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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

July 22, 2019

### June 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 June 1-30, 2019;
- List of Committee employees, job title and gross monthly salaries;
- List of Committee Detailees.

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

The June 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 – June 2019

### Full Committee Hearings:

6/20/2019: Oversight of the Congressional Research Service Hearing.

6/21/2019: Committee Meeting on H.R. 2722, a bill to protect elections for public office by providing financial support and enhanced security for the infrastructure used to carry out such elections, and for other purposes.

### Subcommittee on Elections Hearings:

No activity.

### Full Committee Meetings:

None.

### Reports Filed:

June 26, 2019: Filed H.Rept. 116-129 on H.R. 2722.

### Polls:

6/20/2019: Committee Poll No. 4 Adoption of Committee Resolution 116-11 (Member settlements under CAA).

### Floor Activity:

6/27/2019: House passed H.R. 2722 on a Recorded Vote (Roll No. 428: 225-184).

## Franking and Member Services

- Reviewed 759 requests for franking advisory opinions.
- Provided guidance and advice to Member offices through consultations on the frankability of congressional mail and other communications.
- Provided nine individual office trainings for Members and new staff.
- Led three panels to discuss digital communication strategy.
- Presented a franking overview for district office staff attending the monthly district office retreat hosted by the Library of Congress.
- Approved CMO and CSO requests and sent approval letters to offices.
- Reviewed and approved waivers.
- Advised Member offices on House rules and regulations.
- Gave guidance on the Paid Intern Program.

## Intern Program

- Conducted the 2019 Summer Intern Lecture series.

## Committee Funding and Oversight

- Provided operations guidance to Committee offices to ensure compliance with Handbook regulations.
- Evaluate 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*

- Received and distributed the 26<sup>th</sup> edition of the Pocket Constitution.

### *Library of Congress*

- Oversight hearing: [“Oversight of the Congressional Research Service”](#).

### *Smithsonian*

- Oversight meeting discussing: Biodiversity Hearing, Fossil Hall Opening, Women's Suffrage Coin Bill, Moon Landing Anniversary.

### *Architect of the Capitol*

- Interviewed prospective candidates for the position of Architect of the Capitol.

### *United States Capitol Police*

- USCP Oversight Hearing Completed.
- USCP Monthly Oversight Meeting.

### Oversight of Federal Election Law and Procedures

- Fully considered the SAFE Act, HR2722.
- Ongoing oversight of ongoing committee jurisdiction.
- Support ongoing role of the Subcommittee.

### Office of Congressional Workplace Rights

- Oversight of OCWR in anticipation of effective date of the Congressional Accountability Act Reform Act of 2018.

**U. S. House of Representatives**  
**Monthly Financial Statement by Legislative Year**

**Office: 10H0000 HOUSE ADMINISTRATION** **Appropriation Year 2019**  
**2019:116th Congress 1stSession**  
**Month: June 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
	** 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	1,852,002.13	1,852,002.13	(1,852,002.13)
	21 Travel	0.00	0.00	0.00	0.00	0.00	0.00	88,864.61	88,864.61	(88,864.61)
	23 Rent, Communications, Utilities	0.00	0.00	0.00	0.00	0.00	0.00	17,884.48	17,884.48	(17,884.48)
	24 Printing and Reproduction	0.00	0.00	0.00	0.00	0.00	0.00	11,671.76	11,671.76	(11,671.76)
	25 Other Services	0.00	0.00	0.00	0.00	0.00	0.00	22,362.79	22,362.79	(22,362.79)
	26 Supplies and Materials	0.00	0.00	0.00	0.00	1,754.81	0.00	23,059.04	24,813.85	(24,813.85)
	31 Equipment	0.00	0.00	0.00	0.00	0.00	0.00	5,962.71	5,962.71	(5,962.71)
	<b>Total</b>	<b>5,172,211.00</b>	<b>0.00</b>	<b>5,172,211.00</b>	<b>0.00</b>	<b>1,754.81</b>	<b>0.00</b>	<b>2,021,807.52</b>	<b>2,023,562.33</b>	<b>3,148,648.67</b>
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	26.07	26.07	(26.07)
	<b>Total</b>	<b>5,000.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>26.07</b>	<b>26.07</b>	<b>4,973.93</b>
<b>Total</b>		<b>5,177,211.00</b>	<b>0.00</b>	<b>5,177,211.00</b>	<b>0.00</b>	<b>1,754.81</b>	<b>0.00</b>	<b>2,021,833.59</b>	<b>2,023,588.40</b>	<b>3,153,622.60</b>

