

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

October 20, 2017

COMMITTEE  
HOUSE ADMINISTRATION  
2017 OCT 24 PM 3:13

The Honorable Gregg Harper  
Chairman  
Committee on House Administration  
1309 Longworth HOB  
Washington, DC 20515


Dear Chairman Harper:

In accordance with the regulations of the Committee on House Administration, I am submitting one copy of the monthly report for September 2017, 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,

  
Steve Chabot  
Chairman

Activities of the Committee on Small Business  
115<sup>h</sup> Congress, 1<sup>st</sup> Session

**SEPTEMBER FULL COMMITTEE HEARINGS**

1. Expediting Economic Growth: How Streamlining Federal Permitting Can Cut Red Tape for Small Businesses, 9/6/17
2. Serving Small Businesses: Examining the Effectiveness of HUBZone Reforms, 9/13/17

**SEPTEMBER FULL COMMITTEE MARKUPS**

NONE.

**SEPTEMBER SUBCOMMITTEE HEARINGS**

1. Subcommittee on Economic Growth, Tax, and Capital Access, Examining the Small Business Labor Market, 9/7/17
2. Subcommittee on Health and Technology, Tech Talks: How SBA Entrepreneurial Development Programs Have Evolved with Technology, 9/14/17

**U.S. House of Representatives  
Small Business Committee Majority**

**Fund Balance Statement by Paid Date  
September**

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**Total Authorization**  
115-1 **\$2,024,933.34**

**Less Expenses for:**

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January	2017	\$115,912.57
February		\$127,812.95
March		\$127,468.00
April		\$126,433.33
May		\$129,044.47
June		\$115,388.18
July		\$119,421.36
August		\$122,901.06
September		\$124,204.84

**Total Expenses to Date:** **\$1,108,586.76**

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**Unexpended authorization** **\$916,346.58**

**U.S. House of Representatives**  
**COMMITTEE ON SMALL BUSINESS**  
**MINORITY**  
**Fund Balance Statement by Paid Date**  
**September**

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**Total Authorization**

115-1 \$1,012,466.67

**Less Expenses for:**

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January	2017	\$59,051.08
February		\$76,731.13
March		\$75,793.66
April		\$76,404.62
May		\$82,734.64
June		\$81,109.63
July		\$81,271.17
August		\$84,753.05
September		\$77,151.97

**Total Expenses to Date:**\$695,000.95**Unexpended authorization**

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\$317,465.72

**U.S. House of Representatives  
Small Business Committee Majority**

**Monthly Statement by Paid Date  
115-1 September**

Description	September	YTD Including September	Cumulative Total
Non-Statutory Compensation	\$119,333.32	\$1,065,116.50	\$1,065,116.50
<b>11-Personnel Compensation subtotal</b>	<b>\$119,333.32</b>	<b>\$1,065,116.50</b>	<b>\$1,065,116.50</b>
Commercial Transportation	\$0.00	\$650.80	\$650.80
Lodging	\$0.00	\$205.04	\$205.04
Meals	\$0.00	\$23.13	\$23.13
Taxi/Parking/Tolls	\$0.00	\$193.83	\$193.83
<b>21-Travel subtotal</b>	<b>\$0.00</b>	<b>\$1,072.80</b>	<b>\$1,072.80</b>
DC Telecommunication Equipment (TRANSFER)	\$162.00	\$724.00	\$724.00
DC Telecommunication Service (TRANSFER)	\$248.00	\$1,991.75	\$1,991.75
DC Telecommunication Tolls (TRANSFER)	\$1,464.25	\$10,346.93	\$10,346.93
Franked Mail	\$0.00	\$8.35	\$8.35
<b>23-Rent, Communications and Utilities subtotal</b>	<b>\$1,874.25</b>	<b>\$13,071.03</b>	<b>\$13,071.03</b>
Printing & Reproduction	\$190.49	\$460.04	\$460.04
Photographic (TRANSFER)	\$0.00	\$116.30	\$116.30
<b>24-Printing and Reproduction subtotal</b>	<b>\$190.49</b>	<b>\$576.34</b>	<b>\$576.34</b>
Technology Service Contracts	\$1,323.00	\$11,907.00	\$11,907.00
Web Development, Hosting, Email, and Related Services	\$935.00	\$7,480.00	\$7,480.00
<b>25- subtotal</b>	<b>\$2,258.00</b>	<b>\$19,387.00</b>	<b>\$19,387.00</b>
Bottled Water	\$55.53	\$1,053.67	\$1,053.67
Food and Beverage	\$0.00	\$613.61	\$613.61
Framing (TRANSFER)	\$0.00	\$360.00	\$360.00
Office Supplies (Outside)	\$0.00	\$937.90	\$937.90
Office Supply (TRANSFER)	\$133.25	\$1,541.55	\$1,541.55
Publications/Reference Material	\$0.00	\$1,616.36	\$1,616.36
<b>26-Supplies and Materials subtotal</b>	<b>\$188.78</b>	<b>\$6,123.09</b>	<b>\$6,123.09</b>
Equipment & Software Maintenance	\$360.00	\$3,240.00	\$3,240.00
<b>31-Equipment subtotal</b>	<b>\$360.00</b>	<b>\$3,240.00</b>	<b>\$3,240.00</b>
<b>Total Expenses</b>	<b>\$124,204.84</b>	<b>\$1,108,586.76</b>	<b>\$1,108,586.76</b>

**U.S. House of Representatives**  
**COMMITTEE ON SMALL BUSINESS**  
**MINORITY**  
**Monthly Statement by Paid Date**  
**115-1 September**

