Lauren	General Counsel	2,841.67		
Hunt	Caroline	Staff Assistant	694.44	8/26/2024	
Johnson	Benjamin	Staff Director	17,675.00		
Joseph	Adam	Press Assistant and Digital Assista	7,083.33		
Lambert	Ryan	Professional Staff	10,000		
Majida	Reda	Staff Assistant	4,889		8/1/2024
McCutchen	Kevin	Press Secretary	2,250		8/9/2024
Rothe	Andrew	Policy Director	15,416.67		
Smith	Chandler	Professional Staff	8,333.33		
VanHyfte	Matthew	Communications Director	12,083.33		
Ver Hage	Emma	Clerk	6,250.00		
Vogel	Ann	Shared Employee	2,916.67		
Wallwork	Lucas	Member Services/Coalitions Dire	10,833.33		
PERSONAL			163,766.67		
LUMP SUM BONUS			0.00		
TOTAL			163,766.67		

Committee on Small Business | 118th Congress, 2nd Session

Employee List-August 2024-Minority

Last Name	First Name	Title	Gross Salary	Start Date	End Date
Beca-Barragan	Renata	Senior Counsel	2,000		
Benedetti	Cathleen	Professional Staff	10,416.67		
Bowman	Matthew	Sr. Professional Staff member	9,583.33		
Erkel	Richard	Senior Advisor	666.67		
Garcia	Moraima	Office Manager	10,733.33		
Jung	Melissa	Staff Director/Chief Counsel	15,208		
Low	Matthew	Professional Staff	5,625		
McGinnis	Michael	Deputy Communications Director	9,900.00		
McWade	Timothy	Shared Employee	1,583.33		
Voslow	Lauren	Director of Operations	7,750.00		
Williams-Harrington	Ellen	Deputy Staff Director	12,083.33		

PERSONAL	85,549.99
LUMP SUM BONUS	0.00
TOTAL	85,549.99

Committee on Small Business | 118 Congress, 2nd Session
Franked Mail Report | August 30, 2024

Allocation	\$5,000
January	\$0
Feburary	\$0.00
March	\$5.18
April	1.28
May	0
June	25.61
July	0
August	0
Septemeber	
October	
November	
December	
Total Expended	\$32
Unexpended Allocation	\$4,968

Committee on Small Business
118th Congress, 2nd Session
Detailee List
August 30, 2024

<u>Detailee Name</u>	<u>Agency</u>	<u>Start Date</u>	<u>End Date</u>
Steward, Deborah	GPO	1/3/2024	12/31/2024