

## Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

**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.)

**Global Women's Innovation Network (GlobalWIN)**

Private Sponsor(s) (list all): \_\_\_\_\_

Travel date(s): 10/6/22-10/7/2022

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) |
|---------------------------------------------------|-------------------------|------------------|---------------|---------------------------------------|
| <input type="checkbox"/> Good Faith Estimate      | \$400.93                | \$286            | \$119.62      |                                       |
| <input checked="" type="checkbox"/> Actual Amount |                         |                  |               |                                       |

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

|                                              | Transportation Expenses | Lodging Expenses | Meal Expenses | Other Expenses (Amount & Description) |
|----------------------------------------------|-------------------------|------------------|---------------|---------------------------------------|
| <input type="checkbox"/> Good Faith Estimate |                         |                  |               |                                       |
| <input type="checkbox"/> Actual Amount       |                         |                  |               |                                       |

Provide a description of all meetings and events attended. *See Senate Rule 35.2(c)(6).* (Attach additional pages if necessary.): Mtg: Empowering Women to succeed in digital economy mtg, Panel: Crypto & Regulatory Implications, Mtg: Vaccines & COVID Pandemic, Mtg: Innovation Leadership

Mtg: Innovation in Tech & Fitness Industry, Mtg: Changing nature of role of women in Tech Leadership, Mtg: Using Data to Respond to Future Public Health Emergencies, Mtg: Sustainable Finance and Supply Chain Disruptions

10/17/2022

(Date)

Kelly Boyer

(Printed name of traveler)

Kelly Boyer

(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.

10/17/2022

(Date)

Maggie Haman

(Signature of Supervising Senator/Officer)

**EMPLOYEE PRE-TRAVEL AUTHORIZATION**

Date/Time Stamp:

**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](http://ethics.senate.gov). Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Kelly Boyer

Employing Office/Committee: Office of Senator Maggie Hassan

Private Sponsor(s) (list all): GlobalWIN

Travel date(s): Oct. 6-7, 2022 with extension through Oct. 8-9, 2022 at personal expense

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

Destination(s): New York, NY

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

Opportunity to discuss issues important to my boss with leaders in a multitude of sectors such as data privacy and protection, vaccine and healthcare distribution, female leadership and innovation.

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:

8/26/2022

(Date)

Kelly Boyer

(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, Maggie Hassan hereby authorize Kelly Boyer  
(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) ☒

8/26/2022

(Date)

Maggie Hassan

(Signature of Supervising Senator/Officer)

## 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: Senate Staffers will have the opportunity to learn more about privacy, data protection, vaccine, healthcare distribution across the country, innovation in tech & female leadership.
  
  3. Dates of travel: Thursday, October 6, 2022 - Friday, October 7, 2022
  
  4. Place of travel: New York City, NY
  
  5. Name and title of Senate invitees: See attached list
  
  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:

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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:

Global Women's Innovation Network (GlobalWIN) is the sole organizer and financial

supporter of all aspects of this trip, including travel, meals and overnight accommodations for the one night..

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

GlobalWIN is a bipartisan 501c3 organization that provides a forum for women who are passionate about

innovation. Programming on this trip will address a number of policy issues related to issues the staff

focuses on. It will foster bipartisanship and bring visibility to women in innovation-driven fields.

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

GlobalWIN has planned and hosted a number of Senate Staff trips over the years. We have visited NYC,

Boston and Seattle. We also hosted a number of House trips both domestically and internationally. Over

the years we have traveled and provided programming in Paris, London, Brussels, Dublin and Berlin.

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

GlobalWIN host 1-3 educational programs each month, ranging in attendance from 20 to 100 from the public and private sector. We host a number of career development seminars and programming featuring thought leaders, policy advisors, industry experts and female leaders from many industries.

