

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

February 25, 2010

The Honorable Robert A. Brady  
Chairman  
Committee on House Administration  
1309 Longworth HOB  
Washington, DC 20515

Dear Chairman Brady:

In accordance with the regulations of the Committee on House Administration, I am submitting three copies of the monthly report for January 2010, including:

1. Summary of the progress of the specific investigations and studies for which funds were approved.
2. Fund Balance statements for the month and year to date.
3. Statement of Expenses for the month and year to date.
4. Franking Balance for the month and year to date.
5. Report of travel performed.
6. List of committee employees, job titles and gross monthly salaries.

Also included with this report are updated Fund Balance statements and Statement of Expenses pertaining to December 2009 which more accurately reflect end of the year figures.

The report is available to Members of the Committee for examination.

Sincerely,

  
Nydia M. Velázquez  
Chairwoman

COMMITTEE  
HOUSE ADMINISTRATION  
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**ACTIVITIES OF THE  
COMMITTEE ON SMALL BUSINESS  
111TH CONGRESS, 2nd Session**

**JANUARY 2010 FULL COMMITTEE HEARINGS & MARK-UPS**

There were no full committee hearings or mark-ups scheduled during the month of January.

**JANUARY 2010 SUBCOMMITTEE HEARINGS & MARKUPS**

There were no subcommittee hearings or mark-ups scheduled during the month of January.

**U.S. House of Representatives**  
**COMMITTEE ON SMALL BUSINESS**  
**MAJORITY**  
**Fund Balance Statement by Paid Date**  
**January**

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<b>Total Authorization</b>		
SBCD 111-2		<b>\$2,458,162.00</b>
<b>Less Expenses for:</b>		
January	2010	<b>\$174,897.01</b>
<b>Total Expenses to Date:</b>		<b>\$174,897.01</b>
<b>Unexpended authorization</b>		<b>\$2,283,264.99</b>

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**U.S. House of Representatives**  
**Small Business Committee Minority**  
**SM000**  
**Fund Balance Statement by Paid Date**  
**January**

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**Total Authorization**

SBRC111-2

\$1,229,081.00

**Less Expenses for:**

January

2010

\$69,874.40

**Total Expenses to Date:**

\$69,874.40

**Unexpended authorization**

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**\$1,159,206.60**

02/25/10

**U.S. House of Representatives**  
**COMMITTEE ON SMALL BUSINESS**  
**MAJORITY**  
**Monthly Statement by Paid Date**  
**SBCD 111-2    January**

<b>Description</b>	<b>YTD Including</b>		<b>Cumulative Total</b>
	<b>January</b>	<b>January</b>	
Non-Statutory Compensation	\$173,983.99	\$173,983.99	\$173,983.99
<b>11-Personnel Compensation subtotal</b>	<b>\$173,983.99</b>	<b>\$173,983.99</b>	<b>\$173,983.99</b>
Office Supply (TRANSFER)	\$343.02	\$343.02	\$343.02
<b>26-Supplies and Materials subtotal</b>	<b>\$343.02</b>	<b>\$343.02</b>	<b>\$343.02</b>
Equipment & Software Maintenance	\$570.00	\$570.00	\$570.00
<b>31-Equipment subtotal</b>	<b>\$570.00</b>	<b>\$570.00</b>	<b>\$570.00</b>
<b>Total Expenses</b>	<b>\$174,897.01</b>	<b>\$174,897.01</b>	<b>\$174,897.01</b>

02/23/10

**U.S. House of Representatives**  
**Small Business Committee Minority**  
**SM000**  
**Monthly Statement by Paid Date**  
**SBRC111-2    January**

<b>Description</b>	<b>YTD Including</b>		<b>Cumulative Total</b>
	<b>January</b>	<b>January</b>	
Non-Statutory Compensation	\$69,465.97	\$69,465.97	\$69,465.97
<b>11-Personnel Compensation subtotal</b>	<b>\$69,465.97</b>	<b>\$69,465.97</b>	<b>\$69,465.97</b>
Framing (TRANSFER)	\$84.00	\$84.00	\$84.00
Office Supply (TRANSFER)	\$31.85	\$31.85	\$31.85
<b>26-Supplies and Materials subtotal</b>	<b>\$115.85</b>	<b>\$115.85</b>	<b>\$115.85</b>
Equipment & Software Maintenance	\$292.58	\$292.58	\$292.58
<b>31-Equipment subtotal</b>	<b>\$292.58</b>	<b>\$292.58</b>	<b>\$292.58</b>
<b>Total Expenses</b>	<b>\$69,874.40</b>	<b>\$69,874.40</b>	<b>\$69,874.40</b>

