

Original Amendment

U.S. House of Representatives
111th Congress

LEGISLATIVE RESOURCE CENTER

2009 MAR 25 PM 4: 17

EMPLOYEE
POST-TRAVEL DISCLOSURE FORM

OFFICE OF THE CLERK
HOUSE OF REPRESENTATIVES

This form is for disclosing the receipt of travel expenses from private sources for meetings, speaking engagements, fact-finding trips, or similar events undertaken in connection with official duties. This form does not eliminate the need to report all privately-funded travel on the annual Financial Disclosure Statements of those persons required to file them. In accordance with House Rule 25, clause 5, complete this form and file it with the Clerk of the House of Representatives, B-106 Cannon House Office Building, within 15 days after travel is completed. The Clerk is to make the second page of this form publicly available as soon as possible after it is filed.

Name of Traveler (print or type): Laurie Esau

I certify that the information contained on all pages of this form is true, complete, and correct to the best of my knowledge.

SIGNATURE OF TRAVELER: 

DATE: 3/16/2009

I authorized this travel in advance. I have determined that all of the expenses listed on this form were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

NAME OF SUPERVISING MEMBER: Erik Paulsen

SIGNATURE OF SUPERVISING MEMBER: 

DATE: 3/16/2009

PAULSEN.

**EMPLOYEE
POST-TRAVEL DISCLOSURE FORM**

1. Name of Traveler (print or type): Laurie Esau
2. a. Name of Accompanying Family Member (if any): _____
 b. Relationship to Employee: Spouse Child Other (specify): _____
3. a. Date of Departure and Date of Return: 3/12/09-3/14/2009
 b. Dates at personal expense (if any): _____
4. Itinerary (cities of departure – destination – return): Washington, DC to Cambridge, MD to Washington, DC
Washington, DC to Cambridge, MD to Washington, DC
5. Sponsor(s) (who paid for the trip): The Congressional Institute
Congressional Institute
6. Describe meetings and events attended (attach additional pages if necessary): See attached agenda.
See attached agenda.
7. Attached to this form are EACH of the following (*signify that each item is attached by checking the corresponding box*):
 - a. the Private Sponsor Travel Certification Form completed by the trip sponsor, including all attachments;
 - b. the Traveler Form completed by the employee; *and*
 - c. the Committee on Standards' letter approving my participation on this trip.
8. a. I represent that I participated in each of the activities reflected in the sponsor's agenda. (*Signify that statement is true by checking box*):
 b. If not, explain: _____
9. TRAVEL EXPENSES: *Obtain actual dollar amounts from the sponsor. If exact dollar amounts are unavailable by the due date, provide a good faith estimate and file an amended form once the correct amounts are received.*

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses
For employee:	0	379	368
For accompanying family member:	0	379	368
	Other Expenses (dollar amount)	Specific Nature of Expenses (e.g., taxi, parking, registration fee, etc.)	
For employee:			
For accompanying family member:			

U.S. House of Representatives

COMMITTEE ON STANDARDS OF
OFFICIAL CONDUCT

Washington, DC 20515

February 26, 2009

Ms. Laurie Esau
Office of the Honorable Erik Paulsen
126 Cannon House Office Building
Washington, DC 20515


Dear Ms. Esau:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Standards of Official Conduct hereby approves your proposed trip to Cambridge, Maryland scheduled for March 12 to 14, 2009 sponsored by the Congressional Institute.

You must complete an Employee Travel Disclosure Form (which your employing Member must also sign) and file it with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are required to attach a copy of this letter and the Private Sponsor Travel Certification Form, including all attachments. You must also include a copy of the Traveler Form completed by you and signed by your employing Member. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$335 from a single source on Schedule VII of that statement.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.


Sincerely,
Zoe Lofgren
Chair


Jo Bonner
Ranking Republican Member

ZL/JB:slo

CONGRESS OF THE UNITED STATES

HOUSE OF REPRESENTATIVES

ERIK PAULSEN

THIRD DISTRICT, MINNESOTA

FACSIMILE TRANSMITTAL SHEET

TO:

FROM:

Committee on Standards of Official
Conduct

Laurie Esau

COMPANY:

DATE:

Cong. Erik Paulsen: District Office

2/24/2009

FAX NUMBER:

TOTAL NO. OF PAGES, INCLUDING COVER:

202-225-7392

16

PHONE NUMBER:

RE:

Chief of Staff Retreat

URGENT FOR REVIEW PLEASE COMMENT PLEASE REPLY PLEASE RECYCLE

NOTES/COMMENTS:

Washington Office:
126 Canon Building
Washington, DC 20515
Phone: 202-225-2871
Fax: 202-225-6351

District Office:
250 Prairie Center Drive, Suite 230
Eden Prairie, MN 55344
Phone: 952-405-8510
Fax: 952-405-8514

Bicameral Chiefs of Staff Retreat
Thursday, March 12th – Saturday, March 14th
The Hyatt Regency Chesapeake Bay, Cambridge, Maryland

FACT SHEET

Eligible Participants: The Bicameral Chiefs of Staff Retreat is open to House and Senate Minority personal Chiefs of Staff, Committee Staff Directors, and Leadership Staff.

