

Congress of the United States
U.S. House of Representatives
Committee on Small Business
2361 Rayburn House Office Building
Washington, DC 20515-6315

February 13, 2025

The Honorable Bryan Steil
Chairman
Committee on House Administration
1309 Longworth HOB
Washington, DC 20515

Dear Chairman Steil:

In accordance with the regulations of the Committee on House Administration, I am submitting one copy of the monthly report for January 2025, including:

- A. Summary of the progress of the specific investigations and studies for which funds were approved.
- B. Statement of expenses for the month and year to date.
- C. Report of travel performed using Committee funds.
- D. List of Committee employees, job titles and gross monthly salaries.
- E. Certification by the Chair of the reporting Committee that the report is available to Members of the Committee for examination.
- F. A list of all Committee detailees with each detailee's effective start and end date of detail at the Committee.

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

Sincerely,



Roger Williams
Chairman

**Activities of the
Committee on Small Business
119th Congress, 1st Session
January 2025**

January 22, 2025-Full Committee Hearing: *The House Committee on Small Business will convene for a meeting to organize for the 119th Congress.*

At this meeting, the Committee will consider the following:

1. Introduction of Majority and Minority Members of the Committee;
2. A Resolution appointing Majority and Minority Members to Subcommittees;
3. The proposed Rules of the Committee for the 119th Congress; and
4. The Committee's Authorization and Oversight Plan for the 119th Congress.

Small Business Committee - Majority
Monthly Balance Statement
119th Congress| 1st Session| January 2025

Payroll	\$ 124,726.11
Bonuses	\$0.00
SUBTOTAL	\$ 124,726.11
Travel	
Airfare	\$0.00
Lodging	\$0.00
Meals	\$0.00
WIFI on Travel	\$0.00
Car Rental	\$0.00
Auto Mileage	\$0.00
Taxi, Parking, Tolls	\$0.00
SUBTOTAL	\$0.00
Rent, Comm, Utilities	
DC Tel Equipment	\$0.00
DC Tell Service	\$0.00
DC Tell Tolls	\$0.00
SUBTOTAL	\$0.00
Print and Reprod	
Print and Reprod	\$0.00
Photographic	
SUBTOTAL	\$0.00
OTHER SERVICES	
Technology Service Contracts	\$3,330.00
Web Hosting/Email Service	\$ -
SUBTOTAL	\$ 3,330.00
SUPPLIES & MATERIALS	
Bottled Water	\$756.00
Food & Beverage	\$0.00
Framing (Transfer)	\$0.00
Supplies Outside	\$0.00
OSS Supplies	\$80.21
Software < \$500	\$0.00
Publications	\$ -
SUBTOTAL	\$ 836.21
EQUIPMENT	
Equipment Purchase <\$25K	\$ -
Computer Hardward Purchase	\$0.00
Equip Maintenance	\$ 555.00
SUBTOTAL	\$ 555.00
TOTAL	\$ 129,447.32

**Small Business Committee - Majority
Fund Balance Statement
119th Congress | 1st Session**

Total Funds		\$224,940.00	January 2025
January Totals	\$	129,447.32	
February Totals	\$	-	
March Totals	\$	-	
April Totals	\$	-	
May Totals	\$	-	
June Totals	\$	-	
July Totals	\$	-	
August Totals	\$	-	
Septemeber Totals	\$	-	
October Totals	\$	-	
November Totals		0.00	
December Totals		0.00	
Total Spent	\$	129,447.32	
Funds Remaining		\$95,492.68	

Committee on Small Business
Minority
Monthly Statement by Paid Date
119-1 January

Description	January	YTD Including January	Cumulative Total
Non-Statutory Compensation	\$ 77,979.98	\$ 77,979.98	\$ 77,979.98
Bonus	\$ -	\$ -	\$ -
11-Personnel Compensation subtotal	\$ 77,979.98	\$ 77,979.98	\$ 77,979.98
Airfare Commerical Transport	\$ -	\$ -	\$ -
Lodging	\$ -	\$ -	\$ -
Meals	\$ -	\$ -	\$ -
Taxi/Ride Share	\$ -	\$ -	\$ -
21-Travel subtotal	\$ -	\$ -	\$ -
DC Telecom Equipment (TRANSFER)	\$ -	\$ -	\$ -
DC Telecom Service (TRANSFER)	\$ -	\$ -	\$ -
DC Telecom Tolls (TRANSFER)	\$ -	\$ -	\$ -
HIR Graphics (TRANSFER)	\$ -	\$ -	\$ -
Postage/Courier/Box Rental	\$ -	\$ -	\$ -
23-Rent, Communications & Utilities subtotal	\$ -	\$ -	\$ -
Non-Frankable Printing & Reproduction	\$ -	\$ -	\$ -
24-Printing subtotal	\$ -	\$ -	\$ -
Training	\$ -	\$ -	\$ -
Web Dev Hst, Email & Rltd Serv	\$ -	\$ -	\$ -
25-Other Services subtotal	\$ -	\$ -	\$ -
Water	\$ 139.84	\$ 139.84	\$ 139.84
Office Supplies (Outside)	\$ -	\$ -	\$ -
Office Supply Transfer	\$ 313.00	\$ 313.00	\$ 313.00
Software Less Than \$500.00	\$ -	\$ -	\$ -
Publications/Reference Material	\$ -	\$ -	\$ -
26-Supplies & Materials subtotal	\$ 452.84	\$ 452.84	\$ 452.84
Office Equipment Purchase Less Than \$25,000	\$ -	\$ -	\$ -
Computer Softw Purchase Less Than \$10,000.00	\$ -	\$ -	\$ -
Maintenance / Repairs	\$ 526.00	\$ 526.00	\$ 526.00
31-Equipment subtotal	\$ 526.00	\$ 526.00	\$ 526.00
Total Expenses	\$ 78,958.82	\$ 78,958.82	\$ 78,958.82

