

**ZOE LOFGREN, CALIFORNIA**  
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JAMIE RASKIN, MARYLAND  
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JAMIE FLEET  
STAFF DIRECTOR

One Hundred Seventeenth  
Congress of the United States  
House of Representatives

**COMMITTEE ON HOUSE ADMINISTRATION**

1309 LONGWORTH HOUSE OFFICE BUILDING  
WASHINGTON, DC 20515-6157  
202-225-2061 | CHA.HOUSE.GOV

**RODNEY DAVIS, ILLINOIS**  
**RANKING MINORITY MEMBER**

BARRY LOUDERMILK, GEORGIA  
BRYAN STEIL, WISCONSIN

TIM MONAHAN  
MINORITY STAFF DIRECTOR

September 20, 2021

**August 2021 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 August 1-31, 2021;
- List of Committee employees, job titles and gross monthly salaries;
- List of Committee Detailees.

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

The August 2021 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 – August 2021**

### **Full Committee Hearings:**

Oversight Of The Renovations To The Cannon House Office Building: Lessons Learned – August 5, 2021.

### **Subcommittee on Elections Hearings:**

None.

### **Full Committee Meetings:**

None.

### **Joint Committee Activities:**

None.

### **Reports Filed:**

None.

### **Polls:**

None.

### **Floor Activity:**

None.

## **Franking and Member Services**

- Reviewed 679 requests for Advisory Opinions.
- Provided guidance and advice to Member offices on the use of Congressional mail and other official communication resources.
- Provided large-scale Congressional briefings on official communication rules and procedures for new Congressional staff.
- On August 5, Commission staff met with representatives from Google/Youtube to learn about dynamic ads.
- On August 26, Commission staff conducted a Bipartisan Focus Group Discussion on Social Media with Member office staff.
- Approved CMO and CSO requests and sent approval letters to offices.
- Reviewed and approved waivers.
- Advised Member offices on House rules and regulations.
- Provided guidance on the Paid Intern Program.

## **Committee Funding and Oversight**

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

### *Library of Congress*

- Held regular monthly oversight meeting.

### *Smithsonian*

- Held regular monthly oversight meeting.

*Architect of the Capitol*

- Held regular monthly oversight meeting.

*Office of the Clerk*

- Held regular monthly oversight meeting.

*Chief Administrative Officer*

- Held regular monthly oversight meeting.

*Inspector General of the House*

- Held regular monthly oversight meeting.

*United States Government Publishing Office*

- Held regular monthly oversight meeting.

*United States Capitol Police*

- United States Capitol Police Monthly Oversight Meetings.
- United States Capitol Police OIG Monthly Oversight Meetings.

**Oversight of Federal Election Law and Procedures**

- Ongoing oversight of topics within the committee jurisdiction.
- Support ongoing work of the Subcommittee.
- Ongoing oversight of the Election Assistance Commission and Federal Election Commission.

**Committee on House Administration**

**Detailees – August 2021**

117<sup>th</sup> Congress

Name	Agency	Start Date	End Date	Majority/Minority
Susan Murphy	GAO	5/24/2021	11/24/2021	Majority

**REPORT ON TRAVEL PERFORMED**  
**Committee on House Administration**  
117th Congress - 1st Session  
August 2021

Majority								
Traveler	Dates of Travel		Purpose	Itinerary	Reimbursement Claimed			
	From	To			Transportation	Meals, Lodging & Incidentals	Other	Total
Jamie Fleet	8/6/2021	8/10/2021	Official Business	DC/NC	\$ 375.28	\$ 33.51	\$ -	\$ 408.79
<b>TOTAL</b>								\$ 408.79
Minority								
Sloane Perkins	7/30/2021	8/3/2021	Official Business	DCA/OH/GA	\$ 725.76	\$ 552.02	\$ 14.77	\$ 1,292.55
Michael Cunnington	7/25/2021	8/3/2021	Official Business	DCA/WV/OH	\$ 787.87	\$ 428.94		\$ 1,216.81
Rodney Davis	8/1/2021	8/3/2021	Official Business	DCA/STL/CLE	\$ 864.20	\$ 354.21		\$ 1,218.41
Rachel Collins	8/1/2021	8/3/2021	Official Business	DCA/BNA/DCA	\$ 512.38	\$ 354.21		\$ 866.59
Caleb Hays	8/2/2021	8/14/2021	Official Business	DCA/OH/GA	\$ 1,916.79	\$ 726.14	\$ -	\$ 2,642.93
Tim Monahan	8/14/2021	8/15/2021	Official Business	DCA/GA	\$ 182.40	\$ 354.21		\$ 536.61
Gineen Bresso	8/12/2021	8/15/2021	Official Business	DCA	\$ 635.20	\$ 439.00	\$ -	\$ 1,074.20
<b>TOTAL</b>								\$ 8,848.10