Ethics Requirements: The Congressional Institute, Inc., is a not-for-profit corporation organized under Section 501(c)(4) of the Internal Revenue Code. It is not a lobbying organization or an agent of a foreign principal. The Congressional Institute will cover the expenses of you and your spouse associated with attending this retreat. However, Senate and House ethics rules require that you obtain prior authorization to attend the retreat and file the relevant disclosure documents upon your return.

Families: Your spouse and children are welcome to attend; the Congressional Institute is permitted to cover the expense of a family member, typically a spouse. However, you will be responsible for the cost of your children, which is as follows:

- Camp Hyatt is offered by the hotel for children 4-12. Activities include arts & crafts, active games, board games, swimming, scavenger hunts, nature walks, movies, mini golf, water games and much more! The cost is:

Thursday, March 12 th :			
Half Day	4:30 PM – 10:00 PM		\$75.00 includes dinner
Friday, March 13 th :			
Full Day:	8:00 AM – 10:00 PM		\$140.00 includes breakfast, lunch and dinner
Half Day:	8:00 AM – 4:00 PM		\$75.00 includes breakfast and lunch
	4:00 PM – 10:00 PM		\$75.00 includes dinner
Saturday, March 14 th :			
Half Day	8:00 AM – 1:00 PM		\$60 includes breakfast and lunch

Please note: there will also be a 20% service charge on all sessions. These charges will be billed directly to you as an incidental.

- Children 3 years old and younger cannot attend Camp Hyatt. Private babysitters can be arranged in advance by calling the Concierge at (410) 901-1234. Rates for sitters are \$15 per hour for the first child and \$2 for each additional child per hour. There will also be a 2-hour minimum and a \$4 travel fee.
- For teens 13 years and older that will be attending group meals, their estimated meal cost is \$235.50 for all group meals. If you expect your teen to attend only a portion of the group meals, we can arrange billing post-event for actual meals attended.
- An additional room is \$189.50 per night after all applicable taxes.

Covered Expenses: The Congressional Institute will cover your room, meals and all group activities. Other expenses, such as phone calls from your room, in-room movies, spa, recreation, shop purchases, etc., will be at your personal expense. The Hyatt will take a credit card imprint for any expenses of this nature upon check-in.

Extended Stay: If you would like to continue your stay through Sunday, the Hyatt is offering its conference room rate of \$189.50 per night.

Transportation: Transportation will be on your own. The Hyatt is 85 miles from Capitol Hill and the drive time is around 1 hour and 45 minutes.

**U.S. House of Representatives
Committee on Standards of Official Conduct**

PRIVATELY SPONSORED TRAVEL: TRAVELER FORM

1. Name of Traveler: Laurie Esau
2. Sponsor(s) (who will be paying for the trip): The Congressional Institute
3. Travel destination(s): Cambridge, Maryland
4. a. Date of Departure and Date of Return: 3/12/09 - 3/14/09
b. Will you be extending the trip at your personal expense? Yes No
If yes, dates at personal expense: _____
5. a. Will you be accompanied by a family member at the sponsor's expense? Yes No
b. If yes, name of accompanying family member: _____
c. Relationship to traveler: Spouse Child Other (specify): _____
6. a. Did the trip sponsor answer "yes" to Question 9(c) on the Trip Sponsor form (i.e., the travel is being sponsored by an entity that employs a lobbyist)? Yes No
b. If yes, check one of the following: N/A – Sponsor checked 9(a) or 9(b)
(1) Approval for one-night's lodging and meals is being requested: or
(2) Approval for two-nights' lodging and meals is being requested:
If "(2)" is checked, explain why the second night is warranted: _____
7. Private Sponsor Travel Certification Form is attached, including agenda, invitee list, and any other attachments (indicate that form is attached by checking box):
8. Explain why participation in the trip is connected to your individual official or representational duties:
This is a Chief of Staff Retreat. I am Chief of Staff for Congressman Paulsen.

9. **FOR STAFF:**

TO BE COMPLETED BY YOUR EMPLOYING MEMBER:

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Date: 2/24/09

Erik Paulsen

Signature of Employing Member

NOTE: This page must be submitted with your post-travel disclosure form within 15 days of your return, so you should maintain a photocopy of the completed form for your records.