Description	September	YTD Including September	Cumulative Total
Non-Statutory Compensation	\$76,783.33	\$670,658.93	\$670,658.93
<b>11-Personnel Compensation subtotal</b>	<b>\$76,783.33</b>	<b>\$670,658.93</b>	<b>\$670,658.93</b>
Commercial Transportation	\$668.20	\$903.20	\$903.20
Lodging	\$409.02	\$409.02	\$409.02
Meals	\$20.38	\$20.38	\$20.38
Taxi/Parking/Tolls	\$33.44	\$33.44	\$33.44
<b>21-Travel subtotal</b>	<b>\$1,131.04</b>	<b>\$1,366.04</b>	<b>\$1,366.04</b>
DC Telecommunication Equipment (TRANSFER)	\$-3,040.00	\$254.00	\$254.00
DC Telecommunication Service (TRANSFER)	\$82.50	\$660.00	\$660.00
DC Telecommunication Tolls (TRANSFER)	\$293.92	\$1,740.78	\$1,740.78
HIR Graphics (TRANSFER)	\$40.00	\$90.00	\$90.00
Postage/Courier/Box rental	\$0.00	\$5.96	\$5.96
<b>23-Rent, Communications and Utilities subtotal</b>	<b>\$-2,623.58</b>	<b>\$2,750.74</b>	<b>\$2,750.74</b>
Printing & Reproduction	\$0.00	\$234.50	\$234.50
<b>24-Printing and Reproduction subtotal</b>	<b>\$0.00</b>	<b>\$234.50</b>	<b>\$234.50</b>
Technology Service Contracts	\$1,323.00	\$11,907.00	\$11,907.00
<b>25-Other Services subtotal</b>	<b>\$1,323.00</b>	<b>\$11,907.00</b>	<b>\$11,907.00</b>
Bottled Water	\$0.00	\$276.52	\$276.52
Food and Beverage	\$0.00	\$2,144.75	\$2,144.75
Office Supplies (Outside)	\$99.60	\$1,718.94	\$1,718.94
Office Supply (TRANSFER)	\$39.00	\$347.31	\$347.31
<b>26-Supplies and Materials subtotal</b>	<b>\$138.60</b>	<b>\$4,487.52</b>	<b>\$4,487.52</b>
Equipment & Software Maintenance	\$399.58	\$3,596.22	\$3,596.22
<b>31-Equipment subtotal</b>	<b>\$399.58</b>	<b>\$3,596.22</b>	<b>\$3,596.22</b>
<b>Total Expenses</b>	<b>\$77,151.97</b>	<b>\$695,000.95</b>	<b>\$695,000.95</b>

**115th Congress, 1st Session  
Committee on Small Business  
2017 Franked Mail Report**

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<b>Allocation:</b>	<b>\$5,000.00</b>
January	\$0.00
February	\$0.00
March	\$0.00
April	\$0.00
May	\$0.00
June	\$4.21
July	\$3.29
August	\$0.85
September	\$0.00
October	
November	
December	
 Total Expended	<hr/> \$8.35

**115th Congress, 1st Session  
Committee on Small Business  
Employee List  
September 2017**

<u>Employee</u>	<u>Position Title</u>	<u>Gross Pay</u>
Althouse, Sarah	Press Secretary	\$5,833.33
Barr, Delia	Clerk	\$5,833.33
Barton, Stacy	Chief of Staff	\$5,208.33
Bowles, Maureen	Financial Administrator	\$1,500.00
Brown, Daniel	Policy Advisor	\$3,750.00
Burchfield, James	Professional Staff	\$5,833.33
Donlon, Jessica	Senior Oversight Counsel	\$10,833.33
Farnaso, Kenneth	Digital Comm Aide	\$5,000.00
Fekete, Stephanie	Counsel	\$5,500.00
Fitzpatrick, Kevin	Staff Director	\$14,375.00
Garcia, Moraima	Office Manager	\$8,233.33
Hartz, Joseph	Policy Director	\$11,083.33
Haurek, Alex	Communications Director	\$10,316.67
Jung, Melissa	Deputy Staff Director	\$11,250.00
Ling, Vivian	Counsel	\$6,041.67
Lowe, Jonathan	Shared Employee	\$1,250.00
Minehardt, Adam	Staff Director	\$13,650.00
Moore, Colleen	Professional Staff	\$5,416.67
Najieb-Locke, Halimah	Professional Staff	\$7,500.00
Oliver, Janet	Chief Counsel/Dep Staff Dir	\$13,333.33
Pelletier, Justin	Policy Director	\$7,500.00
Quartz, Evelyn	Press Assistant	\$3,333.33
Schmidt, Hannah	Staff Assistant	\$3,541.67
Sferlazzo, Julia	Professional Staff	\$2,500.00
Sharma, Moh	Dir of Or & Mbr Svs/Sr Pol Adv	\$6,666.67
Torres Pizarro, Rosanne	Professional Staff	\$5,833.33
Utz, Sharon	Sr Professional Staff	\$7,500.00
Yavor, Robert	Professional Staff	\$7,500.00
<b>Total</b>		<b>\$196,116.65</b>



**115th Congress, 1st Session  
Committee on Small Business  
September 2017 Detailee List**

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<b><u>Detailee Name</u></b>	<b><u>Agency</u></b>	<b><u>Start Date</u></b>	<b><u>End Date</u></b>
Deborah Steward	GPO	1/3/2017	12/31/2017
Meredith Graves	GAO	1/23/2017	12/31/2017

