Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS
2022 AUG -4 PM 4:10

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): Casey Family Programs

Travel date(s): July 21st-22nd

Name of accompanying family member (if any): None

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	$664.23 Airfare: $501.56 Bus: 162.67	$132	$84.92 Dinner Day 1: $31 Breakfast Day 2: $14.92 Lunch Day 2: $ 17 Dinner Day 2: $22	None

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.): Welcome dinner at Nutmeg restaurant; Wheeler Family Wellness Center presentation on plans of safe care; lived experience panel with former foster youth and foster/kinship parents; visit to the Village for Families and Children for a tour and presentation on family resources, services and the Family First Prevention Services Act implementation; and tour of the Bridges Mosaic Parenting Center.

8/4/22 *(Date)* Mary Moody *(Printed name of traveler)* Mary Moody *(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.

8/4/22 *(Date)* Bill Cassidy, M.D. *(Signature of Supervising Senator/Officer)*

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

0000000002448 RECEIVED BY: SECRETARY OF THE SENATE Date: August 04, 2022

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: Mary Moody

Employing Office/Committee: Sen. Bill Cassidy

Private Sponsor(s) (list all): Casey Family Programs

Travel date(s): Arriving on July 21, 2022 and returning on July 22, 2022

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

Destination(s): Hartford, Connecticut

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

I handle child welfare issues for the office, and this trip will provide great opportunities for me to learn more about this important topic. Sen. Cassidy sits on both the Senate Finance and HELP Committees which address issues related to child welfare.

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:

6/16/22
(Date)

Mary K. Moody
(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, Sen. Bill Cassidy hereby authorize Mary Moody

(Print Senator's/Officer's Name) *(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)* ☐

6/16/22
(Date)

Bill Cassidy, M.D.
(Signature of Supervising Senator/Officer)

(Revised 10/19/15) **Form RE-1**

casey family programs

June 15, 2022

Mary Moody
Health Policy Advisor
Senator Bill Cassidy
520 Hart Senate Office Building
Washington, DC 20510

Dear Mary,

I would like to invite you to an educational site visit starting on Thursday, July 21, 2022, to Hartford, Connecticut to meet with state officials, individuals with lived experience, and program providers about their efforts to ensure child safety and strengthen families. This visit will highlight Connecticut's child protection system and offer opportunities to learn more about Connecticut's approach to focus on prevention, including the use of community pathways to support families. During the last two years, Connecticut has seen a decrease in the number of children in foster care, has worked to significantly to lower their usage of congregate care as a placement setting, and has seen fewer children returning to placement in foster care.

The trip will begin with an afternoon flight from Washington National Airport (DCA) on Thursday, July 21 (boarding at 2:59 p.m.) and will end with a flight back to DCA on Friday, July 22, 2022 (arriving to DCA at 10:00 p.m.). Casey Family Programs will, in accordance with respective U.S. House and Senate Ethics Committees[16], arrange for and directly pay for the costs for the flight to and from Hartford, Connecticut and other travel-related costs, including transportation, lodging and meals while in Hartford, Connecticut. Incidental expenses cannot be reimbursed.

I am attaching to this letter the final itinerary for the trip, including the presentations and issues that will be addressed during this visit. The U.S. Senate official rules require staff to submit documentation for travel including:

- Employee Pre-Travel Authorization Form (RE-1) to be completed by you and your supervisor Senate Committee on Ethics Traveler Form
- Private Sponsor Official Invitation (this document)
- Private Sponsor Travel Certification Form (completed by Casey and attached)

[16] As a private foundation, Casey Family Programs also is required only to pay federal per diem rates for Congressional Members or staff in accordance with Treas. Reg. 26.CFR § 53.4941 (d)(3).

- Complete Itinerary (attached)
- List of Senate Invitees (attached)

Additional information on Senate travel rules can be obtained from the U.S. Senate Committee on Ethics website. This completed pre-travel information is due to the U.S. Senate Committee on Ethics 30 days prior to travel so must be submitted to them by **Tuesday, June 21, 2022.**

Casey Family Programs is the nation's largest private operating foundation focused exclusively on safely reducing the need for foster care in this country and building communities of hope. We believe there is nothing more urgent than working together to ensure every child in this country has a safe, permanent family in which they can thrive.