111th Congress, Second Session	
Franked Mail Allocation	\$5,000.00
January	\$4.84
February	\$0.00
March	\$0.00
April	\$0.00
May	\$0.00
June	\$0.00
July	\$0.00
August	\$0.00
September	\$0.00
October	\$0.00
November	\$0.00
December	\$0.00
TOTAL EXPENDED	\$4.84
Unexpended Allocation	\$4,995.16

**Travel Performed Report**  
**Committee on Small Business**  
**111th Congress, 2nd Session**  
**January, 2010**

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

**Committee on Small Business**

<b>Employee</b>	<b>Job Title</b>	<b>January</b>
Ahmed, Zamir	Deputy Press Secretary	\$ 3,916.67
Bermúdez, Xinia G.	Staff Assistant	\$ 3,083.33
Christian, Lisa	Professional Staff	\$ 5,083.33
Dawson, Thomas J.	Health Care Counsel	\$ 10,583.33
Day, Michael F.	Staff Director	\$ 14,275.00
Elkins, Sarah Waites	Speech Writer	\$ 12,166.66
Gallo, Sarah T	Agriculture Counsel	\$ 7,083.33
García, Jessica	Congressional Assistant	\$ 2,916.67
García, Moraima	Office Manager	\$ 13,925.00
Grossman, Joel David	Technology Counsel	\$ 7,500.00
Gutiérrez-Meléndez, Darienne	Clerk	\$ 5,416.67
Haas, Karen Lehman	Staff Director	\$ 14,000.00
Hartz, Joseph E.	Professional Staff	\$ 7,083.33
Haurek, Alex	Communications Director	\$ 13,483.33
Hoffman, Kelly M.	Press Assistant	\$ 2,583.33
Jiminez, Martin A.	Banking Counsel	\$ 13,391.67
Johnson, Melissa R.	Professional Staff	\$ 4,125.00
Landeros, Clarinda	Deputy Chief of Staff	\$ 13,825.00
Landers, Angela S.	Communications Director	\$ 3,511.11
Lieberman, Erik	Regulatory Counsel	\$ 11,283.33
Minehardt, Adam H.	Deputy Staff Director	\$ 14,034.25
Neasham Jr., Jon D.	Press Secretary	\$ 5,833.33
Oliver, Janet L.	Deputy Staff Director	\$ 10,333.33
Orban, Russell	General Counsel	\$ 9,583.33
Parmar, Naveen	Tax Counsel	\$ 13,390.00
Pelletier, Justin M	Professional Staff	\$ 5,000.00
Pineles, Barry	Chief Counsel	\$ 12,583.33
Rabbit, Caroline	Staff Assistant	\$ 2,000.00
Ratto, Mark Peter	Professional Staff	\$ 2,750.00
Ribas, Gail Elizabeth	Press Secretary	\$ 7,083.33
Sass, Paul J.	Deputy Chief of Staff	\$ 7,916.67
Shupe, Brooke A.	Professional Staff	\$ 4,000.00
Slattery, Timothy J.	Chief Counsel	\$ 13,416.67
Smith, Buffy Renee	Scheduler	\$ 2,583.33
Witenstein, Nicole Erin	Trade Counsel	\$ 7,083.33

**U.S. House of Representatives**  
**COMMITTEE ON SMALL BUSINESS**  
**MAJORITY**  
**Fund Balance Statement by Paid Date**  
**December**

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**Total Authorization**

SBCD 111-1 \$2,365,892.67

**Less Expenses for:**

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January	2009	\$161,249.50
February		\$155,402.26
March		\$149,138.49
April		\$149,799.80
May		\$147,926.10
June		\$143,648.40
July		\$160,729.54
August		\$152,479.44
September		\$152,927.25
October		\$182,856.69
November		\$211,191.73
December		\$390,276.19

**Total Expenses to Date:****\$2,157,625.39****Unexpended authorization**

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**\$208,267.28**

**U.S. House of Representatives**  
**Small Business Committee Minority**  
**SM000**  
**Fund Balance Statement by Paid Date**  
**December**

