

2007 NOV 19 PM 2: 54

OFFICE OF THE CLERK
U.S. HOUSE OF REPRESENTATIVES

U.S. House of Representatives
110th Congress

EMPLOYEE
POST-TRAVEL DISCLOSURE FORM

This form is for disclosing the receipt of travel expenses from private sources for meetings, speaking engagements, fact-finding trips or similar events in connection with official duties. You need not disclose government-funded or political travel on this form, or travel that is unrelated to 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 clause 5 of House Rule 25, 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 these forms publicly available as soon as possible after they are received. Obtain the dollar amounts from the sponsor; if exact dollar amounts are unavailable, provide a good faith estimate.

Name of Employee (print or type): Leslee Gilbert

Name of Accompanying Family Member (if any): Daniel Crowe

Relationship to Employee: Spouse Child Other (specify): _____

Date of Departure and Date of Return: Nov. 1-3, 2007

Dates at Personal Expense: _____

Itinerary (cities of departure – destination – return): Washington DC-Cambridge MD--Washington DC

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

Describe meetings and events attended (attach additional pages if necessary): Agenda Attached

Attached to this form are EACH of the following (signify "yes" for each item by checking the corresponding box):

1. the Private Sponsor Travel Certification Form completed by trip sponsor, including all attachments;
2. the Privately-Sponsored Travel Approval Form completed by the employee; *and*
3. the Committee on Standards' letter approving my participation on this trip.

I represent that I participated in each of the activities reflected in the sponsor's agenda (signify "yes" by checking box):

If not, explain: I did not attend the session on Congressional Websites as that event was aimed at

personal office Chiefs of Staff

R. Hall

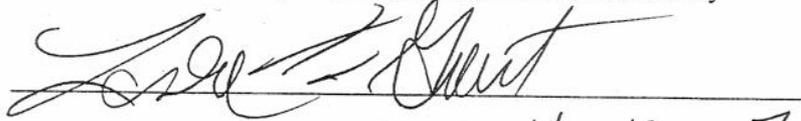
TRAVEL EXPENSES:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses
For employee:		\$274.50	\$356.70
For accompanying family member:			\$310.70

	Other Expenses (dollar amount)	Specific Nature of Expenses (e.g., taxi, parking, registration fee, etc.)
For employee:		
For accompanying family member:		

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

SIGNATURE OF EMPLOYEE:

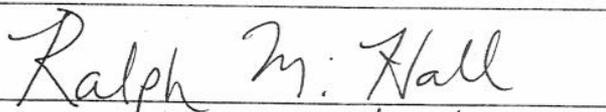


DATE: 11-16-07

I authorized this travel in advance. I have determined that all of the expenses listed above 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: Ralph M. Hall

SIGNATURE OF SUPERVISING MEMBER:



DATE: 11/16/07

Version date 4/2007 by Committee on Standards of Official Conduct

Bicameral Chiefs of Staff Retreat
Thursday, November 1st – Saturday, November 3rd
The Hyatt Regency Chesapeake Bay, Cambridge, Maryland

REGISTRATION FORM
FAX to (202) 547-3556

- YES, I am planning to attend the Bicameral Chiefs of Staff Retreat Thursday, November 1 - Saturday, November 3, 2007 pending ethics approval.**
- YES, my spouse will attend.
- YES, my children will attend.
- NO, I will not attend the retreat.**

Date Arriving: Nov 1 Date Departing: Nov 3

Your Name (for nametag): Leslee Gilbert

Spouse's Name (for nametag): Daniel Crowe

Children's Names and Ages:

_____	_____
_____	_____
_____	_____
_____	_____

Member Office/Institution (for nametag): Comm. Hee on Science & Technology

Phone: 202-225-9816 Fax: 202-226-0113

Email: leslee.gilbert@mail.house.gov

ROOM NEEDS: Non-Smoking Room Smoking Room, if available

- 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 \$137.25 for the extra night.
- Special needs, dietary requirements, room needs, etc.: _____

U.S. House of Representatives

EMPLOYEE TRAVEL DISCLOSURE FORM

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Name of Employee (print or type): Leslee Gilbert

Name of accompanying family member (if any): Daniel Crowe
 Relationship to employee (check one): spouse child

Dates of Travel: Nov. 1-3, 2007

Dates at personal expense: _____

Itinerary (Point of departure – destination – return): Washington DC--Cambridge, MD--Washington DC

Sponsor (Who paid for the trip): The Congressional Institute

Purpose of Trip: The retreat was designed to help strengthen bicameral relationships and promote policy discussions

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses
For employee:		\$274.50	\$386
For accompanying spouse or child:			\$344

	Other expenses (dollar amount)	Nature of expenses (e.g., taxi, parking, registration fee, etc.)
For employee:		
For accompanying spouse or child:		

SIGNATURE OF EMPLOYEE: *Leslee Gilbert* DATE: 11/13/07

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

NAME OF SUPERVISING MEMBER/OFFICER (Print or Type): Rep. Ralph M. Hall

SIGNATURE OF SUPERVISING MEMBER/OFFICER: *Ralph M. Hall*

DATE: 11/13/07

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

PRIVATELY-SPONSORED TRAVEL APPROVAL FORM
For Members, Officers and Employees
(submit directly to the Committee)

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 XXV, 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.

Members, officers and employees seeking approval for travel are urged to submit all forms to the Committee at least 30 days before travel is scheduled to begin. The failure to provide the Committee with adequate time to review the form and attachments may result in the invitee not receiving approval for the trip. The submission of an incomplete form will delay the review process. A copy of this form will be made available for public inspection. Please type form. Form (and any attachments) may be faxed to the Committee at (202) 226-7172.

