

Congress of the United States

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

COMMITTEE  
HOUSE ADMINISTRATION  
2013 SEP 19 PM 5:06

September 19, 2013

The Honorable Candice Miller  
Chairman  
Committee on House Administration  
1309 Longworth HOB  
Washington, DC 20515

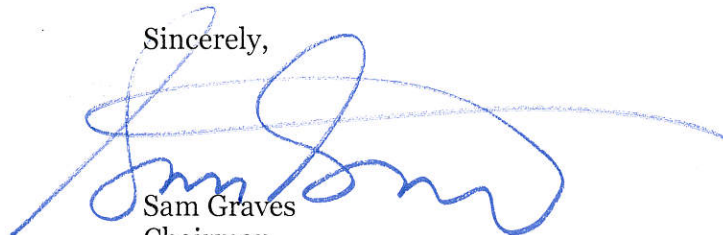
Dear Chairman Miller:

In accordance with the regulations of the Committee on House Administration, I am submitting one copy of the monthly report for August 2013, 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.

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

Sincerely,



Sam Graves  
Chairman

**ACTIVITIES OF THE  
COMMITTEE ON SMALL BUSINESS  
113TH CONGRESS, 1st Session**

**AUGUST 2013 FULL COMMITTEE/SUBCOMMITTEE HEARINGS & MARK-UPS**

**AUGUST COMMITTEE HEARINGS**

August 21, 2013: The Full Committee had a field hearing titled "Missouri River Management: Does It Meet The Needs of Small Businesses?"

**MARKUPS**

None

**AUGUST SUBCOMMITTEE HEARINGS**

AUGUST 5, 2013: The Contracting and Workforce Subcommittee had a field hearing titled "Job Creation in higher Education Communities: How University Research and Development Spurs Small Business Growth."

**U.S. House of Representatives**  
**Small Business Committee Majority**

**Fund Balance Statement by Paid Date**  
**August**

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**Total Authorization**

<b>113-1</b>	<b>\$1,995,125.00</b>
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**Less Expenses for:**

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January	2013	\$150,632.98
February		\$157,401.04
March		\$158,910.46
April		\$159,006.21
May		\$159,408.79
June		\$160,197.97
July		\$158,274.14
August		\$153,561.12

<b>Total Expenses to Date:</b>	<b>\$1,257,392.71</b>
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<b>Unexpended authorization</b>	<b>\$737,732.29</b>
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**U.S. House of Representatives**  
**COMMITTEE ON SMALL BUSINESS**  
**MINORITY**  
**Fund Balance Statement by Paid Date**  
**August**

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**Total Authorization**

113-1 \$997,562.67

**Less Expenses for:**

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January	2013	\$78,714.02
February		\$84,516.22
March		\$76,361.67
April		\$75,925.88
May		\$75,952.30
June		\$75,937.74
July		\$82,196.25
August		\$76,965.03

**Total Expenses to Date:** **\$626,569.11**

**Unexpended authorization** **\$370,993.56**

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**U.S. House of Representatives  
Small Business Committee Majority**

