Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS
2017 OCT 17 PM 3:56

Post-Travel Filing Instructions: Complete this form within **30 days** of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Global Women's Innovation Network

Travel date(s): October 9-11, 2017

Name of accompanying family member (if any): _____
Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith Estimate ☒ Actual Amount	728.12	410.00	155.85	

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith Estimate ☐ Actual Amount				

Provide a description of all meetings and events attended. *See* Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): see attached

10-17-2017 Cherilyn Pascoe C Pascoe
(Date) *(Printed name of traveler)* *(Signature of traveler)*

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

10-17-2017
(Date) *(Signature of Supervising Senator/Officer)*

(Revised 1/3/11) **Form RE-2**

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Global Women's Innovation Network

GlobalWIN Seattle Senate Staff Delegation Trip
October 9-11, 2017

Confirmed Delegates

1. **Reema Dodin**, Floor Director, Democratic Whip, Senator Richard Durbin
2. **Victoria Flood**, Legislative Assistant, Office of Senator Shelley Moore Capito
3. **Meredith Good-Cohn**, Health Research Assistant, HELP Committee
4. **Narda Jones**, Legislative Counsel, Office of Senator Maria Cantwell
5. **Erika Moritsugu,** General Counsel, Office of Senator Tammy Duckworth
6. **Cheri Pascoe**, Professional Staff, Commerce, Science and Transportation Committee
7. **Sydney Paul**, Legislative Counsel, Office of Senator Gary Peters
8. **Stacy Rich**, Staff Director, Office of Senator Patty Murray
9. **Olivia Trusty**, Professional Staff Member, Office of Senator Roger Wicker
10. **Crystal Tully**, Policy Director & Counsel for Communications and Technology, Commerce, Science and Transportation Committee
11. **Beth Vrabel**, Senior Health Counsel, Office of Senator Ron Wyden

Monday, October 9th

6:30 AM	**Arrive Ronald Reagan Washington National Airport** **transportation not provided by GlobalWIN*
7:30 AM	**Board Alaska Airlines Flight 1**
8:00 AM	**Depart Washington, DC**
11:05 AM	**Arrive at Seattle–Tacoma International Airport** 17801 International Blvd, Seattle, WA
11:15 AM	**Board Ground Bus Transportation**

30-45 minute DRIVE

12:00 PM—1:45 PM	**Oculus Demo & Discussion on Advancements in Virtual Reality** Facebook Offices 1101 Dexter Ave, Seattle, WA **Lunch will be provided*

20 minute DRIVE

~2:00PM-3:00PM	**Hotel Check-In** Thompson Seattle 110 Stewart St, Seattle, WA

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3:45 PM—4:45 PM **Welcome Reception & GlobalWIN Introduction by Co-Founder Helen Milby**
Thompson Seattle @ The Nest
110 Stewart St, Seattle, WA

5:00 PM **Depart for Evening Programming**

45-60 minute DRIVE

6:00 PM – 8:00 PM **Innovation and Trade Dinner ft. Lori Punke, President of Washington Council on International Trade**
8070 Avalon Drive, Mercer Island, WA

30-45 minute DRIVE

~8:30 PM **Return to Thompson Seattle Overnight**
Thompson Seattle
110 Stewart St, Seattle, WA

Tuesday, October 10th

7:45 AM—8:45 AM **Breakfast at Hotel**
Thompson Seattle,
110 Stewart St, Seattle, WA
**Use Voucher*

8:45 AM **Depart Hotel for Programming**

30-45 minute DRIVE

9:30 AM—11:00 AM **Invention Presentations & Lab Tour of Intellectual Ventures**
Intellectual Ventures
14360 SE Eastgate Way, Bellevue, WA

5 minute DRIVE

11:15 AM—12:45 PM **Tour & Meeting at T-Mobile Device Validation Lab ft. Kavita Jaswal, Manager, System Design and Strategy**
T-Mobile
3655 131st Avenue, SE, Bellevue, Newport Building 4