16. Total Expenses for Each Participant:

|                                                                                                        | Transportation Expenses                                                                                                       | Lodging Expenses                   | Meal Expenses | Other Expenses |
|--------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|------------------------------------|---------------|----------------|
| <input checked="" type="checkbox"/> Good Faith estimate<br><br><input type="checkbox"/> Actual Amounts | \$450.00<br><br>(includes estimated round-trip train fare of \$350.00 and \$100.00 local ground transport during time in NYC) | \$286.00<br>one night stay in NYC. | \$138.25      | \$0.00         |

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 Senate Staff trip is planned specifically with regard to congressional participation.

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

NYC offers an opportunity to cover a variety of subject matters over a limited time-global markets, crypto, vaccine development, regulations for musical artists, tech and fitness and future of the Internet.

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

The Henri Hotel -on 24th -37th West 24th Street, NYC

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

The rate was within the per diem allotted and the location is a good fit for the destinations of all of our meetings and programming.

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:

We have met the per diem for lodging. All meals hsorted during the trip we will manage the costs and do

our best to stay within the per diem. For travel we book rail tickets once they are confirmed to get

the best fare we can for travel to NYC.

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:

We will be traveling round-trip by Amtrak rail to New York City. While in New York City we will work with a

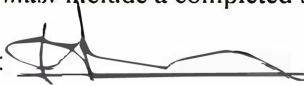
bus company to provide standard transportation from one site to another for porgramming during the 2 day trip.

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:

None

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: Helen Milby, Co-Founder & Executive Director

Name of Organization: Global Women's Innovation Network (GlobalWIN)

Address: 233 Pennsylvania Avenue, SE Washington, DC 20003

Telephone Number: 301-518-6336

Fax Number: 202-747-5212

E-mail Address: andrea@mietusevents.com

GlobalWIN

Names and titles of all Senate invitees

## Question # 5

| First     | Last       | Title                                      | Office                                                         |
|-----------|------------|--------------------------------------------|----------------------------------------------------------------|
| Alexis    | Alber      | Legal Counsel                              | Office of Senator Johnson                                      |
| Erica     | Andeweg    | Senior Policy Adviser                      | Office of Sen. Deb Fischer                                     |
| Casey     | Badmington | Senior Policy Advisor                      | Sen. Catherine Cortez Masto                                    |
| Liz       | Banicki    | Senior Policy Adviser                      | Office of Senator Sullivan                                     |
| Ananda    | Bhatia     | Legislative Assistant                      | House Select Committee on the Modernization of Congress        |
| Kelly     | Boyer      | Deputy Chief of Staff                      | Office of Sen. Maggie Hassan                                   |
| Katie     | Brown      | Legislative Director/Deputy Chief of Staff | Office of Sen. Susan Collins                                   |
| Katie     | Brown      | Legislative Director/Chief Counsel         | Office of Senator Blackburn                                    |
| Caitlin   | Carroll    | Communications Director                    | Office of Senator Richard Burr                                 |
| Elizabeth | Connolly   | Legislative Assistant                      | Office of Sen. Jon Tester                                      |
| Margaret  | Coulter    | Senior Adviser, Health Policy              | Senate Committee on Health, Education, Labor, and Pensions     |
| Beatrix   | Dalton     | Legislative Assistant                      | Office of Sen. Richard Blumenthal                              |
| Alexis    | De Bianchi | Senior Policy Advisor                      | Office of Senator Rosen                                        |
| Jennifer  | DeCasper   | Chief of Staff                             | Office of Senator Scott                                        |
| Claire    | Descamps   | Legislative Assistant                      | Office of Sen. Kirsten Gillibrand                              |
| Angela    | Ebner      | Policy Advisor                             | Office of Sen. Alex Padilla                                    |
| Caroline  | Ehlich     | Scheduling Director                        | Office of Sen. Jon Ossoff                                      |
| Amy       | English    | Foreign Policy Advisor                     | Office of Sen. Jeanne Shaheen                                  |
| Alaura    | Ervin      | Legislative Assistant                      | Office of Senator Cornyn                                       |
| Elizabeth | Falcone    | Chief of Staff                             | Office of Sen. Mark Warner                                     |
| Maggie    | Frankel    | Professional Staff Member                  | Senate Committee on Homeland Security and Governmental Affairs |
| Stephanie | Gamache    | Deputy Chief Clerk                         | Senate Committee on Commerce, Science, and Transportation      |
| Laila     | Goharioon  | Legislative Assistant                      | Office of Sen. Ossoff                                          |
| Rachel    | Green      | Health Policy Adviser                      | Office of Sen Steve Daines                                     |
| Kelsey    | Guyselman  | Deputy Policy Director                     | Senate Committee on Commerce, Science, and Transportation      |
| Katie     | Hadji      | Legislative Director/General Counsel       | Office of Senator Cassidy                                      |
| Megan     | Harrington | Senior Policy Adviser                      | Office of Sen. Rob. Portman                                    |

