

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

January 19, 2015

### December 2014 Monthly Report

COMMITTEE  
HOUSE ADMINISTRATION  
2015 JAN 20 PM 5:30

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

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

The December 2014 Committee on House Administration Monthly Report is available for public inspection at the Committee office in 1309 Longworth House Office Building.

U.S. House of Representatives

Monthly Financial Statement by Legislative Year

Office: 10HO000 HOUSE ADMINISTRATION

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

Disbursed Summary

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed		
	11 Personnel Compensation	1101 Non-Statutory Compensation	318,548.49	3,340,463.93		
		1103 Overtime Compensation	4,193.46	4,193.46		
		1104 Accrued Leave	0.00	24,519.78		
		<b>Total</b>	<b>322,741.95</b>	<b>3,369,177.17</b>		
	21 Travel	2101 Commercial Transportation	6,914.70	8,798.59		
		2105 Lodging	4,559.29	7,344.35		
		2110 Meals	96.97	96.97		
		2120 Car Rental	1,198.75	1,198.75		
		2130 Private Auto Mileage	0.00	3,023.10		
		2135 Taxi/Parking/Tolls	84.36	621.71		
		2138 Travel Subsistence	2,415.84	5,589.33		
		<b>Total</b>	<b>15,269.91</b>	<b>26,672.80</b>		
EXPEN General Expenditures		2303 Temporary Space Rental	0.00	7,000.00		
		2310 TelecomSrv/Eq/Toll Charge	0.00	854.34		
		2320 DC Telecom Equip (TRANSFER)	204.00	4,444.00		
		2321 DC Telecom Serv (TRANSFER)	609.00	6,768.75		
		2322 DC Telecom Tolls (TRANSFER)	4,659.58	50,159.52		
		2335 HIR Graphics (TRANSFER)	140.00	1,376.00		
		2350 Postage / Courier / Box Rental	23.08	484.08		
		<b>Total</b>	<b>5,635.66</b>	<b>71,086.69</b>		
			24 Printing and Reproduction	2401 Printing & Reproduction	6,537.50	10,461.74
				2403 Photographic (TRANSFER)	549.85	990.20
2404 Reproduction of Fed/Public Law	0.00			210.00		
<b>Total</b>	<b>7,087.35</b>			<b>11,661.94</b>		
	25 Other Services	2502 Non-Technology Service Contr	0.00	450.00		
		2503 Consultant Contract Service	24,296.96	128,924.00		
		2527 Training	0.00	3,640.00		
		2571 Technology Service Contracts	6,965.00	72,014.37		
		2599 Miscellaneous Other Services	15.00	15.00		

U.S. House of Representatives

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Authorization Year: 2014  
 113th Congress 2nd Session  
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Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed
	25 Other Services	<b>Total</b>	<b>31,276.96</b>	<b>205,043.37</b>
		2602 Water	0.00	1,475.99
		2603 Food & Beverage	91,515.36	95,358.76
		2610 Habitation Expense	350.05	9,150.05
	26 Supplies and Materials	2620 Office Supplies (Outside)	1,297.40	13,214.29
		2621 Office Supply (TRANSFER)	128.96	3,362.89
		2623 Software < \$500	0.00	2,256.62
		2630 Publications/Reference Mat'l	2,887.01	5,239.41
		<b>Total</b>	<b>96,178.78</b>	<b>130,058.01</b>
EXPEN	General Expenditures	3112 Computer Hardw Purch <\$25,000	0.00	3,028.99
		3115 Computer Softw Purch <\$10,000	0.00	2,919.80
		3118 Maintenance / Repairs	945.58	12,522.96
		3128 Warranties	0.00	597.00
		3131 Equipment Purchases	44.96	224.80
		<b>Total</b>	<b>990.54</b>	<b>19,293.55</b>
	<b>Total</b>		<b>479,181.15</b>	<b>3,832,993.53</b>
AE200	Official Mail	2352 Franked Mail	23.13	234.26
		<b>Total</b>	<b>23.13</b>	<b>234.26</b>
<b>Total</b>			<b>479,204.28</b>	<b>3,833,227.79</b>

## **Committee on House Administration**

### **Activities Report – December 2014**

#### Full Committee Hearings

None

#### Full Committee Meetings

None

#### Reports Filed

None

#### Polls

None

#### Floor Activity

H.Con.Res.120 — Authorizing the use of Emancipation Hall in the Capitol Visitor Center for a ceremony to present the Congressional Gold Medal to the World War II members of the Civil Air Patrol.

H.Con.Res.122 — Providing for a correction in the enrollment of H.R. 83.

#### 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 637 franking calls.
- Reviewed 496 franking requests.
- Finished Ford House Office Building Franking file archiving project.

#### *Chief Administrative Officer*

- Approved CAO personnel appointment and termination actions including participants in the House's Wounded Warrior Fellowship program.
- 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) as well as a contract pertaining to House Furniture operations.
- Worked closely with various CAO divisions on transition related issues.

#### *Clerk of the House*

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

#### *Architect of the Capitol*

- Discussed transition updates with House Superintendent.