# U.S. House of Representatives

## PAYROLL CERTIFICATION - FINAL

08/01/2021 to 08/31/2021

Process Level: HO000 COMM ON HOUSE ADMINISTRATION

Accounting Organization: 10HO000

Department: HO000 COMM ON HOUSE ADMINISTRATION

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period
ABBOUD, KHALIL DEPUTY STAFF DIRECTOR	173,900.00	14,491.67	08/01/2021 to 08/31/2021
ABRAHAMIAN, ARLET SHARED EMPLOYEE	30,000.00	2,500.00	08/01/2021 to 08/31/2021
AGADA, ENUMALE MARGARET OVERSIGHT COUNSEL	103,000.00	8,583.33	08/01/2021 to 08/31/2021
BRIGGS, PATRICK EDWARD JUDE PROFESSIONAL STAFF MEMBER	176,000.00	14,666.67	08/01/2021 to 08/31/2021
CANNAN, GEORGINA CATHLEEN ELECTION COUNSEL	151,000.00	12,583.33	08/01/2021 to 08/31/2021
CARPENTER, KYLIE L PROFESSIONAL STAFF - FRANKING	80,000.00	6,666.67	08/01/2021 to 08/31/2021
CARR, HANNAH G STAFF ASSISTANT	70,000.00	5,833.33	08/01/2021 to 08/31/2021
CLOUGH, MICHAEL RYAN SHARED EMPLOYEE	30,000.00	2,500.00	08/01/2021 to 08/31/2021
DEFREITAS, MATTHEW ALBERT FRANKING STAFF DIR	186,000.00	15,500.00	08/01/2021 to 08/31/2021
FLAHERTY JR, EDWARD CHIEF CLERK	173,900.00	14,491.67	08/01/2021 to 08/31/2021
FLEET II, JAMES P.D. STAFF DIRECTOR	198,100.00	16,508.33	08/01/2021 to 08/31/2021
HILL, GIANNI ELANDIS LESLIE INTERN	21,599.00	1,499.93	08/01/2021 to 08/31/2021
JACOBS, BRANDON M LEGISLATIVE CLERK	60,000.00	5,000.00	08/01/2021 to 08/31/2021
JALATA, KULANI ASAFA ELECTIONS COUNSEL	136,000.00	11,333.33	08/01/2021 to 08/31/2021
LASURE, AARON M PROFESSIONAL STAFF	145,000.00	12,083.33	08/01/2021 to 08/31/2021
LEAVANDOSKY, STACEY E SHARED EMPLOYEE	115,889.00	9,657.42	08/01/2021 to 08/31/2021
LEE JR, JEROME VERNON STAFF ASSISTANT	45,000.00	0.00	08/01/2021 to 08/31/2021
MICHAEL, WELLESLEY LAUREN STAFF ASSISTANT	45,000.00	3,750.00	08/01/2021 to 08/31/2021

