

Congress of the United States
U.S. House of Representatives
Committee on Small Business
2361 Rayburn House Office Building
Washington, DC 20515-6515

December 20, 2019

The Honorable Zoe Lofgren
Chairwoman
Committee on House Administration
1309 Longworth HOB
Washington, DC 20515

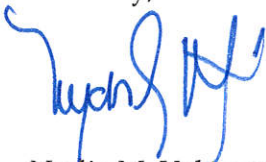
Dear Chairwoman Lofgren:

In accordance with the regulations of the Committee on House Administration, I am submitting one copy of the monthly report for November 2019, including:

1. Summary of the progress of the specific investigations and studies for which funds were approved.
2. Fund balance statements for the month and year to date.
3. Statement of expenses for the month and year to date.
4. Franking balance for the month and year to date.
5. Report of travel performed.
6. List of committee employees, job titles and gross monthly salaries.
7. List of committee detailees with start and end dates.

The report is available to members of the committee for examination.

Sincerely,



Nydia M. Velázquez
Chairwoman

**ACTIVITIES OF THE
COMMITTEE ON SMALL BUSINESS
116TH CONGRESS, 1st Session**

November 2019

**11-08-19: INVESTIGATIONS, OVERSIGHT, AND REGULATIONS
SUBCOMMITTEE FIELD HEARING**

“Fostering the American Dream: How SBA Can Empower Immigrant Small Business Owners”

11-13-19: FULL COMMITTEE HEARING

“Upskilling the Medical Workforce: Opportunities in Health Innovation”

**11-14-19: RURAL DEVELOPMENT, AGRICULTURE, TRADE, AND
ENTREPRENEURSHIP SUBCOMMITTEE HEARING**

“Assessing the Government’s Role in Serving Rural American Small Businesses (Part One)”

11-14-19: FULL COMMITTEE HEARING

“A Fair Playing Field? Investigating Big Tech’s Impact on Small Business”

11-19-19: CONTRACTING AND INFRASTRUCTURE SUBCOMMITTEE HEARING

“Smart Construction: Increasing Opportunities for Small Businesses in Infrastructure”

11-20-19: FULL COMMITTEE MARKUP

Markup of H.R. 5078, H.R. 5065, H.R. 5130, H.R. 5146

**11-22-19: INNOVATION AND WORKFORCE DEVELOPMENT SUBCOMMITTEE
FIELD HEARING**

“Innovations in the School to Small Business Pipeline”

U.S. House of Representatives
COMMITTEE ON SMALL BUSINESS
MAJORITY
Fund Balance Statement by Paid Date
November

Total Authorization

116-1 \$2,065,432.00

Less Expenses for:

January	2019	\$76,911.54
February		\$115,724.39
March		\$112,992.26
April		\$128,621.06
May		\$137,865.72
June		\$147,261.75
July		\$205,312.91
August		\$201,583.00
September		\$157,893.44
October		\$167,117.58
November		\$157,039.34

Total Expenses to Date:**\$1,608,322.99****Unexpended authorization**

\$457,109.01

U.S. House of Representatives
COMMITTEE ON SMALL BUSINESS
MAJORITY
Monthly Statement by Paid Date
116-1 November

Description	November	YTD Including November	Cumulative Total
Non-Statutory Compensation	\$143,491.68	\$1,384,630.95	\$1,384,630.95
Bonus	\$6,067.20	\$21,467.20	\$21,467.20
11-Personnel Compensation subtotal	\$149,558.88	\$1,406,098.15	\$1,406,098.15
Commercial Transportation	\$0.00	\$6,725.43	\$6,725.43
Lodging	\$837.02	\$3,088.96	\$3,088.96
Meals	\$710.17	\$1,674.77	\$1,674.77
Car Rental	\$138.16	\$757.69	\$757.69
Taxi/Parking/Tolls	\$293.00	\$1,193.17	\$1,193.17
21-Travel subtotal	\$1,978.35	\$13,440.02	\$13,440.02
DC Telecommunication Equipment (TRANSFER)	\$68.00	\$7,116.00	\$7,116.00
DC Telecommunication Service (TRANSFER)	\$186.00	\$1,578.25	\$1,578.25
DC Telecommunication Tolls (TRANSFER)	\$819.12	\$5,455.47	\$5,455.47
HIR Graphics (TRANSFER)	\$0.00	\$177.00	\$177.00
Postage/Courier/Box rental	\$0.00	\$50.79	\$50.79
Franked Mail	\$1.71	\$24.95	\$24.95
23-Rent, Communications and Utilities subtotal	\$1,074.83	\$14,402.46	\$14,402.46
Printing & Reproduction	\$33.50	\$1,099.50	\$1,099.50
Photographic (TRANSFER)	\$0.00	\$144.00	\$144.00
Advertisements	\$0.00	\$3,667.64	\$3,667.64
24-Printing and Reproduction subtotal	\$33.50	\$4,911.14	\$4,911.14
Technology Service Contracts	\$1,353.00	\$14,883.00	\$14,883.00
Web Development, Hosting, Email, and Related Services	\$350.00	\$17,265.89	\$17,265.89
25-Other Services subtotal	\$1,703.00	\$32,148.89	\$32,148.89
Bottled Water	\$26.32	\$1,653.92	\$1,653.92
Food and Beverage	\$0.00	\$370.50	\$370.50
Framing (TRANSFER)	\$400.00	\$400.00	\$400.00
Office Supplies (Outside)	\$357.98	\$14,083.18	\$14,083.18
Office Supply (TRANSFER)	\$138.17	\$2,708.86	\$2,708.86
Publications/Reference Material	\$0.00	\$71,934.70	\$71,934.70
26-Supplies and Materials subtotal	\$922.47	\$91,151.16	\$91,151.16
Computer Hardware Purchase less than \$25,000	\$1,205.73	\$38,438.81	\$38,438.81
Computer Software Purchase less than \$10,000	\$0.00	\$556.00	\$556.00
Computer Software Operating Lease less than	\$0.00	\$208.98	\$208.98