1. Name of Member, officer or employee (traveler): Leslee Gilbert

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

3. a. Dates of travel: November 1-3, 2007
b. Will you be extending the trip at your personal expense? Yes No
If yes, dates at personal expense: _____

4. If travel is for participation a one-day event (per trip sponsor question 10), check one of the following:
a. Approval for one-night's lodging and meals is being requested: or
b. Approval for two-nights' lodging and meals is being requested:
If "b" is checked, explain why the second night is warranted: The activities associated with the retreat occur Friday night and Saturday morning

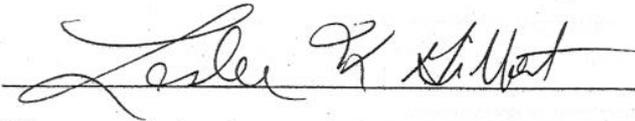
5. Travel destination(s): Cambridge, MD

6. Explain why participation in the trip is connected to your official or representational duties:
As a Staff Director for a House Committee, this retreat will help strengthen bicameral relationships and promote policy discussions.

7. Private Sponsor Travel Certification Form is attached, including agenda, invitee list, and any other attachments (signify "yes" by checking box):

8. I certify that the information contained in 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: Committee on Science and Technology

Office address: 389 Ford Building, Washington DC 20515

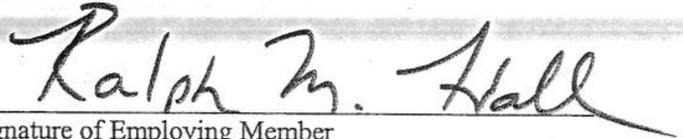
Phone number: 202-225-9816

Email address: leslee.gilbert@mail.house.gov

Committee staff may contact you if additional information is required.

**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.



Signature of Employing Member

Date: _____

10-1-07

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 (general fax)
(202) 226-7172 (fax for travel approvals)

Version date 4/2007 by Committee on Standards of Official Conduct

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 XXV, 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. The trip sponsor should NOT submit the form directly to the Committee.

Private sponsors are urged to submit this form to each House invitee at least 30 days before travel is scheduled to begin. The failure to provide the Committee with adequate time to review the form and attachments may result in the invitee not receiving approval for the trip. The submission of an incomplete form will delay the review process. Before completing this form, sponsors are urged to carefully review the Committee's private travel guidelines and advisory memoranda detailing the rules and restrictions for private travel, as well as the instructions for completing this form. Sponsors should call the Committee with any questions prior to submitting the form. Please type 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 "yes" 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 "yes" 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: November 1-3, 2007
7. Cities of departure - destination - return: Washington DC - 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 federally registered lobbyist or registered foreign agent: or
 - c. The trip is for attendance at a one-day event and lobbyist 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. One-night's lodging and meals are being offered: or
 - b. Two-nights' lodging and meals are being offered:If "b" is checked, explain why the second night is warranted: _____

11. If the trip is not sponsored by an institution of higher education, I represent that a federally-registered lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip (signify "yes" by checking box):
12. Private sponsors must have a direct and immediate relationship to the purpose of the trip or location being visited. Describe the role of each sponsor in organizing and conducting the trip: _____
 The Congressional Institute President and staff organize, manage and control the event.

13. Describe each sponsor's organizational interest in the purpose of the trip: _____ The purpose of the
 the Congressional Institute, a 501(c)(4) organization, is to promote public education about Congress and to hold
 educational conferences including retreats for Members of Congress, staff and others.

14. Describe the type and class of the transportation being provided. Indicate whether coach, business-class or first-class transportation will be provided. In addition, for travel via aircraft, please indicate if travel is being offered on a commercial flight, chartered flight or on an aircraft operated or paid for by a carrier not licensed by the Federal Aviation Administration to operate for compensation or hire (i.e., a private aircraft). If first-class fare is being provided, or if travel is via chartered or private aircraft, please provide an explanation describing why such travel is warranted: None

15. 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 "yes" by checking box):
16. 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 or organized *specifically with regard* to congressional participation:
 If "b" is checked, detail the cost per day of meals (approximate cost may be provided): Thursday,
11/1: \$157, Friday 11/2: \$206, Saturday 11/3 \$22.50

17. Reason for selecting the location of the event or trip: Proximity to Washington DC and convenience of the
participants

18. Name of hotel or other lodging facility: Chesapeake Hyatt, Cambridge, MD

19. Cost per night of hotel or other lodging facility (approximate cost may be provided): \$122 room rate
and 12.5% taxes

20. Reason(s) for selecting hotel or other lodging facility: Proximity to Washington DC and convenience of the
participants

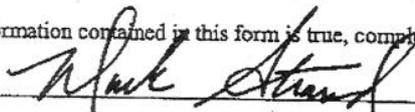
21. TOTAL EXPENSES FOR EACH PARTICIPANT:

<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	\$274.50	\$386
For each accompanying family member	\$0	\$0	spouse \$344 or child \$233

	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	

22. I represent that reimbursement for miscellaneous travel expenses for the trip, such as travel to and from airports, security costs, interpreter fees, visa application fees, and similar expenses, will be for actual costs incurred and are necessary for the purpose of the trip (signify "yes" by checking box):

23. 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 Street, STE 420, Alexandria, VA 22134

Telephone number: 703-837-8812

Fax number: 703-837-8817

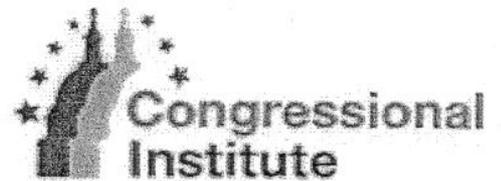
Email Address: strand@conginst.org

The Committee staff may contact the above individual above 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)
 (202) 226-7172 (fax for travel approvals)

Version date 4/2007 by Committee on Standards of Official Conduct



MEMO TO: House/Senate Staff Members who attended the Bicameral Chiefs of Staff Retreat, November 1-3, 2007 at The Hyatt Regency Chesapeake Bay

FROM: Mark Strand

DATE: November 14, 2007

RE: Information for Your Travel Disclosure

In order to assist you in complying with the House and Senate rules that require you to file a travel disclosure form for the Bicameral Chiefs of Staff Retreat at The Hyatt Regency Chesapeake Bay (November 1-3, 2007), below are those expenses for the event broken down into typical reporting categories:

For staff member:

Total transportation expenses:	N/A
Total lodging expenses:	\$274.50
Total meal expenses:	\$356.70
Total of all other expenses:	N/A

For accompanying spouse:

Total transportation expenses:	N/A
Total lodging expenses:	\$0.00
Total meal expenses:	\$310.70
Total of all other expenses:	N/A

These figures cover the full 2 night/3 day conference. If you did not attend the entire event, please see the enclosed form for a breakdown of costs.

