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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

May 21, 2021

April 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 April 1-30, 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 April 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 - April 2021

Full Committee Hearings:

Oversight of the United States Capitol Police and Preparations for and Response to the Attack of January 6th – April 21, 2021

Subcommittee on Elections Hearings:

Voting In America: Ensuring Free and Fair Access to the Ballot – April 1, 2021

Full Committee Markups

H. Res. 316, Providing for the expenses of certain committees of the House of Representatives in the One Hundred Seventeenth Congress, and Committee Resolution 117-13, a Resolution to Approve Franked Mail Allowances for Committees for the 117th Congress – April 15, 2021

Committee ordered reported favorably to the House H. Res. 316.

Disposition of Contested Elections, and for Other Purposes – April 28, 2021

Committee ordered reported favorably to the House H. Res. 379.

Full Committee Meetings:

Disposition of Contested Elections, and for Other Purposes – April 28, 2021

Reports Filed:

H. Rept. 117-18, Providing for the Expenses of Certain Committees of the House of Representatives in the One Hundred Seventeenth Congress (to accompany H. Res. 316) – April 16, 2021

Polls:

Committee Poll 3 – approval of Committee Resolution 117-14 adopting regulations amending the relevant portions of the prior regulations known collectively as the Members' Congressional Handbook to address Community Funding Projects and the Wounded Warrior Program and House Gold Star Family Fellowship Program – April 26, 2021.

Committee Poll 4 – approval of Committee Resolution 117-15 adopting regulations regarding mandatory completion of a program of training in workplace rights and responsibilities for all Members, officers, and employees – April 28, 2021.

Floor Activity:

H. Con. Res. 28, Directing the Architect of the Capitol to transfer the catafalque situated in the Capitol Visitor Center to the rotunda of the Capitol for use in connection with services conducted for United States Capitol Police Officer William F. Evans.

Passed the House of Representatives without objection, April 8, 2021.

H. Con. Res. 27, Permitting the remains of the late United States Capitol Police Officer William F. Evans to lie in honor in the rotunda of the Capitol.

Passed the House of Representatives without objection, April 8, 2021.

H. Res. 321, Electing Members to the Joint Committee of Congress on the Library and the Joint Committee on Printing.

Passed the House of Representatives without objection, April 16, 2021.

H. Res. 316, Providing for the expenses of certain committees of the House of Representatives in the One Hundred Seventeenth Congress.

Passed the House pursuant to provisions of H. Res. 330 (agreed to by the house 214-207), April 20, 2021.

Franking and Member Services

- Reviewed 625 requests for Advisory Opinions.

- Provided guidance and advice to Member offices on the use of congressional mail and other official communication resources.
- On April 8, the Committee on House Administration issued an E-Dear Colleague titled, *REMINDER – 1st Quarter Mass Mailings & Mass Communications Report Due*.
- On April 8, Chairwoman Mary Gay Scanlon (PA) was appointed to the Commission along with Rep. Brad Sherman (CA) and Rep. Mondaire Jones (NY) (*Congressional Record* Vol 167, No. 61).
- On April 12, Ranking Member Kat Cammack was appointed to the Commission along with Rep. Bob Latta (OH) and Rep. Bryan Steil (WI) (*Congressional Record* Vol. 167, No. 62).
- On April 22, the Commission received a formal complaint.
- 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.
- Held CVC oversight meeting.

Office of the Clerk

- Held regular monthly oversight meeting.

Chief Administrative Officer

- Held regular monthly oversight meeting.
- Held meetings regarding HIR oversight.

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 – April 2021

117th Congress

Name	Agency	Start Date	End Date	Majority/Minority

No Detailees to Report.