Description	November	YTD Including November	Cumulative Total
\$10,000			
Equipment & Software Maintenance	\$562.58	\$6,967.38	\$6,967.38
31-Equipment subtotal	\$1,768.31	\$46,171.17	\$46,171.17
Total Expenses	\$157,039.34	\$1,608,322.99	\$1,608,322.99

**US House of Representatives
Committee on Small Business - Minority
Fund Balance Statement by Paid Date
November 2019**

Total Authorization		
116-1		\$1,032,716.00
Less Expenses for:		
January	2019	\$55,769.48
February		\$82,248.91
March		\$66,368.35
April		\$67,660.15
May		\$69,048.53
June		\$71,363.88
July		\$70,917.96
August		\$70,954.96
September		\$71,012.45
October		\$71,526.37
November		\$85,725.01
December		
Total Expenses to Date:		\$782,596.05
Unexpended authorization		\$250,119.95

Commtee on Small Business - Minority
Monthly Statement by Paid Date
November 30, 2019

Description	November	YTD Including November	Cumulative Total
Non-Statutory Compensation	\$82,415.09	\$744,374.44	\$744,374.44
11-Personnel Compensation subtotal	\$82,415.09	\$744,374.44	\$744,374.44
Commerical Tranportation	\$0.00	\$1,884.56	\$1,884.56
Lodging	\$127.65	\$656.92	\$656.92
Meals	\$29.97	\$161.76	\$161.76
Car Rental	\$0.00	\$161.26	\$161.26
Gasoline	\$0.00	\$9.53	\$9.53
Private Auto Mileage	\$119.48	\$124.35	\$124.35
Taxi/Parking/Tolls	\$0.00	\$363.13	\$363.13
21-Travel subtotal	\$277.10	\$3,361.51	\$3,361.51
DC Telecom Eqpt (transfer)	\$44.00	\$608.00	\$608.00
DC Telecom Service (transfer)	\$100.75	\$1,051.25	\$1,051.25
DC Telecom Tolls (transfer)	\$537.40	\$5,675.82	\$5,675.82
Equipment Rental	\$0.00	\$1,074.00	\$1,074.00
23-Rent, Communications & Utilities subtotal	\$682.15	\$8,409.07	\$8,409.07
Printing & Reproduction	\$29.95	\$89.85	\$89.85
24-Printing and Reproduction subtotal	\$29.95	\$89.85	\$89.85
Technology Service Contracts	\$1,353.00	\$14,883.00	\$14,883.00
Web Dev, Hosting, Email Services	\$585.00	\$6,200.00	\$6,200.00
25-subtotal	\$1,938.00	\$21,083.00	\$21,083.00
Bottled Water	\$11.65	\$473.96	\$473.96
Food and Beverage	\$0.00	\$74.00	\$74.00
Office Supply (transfer)	-\$20.93	\$222.98	\$222.98
Publications/Reference Material	\$0.00	\$799.24	\$799.24
26-Supplies & Materials subtotal	-\$9.28	\$1,570.18	\$1,570.18
Equipment & Software Maintenance	\$392.00	\$3,708.00	\$3,708.00
31-Equipment subtotal	\$392.00	\$3,708.00	\$3,708.00
Total Expenses	\$85,725.01	\$782,596.05	\$782,596.05

Committee on Small Business
116th Congress - First Session
Franked Mail Report | November 2019

