

CANDICE S. MILLER, MICHIGAN
CHAIRMAN

GREGG HARPER, MISSISSIPPI
PHIL GINGREY, GEORGIA
AARON SCHOCK, ILLINOIS
TODD ROKITA, INDIANA
RICH NUGENT, FLORIDA

SEAN MORAN, STAFF DIRECTOR

Congress of the United States

House of Representatives COMMITTEE ON HOUSE ADMINISTRATION

1309 Longworth House Office Building
Washington, D.C. 20515-6157
(202) 225-8281
<http://cha.house.gov>

ROBERT A. BRADY, PENNSYLVANIA
RANKING MINORITY MEMBER

ZOE LOFGREN, CALIFORNIA
JUAN VARGAS, CALIFORNIA

ONE HUNDRED THIRTEENTH
CONGRESS

KYLE ANDERSON, MINORITY STAFF DIRECTOR

September 18, 2014

COMMITTEE ON
HOUSE ADMINISTRATION
2014 SEP 17 PM 1:11

August 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 August 2014;
- List of Committee employees, job titles and gross monthly salaries.

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

The August 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 – August 2014

Full Committee Hearings

None

Full Committee Meetings

None

Reports Filed

None

Polls

None

Floor Activity

None

Administrative and Oversight Activities

Member Services

- Provided guidance to Member offices on compliance with Member Handbook regulations.
- Continued New Member Orientation and 114th Congress Transition planning.

Committee Funding and Oversight

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

Franking Commission

- Responded to 441 franking calls.
- Reviewed 254 franking requests.
- Hosted staff briefings to cover best practices related to the general election blackout.

House Student App Challenge

- Began groundwork for House Student App Challenge website and display of district winners
- Developed database of winner information

Chief Administrative Officer

- Responded to Member Office inquiries pertaining to a variety of issue areas within the CAO/HIR departments.
- Approved a series of HIR technology contracts, purchase orders and RFPs (requests for proposals).

- Approved personnel appointment and termination actions, including participants in the House's Wounded Warrior Fellowship program.

Clerk of the House

- Approved personnel appointment and termination actions.
- Approved personnel actions for various vacant offices.

Sergeant-at-Arms

- Conducted oversight regarding House Security Manual preparation and review.
- Reviewed and approved personnel actions.

House Inspector General

- Reviewed and approved personnel actions and pending audits.

Library of Congress

- Facilitated website transition communications.

House Fine Arts Board

- Approved the first step of the Chairman portrait process for Chairman Richard Pombo, approved the third step of the process for Chairman Spencer Bachus, and approved the third step of the process for Chairman Steve Buyer.

Government Printing Office

- In coordination with the House Historian and Art and Archives staff, increased Member Office outreach regarding the availability of "in Congress" publications.

Architect of the Capitol

- Approved event requests for the Botanic Garden.

Capitol Visitor Center

- Approved House and Senate events held in the CVC.
- Reviewed new exhibit ideas for Exhibition Hall.

Office of Congressional Accessibility Services

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

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

Office: 10H0000 HOUSE ADMINISTRATION Authorization Year: 2014
 113th Congress 2nd Session
 Month: August 2014

Disbursed Summary

Program	Object Class	Budget Object Class	S-BOC	MTD Disbursed	YTD Disbursed
	11 Personnel Compensation	1101 Non-Statutory Compensation		280,492.44	2,187,039.48
		1104 Accrued Leave		5,083.33	13,761.11
		Total		285,575.77	2,200,800.59
		2101 Commercial Transportation		0.00	1,267.49
21 Travel	2105 Lodging		297.82	733.00	
	2130 Private Auto Mileage		0.00	2,216.14	
	2135 Taxi/Parking/Tolls		8.90	454.45	
	2138 Travel Subsistence		0.00	1,794.92	
	Total		306.72	6,466.00	
	2310 TelecomSrv/Eq/Toll Charge		0.00	679.84	
General Expenditures	2320 DC Telecom Equip (TRANSFER)		204.00	3,444.00	
	2321 DC Telecom Serv (TRANSFER)		609.00	4,332.75	
	2322 DC Telecom Tolls (TRANSFER)		3,888.04	28,565.95	
	2335 HIR Graphics (TRANSFER)		0.00	406.00	
	Total		4,701.04	37,428.54	
24 Printing and Reproduction	2401 Printing & Reproduction		752.04	1,496.09	
	2403 Photographic (TRANSFER)		39.00	305.65	

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

Office: 10H0000 HOUSE ADMINISTRATION **Authorization Year: 2014**
113th Congress 2nd Session **Month: August 2014**