**Monthly Statement by Paid Date  
113-1 August**

Description	YTD Including		Cumulative Total
	August	August	
Non-Statutory Compensation	\$147,624.99	\$1,218,869.37	\$1,218,869.37
<b>11-Personnel Compensation subtotal</b>	<b>\$147,624.99</b>	<b>\$1,218,869.37</b>	<b>\$1,218,869.37</b>
Commercial Transportation	\$125.80	\$549.60	\$549.60
Taxi/Parking/Tolls	\$100.00	\$147.00	\$147.00
Travel Subsistence	\$445.29	\$486.47	\$486.47
<b>21-Travel subtotal</b>	<b>\$671.09</b>	<b>\$1,183.07</b>	<b>\$1,183.07</b>
DC Telecommunication Equipment (TRANSFER)	\$104.00	\$833.00	\$833.00
DC Telecommunication Service (TRANSFER)	\$283.75	\$1,962.76	\$1,962.76
DC Telecommunication Tolls (TRANSFER)	\$1,595.04	\$11,328.67	\$11,328.67
HIR Graphics (TRANSFER)	\$0.00	\$55.00	\$55.00
Franked Mail	\$9.67	\$9.67	\$9.67
Equipment Rental	\$0.00	\$482.74	\$482.74
<b>23-Rent, Communications and Utilities subtotal</b>	<b>\$1,992.46</b>	<b>\$14,671.84</b>	<b>\$14,671.84</b>
Printing & Reproduction	\$331.92	\$421.92	\$421.92
Photographic (TRANSFER)	\$0.00	\$6.50	\$6.50
<b>24-Printing and Reproduction subtotal</b>	<b>\$331.92</b>	<b>\$428.42</b>	<b>\$428.42</b>
Service Contracts	\$2,172.00	\$13,032.00	\$13,032.00
<b>25-Other Services subtotal</b>	<b>\$2,172.00</b>	<b>\$13,032.00</b>	<b>\$13,032.00</b>
Bottled Water	\$89.72	\$1,160.66	\$1,160.66
Food and Beverage	\$0.00	\$104.30	\$104.30
Framing (TRANSFER)	\$0.00	\$279.00	\$279.00
Habitation Expense	\$0.00	\$676.46	\$676.46
Office Supplies (Outside)	\$295.94	\$767.51	\$767.51
Office Supply (TRANSFER)	\$0.00	\$253.84	\$253.84
Publications/Reference Material	\$0.00	\$347.96	\$347.96
Miscellaneous Supplies & Materials	\$0.00	\$423.09	\$423.09
<b>26-Supplies and Materials subtotal</b>	<b>\$385.66</b>	<b>\$4,012.82</b>	<b>\$4,012.82</b>
Equipment (TRANSFER)	\$0.00	\$1,386.19	\$1,386.19
Computer Hardware Operating Lease less than \$25,000	\$0.00	\$935.00	\$935.00
Equipment & Software Maintenance	\$383.00	\$2,874.00	\$2,874.00
<b>31-Equipment subtotal</b>	<b>\$383.00</b>	<b>\$5,195.19</b>	<b>\$5,195.19</b>

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**Total Expenses**

**\$153,561.12**

**\$1,257,392.71**

**\$1,257,392.71**

**U.S. House of Representatives**  
**COMMITTEE ON SMALL BUSINESS**  
**MINORITY**  
**Monthly Statement by Paid Date**  
**113-1 August**

Description	YTD Including		Cumulative Total
	August	August	
Non-Statutory Compensation	\$75,258.34	\$614,064.49	\$614,064.49
<b>11-Personnel Compensation subtotal</b>	<b>\$75,258.34</b>	<b>\$614,064.49</b>	<b>\$614,064.49</b>
DC Telecommunication Equipment (TRANSFER)	\$52.00	\$348.00	\$348.00
DC Telecommunication Service (TRANSFER)	\$142.00	\$1,026.49	\$1,026.49
DC Telecommunication Tolls (TRANSFER)	\$6.95	\$60.04	\$60.04
Postage/Courier/Box rental	\$0.00	\$89.47	\$89.47
<b>23-Rent, Communications and Utilities subtotal</b>	<b>\$200.95</b>	<b>\$1,524.00</b>	<b>\$1,524.00</b>
Printing & Reproduction	\$0.00	\$134.00	\$134.00
<b>24-Printing and Reproduction subtotal</b>	<b>\$0.00</b>	<b>\$134.00</b>	<b>\$134.00</b>
Technology Service Contracts	\$1,237.00	\$7,422.00	\$7,422.00
<b>25-Other Services subtotal</b>	<b>\$1,237.00</b>	<b>\$7,422.00</b>	<b>\$7,422.00</b>
Bottled Water	\$59.16	\$360.27	\$360.27
Office Supply (TRANSFER)	\$0.00	\$184.38	\$184.38
<b>26-Supplies and Materials subtotal</b>	<b>\$59.16</b>	<b>\$544.65</b>	<b>\$544.65</b>
Equipment & Software Maintenance	\$209.58	\$2,879.97	\$2,879.97
<b>31-Equipment subtotal</b>	<b>\$209.58</b>	<b>\$2,879.97</b>	<b>\$2,879.97</b>
<b>Total Expenses</b>	<b>\$76,965.03</b>	<b>\$626,569.11</b>	<b>\$626,569.11</b>