# U.S. House of Representatives

## PAYROLL CERTIFICATION - FINAL

08/01/2021 to 08/31/2021

Process Level: HO000 COMM ON HOUSE ADMINISTRATION

Accounting Organization: 10HO000

Department: HO000 COMM ON HOUSE ADMINISTRATION

### SPECIAL & SELECT COMMITTEE - PERSONNEL

<b>Employee and Job Title</b>	<b>Annual Salary</b>	<b>Gross Pay</b>	<b>Period</b>
MORALES GOMEZ, JOSE A. STAFF ASSISTANT	81,000.00	6,750.00	08/01/2021 to 08/31/2021
MORGAN, TERI A DEPUTY STAFF DIRECTOR	160,000.00	13,333.33	08/01/2021 to 08/31/2021
NASTA, SARAH MICHELLE ELECTION COUNSEL	156,000.00	13,000.00	08/01/2021 to 08/31/2021
PELLEGRINI, GIANCARLO RIVERO ELECTIONS COUNSEL	176,000.00	14,666.67	08/01/2021 to 08/31/2021
SCHLESINGER, MATTHEW C OVERSIGHT COUNSEL	189,304.00	15,775.33	08/01/2021 to 08/31/2021
SINGH, SAI SAMARCHITA STAFF ASSISTANT	91,000.00	7,583.33	08/01/2021 to 08/31/2021
TAYLOR, DANIEL DEPUTY STAFF DIRECTOR AND CHIEF COUNSEL	173,900.00	14,491.67	08/01/2021 to 08/31/2021
WHIPPY, PETER N COMMUNICATIONS DIRECTOR	140,000.00	11,666.67	08/01/2021 to 08/31/2021
WRIGHT, SEAN JAMES SENIOR ELECTIONS COUNSEL	173,900.00	14,491.67	08/01/2021 to 08/31/2021
YOUNG, NATALIE JOY PRESS SECRETARY	57,500.00	4,791.67	08/01/2021 to 08/31/2021

### SPECIAL & SELECT COMMITTEE - ACCRUED LEAVE

<b>Employee and Job Title</b>	<b>Annual Salary</b>	<b>Gross Pay</b>	<b>Period</b>
HENLINE, ROBERT A DIRECTOR OF MEMBER SERVICES	127,500.00	2,833.33	
TUCKER, DAVID MICHAEL PARLIAMENTARIAN	150,000.00	1,875.00	

# U.S. House of Representatives

## PAYROLL CERTIFICATION - FINAL

08/01/2021 to 08/31/2021

Process Level: HO000 COMM ON HOUSE ADMINISTRATION

Accounting Organization: 10HO000

Department: HO090 HOUSE ADMIN-MINORITY STAFF

### SPECIAL & SELECT COMMITTEE - PERSONNEL

<b>Employee and Job Title</b>	<b>Annual Salary</b>	<b>Gross Pay</b>	<b>Period</b>
BRESSO, GINEEN MARIA SPECIAL COUNSEL	173,900.00	14,491.67	08/01/2021 to 08/31/2021
COLLINS, RACHEL E COUNSEL	120,000.00	10,000.00	08/01/2021 to 08/31/2021
CONKLIN, ELISABETH J DIRECTOR OF COMMUNICATIONS STANDARDS COMMISSION	80,000.00	6,666.67	08/01/2021 to 08/31/2021
CROCKER, NICHOLAS LEE DEPUTY STAFF DIRECTOR	140,000.00	11,666.67	08/01/2021 to 08/31/2021
CUNNINGTON, MICHAEL B POLICY ADVISOR FOR ELECTIONS	40,000.00	3,333.33	08/01/2021 to 08/31/2021
ERICKSON, CAMERON MARCUS LAW CLERK	45,000.00	3,750.00	08/01/2021 to 08/31/2021
GIACHETTI, RYAN ANDREW PROFESSIONAL STAFF	80,000.00	3,333.33	08/01/2021 to 08/31/2021
HAYS, CALEB JONATHAN GENERAL COUNSEL	164,900.00	13,741.67	08/01/2021 to 08/31/2021
HIGGINS, GRACE ELIZABETH PROFESSIONAL STAFF COMMUNICATONS STANDARDS COMMISSION	55,000.00	4,583.33	08/01/2021 to 08/31/2021
JOHNSON, WILLIAM ARMSTRONG INTERN	21,599.00	60.00	08/01/2021 to 08/31/2021
MONAHAN, TIMOTHY J REPUBLICAN STAFF DIRECTOR	173,900.00	14,491.67	08/01/2021 to 08/31/2021
NEAL, AUBREY PATRICIA DIRECTOR OF MODERNIZATION INITIATIVES	90,000.00	7,500.00	08/01/2021 to 08/31/2021
ORR, IAN FREDERICK STAFF ASSISTANT	45,000.00	3,750.00	08/01/2021 to 08/31/2021
PERKINS, SLOANE THOMSON PRESS AND DIGITAL ASSISTANT	45,000.00	3,750.00	08/01/2021 to 08/31/2021
PHELPS, ASHLEY COMMUNICATIONS DIRECTOR	100,000.00	8,333.33	08/01/2021 to 08/31/2021
ROBERTS, CRAIG ANDREW SPECIAL ADVISOR	130,000.00	10,833.33	08/01/2021 to 08/31/2021
ROSS, DAVID JOSEPH SHARED STAFF	10,000.00	833.33	08/01/2021 to 08/31/2021
SCHWALB, JANET GIULIANI DIRECTOR OF ADMINISTRATION	130,000.00	10,833.33	08/01/2021 to 08/31/2021