**U. S. House of Representatives  
Monthly Financial Statement by Legislative Year**

**Office: 10H0000 HOUSE ADMINISTRATION** **Appropriation Year 2019**  
**2019:116th Congress 1stSession**  
**Month: June 2019**

**Disbursed Summary**

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed
	11 Personnel Compensation	1101 Non-Statutory Compensation	349,730.67	1,851,668.80
		1104 Accrued Leave	0.00	333.33
		<b>Total</b>	<b>349,730.67</b>	<b>1,852,002.13</b>
21 Travel		2101 Commercial Transportation	32,178.27	43,606.87
		2105 Lodging	5,597.82	15,875.15
		2110 Meals	135.77	8,691.51
		2120 Car Rental	0.00	4,743.32
		2125 Gasoline	0.00	445.30
		2130 Private Auto Mileage	0.00	1,410.61
		2135 Taxi/Parking/Tolls	227.32	5,919.42
		2155 Witness Travel / Related Exp	0.00	2,011.53
		2175 Field Hearing Support Cost	1,003.90	6,160.90
		<b>Total</b>	<b>39,143.08</b>	<b>88,864.61</b>
EXPEN General Expenditures		2303 Temporary Space Rental	125.82	125.82
		2320 DC Telecom Equip (TRANSFER)	224.00	1,056.00
		2321 DC Telecom Serv (TRANSFER)	599.00	3,066.00
		2322 DC Telecom Tolls (TRANSFER)	955.23	11,392.65
		2335 HIR Graphics (TRANSFER)	270.00	1,480.00
		2350 Postage / Courier / Box Rental	24.00	31.56
		2360 Utilities	0.00	129.95
		2370 Equip Rental (Eff 1/3/03)	0.00	602.50
		<b>Total</b>	<b>2,198.05</b>	<b>17,884.48</b>
		24 Printing and Reproduction		2401 Printing & Reproduction
2403 Photographic (TRANSFER)	0.00			8.00
25 Other Services		<b>Total</b>	<b>110.46</b>	<b>11,671.76</b>
		2508 Equipment Installation	0.00	4,800.00
		2527 Training	4,275.00	4,469.00
		2529 Translatn and Interpret Serv	0.00	1,034.80
		2571 Technology Service Contracts	2,000.00	12,006.00

**U. S. House of Representatives  
Monthly Financial Statement by Legislative Year**

**Office: 10HO000 HOUSE ADMINISTRATION** **Appropriation Year 2019**  
**2019:116th Congress 1stSession**  
**Month: June 2019**

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed
	25 Other Services	2572 Web Dev Hst,Email & Rltd Serv	52.99	52.99
		<b>Total</b>	<b>6,327.99</b>	<b>22,362.79</b>
		2602 Water	192.29	618.29
		2603 Food & Beverage	293.74	1,704.14
		2620 Office Supplies (Outside)	575.00	2,379.81
	26 Supplies and Materials	2621 Office Supply (TRANSFER)	1,041.06	5,295.97
		2623 Software < \$500	119.40	560.83
		2630 Publications/Reference Mat'l	1,900.00	12,500.00
		<b>Total</b>	<b>4,121.49</b>	<b>23,059.04</b>
		3105 Office Equip Purch<\$25,000	0.00	1,258.71
	31 Equipment	3118 Maintenance / Repairs	784.00	4,704.00
		<b>Total</b>	<b>784.00</b>	<b>5,962.71</b>
	<b>Total</b>		<b>402,415.74</b>	<b>2,021,807.52</b>
	FM Franked Mail	2352 Franked Mail	0.00	26.07
		<b>Total</b>	<b>0.00</b>	<b>26.07</b>
AE200 Official Mail			<b>0.00</b>	<b>26.07</b>
<b>Total</b>			<b>402,415.74</b>	<b>2,021,833.59</b>