**U.S. House of Representatives
Committee on Standards of Official Conduct**

**PRIVATELY SPONSORED TRAVEL: TRAVELER FORM
For Members, Officers, and Employees**

This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, together with the completed and signed Private Sponsor Travel Certification Form and any attachments. A copy of this form, minus this initial page, will be made available for public inspection. *Please type form. Form (and any attachments) may be faxed to the Committee at (202) 225-7392.*

YOUR COMPLETED REQUEST MUST BE SUBMITTED TO THE COMMITTEE NO LESS THAN 14 DAYS BEFORE YOUR PROPOSED DEPARTURE DATE. Absent exceptional circumstances, permission will not be granted for requests received less than 14 days before the trip commences.

Name of Traveler: Laurie Esau

I certify that the information contained on both pages of this form is true, complete, and correct to the best of my knowledge.

Signature: _____

Name of Signatory (if other than traveler): _____

For staff, name of employing Member/Committee: Erik Paulsen, MN-03

Office address: 250 Prairie Center Drive, Suite 230, Eden Prairie, MN 55344

Phone number: 952.405.8510

Email address of contact person: laurie.esau@mail.house.gov

- Check this box if the sponsoring entity is a media outlet and the traveler is a Member traveling to make a media appearance sponsored by that entity and these forms are being submitted to the Committee less than 14 days before the trip departure date.

NOTE: You must complete the contact information fields above, as Committee staff may need to contact you if additional information is required.

If there are any questions regarding this form please contact the Committee:

Committee on Standards of Official Conduct
U.S. House of Representatives
HT-2, The Capitol
Washington, DC 20515
(202) 225-7103 (phone)
(202) 225-7392 (fax)

**U.S. House of Representatives
Committee on Standards of Official Conduct**

**PRIVATE SPONSOR TRAVEL CERTIFICATION FORM
(provide directly to each House invitee)**

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a Traveler Form. The trip sponsor should NOT submit the form directly to the Committee. *You must answer every question on the form.*

1. Sponsor(s) (who will be paying for the trip): The Congressional Institute

2. I represent that the trip will not be financed (in whole or in part) by a federally-registered lobbyist or a registered foreign agent (*Signify that the statement is true by checking box*):
3. I represent that the trip sponsor(s) has not accepted from any other source funds earmarked directly or indirectly to finance any aspect of the trip (*Signify that the statement is true by checking box*):
4. Is travel being offered to an accompanying family member of the House invitee(s)? Yes No
5. Provide names and titles of ALL House invitees; for each invitee, provide explanation of why the individual was invited (include additional pages if necessary): See attached

6. Dates of travel: March 12-14

7. Cities of departure – destination – return: Washington D.C. - Cambridge, MD - Washington DC

8. Attached is a detailed agenda of the activities taking place during the travel (*i.e.*, an hourly description of planned activities) (*Signify "yes" by checking box*):
9. I represent that (*check one of the following*):
 - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: *or*
 - b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: *or*
 - c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist/foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.
10. If travel is for participation in a one-day event (*i.e.*, if you checked Question 9(c)), check one of the following:
 - a. N/A – I checked 9(a) or (b) above:
 - b. One-night's lodging and meals are being offered: *or*
 - c. Two-nights' lodging and meals are being offered:
If "c" is checked, explain why the second night is warranted: _____

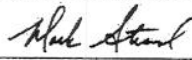
11. Check one:
- I represent that a federally-registered lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip (*Signify that the statement is true by checking box*): *or*
 - N/A – trip sponsor is an institution of higher education.
12. Private sponsors must have a direct and immediate relationship to the purpose of the trip or location being visited. Describe the purpose of the trip and the role of each sponsor in organizing and conducting the trip:
The Congressional Institute president and staff organize, manage and control the event. The purpose of the Congressional Institute, a 501(c)(4) organization is to promote public education about Congress and to hold educational conferences for Members of Congress, staff and others.
13. a. Describe the mode of travel (air, rail, bus, etc.). For air travel, also indicate the type of aircraft (commercial, charter, or privately owned) and class of travel (coach, business class, first class, etc.):
Transportation will not be provided
- b. If travel will be first class or by chartered or private aircraft, provide an explanation describing why such travel is warranted: n/a
14. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). (*Signify that the statement is true by checking box*):
15. I represent that either (*check one of the following*):
- The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: *or*
 - The trip involves events that are arranged *specifically with regard* to congressional participation:
 If "b" is checked, detail the cost per day of meals (approximate cost may be provided): Thursday (\$118), Friday (\$211), Saturday (\$29)
16. Reason for selecting the location of the event or trip: Relative proximity to Washington DC and the capacity and capability to handle large event
17. Name of hotel or other lodging facility: Hyatt Chesapeake Bay, Cambridge, MD
18. Cost per night of hotel or other lodging facility (approximate cost may be provided): \$189.50
19. Reason(s) for selecting hotel or other lodging facility: Relative proximity to Washington DC, and the capacity and capability to handle large event, off season dates result in significantly lower rates and history of holding numerous events there - including this event in 2007.

