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Congress of the United States

House of Representatives

COMMITTEE ON HOUSE ADMINISTRATION

1309 Longworth House Office Building
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ROBERT A. BRADY, PENNSYLVANIA
RANKING MINORITY MEMBER

ZOE LOFGREN, CALIFORNIA
JUAN VARGAS, CALIFORNIA

ONE HUNDRED THIRTEENTH
CONGRESS

KYLE ANDERSON, MINORITY STAFF DIRECTOR

March 18, 2014

COMMITTEE
HOUSE ADMINISTRATION
2014 MAR 18 PM 7:15

February 2014 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 February 2014;
- List of Committee employees, job titles and gross monthly salaries (Payroll Certification attached).

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

The February 2014 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 – February 2014

Full Committee Hearings

none

Full Committee Meetings

none

Reports Filed

none

Polls

Committee Poll #7: To approve a contract for consulting services. February 21, 2014.

Floor Activity

S.J.Res. 28. A joint resolution providing for the appointment of John Fahey as a citizen regent of the Board of Regents of the Smithsonian Institution. 2/11/2014

Passed/agreed to in House: On passage: Passed without objection. 2/21/2014 Became Public Law No: 113-84.

S.J.Res. 29. A joint resolution providing for the appointment of Risa Lavizzo-Mourey as a citizen regent of the Board of Regents of the Smithsonian Institution. 2/11/2014

Passed/agreed to in House: On passage: Passed without objection. 2/21/2014 Became Public Law No: 113-85.

Administrative and Oversight Activities

Member Services

- Provided guidance to Member offices on compliance with Member Handbook regulations.

Committee Funding and Oversight

- Provided guidance to committee offices on compliance with Committee Handbook regulations.

Franking Commission

- Responded to 690 franking calls.
- Reviewed 928 franking requests.
- Notified the Arkansas, Georgia, Idaho, Indiana, Kentucky, Nebraska, North Carolina, Ohio, Oregon, Pennsylvania, and West Virginia delegations about their 90-day pre-election franking blackout period.

Chief Administrative Officer

- Continued to encourage Member office participation in the House's E-Voucher system.
- Received and reviewed the CAO's semi-annual report for July-December of 2013.
- Approved personnel appointment and termination actions, including participants in the House's Wounded Warrior Fellowship program.

Clerk of the House

- Directed the Clerk to proceed with obtaining digital image rights for Black Americans in Congress and Women in Congress eBooks.
- Received and reviewed the Clerk's semi-annual report for July-December 2013.
- Approved personnel appointment and termination actions.

Sergeant-at-Arms

- Conducted oversight regarding House security policies.
- Reviewed and approved personnel actions.

House Inspector General

- Reviewed and approved personnel actions.

United States Capitol Police

- Tracked final police migration to the new digital radio system.
- Approved additional officers for generator testing security.

Information and Technology Coordination

- Assisted Member offices in the administration of House Student App Challenge competitions by providing logistical support and helping develop registration infrastructure and outreach methods for the promotion of the contest.

Government Printing Office

- Contacted Member offices to update biographical and district information for Member entries in the 113th Congressional Directory.
- Communicated with GPO, the House Historian, the Hispanic Caucus, and the Hispanic Conference on the progress to date for the printing of the Hispanic Americans in Congress publication.
- Received and reviewed responses to questions for the record resulting from the Committee's GPO hearing on December 4.

Library of Congress

- Conducted initial CRS New Member Seminar planning meeting.

Architect of the Capitol

- Reviewed progress on the Cannon House Office Building renewal project.

Capitol Visitor Center

- Approved House and Senate events held in the CVC.
- Approved new Capitol grounds tour brochure.
- Approved brochure for rotation 10 in Exhibition Hall.
- Assisted with Member Office communication regarding Capitol tour modification.

Office of Congressional Accessibility Services

- Responded to Member Office inquiries pertaining to congressional accessibility issues.

Smithsonian Institution

- On February 5, Committee Members were invited to meet with Ms. Risa Lavizzio-Mourey, who was nominated to serve as a citizen regent of the Smithsonian Board of Regents. On November 13, 2013, Rep. Sam Johnson introduced H.J. Res. 102, providing for the appointment of Ms. Lavizzio-Mourey as a citizen regent. The legislation was referred to the Committee. The Committee's practice has been to invite candidates for citizen regent positions to meet informally for a private discussion with all Committee Members prior to action on the legislation. On February 11, the House agreed to two joint resolutions (S.J.Res. 28 and S.J.Res.29) appointing John Fahey and Risa Lavizzio-Mourey to the Board of Regents. The President signed the legislation on February 21.