If you brought more than one family member, you are required to pay for their expenses personally. Please submit the enclosed form with payment to the Congressional Institute.

If you have any questions, please don't hesitate to contact me at 703-837-8812 or strand@conginst.org.

1901 South Fairfax Street
Suite 410
Alexandria, VA 22304
www.congressinstitute.org
Phone: 703-837-8812
Fax: 703-837-8810
Email: info@conginst.org



Congressional Institute
Bicameral Chiefs of Staff Retreat
Thursday, November 1st – Saturday, November 3rd
The Hyatt Regency Chesapeake Bay, Cambridge, Maryland

BREAKDOWN OF COSTS

If you were unable to attend all parts of the retreat, please refer to the chart below to determine the amount you should disclose.

<u>LODGING:</u>	<u>STAFF MEMBER</u>	<u>SPOUSE</u>
<input type="checkbox"/> Thursday Night	\$137.25	\$0.00
<input type="checkbox"/> Friday Night	\$137.25	\$0.00
 <u>MEALS:</u>		
<input type="checkbox"/> Thursday Afternoon Snack	\$18.00	\$18.00
<input type="checkbox"/> Thursday Reception	\$20.71	\$20.71
<input type="checkbox"/> Thursday Dinner	\$83.94	\$83.94
<input type="checkbox"/> Friday Breakfast	\$29.00	\$29.00
<input type="checkbox"/> Friday Morning Snack	\$10.00	\$10.00
<input type="checkbox"/> Friday Lunch	\$48.00	\$48.00
<input type="checkbox"/> Friday Afternoon Snack	\$18.00	\$18.00
<input type="checkbox"/> Friday Reception	\$11.54	\$11.54
<input type="checkbox"/> Friday Dinner	\$84.51	\$84.51
<input type="checkbox"/> Saturday Breakfast	\$33.00	\$33.00

TOTALS: _____

Please enter the total amount on your travel disclosure form.

STEPHANIE TUBBS JONES, OHIO
CHAIRWOMAN

GENE GREEN, TEXAS
LUCILLE ROYBAL-ALLARD, CALIFORNIA
MICHAEL F. DOYLE, PENNSYLVANIA
WILLIAM D. DELAHUNT, MASSACHUSETTS

WILLIAM V. O'REILLY,
CHIEF COUNSEL/STAFF DIRECTOR

DAWN KELLY MOBLEY,
COUNSEL TO THE CHAIRWOMAN

ONE HUNDRED TENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON STANDARDS OF
OFFICIAL CONDUCT

Washington, DC 20515-6328

October 4, 2007

DOC HASTINGS, WASHINGTON
RANKING REPUBLICAN MEMBER

JO BONNER, ALABAMA
J. GRESHAM BARRETT, SOUTH CAROLINA
JOHN KLINE, MINNESOTA
MICHAEL T. McCAUL, TEXAS

TODD UNGERECHT
COUNSEL TO THE RANKING
REPUBLICAN MEMBER

SUITE HT-2, THE CAPITOL
(202) 225-7103

Ms. Leslee Gilbert
Committee on Science and Technology
389 Ford House Office Building
Washington, DC 20515

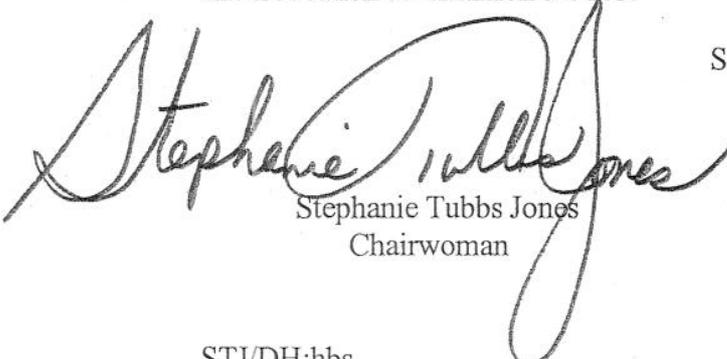
Dear Ms. Gilbert:

Pursuant to House Rule XXV, clause 5(d)(2), the Committee on Standards of Official Conduct hereby approves your proposed trip to Cambridge, Maryland scheduled for November 1 to 3, 2007 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 Privately-Sponsored Travel Approval 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 \$305 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,


Stephanie Tubbs Jones
Chairwoman


Doc Hastings
Ranking Republican Member

STJ/DH:hbs

STEPHANIE TUBBS JONES, OHIO
CHAIRWOMAN
GENE GREEN, TEXAS
LUCILLE ROYBAL-ALLARD, CALIFORNIA
MICHAEL F. DOYLE, PENNSYLVANIA
WILLIAM D. DELAHUNT, MASSACHUSETTS
WILLIAM V. O'REILLY,
CHIEF COUNSEL/STAFF DIRECTOR
DAWN KELLY MOBLEY,
COUNSEL TO THE CHAIRWOMAN

DOC HASTINGS, WASHINGTON
RANKING REPUBLICAN MEMBER

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MICHAEL T. McCAUL, TEXAS

ONE HUNDRED TENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON STANDARDS OF
OFFICIAL CONDUCT

Washington, DC 20515-6328

TODD UNGERECHT
COUNSEL TO THE RANKING
REPUBLICAN MEMBER

SUITE HT-2, THE CAPITOL
(202) 225-7103

October 4, 2007

Ms. Leslee Gilbert
Committee on Science and Technology
389 Ford House Office Building
Washington, DC 20515

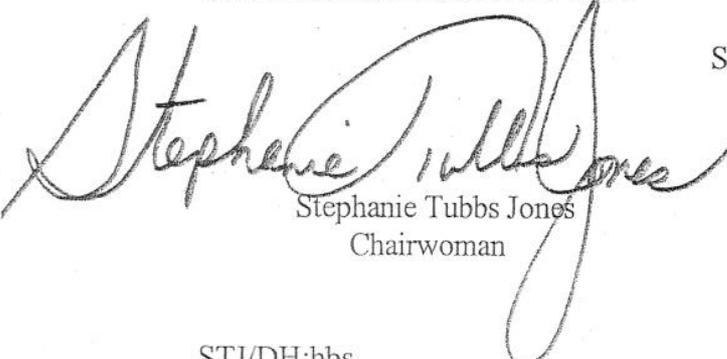
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If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,