**U.S. House of Representatives**

**PAYROLL CERTIFICATION - FINAL**

08/01/2021 to 08/31/2021

Process Level: HO000 COMM ON HOUSE ADMINISTRATION

Accounting Organization: 10HO000

Department: HO090 HOUSE ADMIN-MINORITY STAFF

SPECIAL & SELECT COMMITTEE - PERSONNEL

<b>Employee and Job Title</b>	<b>Annual Salary</b>	<b>Gross Pay</b>	<b>Period</b>
SMITH, ELLIOT MICHAEL PROFESSIONAL STAFF	60,000.00	5,000.00	08/01/2021 to 08/31/2021

U.S. House of Representatives  
 Monthly Financial Statement by Legislative Year - Committee Rollup

Office: 10HO House Administration

Authorization Year 2021  
 2021:117th Congress 1st Session  
 Month: August 2021

**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
EXPEN	** Authorization	5,794,535.00	0.00	5,794,535.00	0.00	0.00	0.00	0.00	0.00	5,794,535.00
	11 Personnel Compensation	0.00	0.00	0.00	0.00	0.00	0.00	3,211,524.99	3,211,524.99	(3,211,524.99)
	21 Travel	0.00	0.00	0.00	0.00	0.00	0.00	38,766.24	38,766.24	(38,766.24)
	23 Rent, Communications, Utilities	0.00	0.00	0.00	0.00	0.00	0.00	43,851.77	43,851.77	(43,851.77)
	24 Printing and Reproduction	0.00	0.00	0.00	0.00	0.00	0.00	3,219.55	3,219.55	(3,219.55)
	25 Other Services	0.00	0.00	0.00	0.00	0.00	0.00	21,754.57	21,754.57	(21,754.57)
	26 Supplies and Materials	0.00	0.00	0.00	0.00	258.16	0.00	34,797.48	35,055.64	(35,055.64)
	31 Equipment	0.00	0.00	0.00	0.00	0.00	0.00	37,136.10	37,136.10	(37,136.10)
	<b>Total</b>	<b>5,794,535.00</b>	<b>0.00</b>	<b>5,794,535.00</b>	<b>0.00</b>	<b>258.16</b>	<b>0.00</b>	<b>3,391,050.70</b>	<b>3,391,308.86</b>	<b>2,403,226.14</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	6.80	6.80	(6.80)
	<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>6.80</b>	<b>6.80</b>	<b>4,993.20</b>
<b>Total</b>		<b>5,799,535.00</b>	<b>0.00</b>	<b>5,799,535.00</b>	<b>0.00</b>	<b>258.16</b>	<b>0.00</b>	<b>3,391,057.50</b>	<b>3,391,315.66</b>	<b>2,408,219.34</b>

Office	Program	YTD Budget Original	YTD Budget Adjusted	YTD Budget Revised	YTD Committed	YTD Obligated	YTD Received	YTD Disbursed	YTD Total Actual	YTD Total Available
10HO000	EXPEN	3,742,377.00	0.00	3,742,377.00	0.00	258.16	0.00	2,218,940.56	2,219,198.72	1,523,178.28
	AE200	5,000.00	0.00	5,000.00	0.00	0.00	0.00	6.80	6.80	4,993.20
	<b>Total</b>	<b>3,747,377.00</b>	<b>0.00</b>	<b>3,747,377.00</b>	<b>0.00</b>	<b>258.16</b>	<b>0.00</b>	<b>2,218,947.36</b>	<b>2,219,205.52</b>	<b>1,528,171.48</b>
10HO999	EXPEN	2,052,158.00	0.00	2,052,158.00	0.00	0.00	0.00	1,172,110.14	1,172,110.14	880,047.86
	<b>Total</b>	<b>2,052,158.00</b>	<b>0.00</b>	<b>2,052,158.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,172,110.14</b>	<b>1,172,110.14</b>	<b>880,047.86</b>
<b>Total</b>		<b>5,799,535.00</b>	<b>0.00</b>	<b>5,799,535.00</b>	<b>0.00</b>	<b>258.16</b>	<b>0.00</b>	<b>3,391,057.50</b>	<b>3,391,315.66</b>	<b>2,408,219.34</b>