Casey Family Programs is committed to creating safe meeting spaces throughout this site visit that will allow for distancing. Casey also will stay up to date on the evolving COVID rates in the community and COVID mandates, and will adhere to, and ask all participants on this site visit to adhere to, local requirements. In addition, for the health and safety of our guests, attendees will be required to be fully vaccinated for COVID-19 to attend. Casey Family Programs will request any individual experiencing symptoms of COVID-19 to not attend the event due to the risk of exposing others.

If you have any questions about this trip, please be in touch with me at 703-963-2175 or ccalpin@casey.org. Space is limited, so I look forward to hearing from you.

Sincerely,

Christine Calpin

Christine Calpin
Managing Director, Public Policy
Casey Family Programs

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.

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1. Sponsor(s) of the trip (please list all sponsors): Casey Family Programs

2. Description of the trip: A one-day (overnight) trip to Hartford, Connecticut to learn about approaches to prevent unnecessary placements in foster care and strengthen families.

3. Dates of travel: Arriving on July 21, 2022 and returning on July 22, 2022

4. Place of travel: Hartford, Connecticut

5. Name and title of Senate invitees: Attached list of Senate invitees working on child welfare issues

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*).

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:

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:

Casey Family programs is the sole sponsor and is organizing the educational visit to provide staff with a better understanding of different approaches to preventing unnecessary placements of children into foster care and strengthen families.

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

Casey Family Programs is the nation's largest operating foundation focused exclusively on safely reducing the need for foster care and improving outcomes for children and families. Our purpose of this trip relates to our mission by educating staff on foster care and improving outcomes for families.

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

Casey Family Programs has sponsored previous educational trips for staff to highlight model programs, and to allow staff to talk with local and state officials in addition to child welfare practitioners to understand how federal programs and policies impact them. Our last trip was to New Orleans, LA on 2/18-19, 2020

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

Casey Family Programs sponsors education briefings. It produces reports and policy briefs on child welfare and its data, research, and analysis on ways to safely reduce foster care and improve outcomes for children and families.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
☒ Good Faith estimate ☐ Actual Amounts	$635 Airfare: $485 + Bus $150	$132	$100 Total meal cost for the trip	None

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:

The trip is designed specifically with regard to congressional staff to visit child welfare programs providing supports to children and families involved in the child welfare system.

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

Connecticut has seen a significant decrease in entries in foster care and is focused on prevention and community pathways to stregthen families.

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

Hartford/Windsor Airport Mariott Hotel, 28 Day Hill Road, Windsor, CT 06095

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

Proximity to meeting locations, site visits and the cost is near the per diem rate for Connecticut.

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:

Our daily meals are less than the per diem rate due to us only providing dinner on 7/21

Our lodging is equal to the per diem rate for one night.

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:

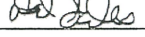
Economy class airfare (roundtrip) from Washington, DC and ground transportation via a coach charter bus

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:

No entertainment will be provided.

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor: 

Name and Title: David Sanders, Executive Vice President-Systems Improvement

Name of Organization: Casey Family Programs

Address: 1200 17th St. NW, Suite 410, Washington DC 20036

Telephone Number: 703-963-2175 (Christine Calpin)

Fax Number: 202-467-4499

E-mail Address: ccalpin@casey.org (Christine Calpin, Managing Director, Public Policy for questions)

Casey Family Programs Senate Invitee List for July 21, 22, 2022 trip to Hartford Connecticut

Becca Nathanson, Senior Domestic Policy Advisor, Sen. Ron Wyden (D-OR)

Casey Badmington, Senior Policy Advisor, Sen. Catherine Cortez Masto (D-NV)

Amber Bland, Legislative Director, Sen. John Barrasso (R-WY)

Gable Brady, Senior Health Policy Advisor, Sen. Mike Crapo (R-ID)

Manuel Contreras, Policy Advisor, HELP Committee (Majority Office)

Martha Cramer, Health Policy Advisor, Sen. Ben Cardin (D-MD)

Liesel Crocker, Legislative Assistant, Sen. Chuck Grassley (R-IA)

Liz Dervan, Health Counsel, Finance Committee

Rachel Fybel, Legislative Assistant, Sen. Shelton Whitehouse (D-RI)

Santi Gonzalez, Senior Policy Advisor, Sen. Michael Bennet (D-CO)

Rachel Green, Health Policy Advisor, Sen. Steve Daines (R-MT)

Megan Harrington, Senior Policy Advisor, Sen. Rob Portman (R-OH)