#### *Capitol Visitor Center*

- Reviewed House and Senate events held in the CVC.
- Reviewed New Exhibit Information and Presentations.

#### *Sergeant-at-Arms*

- Reviewed and approved personnel actions.
- Conducted oversight with SAA regarding House Security Manual preparation and review.
- Coordinated with SAA on O'Neill House Office Building policies.

#### *House Inspector General*

- Worked with the House IG on the beginning phases of a House-wide strategic planning project.

#### *House Student App Challenge:*

- Continued to work on the presentation for the display of District Winners

#### *Government Publishing Office*

- On a daily basis, fulfilled Member Office requests for various publications including Pocket Constitutions, Our Flag, Our American Government, How Our Laws Are Made.

#### *Fine Arts Board*

- Approved the third and final step of the Chairman portrait process for Chairman John Conyers, Jr.

### *Technology Use by the House*

- Worked with House Recording Studio and the Architect of the Capitol to plan a transition to a completely digital cable TV system by mid-2016. First phase will be to bring up core digital channels in early February 2015.
- Completed first phase of hearing modernization project to stream line the production of Committee Hearing Transcripts.
- Coordinated changes to the franking process to record additional information about proposed bulk e-mailings to ensure that appropriate parties are notified in advance.
- Identified changes to House cyber security policies to take effect in January 2015. These policies include requiring initial training for newly hired staff and updated requirements for attaching systems to the House network.

### *Oversight of Federal Election Law and Procedures*

- Sent election observers to Arizona's 2<sup>nd</sup> Congressional District to observe the recount in the case of the filing of a contested election.



## REPORT ON TRAVEL PERFORMED

Committee on House Administration  
113<sup>th</sup> Congress, 2<sup>nd</sup> Session  
December 2014  
MINORITY

Traveler	Dates of Travel		Order #	Purpose	Itinerary	Reimbursement Claimed			Total
	From	To				Transportation	Meals, Lodging & Incidentals	Other	
Khalil Abboud	12/04/14	12/11/14		Contested Election Observer - AZ-02	DC - Tucson, AZ - DC	\$675.20	\$914.35		\$1,589.55
<b>TOTAL</b>									<b>\$1,589.55</b>



# U.S. House of Representatives

## PAYROLL CERTIFICATION - FINAL

12/01/2014 to 12/31/2014

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	170,000.00	0.00	12/01/2014 to 12/31/2014
DEP STAFF DIR/PLANNING & OVERS			
CLOCKER, JOHN C	172,000.00	14,333.33	12/01/2014 to 12/31/2014
DEP STAFF DIR/PLANNING & OVERS			
MORAN, SEAN P	172,500.00	14,375.00	12/01/2014 to 12/31/2014
STAFF DIRECTOR			

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period
ANGER, AMANDA C	27,600.00	2,300.00	12/01/2014 to 12/31/2014
TEMPORARY STAFF ASSISTANT			
BARASH, Yael	92,000.00	7,666.67	12/01/2014 to 12/31/2014
LEGISLATIVE CLERK			
BINSTED, ANNE M	123,000.00	10,250.00	12/01/2014 to 12/31/2014
FINANCE & PERSONNEL ADMIN			
CAPPETTO, RICHARD	136,000.00	11,333.33	12/01/2014 to 12/31/2014
FRANKING COMMISSION STAFF DIR			
DICKHAUS, JOHN L	59,000.00	4,916.67	12/01/2014 to 12/31/2014
STAFF ASSISTANT			
ENGLING, MAXIMILIAN T	96,000.00	8,000.00	12/01/2014 to 12/31/2014
PROFESSIONAL STAFF MEMBER			
ENGLUND, MARY S	158,000.00	13,166.67	12/01/2014 to 12/31/2014
DIRECTOR, ADMIN & OPERATIONS			
FELDER, COLE M	80,000.00	6,666.67	12/01/2014 to 12/31/2014
COUNSEL			
FRANKE, ANDREW JAMES	31,000.00	2,583.33	12/01/2014 to 12/31/2014
TEMPORARY STAFF ASSISTANT			
HADIJSKI, GEORGE	165,000.00	13,750.00	12/01/2014 to 12/31/2014
DIR OF MEMBER & COMM SERVICES			
HINMAN, ALYSSA R	73,000.00	6,083.33	12/01/2014 to 12/31/2014
PROFESSIONAL STAFF			
KELLY, RYAN J	64,000.00	5,333.33	12/01/2014 to 12/31/2014
SENIOR STAFF ASSISTANT			
LEBRYK, KRISTEN MICHELLE	20,000.00	1,666.67	12/01/2014 to 12/31/2014
SHARED EMPLOYEE			
MALM, JAMES R	59,000.00	4,916.67	12/01/2014 to 12/31/2014
STAFF ASSISTANT			
MATHENY, HARRISON W	31,000.00	2,583.33	12/01/2014 to 12/31/2014
TEMPORARY STAFF ASSISTANT			
MCCRACKEN, ERIN SAYAGO	111,000.00	9,250.00	12/01/2014 to 12/31/2014
COMMUNICATIONS DIRECTOR			
PATRU, KATHRYN MAE	168,000.00	14,000.00	12/01/2014 to 12/31/2014
DEP STAFF DIR/OUTREACH & COMM			
PUCCELLA, EDWARD J	25,000.00	2,083.33	12/01/2014 to 12/31/2014
SHARED EMPLOYEE			
ROE, JAMIE A	25,000.00	2,083.33	12/01/2014 to 12/31/2014
SHARED EMPLOYEE			
ROTHSCHILD, BERNARD	125,000.00	10,416.67	12/01/2014 to 12/31/2014
DIRECTOR OF MEMBER OUTREACH			