U.S. House of Representatives

PAYROLL CERTIFICATION - FINAL

04/01/2021 to 04/30/2021

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	Remarks
ABBOUD, KHALIL DEPUTY STAFF DIRECTOR	173,900.00	14,491.67	04/01/2021 to 04/30/2021	
ABRAHAMIAN, ARLET SHARED EMPLOYEE	12,000.00	1,000.00	04/01/2021 to 04/30/2021	
AGADA, ENUMALE MARGARET OVERSIGHT COUNSEL	93,000.00	7,750.00	04/01/2021 to 04/30/2021	
BRIGGS, PATRICK EDWARD JUDE PROFESSIONAL STAFF MEMBER	140,000.00	11,666.67	04/01/2021 to 04/30/2021	
CANNAN, GEORGINA CATHLEEN ELECTION COUNSEL	115,000.00	9,583.33	04/01/2021 to 04/30/2021	
CARPENTER, KYLIE L PROFESSIONAL STAFF - FRANKING	60,000.00	5,000.00	04/01/2021 to 04/30/2021	
CARR, HANNAH G STAFF ASSISTANT	70,000.00	5,833.33	04/01/2021 to 04/30/2021	
CLOUGH, MICHAEL RYAN SHARED EMPLOYEE	30,000.00	2,500.00	04/01/2021 to 04/30/2021	
DEFREITAS, MATTHEW ALBERT FRANKING STAFF DIR	150,000.00	12,500.00	04/01/2021 to 04/30/2021	
FLAHERTY JR, EDWARD CHIEF CLERK	173,900.00	14,491.67	04/01/2021 to 04/30/2021	
FLEET II, JAMES P.D. STAFF DIRECTOR	172,700.00	14,391.67	04/01/2021 to 04/30/2021	
HENLINE, ROBERT A DIRECTOR OF MEMBER SERVICES	127,500.00	10,625.00	04/01/2021 to 04/30/2021	
JACOBS, BRANDON M LEGISLATIVE CLERK	60,000.00	5,000.00	04/01/2021 to 04/30/2021	
JALATA, KULANI ASAFA ELECTIONS COUNSEL	100,000.00	8,333.33	04/01/2021 to 04/30/2021	
KASPER, ANDREW ADAMS ELECTIONS COUNSEL	160,000.00	11,555.56	04/01/2021 to 04/30/2021	APPOINTMENT 04/05/21
LASURE, AARON M PROFESSIONAL STAFF	145,000.00	12,083.33	04/01/2021 to 04/30/2021	
LEAVANDOSKY, STACEY E SHARED EMPLOYEE	90,489.00	7,540.75	04/01/2021 to 04/30/2021	
LEE JR, JEROME VERNON STAFF ASSISTANT	31,200.00	2,600.00	04/01/2021 to 04/30/2021	

U.S. House of Representatives

PAYROLL CERTIFICATION - FINAL

04/01/2021 to 04/30/2021

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	Remarks
MICHAEL, WELLESLEY LAUREN STAFF ASSISTANT	45,000.00	625.00	04/01/2021 to 04/30/2021	APPOINTMENT 04/26/21
MORALES GOMEZ, JOSE A. STAFF ASSISTANT	45,000.00	3,750.00	04/01/2021 to 04/30/2021	
MORGAN, TERI A DEPUTY STAFF DIRECTOR	160,000.00	13,333.33	04/01/2021 to 04/30/2021	
NASTA, SARAH MICHELLE ELECTION COUNSEL	120,000.00	10,000.00	04/01/2021 to 04/30/2021	
PELLEGRINI, GIANCARLO RIVERO ELECTIONS COUNSEL	140,000.00	11,666.67	04/01/2021 to 04/30/2021	
SCHLESINGER, MATTHEW C OVERSIGHT COUNSEL	115,000.00	9,583.33	04/01/2021 to 04/30/2021	
SINGH, SAI SAMARCHITA STAFF ASSISTANT	55,000.00	4,583.33	04/01/2021 to 04/30/2021	
TAYLOR, DANIEL DEPUTY STAFF DIRECTOR AND CHIEF COUNSEL	173,900.00	14,491.67	04/01/2021 to 04/30/2021	
TUCKER, DAVID MICHAEL PARLIAMENTARIAN	150,000.00	12,500.00	04/01/2021 to 04/30/2021	
WHIPPY, PETER N COMMUNICATIONS DIRECTOR	140,000.00	11,666.67	04/01/2021 to 04/30/2021	
WRIGHT, SEAN JAMES SENIOR ELECTIONS COUNSEL	165,000.00	13,750.00	04/01/2021 to 04/30/2021	P/R CHANGE 04/01/21
YOUNG, NATALIE JOY PRESS SECRETARY	57,500.00	4,791.67	04/01/2021 to 04/30/2021	