Shannon Hossinger, Policy Advisor, Sen. Ben Sasse (R-NE)

Sara Maskornick, Staff Director, Democratic, Subcommittee on Children and Families

Brittany Matthews, Senior Policy Advisor, Sen. Maggie Hassan (D-NH)

Mary Moody, Health Policy Advisor, Sen. Bill Cassidy (R-LA)

Beth Nelson, Health Policy Director, Sen. Todd Young (R-IN)

Colleen Nguyen, Senior Health Policy Advisor, Sen. Mark Warner (D-VA)

Susan Occhipinti, Legislative Assistant, Sen. James Lankford (R-OK)

Beth Pearson, Legislative Director, Sen. Elizabeth Warren (D-MA)

Carolyn Perlmutter, Legislative Correspondent, Sen. Ben Cardin (D-MD)

Helen Rogers, Legislative Aide, Sen. Ben Cardin (D-MD)

Bill Van Horne, Chief Counsel, Sen. Ben Cardin (D-MD)

Tom Pfeiffer, Legislative Aide, Sen. John Barrasso (R-WY)

Stuart Portman, Senior Health Policy Advisor, Finance Committee

Kate Rodriquez, Legislative Aide, Sen. Sherrod Brown (D-OH)

Zoe Proegler, Legislative Assistant, Sen. Debbie Stabenow (D-MI)

Emily Saleme, Legislative Correspondent, Sen. John Thune (R-SD)

Adam Wek, Legislative Assistant, Sen. John Thune (R-SD)

Leila Schochet, Policy Advisor, HELP Committee (Majority Office)

Conor Sheehey, Senior Health Policy Advisor, Sen. Tim Scott (R-SC) Finance/HELP Committee

Celia Sims, Children and Early Childhood Education Oversight Aide, Sen. Richard Burr (R-NC) HELP Committee (Minority Office) also on Finance Committee

Allegra Smith, Legislative Correspondent, Sen. Bob Casey (D-PA) HELP Committee

Anthony Theissen, Health Policy Advisor, Sen. Tom Carper (D-DE)

Megan Thompson, Senior Policy Advisor, Sen. Jacky Rosen (D-NV)

Megan Thompson, Legislative Assistant, Sen. Maria Cantwell (D-WA)

Swarna Vallurupalli, Senior Counsel, Sen. Bob Menendez (D-NJ)

Emily Smith, Policy Advisor, Senator Chris Murphy (D-CT)

Brian Steele, Legislative Director, Senator Richard Blumenthal (D-CT)

Katie Rader, APSA Fellow, Senator Ron Wyden (D-OR)

0000000002457 RECEIVED BY: SECRETARY OF THE SENATE Date: August 04, 2022

Agenda for Congressional site visit to Hartford Connecticut, July 21-22, 2022

Thursday, July 21

American Airlines flight: Depart at 2:59 pm from Washington, D.C. Reagan National Airport (DCA) and arrive at 4:25 pm at Hartford (Windsor Locks) CT, Bradley International Airport (BDL). At arrival, we will all meet at the gate to proceed to meet our bus at Door #3.

Please check-in and go to room and quickly return to board the bus by 5:30 pm. Bus will transport us to The Nutmeg restaurant, 297 South Main Street, East Windsor, CT 06088.

5:30-6:00pm **Travel time from hotel to Nutmeg Restaurant**

Dinner Program with Commissioner Vannessa Dorantes Connecticut Department of Children and Families (DCF) (2 hours)

Location: The Nutmeg
297 S. Main Street
East Windsor, CT 06088

6:00-6:10pm **Welcome and Opening Remarks: Kristi Craig, Senior Policy Director, Casey Family Programs**

6:10-6:30pm **Introductions**

Participants will go around and introduce themselves by stating the following:

- *Name/Title*
- *Congressional Office/Committee*
- *One thing they are most interested in learning from the trip*

6:30-6:45pm **Site Visit Goals, Housekeeping, and Review of Agenda/Materials (Kristi Craig, Policy Director, Casey Family Programs)**

6:45-7:00pm **Questions from Participants about the trip (and break before speaker)**

7:00-7:15pm **Dinner Speaker: Commissioner Vannessa Dorantes**
Commissioner Dorantes will provide a brief overview of Connecticut's vision and journey to improve outcomes for children and families; outline what participants will see during their site visits; and answer questions.