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**Total Authorization****SBRC111-1****\$1,182,946.33****Less Expenses for:**

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January	2009	\$54,508.98
February		\$84,707.91
March		\$71,648.36
April		\$74,406.67
May		\$77,190.54
June		\$79,900.96
July		\$80,980.85
August		\$83,162.39
September		\$84,839.98
October		\$83,312.21
November		\$79,970.31
December		\$103,211.98

**Total Expenses to Date:****\$957,841.14****Unexpended authorization**

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**\$225,105.19**

02/25/10

**U.S. House of Representatives**  
**COMMITTEE ON SMALL BUSINESS**  
**MAJORITY**  
**Monthly Statement by Paid Date**  
**SBCD 111-1 December**

Description	YTD Including		Cumulative Total
	December	December	
Non-Statutory Compensation	\$230,249.59	\$1,787,443.39	\$1,787,443.39
Accrued Leave	\$0.00	\$3,572.22	\$3,572.22
Bonus	\$69,093.09	\$85,393.09	\$85,393.09
<b>11-Personnel Compensation subtotal</b>	<b>\$299,342.68</b>	<b>\$1,876,408.70</b>	<b>\$1,876,408.70</b>
Transit Benefits	\$0.00	\$1,496.67	\$1,496.67
<b>12-Benefits to Current Employees subtotal</b>	<b>\$0.00</b>	<b>\$1,496.67</b>	<b>\$1,496.67</b>
Commercial Transportation	\$0.00	\$3,918.84	\$3,918.84
Lodging	\$0.00	\$289.52	\$289.52
Meals	\$0.00	\$301.65	\$301.65
Car Rental	\$0.00	\$695.75	\$695.75
Taxi/Parking/Tolls	\$10.00	\$435.50	\$435.50
<b>21-Travel subtotal</b>	<b>\$10.00</b>	<b>\$5,641.26</b>	<b>\$5,641.26</b>
DC Telecommunication Equipment (TRANSFER)	\$2,374.40	\$4,821.08	\$4,821.08
DC Telecommunication Service (TRANSFER)	\$519.17	\$2,934.17	\$2,934.17
HIR Graphics (TRANSFER)	\$0.00	\$20.00	\$20.00
Postage/Courier/Box rental	\$22.09	\$91.36	\$91.36
Franked Mail	\$0.00	\$0.00	\$0.00
Equipment Rental	\$0.00	\$126.00	\$126.00
<b>23-Rent, Communications and Utilities subtotal</b>	<b>\$2,915.66</b>	<b>\$7,992.61</b>	<b>\$7,992.61</b>
Printing & Reproduction	\$33.50	\$1,507.00	\$1,507.00
Photographic (TRANSFER)	\$0.00	\$81.50	\$81.50
Advertisements	\$513.00	\$3,694.00	\$3,694.00
<b>24-Printing and Reproduction subtotal</b>	<b>\$546.50</b>	<b>\$5,282.50</b>	<b>\$5,282.50</b>
Technology Service Contracts	\$1,274.80	\$15,300.00	\$15,300.00
<b>25-Other Services subtotal</b>	<b>\$1,274.80</b>	<b>\$15,300.00</b>	<b>\$15,300.00</b>
Bottled Water	\$565.79	\$1,437.46	\$1,437.46
Food and Beverage	\$698.77	\$2,730.40	\$2,730.40
Office Supplies (Outside)	\$11,965.00	\$17,511.60	\$17,511.60
Office Supply (TRANSFER)	\$10,331.40	\$15,404.01	\$15,404.01
Publications/Reference Material	\$60,355.16	\$60,705.15	\$60,705.15
Uniforms	\$0.00	\$138,024.17	\$138,024.17
<b>26-Supplies and Materials subtotal</b>	<b>\$83,916.12</b>	<b>\$235,812.79</b>	<b>\$235,812.79</b>
Office Equipment Purchases less than \$25,000	\$939.43	\$939.43	\$939.43
Computer Hardware Purchase less than \$25,000	\$761.00	\$1,910.00	\$1,910.00