20. TOTAL EXPENSES FOR EACH PARTICIPANT:

<input type="checkbox"/> actual amounts <input checked="" type="checkbox"/> good faith estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or employee	\$0	\$379	\$368
For each accompanying family member	\$0	\$0	\$322

	Other Expenses (dollar amount)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or employee	\$0	
For each accompanying family member	\$0	

21. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment (signify that the statement is true by checking box):
22. I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: 

Name and title: Mark Strand, President

Organization: The Congressional Institute

Address: 1001 N. Fairfax St., STE 410, Alexandria, VA 22314

Telephone number: (703) 837-8812

Fax number: (703) 837-8817

Email Address: strand@conginst.org

The Committee staff may contact the above individual if additional information is required.

If there are any questions regarding this form please contact the Committee at the following address:

Committee on Standards of Official Conduct
 U.S. House of Representatives
 HT-2, The Capitol
 Washington, DC 20515
 (202) 225-7103 (phone)
 (202) 225-7392 (general fax)

Version date 8/2008 by Committee on Standards of Official Conduct



Chief of Staff Retreat
DRAFT AGENDA

Thursday, March 12, 2009

- 3:30 PM** **Check In**
- 4:00-5:00 PM** **Session One: Economic Panel**
Stephen Moore, Wall Street Journal
Andy Laperriere, International Strategy & Investment
- 5:15-6:00 PM** **Session Two: Health Care**
Regina Herzlinger, Harvard Business School
Rich Thau, Presentation Testing
- 6:30 PM** **Reception**
- 7:00-9:00 PM** **Dinner**
Keynote Speakers:
Republican Leader John Boehner
Conference Chairman Mike Pence

Friday, March 13, 2009

- 7:30-9:00 AM** **Breakfast**
- 9:00-9:50 AM** **Session Three: New Media Panel**
David Winston, The Winston Group
Auren Hoffman, Rappleaf
Cyrus Krohn, RNC
- 10:00-11:00 AM** **Session Four: Congressional Use of Facebook**
Rich Thau, Presentation Testing
- 11:00-11:50 AM** **Session Five: The Rules Regarding Online Media**
Jan Baran, Wiley Rein
Rob Walker, Wiley Rein
- 12:00-1:15 PM** **Lunch**
Guest Speaker: Former COS, Rep. Jo Bonner
- 1:30-3:00 PM** **Keynote Session: Stephen Covey**
Author and Management Expert

- 3:15-4:00 PM** **Session Seven: Women Constituents in 2009**
Linda DiVall, American Viewpoint
Randy Gutermuth, American Viewpoint
- 4:10-5:00 PM** **Session Eight: Outreach**
Hon. J.C. Watts, Former Member of Congress
Hon. Susan Molinari, Former Member of Congress
Hon. Henry Bonilla, Former Member of Congress
- 5:10-6:00 PM** **Session Nine: House/Senate Breakout**
Review of 2009 Member's Agenda
- 6:30 PM** **Reception**
- 7:00-9:00 PM** **Dinner**
Keynote Speaker, Author Tom Clancy

Saturday, March 14, 2009

- 8:00 AM** **Breakfast**
- 9:00-9:45 AM** **Session Ten: Landscape**
David Winston, The Winston Group
- 10:00-10:45 AM** **Session Eleven: Talk to Leadership Staff Panel**
Paula Nowakowski, Chief of Staff, House Leader
Steve Stombres, Chief of Staff, House Whip
Marc Short, Chief of Staff, House Republican Conference
- 10:45 AM** **End of Retreat**