U.S. House of Representatives  
 Monthly Financial Statement by Legislative Year - Committee Rollup

Office: 10HO House Administration

Authorization Year 2021  
 2021:117th Congress 1st Session  
 Month: August 2021

## Disbursed Summary

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed	
EXPEN	General Expenditures	11 Personnel Compensation	1101 Non-Statutory Compensation	411,151.01	3,188,289.19
		1103 Overtime Compensation	0.00	1,271.92	
		1104 Accrued Leave	4,708.33	21,963.88	
		<b>Total</b>	<b>415,859.34</b>	<b>3,211,524.99</b>	
	21 Travel	2101 Commercial Transportation	8,770.31	13,103.61	
		2105 Lodging	3,716.65	11,778.02	
		2110 Meals	999.32	3,319.59	
		2120 Car Rental	1,421.76	4,026.26	
		2125 Gasoline	198.57	525.88	
		2130 Private Auto Mileage	339.36	1,776.43	
		2135 Taxi/Parking/Tolls	738.85	4,236.45	
		<b>Total</b>	<b>16,184.82</b>	<b>38,766.24</b>	
	23 Rent, Communications, Utilities	2310 TelecomSrv/Eq/Toll Charge	22.49	22.49	
		2320 DC Telecom Equip (TRANSFER)	188.00	1,288.00	
		2321 DC Telecom Serv (TRANSFER)	702.00	4,681.50	
		2322 DC Telecom Tolls (TRANSFER)	3,895.65	32,326.82	
		2335 HIR Graphics (TRANSFER)	2,520.00	4,544.00	
		2350 Postage / Courier / Box Rental	263.32	908.07	
		2360 Utilities	10.95	80.89	
		<b>Total</b>	<b>7,602.41</b>	<b>43,851.77</b>	
	24 Printing and Reproduction	2401 Printing & Reproduction	0.00	2,811.70	
		2403 Photographic (TRANSFER)	0.00	385.90	
		2405 Advertisements	0.00	21.95	
		<b>Total</b>	<b>0.00</b>	<b>3,219.55</b>	
	25 Other Services	2571 Technology Service Contracts	2,001.05	16,002.10	
		2572 Web Dev Hst,Email & Rltd Serv	100.68	5,752.47	
		<b>Total</b>	<b>2,101.73</b>	<b>21,754.57</b>	
	26 Supplies and Materials	2602 Water	173.86	2,160.91	
2603 Food & Beverage		173.66	1,225.61		
2604 Legislative Plnng Food and Bev		0.00	120.00		

U.S. House of Representatives  
 Monthly Financial Statement by Legislative Year - Committee Rollup

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Authorization Year 2021  
 2021:117th Congress 1st Session  
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Program		Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed	
EXPEN	General Expenditures	26 Supplies and Materials	2605 Framing (TRANSFER)	0.00	550.00	
			2620 Office Supplies (Outside)	602.63	13,494.53	
			2621 Office Supply (TRANSFER)	285.39	6,610.87	
			2623 Software < \$500	1,104.49	8,138.23	
			2630 Publications/Reference Mat'l	136.14	2,497.33	
			<b>Total</b>	<b>2,476.17</b>	<b>34,797.48</b>	
		31 Equipment	3105 Office Equip Purch<\$25,000	1,099.99	5,225.54	
			3112 Computer Hardw Purch <\$25,000	0.00	22,938.06	
			3118 Maintenance / Repairs	1,144.30	8,326.50	
			3128 Warranties	198.00	198.00	
			3131 Equipment Purchases	0.00	448.00	
			<b>Total</b>	<b>2,442.29</b>	<b>37,136.10</b>	
		<b>Total</b>			<b>446,666.76</b>	<b>3,391,050.70</b>
		AE200	Official Mail	FM Franked Mail	2352 Franked Mail	3.00
<b>Total</b>	<b>3.00</b>				<b>6.80</b>	
<b>Total</b>				<b>3.00</b>	<b>6.80</b>	
<b>Total</b>			<b>446,669.76</b>	<b>3,391,057.50</b>		