Committee on Small Business
Minority
Fund Balance Statement by Paid Date
January

Total Authorization		
119-1		\$112,470.00
Less Expenses for:		
January	2025	\$78,958.82
February		\$0.00
March		\$0.00
April		\$0.00
May		\$0.00
June		\$0.00
July		\$0.00
August		\$0.00
September		\$0.00
October		\$0.00
November		\$0.00
December		\$0.00
Total Expenses to Date:		\$78,958.82
Unexpended authorization		\$33,511.18

Committee on Small Business | 118th Congress, 1st Session

Employee List-January 2025-Majority

Last Name	First Name	Title	Gross Salary	Start Date	End Date
Albrecht	Alexander	Counsel	12,083.33		
Chambless	Stephanie	Counsel	7,652.78		1/19/2025
Coffield	Andrew	Professional Staff	611.11		1/2/2025
Conklin	Elisabeth	Professional Staff	11,666.67		
Denham	Samantha	Communications Director	12,222.23		
Eckhardt	Christopher	Counsel	7,500.00		
Fedorchak	Mary Kathryn	Shared Employee	1,666.67		
High	Heidi	Professional Staff	12,083.33		
Holmes	Lauren	Staff Director	16,686.11		
Hunt	Caroline	Staff Assistant	277.78		1/2/2025
Johnson	Benjamin	Staff Director	4,713.33		1/8/2025
Joseph	Adam	Press Assistant and Digital Assista	1,041.67		1/5/2025
Lambert	Ryan	Policy Director	15,694		
Langley	Anna-Blake	Professional Staff	7,000	1/3/2025	
Propp	Madelynne	Deputy Communications Director	5,833	1/3/2025	
Rothe	Andrew	Policy Director	1,027.78		1/3/2025
Tricomi	Grace	Deputy Member Services Directo	6,222.22	1/15/2025	
VanHyfte	Matthew	Communications Director	805.56		1/2/2025
Vogel	Ann	Shared Employee	2,916.67		
Wallwork	Lucas	Member Services/Coalitions Dire	10,833.33		

PERSONAL	138,538.35
LUMP SUM BONUS	0.00
TOTAL	138,538.35

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Employee List-December 2025-Minority

Last Name	First Name	Title	Gross Salary	Start Date	End Date
Benedetti	Cathleen	Professional Staff	10,416.67		
Bowman	Matthew	Sr. Professional Staff member	9,583.33		
Erkel	Richard	Senior Advisor	666.67		
Garcia	Moraima	Office Manager	10,733.33		
Jung	Melissa	Staff Director/Chief Counsel	15,208		
Low	Matthew	Professional Staff	5,625		
McGinnis	Michael	Communications Director and Diq	9,900.00		
McWade	Timothy	Shared Employee	1,583.33		
Voslow	Lauren	Director of Operations	7,750.00		
Williams-Harrington	Ellen	Deputy Staff Director	12,083.33		

PERSONAL	83,549.99
LUMP SUM BONUS	2,258.34
TOTAL	85,808.33

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Employee List-December 2025-Minority

Last Name	First Name	Title	Lump Sum Bonus
Benedetti	Cathleen	Professional Staff	0
Bowman	Matthew	Sr. Professional Staff member	0.00
Erkel	Richard	Senior Advisor	0.00
Garcia	Moraima	Office Manager	0.00
Jung	Melissa	Staff Director/Chief Counsel	2,258.34
Low	Matthew	Professional Staff	0.00
McGinnis	Michael	Deputy Communications Director	0.00
McWade	Timothy	Shared Employee	0.00
Voslow	Lauren	Director of Operations	0.00
Williams-Harrington	Ellen	Deputy Staff Director	0.00

Personal	83,549.99
Lump Sum Bonus	2,258.34
Total	85,808.33

Committee on Small Business
119th Congress, 1st Session
Detailee List
January 31, 2025

<u>Detailee Name</u>	<u>Agency</u>	<u>Start Date</u>	<u>End Date</u>
Steward, Deborah	GPO	1/3/2025	12/31/2025

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Allocation	\$5,000
January	\$0
Feburary	
March	
April	
May	
June	
July	
August	
Septemeber	
October	
November	
December	
Total Expended	\$0
Unexpended Allocation	\$5,000