

Michael Guest, Mississippi
Chairman
Susan Wild, Pennsylvania
Ranking Member

David P. Joyce, Ohio
John H. Rutherford, Florida
Andrew R. Garbarino, New York
Michelle Fischbach, Minnesota

Veronica Escobar, Texas
Mark DeSaulnier, California
Deborah K. Ross, North Carolina
Glenn F. Ivey, Maryland



ONE HUNDRED EIGHTEENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust
Staff Director and Chief Counsel

Keelie Broom
Counsel to the Chairman

David Arrojo
Counsel to the Ranking Member

1015 Longworth House Office Building
Washington, D.C. 20515-6328
Telephone: (202) 225-7103
Facsimile: (202) 225-7392

January 17, 2024

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

Dear Chairman Steil:

In accordance with the regulations of the Committee on House Administration, I am submitting herewith the monthly report for December 2023, including:

1. Summary of Progress and projected programs;
2. Statement of Expenses under H. Res 197 (118th Congress – 1st Session);
3. A listing of Committee employees showing addresses, duties, and gross monthly salaries;
4. A report on travel for December 2023; and
5. List of Detailees for December 2023.

This letter certifies that copies of this report are available to each Member of the Committee on Ethics.

Sincerely,

A handwritten signature in blue ink that reads "Michael Guest". The signature is stylized with a large, sweeping initial "M".

Michael Guest
Chairman

COMMITTEE ON ETHICS

December 2023

The Committee on Ethics (Committee) continued to fulfill its responsibilities to advise and educate Members and staff on the laws, rules, and standards of conduct. As a general matter, the Committee's activities in receiving and responding to requests for advice from House Members and staff are conducted on a confidential basis. In December 2023, the Committee responded to nearly 1,000 phone calls and email messages seeking advice, and participated in many informal meetings with Members, House staff, and outside individuals or groups regarding specific ethics matters. The Committee also received 23 requests for formal advisory opinions.

In accordance with the Rules of the House of Representatives for the 118th Congress, the Committee continued to review and approve requests to accept privately-sponsored, officially-connected travel. The Committee received and reviewed 133 new travel requests in December 2023 for travel beginning in December or later. Twenty-nine House employees traveled on a Committee-approved, privately-sponsored, officially-connected trip within the month of December.

The Committee is required under House rules to offer mandatory annual ethics training to each Member, Delegate, Resident Commissioner, officer, and employee of the House. The Committee is working to modernize its guidance in both substance and method of delivery. The Committee continued to provide training in December through live and on-demand offerings. Eleven individuals attended the live in-person Ethics training hosted by the Committee on December 8. The calendar of live in-person training opportunities is available [here](#).

As part of an effort to better promote compliance through clear and effective guidance, the Committee issued two General Advisories in December, including a Holiday Guidance on the Gift Rule Pink Sheet, and a Reminder of Ethics Training Requirements for 2023 Pink Sheet. The Holiday Guidance on the Gift Rule Pink Sheet can be found [here](#). The Reminder of Ethics Training Requirements for 2023 Pink Sheet can be found [here](#). Prior general advisories and pink sheets are available [here](#).

Pursuant to Committee Rule 7, the Committee released one public statement regarding Representative Sheila Cherfilus-McCormick in December 2023. The Statement of the Chair and Ranking Member regarding Rep. Cherfilus-McCormick is available [here](#). Prior public statements are available [here](#).

The Committee issued a summary of its activities for November 2023 directed to the Committee on House Administration. This statement is publicly available on the Committee on House Administration's website.

###

The House of Representatives
Monthly Financial Statement by Legislative Year

Office: 10S0000 COMMITTEE ON ETHICS

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

Budget to Actual

Program	Object Class	YTD Budget Original	YTD Budget Adjusted	YTD Budget Revised	YTD Committed	YTD Obligated	YTD Received	YTD Disbursed	YTD Total Actual	YTD Total Available
EXPEN	** Authorization	4,517,000.00	0.00	4,517,000.00	0.00	0.00	0.00	0.00	0.00	4,517,000.00
	11 Personnel Compensation	0.00	0.00	0.00	0.00	0.00	0.00	3,425,133.79	3,425,133.79	(3,425,133.79)
	21 Travel	0.00	0.00	0.00	0.00	0.00	0.00	7,785.24	7,785.24	(7,785.24)
	23 Rent, Communications, Utilities	0.00	0.00	0.00	0.00	0.00	0.00	57,494.22	57,494.22	(57,494.22)
	24 Printing and Reproduction	0.00	0.00	0.00	0.00	0.00	0.00	5,015.38	5,015.38	(5,015.38)
	25 Other Services	0.00	0.00	0.00	0.00	12,180.00	0.00	41,575.00	53,755.00	(53,755.00)
	26 Supplies and Materials	0.00	0.00	0.00	0.00	36,948.00	0.00	27,645.81	64,593.81	(64,593.81)
	31 Equipment	0.00	0.00	0.00	0.00	1,690.00	0.00	37,020.38	38,710.38	(38,710.38)
	Total	4,517,000.00	0.00	4,517,000.00	0.00	50,818.00	0.00	3,601,669.82	3,652,487.82	864,512.18
	** Authorization	5,000.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00
FM Franked Mail	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9.90	9.90	
Total	5,000.00	0.00	5,000.00	0.00	0.00	0.00	0.00	9.90	9.90	4,990.10