Bicameral Chiefs of Staff Retreat

	Name		Institution	Reason Invited:
1	Mac	Abrams	Office of Cong. Heller	Chief of Staff
2	Johnny	Amaral	Office of Cong. Nunes	Chief of Staff
3	Michael	Anderson	Office of Cong. Young (AK)	Chief of Staff
4	Andy	Anuzis	Office of Cong. McCotter	Chief of Staff
5	John	Ariale	Office of Cong. Crenshaw	Chief of Staff
6	Elizabeth	Bartheld	Office of Cong. Sullivan	Chief of Staff
7	Stacy	Barton	Office of Cong. Turner	Chief of Staff
8	Barry	Bennett	Office of Cong. Schmidt	Chief of Staff
9	Chris	Berardini	Office of Cong. Brown	Chief of Staff
10	Eric	Bergren	Office of Cong. Guthrie	Chief of Staff
11	Igor	Birman	Office of Cong. McClintock	Chief of Staff
12	Nick	Bouknight	Office of Cong. McCarthy	Chief of Staff
13	David	Bowser	Office of Cong. Broun	Chief of Staff
14	Neil	Bradley	Office of the House Whip	Leadership Staff
15	Larry	Brady	House Oversight & Govt Reform Cmte.	Committee Staff Director
16	Jim	Brandell	Office of Cong. Camp	Chief of Staff
17	Darryl	Broome	Office of Cong. Barrett	Chief of Staff
18	Steve	Brophy	Office of Cong. Blackburn	Chief of Staff
19	Barry	Brown	Office of Cong. Burgess	Chief of Staff
20	Jennifer	Brown	Office of Cong. Smith (TX)	Chief of Staff
21	Tom	Brown	Office of Cong. Graves	Chief of Staff
22	Joel	Brubaker	Office of Cong. Capito	Chief of Staff
23	Dee	Buchanan	Office of Cong. Hensarling	Chief of Staff
24	Jeff	Burton	Office of the House Whip	Leadership Staff
25	Mark	Busching	Office of Cong. Aderholt	Chief of Staff
26	Ana	Carbonell	Office of Cong. Diaz-Balart (FL-21)	Chief of Staff
27	Terry	Carmack	Office of Cong. Bilirakis	Chief of Staff
28	James	Carstensen	Office of Cong. Latham	Chief of Staff
29	Ed	Cassidy	Office of the House Leader	Leadership Staff
30	David	Cavicke	House Energy & Commerce Cmte.	Committee Staff Director
31	Doug	Centilli	Office of Cong. Brady	Chief of Staff

Bicameral Chiefs of Staff Retreat

Name	Institution	Reason Invited:
32 Jordan Clark	Office of Cong. Thompson	Chief of Staff
33 Jerome Clarke	Office of Cong. Johnson (IL)	Chief of Staff
34 Bob Cochran	Office of Cong. McKeon	Chief of Staff
35 Jeff Cohen	Office of Cong. Mack	Chief of Staff
36 Rob Collins	Office of the House Whip	Leadership Staff
37 Jim Coon	House Transportation & Infrastructure	Committee Staff Director
38 Charles Cooper	Office of Cong. Putnam	Chief of Staff
39 Mike Copher	Office of Cong. Buyer	Chief of Staff
40 Heather Couri	Office of Cong. Barton	Chief of Staff
41 Michael Cravens	Office of Cong. Harper	Chief of Staff
42 Brian Crawford	Office of Cong. Rooney	Chief of Staff
43 Frank Cullen	Office of Cong. Bono Mack	Chief of Staff
44 Steve Danon	Office of Cong. Bilbray	Chief of Staff
45 Eric Dell	Office of Cong. Wilson	Chief of Staff
46 Jeremy Deutsch	Office of Cong. McMorris Rodgers	Chief of Staff
47 Kate Dickens	Tuesday Group	Leadership Staff
48 Jeff Dobrozsi	Office of Cong. Boustany	Chief of Staff
49 Bill Dolbow	Office of the House Whip	Leadership Staff
50 Glen Downs	Office of Cong. Jones	Chief of Staff
51 Andrew Duke	Office of Cong. Roe	Chief of Staff
52 Rick Dykema	Office of Cong. Rohrabacher	Chief of Staff
53 Laurie Esau	Office of Cong. Paulsen	Chief of Staff
54 Tony Essalih	Office of Cong. Culberson	Chief of Staff
55 Art Estopinan	Office of Cong. Ros-Lehtinen	Chief of Staff
56 Tucker Fagan	Office of Cong. Lummis	Chief of Staff
57 Brenna Findley	Office of Cong. King (IA)	Chief of Staff
58 Kevin Fitzpatrick	House Small Business Cmte.	Committee Staff Director
59 Lee Fletcher	Office of Cong. Fleming	Chief of Staff
60 Kevin Fogarty	Office of Cong. King (NY)	Chief of Staff
61 Nancy Fox	Office of Cong. Frelinghuysen	Chief of Staff
62 Dana Gartzke	Office of Cong. Posey	Chief of Staff