|           |            |                                                                   |                                                |
|-----------|------------|-------------------------------------------------------------------|------------------------------------------------|
| Leah      | Hill       | Legislative Director                                              | Sen. Cory Booker                               |
| Kerry     | Hunt       | General Counsel                                                   | Office of Senator Toomey                       |
| Allison   | Hutchings  | Technologist                                                      | Office of Sen. Ron Wyden                       |
|           |            |                                                                   |                                                |
| Danielle  | Janowski   | Health Policy Director                                            | Sen. John Thune                                |
| Erin      | Jarnagin   | Legislative Assistant                                             | Office of Senator Lummis                       |
| Rita      | Jochum     | Deputy Staff Director,<br>Republican/Chief Counsel,<br>Republican | Senate Committee on the Judiciary              |
| Liz       | Johnson    | Chief of Staff                                                    | Office of Sen. Mitt Romney                     |
| Lauren    | Johnson    | Military Legislative<br>Assistant                                 | Office of Senator Tillis                       |
| Kellie    | Karney     | Deputy Director of<br>Scheduling                                  | Office of Senate Majority Leader Chuck Schumer |
| Sylvia    | Lee        | Policy Advisor                                                    | Office of Sen. Kyrsten Sinema                  |
| Amanda    | Lincoln    | Health Policy Adviser                                             | Office of Sen. Bill Cassidy                    |
| Miryam    | Lipper     | Deputy Chief of Staff                                             | Office of Sen. Jon Ossoff                      |
| Ariel     | Marshall   | Legislative Director                                              | Office of Sen. Jeanne Shaheen                  |
| Lauren    | Marshall   | Legislative Director                                              | Office of Sen. Mark Warner                     |
| Neri      | Martinez   | Staff Director                                                    | Senate Special Committee on Aging              |
| Jessica   | McBride    | Deputy Chief of<br>Staff/Legislative Director                     | Office of Senator Thune                        |
| Kellie    | McConnell  | Health Policy Director,<br>Republican                             | Senate Committee on Finance                    |
| Dominique | McKay      | Communications Director                                           | Office of Senator Scott                        |
| Kelley    | Moore      | Communications Director                                           | Office of Sen. Shelley Moore Capito            |
| Beth      | Nelson     | Health Policy Director                                            | Sen. Todd Young                                |
| Colleen   | Nguyen     | Senior Health Policy<br>Advisor                                   | Office of Sen. Mark Warner                     |
| Trudy     | Perkins    | Communications Director                                           | Office of Sen. Sherrod Brown                   |
| Charlotte | Pineda     | Health Policy Director                                            | Office of Sen. Roger Marshall                  |
| Alyssa    | Richardson | Deputy Chief of Staff                                             | Sen. Tim Scott                                 |
| Michelle  | Richardson | Chief of Staff                                                    | Office of Senator Wicker                       |
| Dana      | Richter    | Senior Policy<br>Adviser/Counsel                                  | Office of Sen. Shelley Moore Capito            |
| Caitlin   | Rooney     | Economic Development<br>Director                                  | Office of Sen. Kirsten Gillibrand              |
| Franci    | Rooney     | Counsel                                                           | Office of Senator John Cornyn                  |
| Arielle   | Roth       | Legislative Counsel                                               | Office of Senator Blunt                        |
| Scarlet   | Samp       | Liaison to the Legislative<br>Directors                           | Senate Minority Whip John Thune                |
| Calli     | Shapiro    | Health Legislative Counsel                                        | Sen. Ben Ray Lujan                             |