**U.S. House of Representatives**

**PAYROLL CERTIFICATION - FINAL**

06/01/2019 to 06/30/2019

Process Level: HO000 COMM ON HOUSE ADMINISTRATION  
 Department: HO000 COMM ON HOUSE ADMINISTRATION

Accounting Organization: 10HO000

**SPECIAL & SELECT COMMITTEE - 3(D) PERSONNEL**

<b>Employee and Job Title</b>	<b>Annual Salary</b>	<b>Gross Pay</b>	<b>Period</b>	<b>Remarks</b>
FLEET II, JAMES P.D. STAFF DIRECTOR	172,500.00	14,375.00	06/01/2019 to 06/30/2019	
MORGAN, TERI A DEPUTY STAFF DIRECTOR	160,000.00	13,333.33	06/01/2019 to 06/30/2019	
TAYLOR, DANIEL DEPUTY STAFF DIRECTOR AND CHIE	172,500.00	14,375.00	06/01/2019 to 06/30/2019	

**SPECIAL & SELECT COMMITTEE - PERSONNEL**

<b>Employee and Job Title</b>	<b>Annual Salary</b>	<b>Gross Pay</b>	<b>Period</b>	<b>Remarks</b>
ABBOUD, KHALIL DEPUTY STAFF DIRECTOR	157,500.00	13,125.00	06/01/2019 to 06/30/2019	
ALLEN, AARON M PROFESSIONAL STAFF	63,000.00	3,150.00	06/01/2019 to 06/30/2019	TERMINATED 06/18/19
ARIAS, HECTOR STAFF ASSISTANT	45,000.00	3,750.00	06/01/2019 to 06/30/2019	
BECKMAN WRIGHT, GINA M PROFESSIONAL STAFF - FRANKING	50,000.00	4,166.67	06/01/2019 to 06/30/2019	
BURNS, SYDNEY O STAFF ASSISTANT	45,000.00	3,750.00	06/01/2019 to 06/30/2019	
CARR, HANNAH G INTERN	21,599.00	1,799.92	06/01/2019 to 06/30/2019	
CONNOR, MEREDITH R PROFESSIONAL STAFF	52,000.00	4,333.33	06/01/2019 to 06/30/2019	
DEFREITAS, MATTHEW ALBERT FRANKING STAFF DIR	130,000.00	10,833.33	06/01/2019 to 06/30/2019	
FLAHERTY JR, EDWARD CHIEF CLERK	168,411.00	14,034.25	06/01/2019 to 06/30/2019	
HADDAD, MANNAL E PRESS SECRETARY	53,000.00	4,416.67	06/01/2019 to 06/30/2019	
HENDRIX, KEMBA A DIVERSITY DIRECTOR	125,000.00	10,416.67	06/01/2019 to 06/30/2019	
HENLINE, ROBERT A DIRECTOR OF MEMBER SERVICES	127,500.00	10,625.00	06/01/2019 to 06/30/2019	
HIRA, ELIZABETH L ELECTIONS COUNSEL	120,000.00	10,000.00	06/01/2019 to 06/30/2019	
HULL, GEORGE Z SHARED EMPLOYEE	42,000.00	3,500.00	06/01/2019 to 06/30/2019	

**U.S. House of Representatives**

**PAYROLL CERTIFICATION - FINAL**

06/01/2019 to 06/30/2019

Process Level: HO000 COMM ON HOUSE ADMINISTRATION  
 Department: HO000 COMM ON HOUSE ADMINISTRATION