SPECIAL & SELECT COMMITTEE - OVERTIME

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks
CARR, HANNAH G STAFF ASSISTANT	70,000.00	403.84		
MORALES GOMEZ, JOSE A. STAFF ASSISTANT	45,000.00	267.73		

U.S. House of Representatives

PAYROLL CERTIFICATION - FINAL

04/01/2021 to 04/30/2021

Process Level: HO000 COMM ON HOUSE ADMINISTRATION

Accounting Organization: 10HO000

Department: HO090 HOUSE ADMIN-MINORITY STAFF

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks
BRESSO, GINEEN MARIA SPECIAL COUNSEL	173,900.00	14,491.67	04/01/2021 to 04/30/2021	
COLLINS, RACHEL E COUNSEL	120,000.00	10,000.00	04/01/2021 to 04/30/2021	
CONKLIN, ELISABETH J DIRECTOR OF COMMUNICATIONS STANDARDS COMMISSION	70,000.00	5,833.33	04/01/2021 to 04/30/2021	
CROCKER, NICHOLAS LEE DIRECTOR OF MEMBER SERVICES	100,000.00	8,333.33	04/01/2021 to 04/30/2021	
CUNNINGTON, MICHAEL B PROFESSIONAL STAFF	60,000.00	5,000.00	04/01/2021 to 04/30/2021	
DAULBY, JENNIFER A REPUBLICAN STAFF DIRECTOR	173,900.00	14,491.67	04/01/2021 to 04/30/2021	
ERICKSON, CAMERON MARCUS LAW CLERK	45,000.00	3,750.00	04/01/2021 to 04/30/2021	
HAYS, CALEB JONATHAN GENERAL COUNSEL	173,900.00	14,491.67	04/01/2021 to 04/30/2021	
MONAHAN, TIMOTHY J REPUBLICAN STAFF DIRECTOR	173,900.00	14,242.51	04/01/2021 to 04/30/2021	P/R CHANGE 04/24/21
NEAL, AUBREY PATRICIA DIRECTOR OF MODERNIZATION INITIATIVES	90,000.00	7,500.00	04/01/2021 to 04/30/2021	
ORR, IAN FREDERICK STAFF ASSISTANT	45,000.00	3,750.00	04/01/2021 to 04/30/2021	
PEARCE, SARAH LING INTERN	21,599.00	1,799.92	04/01/2021 to 04/30/2021	
PERKINS, SLOANE THOMSON PRESS AND DIGITAL ASSISTANT	45,000.00	3,750.00	04/01/2021 to 04/30/2021	
PHELPS, ASHLEY COMMUNICATIONS DIRECTOR	100,000.00	8,333.33	04/01/2021 to 04/30/2021	
ROBERTS, CRAIG ANDREW SPECIAL ADVISOR	130,000.00	10,833.33	04/01/2021 to 04/30/2021	
ROSS, DAVID JOSEPH SHARED STAFF	10,000.00	833.33	04/01/2021 to 04/30/2021	
SCHWALB, JANET GIULIANI DIRECTOR OF ADMINISTRATION	130,000.00	10,833.33	04/01/2021 to 04/30/2021	
SMITH, ELLIOT MICHAEL PROFESSIONAL STAFF	50,000.00	4,166.67	04/01/2021 to 04/30/2021	