Stephanie Tubbs Jones
Chairwoman


Doc Hastings
Ranking Republican Member

STJ/DH:hbs

Bicameral Chiefs of Staff Retreat

SORT

	Name	Home State	Region
1.	Charlie Harman	Office of Senator Chambliss	Georgia
2.	Jennifer Lowe	Office of Senator Coleman	Minnesota
3.	Paul Collins	Office of Senator Sununu	New
4.	Greg Gross	Office of Senator Dole	North Carolina
5.	Richard Perry	Office of Senator Graham	South Carolina
6.	Tom Ingram	Office of Senator Alexander	Tennessee
7.	Beth Jafari	Office of Senator Cornyn	Texas
8.	Jean Hinz	Office of Cong. Kline	Minnesota
9.	Alan Spencer	Office of Cong. Bonner	Alabama
10.	Andy Keiser	Office of Cong. Rogers	Alabama
11.	Brian Murray	Office of Cong. Renzi	Arizona
12.	Tom Stallings	Office of Cong. Franks	Arizona
13.	Pete Meachum	Office of Cong. Brown-Waite	Florida
14.	Johnny Amaral	Office of Cong. Nunes	California
15.	Guy Short	Office of Cong. Musgrave	Colorado
16.	Dave Karvelas	Office of Cong. Buchanan	Florida
17.	Tonnie Wybensing	Office of Cong. Feeney	Florida
18.	Thomas Bean	Office of Cong. Diaz-Balart	Florida
19.	Chip Lake	Office of Cong. Westmoreland	Georgia
20.	Brenna Findley	Office of Cong. King	Iowa
21.	Jamie Roe	Office of Cong. Miller	Michigan
22.	Martin Van Valkenburg	Office of Cong. McCotter	Michigan
23.	Michelle Presson	Office of Cong. Garrett	New Jersey
24.	Bob Carter	Office of Cong. Pearce	New Mexico
25.	Stacy Barton	Office of Cong. Turner	Ohio
26.	Sean Murphy	Office of Cong. Cole	Oklahoma
27.	Guy Ciarrocchi	Office of Cong. Gerlach	Pennsylvania
28.	Lance Williams, III	Office of Cong. Barrett	South Carolina
29.	Steve Brophy	Office of Cong. Blackburn	Tennessee
30.	Greg Hill	Office of Cong. McCaul	Texas
31.	Barry Brown	Office of Cong. Burgess	Texas
32.	Richard Hudson	Office of Cong. Carter	Texas
33.	Scott Parker	Office of Cong. Bishop	Utah
34.	Dee Buchanan	Office of Cong. Hensarling	Texas

Bicameral Chiefs of Staff Retreat

SORT

	Name		Home State	Region
35.	Sean Dalton	Office of Cong. Gingrey	Georgia	
36.	Susan Mosychuk	Office of Cong. Murphy	Pennsylvania	
37.	Michael Hesse	Office of Cong. Porter	Nevada	
38.	John Little	Office of Senator Martinez	Florida	
39.	John Lopez	Office of Senator Ensign	Nevada	
40.	Matthew L. Zabel	Office of Senator Thune	South Dakota	
41.	Donna Murray	Office of Senator Murkowski	Alaska	
42.	George Lowe	Office of Senator Stevens	Alaska	
43.	Rick A. Dearborn	Office of Senator Sessions	Alabama	
44.	R. Michael Brumas	Office of Senator Shelby	Alabama	
45.	Eileen McMenamin	Office of Senator McCain	Arizona	
46.	Tim Glazewski	Office of Senator Kyl	Arizona	
47.	Sean Conway	Office of Senator Allard	Colorado	
48.	David Young	Office of Senator Grassley	Iowa	
49.	Michael Ware	Office of Senator Craig	Idaho	
50.	Marty Morris	Office of Senator Lugar	Indiana	
51.	Jackie Cottrell	Office of Senator Roberts	Kansas	
52.	Glen Chambers	Office of Senator Brownback	Kansas	
53.	Billy Piper	Office of Senator McConnell	Kentucky	
54.	Steve Abbott	Office of Senator Collins	Maine	
55.	John Richter	Office of Senator Snowe	Maine	
56.	Brian Klippenstein	Office of Senator Bond	Missouri	
57.	Jenny Manley	Office of Senator Cochran	Mississippi	
58.	Bret K. Boyles	Office of Senator Lott	Mississippi	
59.	Lou Ann Linehan	Office of Senator Hagel	Nebraska	
60.	Joel Maiola	Office of Senator Gregg	New	
61.	Steve Bell	Office of Senator Domenici	New Mexico	
62.	Michael Schwartz	Office of Senator Coburn	Oklahoma	
63.	Ryan Thompson	Office of Senator Inhofe	Oklahoma	
64.	John Easton	Office of Senator Smith	Oregon	
65.	Scott Hoeflich	Office of Senator Specter	Pennsylvania	
66.	Todd Womack	Office of Senator Corker	Tennessee	
67.	Marc Short	Office of Senator Hutchison	Texas	
68.	Patricia Knight	Office of Senator Hatch	Utah	

