

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

March 14, 2023

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 February 2023, 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
118th Congress, 1st Session
February 2023**

February 8, 2023-Organizational Meeting; Ratify the Subcommittee Chairs, the Oversight Plan, and the Committee Rules for the 118th Congress

February 28, 2023-Markup: Committee Budget and Estimates

February 28, 2023-Full Committee Hearing: From Nothing to Something: "The Story of the American Dream"

The House of Representatives
Monthly Financial Statement by Legislative Year

Office: 10SM000 COMMITTEE ON SMALL BUSINESS

Authorization Year 2023
 2023:118th Congress 1st Session
 Month: February 2023

Disbursed Summary

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed
EXPEN General Expenditures	11 Personnel Compensation	1101 Non-Statutory Compensation	172,016.67	302,471.12
		1104 Accrued Leave	0.00	2,069.45
		Total	172,016.67	304,540.57
	23 Rent, Communications, Utilities	2320 DC Telecom Equip (TRANSFER)	76.00	76.00
		2321 DC Telecom Serv (TRANSFER)	214.25	214.25
		2322 DC Telecom Tolls (TRANSFER)	1,591.71	1,591.71
		2335 HIR Graphics (TRANSFER)	0.00	6.00
		Total	1,881.96	1,887.96
	24 Printing and Reproduction	2402 Non-Frankable Printing & Repro	136.50	136.50
		Total	136.50	136.50
25 Other Services	2571 Technology Service Contracts	3,857.87	7,079.87	
	2572 Web Dev Hst,Email & Rltd Serv	1,385.00	1,385.00	
	Total	5,242.87	8,464.87	
	2602 Water	782.53	782.53	
	2603 Food & Beverage	16.75	277.28	
	2605 Framing (TRANSFER)	0.00	34.00	
	2621 Office Supply (TRANSFER)	1,080.45	1,080.45	
26 Supplies and Materials	2623 Software < \$500	68.12	68.12	
	Total	1,947.85	2,242.38	
	3112 Computer Hardw Purch <\$25,000	5,163.75	5,163.75	
31 Equipment	3118 Maintenance / Repairs	918.00	1,847.77	
	Total	6,081.75	7,011.52	
Total		187,307.60	324,283.80	

**Small Business Committee - Majority
Fund Balance Statement
February 2023**

Total Funds		\$429,402.66
January Totals	\$	41,474.19
February Totals		\$99,874.02
March Totals		
April Totals		
May Totals		
June Totals		
July Totals		
August Totals		
Septemeber Totals		
October Totals		
November Totals		
December Totals		
Total Spent	\$	141,348.21
Funds Remaining		\$288,054.45

**Small Business Committee - Majority
Monthly Balance Statement
February 2023**

Payroll	\$ 88,266.67
Bonuses	\$ -
SUBTOTAL	\$ 88,266.67
Rent, Comm, Utilities	
DC Tel Service	\$ 44.00
DC Tel Tolls	\$ 129.00
DO Equipment	\$ 759.46
SUBTOTAL	\$ 932.46
Print and Reprod	
Print and Reprod	\$ 136.50
Photographic	
SUBTOTAL	\$ 136.50
OTHER SERVICES	
Technology Service Contracts	\$ 2,246.87
Web Hosting/Email Service	\$ 1,000.00
SUBTOTAL	\$ 3,246.87
SUPPLIES & MATERIALS	
Bottled Water	\$ 708.57
Food & Beverage	\$ 16.75
Framing (Transfer)	
Supplies Outside	\$ -
OSS Supplies	\$ 1,010.45
Software < \$500	\$ -
Publications	\$ -
SUBTOTAL	\$ 1,735.77
EQUIPMENT	
Equipment Purchase <\$25K	\$ -
Computer Hardward Purchase	\$ 5,163.75
Equip Maintenance	\$ 392.00
SUBTOTAL	\$ 5,555.75
TOTAL	\$ 99,874.02

**Committee on Small Business
Minority
Fund Balance Statement by Paid Date
February**

Total Authorization
118-1 **\$214,701.33**

Less Expenses for:

January	2023	\$95,502.01
February		\$87,433.58
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: **\$182,935.59**

