

CANDICE S. MILLER, MICHIGAN
CHAIRMAN

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

KELLY CRAVEN, 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

October 18, 2013

September 2013 Monthly Report

COMMITTEE
HOUSE ADMINISTRATION
2013 OCT 18 PM 12:44

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 September 2013;
- 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 September 2013 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 – September 2013

Full Committee Hearings

none

Full Committee Meetings

none

Reports Filed

none

Polls

none

Floor Activity

none

Administrative and Oversight Activities

Lapse in Appropriations

- Issued guidance to Member and Committee offices regarding lapse in appropriations.
- Disseminated information regarding House services and campus access during lapse in appropriations.
- Briefed House offices on guidance for lapse in appropriations.
- Disseminated information regarding "Constituent Access to Congressional Facilities and the Smithsonian During a Lapse in Appropriations."

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 568 franking calls.
- Reviewed 731 franking requests.

Chief Administrative Officer

- Approved a series of HIR technology contracts, purchase orders, and requests for proposals consistent with House procurement guidelines.
- Assisted with the coordination of and participated in food service focus groups as part of the food service contract re-compete process.
- Approved a revision to the delivery rates in the House Mail Operations contract for bulk mail delivered to the House. The rates will take effect on November 1.
- 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 a purchase order for new server hardware and server maintenance.

Sergeant-at-Arms

- Reviewed and approved personnel actions.
- Approved SAA VSIP plan.

Government Printing Office

- Worked with GPO and the Clerk's office to begin the print procurement process for the Hispanic Americans in Congress publication.

Capitol Visitor Center

- Approved House and Senate events held in the CVC.
- Approved revised holiday hours for CVC operations.

Smithsonian Institution

- Reviewed the Smithsonian's plan for lapse in appropriations. Included information regarding museum and zoo closures in the Committee's publication, "Constituent Access to Congressional Facilities and the Smithsonian During a Lapse in Appropriations."

Monthly Financial Statement by Legislative Year

Office: 10HO000 HOUSE ADMINISTRATION

Authorization Year: 2013
 113th Congress 1st Session
 Month: September 2013

Disbursed Summary

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed
11 Personnel Compensation		1101 Non-Statutory Compensation	277,529.66	2,732,702.28
		1103 Overtime Compensation	0.00	162.26
		1104 Accrued Leave	0.00	11,020.83
		1108 Other Lump Sum	0.00	29,166.67
		Total	277,529.66	2,773,052.04
21 Travel		2101 Commercial Transportation	1,646.60	3,583.50
		2130 Private Auto Mileage	0.00	67.80
		2135 Taxi/Parking/Tolls	0.00	331.32
		2138 Travel Subsistence	0.00	7,436.38
Total	1,646.60	11,419.00		
23 Rent, Communications, Utilities		2320 DC Telecom Equip (TRANSFER)	216.00	2,123.00
		2321 DC Telecom Serv (TRANSFER)	624.50	4,912.97
		2322 DC Telecom Tolls (TRANSFER)	4,072.25	36,605.18
		2335 HIR Graphics (TRANSFER)	0.00	860.00
		Total	4,912.75	44,501.15
EXPEN General Expenditures	24 Printing and Reproduction	2401 Printing & Reproduction	34.95	2,184.94
		2403 Photographic (TRANSFER)	7,137.50	7,391.40
		2404 Reproduction of Fed/Public Law	0.00	80.00
		Total	7,172.45	9,656.34
25 Other Services		2503 Consultant Contract Service	17,477.54	63,757.17
		2527 Training	1,487.00	4,134.00
		2540 Representational Expenses	0.00	186.45
		2571 Technology Service Contracts	5,465.00	47,825.00
		Total	24,429.54	115,902.62
26 Supplies and Materials		2602 Water	269.25	1,691.68
		2603 Food & Beverage	482.45	2,104.83
		2610 Habitation Expense	0.00	375.58
		2620 Office Supplies (Outside)	776.40	5,290.18
		2621 Office Supply (TRANSFER)	185.14	2,257.54
		2623 Software < \$500	0.00	42.36
		2630 Publications/Reference Mat'l	0.00	698.05
2699 Misc. Supplies & Materials	0.00	2.11		
Total	1,713.24	12,462.33		

Monthly Financial Statement by Legislative Year

Office: 10HO000 HOUSE ADMINISTRATION Authorization Year: 2013
 113th Congress 1st Session
 Month: September 2013