Bicameral Chiefs of Staff Retreat

SORT

	Name		Home State Region
69.	Mary Jane Collipriest	Office of Senator Bennett	Utah
70.	Ann Loomis	Office of Senator Warner	Virginia
71.	Flip McConnaughey	Office of Senator Enzi	Wyoming
72.	Shawn Whitman	Office of Senator Barrasso	Wyoming
73.	Jeff Dobrozsi	Office of Cong. Boustany	Louisiana
74.	Marshall Macomber	Office of Cong. Rogers	Michigan
75.	Rich Dunn	Office of Cong. Bachmann	Minnesota
76.	Tom Brown	Office of Cong. Graves	Missouri
77.	Luis Baco-Sanchez	Office of Cong. Fortuno	Puerto Rico
78.	Michael Tomberlin	Office of Cong. Gohmert	Texas
79.	Heather Ramsey	Office of Cong. Poe	Texas
80.	Janet Perry-Poppleton	Office of Cong. Hall	Texas
81.	Jeff Burton	Office of Cong. Conaway	Texas
82.	Brian Thomas	Office of Cong. Marchant	Texas
83.	Jerr Rosenbaum	Office of Cong. Goode	Virginia
84.	Carrie Melvin	Office of Cong. Drake	Virginia
85.	Dee Gilmore	Office of Cong. Forbes	Virginia
86.	Joel Brubaker	Office of Cong. Capito	West Virginia
87.	Michael Anderson	Office of Cong. Young	Alaska
88.	Hood Harris	Office of Cong. Aderholt	Alabama
89.	Warren Tryon	Office of Cong. Bachus	Alabama
90.	Wade Heck	Office of Cong. Everett	Alabama
91.	Matt Sagely	Office of Cong. Boozman	Arkansas
92.	Margaret Klessig	Office of Cong. Flake	Arizona
93.	Sean Noble	Office of Cong. Shadegg	Arizona
94.	Derek Harley	Office of Cong. Herger	California
95.	Ron Rogers	Office of Cong. Doolittle	California
96.	James Min	Office of Cong. McCarthy	California
97.	Joel Kassiday	Office of Cong. Gallegly	California
98.	Bob Cochran	Office of Cong. McKeon	California
99.	Brad Smith	Office of Cong. Dreier	California
100.	Amy Porter	Office of Cong. Royce	California
101.	Arlene Willis	Office of Cong. Lewis	California
102.	Rick Dykema	Office of Cong. Rohrabacher	California

Bicameral Chiefs of Staff Retreat

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	Name		Home State	Region
103.	Dale Neugebauer	Office of Cong. Issa	California	
104.	Steve Danon	Office of Cong. Bilbray	California	
105.	Victoria Middleton	Office of Cong. Hunter	California	
106.	Dave Ramey	Office of Cong. Calvert	California	
107.	Ted Maness	Office of Cong. Radanovich	California	
108.	Frank Cullen, Jr.	Office of Cong. Bono	California	
109.	Robert McCreary	Office of Cong. Lamborn	Colorado	
110.	Betsy Wright Hawkings	Office of Cong. Shays	Connecticut	
111.	Mike Quaranta	Office of Cong. Castle	Delaware	
112.	John Ariale	Office of Cong. Crenshaw	Florida	
113.	Jack Seum	Office of Cong. Stearns	Florida	
114.	Rusty Roberts	Office of Cong. Mica	Florida	
115.	Bryan Malenius	Office of Cong. Keller	Florida	
116.	Rebecca Hyder	Office of Cong. Bilirakis	Florida	
117.	Harry Glenn	Office of Cong. Young	Florida	
118.	Mathew Joyner	Office of Cong. Putnam	Florida	
119.	Jeff Cohen	Office of Cong. Mack	Florida	
120.	Art Estopinan	Office of Cong. Ros-Lehtinen	Florida	
121.	Ana Carbonell	Office of Cong. Diaz-Balart	Florida	
122.	Dan McFaul	Office of Cong. Miller	Florida	
123.	Dana Gartzke	Office of Cong. Weldon	Florida	
124.	Heather McNatt	Office of Cong. Kingston	Georgia	
125.	Matt McGinley	Office of Cong. Price	Georgia	
126.	Chris Riley	Office of Cong. Deal	Georgia	
127.	Aloysius Hogan	Office of Cong. Broun	Georgia	
128.	Rob Woodall	Office of Cong. Linder	Georgia	
129.	James Carstensen	Office of Cong. Latham	Iowa	
130.	Robert Schwarzwald	Office of Cong. Sali	Idaho	
131.	Craig Roberts	Office of Cong. Shimkus	Illinois	
132.	Steven Moore	Office of Cong. Roskam	Illinois	
133.	Lester Munson	Office of Cong. Kirk	Illinois	
134.	Mike Stokke	Office of Cong. Hastert	Illinois	
135.	Jerome Clarke	Office of Cong. Johnson	Illinois	
136.	Adam Magary	Office of Cong. Manzullo	Illinois	

Bicameral Chiefs of Staff Retreat

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	Name		Home State Region
137.	Alan Tennille	Office of Cong. Weller	Illinois
138.	Diane Liesman	Office of Cong. LaHood	Illinois
139.	Mike Copher	Office of Cong. Buyer	Indiana
140.	Mark Walker	Office of Cong. Burton	Indiana
141.	Bill Smith	Office of Cong. Pence	Indiana
142.	Renee Howell	Office of Cong. Souder	Indiana
143.	Todd Novascone	Office of Cong. Moran	Kansas
144.	Jeff Kahrs	Office of Cong. Tiahrt	Kansas
145.	Daniel London	Office of Cong. Lewis	Kentucky
146.	Will Smith	Office of Cong. Rogers	Kentucky
147.	John Sparkman	Office of Cong. Whitfield	Kentucky
148.	Kyle Ruckert	Office of Senator Vitter	Louisiana
149.	Clayton Hall	Office of Cong. McCrery	Louisiana
150.	Christina K. Casteel	Office of Cong. Baker	Louisiana
151.	Anthony Caligiuri	Office of Cong. Gilchrest	Maryland
152.	Bud Otis	Office of Cong. Bartlett	Maryland
153.	Amy Sandgren Plaster	Office of Cong. Hoekstra	Michigan
154.	Bill McBride	Office of Cong. Ehlers	Michigan
155.	Joan Hillebrands	Office of Cong. Upton	Michigan
156.	Joe Wicks	Office of Cong. Walberg	Michigan
157.	Jim Brandell	Office of Cong. Camp	Michigan
158.	Trent Wisecup	Office of Cong. Knollenberg	Michigan
159.	Dean Peterson	Office of Cong. Ramstad	Minnesota
160.	Amy Poe	Office of Cong. Blunt	Missouri
161.	Lloyd Smith	Office of Cong. Emerson	Missouri
162.	Erik Rasmussen	Office of Cong. Hulshof	Missouri
163.	Paul Protic	Office of Cong. Akin	Missouri
164.	Susan Butler	Office of Cong. Pickering	Mississippi
165.	Michelle Barlow	Office of Cong. Wicker	Mississippi
166.	Jay Martin	Office of Cong. Rehberg	Montana
167.	Ed McDonald	Office of Cong. Coble	North Carolina
168.	Jon Causey	Office of Cong. McHenry	North Carolina
169.	Glen Downs	Office of Cong. Jones	North Carolina
170.	Todd Poole	Office of Cong. Foxx	North Carolina