Monthly Financial Statement by Legislative Year - Committee Rollup

Office: 10HO House Administration

Authorization Year 2021
2021:117th Congress 1st Session
Month: April 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
	** Authorization	5,590,190.00	0.00	5,590,190.00	0.00	0.00	0.00	0.00	0.00	5,590,190.00
	11 Personnel Compensation	0.00	0.00	0.00	0.00	0.00	0.00	1,575,672.17	1,575,672.17	(1,575,672.17)
	21 Travel	0.00	0.00	0.00	0.00	0.00	0.00	11,387.49	11,387.49	(11,387.49)
	23 Rent, Communications, Utilities	0.00	0.00	0.00	0.00	0.00	0.00	17,250.35	17,250.35	(17,250.35)
	24 Printing and Reproduction	0.00	0.00	0.00	0.00	0.00	0.00	2,349.29	2,349.29	(2,349.29)
	25 Other Services	0.00	0.00	0.00	0.00	0.00	0.00	13,349.75	13,349.75	(13,349.75)
	26 Supplies and Materials	0.00	0.00	0.00	0.00	258.16	0.00	21,100.83	21,358.99	(21,358.99)
	31 Equipment	0.00	0.00	0.00	0.00	0.00	0.00	39,634.20	39,634.20	(39,634.20)
	Total	5,590,190.00	0.00	5,590,190.00	0.00	258.16	0.00	1,680,744.08	1,681,002.24	3,909,187.76
AE200	** Authorization	5,000.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00
	Total	5,000.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00
Total		5,595,190.00	0.00	5,595,190.00	0.00	258.16	0.00	1,680,744.08	1,681,002.24	3,914,187.76

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	3,651,293.00	0.00	3,651,293.00	0.00	258.16	0.00	1,096,943.60	1,097,201.76	2,554,091.24
	AE200	5,000.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00
	Total	3,656,293.00	0.00	3,656,293.00	0.00	258.16	0.00	1,096,943.60	1,097,201.76	2,559,091.24
10HO999	EXPEN	1,938,897.00	0.00	1,938,897.00	0.00	0.00	0.00	583,800.48	583,800.48	1,355,096.52
	Total	1,938,897.00	0.00	1,938,897.00	0.00	0.00	0.00	583,800.48	583,800.48	1,355,096.52
Total		5,595,190.00	0.00	5,595,190.00	0.00	258.16	0.00	1,680,744.08	1,681,002.24	3,914,187.76

Monthly Financial Statement by Legislative Year - Committee Rollup

Office: 10HO House Administration

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

Disbursed Summary

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed
11 Personnel Compensation		1101 Non-Statutory Compensation	410,122.07	1,567,406.16
		1103 Overtime Compensation	671.57	671.57
		1104 Accrued Leave	0.00	7,594.44
		Total	410,793.64	1,575,672.17
21 Travel		2101 Commercial Transportation	453.10	2,990.69
		2105 Lodging	1,584.78	5,240.53
		2110 Meals	412.41	1,409.31
		2120 Car Rental	0.00	471.29
		2125 Gasoline	0.00	50.07
		2130 Private Auto Mileage	549.92	549.92
		2135 Taxi/Parking/Tolls	289.61	675.68
	Total	3,289.82	11,387.49	
EXPEN General Expenditures	23 Rent, Communications, Utilities	2320 DC Telecom Equip (TRANSFER)	184.00	552.00
		2321 DC Telecom Serv (TRANSFER)	663.25	1,989.75
		2322 DC Telecom Tolls (TRANSFER)	5,390.83	12,931.91
		2335 HIR Graphics (TRANSFER)	820.00	1,560.00
		2350 Postage / Courier / Box Rental	216.69	216.69
		Total	7,274.77	17,250.35
24 Printing and Reproduction		2401 Printing & Reproduction	0.00	1,955.34
		2403 Photographic (TRANSFER)	0.00	384.00
		2405 Advertisements	0.00	9.95
	Total	0.00	2,349.29	
25 Other Services		2571 Technology Service Contracts	2,000.00	8,000.00
		2572 Web Dev Hst,Email & Rtd Serv	100.68	5,349.75
	Total	2,100.68	3,349.75	
26 Supplies and Materials		2602 Water		975.28
		2620 Office Supplies (Outside)		9,818.66
		2621 Office Supply (TRANSFER)		4,429.48
		2623 Software < \$500		5,033.00
		2630 Publications/Reference Mat'l		844.41
		Total	2,100.68	3,349.75

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: April 2021

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed
	26 Supplies and Materials	Total	4,704.13	21,100.83
		3112 Computer Hardw Purch <\$25,000	0.00	36,832.68
		3118 Maintenance / Repairs	196.00	872.52
EXPEN General Expenditures 31 Equipment		3131 Equipment Purchases	448.00	1,929.00
		Total	644.00	39,634.20
Total			428,807.04	1,680,744.08
			428,807.04	1,680,744.08