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed
EXPEN General Expenditures	31 Equipment	3115 Computer Softw Purch <\$10,000	0.00	1,800.00
		3118 Maintenance / Repairs	1,141.58	9,938.12
		3128 Warranties	0.00	81.00
		Total	1,141.58	11,819.12
AE200 Official Mail	FM Franked Mail	2352 Franked Mail	4.43	96.99
		Total	4.43	96.99
		Total	318,550.25	2,978,909.59



House Postal Operations Pitney Bowes Management Services

HOUSE ADMINISTRATION

1309 LONGWORTH

113th Congress, 1st Session
Mail Accountability Report

September 2013

Date	Quantity	Total Cost
9/ 11/13	3	\$1.38
9/ 23/13	1	\$0.46
TOTAL	4	\$1.84

If you have any questions regarding this report, please contact House Postal Operations
Customer Service, 301-336-8820.

REPORT ON TRAVEL PERFORMED
 Committee on House Administration
 113th Congress, 1st Session
 September 2013
 MAJORITY

Traveler	Dates of Travel		Order #	Purpose	Itinerary	Transportation	Reimbursement Claimed		Total
	From	To					Meals, Lodging & Incidentals	Other	
TOTAL									\$0

No travel performed for the Majority in the month of September.

U.S. House of Representatives

PAYROLL CERTIFICATION - FINAL

09/01/2013 to 09/30/2013

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	Remarks	Employee No.
CLOCKER, JOHN C DIR OF POLICY & PLANNING	170,000.00	14,166.67	09/01/2013 to 09/30/2013		[REDACTED]
CRAVEN, KELLY F STAFF DIRECTOR	172,500.00	14,375.00	09/01/2013 to 09/30/2013		[REDACTED]

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks	Employee No.
BARASH, YAEL LEGISLATIVE CLERK	56,000.00	4,666.67	09/01/2013 to 09/30/2013		[REDACTED]
BEAUMONT, MELISSA M INTERN	21,600.00	1,320.00	09/01/2013 to 09/30/2013	TERMINATED 09/22/13	[REDACTED]
BINSTED, ANNE M FINANCE & PERSONNEL ADMIN	60,000.00	5,000.00	09/01/2013 to 09/30/2013		[REDACTED]
BRANTLEY, MATTHEW M INTERN	21,600.00	1,140.00	09/01/2013 to 09/30/2013	APPOINTMENT 09/09/13	[REDACTED]
CAPPETTO, RICHARD PROF STAFF, MEMBER SERVICES	60,000.00	5,000.00	09/01/2013 to 09/30/2013		[REDACTED]
DAIL, JACK L DIR FRANKING COMM (PERSONNEL)	160,000.00	13,333.33	09/01/2013 to 09/30/2013		[REDACTED]
DUTTON, KENNETH STEVEN FRANKING COMMUNICATIONS DIR	37,500.00	3,125.00	09/01/2013 to 09/30/2013		[REDACTED]
ENGLING, MAXIMILIAN T PROFESSIONAL STAFF MEMBER	60,000.00	5,000.00	09/01/2013 to 09/30/2013		[REDACTED]
ENGLUND, MARY S DIRECTOR, ADMIN & OPERATIONS	125,000.00	10,416.66	09/01/2013 to 09/30/2013	APPOINTMENT 09/02/13	[REDACTED]
ETCHEPARE, MARC P INTERN	21,600.00	1,320.00	09/01/2013 to 09/30/2013	APPOINTMENT 09/09/13	[REDACTED]
GERBO III, GEORGE N SENIOR STAFF ASSISTANT	38,000.00	3,166.67	09/01/2013 to 09/30/2013		[REDACTED]
HADIJSKI, GEORGE DIR OF MEMBER & COMM SERVICES	140,000.00	11,666.67	09/01/2013 to 09/30/2013		[REDACTED]
HINMAN, ALYSSA R PROJECT COORDINATOR/STAFF ASS	36,000.00	3,000.00	09/01/2013 to 09/30/2013		[REDACTED]
KELLY, RYAN J SENIOR STAFF ASSISTANT	38,000.00	3,166.67	09/01/2013 to 09/30/2013		[REDACTED]
RICH, JOHN M SENIOR STAFF ASSISTANT	38,000.00	3,166.67	09/01/2013 to 09/30/2013		[REDACTED]
ROE, JAMIE A SHARED EMPLOYEE	15,000.00	1,250.00	09/01/2013 to 09/30/2013		[REDACTED]
RYAN, CAITLIN MAUREEN PROFESSIONAL OVERSIGHT STAFF	80,000.00	6,666.67	09/01/2013 to 09/30/2013		[REDACTED]
SCHALESTOCK, PETER K DEPUTY GENERAL COUNSEL	142,000.00	11,833.33	09/01/2013 to 09/30/2013		[REDACTED]
SCHWEICKHARDT, REYNOLD C DIR OF TECHNOLOGY POLICY	160,000.00	13,333.33	09/01/2013 to 09/30/2013		[REDACTED]
SENSENBRENNER, ROBERT A SENIOR COUNSEL	100,000.00	8,333.33	09/01/2013 to 09/30/2013		[REDACTED]
WALVORT, BRADLEY D MEMBER LIAISON	20,000.00	1,666.67	09/01/2013 to 09/30/2013		[REDACTED]