30 minute DRIVE

1:15 PM—2:45 PM **Roundtable: Conversation with Women in Tech**
Microsoft
1 Microsoft Way, Bldg 92, Redmond WA
**Lunch will be provided*

45-60 minute DRIVE

3:30 PM—5:00 PM **Amazon Innovation Panel Discussion ft. Melissa Cha, VP of Computer Vision Products and Kelly Jo MacArthur, VP of Real Estate**
Amazon Offices
2021 7th Avenue, Doppler building, Seattle, WA
(drop-off at 2050 6th Ave)

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45-60 minute DRIVE

6:00 PM—7:30 PM **Rise of Women & Innovation in Craft Brewing ft. Heather McClung**
Schooner EXACT Brewing Company
3901 1st Avenue S, Seattle, WA

~15 minute DRIVE

8:00 PM **Return to Thompson Seattle Overnight**
Thompson Seattle
110 Stewart St, Seattle, WA

Wednesday, October 11

7:00 AM—8:00 AM **Breakfast at Hotel & Hotel Check-Out**
Thompson Seattle,
110 Stewart St, Seattle, WA
**Use Voucher*

8:00 AM **Depart Hotel for Programming**

15-25 minute DRIVE

8:30 AM—10:00 AM **Coffee Industry: Innovation & Social Impact**
Starbucks World HQ
2401 Utah Ave South, Seattle, WA

11:00 AM **Board Ground Transportation & Depart for Tacoma Intl Airport**

30-45 minute DRIVE

11:45 AM **Arrive at Tacoma Intl Airport**

1:35 PM **Depart on Alaska Airlines Flight 2**

9:41 PM EST **Arrive in Washington, DC**
DCA Ronald Reagan Washington National Airport
**transportation not provided by GlobalWIN*

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Date/Time Stamp:

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics** in **SH-220**. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Cherilyn Pascoe

Employing Office/Committee: Senate Commerce Committee

Private Sponsor(s) (list all): Global Women's Innovation Network

Travel date(s): October 9-11, 2017

*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*

Destination(s): Seattle, Washington

Explain how this trip is specifically connected to the traveler's official or representational duties:

I handle innovation, cybersecurity and consumer protection policy and strategy for the Republican Members of the Committee. This trip is expected to directly cover these issues.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

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

9-8-2017
(Date)

Cherilyn Pascoe
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, John Thune *(Print Senator's/Officer's Name)* hereby authorize Cherilyn Pascoe *(Print Traveler's Name)*

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. *(signify "yes" by checking box)* ☐

09/08/2017
(Date)

John Thune
(Signature of Supervising Senator/Officer)

(Revised 10/19/15)

Form RE-1

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PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

---

1. Sponsor(s) of the trip (please list all sponsors): Global Women's Innovation Network (GlobalWIN)

2. Description of the trip: see attached.

3. Dates of travel: Monday, October 9, 2017 -- Wednesday, October 11, 2017

4. Place of travel: Seattle, Washington

5. Name and title of Senate invitees: see attached.

6. I *certify* that the trip fits one of the following categories:

   ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

   - OR -

   ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) *(see question 9)*.

7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.

   - AND -

   ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.

8. I *certify* that:

   ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.

   - AND -

   ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

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9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**
I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

- OR -

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10).*

- OR -

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**
If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

N/A

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

see attached.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

see attached.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

see attached.

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15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

see attached.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
☒ Good Faith estimate ☐ Actual Amounts	$425 RT Alaska Air Flight + $375 Ground Bus Transportation = $800	$205/night x 2 nights = $410 (pre tax & fees)	M&IE = $185 ($55.50 for 1st and last day of travel + $74)	N/A

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation **or** b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

B) GlobalWIN's 2017 Senate Staff Delegation Trip is planned specifically with regard to Congressional participation in the form of Senate Staff from Republican and Democratic offices.

18. Reason for selecting the location of the event or trip

see attached.

19. Name and location of hotel or other lodging facility:

Thompson Seattle

110 Stewart Street, Seattle, WA 98101

20. Reason(s) for selecting hotel or other lodging facility:

The Thompson Seattle was chosen due to its availability, group rate, and proximity to event locations.