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	Name		Home State Region
171.	Andy Polk	Office of Cong. Myrick	North Carolina
172.	Kelly Lungren-McCullom	Office of Cong. Fortenberry	Nebraska
173.	Jeffrey Shapiro	Office of Cong. Smith	Nebraska
174.	Elise Aronson	Office of Cong. Saxton	New Jersey
175.	Mary Noonan	Office of Cong. Smith	New Jersey
176.	Chris Jones	Office of Cong. Ferguson	New Jersey
177.	Mary Annie Harper	Office of Cong. LoBiondo	New Jersey
178.	Nancy Fox	Office of Cong. Frelinghuysen	New Jersey
179.	Bryce Dustman	Office of Cong. Wilson	New Mexico
180.	Mac Abrams	Office of Cong. Heller	Nevada
181.	Kevin Fogarty	Office of Cong. King	New York
182.	Tom Quaadman	Office of Cong. Fossella	New York
183.	Robert Taub	Office of Cong. McHugh	New York
184.	Daniel Gage	Office of Cong. Walsh	New York
185.	Brian Fitzpatrick	Office of Cong. Kuhl	New York
186.	Chris Zeigler	Office of Cong. Tiberi	Ohio
187.	Ray Yonkura	Office of Cong. Jordan	Ohio
188.	Mark Wellman	Office of Cong. Gillmor	Ohio
189.	Wayne Struble	Office of Cong. Hobson	Ohio
190.	Lori Salley	Office of Cong. Pryce	Ohio
191.	Lori Rowley	Office of Cong. Regula	Ohio
192.	Mick Krieger	Office of Cong. Boehner	Ohio
193.	Gary Lindgren	Office of Cong. Chabot	Ohio
194.	Joe Guzzo	Office of Cong. LaTourette	Ohio
195.	Nate Webb	Office of Cong. Fallin	Oklahoma
196.	Stacey Glasscock	Office of Cong. Lucas	Oklahoma
197.	Elizabeth Bartheld	Office of Cong. Sullivan	Oklahoma
198.	Jordan Clark	Office of Cong. Peterson	Pennsylvania
199.	Gabe Neville	Office of Cong. Pitts	Pennsylvania
200.	Jeffrey R. Loveng	Office of Cong. Shuster	Pennsylvania
201.	Scott Miller	Office of Cong. Platts	Pennsylvania
202.	Annette Carr	Office of Cong. English	Pennsylvania
203.	Dino Teppara	Office of Cong. Wilson	South Carolina
204.	Delores DaCosta	Office of Cong. Brown	South Carolina

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	Name	Home State	Region
205.	Brenda Otterson	Office of Cong. Davis	Tennessee
206.	Bob Griffiths	Office of Cong. Duncan	Tennessee
207.	Helen Hardin	Office of Cong. Wamp	Tennessee
208.	Robert Head	Office of Cong. Granger	Texas
209.	Doug Centilli	Office of Cong. Brady	Texas
210.	Tom Lizardo	Office of Cong. Paul	Texas
211.	David J. Heil	Office of Cong. Johnson	Texas
212.	Heather Couri	Office of Cong. Barton	Texas
213.	Tony Essalih	Office of Cong. Culberson	Texas
214.	Gayland Barksdale	Office of Cong. Neugebauer	Texas
215.	Jennifer Brown	Office of Cong. Smith	Texas
216.	Bill Harris	Office of Cong. Thornberry	Texas
217.	Joe Hunter	Office of Cong. Cannon	Utah
218.	Chris Connelly	Office of Cong. Davis	Virginia
219.	Shelley Husband	Office of Cong. Goodlatte	Virginia
220.	Rob Collins	Office of Cong. Cantor	Virginia
221.	Daniel Scandling	Office of Cong. Wolf	Virginia
222.	David Thomas	Office of Cong. Davis	Virginia
223.	Michael Shields	Office of Cong. Reichert	Washington
224.	Todd Young	Office of Cong. Hastings	Washington
225.	Connie Correll Partoyan	Office of Cong. McMorris	Washington
226.	Debra Gebhardt	Office of Cong. Petri	Wisconsin
227.	Tom Schreiber	Office of Cong. Sensenbrenner	Wisconsin
228.	Tom Wiblemo	Office of Cong. Cubin	Wyoming
229.	Blake Brickman	Office of Senator Bunning	Kentucky
230.	Phil Parl	Office of Senator Voinovich	Ohio
231.	Peter C. Fischer	Office of Senator Crapo	Idaho
232.	Victor Arnold-Bik	Office of Cong. Lungren	California
233.	Armstrong Robinson	Office of Cong. Davis	Kentucky
234.	Andrew Duke	Office of Cong. Hayes	North Carolina
235.	George McElwee	Office of Cong. Dent	Pennsylvania
236.	John Rothrock	Office of Cong. Miller	California
237.	MacArthur Zimmerman	Office of Cong. Tancredo	Colorado
238.	Kathy Lydon	Office of Cong. Biggert	Illinois