Bicameral Chiefs of Staff Retreat

Name			Institution	Reason Invited:
63	Debra	Gebhardt	Office of Cong. Petri	Chief of Staff
64	Leslee	Gilbert	House Science & Technology Cmte.	Committee Staff Director
65	Dee	Gilmore	Office of Cong. Forbes	Chief of Staff
66	Stacey	Glasscock	Office of Cong. Lucas	Chief of Staff
67	Jessica	Gleason	Office of Cong. Hastings	Chief of Staff
68	Harry	Glenn	Office of Cong. Young (FL)	Chief of Staff
69	Bob	Griffits	Office of Cong. Duncan	Chief of Staff
70	Joe	Guzzo	Office of Cong. LaTourette	Chief of Staff
71	Sarah	Hale	Office of Cong. Myrick	Chief of Staff
72	Hugh	Halpern	House Rules Cmte.	Committee Staff Director
73	Helen	Hardin	Office of Cong. Wamp	Chief of Staff
74	Justin	Harding	Office of Cong. Chaffetz	Chief of Staff
75	Derek	Harley	Office of Cong. Herger	Chief of Staff
76	Mary Annie	Harper	Office of Cong. LoBiondo	Chief of Staff
77	Bill	Harris	Office of Cong. Thornberry	Chief of Staff
78	Robert	Head	Office of Cong. Granger	Chief of Staff
79	David	Heil	Office of Cong. Johnson (TX)	Chief of Staff
80	Greg	Hill	Office of Cong. McCaul	Chief of Staff
81	Joan	Hillebrands	Office of Cong. Upton	Chief of Staff
82	Jean	Hinz	Office of Cong. Kline	Chief of Staff
83	Renee	Howell	Office of Cong. Souder	Chief of Staff
84	Richard	Hudson	Office of Cong. Conaway	Chief of Staff
85	Eric	Hultman	Office of Cong. Terry	Chief of Staff
86	Shelley	Husband	Office of Cong. Goodlatte	Chief of Staff
87	Jeff	Kahrs	Office of Cong. Tiahrt	Chief of Staff
88	Dave	Karvelas	Office of Cong. Buchanan	Chief of Staff
89	Joel	Kassiday	Office of Cong. Gallegly	Chief of Staff
90	Andy	Keiser	Office of Cong. Rogers (MI)	Chief of Staff
91	Margaret	Klessig	Office of Cong. Flake	Chief of Staff
92	Trevor	Kolego	Office of the House Leader	Leadership Staff
93	Mick	Krieger	Office of Cong. Boehner	Chief of Staff

Bicameral Chiefs of Staff Retreat

Name			Institution	Reason Invited:
94	Chip	Lake	Office of Cong. Westmoreland	Chief of Staff
95	Larry	Lavender	House Financial Services Cmte.	Committee Staff Director
96	Pat	Leopold	Office of Cong. Jenkins	Chief of Staff
97	James	Lewis	House Intelligence Cmte.	Committee Staff Director
98	Muffy	Lewis	Office of Cong. Campbell	Chief of Staff
99	Matt	Lira	Office of the House Whip	Leadership Staff
100	Tom	Lizardo	Office of Cong. Paul	Chief of Staff
101	Matt	Lloyd	House Republican Conference	Leadership Staff
102	Melanie	Looney	House Republican Conference	Leadership Staff
103	Jeffrey	Loveng	Office of Cong. Shuster	Chief of Staff
104	Kelly	Lungren-	Office of Cong. Fortenberry	Chief of Staff
105	Kathy	Lydon	Office of Cong. Biggert	Chief of Staff
106	Brian	MacDonald	Office of Cong. Walden	Chief of Staff
107	Marshall	Macomber	Office of Cong. Rogers (AL)	Chief of Staff
108	Adam	Magary	Office of Cong. Manzullo	Chief of Staff
109	Ted	Maness	Office of Cong. Radanovich	Chief of Staff
110	Michelle	Marston	Office of Cong. Bachmann	Chief of Staff
111	Jay	Martin	Office of Cong. Rehberg	Chief of Staff
112	Danielle	Maurer	Office of the House Leader	Leadership Staff
113	Bill	McBride	Office of Cong. Ehlers	Chief of Staff
114	Robert	McCreary	Office of Cong. Lamborn	Chief of Staff
115	Ed	McDonald	Office of Cong. Coble	Chief of Staff
116	George	McElwee	Office of Cong. Dent	Chief of Staff
117	Dan	McFaul	Office of Cong. Miller (FL)	Chief of Staff
118	Matt	McGinley	Office of Cong. Price	Chief of Staff
119	Sean	McLaughlin	House Judiciary Cmte.	Committee Staff Director
120	Pete	Meachum	Office of Cong. Brown-Waite	Chief of Staff
121	Vicki	Middleton	Office of Cong. Hunter	Chief of Staff
122	Chris	Miller	Office of Cong. Reichert	Chief of Staff
123	Scott	Miller	Office of Cong. Platts	Chief of Staff
124	James	Min	Office of Cong. McCarthy	Chief of Staff