RYAN, CAITLIN MAUREEN PROFESSIONAL OVERSIGHT STAFF	126,000.00	10,500.00	12/01/2014 to 12/31/2014
SAHLHOFF, SHAUN A TEMPORARY STAFF ASSISTANT	27,600.00	2,300.00	12/01/2014 to 12/31/2014
SCHWEICKHARDT, REYNOLD C DIR OF TECHNOLOGY POLICY	168,000.00	14,000.00	12/01/2014 to 12/31/2014
SENSENBRENNER, ROBERT A DEPUTY GENERAL COUNSEL	156,000.00	13,000.00	12/01/2014 to 12/31/2014
STROCKO, LEAH S TEMPORARY STAFF ASSISTANT	31,000.00	2,583.33	12/01/2014 to 12/31/2014
WALVORT, BRADLEY D PROFESSIONAL STAFF MEMBER	84,000.00	7,000.00	12/01/2014 to 12/31/2014
SPECIAL & SELECT COMMITTEE - OVERTIME			

<b>Employee and Job Title</b>	<b>Annual Salary</b>	<b>Gross Pay</b>	<b>Period</b>
DICKHAUS, JOHN L STAFF ASSISTANT	35,000.00	580.52	
FRANKE, ANDREW JAMES TEMPORARY STAFF ASSISTANT	25,000.00	459.73	
MALM, JAMES R STAFF ASSISTANT	35,000.00	1,287.25	
MATHENY, HARRISON W TEMPORARY STAFF ASSISTANT	25,000.00	1,027.63	
STROCKO, LEAH S TEMPORARY STAFF ASSISTANT	25,000.00	838.33	

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Department: HO090 HOUSE ADMIN-MINORITY STAFF

SPECIAL & SELECT COMMITTEE - 3(D) PERSONNEL

<b>Employee and Job Title</b>	<b>Annual Salary</b>	<b>Gross Pay</b>	<b>Period</b>
MORGAN, TERI A DEPUTY STAFF DIR/CHIEF COUNSEL	147,000.00	12,250.00	12/01/2014 to 12/31/2014

SPECIAL & SELECT COMMITTEE - PERSONNEL

<b>Employee and Job Title</b>	<b>Annual Salary</b>	<b>Gross Pay</b>	<b>Period</b>
ABBOUD, KHALIL DPTY STAFF DIR/DIR OF LEG OPER	97,500.00	8,125.00	12/01/2014 to 12/31/2014
ALLEN, AARON M SHARED EMPLOYEE	18,000.00	750.00	12/01/2014 to 12/31/2014
ANDERSON, KYLE DEMOCRATIC STAFF DIRECTOR	105,000.00	8,750.00	12/01/2014 to 12/31/2014
DEFREITAS, MATTHEW ALBERT PROFESSIONAL STAFF	80,000.00	6,666.67	12/01/2014 to 12/31/2014
FLAHERTY JR, EDWARD DEMOCRATIC CHIEF CLERK	75,000.00	6,250.00	12/01/2014 to 12/31/2014
HARRISON, MICHAEL L DEMOCRATIC CHIEF COUNSEL	137,000.00	11,416.67	12/01/2014 to 12/31/2014
HENLINE, ROBERT A DEM. DIR OF MEMBER & COMM SVCS	81,000.00	6,750.00	12/01/2014 to 12/31/2014
MUCHNOK, KRISTIE E PROFESSIONAL STAFF	81,000.00	6,750.00	12/01/2014 to 12/31/2014
PINKUS, MATTHEW A SENIOR POLICY ADVISOR	137,539.00	11,461.58	12/01/2014 to 12/31/2014
SANDSTROM, THOMAS E STAFF ASSISTANT	35,000.00	2,916.67	12/01/2014 to 12/31/2014
SIMS, AISLAN E PROFESSIONAL STAFF	47,500.00	3,958.33	12/01/2014 to 12/31/2014
STEVENS, KIMBERLY DEMOCRATIC FINANCE DIRECTOR	84,343.00	7,028.58	12/01/2014 to 12/31/2014
SUBBIO, RICHARD SHARED EMPLOYEE	70,000.00	5,833.33	12/01/2014 to 12/31/2014
WHERRITY, KYLE PATRICK SHARED EMPLOYEE	30,000.00	2,500.00	12/01/2014 to 12/31/2014