Accounting Organization: 10HO000

**SPECIAL & SELECT COMMITTEE - PERSONNEL**

<b>Employee and Job Title</b>	<b>Annual Salary</b>	<b>Gross Pay</b>	<b>Period</b>	<b>Remarks</b>
JONES, SEAN M LEGISLATIVE CLERK	55,000.00	4,583.33	06/01/2019 to 06/30/2019	
LASURE, AARON M PROFESSIONAL STAFF	145,000.00	12,083.33	06/01/2019 to 06/30/2019	
LEAVANDOSKY, STACEY E SHARED EMPLOYEE	85,000.00	7,083.33	06/01/2019 to 06/30/2019	
MALIK, MARIAM STAFF ASSISTANT	45,000.00	3,750.00	06/01/2019 to 06/30/2019	
MAZYCK, VELETER SHARED EMPLOYEE	75,000.00	6,250.00	06/01/2019 to 06/30/2019	
NASTA, SARAH MICHELLE ELECTION COUNSEL	80,000.00	6,666.67	06/01/2019 to 06/30/2019	
SEHGAL, TANYA SENIOR ELECTIONS COUNSEL	120,000.00	10,000.00	06/01/2019 to 06/30/2019	
SPAULDING, STEPHEN E ELECTION COUNSEL	120,000.00	10,000.00	06/01/2019 to 06/30/2019	
TUCKER, DAVID MICHAEL PARLIAMENTARIAN	150,000.00	12,500.00	06/01/2019 to 06/30/2019	
WHIPPY, PETER N COMMUNICATIONS DIRECTOR	105,000.00	8,750.00	06/01/2019 to 06/30/2019	

**U.S. House of Representatives**

**PAYROLL CERTIFICATION - FINAL**

06/01/2019 to 06/30/2019

Process Level: H0000 COMM ON HOUSE ADMINISTRATION

Accounting Organization: 10HO000

Department: H0000 COMM ON HOUSE ADMINISTRATION

<b>Employee Group</b>	<b>Expenditure</b>	<b>Active</b>	<b>Paid</b>
SPECIAL & SELECT COMMITTEE - 3(D) PERSONNEL	42,083.33	3	3
SPECIAL & SELECT COMMITTEE - PERSONNEL	179,567.50	23	24
<b>Total</b>	<b>221,650.83</b>	<b>26</b>	<b>27</b>

I CERTIFY THAT THE LISTED EMPLOYEES HAVE PERFORMED THEIR ASSIGNED OFFICIAL DUTIES FOR THE OFFICES OF THE EMPLOYING AUTHORITY, AND THAT THEY HAVE CERTIFIED THAT THEY HAVE NO RELATIONSHIP TO A CURRENT MEMBER OF CONGRESS, UNLESS OTHERWISE NOTED HEREON.

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**U.S. House of Representatives**

**PAYROLL CERTIFICATION - FINAL**

06/01/2019 to 06/30/2019

Process Level: HO000 COMM ON HOUSE ADMINISTRATION  
 Department: HO090 HOUSE ADMIN-MINORITY STAFF

Accounting Organization: 10HO000

**SPECIAL & SELECT COMMITTEE - 3(D) PERSONNEL**

<b>Employee and Job Title</b>	<b>Annual Salary</b>	<b>Gross Pay</b>	<b>Period</b>	<b>Remarks</b>
DAULBY, JENNIFER A REPUBLICAN STAFF DIRECTOR	172,500.00	14,375.00	06/01/2019 to 06/30/2019	
FELDER, COLE M REPUBLICAN GENERAL COUNSEL	160,700.00	13,391.67	06/01/2019 to 06/30/2019	