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21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Through budgeting and planning, daily expenses for lodging, meals and incidentals will be in accordance to the maximum per diem rates for official Government travel.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

sèe attached.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

N/A

25. I hereby *certify* that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.):

Signature of Travel Sponsor: _____

Name and Title: Helen Milby, Co-Founder & Executive Director

Name of Organization: Global Women's Innovation Network

Address: 233 Pennsylvania Ave, SE 2nd FLoor, Washington, DC 20003

Telephone Number: 202.548.0021

Fax Number: _____

E-mail Address: helen@helenmilby.com

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GlobalWIN Seattle Senate Staff Delegation Trip
October 9-11, 2017

Itinerary*

Monday, October 9

8:00 AM	**Depart on Alaska Airlines Flight 1**
11:05 AM	**Arrive at Seattle–Tacoma International Airport** **17801 International Blvd, Seattle, WA**
11:15 AM	**Board Ground Bus Transportation**

30 minute DRIVE

12:00 PM – 1:45 PM	**Tour & Presentation on Advancements in Virtual Reality** **Oculus, 1531 Utah Ave S, Seattle, WA**

To stay on the leading edge of technological innovation, the world's tech giants, including Facebook, are constantly expanding their operations and trying to tap into new revenue streams, such as virtual reality. During a visit to Oculus, acquired by Facebook in 2014, the delegation will see the latest in virtual reality advancements.

20 minute DRIVE

~2:00 PM—3:00 PM	**Hotel Check-In** **Thompson Seattle, 110 Stewart St, Seattle, WA**
3:45 PM – 5:00 PM	**Welcome Reception** **Thompson Seattle, 110 Stewart St, Seattle, WA**
5:00 PM	**Depart on for Evening Programming**

45-60 minute DRIVE

6:00 PM – 8:00 PM	**Innovation and Trade Dinner ft. Lori Punke, President of Washington Council on International Trade** **Seattle Location TBA**

International trade touches every corner of Washington State. Walla Walla wines are exported to Japan while Seattle retailers source clothes and shoes from Vietnam; Redmond software is used in France, Spokane lentils are eaten in India, and Everett-assembled airplanes fly around the world. In fact, 40% of Washington jobs are tied to international trade! President of the WCIT, Lori Otto Punke, will join GlobalWIN for a conversation on trade. Lori leads advocacy efforts to increase Washington's

** Schedule subject to change.*

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international competitiveness and oversees the management and growth of WCIT. She is also the founder and principal of LOP Strategies. Lori previously held a variety of senior public affairs positions at Starbucks Coffee Company and Microsoft Corporation, and has served as a senior policy advisor to U.S. Senate leadership. Lori earned her B.A. from George Washington University and studied international relations and political science in London and Madrid.

45-60 minute DRIVE

8:45 PM **Return to Thompson Seattle Overnight**
Thompson Seattle, 110 Stewart St, Seattle, WA

Tuesday, October 10

7:45 AM—8:45 AM **Breakfast at Hotel**
Thompson Seattle, 110 Stewart St, Seattle, WA

8:50 AM **Depart Hotel for Programming**

30-40 minute DRIVE

9:30 AM—11:00 AM **Lab Tour of Intellectual Ventures**
Intellectual Ventures, 3150 139th Ave SE, Bellevue, WA

Intellectual Ventures has 87,000 square feet of workspace that includes dedicated photonics, nanotechnology, electronics, environmental testing, metallurgical analysis, physics, chemistry and biology labs, as well as a state-of-the-art instrument shop and mosquito insectary. Intellectual Ventures Laboratory discovers, invents, and develops advanced technology solutions in a wide variety of fields. They focus on the very beginning stages of invention, validating a concept and refining the technology to demonstrate its potential for commercial or humanitarian use.