Oversight of Federal Election Law and Procedures

- Issued letter signed by Majority Members of the Committee commenting on proposed Internal Revenue Service rules concerning 501(c)(4) organizations.
- Participated in panel discussion with House and Senate staff at meeting of the National Association of Secretaries of State.
- Attended Federal Election Commission conference on compliance.

House of Representatives
Monthly Financial Statement by Legislative Year

Office: 10H0000 HOUSE ADMINISTRATION

Authorization Year: 2014
 113th Congress 2nd Session
 Month: February 2014

Disbursed Summary

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed		
	11 Personnel Compensation	1101 Non-Statutory Compensation	272,501.00	524,962.66		
	Total	Total	272,501.00	524,962.66		
21 Travel		2101 Commercial Transportation	379.49	379.49		
		2135 Taxi/Parking/Tolls	124.35	124.35		
		2138 Travel Subsistence	356.61	356.61		
Total	Total	860.45	860.45			
23 Rent, Communications, Utilities		2310 Telecoms/rv/Eq/Toll Charge	445.67	445.67		
		2320 DC Telecom Equip (TRANSFER)	216.00	216.00		
		2321 DC Telecom Serv (TRANSFER)	624.50	624.50		
		2322 DC Telecom Tolls (TRANSFER)	6,031.71	6,031.71		
Total	Total	7,317.88	7,317.88			
24 Printing and Reproduction		2401 Printing & Reproduction	159.95	244.80		
		2403 Photographic (TRANSFER)	19.20	25.60		
		2404 Reproduction of Fed/Public Law	90.00	90.00		
Total	Total	269.15	360.40			
EXPEN General Expenditures	25 Other Services	2571 Technology Service Contracts	5,465.00	12,730.00		
		Total	5,465.00	12,730.00		
		2602 Water	134.96	134.96		
		2603 Food & Beverage	337.07	337.07		
		2620 Office Supplies (Outside)	1,006.22	1,082.23		
		2621 Office Supply (TRANSFER)	38.65	269.54		
		2623 Software < \$500	2,002.95	2,002.95		
		2630 Publications/Reference Matl	438.90	438.90		
		Total	3,958.75	4,265.65		
		31 Equipment		3112 Computer Hardw Purch <\$25,000	589.00	589.00
				3118 Maintenance / Repairs	1,141.58	2,283.16
		Total	Total	1,730.58	2,872.16	
AE200 Official Mail	FM Franked Mail	2352 Franked Mail	6.31	6.31		
		Total	6.31	6.31		
Total	Total	292,109.12	553,375.51			

U.S. House of Representatives

PAYROLL CERTIFICATION - FINAL

02/01/2014 to 02/28/2014

Process Level: HO000 COMM ON HOUSE ADMINISTRATION

Accounting Organization:
10HO000

Department: HO000 COMM ON HOUSE ADMINISTRATION

SPECIAL & SELECT COMMITTEE - 3(D) PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period
CLOCKER, JOHN C DIR OF POLICY & PLANNING	170,000.00	14,166.67	02/01/2014 to 02/28/2014
MORAN, SEAN P STAFF DIRECTOR	172,500.00	14,375.00	02/01/2014 to 02/28/2014