Rep. House of Representatives
Monthly Financial Statement by Legislative Year

Office: 10SO000 COMMITTEE ON ETHICS

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

Disbursed Summary

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed
EXPEN General Expenditures	11 Personnel Compensation	1101 Non-Statutory Compensation	297,546.70	3,257,089.59
		1104 Accrued Leave	0.00	5,578.20
		1106 Bonus	3,375.00	162,466.00
		Total	300,921.70	3,425,133.79
	21 Travel	2101 Airfare Commercial Transport	60.00	1,943.37
		2105 Lodging	2,307.40	3,032.04
		2110 Meals	1,022.09	1,235.70
		2120 Car Rental	0.00	245.09
		2125 Gasoline	0.00	18.88
		2130 Private Auto Mileage	0.00	279.03
23 Rent, Communications, Utilities	2135 Taxi/Ride Share	426.62	426.62	
	2155 Witness Travel / Related Exp	0.00	604.51	
	Total	3,816.11	7,785.24	
	2303 Temporary Space Rental	0.00	975.68	
	2320 DC Telecom Equip (TRANSFER)	140.00	5,909.50	
24 Printing and Reproduction	2321 DC Telecom Serv (TRANSFER)	402.75	4,351.50	
	2322 DC Telecom Tolls (TRANSFER)	2,572.45	27,979.24	
	2335 HIR Graphics (TRANSFER)	0.00	18,006.00	
	2350 Postage / Courier / Box Rental	0.00	272.30	
	Total	3,115.20	57,494.22	
25 Other Services	2402 Non-Frankable Printing & Repro	49.50	3,522.14	
	2403 Photographic (TRANSFER)	30.00	630.00	
	2405 Advertisements	0.00	863.24	
	Total	79.50	5,015.38	
	2527 Training	6,500.00	6,950.00	
	2571 Technology Service Contracts	0.00	5,000.00	
	2572 Web Dev Hst,Email & Rltd Serv	0.00	29,625.00	
	Total	6,500.00	41,575.00	

House of Representatives
Monthly Financial Statement by Legislative Year

Office: 10SO000 COMMITTEE ON ETHICS

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

Program	Object Class	Budget Object Class	MTD Disbursed	YTD Disbursed		
EXPEN General Expenditures	26 Supplies and Materials	2602 Water	378.28	2,287.99		
		2605 Framing (TRANSFER)	0.00	50.00		
		2610 Habitation Expense	0.00	5,756.99		
		2620 Office Supplies (Outside)	873.79	4,133.29		
		2621 Office Supply (TRANSFER)	79.08	5,980.89		
		2623 Software < \$500	0.00	5,256.79		
		2630 Publications/Reference Matl	228.72	4,179.86		
		Total	1,559.87	27,645.81		
		31 Equipment	31 Computer Hardw Purch <\$25,000	3115 Computer Softw Purch <\$10,000	0.00	11,982.71
				3118 Maintenance / Repairs	719.00	17,035.64
3128 Warranties	0.00			309.05		
Total	719.00			37,020.38		
AE200 Official Mail	FM Franked Mail	2352 Franked Mail	0.00	9.90		
		Total	0.00	9.90		
	Total		0.00	9.90		