5 minute DRIVE

11:15 AM—12:45 PM **Tour & Meeting at T-Mobile Innovation Lab**
3625 132nd Ave SE, Bellevue, WA

During this event, GlobalWIN will get a glimpse of T-Mobile's newly-opened Innovation Lab, where the company is hosting 5G trials and doing more device testing. Potential issues of discussion include 5G, Internet of Things, Spectrum and phone optimization.

Commute TBA

1:15 PM—2:45 PM **The Future of Work Presentation ft. LinkedIn**
Location TBA

What does the future of work look like in a digital age? And what can be done to ensure that this new digital economy benefits everyone? Looking at data gathered and published on a monthly basis by LinkedIn, the event will include insights into hiring, skills gaps, and migration trends across the United States.

Commute TBA

3:30 PM—5:00 PM **Innovation Panel Discussion ft. Women Leaders from Amazon**
Amazon Offices, Bldg TBA, 410 Terry Ave N, Seattle, WA

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Listed as Fast Company's 'Most Innovative Company of 2017,' our delegation will have the opportunity to meet with top women leaders at Amazon for a discussion on innovation and female leadership at Amazon.

30 minute DRIVE

5:30 PM—7:30 PM **Role of Women & Innovation in Craft Brewing ft. Heather McClung, President of Washington Brewers Guild**
Schooner EXACT Brewing Company 3901 1st Ave S, Seattle, WA

In 2014, a Stanford University study found that out of 1,700 active breweries surveyed, only 4% had a female head brewer or brewmaster. However, women have long held influential roles in all aspects of beer making. They were the principal brewers for centuries and, were responsible for introducing hops to the malty brew. Today, with the Northwest craft beer renaissance, more and more women are taking the lead at local breweries as brewers, bottlers, sales people and owners. Through this event, we will highlight women's historic role in beer and discuss how women are shaping today's craft beer resurgence. For example, Seattle's Stoup Brewing co-owner, Robyn Schumacher, is an owner, brewer, taproom manager and, since passing the test in 2012, a certified cicerone — the first-ever female cicerone in Washington state.

15 minute DRIVE

8:00 PM **Return to Thompson Seattle Overnight**
Thompson Seattle, 110 Stewart St, Seattle, WA

Wednesday, October 11

8:00 AM—9:00 AM **Breakfast at Hotel & Check-Out**
Thompson Seattle, 110 Stewart St, Seattle, WA

15-25 minute DRIVE

9:30 AM—11:00 AM **Innovation, Sustainability, and the Global Coffee Industry**
Starbucks Corporate Office, 2401 Utah Ave S, Seattle, WA

The coffee sector is continually innovating. Recent innovations across the industry include new roasting and brewing techniques that led to cold brew and single serve coffees. Additionally, companies have increased consumer engagement through creative retail shops offering everything from hands-on technology to fully compostable cups. Innovation in coffee also includes researchers developing new varieties and improved practices, as well as small-scale farmers adopting those varieties and experimenting with new techniques on their farms. During this event, GlobalWIN and our official delegation will meet with Starbucks to learn more details about how the company has maintained its competitive advantage through innovation.

30-40 minute DRIVE

11:45 AM **Arrive at Tacoma Intl Airport**

1:35 PM **Depart on Alaska Airlines Flight 2**

9:41 PM **Arrive in Washington, DC**
DCA Ronald Reagan Washington National Airport

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PRIVATE SPONSOR TRAVEL CERTIFICATION FORM
Attachment

2. As a part of its annual programming, GlobalWIN will host an educational trip to Seattle, Washington October 9-11, 2017. GlobalWIN will be bringing 10 Senate Staff Members from Republican and Democratic Offices to Seattle, Washington on Monday October 9th for approximately two days of intensive programming on an array of issues including trade, telecommunications, innovation and female leadership. Our stay Seattle will combine all tiers of GlobalWIN programming and provide participants the rare opportunity to grow professionally, while connecting with experts and leaders outside of Washington, DC.