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period
BARASH, Yael LEGISLATIVE CLERK	56,000.00	4,666.67	02/01/2014 to 02/28/2014
BINSTED, ANNE M FINANCE & PERSONNEL ADMIN	87,000.00	5,416.67	02/01/2014 to 02/28/2014
BREMER, JOHN P MEMBER LIAISON	20,000.00	1,666.67	02/01/2014 to 02/28/2014
CAPPETTO, RICHARD FRANKING COMMISSION STAFF DIR	100,000.00	8,333.33	02/01/2014 to 02/28/2014
DATOC, CHRISTIAN D INTERN	21,600.00	2,880.00	02/01/2014 to 02/28/2014
DICKHAUS, JOHN L TEMPORARY STAFF ASSISTANT	30,000.00	2,033.33	02/01/2014 to 02/28/2014
ENGLING, MAXIMILIAN T PROFESSIONAL STAFF MEMBER	60,000.00	5,000.00	02/01/2014 to 02/28/2014
ENGLUND, MARY S DIRECTOR, ADMIN & OPERATIONS	140,000.00	11,666.67	02/01/2014 to 02/28/2014
GERBO III, GEORGE N SENIOR STAFF ASSISTANT	38,000.00	3,166.67	02/01/2014 to 02/28/2014
HADIJSKI, GEORGE DIR OF MEMBER & COMM SERVICES	147,000.00	12,250.00	02/01/2014 to 02/28/2014
HINMAN, ALYSSA R PROJECT COORDINATOR/STAFF ASS	36,000.00	3,000.00	02/01/2014 to 02/28/2014
KELLY, RYAN J SENIOR STAFF ASSISTANT	38,000.00	3,166.67	02/01/2014 to 02/28/2014
RAUTENSTRAUCH, CHRISTIAN J INTERN	21,600.00	2,040.00	02/01/2014 to 02/28/2014
ROE, JAMIE A SHARED EMPLOYEE	25,000.00	2,083.33	02/01/2014 to 02/28/2014
RYAN, CAITLIN MAUREEN PROFESSIONAL OVERSIGHT STAFF	90,000.00	7,500.00	02/01/2014 to 02/28/2014
SAYAGO, ERIN CARMEN COMMUNICATIONS DIRECTOR	87,000.00	7,250.00	02/01/2014 to 02/28/2014
SCHALESTOCK, PETER K DEPUTY GENERAL COUNSEL	142,000.00	11,833.33	02/01/2014 to 02/28/2014
SCHWEICKHARDT, REYNOLD C DIR OF TECHNOLOGY POLICY	160,000.00	13,333.33	02/01/2014 to 02/28/2014
SENSENBRENNER, ROBERT A SENIOR COUNSEL	100,000.00	8,333.33	02/01/2014 to 02/28/2014
WALVORT, BRADLEY D PROFESSIONAL STAFF MEMBER	50,000.00	4,166.67	02/01/2014 to 02/28/2014
WOOD, SALLEY MARIE DEPUTY STAFF DIRECTOR	57,236.00	4,769.67	02/01/2014 to 02/28/2014

Department: HO090 HOUSE ADMIN-MINORITY STAFF

SPECIAL & SELECT COMMITTEE - 3(D) PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period
MORGAN, TERI A DEPUTY STAFF DIR/CHIEF COUNSEL	147,000.00	12,250.00	02/01/2014 to 02/28/2014

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period
ABBOTT, GREGORY S PRESS SECRETARY	61,000.00	5,083.33	02/01/2014 to 02/28/2014
ABBOUD, KHALIL DPTY STAFF DIR/DIR OF LEG OPER	97,500.00	8,125.00	02/01/2014 to 02/28/2014
ANDERSON, KYLE DEMOCRATIC STAFF DIRECTOR	165,000.00	13,750.00	02/01/2014 to 02/28/2014
DEFREITAS, MATTHEW ALBERT PROFESSIONAL STAFF	61,000.00	5,083.33	02/01/2014 to 02/28/2014
FLAHERTY JR, EDWARD DEMOCRATIC CHIEF CLERK	122,500.00	10,208.33	02/01/2014 to 02/28/2014
HARRISON, MICHAEL L DEMOCRATIC CHIEF COUNSEL	137,000.00	11,416.67	02/01/2014 to 02/28/2014
HENLINE, ROBERT A DEM. DIR OF MEMBER & COMM SVCS	81,000.00	6,750.00	02/01/2014 to 02/28/2014
HICKS, THOMAS DEMOCRATIC SR ELECTIONS COUNSE	122,954.00	10,246.17	02/01/2014 to 02/28/2014
MUCHNOK, KRISTIE E PROFESSIONAL STAFF	81,000.00	6,750.00	02/01/2014 to 02/28/2014
PINKUS, MATTHEW A SENIOR POLICY ADVISOR	137,539.00	11,461.58	02/01/2014 to 02/28/2014
SIMS, AISLAN E STAFF ASSISTANT	35,000.00	2,916.67	02/01/2014 to 02/28/2014
STEVENS, KIMBERLY DEMOCRATIC FINANCE DIRECTOR	84,343.00	7,028.58	02/01/2014 to 02/28/2014
SUBBIO, RICHARD SHARED EMPLOYEE	70,000.00	5,833.33	02/01/2014 to 02/28/2014
WHERRITY, KYLE PATRICK SHARED EMPLOYEE	30,000.00	2,500.00	02/01/2014 to 02/28/2014