|         |            |                                   |                                                                |
|---------|------------|-----------------------------------|----------------------------------------------------------------|
| Caitlyn | Stephenson | Chief of Staff                    | Office of Senator Gary Peters                                  |
| Erica   | Suares     | Senior Adviser                    | Senate Minority Leader Mitch McConnell                         |
| Jamie   | Susskind   | Tech Policy Advisor               | Office of Sen. Marsha Blackburn                                |
| Pam     | Thiessen   | Staff Director                    | HSGAC                                                          |
| Allison | Tinsey     | Counsel                           | Senate Subcommittee on Emerging Threats and Spending Oversight |
| Olivia  | Trusty     | Professional Staff Member         | Office of Sen. Roger Wicker                                    |
| Crystal | Tully      | Deputy Staff Director, Republican | Senate Committee on Commerce, Science, and Transportation      |
| Beth    | Vrabel     | Budget Counsel                    | Office of Senate Majority Leader Chuck Schumer                 |
| Kristin | Walker     | Chief of Staff                    | Office of Senator Lummis                                       |
| Annie   | Wang       | Counsel                           | Sen. Raphael Warnock                                           |
| Anna    | Yelverton  | Deputy Legislative Director       | Office of Sen. Chris Coons                                     |



## New York City Itinerary

### Thursday, October 6

**8:00 AM** Depart Washington Union Station (WAS) on Vermonter Train 56

**11:21 AM** Arrive Moynihan Train Hall (NYP)

**11:30 AM** Trip Objectives and Overview with Tizzy Brown, Senior Director of GlobalWIN & VP of HM&CO  
**12:00 PM** En route to MasterCard

**12:00 PM** Lunch: Empowering Women to Succeed in a Digital Economy with MasterCard  
**1:30 PM** 150 5th Avenue

*10-minute drive or 15-minute walk*

**2:00 PM** Crypto 101 Panel and it's Regulatory Implications  
**3:00 PM** LinkedIn: Empire State Building, 20 W 34th St

*8-minute drive or 20-minute walk*

**3:30 PM** Vaccines and the COVID-19 Pandemic with Pfizer  
**4:30 PM** 235 E 42st St

*Time to check into the hotel and work as needed: 15-minute drive to Sonder from Pfizer*

**6:00 PM** Depart Sonder for Microsoft

*23-minute drive*

**6:30 PM** Dinner: Innovative Leadership ft. Microsoft  
**8:30 PM** Microsoft Experience Center: 677 Fifth Avenue, 7<sup>th</sup> Floor

**RON: Sonder | Henri on 24th - 37 W 24th Street**

### Friday, October 7

**9:00 AM** Depart Sonder for Peloton

*20-minute drive or 25-minute walk*

**9:30 AM** Breakfast: Innovation in the Tech and Fitness Industry with Peloton  
**11:30 AM** Peloton Studios and HQ: Hudson Commons: 441 9<sup>th</sup> Ave

*10-minute drive or 15-minute walk*

**12:00 PM** Lunch: The Changing Nature and Role of Women In Tech Leadership: A Panel on Fostering the  
**1:00 PM** Success and Development of Women in the Technology Sector ft. Yahoo!  
 770 Broadway



*15-minute drive*

1:30 PM Using Data to Respond to Future Public Health Emergencies with Palantir 45 West 18th  
2:30 PM Street, 6th Floor

*20-minute drive*

3:00 PM Sustainable Finance and Supply Chain Disruptions with BNP Paribas  
4:00 PM 787 7th Ave

*15-min drive*

4:55 PM Depart Moynihan Train Station (NYP) on Acela Train 2122

7:50 PM Arrive Washington Union Station (WAS)

End of New York Programming

Senate Staff Delegation Bios