5. GlobalWIN Delegation Invitees (in no particular order):

1. Narda Jones, Legislative Counsel, Office of Senator Maria Cantwell
2. Cynthia Pullom, Counsel, Office of Senator Chris Murphy
3. Sydney Paul, Legislative Counsel, Office of Senator Gary Peters
4. Victoria Flood, Legislative Assistant, Office of Senator Shelley Moore Capito
5. Olivia Trusty, Professional Staff Member, Office of Senator Roger Wicker
6. Kristi Thompson, Professional Staff, Senate HELP Committee
7. Crystal Tully, Commerce Subcommittee on Communications, Technology, Innovation and the Internet
8. Kara Van Stralen, Sr. Policy Advisor, Transportation & Innovation, Office of Senator Maggie Hassan
9. Anna Taylor, Tax and Trade Counsel, Office of Senate Democratic Leader Chuck Schumer
10. Leslie Hylton, Legislative Counsel, Office of Senator Al Franken
11. Stacy Rich, Staff Director, Office of Senator Patty Murray
12. Elizabeth Falcone, Legislative Director, Office of Senator Mark Warner
13. Greta Peisch, International Trade Counsel, Senate Finance Committee
14. Jamie Susskind, Telecom Legislative Counsel, Office of Senator Deb Fischer
15. Natalie Rogers, Deputy Chief of Staff, Office of Senator Cory Gardner
16. Rita Lari, Judiciary Counsel, Office of Senator Chuck Grassley
17. Scarlet Doyle, Legislative Assistant, Office of Senator Dean Heller
18. Lauren Reamy, Legislative director, Office of Senator Marco Rubio
19. Maria Price, Counsel, Office of Senator Kirsten Gillibrand
20. Jennifer MacLellan, Deputy Chief of Staff, Office of Senator Jeanne Shaheen
21. Emily Spain, Legislative Director, Office of Senator Tom Carper
22. Lara Muldoon, Senior Economic Advisor, Office of Senator Amy Klobuchar
23. Reema Dodin, Floor Director, Office of Senator Richard Durbin
24. Brooke Ericson, Deputy Chief Counsel for Homeland Security, Senate Committee on Homeland Security and Governmental Affairs
25. Susie Quinn, Chief of Staff, Office of Senator Bill Nelson
26. Simone Hall, Legislative Assistant, Senate Committee on Commerce, Science, & Transportation
27. Manisha Singh, Chief Counsel & Senior Policy Advisor, Office of Senator Dan Sullivan
28. Anna Yu, Legislative Assistant, Office of Senator Richard Blumenthal
29. Laura Hatalsky, Legislative Director, Office of Senator Catherine Cortez Masto
30. Betsy Lin, Chief of Staff, Office of Senator Mazie Hirono
31. Erika Moritsugu, General Counsel, Office of Senator Tammy Duckworth
32. Susan Wheeler, Chief of Staff, Office of Senator Mike Crapo
33. Lakecia Foster, Economic Policy Advisor, Office of Senator Richard Durbin
34. Anne Knapke, Legislative Director, Office of Senator Amy Klobuchar
35. Meredith Good-Cohn, Health Research Assistant, House Committee on Health, Education, Labor, and Pensions

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12. GlobalWIN is organizing and financially supporting all aspects of this trip, including all travel logistics, meetings, speakers, and panel discussions throughout the hours of official programming. GlobalWIN is the sole organizing and financial sponsor of this trip, and will be covering all costs incurred by our delegation of Senate staffers.

Co-chaired by Congresswoman Martha Roby (R-AL) and Congresswoman Debbie Wasserman Schultz (D-FL), GlobalWIN is a bipartisan 501(c)(3) organization that provides a dynamic forum for women who are passionate about innovation. We have built and continue to expand this powerful network of executives and thought leaders in academia, government, and business, who work in innovation-driven fields. GlobalWIN provides an important forum for female leaders to grow personally and professionally, while contributing to key policy debates.

GLOBALWIN PROGRAMMING: GlobalWIN highlights the important role of women in innovation through three programming silos:

1. *Monthly Policy Events & Annual Innovation Luncheon*: GlobalWIN features leaders in academia, government, and business, who have made significant contributions in STEM and related fields to educate our audience on policy issues associated with global innovation and strategies for addressing them.