7:15-7:30pm **Q & A with Commissioner Dorantes**

7:30-7:40pm **Wrap Up and Reminders for Tomorrow (Kristi Craig, Casey Family Programs)**
Casey Family Programs staff will provide reminders for tomorrow's site visits including:

- Start time
- Meeting location

- Room check-out/luggage storage
- Breakfast

7:40-7:50pm **Board bus and depart by 7:50pm**

7:50pm-8:10pm **Travel Time from Nutmeg restaurant back to Hotel**

8:10pm **Arrive at Hotel**

Friday, July 22

7:15-7:30am **Participants will check out of hotel and board the bus by 7:30am**

7:30-8:00am **Travel time to Wheeler Hartford Family Health and Wellness Center**

8:00-8:30am **Breakfast**

8:30 am – 9:45 am **Child Abuse Prevention and Plans of Safe Care – Connecticut Department of Children and Families** (1.25 hour)

Location: Wheeler Family Wellness Center
43 Woodland Street, Hartford CT 06105

Discussion with DCF leadership on Connecticut's Plan of Safe Care including data and provision of assistance to families with substance exposed infants, and partnership with Connecticut birthing facilities.

Presenters:

Kris Robles, Licensed Clinical Social Worker (LCSW) Clinical Behavioral Health Manager for Substance use & Intimate Partner Violence, Connecticut Department of Children and Families

Lisa Daymonde Director of DCF Careline, Connecticut Department of Children and Families

Melissa Siena, MS, MPA Clinical Research Associate II, University of Connecticut (UConn) Health, School of Medicine, Department of Public Health Sciences. She also works with the Connecticut Department of Children and Families

Melissa Olinger, Clinical Social Worker, Yale New Haven Hospital

Rebecca Petersen, Connecticut Department of Mental Health and Addiction Services Program Manager, Women's Services, Statewide Services Division

9:45-10:00 am ***BREAK 15 minutes***

10:00 – 11:00 am **Wheeler Hartford Family Health and Wellness Center** (1 hour)

Location: Wheeler Family Wellness Center
43 Woodland Street, Hartford CT 06105

The Wheeler Hartford Family Health and Wellness Center is a Connecticut private non-profit community-based provider. This visit will focus on provision of services to women with young children.

Presenter:

Sabrina Trocchi, PhD, MPA, President and Chief Executive Officer, Wheeler Family Health and Wellness Center

11:00-11:30am Travel from Wheeler Hartford Family Health and Wellness Center to The Village for Families and Children

Lunch and Innovations Learned from People with Lived Experience (1.5 hours)

Location: The Village for Families and Children
331 Wethersfield Avenue, Hartford CT

11:30-11:38am **Welcome by Hector Glynn**, Chief Operating Officer, Village for Families and Children (5-8 minutes)

11:38am-12:50pm **Panel Discussion and Remarks**

Luncheon panel discussion on how voices of those impacted by child welfare can help inform innovative practices and policies. Featured panelists will represent birth parents, youth alumni of foster care, kinship and foster care champions.

Panelists:

Christopher Scott-former foster youth and Executive Director of SUN Scholars Inc. (moderator)

Michael Kloszewski-youth in foster care

Danaija Lewis- youth in foster care

Corrina Martin-grandmother with lived experience as a kinship caregiver

Samaris Rose-birth mother with lived experience

12:50-1:00pm **Q & A between panelists and participants**

1:00-1:10pm *BREAK 10 minutes*

1:10 pm – 2:10 pm **Family First and Creating Community Pathways in Connecticut – Connecticut Department of Children and Families** (1 hour)

Location: The Village for Families and Children
331 Wethersfield Avenue, Hartford CT

Discussion about Connecticut's' implementation of Family First Prevention Services Act, and the development of community pathways to better serve families at increased risk for maltreatment or involvement with the child welfare system.

Presenter:

Vannessa Dorantes, Connecticut Commissioner Department of Children and Families

2:10-2:20pm *BREAK 10 minutes*

2:20-2:40pm Travel from The Village for Children and Families to the Bridge's Mosaic

Visit to the Bridge's Mosaic Parenting Center (1.25 hour)

Location: Bridge's Mosaic Parenting Center
664 Farmington Avenue, West Hartford, CT 06107

Presenters:

Margaret Hann, Executive Director

Maiya Pierre, Licensed Clinical Social Worker (LCSW) Clinical Director (Oversees Parenting Center)

2:40-3:05pm Welcome and Overview of Services

A new and innovative model of child protection practice that provides birth parents and their child(ren) in the foster care system and opportunity to engage in quality visitation services provided by community partners at a location designed for parent/child interaction. This is a public/private partnership that has promising outcomes for family reunification.