Bicameral Chiefs of Staff Retreat

Name		Institution	Reason Invited:
125	Todd Mitchell	Office of Cong. Lance	Chief of Staff
126	Steven Moore	Office of Cong. Roskam	Chief of Staff
127	Susan Mosychuk	Office of Cong. Murphy	Chief of Staff
128	Lester Munson	Office of Cong. Kirk	Chief of Staff
129	Sean Murphy	Office of Cong. Cole	Chief of Staff
130	John Murray	Office of the House Whip	Leadership Staff
131	Dale Neugebauer	Office of Cong. Issa	Chief of Staff
132	Gabe Neville	Office of Cong. Pitts	Chief of Staff
133	Kyle Nevins	Office of the House Whip	Leadership Staff
134	Mary Noonan	Office of Cong. Smith (NJ)	Chief of Staff
135	Todd Novascone	Office of Cong. Moran	Chief of Staff
136	Paula Nowakowski	Office of the House Leader	Leadership Staff
137	Robert O'Connor	House Homeland Security Cmte.	Committee Staff Director
138	Bud Otis	Office of Cong. Bartlett	Chief of Staff
139	Scott Parker	Office of Cong. Bishop	Chief of Staff
140	Nilda Pedrosa	Office of Cong. Diaz-Balart (FL-25)	Chief of Staff
141	Janet Perry-	Office of Cong. Hall	Chief of Staff
142	Josh Pitcock	House Republican Conference	Leadership Staff
143	Will Plaster	House Administration Cmte.	Committee Staff Director
144	Yleem Poblete	House Foreign Affairs Cmte.	Committee Staff Director
145	Amy Poe	Office of Cong. Blunt	Chief of Staff
146	Parker Poling	Office of Cong. McHenry	Chief of Staff
147	Jacque Ponder	Office of Cong. Coffman	Chief of Staff
148	Todd Poole	Office of Cong. Foxx	Chief of Staff
149	Amy Porter	Office of Cong. Royce	Chief of Staff
150	Paul Protic	Office of Cong. Akin	Chief of Staff
151	Mike Quaranta	Office of Cong. Castle	Chief of Staff
152	Dave Ramey	Office of Cong. Calvert	Chief of Staff
153	Heather Ramsey	Office of Cong. Poe	Chief of Staff
154	Chris Riley	Office of Cong. Deal	Chief of Staff
155	Craig Roberts	Office of Cong. Shimkus	Chief of Staff

Bicameral Chiefs of Staff Retreat

Name		Institution	Reason Invited:
156	Rusty Roberts	Office of Cong. Mica	Chief of Staff
157	Armstrong Robinson	Office of Cong. Davis	Chief of Staff
158	Josh Robinson	Office of Cong. Cassidy	Chief of Staff
159	Jamie Roe	Office of Cong. Miller (MI)	Chief of Staff
160	Wayne Roper	Office of Cong. Inglis	Chief of Staff
161	Jerr Rosenbaum	Office of Cong. Kingston	Chief of Staff
162	John Rothrock	Office of Cong. Miller (CA)	Chief of Staff
163	Patrick Rothwell	House Policy Cmte.	Leadership Staff
164	Lynnel Ruckert	Office of Cong. Scalise	Chief of Staff
165	Matt Sagely	Office of Cong. Boozman	Chief of Staff
166	Josh Saltzman	Office of Cong. Sessions	Chief of Staff
167	Daniel Scandling	Office of Cong. Wolf	Chief of Staff
168	Dave Schnittger	Office of the House Leader	Leadership Staff
169	Tom Schreiber	Office of Cong. Sensenbrenner	Chief of Staff
170	Brian Schubert	Office of Cong. Lee	Chief of Staff
171	Nicole Scott	House Agriculture Cmte.	Committee Staff Director
172	Jack Seum	Office of Cong. Stearns	Chief of Staff
173	Jeff Shapiro	Office of Cong. Smith (NE)	Chief of Staff
174	Steven Shearer	Office of Cong. Schock	Chief of Staff
175	Ruth Sherlock	Office of Cong. Cao	Chief of Staff
176	Jeff Shockey	House Appropriations Cmte.	Committee Staff Director
177	Marc Short	House Republican Conference	Leadership Staff
178	Bob Simmons	House Armed Services Cmte.	Committee Staff Director
179	Lindsay Slater	Office of Cong. Simpson	Chief of Staff
180	Amy Smith	Office of Cong. Garrett	Chief of Staff
181	Bill Smith	Office of Cong. Pence	Chief of Staff
182	Brad Smith	Office of Cong. Dreier	Chief of Staff
183	Kingston Smith	House Veterans Affairs Cmte.	Committee Staff Director
184	Lloyd Smith	Office of Cong. Emerson	Chief of Staff
185	Will Smith	Office of Cong. Rogers (KY)	Chief of Staff
186	Austin Smythe	House Budget Cmte.	Committee Staff Director