Program	Object Class	Budget Object Class	S-BOC	MTD Disbursed	YTD Disbursed
	24 Printing and Reproduction	2404 Reproduction of Fed/Public Law		0.00	210.00
		Total		791.04	2,011.74
	25 Other Services	2503 Consultant Contract Service		0.00	35,475.43
		2527 Training		0.00	3,640.00
		2571 Technology Service Contracts		6,099.37	47,154.37
		Total		6,099.37	86,269.80
		2602 Water		99.96	994.31
		2603 Food & Beverage		512.90	3,357.63
		2620 Office Supplies (Outside)		683.48	7,603.67
	26 Supplies and Materials	2621 Office Supply (TRANSFER)		586.45	1,643.16
EXPEN	General Expenditures	2623 Software <\$500		0.00	2,002.95
		2630 Publications/Reference Mat'l		37.01	636.37
		Total		1,919.80	16,238.09
		3112 Computer Hardw Purch <\$25,000		0.00	3,028.99
	31 Equipment	3118 Maintenance / Repairs		945.58	8,740.64
		3128 Warranties		249.00	597.00
		3131 Equipment Purchases		44.96	44.96
		Total		1,239.54	12,411.59
	Total			300,633.28	2,361,626.35
AE200	Official Mail	2352 Franked Mail		105.26	173.20
		Total		105.26	173.20

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

Office: 10H0000 HOUSE ADMINISTRATION Authorization Year: 2014
 113th Congress 2nd Session
 Month: August 2014

Program	Object Class	Budget Object Class	S-BOC	MTD Disbursed	YTD Disbursed
Total				300,738.54	2,361,799.55

REPORT ON TRAVEL PERFORMED
 Committee on House Administration
 113th Congress, 2nd Session
 August 2014
 MAJORITY

Traveler	Dates of Travel		Order #	Purpose	Itinerary	Transportation	Reimbursement Claimed		Total
	From	To					Meals, Lodging & Incidentals	Other	
TOTAL									\$0.00

No travel performed for the month of August 2014.

U.S. House of Representatives

PAYROLL CERTIFICATION - FINAL

08/01/2014 to 08/31/2014

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 DEP STAFF DIR/PLANNING & OVERS	170,000.00	14,166.67	08/01/2014 to 08/31/2014
MORAN, SEAN P STAFF DIRECTOR	172,500.00	14,375.00	08/01/2014 to 08/31/2014

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period
BARASH, YAEL LEGISLATIVE CLERK	56,000.00	4,666.67	08/01/2014 to 08/31/2014
BINSTED, ANNE M FINANCE & PERSONNEL ADMIN	87,000.00	7,250.00	08/01/2014 to 08/31/2014
BREMER, JOHN P MEMBER LIAISON	25,000.00	2,083.33	08/01/2014 to 08/31/2014
BRYAN, CLAYTON FIERY INTERN	21,600.00	1,320.00	08/01/2014 to 08/31/2014
CAPPETTO, RICHARD FRANKING COMMISSION STAFF DIR	100,000.00	8,333.33	08/01/2014 to 08/31/2014
COLLINS, CASSANDRA ROSE INTERN	21,600.00	60.00	08/01/2014 to 08/31/2014
CUCCIAS, MICHAEL A INTERN	21,600.00	900.00	08/01/2014 to 08/31/2014
DICKHAUS, JOHN L STAFF ASSISTANT	30,000.00	2,500.00	08/01/2014 to 08/31/2014
ENGLING, MAXIMILIAN T PROFESSIONAL STAFF MEMBER	60,000.00	5,000.00	08/01/2014 to 08/31/2014
ENGLUND, MARY S DIRECTOR, ADMIN & OPERATIONS	140,000.00	11,666.67	08/01/2014 to 08/31/2014
FRANKE, ANDREW JAMES TEMPORARY STAFF ASSISTANT	25,000.00	1,388.89	08/01/2014 to 08/31/2014
GERBO III, GEORGE N SENIOR STAFF ASSISTANT	41,000.00	3,416.67	08/01/2014 to 08/31/2014
HADIJSKI, GEORGE DIR OF MEMBER & COMM SERVICES	147,000.00	12,250.00	08/01/2014 to 08/31/2014
HINMAN, ALYSSA R PROFESSIONAL STAFF	49,000.00	4,083.33	08/01/2014 to 08/31/2014
KELLY, RYAN J SENIOR STAFF ASSISTANT	40,000.00	3,333.33	08/01/2014 to 08/31/2014
MALM, JAMES R STAFF ASSISTANT	25,000.00	2,083.33	08/01/2014 to 08/31/2014
MATHENY, HARRISON W TEMPORARY STAFF ASSISTANT	25,000.00	1,875.00	08/01/2014 to 08/31/2014
PATRU, KATHRYN MAE DEP STAFF DIR/OUTREACH & COMM	150,000.00	12,500.00	08/01/2014 to 08/31/2014
ROE, JAMIE A SHARED EMPLOYEE	25,000.00	2,083.33	08/01/2014 to 08/31/2014
ROTHSCHILD, BERNARD DIRECTOR OF MEMBER OUTREACH	125,000.00	10,416.67	08/01/2014 to 08/31/2014
RYAN, CAITLIN MAUREEN PROFESSIONAL OVERSIGHT STAFF	90,000.00	7,500.00	08/01/2014 to 08/31/2014
SAYAGO, ERIN CARMEN COMMUNICATIONS DIRECTOR	87,000.00	7,250.00	08/01/2014 to 08/31/2014

