

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

December 16, 2020

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 2020, 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, 2nd Session**

November 2020

There were no committee hearings or mark-ups scheduled during the month of November.

12/16/20

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

Total Authorization

116-2 **\$2,065,432.00**

Less Expenses for:

January	2020	\$133,186.08
February		\$143,072.69
March		\$148,689.89
April		\$152,977.66
May		\$152,603.44
June		\$149,667.37
July		\$150,021.80
August		\$150,972.78
September		\$153,584.60
October		\$156,869.79
November		\$172,236.29

Total Expenses to Date:

\$1,663,882.39

Unexpended authorization

\$401,549.61

12/16/20

U.S. House of Representatives
COMMITTEE ON SMALL BUSINESS
MAJORITY
Monthly Statement by Paid Date
116-2 November

Description	November	YTD Including November	Cumulative Total
Non-Statutory Compensation	\$168,480.57	\$1,622,632.83	\$1,622,632.83
Accrued Leave	\$0.00	\$1,111.11	\$1,111.11
11-Personnel Compensation subtotal	\$168,480.57	\$1,623,743.94	\$1,623,743.94
Commercial Transportation	\$0.00	\$561.81	\$561.81
Lodging	\$0.00	\$397.60	\$397.60
Meals	\$0.00	\$40.24	\$40.24
Taxi/Parking/Tolls	\$0.00	\$47.91	\$47.91
21-Travel subtotal	\$0.00	\$1,047.56	\$1,047.56
Telecommunications Service and Equipment	\$0.00	\$686.76	\$686.76
DC Telecommunication Equipment (TRANSFER)	\$68.00	\$708.00	\$708.00
DC Telecommunication Service (TRANSFER)	\$193.75	\$1,937.50	\$1,937.50
DC Telecommunication Tolls (TRANSFER)	\$1,018.23	\$9,606.36	\$9,606.36
HIR Graphics (TRANSFER)	\$0.00	\$150.00	\$150.00
Postage/Courier/Box rental	\$0.00	\$73.77	\$73.77
Franked Mail	\$1.20	\$7.88	\$7.88
23-Rent, Communications and Utilities subtotal	\$1,281.18	\$13,170.27	\$13,170.27
Printing & Reproduction	\$0.00	\$2,138.57	\$2,138.57
24-Printing and Reproduction subtotal	\$0.00	\$2,138.57	\$2,138.57
Technology Service Contracts	\$0.00	\$959.00	\$959.00
Web Development, Hosting, Email, and Related Services	\$350.00	\$3,515.89	\$3,515.89
25-Other Services subtotal	\$350.00	\$4,474.89	\$4,474.89
Bottled Water	\$0.00	\$1,115.62	\$1,115.62
Food and Beverage	\$0.00	\$1,194.72	\$1,194.72
Office Supplies (Outside)	\$755.96	\$1,375.34	\$1,375.34
Office Supply (TRANSFER)	\$0.00	\$476.97	\$476.97
Publications/Reference Material	\$0.00	\$3,314.52	\$3,314.52
26-Supplies and Materials subtotal	\$755.96	\$7,477.17	\$7,477.17
Computer Hardware Purchase less than \$25,000	\$0.00	\$4,875.00	\$4,875.00
Computer Software Purchase less than \$10,000	\$0.00	\$1,541.70	\$1,541.70
Equipment & Software Maintenance	\$1,368.58	\$5,413.29	\$5,413.29
31-Equipment subtotal	\$1,368.58	\$11,829.99	\$11,829.99

Total Expenses

\$172,236.29

\$1,663,882.39

\$1,663,882.39

**US House of Representatives
Committee on Small Business - Minority
Fund Balance Statement by Paid Date
November 2020**

Total Authorization		
116-2		\$1,032,716.00
Less Expenses for:		
January	2020	\$63,414.08
February		\$71,838.61
March		\$71,742.20
April		\$72,460.13
May		\$73,146.78
June		\$73,483.70
July		\$73,249.63
August		\$73,474.17
September		\$73,207.47
October		\$74,019.20
November		\$108,075.27
December		\$0.00
Total Expenses to Date:		\$828,111.24
Unexpended authorization		\$204,604.76

Commtee on Small Business - Minority
Monthly Statement by Paid Date
November 30, 2020