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	Name	Home State	Region
239.	Eric Hultman	Office of Cong. Terry	Nebraska
240.	Sally Vastola	Office of Cong. Reynolds	New York
241.	Brian MacDonald	Office of Cong. Walden	Oregon
242.	Wayne Roper	Office of Cong. Inglis	South Carolina
243.	Andrew Speth	Office of Cong. Ryan	Wisconsin
244.	Lindsay Slater	Office of Cong. Simpson	Idaho
245.	Guy Harrison	Office of Cong. Sessions	Texas
246.	Adam Terry	Office of Cong. Alexander	Louisiana
247.	Heath Garrett	Office of Senator Isakson	Georgia
248.	Sapna Delacourt	Office of Cong. Jindal	Louisiana
249.	Alicia Peterson Clark	Office of Senator Burr	North Carolina
250.	Barry Bennett	Office of Cong. Schmidt	Ohio
251.	David Bowser	Office of Cong. Campbell	California
252.	Bret Bernhardt	Office of Senator DeMint	South Carolina
253.	Will Plaster	House Administration Cmte.	
254.	William E. O'Conner, Jr.	House Agriculture Cmte.	
255.	Frank M. Cushing	House Appropriations Cmte.	
256.	Bob Simmons	House Armed Services Cmte.	
257.	James Bates	House Budget Cmte.	
258.	Victor F. Klatt III	House Education & Labor	
259.	David Cavicke	House Energy & Commerce	
260.	Todd Ungerecht	House Ethics Cmte.	
261.	Larry Lavendar	House Financial Services	
262.	David L. Martin	House Oversight &	
263.	Robert O'Connor	House Homeland Security	
264.	Michael Meermans	House Intelligence Cmte.	
265.	Joseph Gibson	House Judiciary Cmte.	
266.	Lloyd Jones	House Natural Resources	
267.	Hugh Halpern	House Rules Committee	
268.	Leslee Gilbert	House Science & Technology	
269.	Kevin Fitzpatrick	House Small Business Cmte.	
270.	James W. Coon	House Transportation &	
271.	James M. Lariviere	House Veterans' Affairs Cmte.	
272.	Brett Loper	House Ways & Means Cmte.	

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	Name	Home State Region
273.	Martha Scott Poindexter	Senate Agriculture Cmte.
274.	Bruce M. Evans	Senate Appropriations Cmte.
275.	Michael V. Kostiw	Senate Armed Services Cmte.
276.	William Duhnke	Senate Banking Cmte.
277.	Scott B. Gudes	Senate Budget Cmte.
278.	Christine Drager Kurth	Senate Commerce, Science &
279.	Frank Macchiarola	Senate Energy & Natural
280.	Andrew Wheeler	Senate Environment & Public
281.	Kolan Davis	Senate Finance Cmte.
282.	Kenneth A. Myers	Senate Foreign Relations
283.	Katherine McGuire	Senate HELP Cmte.
284.	Brandon Milhorn	Senate Homeland Security &
285.	Michael O'Neill	Senate Judiciary Cmte.
286.	Mary Jones	Senate Rules & Administration
287.	Louis B. Tucker	Senate Select Intelligence
288.	Wallace K. Hsueh	Senate Small Business Cmte.
289.	Catherine A. Finley	Senate Special Aging Cmte.
290.	Yleem Poblete	House Foriegn Affairs Cmte.
291.	R. Thomas Weimer	House Energy Independence &
292.	David Mullon, Jr.	Senate Indian Affairs Cmte.
293.	Marie Guadalupe Wissel	Senate Veteran's Affairs Cmte.
294.	John Wyatt	Senate Select Ethics Cmte.
295.	George Canty	Office of the Leader
296.	Dave Schnittger	Office of the Leader
297.	Jo-Marie St. Martin	Office of the Leader
298.	Mike Sommers	Office of the Leader
299.	Trevor Kolego	Office of the Leader
300.	Paula Nowakowski	Office of the Leader
301.	Ed Cassidy	Office of the Leader
302.	Greg Maurer	Office of the Leader
303.	John DeStefano	
304.	Brian Gaston	Office of the Whip
305.	Neil Bradley	Office of the Whip
306.	Kyle Nevins	Office of the Whip

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	Name	Home State	Region
307.	Antonia Ferrier		Office of the Whip
308.	Ashley Hoy		Office of the Whip
309.	Melanie Looney		Office of the Whip
310.	Seth Webb		House Republican Conference
311.	Karen Haas		House Republican Conference
312.	Rachel Hodges		House Republican Conference
313.	Ed Patru		House Republican Conference
314.	Charles Cooper		House Republican Conference
315.	Nathan Imperiale		House Republican Conference
316.	Patrick Rothwell		House Republican Policy
317.	Steve Stombres		Office of the Deputy Whip
318.	Pete Kirkham		NRCC
319.	Megan Ivory		AdvaMed
320.	Charlie Iovino		Aetna Inc.
321.	Scott Styles		AHIP
322.	Kevin Burke		American Apparel & Footwear
323.	Debbie Shannon		American Bankers Assn.
324.	Donna Harman		American Forest & Paper Assn.
325.	Linda Fishman		American Hospital Assn.
326.	Mark Peterson		American Institute of CPAs
327.	Edward R. Hamberger		Assn. of American Railroads
328.	Andrew Kaplan		AstraZeneca Pharmaceuticals
329.	Tim McKone		AT&T Services, Inc.
330.	David Norcross		Blank Rome
331.	Kathy Didawick		Blue Cross & Blue Shield Assn.
332.	Amy Hawkins		BNSF - Burlington Northern &
333.	Kristen D.W. Morris		Boehringer-Ingelheim
334.	Richard L. Thompson		Bristol-Myers Squibb Co.
335.	Kristin Julason		CIGNA Corp.
336.	Brian Kelly		Comcast Corporation
337.	Anne Chettle Reinke		CSX Corporation
338.	Gary Andres		Dutko Worldwide
339.	Booth Jameson		EDS
340.	Mary Frances Pearson		Ernst & Young