**113<sup>th</sup> Congress, 1<sup>st</sup> Session**  
**Committee on Small Business**  
**Franked Mail Report**

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<b>Allocation:</b>	<b>\$5000.00</b>
January:	\$ 1.32
February:	1.62
March:	0.00
April:	4.06
May:	9.15
June:	8.81
July	9.67
August:	
September:	
October:	
November:	
December:	
<hr/> <b>TOTAL EXPENDED</b>	<hr/> <b>34.63</b>



Travel Performed  
 Committee on Small Business  
 113th Congress 1st Session  
 August 2013

Traveler	Dates of Travel		Purpose	Itinerary	Transportation cost	Reimbursement Claimed		
	From	To				Meals, Lodging & Incidentals	Other	Total
Joe Hartz	8/4/2013	8/5/2013	Field Hearing	DCA-NY-DCA	143.65	301.64		445.29
Sam Graves	8/9/2013	8/10/2013	Small Business Committee	ME-Ohio-ME	739.6	92.66		832.26
Emily Murphy	8/9/2013	8/9/2013	Small Business Committee	DCA-NY-DCA	125.8	100		225.8
Mark Ratto	8/20/2013	8/21/2013	Small Business Committee	DCA-MO-DCA	344.8	114.9		459.7

**113<sup>th</sup> Congress 1<sup>st</sup> Session**  
**Committee on Small Business**  
**Employee List**  
**August 2013**

<u>EMPLOYEE</u>	<u>JOB TITLE</u>	<u>GROSS PAY</u>
Day, Michael	Staff Director	\$ 14,275.00
Garcia, Moriama	Office Manager	\$ 10,650.00
Brown, Thomas	Chief of Staff	\$ 7,500.00
Bullock, Chasen	Staff Assistant	\$ 2,500.00
Cooke, Corey	Associate Counsel	\$ 4,083.33
Guggenheim, Andrew	Professional Staff	\$ 7,916.67
Hannahs, Joel	Press Secretary	\$ 6,250.00
Hartz, Joseph E	Professional Staff	\$ 8,166.67
Haurek, Alex	Communications Director	\$ 9,583.33
Huff, Andrew, S	Research Assistant	\$ 3,333.33
Johnson Jung, Melissa R	Tax Counsel	\$ 9,416.67
Jordan, Darrell H	Communications Director	\$ 9,583.33
Karellas, Andreas P	Professional Staff	\$ 8,333.33
Leieritz, Jeffrey D	Director of New Media	\$ 3,333.33
Marshall, Susan	Clerk	\$ 5,833.33
Minehardt, Adam H	Deputy Staff Director	\$ 12,500.00
Murphy, Emily	Senior Counsel	\$ 12,000.00
Northcutt, Eminence	Procurement Counsel	\$ 9,416.67
Oliver, Janet L	Deputy Chief Counsel	\$ 12,000.00
Pelletier, Justin M	Banking Counsel	\$ 9,416.67
Pineles, Barry	Chief Counsel	\$ 13,000.00
Ratto, Mark Peter	Professional Staff	\$ 4,166.67
Salley, Lori	Staff Director	\$ 14,375.00
Sass, Paul J	Deputy Staff Director	\$ 12,750.00
Smith, Buffy Renee	Scheduler	\$ 4,583.33
Ziebarth, Viktoria A	Counsel	\$ 7,916.67