2. *Career Development:* GlobalWIN provides opportunities and support for women, both entering into and advancing within innovation fields, through continuing educational opportunities and mentoring programs.

3. *Educational Trips & Global Partnership Building*: Through educational trips, GlobalWIN builds cooperative partnerships with like-minded organizations, such as the European Network for Women in Leadership, based in Paris, and the 30 Percent Club chapter in Dublin. GlobalWIN aims to foster global cooperation among women on the key issues related to innovation, technology, and economic growth.

GlobalWIN will touch on all three of its programming silos by hosting this trip to Seattle, WA. Our Delegation will discuss policy issues throughout the trip, connect with peers from across the aisle fostering an atmosphere of bipartisanship, cooperation and personal network-building. Additionally, this trip will build upon partnerships with GlobalWIN's Seattle network.

13. As previously stated, this trip aligns with GlobalWIN's mission to provide a vital forum for female leaders to grow personally and professionally, while contributing to key policy debates. The programming reflects the organization's commitment to celebrate and bring visibility to women working in innovation-related fields. GlobalWIN is travelling to Seattle to meet with female leaders in the public and private sector to discuss issues related to innovation including, virtual reality, women-led invention, the future of work, international trade, and Internet of Things.

14. In June 2016, GlobalWIN hosted a successful Senate Staff Delegation trip to New York City. Furthermore, GlobalWIN has a record of successful Congressional delegation trips with staff from the U.S. House of Representatives, including:

Paris and Strasbourg in 2012,
London in 2013,
Brussels in 2014,
Dublin in 2015,
NYC in 2016,
And London in May 2017.

15. As noted earlier, GlobalWIN is a local bipartisan nonprofit organization. GlobalWIN hosts 1-3 free events per month in Washington, DC focused on career development, networking, and relevant policy discussions. These events range in size from 20 people to over 100 people, and have featured Members of Congress and the Obama and Trump Administrations, senior policy advisors and staff members from both the House and the Senate, and private sector leaders working on issues related to technology and innovation policy.

18. As a hub for technology, trade and commerce, with direct flights available from Washington, D.C., Seattle is a natural choice for a trip to discuss all things related to innovation. Through a diverse schedule of events, GlobalWIN will make the most of our short time in Seattle.

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22. To allow for efficient transportation and maximum time in Seattle for programming, the GlobalWIN Senate Delegation will take a direct RT flight on Alaska Air. All Staff will be seated in Economy/Coach class, as is deemed reasonable to the Senate Select Committee on Ethics' *Regulations and Guidelines for Privately-Sponsored Travel.*

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Global Women's Innovation Network

GlobalWIN Seattle Senate Staff Delegation Trip
October 9-11, 2017

Confirmed Delegates

1. **Reema Dodin**, Floor Director, Democratic Whip, Senator Richard Durbin
2. **Victoria Flood**, Legislative Assistant, Office of Senator Shelley Moore Capito
3. **Meredith Good-Cohn**, Health Research Assistant, HELP Committee
4. **Narda Jones**, Legislative Counsel, Office of Senator Maria Cantwell
5. **Erika Moritsugu,** General Counsel, Office of Senator Tammy Duckworth
6. **Cheri Pascoe**, Professional Staff, Commerce, Science and Transportation Committee
7. **Sydney Paul**, Legislative Counsel, Office of Senator Gary Peters
8. **Stacy Rich**, Staff Director, Office of Senator Patty Murray
9. **Olivia Trusty**, Professional Staff Member, Office of Senator Roger Wicker
10. **Crystal Tully**, Policy Director & Counsel for Communications and Technology, Commerce, Science and Transportation Committee
11. **Beth Vrabel**, Senior Health Counsel, Office of Senator Ron Wyden

Monday, October 9th

6:30 AM — **Arrive Ronald Reagan Washington National Airport**
**transportation not provided by GlobalWIN*

