

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

January 2, 2023

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 November 2022, 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. Velázquez  
Chairwoman

**ACTIVITIES OF THE  
COMMITTEE ON SMALL BUSINESS  
117TH CONGRESS, 2nd Session**

**November 2022**

There were no committee hearings or mark-ups scheduled during the month of November.

**U.S. House of Representatives**  
**Committee on Small Business - Majority**  
**Fund Balance Statement by Paid Date**  
**November**

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<b>Total Authorization</b> <b>117-2</b>	<b>\$ 2,385,574.00</b>
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**Less Expenses for:**

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January	2022	\$139,753.33
February		\$143,853.30
March		\$159,962.52
April		\$157,110.26
May		\$144,883.74
June		\$178,223.64
July		\$161,748.27
August		\$160,598.31
September		\$155,341.75
October		\$141,946.06
November		\$238,835.53
December		\$0.00

<b>Total Expenses to Date:</b>	<b>\$1,782,256.71</b>
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<b>Unexpended Authorization</b>	<b>\$603,317.29</b>
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**U.S. House of Representatives**  
**Committee on Small Business - Majority**  
**Monthly Statement by Paid Date**  
**117-2 November**

<b>Description</b>	<b>November</b>	<b>YTD Including November</b>	<b>Cumulative Total</b>
Non-Statutory Compensation	\$ 237,075.00	\$ 1,742,350.59	\$ 1,742,350.59
Accrued Leave	\$ -	\$ 5,416.66	\$ 5,416.66
<b>11 - Personnel Compensation subtotal</b>	<b>\$ 237,075.00</b>	<b>\$ 1,747,767.25</b>	<b>\$ 1,747,767.25</b>
Non-Airfare Commercial Transp	\$ -	\$ 452.00	\$ 452.00
Lodging	\$ -	\$ 299.56	\$ 299.56
Meals	\$ -	\$ 74.46	\$ 74.46
Taxi/Ride Share	\$ -	\$ 64.81	\$ 64.81
<b>21 - Travel subtotal</b>	<b>\$ -</b>	<b>\$ 890.83</b>	<b>\$ 890.83</b>
DC Telecom Equipment (Transfer)	\$ 68.00	\$ 704.00	\$ 704.00
DC Telecom Tolls (Transfer)	\$ 232.50	\$ 2,325.00	\$ 2,325.00
DC Telecom Service (Transfer)	\$ 861.03	\$ 11,116.40	\$ 11,116.40
<b>23 - Rent, Communications, Utilities subtotal</b>	<b>\$ 1,161.53</b>	<b>\$ 14,145.40</b>	<b>\$ 14,145.40</b>
Non-Frankable Printing & Reproduction	\$ -	\$ 66.00	\$ 66.00
Reproduction of Fed/Public Law	\$ -	\$ 325.00	\$ 325.00
<b>24 - Printing and Reproduction subtotal</b>	<b>\$ -</b>	<b>\$ 391.00</b>	<b>\$ 391.00</b>
Miscellaneous Other Services	\$ -	\$ -	\$ -
<b>25 - Other Services subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Water	\$ -	\$ 2,000.47	\$ 2,000.47
Framing (Transfer)	\$ -	\$ 200.00	\$ 200.00
Office Supply Outside	\$ -	\$ 2,594.50	\$ 2,594.50
Office Supply Transfer	\$ -	\$ 608.50	\$ 608.50
Software Under \$500.00	\$ -	\$ 1,545.61	\$ 1,545.61
Publications/Reference Mat'l	\$ -	\$ 5,524.15	\$ 5,524.15
<b>26 - Supplies, Materials subtotal</b>	<b>\$ -</b>	<b>\$ 12,473.23</b>	<b>\$ 12,473.23</b>
Maintenance/Repairs	\$ 599.00	\$ 6,589.00	\$ 6,589.00
<b>31 - Equipment</b>	<b>\$ 599.00</b>	<b>\$ 6,589.00</b>	<b>\$ 6,589.00</b>
<b>Total Expenses</b>	<b>\$ 238,835.53</b>	<b>\$ 1,782,256.71</b>	<b>\$ 1,782,256.71</b>

**Small Business Committee - Minority  
Fund Balance Statement  
November 2022**

Total Funds	\$	1,192,787.00
January Totals	\$	74,236.06
February Totals	\$	65,345.86
March Totals	\$	68,173.41
April Totals	\$	78,440.45
May Totals	\$	82,971.42
June Totals	\$	82,739.94
July Totals	\$	82,955.87
August Totals	\$	82,367.24
Septemeber Totals	\$	90,297.78
October Totals	\$	89,434.41
November Totals		160,888.36
December Totals		
Total Spent	\$	957,850.80
Funds Remaining	\$	234,936.20