WOOD, SALLEY MARIE 142,000.00 11,833.33 09/01/2013 to 09/30/2013
 DEPUTY STAFF DIRECTOR



Department	Employee Group	Expenditure	Active	Paid
HO000	SPECIAL & SELECT COMMITTEE - 3(D) PERSONNEL	\$28,541.67	2	2
HO000	SPECIAL & SELECT COMMITTEE - PERSONNEL	\$129,405.00	21	22
HO000	Total	\$157,946.67	23	24

I CERTIFY THAT THE LISTED EMPLOYEES HAVE PERFORMED THEIR ASSIGNED OFFICIAL DUTIES FOR THE OFFICES OF THE EMPLOYING AUTHORITY, AND THAT THEY HAVE CERTIFIED THAT THEY HAVE NO RELATIONSHIP TO A CURRENT MEMBER OF CONGRESS, UNLESS OTHERWISE NOTED HEREON.

Department: HO090 HOUSE ADMIN-MINORITY STAFF

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks	Employee No.
ABBOTT, GREGORY S PRESS SECRETARY	61,000.00	5,083.33	09/01/2013 to 09/30/2013		
ABBOUD, KHALIL DPTY STAFF DIR/DIR OF LEG OPER	97,500.00	8,125.00	09/01/2013 to 09/30/2013		
ANDERSON, KYLE DEMOCRATIC STAFF DIRECTOR	165,000.00	13,750.00	09/01/2013 to 09/30/2013		
DEFREITAS, MATTHEW ALBERT PROFESSIONAL STAFF	61,000.00	5,083.33	09/01/2013 to 09/30/2013		
FLAHERTY JR, EDWARD DEMOCRATIC CHIEF CLERK	122,500.00	10,208.33	09/01/2013 to 09/30/2013		
HARRISON, MICHAEL L DEMOCRATIC CHIEF COUNSEL	137,000.00	11,416.67	09/01/2013 to 09/30/2013		
HENLINE, ROBERT A DEM. DIR OF MEMBER & COMM SVCS	81,000.00	6,750.00	09/01/2013 to 09/30/2013		
HICKS, THOMAS DEMOCRATIC SR ELECTIONS COUNSEL	122,954.00	10,246.17	09/01/2013 to 09/30/2013		
MORGAN, TERI A DEPUTY STAFF DIR/CHIEF COUNSEL	147,000.00	12,250.00	09/01/2013 to 09/30/2013		
MUCHNOK, KRISTIE E PROFESSIONAL STAFF	81,000.00	6,750.00	09/01/2013 to 09/30/2013		
PINKUS, MATTHEW A SENIOR POLICY ADVISOR	137,539.00	11,461.58	09/01/2013 to 09/30/2013		
SIMS, AISLAN E STAFF ASSISTANT	35,000.00	2,916.67	09/01/2013 to 09/30/2013		
STEVENS, KIMBERLY DEMOCRATIC FINANCE DIRECTOR	84,343.00	7,028.58	09/01/2013 to 09/30/2013		
SUBBIO, RICHARD SHARED EMPLOYEE	70,000.00	5,833.33	09/01/2013 to 09/30/2013		
WHERRITY, KYLE PATRICK SHARED EMPLOYEE	30,000.00	2,500.00	09/01/2013 to 09/30/2013		

Department	Employee Group	Expenditure	Active	Paid
HO090	SPECIAL & SELECT COMMITTEE - PERSONNEL	\$119,402.99	15	15
HO090	Total	\$119,402.99	15	15

I CERTIFY THAT THE LISTED EMPLOYEES HAVE PERFORMED THEIR ASSIGNED OFFICIAL DUTIES FOR THE OFFICES OF THE EMPLOYING AUTHORITY, AND THAT THEY HAVE CERTIFIED THAT THEY HAVE NO RELATIONSHIP TO A CURRENT MEMBER OF CONGRESS, UNLESS OTHERWISE NOTED HEREON.