Description	Nov-20	YTD Including November 2020	Cumulative Total
Non-Statutory Compensation	\$106,407.77	\$808,958.76	\$808,958.76
11-Personnel Compensation subtotal	\$106,407.77	\$808,958.76	\$808,958.76
Commerical Tranportation	\$0.00	\$342.96	\$342.96
Lodging	\$0.00	\$0.00	\$0.00
Meals	\$0.00	\$7.12	\$7.12
Car Rental	\$0.00	\$0.00	\$0.00
Gasoline	\$0.00	\$0.00	\$0.00
Private Auto Mileage	\$0.00	\$4.87	\$4.87
Taxi/Parking/Tolls	\$0.00	\$94.00	\$94.00
21-Travel subtotal	\$0.00	\$448.95	\$448.95
DC Telecom Eqpt (transfer)	\$44.00	\$440.00	\$440.00
DC Telecom Service (transfer)	\$100.75	\$1,007.50	\$1,007.50
DC Telecom Tolls (transfer)	\$450.80	\$6,267.20	\$6,267.20
Equipment Rental	\$0.00	\$0.00	\$0.00
23-Rent, Communications & Utilities subtotal	\$595.55	\$7,714.70	\$7,714.70
Printing & Reproduction	\$0.00	\$126.61	\$126.61
24-Printing and Reproduction subtotal	\$0.00	\$126.61	\$126.61
Technology Service Contracts	\$0.00	\$0.00	\$0.00
Web Dev, Hosting, Email Services	\$585.00	\$5,850.00	\$5,850.00
25-subtotal	\$585.00	\$5,850.00	\$5,850.00
Bottled Water	\$94.95	\$327.76	\$327.76
Food and Beverage	\$0.00	\$175.92	\$175.92
Office Supplies (Outside)	\$0.00	\$0.00	\$0.00
Office Supply (transfer)	\$0.00	\$196.54	\$196.54
Publications/Reference Material	\$0.00	\$0.00	\$0.00
26-Supplies & Materials subtotal	\$94.95	\$700.22	\$700.22
Equipment & Software Maintenance	\$392.00	\$4,312.00	\$4,312.00
31-Equipment subtotal	\$392.00	\$4,312.00	\$4,312.00
Total Expenses	\$108,075.27	\$828,111.24	\$828,111.24

Committee on Small Business
116th Congress - Second Session
Franked Mail Report | November 2020

Franked Mail Allocation		\$5,000.00
January	\$ 2.01	
February	\$ 4.67	
March	\$ -	
April	\$ -	
May	\$ -	
June	\$ -	
July	\$ -	
August	\$ -	
September	\$ -	
October	\$ -	
November	\$ 1.20	
December		
TOTAL EXPENDED		\$7.88
Unexpended Allocation		\$4,992.12

Committee on Small Business
116th Congress - Second Session
Travel Performed | November 2020

Traveler	Dates of Travel		Purpose	Itinerary	Transportation	Reimbursement Claimed		
	From	To				Meals, Lodging, & Incidentals	Other	Total
There was no travel to report during said period.								

**Committee on Small Business
116th Congress - Second Session
Employee List | November 2020**

Employee	Position Title	Gross Pay
Barr, Delia K	Professional Staff	\$ 13,658.67
Barton, Stacy Palmer	Chief of Staff	\$ 457.42
Bowles, Maureen G	Shared Employee	\$ 1,500.00
Bowman, Matthew	Professional Staff Member	\$ 5,833.33
Brown, Jennifer E	Economic Policy Counsel	\$ 8,333.33
Bruno, Richard R	DC Scheduler	\$ 5,416.67
Emmons, Rachel	Communications Director	\$ 10,000.00
Ennesser, Tracy L	Staff Assistant	\$ 5,416.67
Finks, Lauren E	Clerk	\$ 6,250.00
Fitzpatrick, Kevin W	Staff Director	\$ 14,491.67
García, Moraima	Office Manager	\$ 9,900.00
Gomez, Matthew M	Counsel	\$ 8,333.34
Hartz, Joseph E	Policy Director	\$ 14,491.67
Haurek, Alex	Senior Advisor	\$ (10,017.77)
Jung, Melissa R	Staff Director/Chief Counsel	\$ 14,283.33
Kerman, Allison	Staff Asst/Policy Asst	\$ 8,333.33
Ling, Vivian	Counsel	\$ 14,491.67
McGinnis, Michael A	Press Secretary/Digital Director	\$ 7,500.00
Oliver, Janet L	Chief Counsel/Deputy Staff Director	\$ 14,491.67
Palmer, Alexandria J	Professional Staff Member	\$ 6,666.67
Parmar, Naveen	Policy Director/General Counsel	\$ 11,250.00
Pelletier, Justin M	Deputy Staff Director	\$ 13,333.33
Quartz, Evelyn S	Communications Director	\$ 8,650.00
Rivera Goyco, Irene M	Procurement Counsel	\$ 9,666.67
Stein, Michael	Counsel	\$ 7,500.00
Whittaker, Erin E	Professional Staff Member	\$ 7,500.00
Williams-Harrington, Ellen T	Policy Director	\$ 12,500.00
Yavor, Robert	Professional Staff	\$ 14,491.67
		<u>\$ 244,723.34</u>

Committee on Small Business
116th Congress - Second Session
Detailee List | November 2020

Detailee Name	Agency	Start Date	End Date
Steward, Deborah	GPO	11/1/2020	11/30/2020