U.S. House of Representatives

PAYROLL CERTIFICATION - FINAL

12/01/2023 to 12/31/2023

Process Level: SO000 COMMITTEE ON ETHICS

Accounting Organization: 10SO000

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks
ARROJO, DAVID COUNSEL TO THE RANKING MEMBER	183,500.00	15,291.67	12/01/2023 to 12/31/2023	
BELLWOAR, SYDNEY RACHEL COUNSEL	145,604.00	12,133.67	12/01/2023 to 12/31/2023	
BETHEA, DEBORAH R SR FINANCIAL DISCLOSURE MNGR.	134,416.00	11,201.33	12/01/2023 to 12/31/2023	
BROOM, KEELIE M COUNSEL TO THE CHAIRMAN	183,500.00	15,291.67	12/01/2023 to 12/31/2023	
CHIPMAN, ALLISON STAFF ASSISTANT	49,382.00	4,115.17	12/01/2023 to 12/31/2023	
CHONG, MELISSA LYNN COUNSEL	136,780.00	11,398.33	12/01/2023 to 12/31/2023	
COHAN, MELANIE LYNN PROFESSIONAL STAFF	67,122.00	5,593.50	12/01/2023 to 12/31/2023	
FITZPATRICK, KATHERINE J COUNSEL	145,604.00	12,133.67	12/01/2023 to 12/31/2023	
FOSTER, JANET MARIA SENIOR COUNSEL	155,700.00	12,975.00	12/01/2023 to 12/31/2023	
GWINN, CHRISTINE COUNSEL	136,780.00	11,398.33	12/01/2023 to 12/31/2023	
HERBERT, DONNA DIRECTOR OF ADMINISTRATION	130,683.00	10,890.25	12/01/2023 to 12/31/2023	
LONG, NICHOLAS M ADVICE & EDUCATION CLERK	54,875.00	4,572.92	12/01/2023 to 12/31/2023	
MCLANE, KATHRYN ROSE STAFF ASSISTANT	49,382.00	4,115.17	12/01/2023 to 12/31/2023	
MYERS-MUTSCHALL, SARAH P DIRECTOR OF ADVICE & EDUCATION	183,500.00	15,291.67	12/01/2023 to 12/31/2023	
NEDZAR, TAMAR SENIOR COUNSEL	166,079.00	13,839.92	12/01/2023 to 12/31/2023	
PATEL, ROSHAN JAGDISH COUNSEL	145,604.00	12,133.67	12/01/2023 to 12/31/2023	
PESCATORE, BRITTNEY L DIRECTOR OF INVESTIGATIONS	183,500.00	15,291.67	12/01/2023 to 12/31/2023	
PIERCE, CHRISTOPHER C COUNSEL	136,780.00	11,398.33	12/01/2023 to 12/31/2023	
RICHARDS, STEPHANIE S DIRECTOR OF FINANCIAL DISCLOSURE	183,500.00	15,291.67	12/01/2023 to 12/31/2023	

U.S. House of Representatives

PAYROLL CERTIFICATION - FINAL

12/01/2023 to 12/31/2023

Process Level: SO000 COMMITTEE ON ETHICS

Accounting Organization: 10SO000

SPECIAL & SELECT COMMITTEE - PERSONNEL

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks
ROUSE, ARLINDA MARY COUNSEL	136,780.00	11,398.33	12/01/2023 to 12/31/2023	
RUST, THOMAS A STAFF DIRECTOR/CHIEF COUNSEL	195,000.00	16,250.00	12/01/2023 to 12/31/2023	
SEEBA, JENNIFER E COUNSEL	136,780.00	11,398.33	12/01/2023 to 12/31/2023	
SEIBERT, KATHLEEN E STAFF ASSISTANT	49,382.00	4,115.17	12/01/2023 to 12/31/2023	
TAYLOR, CAROLINE FRANCES INVESTIGATOR	67,122.00	5,593.50	12/01/2023 to 12/31/2023	
TRAVIS, ELYSIA V COUNSEL	145,604.00	12,133.67	12/01/2023 to 12/31/2023	
WEZIK, EMILY MARIE EISENRAUC COUNSEL	145,604.00	12,133.67	12/01/2023 to 12/31/2023	
WILMER, PEYTON S INVESTIGATIONS CLERK	54,875.00	4,572.92	12/01/2023 to 12/31/2023	
WINTERS, ROSE FD ANALYST	67,122.00	5,593.50	12/01/2023 to 12/31/2023	

SPECIAL & SELECT COMMITTEE - LUMP SUM BONUS

Employee and Job Title	Annual Salary	Gross Pay	Period	Remarks
ARROJO, DAVID COUNSEL TO THE RANKING MEMBER	183,500.00	1,133.33		
BROOM, KEELIE M COUNSEL TO THE CHAIRMAN	183,500.00	816.67		
RUST, THOMAS A STAFF DIRECTOR/CHIEF COUNSEL	195,000.00	1,425.00		

U.S. House of Representatives

PAYROLL CERTIFICATION - FINAL

12/01/2023 to 12/31/2023

Process Level: SO000 COMMITTEE ON ETHICS

Accounting Organization: 10SO000

Employee Group	Expenditure	Active	Paid
SPECIAL & SELECT COMMITTEE - PERSONNEL	\$297,546.70	28	28
SPECIAL & SELECT COMMITTEE - LUMP SUM BONUS	\$3,375.00	0	3
Total	\$300,921.70	28	31

COMMENTS: (EXCEPTIONS MUST BE LISTED WITHIN THIS BOX)

.....

.....

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.

118th Congress List of Detailees

<u>Name</u>	<u>Agency</u>	<u>Period of Performance</u>
Kristi Karls	GAO	04/24/2023 – 12/15/2023
Tim Minelli	GAO	04/24/2023 – 12/15/2023