Process Level: HO000 COMM ON HOUSE ADMINISTRATION

Accounting Organization: 10HO000

Employee Group	Expenditure	Active	Paid
SPECIAL & SELECT COMMITTEE - 3(D) PERSONNEL	\$28,541.67	2	2
SPECIAL & SELECT COMMITTEE - PERSONNEL	\$248,807.99	36	37
Total	\$277,349.66	38	39

113th Legislation - Solely Referred

Bill Number	Date	Sponsor	Short Title	Official Title/Bill Description
H.R. 3071	9/9/2013	Gingrey	No Special Treatment for Congress Act	To amend the Patient Protection and Affordable Care Act to provide that no Government contribution may be made toward the cost of Exchange coverage for any Member of Congress or congressional staff.
H.R. 3067	9/9/2013	Capito	No Obamacare Subsidies for Members of Congress Act of 2013	To amend the Patient Protection and Affordable Care Act to prohibit a government subsidy for the purchase of a health plan by a Member of Congress.
H.Res. 343	9/12/2013	Buchanan	N/A	Expressing the condolences of the House of Representatives on the death of the Honorable E. Clay Shaw, Jr., formerly a Representative of the State of Florida.
H.Res. 344	9/12/2013	Gohmert	N/A	Directing the Speaker of the House of Representatives to direct, for the purpose of interpreting Office of Personnel Management (OPM) guidance with respect to the Patient Protection and Affordable Care Act, that the definition of "congressional staff" employed by an "official office" shall include all committee staff, all joint committee staff, and all staff employed by leadership offices of the House of Representatives.
H.R. 3126	9/18/2013	Fincher	Healthcare Fairness Act of 2013	To amend the Patient Protection and Affordable Care Act to prohibit a government subsidy for the purchase of a health plan by a Member of Congress.

113th Legislation - Additionally Referred

Bill No	Date	Sponsor	Bill Short Title	Bill Description	Other Comms of referral	CHA Primary
H.R. 3066	9/9/2013	Cotton	No Special Deal for D.C. Insiders Act of 2013	To amend the Patient Protection and Affordable Care Act to prohibit a government subsidy or contribution for the premiums of a health plan by a Member of Congress or Members' staff or congressional leadership or committee staff.	House Energy and Commerce	<input checked="" type="checkbox"/>
H.R. 3076	9/10/2013	DeSantis	James Madison Congressional Accountability Act	To amend the Patient Protection and Affordable Care Act with respect to health insurance coverage for certain congressional staff and political appointees in the executive branch, and for other purposes.	House Oversight and Government Reform; House Ways and Means; House Energy and Commerce	<input type="checkbox"/>
H.R. 3104	9/16/2013	Kingston	N/A	To clarify the application of all laws, including the Patient Protection and Affordable Care Act, to the Federal Government and Congress, and for other purposes.	House Oversight and Government Reform	<input type="checkbox"/>
H.J.Res. 63	9/16/2013	McCaul	N/A	Providing for congressional disapproval under chapter 8 of title 5, United States Code, of the rule submitted by the Office of Personnel Management relating to the treatment of Members of Congress and congressional staff under section 1312 of the Patient Protection and Affordable Care Act.	House Oversight and Government Reform	<input checked="" type="checkbox"/>
H.Con.Res. 54	9/16/2013	Graves	N/A	Directing the Clerk of the House of Representatives to make corrections in the enrollment of H.J. Res. 62.	House Appropriations	<input type="checkbox"/>
H.R. 3121	9/18/2013	Roe	American Health Care Reform Act of 2013	To repeal the Patient Protection and Affordable Care Act and related reconciliation provisions, to promote patient-centered health care, and for other purposes.	House Energy and Commerce; House Ways and Means; House Education and the Workforce; House Judiciary; House Natural Resources; House Appropriations; House Rules	<input type="checkbox"/>
H.R. 3152	9/19/2013	Reed	Pay Our Veterans and Seniors First Act	To prohibit Members of Congress, the President, the Vice President, and the head of any Executive department from receiving pay for any period in which there is a Government shutdown and to provide for payments to seniors, military and veterans during a Government shutdown.	House Oversight and Government Reform; House Armed Services; House Ways and Means; House Energy and Commerce; House Veterans' Affairs	<input type="checkbox"/>
H.R. 3135	9/19/2013	Pocan	Domestic Partnership Benefits and Obligations Act of 2013	To provide certain benefits to domestic partners of Federal employees.	House Oversight and Government Reform; House Education and the Workforce; House Judiciary	<input type="checkbox"/>
H.R. 3146	9/19/2013	Murphy of FL	SAVE II Act	To take steps to reduce the deficit of the Federal Government.	House Ways and Means; House Armed Services; House Foreign Affairs; House Judiciary; House Financial Services; House Rules	<input type="checkbox"/>