3:05-3:45pm Tour: Group will divide into two groups to learn more about services and programs provided

3:45-3:55pm Group will reconvene for additional questions and reflections from the tour

3:55-4:05pm *BREAK 10 minutes*

4:05-4:20pm Travel from Bridge's Mosaic Parenting Center to Village for Family and Children

Site visit at the Village for Family and Children (1 hour)

Location: Village for Families and Children
105 Spring Street, Hartford CT 06105

Visit to the family resource center at the Village for Family and Children. The Villages has provided social services in greater Hartford since 1809 with the mission of building a community of strong, healthy families who protect and nurture children. Through a myriad of programs for children, adults and families, the Village has impacted thousands of families in the Hartford area.

Presenter and Tour Guide: Hector Glynn, Chief Operating Officer

4:20-4:35pm Tour of facility and programs

4:35-5:05pm Presentation and overview of services

5:05-5:20pm Q & A

5:20-5:30pm *BREAK 10 minutes*

Boxed dinner and Reflections of the Day

Location: Village for Families and Children
105 Spring Street, Hartford, CT 06105

5:30-5:55pm- Recap of Site Visits and Open Reflections/Questions, Kristi Craig, Casey Family Programs

Casey staff will provide a brief recap of some of the key takeaways from the site visits and topics covered (Plans of Safety, lived experience panel, family first and pathways, Mosaic parenting center, Village for Family and Children). They will ask participants to share their key takeaways and comments from the site visits.

5:55pm-6:20pm-Individual reflections and closing (post-it notes)

Participants will be given 10 minutes to respond to the following on a post-it note or 3 X 5 card:

- *Mood check: One word to describe how they feel*
- *Select one of the following prompts to reply to on a card and share with the group:*

1. *As a result of this trip, they will take the following action step(s)?*
2. *What area are they are still grappling with and want to follow up on?*
3. *Share an "aha" moment they had during the trip that helped them to better connect child welfare policy to practice?*
4. *If we had more time, I wish….*

6:20-6:30pm-Final Remarks, Wrap up and Feedback Form, Kristi Craig and Samaura Stone

6:30 pm- Bus will pick up site visit participants at and transport them to the Hartford (Windsor Locks) CT, Bradley International Airport (BDL).

8:24pm- Participants will depart from Hartford (Windsor Locks) CT, Bradley International Airport (BDL)

10:00 pm- Arrive at Washington DC Reagan National Airport (DCA).

0000000002463 RECEIVED BY: SECRETARY OF THE SENATE Date: August 04, 2022

CHRISTOPHER A. COONS, DELAWARE, CHAIRMAN
JAMES LANKFORD, OKLAHOMA, VICE CHAIRMAN

BRIAN SCHATZ, HAWAII
JEANNE SHAHEEN, NEW HAMPSHIRE
JAMES E. RISCH, IDAHO
DEB FISCHER, NEBRASKA

SHANNON HAMILTON KOPPLIN, CHIEF COUNSEL AND STAFF DIRECTOR
WILLIAM B. CABLE, CHIEF CLERK

HART SENATE OFFICE BUILDING, ROOM 220
SECOND AND CONSTITUTION AVENUE, NE
WASHINGTON, DC 20510-6425

TELEPHONE: (202) 224-2981
FACSIMILE: (202) 224-7416
TDD: (202) 228-3752

United States Senate

SELECT COMMITTEE ON ETHICS

July 14, 2022

Mary Moody
Office of Senator Bill Cassidy
United States Senate
Washington, DC 20510

Dear Ms. Moody:

This responds to your recent correspondence requesting approval from the Select Committee on Ethics (the Committee) to accept an invitation you received to travel on a fact-finding trip to Hartford, Connecticut, on July 21–22, 2022, sponsored by Casey Family Programs. Provided that you adhere to the guidance set forth below, it appears that it is permissible for you to accept necessary expenses from Casey Family Programs in connection with this trip.

