

Congress of the United States
U.S. House of Representatives
Committee on Small Business
2361 Rayburn House Office Building
Washington, DC 20515-6315

October 15, 2021

The Honorable Zoe Lofgren
Chairperson
Committee on House Administration
1309 Longworth HOB
Washington, DC 20515

Dear Chairperson Lofgren:

In accordance with the regulations of the Committee on House Administration, I am submitting one copy of the monthly report for September 2021, 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,



Nydia M. Velazquez
Chairwoman

**ACTIVITIES OF THE
COMMITTEE ON SMALL BUSINESS
117TH CONGRESS, 1st Session**

September 2021

09-01-21: FULL COMMITTEE HYBRID HEARING

What Comes Next? PPP Forgiveness

09-09-21: FULL COMMITTEE HYBRID MARKUP

The Committee will consider Committee Print (providing for reconciliation pursuant to S. Con. Res. 14, the Concurrent Resolution on the Budget for Fiscal Year 2022).

09-14-21: FULL COMMITTEE HYBRID HEARING

National Small Business Week: Celebrating our Main Street Champions

**09-29-21: SUBCOMMITTEE ON UNDERSERVED, AGRICULTURAL, AND RURAL
DEVELOPMENT HYBRID HEARING**

Sustainable Forestry's Role in Climate Solutions

09-30-21: FULL COMMITTEE HYBRID HEARING

Empowering Employee Owned Businesses and Cooperatives Through Access to Capital

10/15/21

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

Total Authorization

117-1 **\$2,168,703.33**

Less Expenses for:

January	2021	\$139,259.68
February		\$141,255.90
March		\$127,320.49
April		\$131,763.42
May		\$129,146.69
June		\$131,058.01
July		\$130,087.45
August		\$129,093.69
September		\$129,227.21

Total Expenses to Date: **\$1,188,212.54**

Unexpended authorization **\$980,490.79**

10/15/21

U.S. House of Representatives
COMMITTEE ON SMALL BUSINESS
MAJORITY
Monthly Statement by Paid Date
117-1 September

Description	September	YTD Including September	Cumulative Total
Non-Statutory Compensation	\$124,208.34	\$1,140,641.73	\$1,140,641.73
Accrued Leave	\$722.22	\$5,131.95	\$5,131.95
11-Personnel Compensation subtotal	\$124,930.56	\$1,145,773.68	\$1,145,773.68
DC Telecommunication Equipment (TRANSFER)	\$72.00	\$568.00	\$568.00
DC Telecommunication Service (TRANSFER)	\$193.75	\$1,550.00	\$1,550.00
DC Telecommunication Tolls (TRANSFER)	\$894.04	\$8,078.06	\$8,078.06
HIR Graphics (TRANSFER)	\$0.00	\$5.00	\$5.00
Postage/Courier/Box rental	\$43.56	\$50.21	\$50.21
23-Rent, Communications and Utilities subtotal	\$1,203.35	\$10,251.27	\$10,251.27
Printing & Reproduction	\$372.44	\$991.44	\$991.44
24-Printing and Reproduction subtotal	\$372.44	\$991.44	\$991.44
Technology Service Contracts	\$1,480.00	\$13,320.00	\$13,320.00
Web Development, Hosting, Email, and Related Services	\$350.00	\$2,800.00	\$2,800.00
25-Other Services subtotal	\$1,830.00	\$16,120.00	\$16,120.00
Bottled Water	\$136.80	\$1,029.73	\$1,029.73
Office Supplies (Outside)	\$0.00	\$2,373.96	\$2,373.96
Office Supply (TRANSFER)	\$135.48	\$1,245.36	\$1,245.36
Publications/Reference Material	\$0.00	\$3,900.00	\$3,900.00
26-Supplies and Materials subtotal	\$272.28	\$8,549.05	\$8,549.05
Computer Software Purchase less than \$10,000	\$0.00	\$959.88	\$959.88
Equipment & Software Maintenance	\$618.58	\$5,567.22	\$5,567.22
31-Equipment subtotal	\$618.58	\$6,527.10	\$6,527.10
Total Expenses	\$129,227.21	\$1,188,212.54	\$1,188,212.54