**SPECIAL & SELECT COMMITTEE - PERSONNEL**

<b>Employee and Job Title</b>	<b>Annual Salary</b>	<b>Gross Pay</b>	<b>Period</b>	<b>Remarks</b>
CONKLIN, ELISABETH J PROFESSIONAL STAFF	55,000.00	4,583.33	06/01/2019 to 06/30/2019	
CROCKER, NICHOLAS LEE PROFESSIONAL STAFF	80,000.00	6,666.67	06/01/2019 to 06/30/2019	P/R CHANGE 06/01/19
ENGLUND, MARY S DIRECTOR OF ADMINISTRATION & O	157,000.00	13,083.33	06/01/2019 to 06/30/2019	
ESTRADA LOBO, ROBERTO STAFF ASSISTANT	40,000.00	3,333.33	06/01/2019 to 06/30/2019	
KING, CORINNE INTERN	21,599.00	1,799.92	06/01/2019 to 06/30/2019	
LEE, JOY Y COUNSEL	125,000.00	12,083.34	06/01/2019 to 06/30/2019	
MANLEY, BRET A SHARED STAFF	100,000.00	8,333.33	06/01/2019 to 06/30/2019	
MONAHAN, TIMOTHY J DEPUTY STAFF DIRECTOR	160,000.00	13,333.33	06/01/2019 to 06/30/2019	P/R CHANGE 06/01/19
PARELLA, COURTNEY ELIZABETH COMMUNICATIONS DIRECTOR	80,000.00	6,666.67	06/01/2019 to 06/30/2019	P/R CHANGE 06/01/19
RANDALL, BRITTANY A DIRECTOR OF MEMBER SERVICES	90,000.00	7,500.00	06/01/2019 to 06/30/2019	
RAUBER, MICHAEL BOYD INTERN	21,599.00	1,679.92	06/01/2019 to 06/30/2019	APPOINTMENT 06/03/19
ROBERTS, JESSE ALLEN COUNSEL	75,000.00	6,250.00	06/01/2019 to 06/30/2019	
ROSS, DAVID JOSEPH SHARED STAFF	10,000.00	833.33	06/01/2019 to 06/30/2019	APPOINTMENT 06/01/19
SCHWALB, JANET GIULIANI PROFESSIONAL STAFF	95,000.00	7,916.67	06/01/2019 to 06/30/2019	P/R CHANGE 06/01/19
SULLIVAN, TIMOTHY M FRANKING COMMISSION REPUBLICAN	75,000.00	6,250.00	06/01/2019 to 06/30/2019	

U.S. House of Representatives

PAYROLL CERTIFICATION - FINAL

06/01/2019 to 06/30/2019

Process Level: H0000 COMM.ON HOUSE ADMINISTRATION  
Department: H0090 HOUSE ADMIN-MINORITY STAFF

Accounting Organization: 10H0000

Employee Group	Expenditure	Active	Paid
SPECIAL & SELECT COMMITTEE - 3(D) PERSONNEL	27,766.67	2	2
SPECIAL & SELECT COMMITTEE - PERSONNEL	100,313.17	15	15
<b>Total</b>	<b>128,079.84</b>	<b>17</b>	<b>17</b>

I CERTIFY THAT THE LISTED EMPLOYEES HAVE PERFORMED THEIR ASSIGNED OFFICIAL DUTIES FOR THE OFFICES OF THE EMPLOYING AUTHORITY, AND THAT THEY HAVE CERTIFIED THAT THEY HAVE NO RELATIONSHIP TO A CURRENT MEMBER OF CONGRESS, UNLESS OTHERWISE NOTED HEREON.

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U.S. House of Representatives

PAYROLL CERTIFICATION - FINAL

06/01/2019 to 06/30/2019

Process Level: H000 COMM ON HOUSE ADMINISTRATION

Accounting Organization: 10H0000

Employee Group	Expenditure	Active	Paid
SPECIAL & SELECT COMMITTEE - 3(D) PERSONNEL	69,850.00	5	5
SPECIAL & SELECT COMMITTEE - PERSONNEL	279,880.67	38	39
<b>Total</b>	<b>349,730.67</b>	<b>43</b>	<b>44</b>

COMMENTS: (EXCEPTIONS MUST BE LISTED WITHIN THIS BOX)


I CERTIFY THAT THE LISTED EMPLOYEES HAVE PERFORMED THEIR ASSIGNED OFFICIAL DUTIES FOR THE OFFICES OF THE EMPLOYING AUTHORITY, AND THAT THEY HAVE CERTIFIED THAT THEY HAVE NO RELATIONSHIP TO A CURRENT MEMBER OF CONGRESS, UNLESS OTHERWISE NOTED HEREON.

Committee on House Administration

Detailees – June 2019

116<sup>th</sup> Congress

NAME	AGENCY	Start Date	End Date	Majority/Minority

No Detailees to Report

Committee on House Administration

Detailees – June 2019

116<sup>th</sup> Congress

NAME	AGENCY	Start Date	End Date	Majority/Minority

No Detailees to Report