7:30 AM — **Board Alaska Airlines Flight 1**

8:00 AM — **Depart Washington, DC**

11:05 AM — **Arrive at Seattle–Tacoma International Airport**
17801 International Blvd, Seattle, WA

11:15 AM — **Board Ground Bus Transportation**

30-45 minute DRIVE

12:00 PM—1:45 PM — **Oculus Demo & Discussion on Advancements in Virtual Reality**
Facebook Offices
1101 Dexter Ave, Seattle, WA
**Lunch will be provided*

20 minute DRIVE

~2:00PM-3:00PM — **Hotel Check-In**
Thompson Seattle
110 Stewart St, Seattle, WA

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3:45 PM—4:45 PM **Welcome Reception & GlobalWIN Introduction by Co-Founder Helen Milby**
Thompson Seattle @ The Nest
110 Stewart St, Seattle, WA

5:00 PM **Depart for Evening Programming**

45-60 minute DRIVE

6:00 PM – 8:00 PM **Innovation and Trade Dinner ft. Lori Punke, President of Washington Council on International Trade**
8070 Avalon Drive, Mercer Island, WA

30-45 minute DRIVE

~8:30 PM **Return to Thompson Seattle Overnight**
Thompson Seattle
110 Stewart St, Seattle, WA

Tuesday, October 10th

7:45 AM—8:45 AM **Breakfast at Hotel**
Thompson Seattle,
110 Stewart St, Seattle, WA
**Use Voucher*

8:45 AM **Depart Hotel for Programming**

30-45 minute DRIVE

9:30 AM—11:00 AM **Invention Presentations & Lab Tour of Intellectual Ventures**
Intellectual Ventures
14360 SE Eastgate Way, Bellevue, WA

5 minute DRIVE

11:15 AM—12:45 PM **Tour & Meeting at T-Mobile Device Validation Lab ft. Kavita Jaswal, Manager, System Design and Strategy**
T-Mobile
3655 131st Avenue, SE, Bellevue, Newport Building 4

30 minute DRIVE

1:15 PM—2:45 PM **Roundtable: Conversation with Women in Tech**
Microsoft
1 Microsoft Way, Bldg 92, Redmond WA
**Lunch will be provided*

45-60 minute DRIVE

3:30 PM—5:00 PM **Amazon Innovation Panel Discussion ft. Melissa Cha, VP of Computer Vision Products and Kelly Jo MacArthur, VP of Real Estate**
Amazon Offices
2021 7th Avenue, Doppler building, Seattle, WA
(drop-off at 2050 6th Ave)

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45-60 minute DRIVE

6:00 PM—7:30 PM **Rise of Women & Innovation in Craft Brewing ft. Heather McClung**
Schooner EXACT Brewing Company
3901 1st Avenue S, Seattle, WA

~15 minute DRIVE

8:00 PM **Return to Thompson Seattle Overnight**
Thompson Seattle
110 Stewart St, Seattle, WA

Wednesday, October 11

7:00 AM—8:00 AM **Breakfast at Hotel & Hotel Check-Out**
Thompson Seattle,
110 Stewart St, Seattle, WA
**Use Voucher*

8:00 AM **Depart Hotel for Programming**

15-25 minute DRIVE

8:30 AM—10:00 AM **Coffee Industry: Innovation & Social Impact**
Starbucks World HQ
2401 Utah Ave South, Seattle, WA

11:00 AM **Board Ground Transportation & Depart for Tacoma Intl Airport**

30-45 minute DRIVE

11:45 AM **Arrive at Tacoma Intl Airport**

1:35 PM **Depart on Alaska Airlines Flight 2**

9:41 PM EST **Arrive in Washington, DC**
DCA Ronald Reagan Washington National Airport
**transportation not provided by GlobalWIN*

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Global Women's Innovation Network
233 Pennsylvania Avenue, SE, 2nd Floor, Washington, DC 20003

September 7, 2017

Cherilyn Pascoe
Professional Staff
Commerce, Science and Transportation Committee
United States Senate
Via Email

Dear Ms. Pascoe,

The Global Women's Innovation Network (GlobalWIN) invites you to join us for a 1.5 day delegation trip to Seattle, Washington, taking place October 9-11, 2017. We plan to leave for Seattle on Monday morning, October 9 (Columbus Day) to begin programming in the afternoon. Events will continue through the evening, and the next day, concluding on the evening of October 10. You will depart Seattle before lunchtime, Wednesday, October 11, returning to Washington D.C before 10:00 PM EST.