**Small Business Committee - Minority
Fund Balance Statement
September 2021**

Total Funds	\$	1,084,351.67
January Totals	\$	72,330.95
February Totals	\$	75,795.95
March Totals	\$	76,027.00
April Totals	\$	75,849.72
May Totals	\$	75,910.36
June Totals	\$	76,611.62
July Totals	\$	71,125.44
August Totals	\$	76,539.86
Septemeber Totals	\$	77,097.57
October Totals		
November Totals		
December Totals		
Total Spent	\$	677,288.47
Funds Remaining	\$	407,063.20

**Small Business Committee - Minority
Monthly Balance Statement
September 2021**

Non-Statutory Compensation	\$ 73,666.66
SUBTOTAL	\$ 73,666.66
RENT, COMM, UTILITIES	
DC Telecom Equip (TRANSFER)	\$ 44.00
DC Telecom Serv (TRANSFER)	\$ 98.00
DC Telecom Tolls (TRANSFER)	\$ 417.70
SUBTOTAL	\$ 559.70
OTHER SERVICES	
Technology Service Contracts	\$ 1,480.00
Web Hosting/Email Service	\$ 935.00
Printing and Reprod	\$ 33.00
SUBTOTAL	\$ 2,448.00
SUPPLIES & MATERIALS	
Water	\$ 30.42
Food and Beverage	\$ -
Office Supply (Outside)	\$ -
Office Supply (Transfer)	\$ 0.79
SUBTOTAL	\$ 31.21
EQUIPMENT	
Equip Purchases	\$ -
Equip Maintenance	\$ 392.00
SUBTOTAL	\$ 392.00
TOTAL	\$ 77,097.57

Committee on Small Business
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Franked Mail Report | September 2021

Franked Mail Allocation		\$5,000.00
January	\$ -	
February	\$ -	
March	\$ -	
April	\$ -	
May	\$ -	
June	\$ -	
July	\$ -	
August	\$ -	
September	\$ -	
October		
November		
December		
TOTAL EXPENDED		\$0.00
Unexpended Allocation		\$5,000.00

Committee on Small Business
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Travel Performed | September 2021

Traveler	Dates of Travel		Purpose	Itinerary	Transportation	Reimbursement Claimed		
	From	To				Meals, Lodging, & Incidentals	Other	Total
There was no travel to report during said period.								

**Committee on Small Business
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Employee List | September 2021**

Employee	Position Title	Gross Pay
Barr, Delia K	Professional Staff Member	\$ 6,250.00
Borden, Hailey H	Professional Staff/Member Services	\$ 6,666.67
Bowman, Matthew	Professional Staff Member	\$ 6,666.67
Bruno, Richard R	DC Scheduler	\$ 4,875.00
Callis, Kaleigh M	Policy Assistant	\$ 2,916.67
Ennesser, Tracy L	Policy Assistant	\$ 5,000.00
Finks, Lauren E	Clerk	\$ 6,250.00
García, Moraima	Office Manager	\$ 9,483.33
Giannangeli, Giulia	Professional Staffer	\$ 8,333.33
Gomez, Matthew M	Counsel	\$ 7,916.67
Hasse, Sarah K	Communications Director	\$ 7,500.00
Johnson, Peter F	General Counsel	\$ 8,750.00
Jung, Melissa R	Staff Director/Chief Counsel	\$ 14,283.33
Ling, Vivian	Counsel	\$ 6,583.33
McGinnis, Michael A	Press Secretary/Digital Director	\$ 7,083.33
Oliver, Janet L	Chief Counsel	\$ 12,500.00
Palmer, Alexandria J	Professional Staff Member	\$ 6,666.67
Planning, David M	Staff Director	\$ 12,500.00
Quartz, Evelyn S	Communications Director	\$ 8,650.00
Rivera Goyco, Irene M	Procurement Counsel	\$ 9,416.67
Schmidtlein, Meghan	Shared Employee	\$ 833.33
Stein, Michael	Counsel	\$ 7,916.67
Vogel, Ann	Shared Employee	\$ 2,666.67
Warwick, Marlee	Staff Assistant	\$ 3,750.00
West, Lucas	Shared Employee	\$ 2,333.33
Williams-Harrington, Ellen T	Deputy Staff Director	\$ 11,250.00
Yavor, Robert	Policy Director	\$ 10,833.33
		<u>\$ 197,875.00</u>

**Committee on Small Business
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Detailee List | September 2021**

Detailee Name	Agency	Start Date	End Date
Steward, Deborah	GPO	9/1/2021	9/30/2021