SCHWEICKHARDT, REYNOLD C DIR OF TECHNOLOGY POLICY	160,000.00	13,333.33	08/01/2014 to 08/31/2014
SENSENBRENNER, ROBERT A DEPUTY GENERAL COUNSEL	120,000.00	10,000.00	08/01/2014 to 08/31/2014
TERWILLIGER, KATHARINE KELLY INTERN	21,600.00	60.00	08/01/2014 to 08/31/2014
WALVORT, BRADLEY D PROFESSIONAL STAFF MEMBER	60,000.00	5,000.00	08/01/2014 to 08/31/2014

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	08/01/2014 to 08/31/2014

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period
ABBOTT, GREGORY S PRESS SECRETARY	61,000.00	1,355.56	08/01/2014 to 08/31/2014
ABBOUD, KHALIL DPTY STAFF DIR/DIR OF LEG OPER	97,500.00	8,125.00	08/01/2014 to 08/31/2014
ANDERSON, KYLE DEMOCRATIC STAFF DIRECTOR	165,000.00	13,750.00	08/01/2014 to 08/31/2014
DEFREITAS, MATTHEW ALBERT PROFESSIONAL STAFF	61,000.00	5,083.33	08/01/2014 to 08/31/2014
FLAHERTY JR, EDWARD DEMOCRATIC CHIEF CLERK	75,000.00	6,250.00	08/01/2014 to 08/31/2014
HARRISON, MICHAEL L DEMOCRATIC CHIEF COUNSEL	137,000.00	11,416.67	08/01/2014 to 08/31/2014
HENLINE, ROBERT A DEM. DIR OF MEMBER & COMM SVCS	81,000.00	6,750.00	08/01/2014 to 08/31/2014
HICKS, THOMAS DEMOCRATIC SR ELECTIONS COUNSE	122,954.00	10,246.17	08/01/2014 to 08/31/2014
MUCHNOK, KRISTIE E PROFESSIONAL STAFF	81,000.00	6,750.00	08/01/2014 to 08/31/2014
PINKUS, MATTHEW A SENIOR POLICY ADVISOR	137,539.00	11,461.58	08/01/2014 to 08/31/2014
SIMS, AISLAN E STAFF ASSISTANT	35,000.00	2,916.67	08/01/2014 to 08/31/2014
STEVENS, KIMBERLY DEMOCRATIC FINANCE DIRECTOR	84,343.00	7,028.58	08/01/2014 to 08/31/2014
SUBBIO, RICHARD SHARED EMPLOYEE	70,000.00	5,833.33	08/01/2014 to 08/31/2014
WHERRITY, KYLE PATRICK SHARED EMPLOYEE	30,000.00	2,500.00	08/01/2014 to 08/31/2014

House Postal Operations
NOVITEX ENTERPRISE SOLUTIONS

House Administration
1309 Longworth

113th Congress, 1st Session
Mail Accountability Report
June 2014

Date	Quantity	Total Cost
6/2/2014	1	0.41
6/30/2014	1	1.19
Total	2	1.60

House Postal Operations
NOVITEX ENTERPRISE SOLUTIONS

House Administration
1309 Longworth

113th Congress, 1st Session
Mail Accountability Report
July 2014

<u>Date</u>	<u>Quantity</u>	<u>Total Cost</u>
7/2/2014	1	2.87
7/16/2014	1	1.40
7/23/2014	195	84.94
7/24/2014	36	15.61
7/29/2014	1	0.44
Total	234	105.26