Although we are in the early planning stages, we will confirm policy discussions and site visits with companies at the forefront of innovation, as well as with female leaders in communications, and other senior executives working on issues related to telecommunications, on-demand economy, trade, and privacy. Your work on these topics and active participation in our discussions will be a great asset to our delegation, which will include senior staff from both Republican and Democratic Senate offices.

As you know, GlobalWIN was founded in 2009 as an educational, nonpartisan 501(c)(3) non-profit organization. With honorary co-chairs Congresswoman Martha Roby and Congresswoman Debbie Wasserman Schultz, GlobalWIN provides a dynamic forum for women executives and thought leaders in academia, government, and business who are passionate about innovation and its potential to advance critical policy issues. GlobalWIN is dedicated to helping women in these fields and related policy debates by providing opportunities to: 1) recognize their contributions to innovation and related policy debates; 2) share their views & engage publicly; 3) access resources that might not otherwise be readily available to accomplish these objectives; 4) broaden their network across areas of expertise and beyond our borders.

GlobalWIN offers to cover your travel and meal expenses related to the trip, in compliance with the rules under Senate ethics laws. GlobalWIN has a record of successful Congressional Staff delegation trips, including House Staff trips to London in 2013, Brussels in 2014, Dublin in 2015, NYC in 2016, and London again this year and a Senate Staff trip to NYC in 2016.

To ensure timely submission of ethics materials to the appropriate committees by Friday, September 8, please at your earliest convenience if you are interested in participating on the trip by calling our office at 202-548-0021 or sending an email to smamula@helenmilby.com.

Sincerely,

Helen Milby
Executive Director, GlobalWIN

Sarah Mamula
Senior Director, GlobalWIN

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Pascoe, Cherilyn (Commerce)

From: Sarah Mamula <smamula@helenmilby.com>
Sent: Thursday, September 7, 2017 12:39 PM
To: Pascoe, Cherilyn (Commerce)
Cc: Helen Milby
Subject: INVITE: GlobalWIN Senate Staff Trip to Seattle - October 9-11
Attachments: GlobalWIN Senate Staff Trip_ Seattle Itinerary Oct 2017.pdf; Private Sponsor Travel Certification Form & Attachment_GlobalWIN Seattle Trip Oct 2017.pdf; GlobalWIN Seattle Flight Form-October 2017.xlsx; GlobalWIN Invitation Letter to Cherilyn Pascoe_Seattle 2017.pdf

Cherie -- On behalf of the Global Women's Innovation Network (GlobalWIN), I would like to invite you to join us for a trip to **Seattle, Washington** on **October 9-11, 2017**. During our stay in Seattle, GlobalWIN will host many events on policies and issues related to telecommunications, the on-demand economy, trade and privacy.

You will find additional information and a formal letter attached. While it is short notice, we had one spot open up, and both our Co-Founder Melika Carroll and current Board Member Nicole Mortier suggested that you might a great fit for GlobalWIN and this trip! **If interested, please submit the following documents to Ethics by <u>COB tomorrow</u>:**

1. Private Sponsor Travel Certification Form (attached)
2. **<u>Employee Pre-Travel Authorization</u>** Form (***Retain a copy of your entire pre-travel submission for your required post-travel disclosure.)

Please also complete the attached **flight form**. My apologies for the short notice -- Let me know if you have any questions, and I hope you can join us!

Best,
Sarah

Sarah Mamula
GlobalWIN
233 Pennsylvania Avenue, SE
2nd Floor
Washington, DC 20003
O: 202.548.0021
M: 203.215.3545

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