Background

Based on your communication with the Committee, the background in this matter is as follows.[1] You are employed as the Health Policy Advisor in the Office of Senator Bill Cassidy. Casey Family Programs invited you to travel on a fact-finding trip to Hartford, Connecticut, on July 21–22, 2022. Casey Family Programs certified to the Committee that it will pay the necessary expenses[2] related to the travel and that it is neither a lobbyist, lobbying firm, agent of a foreign principal, or otherwise acting as a representative or agent of a foreign government. Casey Family Programs has also certified that it does not retain or employ a registered lobbyist or agent of a foreign principal and that no registered lobbyist or agent of a foreign principal will accompany you at any point throughout your trip.[3]

Discussion

Privately-sponsored travel includes any gift of travel and travel-related expenses for travel outside the Senate duty station, including transportation, lodging, food and refreshments, and conference fees and materials, whether paid for directly, reimbursed, or provided directly, from a private individual or entity, in connection with a Member's, officer's, or employee's official Senate duties. Incorporating reforms from the Honest Leadership and Open Government Act of 2007 (HLOGA), Pub. L. 110–81 (2007), Senate Rule 35.2 permits Members, officers, and

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[1] If this letter does not correctly recite the facts, contact the Committee immediately.

[2] The term "necessary expenses" has a specific definition. *See Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms* at 8.

[3] The term "any point throughout your trip" has a specific definition. *See id.* at 2.

employees to accept privately-sponsored travel only with the prior written approval of the Committee.

The Committee's approval process is governed by the *Regulations and Guidelines for Privately-Sponsored Travel and Glossary of Terms* (collectively, *Travel Regulations*). The *Travel Regulations* contain detailed requirements regarding who may sponsor travel; time limits for trips; and the type and amount of expenses that can be reimbursed.

Entities that do not retain or employ a lobbyist or foreign agent and all non-profit organizations designated as tax-exempt organizations under § 501(c)(3) of the Internal Revenue Code of 1986, regardless of whether they retain or employ a lobbyist or foreign agent, may sponsor domestic trips for up to three days. The three-day limitation means three 24-hour periods, calculated from the time of arrival in the trip location to the time of departure from the trip location. For such trips, neither lobbyists nor foreign agents may accompany a Senate invitee at any point throughout the trip, other than in a *de minimis* way.[4] This means that neither lobbyists nor foreign agents may accompany Senate invitees at any point to and from the event, at the event itself, or at the location being visited.[5]

Under Senate Rule 35, Senate staff must receive advance authorization signed by the Member or officer under whose direct supervision the individual works in order to accept payment or reimbursement for necessary expenses related to fact-finding travel. Further, such authorization and expenses must be disclosed to the Secretary of the Senate by filing the completed *Employee Pre-Travel Authorization* and the *Employee Post-Travel Disclosure of Travel Expenses* (Form RE-1 and Form RE-2), along with a copy of the *Private Sponsor Travel Certification Form,* and all relevant attachments (e.g., the private sponsor's invitation and itinerary) **within 30 days of the conclusion of Privately-Sponsored Travel.**

Consistent with these standards and Committee precedent and Casey Family Programs's factual representations, it appears that it is permissible for you to accept necessary expenses from Casey Family Programs in connection with this trip, provided that the actual travel and travel-related expenses conform to the information and materials you provided, and the travel and all required documents are disclosed to the Secretary of the Senate (Office of Public Records).

Finally, Senate Rule 34 requires a reporting individual,[6] on his or her Financial Disclosure Report, to make an annual disclosure of the receipt of payments or reimbursements under Senate Rule 35 from a private sponsor for officially-related travel expenses where, in the aggregate, travel expenses exceed $415 from that sponsor during a calendar year. However, if a Member, officer, or employee properly reports the receipt of necessary expenses for such travel

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[4] The term "*de minimis*" has a specific definition. *See Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms* at 3.

[5] *See Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel* at 5; *see also Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms* at 2-3.

[6] A reporting individual is someone whose salary equals or exceeds 120% of the basic rate of pay for GS-15 ($135,468 for CY 2022) or is a political fund designee and is required to file Financial Disclosure Reports.

to the Secretary of the Senate within 30 days of the travel, as discussed above, the travel expenses need not be disclosed a second time on their Financial Disclosure Report.

I hope you find this information helpful. If you have any additional questions, please do not hesitate to contact the Committee.

Sincerely,

Shannon Hamilton Kopplin
Chief Counsel and Staff Director

Enclosure: Travel Checklist