Bill No	Date	Sponsor	Bill Short Title	Bill Description	Other Comms of referral	CHA Primary
H.R. 3163	9/20/2013	Grijalva	CIR ASAP Act of 2013	To provide for comprehensive immigration reform, and for other purposes.	House Judiciary; House Homeland Security; House Armed Services; House Foreign Affairs; House Natural Resources; House Ways and Means; House Education and the Workforce; House Oversight and Government Reform	<input type="checkbox"/>
H.R. 3164	9/20/2013	Kingston	N/A	To clarify the application of all laws, including the Patient Protection and Affordable Care Act, to the Federal Government and Congress, and for other purposes.	House Oversight and Government Reform; House Energy and Commerce	<input type="checkbox"/>
H.R. 3165	9/20/2013	Latham	Common Sense Health Reform Americans Actually Want Act	To repeal the Patient Protection and Affordable Care Act and to take meaningful steps to lower health care costs and increase access to health insurance coverage without raising taxes, cutting Medicare benefits for seniors, adding to the national deficit, intervening in the doctor-patient relationship, or instituting a government takeover of health care.	House Energy and Commerce; House Ways and Means; House Education and the Workforce; House Natural Resources; House Judiciary; House Rules; House Appropriations	<input type="checkbox"/>
H.R. 3166	9/20/2013	Latham	N/A	To appropriate such funds as may be necessary to ensure certain important functions of the Government continue during a Governmentwide shutdown, and for other purposes.	House Ways and Means; House Armed Services; House Energy and Commerce; House Agriculture; House Oversight and Government Reform; House Transportation and Infrastructure	<input type="checkbox"/>
H.R. 3160	9/20/2013	Collins	Government Shutdown Fairness Act	To reduce the annual rate of pay of Members of Congress if a Government shutdown occurs during a year, and for other purposes.	House Administration; House Oversight and Government Reform	<input checked="" type="checkbox"/>
H.R. 3170	9/23/2013	Posey	Health Care Regulator Accountability Act	To provide that the only health plans that the Federal Government may make available to Federal employees responsible for the administration of the Patient Protection and Affordable Care Act are those created under such Act or offered through a health insurance exchange, and for other purposes.	House Oversight and Government Reform; House Energy and Commerce; House Appropriations	<input type="checkbox"/>
H.R. 3198	9/26/2013	Pearce	No Special Treatment for Congress Act	To amend the Patient Protection and Affordable Care Act to prohibit government subsidies for the purchase of health plans by Members of Congress and congressional staff and to apply to Delegates and Resident Commissioners to the Congress, and to employees of committees and leadership offices of Congress, the requirement of such Act that the only health plans that the Federal Government may make available to Members of Congress and congressional staff are plans created or offered through an Exchange established under such Act.	House Energy and Commerce	<input checked="" type="checkbox"/>

Bill No	Date	Sponsor	Bill Short Title	Bill Description	Other Comms of referral	CHA Primary
H.R. 3215	9/28/2013	Gallego	Shutdown Pay for Members of Congress Act of 2013	To amend the Legislative Reorganization Act of 1946 to suspend the salary of Members of Congress and deem Members of Congress as "non-essential" employees during a government shutdown.	House Oversight and Government Reform	<input checked="" type="checkbox"/>
H.R. 3224	9/30/2013	Nolan	No Government No Pay Act of 2013	To withhold the pay of Members of Congress during periods in which a Government shutdown is in effect, and for other purposes.	House Oversight and Government Reform	<input checked="" type="checkbox"/>