Description	YTD Including		Cumulative Total
	December	December	
Equipment & Software Maintenance	\$570.00	\$6,840.84	\$6,840.84
<b>31-Equipment subtotal</b>	<b>\$2,270.43</b>	<b>\$9,690.27</b>	<b>\$9,690.27</b>
Miscellaneous Expenses	\$0.00	\$0.59	\$0.59
<b>99-Miscellaneous subtotal</b>	<b>\$0.00</b>	<b>\$0.59</b>	<b>\$0.59</b>
<b>Total Expenses</b>	<b>\$390,276.19</b>	<b>\$2,157,625.39</b>	<b>\$2,157,625.39</b>

**U.S. House of Representatives**  
**Small Business Committee Minority**  
**SM000**  
**Monthly Statement by Paid Date**  
**SBRC111-1 December**

Description	YTD Including		Cumulative Total
	December	December	
Non-Statutory Compensation	\$76,633.31	\$875,808.98	\$880,770.77
<b>11-Personnel Compensation subtotal</b>	<b>\$76,633.31</b>	<b>\$875,808.98</b>	<b>\$880,770.77</b>
Transit Benefits	\$0.00	\$929.03	\$929.03
<b>12-Benefits to Current Employees subtotal</b>	<b>\$0.00</b>	<b>\$929.03</b>	<b>\$929.03</b>
Commercial Transportation	\$0.00	\$1,729.70	\$1,729.70
Lodging	\$0.00	\$791.33	\$791.33
Meals	\$0.00	\$1,783.11	\$1,783.11
Car Rental	\$0.00	\$144.96	\$144.96
Taxi/Parking/Tolls	\$0.00	\$140.50	\$140.50
<b>21-Travel subtotal</b>	<b>\$0.00</b>	<b>\$4,589.60</b>	<b>\$4,589.60</b>
Telecommunications Service and Equipment	\$79.98	\$179.96	\$179.96
DC Telecommunication Equipment (TRANSFER)	\$82.00	\$1,305.30	\$1,431.30
DC Telecommunication Service (TRANSFER)	\$128.33	\$2,537.29	\$2,667.29
DC Telecommunication Tolls (TRANSFER)	\$1,188.88	\$11,616.43	\$12,532.41
HIR Graphics (TRANSFER)	\$27.00	\$27.00	\$27.00
Equipment Rental	\$1,454.50	\$1,748.06	\$1,748.06
<b>23-Rent, Communications and Utilities subtotal</b>	<b>\$2,960.69</b>	<b>\$17,414.04</b>	<b>\$18,586.02</b>
Printing & Reproduction	\$0.00	\$200.50	\$200.50
<b>24-Printing and Reproduction subtotal</b>	<b>\$0.00</b>	<b>\$200.50</b>	<b>\$200.50</b>
Training	\$0.00	\$477.25	\$477.25
Technology Service Contracts	\$1,274.79	\$15,294.67	\$15,294.67
<b>25-Other Services subtotal</b>	<b>\$1,274.79</b>	<b>\$15,771.92</b>	<b>\$15,771.92</b>
Bottled Water	\$0.00	\$572.69	\$686.40
Food and Beverage	\$0.00	\$89.99	\$89.99
Office Supplies (Outside)	\$0.00	\$4,273.56	\$4,273.56
Office Supply (TRANSFER)	\$50.61	\$1,610.32	\$1,610.32
Publications/Reference Material	\$0.00	\$11,355.63	\$11,355.63
<b>26-Supplies and Materials subtotal</b>	<b>\$50.61</b>	<b>\$17,902.19</b>	<b>\$18,015.90</b>
Equipment & Software Maintenance	\$292.58	\$3,224.88	\$3,224.88
Office Equipment Purchases greater than or equal to \$25,000	\$0.00	\$0.00	\$411.99
<b>31-Equipment subtotal</b>	<b>\$292.58</b>	<b>\$3,224.88</b>	<b>\$3,636.87</b>
Miscellaneous Expenses	\$22,000.00	\$22,000.00	\$22,000.00

<b>Description</b>	<b>December</b>	<b>YTD Including December</b>	<b>Cumulative Total</b>
<b>99-Miscellaneous subtotal</b>	<b>\$22,000.00</b>	<b>\$22,000.00</b>	<b>\$22,000.00</b>
<b>Total Expenses</b>	<b>\$103,211.98</b>	<b>\$957,841.14</b>	<b>\$964,500.61</b>