**Small Business Committee - Minority  
Monthly Balance Statement  
November 2022**

Non-Statutory Compensation	\$ 159,399.00
<b>SUBTOTAL</b>	<b>\$ 159,399.00</b>
<b>RENT, COMM, UTILITIES</b>	
DC Telecom Equip (TRANSFER)	\$ 44.00
DC Telecom Serv (TRANSFER)	\$ 105.75
DC Telecom Tolls (TRANSFER)	\$ 551.35
HIR Graphics	
<b>SUBTOTAL</b>	<b>\$ 701.10</b>
<b>OTHER SERVICES</b>	
Technology Service Contracts	\$ -
Web Hosting/Email Service	\$ -
Franked Mail	\$ -
Printing and Reprod	\$ 66.00
<b>SUBTOTAL</b>	<b>\$ 66.00</b>
<b>SUPPLIES &amp; MATERIALS</b>	
Water	\$ 23.85
Food and Beverage	\$ -
Publications	\$ -
Office Supply-Outside	\$ 71.14
Office Supply (Transfer)	\$ 235.27
<b>SUBTOTAL</b>	<b>\$ 330.26</b>
<b>EQUIPMENT</b>	
Computer Hardware Purchase	\$ -
Computer Hardware Purchase	\$ -
Equip Maintenance	\$ 392.00
<b>SUBTOTAL</b>	<b>\$ 392.00</b>
<b>TOTAL</b>	<b>\$ 160,888.36</b>

**Committee on Small Business**  
**117th Congress - Second Session**  
**Franked Mail Report | November 2022**

<b>Franked Mail Allocation</b>		<b>\$5,000.00</b>
January	\$	-
February	\$	-
March	\$	-
April	\$	-
May	\$	-
June	\$	-
July	\$	-
August	\$	-
September	\$	2.88
October	\$	-
November	\$	-
December		
<b>TOTAL EXPENDED</b>		<b>\$2.88</b>
<b>Unexpended Allocation</b>		<b>\$4,997.12</b>

**Committee on Small Business**  
**117th Congress - Second Session**  
**Travel Performed | November 2022**

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



**Committee on Small Business  
117th Congress - Second Session  
Employee List | November 2022**

<b>Employee</b>	<b>Position Title</b>	<b>Gross Pay</b>
Barr, Delia K	Professional Staff Member	\$ 16,975.00
Borden, Hailey H	Professional Staff/Member Services	\$ 16,975.00
Bowman, Matthew	Senior Professional Staff Member	\$ 16,975.00
David, William D.	Counsel	\$ 14,458.00
Ennesser, Tracy L	Member Services Coordinator	\$ 16,975.00
Esparza, Christopher	Senior Counsel	\$ 18,025.00
Finks, Lauren E	Clerk	\$ 16,975.00
García, Moraima	Office Manager	\$ 16,875.00
Giannangeli, Giulia	Professional Staffer	\$ 17,166.33
Johnson, Peter F	General Counsel	\$ 16,975.00
Jung, Melissa R	Staff Director/Chief Counsel	\$ 16,766.67
Kirk, Jonathan	Staff Assistant	\$ 13,750.00
Ling, Vivian	Counsel	\$ 16,975.00
McGinnis, Michael A	Deputy Communications Director/Digital Director	\$ 16,975.00
McWade, Timothy Ronald	Executive Assistant	\$ 16,808.33
Palmer, Alexandria J	Senior Professional Staff Member	\$ 16,975.00
Planning, David M	Staff Director	\$ 20,525.00
Quartz, Evelyn S	Communications Director	\$ 16,875.00
Rivera Goyco, Irene M	Procurement Counsel	\$ 16,975.00
Schmidlein, Meghan	Shared Employee	\$ 1,166.67
VanHyfte, Matthew J	Communications Director	\$ 16,833.00
Vogel, Ann	Shared Employee	\$ 3,000.00
West, Lucas	Shared Employee	\$ 2,500.00
Wheeler, Kevin J	Senior Professional Staff Member	\$ 16,975.00
Williams-Harrington, Ellen T	Deputy Staff Director	\$ 16,975.00
Yavor, Robert	Policy Director	\$ 18,025.00
		\$ 396,474.00

**Committee on Small Business  
117th Congress - Second Session  
Detailee List | November 2022**

<b>Detailee Name</b>	<b>Agency</b>	<b>Start Date</b>	<b>End Date</b>
Steward, Deborah	GPO	11/1/2022	11/30/2022