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	Name	Home State Region
341.	Duane Duncan	Fannie Mae
342.	Jayne Hart Chambers	Federation of American
343.	Ziad Ojakli	Ford Motor Co.
344.	Rob Zimmer	Freddie Mac
345.	Nancy Dorn	General Electric Co.
346.	Ken W. Cole	General Motors Corp.
347.	Alex McGee	Georgia-Pacific Corp.
348.	Mary C. Sophos	Grocery Manufacturers of
349.	Kristin Wilcox	Intl. Dairy Foods Assn.
350.	Daniel F. C. Crowley	Investment Company Institute
351.	Peter Begans	Medco Health Solutions
352.	Laurie Michel	Merck & Co., Inc.
353.	Bruce E. Thompson	Merrill Lynch & Co., Inc.
354.	Kurt Pfothenauer	Mortgage Bankers Assn. of
355.	Robert Bauer	Motion Picture Assn. of
356.	Robert Dibblee	NAREIT/Natl. Assn. of Real
357.	Joe Stanton	Natl. Assn. of Home Builders
358.	Jay Timmons	Natl. Assn. of Manufacturers
359.	Galen Reser	PepsiCo
360.	Anne Holmes	PhRMA
361.	Richard Hunt	Securities Industry and
362.	Gregg Ward	Siemens Corp.
363.	John Pemberton	Southern Company
364.	David A. Bockorny	The Bockorny Group
365.	Bryan Anderson	The Coca-Cola Company
366.	Michael S. Johnson	The OB-C Group
367.	Timothy Campbell	The Travelers Companies
368.	Tim Berry	Time Warner
369.	Charlie Ing	Toyota
370.	Mary E. McAuliffe	Union Pacific
371.	Marcel Dubois	United Parcel Service
372.	Frank Cantrel	Verizon
373.	Barbara A. Morris-Lent	Verizon
374.	Lisa Nelson	VISA U.S.A.

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	Name	Home State	Region
375.	Vince Randazzo	Wachovia Corp.	
376.	Preston Padden	Walt Disney Co.	
377.	Bruce A. Gates	Washington Council Ernst &	
378.	Jerome Steffl	Wellpoint Health Network	
379.	Jan Baran	Wiley Rein LLP	

Bicameral Chiefs of Staff Retreat
Thursday, November 1st – Saturday, November 3rd
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 your expenses 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, nature walks, movies, mini golf, water games and much more! The cost is:
 - 9:00 – 4:00 pm: \$75 per child
 - 9:00 – 12:00 pm or 1:00 pm – 4:00 pm: \$40 per child
 - 6:00 – 9:00 pm: \$50 per child

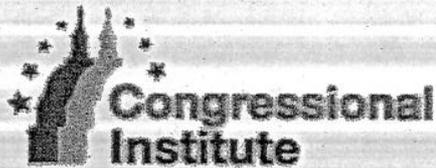
These charges will be billed directly to you as an incidental.

- For teens 13 years and older, that will be attending group meals, their estimated meal cost is \$235.50 for all group meals.
- An additional room is \$137.25 per night.

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 \$137.25 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.



Bicameral Chiefs of Staff Retreat
Thursday, November 1st – Saturday, November 3rd
The Hyatt Regency Chesapeake Bay, Cambridge, Maryland

TENTATIVE AGENDA

Thursday, November 1, 2007

12:00 - 1:45 Luncheon Meeting

Mark Strand, Congressional Institute President
Republican Leader John Boehner

- Discussion of Retreat format and goals
- Opening address

2:00 - 3:00 New Ethics Rules: Managing your Member, Staff and External Relationships to Ensure Compliance

Jan Baran, Partner, Wiley Rein LLP
Ed Cassidy, Counsel, House Minority Leader

Legal and Congressional experts will provide an overview of the new rules and answer participants' questions. Attendees will then split into smaller groups where they will be asked to resolve hypothetical situations where new ethics rules apply.

3:00 - 4:30 Tele-Townhalls

Richard Thau, Presentation Testing

Presentation of survey data on tele-townhall meetings. Followed by a "best practices" panel discussion by chiefs of staff whose offices have done numerous tele-townhall meetings. The presentation will be followed by a soup-to-nuts demonstration of a tele-townhall meeting.

4:30 - 4:45 Break

4:45 - 5:45 General Petreus' Report: What Next for Iraq?

Guest speaker from the Administration

Speaker followed by panel discussion by outside experts on possible scenarios in the year ahead.

6:30 - 7:15 Reception

7:15 Dinner

Former Speaker Newt Gingrich

Working for a new and better future through freedom and security

Friday, November 2, 2007

8:00 - 9:00 Breakfast

9:00 - 10:00 Current Landscape

Dave Winston, The Winston Group

Richard Thau, Presentation Testing

Linda DiVall, American Viewpoint

Panel discussion by panel of public opinion experts of what the current mood of the country is, what their expectations are, how do they see the current Congress.

10:00 - 10:15 Break

10:15 - 11:15 Branding: Every Organization Has One, Deliberately or Not

Richard Costello, Former Director of Marketing for GE

Every organization has a brand – or an essence. Its success depends on how well the public believes in that brand and its promise. Mr. Costello will review the branding process and what its implications are for Congressional action. Dave Winston will participate.

11:15 - 12:00 Breakout Discussion Groups

- Immigration
- Defense Policy
- Economic Security
- Tax Policy
- Health Care

12:00 - 12:45 Lunch

12:45 - 1:30 General Session

Speaker to be announced.

1:45 - 2:45 Communicating with the White House

Candi Wolff, Assistant to the President for Legislative Affairs

Dan Meyer, Deputy Assistant to the President for Legislative Affairs

How the White House is functioning with the Democrat Majority and what will the remaining year of the Bush presidency will look like.

2:45 - 4:00 House and Senate Breakout Groups

4:00 - 4:15 Break

4:15 - 5:15 Congressional Websites

Richard Thau, Presentation Testing

Most Congressional website and e-newsletter programs fall short in the eyes of constituents. The problem with HIR templates are that they don't provide what constituents really want from a website. Find out what survey show constituents want that they are not getting, how to design and implement an effective e-newsletter program, and whether or not paper mail such as postal patrons are still worth sending.

5:15 - 5:30 Best Practice for E-Newsletter Program

Chiefs of Staff panel discussion.

5:30 - 6:30 The Congressional Website of the Future

DJ Smith, Capital Idea Ventures & Former

Live demonstration of the Congressional website of the future with an interactive component that will show chiefs how easy it is to add constituent favorites such as blogs, video – and how a search function that makes it easy to find positions and votes on issues would work. Presented by former IT Hill staffer D.J. Smith.

6:30 - 7:00 Reception

7:00 Dinner

Guest speaker to be announced.

Saturday, November 3, 2007

8:00-9:30 Breakfast