Franked Mail Allocation		\$5,000.00
January	\$ -	
February	\$ -	
March	\$ -	
April	\$ 1.27	
May	\$ 2.86	
June	\$ -	
July	\$ 4.25	
August	\$ 2.86	
September	\$ 4.01	
October	\$ 7.99	
November	\$ 1.71	
December		
TOTAL EXPENDED		\$24.95
Unexpended Allocation		\$4,975.05

Committee on Small Business
 116th Congress - First Session
 Travel Performed | November 2019

Traveler	Dates of Travel		Purpose	Itinerary	Reimbursement Claimed			
	From	To			Transportation	Meals, Lodging & Incidentals	Other	Total
Meagan Sumn	10/3/19	10/4/19	Field Hearing	DC-NY-DC	\$ 617.60	\$ 159.00		\$ 776.60
Naveen Parmar	10/3/19	10/4/19	Field Hearing	DC-NY-DC	\$ 617.60	\$ 159.00		\$ 776.60
Matthew Gómez	10/15/19	10/17/19	NADCO	DC-TN-DC	\$ 352.60	\$ 519.02		\$ 871.62
Melissa Jung	10/7/19	10/8/19	Field Hearing	DC-KS-DC	\$ 399.80			\$ 399.80
Matthew Bowman	10/7/19	10/8/19	Field Hearing	DC-KS-DC	\$ 399.80	\$ 61.72		\$ 461.52
Matthew Gómez	10/28/19	10/30/19	NAGGL	DC-LA-DC	\$ 479.80	\$ 195.73		\$ 675.53
Ellen Harrington	11/7/19	11/9/19	Field Hearing	DC-CA-DC		\$ 209.45		\$ 209.45
Melissa Jung	11/7/19	11/9/19	Field Hearing	DC-CA-DC		\$ 317.25		\$ 317.25
Michael McGinnis	11/17/19	11/18/19	Field Press Conference	DC-NY-DC		\$ 96.82		\$ 96.82
Evelyn Quartz	11/17/19	11/18/19	Field Press Conference	DC-NY-DC		\$ 64.45		\$ 64.45
Michael Stein	11/6/19	11/6/19	U City Science Center Tour	DC-PA-DC		\$ 31.00		\$ 31.00
Michael Stein	11/21/19	11/21/19	Field Hearing	DC-PA-DC		\$ 138.06		\$ 138.06
Hon. Abby Finkenauer	11/21/19	11/21/19	Field Hearing	DC-PA-DC		\$ 26.85		\$ 26.85

**Committee on Small Business
116th Congress - First Session
Employee List | November 2019**

Employee	Position Title	Gross Pay
Barr, Delia K	Clerk	\$ 10,833.33
Barton, Stacy Palmer	Chief of Staff	\$ 190.42
Bowles, Maureen G	Shared Employee	\$ 1,500.00
Bowman, Matthew	Professional Staff Member	\$ 5,000.00
Bruno, Richard R	Executive Assistant	\$ 5,000.00
Emmons, Rachel	Staff Asst/Press Asst	\$ 2,916.67
Ennesser, Tracy Lee	Staff Assistant	\$ 3,750.00
Finks, Lauren E	Clerk	\$ 5,416.67
Fitzpatrick, Kevin W	Staff Director	\$ 14,375.00
García, Moraima	Office Manager	\$ 9,066.67
Gomez, Matthew M	Counsel	\$ 6,666.67
Hartz, Joseph E.	Policy Director	\$ 11,083.33
Haurek, Alex	Senior Advisor	\$ 13,933.33
Jung, Melissa R.	Deputy Staff Director/Chief Counsel	\$ 14,000.00
Kerman, Allison	Staff Asst/Policy Asst	\$ 2,916.67
Ling, Vivian	Counsel	\$ 11,041.67
McGinnis, Michael Allen	Deputy Press Secretary/Digital Strategist	\$ 5,000.00
Minehardt, Adam H	Staff Director	\$ 14,108.33
Oliver, Janet L.	Chief Counsel/Deputy Staff Director	\$ 14,224.67
Parmar, Naveen	Policy Director/General Counsel	\$ 11,250.00
Pelletier, Justin M	Senior Advisor	\$ 7,500.00
Quartz, Evelyn Sarah	Press Secretary	\$ 6,666.67
Rechter, Peter	Oversight & Investigations Counsel	\$ 8,333.33
Rivera Goyco, Irene	Procurement Counsel	\$ 9,166.67
Stein, Michael	Professional Staff Member	\$ 6,000.00
Sunn, Meagan M	Professional Staff Member	\$ 6,666.67
William-Harrington, Ellen T	Senior Professional Staff Member	\$ 9,166.67
Yavor, Robert	Professional Staff	\$ 13,333.33
		<u>\$ 229,106.77</u>

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Detailee List | November 2019

Detailee Name	Agency	Start Date	End Date
Steward, Deborah	GPO	11/1/2019	11/30/2019