

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

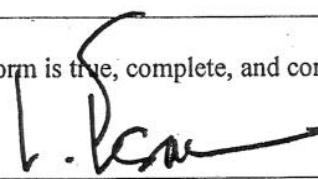
HOUSE OF REPRESENTATIVES

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.

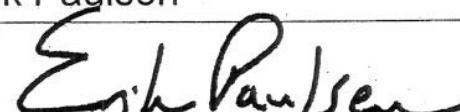
SIGNATURE OF TRAVELER:


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



**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

5. Sponsor(s) (who paid for the trip): The Congressional Institute

The 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.



Zoe Lofgren
Chair

Sincerely,



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 4:00 PM – 10:00 PM	\$75.00 includes breakfast and lunch \$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: 3/11/09

Erin 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.

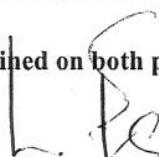
U.S. House of Representatives
Committee on Standards of Official Conduct

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:

- a. 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
b. 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*):

- a. 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
b. 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: Mark Strand

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, Rapleaf 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	Chief of Staff
2	Johnny	Amaral	Chief of Staff
3	Michael	Anderson	Chief of Staff
4	Andy	Anuzis	Chief of Staff
5	John	Ariale	Chief of Staff
6	Elizabeth	Bartheld	Chief of Staff
7	Stacy	Barton	Chief of Staff
8	Barry	Bennett	Chief of Staff
9	Chris	Berardini	Chief of Staff
10	Eric	Bergren	Chief of Staff
11	Igor	Birman	Chief of Staff
12	Nick	Bouknight	Chief of Staff
13	David	Bowser	Chief of Staff
14	Neil	Bradley	Leadership Staff
15	Larry	Brady	Committee Staff Director
16	Jim	Brandell	Chief of Staff
17	Darryl	Broome	Chief of Staff
18	Steve	Brophy	Chief of Staff
19	Barry	Brown	Chief of Staff
20	Jennifer	Brown	Chief of Staff
21	Tom	Brown	Chief of Staff
22	Joel	Brubaker	Chief of Staff
23	Dee	Buchanan	Chief of Staff
24	Jeff	Burton	Leadership Staff
25	Mark	Busching	Chief of Staff
26	Ana	Carbonell	Chief of Staff
27	Terry	Carmack	Chief of Staff
28	James	Carstensen	Chief of Staff
29	Ed	Cassidy	Leadership Staff
30	David	Cavicke	Committee Staff Director
31	Doug	Centilli	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	Chief of Staff
64	Leslee	Gilbert	Committee Staff Director
65	Dee	Gilmore	Chief of Staff
66	Stacey	Glasscock	Chief of Staff
67	Jessica	Gleason	Chief of Staff
68	Harry	Glenn	Chief of Staff
69	Bob	Griffits	Chief of Staff
70	Joe	Guzzo	Chief of Staff
71	Sarah	Hale	Chief of Staff
72	Hugh	Halpern	Committee Staff Director
73	Helen	Hardin	Chief of Staff
74	Justin	Harding	Chief of Staff
75	Derek	Harley	Chief of Staff
76	Mary Annie	Harper	Chief of Staff
77	Bill	Harris	Chief of Staff
78	Robert	Head	Chief of Staff
79	David	Heil	Chief of Staff
80	Greg	Hill	Chief of Staff
81	Joan	Hillebrands	Chief of Staff
82	Jean	Hinz	Chief of Staff
83	Renee	Howell	Chief of Staff
84	Richard	Hudson	Chief of Staff
85	Eric	Hultman	Chief of Staff
86	Shelley	Husband	Chief of Staff
87	Jeff	Kahrs	Chief of Staff
88	Dave	Karvelas	Chief of Staff
89	Joel	Kassiday	Chief of Staff
90	Andy	Keiser	Chief of Staff
91	Margaret	Klessig	Chief of Staff
92	Trevor	Kolego	Leadership Staff
93	Mick	Krieger	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	Chief of Staff
126 Steven	Moore	Chief of Staff
127 Susan	Mosychuk	Chief of Staff
128 Lester	Munson	Chief of Staff
129 Sean	Murphy	Chief of Staff
130 John	Murray	Leadership Staff
131 Dale	Neugebauer	Chief of Staff
132 Gabe	Neville	Chief of Staff
133 Kyle	Nevins	Leadership Staff
134 Mary	Noonan	Chief of Staff
135 Todd	Novascone	Chief of Staff
136 Paula	Nowakowski	Leadership Staff
137 Robert	O'Connor	Committee Staff Director
138 Bud	Otis	Chief of Staff
139 Scott	Parker	Chief of Staff
140 Nilda	Pedrosa	Chief of Staff
141 Janet	Perry-	Chief of Staff
142 Josh	Pitcock	Leadership Staff
143 Will	Plaster	Committee Staff Director
144 Yleem	Poblete	Committee Staff Director
145 Amy	Poe	Chief of Staff
146 Parker	Poling	Chief of Staff
147 Jacque	Ponder	Chief of Staff
148 Todd	Poole	Chief of Staff
149 Amy	Porter	Chief of Staff
150 Paul	Protic	Chief of Staff
151 Mike	Quaranta	Chief of Staff
152 Dave	Ramey	Chief of Staff
153 Heather	Ramsey	Chief of Staff
154 Chris	Riley	Chief of Staff
155 Craig	Roberts	Chief of Staff

Bicameral Chiefs of Staff Retreat

Name	Institution	Reason Invited:
156 Rusty	Roberts	Chief of Staff
157 Armstrong	Robinson	Chief of Staff
158 Josh	Robinson	Chief of Staff
159 Jamie	Roe	Chief of Staff
160 Wayne	Roper	Chief of Staff
161 Jerr	Rosenbaum	Chief of Staff
162 John	Rothrock	Chief of Staff
163 Patrick	Rothwell	Leadership Staff
164 Lynnel	Ruckert	Chief of Staff
165 Matt	Sagely	Chief of Staff
166 Josh	Saltzman	Chief of Staff
167 Daniel	Scandling	Chief of Staff
168 Dave	Schnittger	Leadership Staff
169 Tom	Schreibel	Chief of Staff
170 Brian	Schubert	Chief of Staff
171 Nicole	Scott	Committee Staff Director
172 Jack	Seum	Chief of Staff
173 Jeff	Shapiro	Chief of Staff
174 Steven	Shearer	Chief of Staff
175 Ruth	Sherlock	Chief of Staff
176 Jeff	Shockey	Committee Staff Director
177 Marc	Short	Leadership Staff
178 Bob	Simmons	Committee Staff Director
179 Lindsay	Slater	Chief of Staff
180 Amy	Smith	Chief of Staff
181 Bill	Smith	Chief of Staff
182 Brad	Smith	Chief of Staff
183 Kingston	Smith	Committee Staff Director
184 Lloyd	Smith	Chief of Staff
185 Will	Smith	Chief of Staff
186 Austin	Smythe	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	Wybensinger	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 Esan

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 Esan TITLE: COS
PHONE: 952 405 9510 FAX: _____
EMAIL: laurie.esan@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
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NAME: Laurie Esan

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:

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.