Unexpended authorization **\$31,765.74**

**Committee on Small Business
Minority
Monthly Statement by Paid Date
118-1 February**

Description	February	YTD Including February	Cumulative Total
Non-Statutory Compensation	\$ 83,750.00	\$ 175,027.79	\$ 175,027.79
Accrued Leave	\$ -	\$ 2,069.45	\$ 2,069.45
11-Personnel Compensation subtotal	\$ 83,750.00	\$ 177,097.24	\$ 177,097.24
DC Telecom Equipment (TRANSFER)	\$ 32.00	\$ 32.00	\$ 32.00
DC Telecom Service (TRANSFER)	\$ 85.25	\$ 85.25	\$ 85.25
DC Telecom Tolls (TRANSFER)	\$ 832.25	\$ 832.25	\$ 832.25
HIR Graphics (TRANSFER)	\$ -	\$ 6.00	\$ 6.00
23-Rent, Communications & Utilities subtotal	\$ 949.50	\$ 955.50	\$ 955.50
Technology Service Contracts	\$ 1,611.00	\$ 3,222.00	\$ 3,222.00
Web Dev, Hosting, Email, Related Services	\$ 385.00	\$ 385.00	\$ 385.00
25-Other Services subtotal	\$ 1,996.00	\$ 3,607.00	\$ 3,607.00
Water	\$ 73.96	\$ 73.96	\$ 73.96
Office Supply Transfer	\$ 70.00	\$ 70.00	\$ 70.00
Software Under \$500.00	\$ 68.12	\$ 68.12	\$ 68.12
26-Supplies, Materials subtotal	\$ 212.08	\$ 212.08	\$ 212.08
Equipment & Software Maintenance	\$ 526.00	\$ 1,063.77	\$ 1,063.77
31-Equipment subtotal	\$ 526.00	\$ 1,063.77	\$ 1,063.77
Total Expenses	\$ 87,433.58	\$ 182,935.59	\$ 182,935.59

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Franked Mail Report | February 2023

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

REPORT ON TRAVEL PERFORMED
Committee on House Administration
118th Congress, 1st Session
February 2023

MAJORITY

Traveler	Dates of Travel		Purpose	Itinerary	Transportation	Meals, Lodging & Incidentals	Other	Total	
	From	To							
There was no travel to report during said period									
	Total								\$0.00

REPORT ON TRAVEL PERFORMED
 Committee on House Administration
 118th Congress, 1st Session
 February 2023

MINORITY

Traveler	Dates of Travel		Purpose	Itinerary	Reimbursement Claimed				Total
	From	To			Transportation	Meals, Lodging & Incidentals	Other	Total	
There was no travel to report during said period									
Total									\$0.00

Committee on Small Business | 118th Congress, 1st Session**Employee List-February 2023**

Last Name	First Name	Title	Gross Salary
Bowman	Matthew	Sr. Professional Staff member	9,166.67
Brabant	Jeffrey	Policy Director	14,166.67
Burton	Matthew	Communications Advisor	4,500.00
Chambless	Stephanie	Counsel	3,750.00
David	William	Counsel	8,333.33
Denham	Samantha	Deputy Communications Director and Digital Dir	4,750.00
Finks	Lauren	Director of Operations	7,083.33
Garcia	Moraima	Office Manager	8,333.33
Holmes	Lauren	General Counsel	13,333.33
Johnson	Benjamin	Staff Director	16,975.00
Johnson	Peter	General Counsel	10,000.00
Jung	Melissa	Staff Director/Chief Counsel	15,000
Kirk	Jonathan	Legislative Aide	6,917
McGinnis	Michael	Deputy Communications Director and Digital Dir	9,166.67
McWade	Timothy	Shared Employee	3,333.33
Rivera Goyco	Irene	Prcurement Counsel	10,000.00
Ver Hage	Emma	Staff Assistant	2,625.00
VanHyfte	Matthew	Communications Director	10,416.67
Vogel	Ann	Shared Employee	2,500.00
Williams-Harrington	Ellen	Deputy Staff Director	11,666.67

172,016.67

Committee on Small Business
118th Congress, 1st Session
Detailee List
February 28 2023

Detailee Name

Steward, Deborah

Agency

GPO

Start Date

1/3/2023

End Date

1/31/2023