Bicameral Chiefs of Staff Retreat

Name	Institution	Reason Invited:
187 Mike Sommers	Office of the House Leader	Leadership Staff
188 David Sours	Office of Cong. Gingrey	Chief of Staff
189 John Sparkman	Office of Cong. Whitfield	Chief of Staff
190 Alan Spencer	Office of Cong. Bonner	Chief of Staff
191 Andrew Speth	Office of Cong. Ryan	Chief of Staff
192 Mary Springer	Office of Cong. Wittman	Chief of Staff
193 Jo-Marie St. Martin	Office of the House Leader	Leadership Staff
194 Michael Staley	Office of Cong. Bachus	Chief of Staff
195 Tom Stallings	Office of Cong. Franks	Chief of Staff
196 Steve Stombres	Office of the House Whip	Leadership Staff
197 Katie Strand	House Republican Conference	Leadership Staff
198 Sally Stroup	House Ed & Labor Cmte.	Committee Staff Director
199 Wayne Struble	Office of Cong. Austria	Chief of Staff
200 Peter Tateishi	Office of Cong. Lungren	Chief of Staff
201 Robert Taub	Office of Cong. McHugh	Chief of Staff
202 Paul Teller	House Republican Study Cmte.	Leadership Staff
203 Adam Terry	Office of Cong. Alexander	Chief of Staff
204 Brian Thomas	Office of Cong. Marchant	Chief of Staff
205 Kristin Thompson	Office of Cong. Shadegg	Chief of Staff
206 Bill Tighe	Office of Cong. Gerlach	Chief of Staff
207 Michael Tomberlin	Office of Cong. Gohmert	Chief of Staff
208 Jon Traub	House Ways & Means Cmte.	Committee Staff Director
209 Todd Ungerecht	House Ethics Cmte.	Committee Staff Director
210 Russ Vought	House Republican Conference	Leadership Staff
211 John Walker	Office of Cong. Carter	Chief of Staff
212 Mark Walker	Office of Cong. Burton	Chief of Staff
213 Ryan Walker	Office of Cong. Latta	Chief of Staff
214 Kristi Way	Office of Cong. Cantor	Chief of Staff
215 Nate Webb	Office of Cong. Fallin	Chief of Staff
216 Seth Webb	House Financial Services Cmte.	Committee Staff Director
217 Jeanette Whitener	Office of Cong. Neugebauer	Chief of Staff

Bicameral Chiefs of Staff Retreat

Name	Institution	Reason Invited:
218 Arlene Willis	Office of Cong. Lewis	Chief of Staff
219 Rob Woodall	Office of Cong. Linder	Chief of Staff
220 Justin Wormmeester	Office of Cong. Hoekstra	Chief of Staff
221 John Wyatt	Office of Cong. Olson	Chief of Staff
222 Tonnie Wybensing	Office of Cong. Luetkemeyer	Chief of Staff
223 Ray Yonkura	Office of Cong. Jordan	Chief of Staff
224 Todd Young	House Natural Resources Cmte.	Committee Staff Director
225 Chris Zeigler	Office of Cong. Tiberi	Chief of Staff

BICAMERAL CHIEFS OF STAFF RETREAT
March 12 - 14, 2009
The Hyatt Regency Chesapeake Bay, Cambridge, Maryland

REGISTRATION FORM

ATTENDEE INFORMATION:

YES, I will attend the Bicameral Chiefs of Staff Retreat Thursday, March 12 - Saturday, March 14, 2009.

NAME, as it is to be shown on nametag:

LAURIE ESAU

MEMBER OFFICE/INSTITUTION:

ERIK PAULSEN, MN-03

YES, my spouse will attend.

SPOUSE'S NAME, as it is to be shown on nametag:

YES, I/we will be bringing my/our children. I understand I am responsible for costs associated with bringing children to the retreat.

CHILDREN'S NAME(S), as to be shown on nametag(s):

(1) Name: _____ Age: _____

(2) Name: _____ Age: _____

(3) Name: _____ Age: _____

(4) Name: _____ Age: _____

(5) Name: _____ Age: _____

(6) Name: _____ Age: _____

NO, I will not attend the conference.

STAFF CONTACT INFORMATION:

STAFF CONTACT: LAURIE ESAU **TITLE:** COS

PHONE: 952 405 8510 **FAX:** _____

EMAIL: laurie.esau@mail.house.gov

FAX to THE CONGRESSIONAL INSTITUTE at (703) 837-8817

For additional information, contact Patrick Deitz or Carolyn Bolls at (703) 837-8812 or rsvp@conginst.org.

BICAMERAL CHIEFS OF STAFF RETREAT
March 12 – 14, 2009
The Hyatt Regency Chesapeake Bay, Cambridge, Maryland

NAME: LAURIE ESAU

ROOM AND DIETARY NEEDS:

ROOM NEEDS: Non-Smoking Room Smoking Room

SPECIAL ROOM/ACCESS NEEDS:

Arriving date: 3/12/09

Departing date: 3/14/09

Please also reserve my room for Saturday night at my own expense. I understand that the hotel will charge me directly at a room rate of \$189.50 for the extra night.

DIETARY NEEDS:

