

# RE-2 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. **This form is a public disclosure. The form and all attachments will be made publicly available.**

**Certification:** In compliance with the Regulations Governing Privately Sponsored Travel, Senate Rule 35, and the Honest Leadership and Open Government Act of 2007, I certify that I accepted the following gift of privately sponsored travel:

Private Sponsor(s):  
Blue Cross Blue Shield Association, Civica Inc.

Travel Dates:  
09/08/2023 to 09/08/2023

Name of accompanying family member (if any):

Relationship to Traveler:

## Expenses

| Transportation Expenses | Lodging Expenses | Meals Expenses | Other Expenses (Amount & Description) |
|-------------------------|------------------|----------------|---------------------------------------|
| \$70.42                 | \$0.00           | \$20.00        | \$0.00                                |

I also certify that attached to this form are all required documents for post travel disclosure, including:

- The final **Employee Pre-Travel Authorization** (Form RE-1)
- The final **Private Sponsor Travel Certification Form** with all attachments
- The final invitation
- The final approved itinerary

Finally, I certify that all trip information reflected in the attachments above accurately reflects the travel that I accepted. If there were any changes to the trip after I received approval from the Committee, the changes are described in ATTACHMENT 1.

10/17/23

Date

Katherine Phillips

Printed Name of Traveler



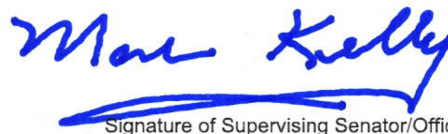
Signature of Traveler

### 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.

10/17/23

Date



Signature of Supervising Senator/Officer

## ATTACHMENT 1 – CHANGES FROM APPROVED PRE-TRAVEL

**Note:** Material changes to a trip that occur after the Committee has issued an approval letter may invalidate the Committee's approval. Please contact the Committee with any questions regarding changes to an approved trip.

Were there any changes to the pre-approved travel expenses? (Transportation, Meals, Lodging, Other)?

☐ Yes ☒ No

| Expense Change                                         | Revised Amount | Explanation |
|--------------------------------------------------------|----------------|-------------|
| There were no changes to pre-approved travel expenses. |                |             |

Were there any changes to the pre-approved itinerary?

☐ Yes ☒ No

Explanation: There were no changes to the pre-approved itinerary.

Were there any additional changes to the pre-approved trip?

☐ Yes ☒ No

Explanation: There were no additional changes to the pre-approved trip.



## RE-1 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.

Name of Traveler:

Katherine Phillips

Employing Office/Committee:

Sen. Mark Kelly

Private Sponsor(s):

Blue Cross Blue Shield Association &amp; Civic

Destination(s):

Petersburg, VA

Travel Dates:

September 8, 2023

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

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

As the health legislative assistant, this trip will inform the staffer's understanding of domestic drug manufacturing and what policies will be needed to ensure more lower cost drugs (like insulin, as produced at this site) can be produced in the United States.

Do you have an accompanying family member or spouse on this trip? Name and Relationship to Traveler:

☐

(signify "yes" by checking box)

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

9/6/23

Date

Signature of Employee

## TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER

(President of the Senate, Secretary of the Senate, Sergeant at Arms,  
Secretary for the Majority, Secretary for the Minority, and Chaplain)

Mark Kelly

(Print Senator's/Officer's Name)

hereby authorize

Katherine Phillips

(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)

9/6/23

Date

Mark Kelly

Signature of Supervising Senator/Officer

# Blue Cross Blue Shield Association: BCBSA Civica Facility Tour 9/8/2023

 Katherine Phillips

Title:  
Legislative Assistant

Employing Office/Committee:  
KELLY, MARK

Duty Station:  
WASHINGTON,DC

Destination(s):  
Civica sterile injectable manufacturing facility in Petersburg, VA

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

As a health legislative assistant, this visit will inform staff's understanding of the ins and outs of domestic drug manufacturing, the outcome of federal investments, and what's next for lower-cost insulins which will be manufactured at this facility.

Name of accompanying family member (if any):  
Not Entered

Name and Relationship to Traveler:  
None

## Organization Information

Organization Name  
Blue Cross Blue Shield Association

Is your organization classified as a 501(c)(3)?

☐ Yes ☒ No

501(c)(3) Organization Type  
None

Address  
1310 G Street, NW

Address 2 (Optional)  
None

City, State Zip  
Washington, District Of Columbia 20005 United States

Phone Number  
6107304528

Organization URL

## History of Congressional Travel

None

## Educational Activities

-Participation in thought leadership events inside the Beltway and nation-wide, including Congressional briefings; Aspen Ideas Festival - Communications materials promoting public policy initiatives of BCBSA and 34 Blue Plans -Federal and State Affairs advocacy to educate and advocate on behalf of the 115+ million Americans served by the Blue Cross Blue Shield system

## Lobbyist and Foreign Agent Registration Information

Lobbyist Registration Status: I certify that the sponsor is not a federally registered lobbyist but retain or employ one or more federally registered lobbyists.

Foreign Agent Registration Status: I certify that the sponsor is not an agent of a foreign principal and do not retain or employ an agent of a foreign principal.

## Foreign Government Involvement

Foreign Agent Registration Status:

- ☒ I certify that the sponsor is not a foreign government.
- ☒ I certify that the sponsor is not an entity that is owned or operated by a foreign government.
- ☒ I certify that the sponsor does not receive funding from a foreign government.

Comments

None Entered

## Signature Page

The signature page is below:

## Purpose and Details

Provide a brief description of the trip.

The Blue Cross and Blue Shield Association (BCBSA) and Civica invite Senate legislative staff to tour Civica's 140,000 square-foot sterile injectable manufacturing facility in Petersburg, Virginia, on September 8, 2023. We are eager to educate staff on this important partnership which began three years ago and is dedicated to lowering the price of high-cost generic drugs, as well as to introduce staff to a manufacturing facility that will play a vital role in ensuring the nation's supply of essential medicines.

Explain how the purpose of the trip relates to your organization's mission.

More than 8 million Americans with diabetes depend on insulin, and with the soaring cost of prescription drugs many of these Americans have been forced to choose between life sustaining medicines and living expenses, particularly those uninsured or underinsured who often pay the most out of pocket for their medications. Civica (Civica Inc., Civica Rx) was established in 2018 in partnership with health plans and three philanthropies to improve the resiliency of the drug supply and provide essential medicines at affordable prices. Civica's Petersburg manufacturing facility has been established with substantial support from ASPR/BARDA.

Is your organization the only sponsor for this trip?

☐ Yes ☒ No

Describe your organization's role in planning the trip.

BCBSA is a co-sponsor, along with Civica. BCBSA is providing financial support for this travel, including transportation and boxed lunch for Hill staff.

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## Joint Sponsor: Civica Inc.

### Organization Information

**Organization Name**

Civica Inc.

**Is your organization classified as a §501(c)(3)?**

☐ Yes ☒ No

**§501(c)(3) Organization Type**

None

**Address**

One Civica Way

**Address 2 (Optional)**

None

**City, State Zip**

Petersburg, Maryland 23805 United States

**Phone Number**

6179999193

**Organization URL**

### History of Congressional Travel

None

### Educational Activities

-Participation in thought leadership events inside the Beltway and nationwide, including Congressional briefings; -Civica public policy staff education of federal and state policymakers -Partnership with Brightpoint Community College to create pharmaceutical manufacturing technician training curriculum

### Lobbyist and Foreign Agent Registration Information

Lobbyist Registration Status: *I certify that the sponsor is not a federally registered lobbyist but retain or employ one or more federally registered lobbyists.*

Foreign Agent Registration Status: *I certify that the sponsor is not an agent of a foreign principal and do not retain or employ an agent of a foreign principal.*

### Foreign Government Involvement

Foreign Agent Registration Status:

- ☒ I certify that the sponsor is not a foreign government.
- ☒ I certify that the sponsor is not an entity that is owned or operated by a foreign government.
- ☒ I certify that the sponsor does not receive funding from a foreign government.

Comments

## Signature Page

The signature page is below.

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## Grantmaking Organizations (Optional)

There are no grantmaking organizations.

## With or Without Regard for Congressional Participation

The trip is arranged or organized specifically with regard to congressional participation.

## Lobbyist/Foreign Agent Involvement in Planning, Organizing, Requesting or Arranging

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

## Lobbyist/Foreign Agent Financing

- ☒ The trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
- ☒ No funds or in-kind contributions were 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.

## Lobbyist/Foreign Agent Accompaniment

Complete if all sponsors are §501(c)(3) organizations

- ☐ The trip is limited to three days (for trips inside the continental United States) or seven days (for trips outside the continental United States), and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip
- ☐ The trip is limited to 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
- ☐ The trip is limited to 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

Complete if any of the sponsors is not a §501(c)(3) organizations.

- ☐ The trip is limited to three days (for trips inside the continental United States) or seven days (for trips outside the continental United States), and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip
- ☒ The trip is limited to 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
- ☐ The trip is limited to 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

## Certification of No Recreational Activity and No Alcohol

- ☒ Travel expenses paid for will not include expenditures for recreational activities.
- ☒ Travel expenses paid for will not include expenditures for alcohol, except as permitted by the Regulations Governing Privately Sponsored Travel.

## Invitees

- ☒ Members and staff from the House of Representatives **will not** receive invitations.

The list of invitees is below.

## Travel Details

Trip Start Date/Time:  
09/08/2023 @ 08:00 AM



Trip End Date/Time:  
09/08/2023 @ 04:15 PM

Will the traveler be accompanied by a family member for whom the sponsor will pay travel expenses?

☐ Yes ☒ No

## Itinerary

The itinerary is below.

Transportation (Per Member/Officer/Employee: \$70.42 | Accompanying Family Member: \$0.00)

| Transportation Type   | Class | Amount  |
|-----------------------|-------|---------|
| Ground Transportation | Coach | \$70.42 |

### Note

Full size coach bus (50 people capacity); roundtrip from Capitol Hill area; \$2,535 total

Lodging (Per Member/Officer/Employee: \$0.00 )

| Check-In | Check-Out | Facility | City | State | Country | Nights | Cost/Night | Cost Exceed Per Diem |
|----------|-----------|----------|------|-------|---------|--------|------------|----------------------|
|----------|-----------|----------|------|-------|---------|--------|------------|----------------------|

There are no lodging expenses.

Meals (Per Member/Officer/Employee: \$20.00 )

| Date       | Breakfast | Lunch   | Dinner | Incidentals | Total   | City       | State    | Country       | Cost Exceeds Per Diem |
|------------|-----------|---------|--------|-------------|---------|------------|----------|---------------|-----------------------|
| 09/08/2023 | \$0.00    | \$20.00 | \$0.00 | \$0.00      | \$20.00 | Petersburg | Virginia | United States | Yes                   |

### Cost Exceeds Per Diem Reason

Cost represents the best available rate to accommodate meal needs for a group of this size.

Reasonable Miscellaneous Expenses (Per Member/Officer/Employee: \$0.00 )

| Expense Type | Amount | Notes |
|--------------|--------|-------|
|--------------|--------|-------|

There are no miscellaneous expenses.

Additional Attachments All additional attachments are below.

### Document Name

Civica Signed PST Signature Page

BCBSA Signed PST Signature Page



**Document Name**

BCBSA Civica Tour Flyer

BCBSA Civica Tour Itinerary 9.8.23

**Trip Name:** BCBSA, Civica Facility Tour 9/8/2023

### Organization Information

**Organization Name:**

Blue Cross Blue Shield Association

**Is your organization classified as a §501(c)(3)?**

☐ Yes

☒ No

**If Yes, §501(c)(3) Organization Type:**

☐

Private Foundation

☐

Public Charity

**Address:**

1310 G Street, NW

**City, State, Zip:**

Washington, DC 20005

**Phone Number:**

202-626-4798

**Organization URL:**

### History of Congressional Travel

Describe your organization's history of sponsoring congressional travel.

None

### Educational Activities

Describe the educational activities performed by your organization other than sponsoring congressional travel.

- Participation in thought leadership events inside the Beltway and nation-wide, including Congressional briefings; Aspen Ideas Festival
- Communications materials promoting public policy initiatives of BCBSA and 34 Blue Plans
- Federal and State Affairs advocacy to educate and advocate on behalf of the 115+ million Americans served by the Blue Cross Blue Shield system

### Lobbyist and Foreign Agent Registration Information

**Lobbyist Registration Status (Select one):**

☐

I certify that the sponsor is not a federally registered lobbyist and does not retain or employ a federally registered lobbyist.

☒

I certify that the sponsor is not a federally registered lobbyist but does retain or employ one or more federally registered lobbyists.

**Foreign Agent Registration Status (Select one):**

☐

I certify that the sponsor is not an agent of a foreign principal and does not retain or employ an agent of a foreign principal.

☐

I certify that the sponsor is not an agent of a foreign principal but does retain or employ one or more agents of a foreign principal.

### Foreign Government Involvement

**Foreign Agent Registration Status (Must select all):**

☒

I certify that the sponsor is not a foreign government.

☒

I certify that the sponsor is not an entity that is owned or operated by a foreign government.

☒

I certify that the sponsor does not receive funding from a foreign government.

**Purpose and Details****Provide a brief description of the trip.**

This educational tour will guide Hill staff through a state-of-the-art sterile fill-finish injectable drugs facility and include presentations from the following individuals:

Dan Liljenquist, Civica Board Chair

Ned McCoy, Civica CEO

Jason Winfield, Civica VP Engineering

**Explain how the purpose of the trip relates to your organization's mission.**

One mission of BCBSA is make healthcare more affordable. More than 8 million Americans with diabetes depend on insulin, and with the soaring cost of prescription drugs many of these Americans have been forced to choose between life sustaining medicines and living expenses, particularly those uninsured or underinsured who often pay the most out of pocket for their medications.

Civica (Civica Inc., Civica Rx) was established in 2018 in partnership with health plans and three philanthropies to improve the resiliency of the drug supply and provide essential medicines at affordable prices.

**Is your organization the only sponsor for this trip?**

☐ Yes ☒ No

**If No, describe your organization's role in planning the trip.**

BCBSA is a co-sponsor, along with Civica

BCBSA is providing financial support for this travel, including transportation and boxed lunch for Hill staff.

If there are multiple sponsors, each sponsor must submit Organization Information (Page 1 of the Private Sponsor Travel Certification Form) and a Signature Page Form.

**Grantmaking Organizations (Optional)****If you have a Grantmaking Organization, you must attach a Grantmaking Organization Certification Form.**

- 1.
- 2.
- 3.

## With or Without Regard to Congressional Participation (Select one):

- ☐ The trip is arranged or organized without regard to congressional participation.
- ☒ The trip is arranged or organized with regard to congressional participation.

## Lobbyist/Foreign Agent Involvement in Planning, Organizing, Requesting or Arranging

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

## Lobbyist/Foreign Agent Financing (Must select all):

- ☒ The trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
- ☒ No funds or in-kind contributions were 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.

## Lobbyist/Foreign Agent Accompaniment

## Complete if all sponsors are §501(c)(3) organizations (Select one):

- ☐ The trip is limited to three days (for trips inside the continental United States) or seven days (for trips outside the continental United States), and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip
- ☐ The trip is limited to 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
- ☐ The trip is limited to 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

## Complete if any of the sponsors is not a §501(c)(3) organizations (Select one):

- ☐ The trip is limited to three days (for trips inside the continental United States) or seven days (for trips outside the continental United States), and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip
- ☒ The trip is limited to 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
- ☐ The trip is limited to 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

## Certification of No Recreational Activity and No Alcohol (Must select all):

- ☒ Travel expenses paid for will not include expenditures for recreational activities.
- ☒ Travel expenses paid for will not include expenditures for alcohol, except as permitted by the Regulations Governing Privately Sponsored Travel.

## Will members and staff from the House of Representatives receive invitations?

- ☐ Yes ☒ No

## Travel Details (Submit additional pages as needed)

Trip Start Date/Time:

9/8/2023 at 8am



Trip End Date/Time:

9/8/2023 at 4:15pm

Will the traveler be accompanied by a family member for whom the sponsor will pay travel expenses?



Yes



No

Transportation (Member/Officer/Employee: \$\_\_\_\_\_ Accompanying Family Member: \$\_\_\_\_\_)

| Transportation Type                          | Class | Amount              |
|----------------------------------------------|-------|---------------------|
| Reston Limousine Full Size Bus (50 ppl cap.) | Coach | \$2,535 for 9 hours |

Details (optional)

Amount is total, not per person. Can calculate amount per person when RSVPs are collected.

Lodging (Member/Officer/Employee: \$<sup>n/a</sup>\_\_\_\_\_ Accompanying Family Member: \$\_\_\_\_\_)

| Check-In | Check-Out | Facility | City | State | Country |
|----------|-----------|----------|------|-------|---------|
|----------|-----------|----------|------|-------|---------|

| Nights | Cost/Night | Cost Exceed Per Diem (Yes/No) | If Yes, please explain why expenses over the per diem rate are reasonable and necessary. |
|--------|------------|-------------------------------|------------------------------------------------------------------------------------------|
|--------|------------|-------------------------------|------------------------------------------------------------------------------------------|

| Check-In | Check-Out | Facility | City | State | Country |
|----------|-----------|----------|------|-------|---------|
|----------|-----------|----------|------|-------|---------|

| Nights | Cost/Night | Cost Exceed Per Diem (Yes/No) | If Yes, please explain why expenses over the per diem rate are reasonable and necessary. |
|--------|------------|-------------------------------|------------------------------------------------------------------------------------------|
|--------|------------|-------------------------------|------------------------------------------------------------------------------------------|

| Check-In | Check-Out | Facility | City | State | Country |
|----------|-----------|----------|------|-------|---------|
|----------|-----------|----------|------|-------|---------|

| Nights | Cost/Night | Cost Exceed Per Diem (Yes/No) | If Yes, please explain why expenses over the per diem rate are reasonable and necessary. |
|--------|------------|-------------------------------|------------------------------------------------------------------------------------------|
|--------|------------|-------------------------------|------------------------------------------------------------------------------------------|



Meals (Member/Officer/Employee: \$\_\_\_\_\_ Accompanying Family Member: \$\_\_\_\_\_)

| Date   | Breakfast | Lunch | Dinner | Incidentals | Total | City       | State | Country | Cost Exceeds<br>Per Diem (Y/N) |
|--------|-----------|-------|--------|-------------|-------|------------|-------|---------|--------------------------------|
| 9/8/20 |           | \$20  |        |             |       | Petersburg | VA    | USA     | N                              |

If costs exceed the federal per diem, please explain why expenses over the per diem rate are reasonable and necessary.

### Reasonable Miscellaneous Expenses

(Member/Officer/Employee: \$\_\_\_\_\_ Accompanying Family Member: \$\_\_\_\_\_)

| Expense Type | Amount | Notes |
|--------------|--------|-------|
|--------------|--------|-------|

### Additional Details (optional)

Transportation will be provided from the Capitol Hill area to the facility, then back to the Capitol Hill area.

All Senate Health LA's will receive invitation package.

## PRIVATELY SPONSORED TRAVEL

## SPONSOR SIGNATURE PAGE

I hereby certify that the information submitted in connection with the trip listed below is true, complete, and correct to the best of my knowledge and belief.

Trip Name: BCBSA, Civica Facility Tour

Travel Date(s): September 8, 2023

Travel Destination(s): Civica Manufacturing Facility, Petersburg, VA

Sponsor: BCBSA, Civica

Jennifer Towey  
*(printed name of sponsor representative)*

Director, Political Affairs  
*(title)*

*(signature of sponsor representative)*

6/13/2023  
*(date)*

## PRIVATELY SPONSORED TRAVEL

## SPONSOR SIGNATURE PAGE

I hereby certify that the information submitted in connection with the trip listed below is true, complete, and correct to the best of my knowledge and belief.

Trip Name: BCBSA Civica Facility Tour

Travel Date(s): 08SEP2023

Travel Destination(s): Petersburg, VA

Sponsor: Civica Inc.

Allan Coukell  
*(printed name of sponsor representative)*

SVP Public Policy  
*(title)*

Allan Coukell  
*(signature of sponsor representative)*

30AUG2023  
*(date)*

| First Name | Last Name | Title                            | Primary Organization                                       |
|------------|-----------|----------------------------------|------------------------------------------------------------|
| Jonathan   | Abdnor    | Policy Advisor                   | Office of Sen. John Thune (R-SD)                           |
| Caroline   | Ackerman  | Legislative Assistant            | Office of Sen. Elizabeth Warren (D-MA)                     |
| Rebecca    | Alcorn    | Senior Policy Advisor            | Office of Sen. Mike Crapo (R-ID)                           |
| Hannah     | Anderson  | Health Policy Advisor            | Senate Committee on Health, Education, Labor, and Pensions |
| Marissa    | Barrera   | Senior Health Policy Advisor     | Senate Committee on Health, Education, Labor, and Pensions |
| Lauren     | Battle    | Health Policy Advisor            | Senate Committee on Health, Education, Labor, and Pensions |
| Sydney     | Beasley   | Legislative Assistant            | Office of Sen. Ron Wyden (D-OR)                            |
| Sara       | Bell      | Policy Advisor                   | Office of Sen. Dan Sullivan (R-AK)                         |
| Kathryn    | Bell      | Health Professional Staff Member | Senate Committee on Health, Education, Labor, and Pensions |
| Hannah     | Berner    | Senior Policy Advisor            | Office of Sen. John Hickenlooper (D-CO)                    |
| Jane       | Bigham    | Senior Health Policy Advisor     | Senate Committee on Health, Education, Labor, and Pensions |
| Shawn      | Bishop    | Chief Health Advisor             | Senate Committee on Finance                                |
| Jill       | Boland    | Senior Policy Advisor            | Office of Sen. Jack Reed (D-RI)                            |
| Jackie     | Bossman   | Legislative Assistant            | Office of Sen. Mike Rounds (R-SD)                          |
| Gable      | Brady     | Senior Health Policy Advisor     | Senate Committee on Finance                                |
| Samara     | Brown     | Legislative Assistant            | Office of Sen. Ted Cruz (R-TX)                             |
| Grace      | Bruno     | Healthcare Policy Advisor        | Office of Sen. Steve Daines (R-MT)                         |
| Kevin      | Chang     | Legislative Assistant            | Office of Sen. Maria Cantwell (D-WA)                       |
| Veronica   | Chase     | Legislative Assistant            | Office of Sen. Jon Tester (D-MT)                           |
| Jacob      | Chebowski | Legislative Assistant            | Office of Sen. Mike Braun (R-IN)                           |
| David      | Clarke    | Health Research Assistant        | Senate Committee on Health, Education, Labor, and Pensions |
| Cady       | Cooper    | Legislative Assistant            | Office of Sen. Cindy Hyde-Smith (R-MS)                     |
| Hannah     | Cornwell  | Legislative Assistant            | Office of Sen. John Kennedy (R-LA)                         |
| Elizabeth  | Cox       | Health Fellow                    | Senate Committee on Health, Education, Labor, and Pensions |
| Martha     | Cramer    | Senior Health Policy Advisor     | Office of Sen. Ben Cardin (D-MD)                           |
| Garrett    | Daniel    | Legislative Assistant            | Office of Sen. Thom Tillis (R-NC)                          |
| Elizabeth  | Darnall   | Senior Health Policy Advisor     | Office of Sen. Patty Murray (D-WA)                         |
| Erin       | Dempsey   | Deputy Health Policy Director    | Senate Committee on Finance                                |
| Peter      | Dudziak   | Legislative Assistant            | Office of Sen. Eric Schmitt (R-MO)                         |
| Erin       | Dugan     | Senior Policy Advisor            | Office of Sen. Tammy Baldwin (D-WI)                        |
| Eva        | DuGoff    | Senior Health Advisor            | Senate Committee on Finance                                |
| Ijeoma     | Egekeze   | Legislative Assistant            | Office of Sen. Chris Van Hollen (D-MD)                     |
| Madison    | Erstine   | Legislative Assistant            | Office of Sen. Tom Cotton (R-AR)                           |
| Amanda     | Ferguson  | Health Legislative Assistant     | Office of Sen. Tom Carper (D-DE)                           |
| Jocelyn    | Francis   | Legislative Assistant            | Office of Sen. James Risch (R-ID)                          |
| Matthew    | Fuentes   | Legislative Assistant            | Office of Sen. Chuck Schumer (D-NY)                        |
| Andrew     | Fuentes   | Legislative Assistant            | Office of Sen. Dianne Feinstein (D-CA)                     |
| Rachel     | Fybel     | Legislative Assistant            | Office of Sen. Tina Smith (D-MN)                           |

|           |            |                                |                                                            |
|-----------|------------|--------------------------------|------------------------------------------------------------|
| Sabah     | Ghulamali  | Health Policy Advisor          | Senate Committee on Health, Education, Labor, and Pensions |
| Vic       | Goetz      | Health Legislative Assistant   | Office of Sen. Jeanne Shaheen (D-NH)                       |
| Artin     | Haghshenas | Legislative Assistant          | Office of Sen. Bob Menendez (D-NJ)                         |
| Jonathan  | Heppen     | Legislative Assistant          | Office of Sen. Angus King (I-ME)                           |
| Cassidy   | Hobbs      | Legislative Assistant          | Office of Sen. Lisa Murkowski (R-AK)                       |
| Jared     | Honts      | Legislative Aide               | Office of Sen. Rick Scott (R-FL)                           |
| Mandar    | Jadhav     | Health Policy Advisor          | Senate Committee on Health, Education, Labor, and Pensions |
| Jake      | Johnson    | Junior Legislative Assistant   | Office of Sen. Markwayne Mullin (R-OK)                     |
| Max       | Kanner     | Health Policy Advisor          | Office of Sen. Dick Durbin (D-IL)                          |
| Sophie    | Kasimow    | Health Policy Director         | Senate Committee on Health, Education, Labor, and Pensions |
| Charlotte | Kaye Rock  | Health Policy Advisor          | Senate Committee on Finance                                |
| Chris     | Kelly      | Legislative Assistant          | Office of Sen. Marsha Blackburn (R-TN)                     |
| Ty        | Kennedy    | Legislative Assistant          | Office of Sen. John Hoeven (R-ND)                          |
| Ryan      | Kenyon     | Legislative Assistant          | Office of Sen. Kevin Cramer (R-ND)                         |
| Daniel    | Kishi      | Domestic Policy Advisor        | Office of Sen. Josh Hawley (R-MO)                          |
| Samantha  | Koehler    | Health Policy Advisor          | Office of Sen. Tim Kaine (D-VA)                            |
| Nadia     | Laniyan    | Legislative Assistant          | Office of Sen. Cory Booker (D-NJ)                          |
| Kimberly  | Lattimore  | Health Policy Analyst          | Senate Committee on Finance                                |
| Sylvia    | Lee        | Policy Advisor                 | Office of Sen. Kyrsten Sinema (I-AZ)                       |
| Scott     | Levy       | Deputy Health Policy Director  | Senate Committee on Health, Education, Labor, and Pensions |
| Liam      | MacDonald  | Legislative Assistant          | Office of Sen. Mike Rounds (R-SD)                          |
| Jasmine   | Masand     | Senior Health Policy Advisor   | Office of Sen. Maggie Hassan (D-NH)                        |
| Matthew   | May        |                                |                                                            |
| Emily     | McBride    | Legislative Assistant          | Office of Sen. Tommy Tuberville (R-AL)                     |
| Kellie    | McConnell  | Health Policy Director         | Senate Committee on Finance                                |
| Bailey    | McCue      | Legislative Assistant          | Office of Sen. John Boozman (R-AR)                         |
| Maggie    | McPherson  | Legislative Assistant          | Office of Sen. Katie Britt (R-AL)                          |
| Chris     | Medrano    | Legislative Assistant          | Office of Sen. Mike Lee (R-UT)                             |
| Mary      | Moody      | Health Policy Director         | Senate Committee on Health, Education, Labor, and Pensions |
| Kendall   | Moore      | Senior Policy Advisor          | Office of Sen. Cindy Hyde-Smith (R-MS)                     |
| Tiffany   | Mortimore  | Legislative Assistant          | Office of Sen. John Barrasso (R-WY)                        |
| Madison   | Moskowitz  | Economic Policy Advisor        | Office of Sen. Ron Wyden (D-OR)                            |
| Amy       | Nabozny    | Health Policy Advisor          | Senate Committee on Health, Education, Labor, and Pensions |
| Rebecca   | Nathanson  | Senior Domestic Policy Advisor | Office of Sen. Ron Wyden (D-OR)                            |
| Cambridge | Neal       | Legislative Assistant          | Office of Sen. James Lankford (R-OK)                       |
| Beth      | Nelson     | Health Policy Director         | Office of Sen. Todd Young (R-IN)                           |
| Colleen   | Nguyen     | Senior Policy Advisor          | Office of Sen. Mark Warner (D-VA)                          |
| Brian     | Oakes      | Legislative Assistant          | Office of Sen. J.D. Vance (R-OH)                           |
| Meghan    | O'Connor   | Legislative Assistant          | Office of Sen. Mazie Hirono (D-HI)                         |
| Maria     | Olson      | Legislative Assistant          | Office of Sen. Susan Collins (R-ME)                        |



|            |           |                                                      |                                                               |
|------------|-----------|------------------------------------------------------|---------------------------------------------------------------|
| Robert     | Orr       | Legislative Assistant                                | Office of Sen. J.D. Vance (R-OH)                              |
| Sam        | Paepke    |                                                      | Office of Sen. Mike Lee (R-UT)                                |
| Brent      | Palmer    | Legislative Assistant                                | Office of Sen. Dianne Feinstein (D-CA)                        |
| Jasmin     | Palomares | Legislative Assistant                                | Office of Sen. Kirsten Gillibrand (D-NY)                      |
| Katherine  | Phillips  | Legislative Assistant                                | Office of Sen. Mark Kelly (D-AZ)                              |
| Charlotte  | Pineda    | Health Policy Director                               | Office of Sen. Roger Marshall (R-KS)                          |
| Stuart     | Portman   | Senior Health Policy Advisor<br>(On Leave, Parental) | Senate Committee on Finance                                   |
| Nic        | Pottebaum | Legislative Assistant                                | Office of Sen. Chuck Grassley (R-IA)                          |
| Thomas     | Power     | Senior Health Policy Advisor                         | Office of Sen. Rick Scott (R-FL)                              |
| Christiana | Reasor    | Legislative Assistant                                | Office of Sen. Jerry Moran (R-KS)                             |
| Parker     | Reynolds  | Health Policy Advisor                                | Office of Sen. Bill Cassidy (R-LA)                            |
| David      | Reynolds  | Senior Health Policy Advisor                         | Senate Committee on Health, Education,<br>Labor, and Pensions |
| Dana       | Richter   | Senior Policy Advisor; General<br>Counsel            | Office of Sen. Shelley Capito (R-WV)                          |
| Zain       | Rizvi     | Senior Health Counsel                                | Senate Committee on Health, Education,<br>Labor, and Pensions |
| Jade       | Rowland   | Legislative Assistant                                | Office of Sen. Mazie Hirono (D-HI)                            |
| Eduardo    | Sacasa    | Legislative Assistant                                | Office of Sen. Deb Fischer (R-NE)                             |
| Gabrielle  | Schechter | Health Policy Advisor                                | Office of Sen. Brian Schatz (D-HI)                            |
| Sarah      | Shapiro   | Legislative Assistant                                | Office of Sen. Gary Peters (D-MI)                             |
| Conor      | Sheehey   | Senior Health Policy Advisor                         | Senate Committee on Finance                                   |
| Aliza      | Silver    | Deputy Health Policy Counsel                         | Senate Committee on Health, Education,<br>Labor, and Pensions |
| Audrey     | Smith     | Senior Policy Advisor                                | Office of Sen. Joe Manchin (D-WV)                             |
| Barrett    | Tenbarge  | Senior Health Policy Counsel                         | Senate Committee on Health, Education,<br>Labor, and Pensions |
| Jackson    | Thein     | Policy Advisor                                       | Office of Sen. Jeff Merkley (D-OR)                            |
| Matthew    | Thomas    | Health Policy Advisor                                | Senate Committee on Health, Education,<br>Labor, and Pensions |
| Megan      | Thompson  | Senior Policy Advisor (On<br>Leave, Parental)        | Office of Sen. Jacky Rosen (D-NV)                             |
| Sally      | Thompson  | Legislative Assistant                                | Office of Sen. Roger Wicker (R-MS)                            |
| Walker     | Truluck   | Senior Policy Advisor (On<br>Leave, Paternal)        | Office of Sen. Lindsey Graham (R-SC)                          |
| Polly      | Webster   | Senior Health Counsel                                | Senate Committee on Finance                                   |
| Tara       | Wilson    | Legislative Assistant                                | Office of Sen. Ed Markey (D-MA)                               |
| Katie      | Wood      | Legislative Assistant                                | Office of Sen. Joni Ernst (R-IA)                              |
| Shayne     | Woods     | Legislative Assistant                                | Office of Sen. Tim Scott (R-SC)                               |
| Kevin      | Wu        | Domestic Policy Advisor                              | Office of Sen. Ron Wyden (D-OR)                               |
| Olga       | Zoraqi    | Legislative Assistant                                | Office of Sen. Jacky Rosen (D-NV)                             |



**Phillips, Katherine (Kelly)**

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**From:** Hoffmann, Jamie <Jamie.Hoffmann@bcbsa.com>  
**Sent:** Friday, July 21, 2023 12:00 PM  
**To:** Phillips, Katherine (Kelly)  
**Cc:** Allan Coukell; Towey, Jennifer  
**Subject:** Invitation - BCBSA & Civica Privately Sponsored Travel 9/8/2023  
**Attachments:** BCBSA-Civica Tour - Detailed Proposal and Itinerary.pdf

Dear Katherine,

The [Blue Cross Blue Shield Association](#) together with non-profit drug manufacturer [Civica](#), formally invite you to join a privately sponsored tour of the Civica Sterile Injectable Manufacturing Facility in Petersburg, VA on **Friday, September 8, 2023**.

This is a one-day event that serves as an educational opportunity for legislative staffers to see the 140,000 square-foot facility, gain insight into how life-saving drugs like insulin are created and garner a true understanding as to why partnerships like BCBSA and Civica's are an integral component in addressing the soaring cost of prescription drugs in the U.S. today.

A detailed proposal and itinerary are attached.

Shortly, you will receive an email from the Senate Ethics Privately Sponsored Travel Portal. All pertinent information about this trip is loaded into the portal, and this is where you will submit your request for approval from Ethics.

As a note, transportation to/from Capitol Hill on Sept 8 will be provided, as well as an on-site lunch. Pick up will be approximately 8am, drop off will be approximately 4:15pm.

Please reach out to me or Allan Coukell (cc'd here) if you have any questions or can no longer attend the tour.

Thank you,

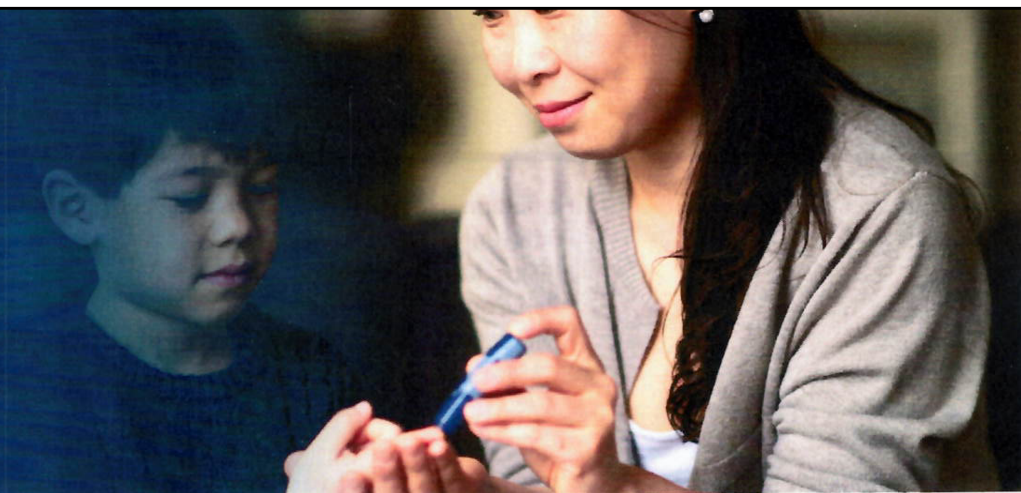
**Jamie Hoffmann, MPH**

Legislative Affairs Specialist | Advocacy

[Washington D.C.](#) | 202.626.4819







## INVITATION TO TOUR MANUFACTURING FACILITY

The Blue Cross and Blue Shield Association (BCBSA) and Civica invite Senate legislative staff to tour Civica's 140,000 square-foot sterile injectable manufacturing facility in Petersburg, Virginia, on September 8, 2023. We are eager to educate staff on this important partnership which began three years ago and is dedicated to lowering the price of high-cost generic drugs, as well as to introduce staff to a manufacturing facility that will play a vital role in ensuring the nation's supply of essential medicines.

More than 8 million Americans with diabetes depend on insulin, and with the soaring cost of prescription drugs many of these Americans have been forced to choose between life sustaining medicines and living expenses, particularly those uninsured or underinsured who often pay the most out of pocket for their medications.

CivicaScript to bring versions of high-priced generic drugs to market. As a result of this partnership, in 2024, CivicaRx will begin manufacturing biosimilar insulin at a cost of no more than \$30 per vial.

Thanks to key funding from key local, state and federal public and private partners Civica's state of the art facility will include disposable technology and advanced technology filling lines to produce 90 million vials and 50 million pre-filled syringes a year (enough to meet the demands of approximately 50 million patients a year). The future home to Civica insulin is expected to be operational in early 2024.

Civica (Civica Inc., Civica Rx) was established in 2018 in partnership with health plans and three philanthropies to improve the resiliency of the drug supply and provide essential medicines at affordable prices. Civica's Petersburg manufacturing facility has been established

with substantial support from ASPR/BARDA.

In 2022, BCBSA and BCBS Plans partnered with Civica to create CivicaScript in order to reduce consumer drug costs at the pharmacy counter. CivicaScript is bringing low-cost, quality versions of high-priced generic drugs to market.

Along with dozens of sterile injectable medicines, Civica, in its Petersburg manufacturing facility, will manufacture the three types of insulin that account for **80 percent of use in the United States** – corresponding to, and interchangeable with, Lantus, Humalog and Novolog. Civica will make its insulin available to the consumer at no more than \$30 per vial of \$55 per five insulin pens.

### Other important details:

- Transportation to and from the facility location and lunch will be provided.
- The bus will pick up and drop off at Peace Monument/Peace Circle.
- If you can attend this important site visit, please submit this with the additional trip materials to Senate Ethics no less than 30 days in advance of the trip and RSVP to Jennifer Towey at [Jennifer.Towey@bcbsa.com](mailto:Jennifer.Towey@bcbsa.com)

This educational tour will guide you through the facility and include presentations from the following individuals:

Dan Liljenquist, Civica Board Chair

Ned McCoy, Civica CEO

Jason Winfield, Civica VP Engineering

**We look forward to seeing you!**

## PROPOSED ITINERARY

|                          |                                                                                         |
|--------------------------|-----------------------------------------------------------------------------------------|
| <b>8:00am</b>            | Pick up at location Peace Monument/Peace Circle                                         |
| <b>11:00am</b>           | Arrive at Civica sterile injectable manufacturing facility in Petersburg, Virginia      |
| <b>11:00am – 12:00pm</b> | Educational tour of facility, presented by Mr. Liljenquist, Mr. McCoy, and Mr. Winfield |
| <b>12:00pm – 12:30pm</b> | Closing presentation from tour presenters; Question and Answer session with attendees.  |
| <b>12:30pm – 1:00pm</b>  | Lunch on-site, provided by BCBSA                                                        |
| <b>1:15pm</b>            | Depart for Washington, DC                                                               |
| <b>4:15pm</b>            | Arrive in Peace Monument/Peace Circle                                                   |



# Trip Name: BCBSA, Civica Facility Tour 9/8/2023

## Organization Information

Organization Name:

Civica Inc.

Is your organization classified as a §501(c)(3)?

☐

Yes

☒

No

If Yes, §501(c)(3) Organization Type:

☐

Private Foundation

☐

Public Charity

Address:

One Civica Way

City, State, Zip:

Petersburg, VA, 23805

Phone Number:

617-999-9193

Organization URL:

www.civicarx.org

## History of Congressional Travel

Describe your organization's history of sponsoring congressional travel.

None

## Educational Activities

Describe the educational activities performed by your organization other than sponsoring congressional travel.

- Participation in thought leadership events inside the Beltway and nationwide, including Congressional briefings;
- Civica public policy staff education of federal and state policymakers
- Partnership with Brightpoint Community College to create pharmaceutical manufacturing technician training curriculum

## Lobbyist and Foreign Agent Registration Information

Lobbyist Registration Status (Select one):

☐

I certify that the sponsor is not a federally registered lobbyist and does not retain or employ a federally registered lobbyist.

☒

I certify that the sponsor is not a federally registered lobbyist but does retain or employ one or more federally registered lobbyists.

Foreign Agent Registration Status (Select one):

☒

I certify that the sponsor is not an agent of a foreign principal and does not retain or employ an agent of a foreign principal.

☐

I certify that the sponsor is not an agent of a foreign principal but does retain or employ one or more agents of a foreign principal.

## Foreign Government Involvement

Foreign Agent Registration Status (Must select all):

☒

I certify that the sponsor is not a foreign government.

☒

I certify that the sponsor is not an entity that is owned or operated by a foreign government.

☒

I certify that the sponsor does not receive funding from a foreign government.

## PRIVATELY SPONSORED TRAVEL

## SPONSOR SIGNATURE PAGE

I hereby certify that the information submitted in connection with the trip listed below is true, complete, and correct to the best of my knowledge and belief.

Trip Name: BCBSA, Civica Facility Tour 9/8/2023

Travel Date(s): September 8, 2023

Travel Destination(s): Civica Manufacturing Facility, Petersburg, VA

Sponsor: BCBSA, Civica

Allan Coukell  
*(printed name of sponsor representative)*

SVP, Public Policy  
*(title)*

Allan Coukell  
*(signature of sponsor representative)*

Digitally signed by Allan Coukell  
Date: 2023.06.14 10:00:56 -04'00'

14JUN2023  
*(date)*



**Trip Name:** BCBSA, Civica Facility Tour 9/8/2023

### Organization Information

**Organization Name:**

Blue Cross Blue Shield Association

**Is your organization classified as a 501(c)(3)?**

☐ Yes

☒ No

**If Yes, 501(c)(3) Organization Type:**

☐

Private Foundation

☐

Public Charity

**Address:**

1310 G Street, NW

**City, State, Zip:**

Washington, DC 20005

**Phone Number:**

202-626-4798

**Organization URL:**

### History of Congressional Travel

Describe your organization's history of sponsoring congressional travel.

None

### Educational Activities

Describe the educational activities performed by your organization other than sponsoring congressional travel.

- Participation in thought leadership events inside the Beltway and nation-wide, including Congressional briefings; Aspen Ideas Festival
- Communications materials promoting public policy initiatives of BCBSA and 34 Blue Plans
- Federal and State Affairs advocacy to educate and advocate on behalf of the 115+ million Americans served by the Blue Cross Blue Shield system

### Lobbyist and Foreign Agent Registration Information

**Lobbyist Registration Status (Select one):**

☐

I certify that the sponsor is not a federally registered lobbyist and does not retain or employ a federally registered lobbyist.

☒

I certify that the sponsor is not a federally registered lobbyist but does retain or employ one or more federally registered lobbyists.

**Foreign Agent Registration Status (Select one):**

☐

I certify that the sponsor is not an agent of a foreign principal and does not retain or employ an agent of a foreign principal.

☐

I certify that the sponsor is not an agent of a foreign principal but does retain or employ one or more agents of a foreign principal.

### Foreign Government Involvement

**Foreign Agent Registration Status (Must select all):**

☒

I certify that the sponsor is not a foreign government.

☒

I certify that the sponsor is not an entity that is owned or operated by a foreign government.

☒

I certify that the sponsor does not receive funding from a foreign government.

## PRIVATELY SPONSORED TRAVEL

## SPONSOR SIGNATURE PAGE

I hereby certify that the information submitted in connection with the trip listed below is true, complete, and correct to the best of my knowledge and belief.

Trip Name: BCBSA, Civica Facility Tour

Travel Date(s): September 8, 2023

Travel Destination(s): Civica Manufacturing Facility, Petersburg, VA

Sponsor: BCBSA

Jennifer Towey  
*(printed name of sponsor representative)*

Director, Political Affairs  
*(title)*

\_\_\_\_\_  
*(signature of sponsor representative)*

\_\_\_\_\_  
*(date)*



You are invited to participate in  
an educational tour of the

## **CIVICA STERILE INJECTABLE MANUFACTURING FACILITY**

**Friday, September 8, 2023  
11am – 1pm**

**Lunch and transportation will be provided**

**Please refer to the Senate Select Committee on Ethics portal for  
Privately Sponsored Travel for additional information and resources.**

**For questions contact Jamie Hoffman at [jamie.hoffman@bcbsa.com](mailto:jamie.hoffman@bcbsa.com)**

This event is intended to comply with Senate Ethics rules and regulations. Senate staff should consult with Senate Ethics Committee for individual guidance.

Blue Cross Blue Shield Association is an association of independent Blue Cross and Blue Shield companies





**BlueCross  
BlueShield**  
Association

**CIVICA**<sup>TM</sup>

## INVITATION TO TOUR MANUFACTURING FACILITY

### CIVICA FACILITY TOUR ITINERARY FOR SEPTEMBER 8, 2023

|                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>8:00am</b>            | Bus departs US Capitol (Peace Circle), 1st Street, NW & Pennsylvania Ave NW, Washington, DC 20011                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>11:00am</b>           | Arrive at <b>Civica Sterile Injectable Manufacturing Facility</b> , 1 Civica Way, Petersburg, VA 23805<br>Welcome and overview in plant reception area                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>11:15am – 12:15pm</b> | <p><b>Tour of Civica Sterile Manufacturing Facility</b> with presentations from the individuals listed below representing Civica and BCBS companies. The tour will introduce staff to a manufacturing facility that will play a vital role in ensuring the nation's supply of essential medicines, and to the Civica and BCBS partnership which is helping to lower the price of high-cost generic drugs.</p> <ul style="list-style-type: none"> <li>• Dan Liljenquist, Civica Board Chair</li> <li>• Ned McCoy, Civica CEO</li> <li>• Allan Coukell, Civica Senior Vice President of Public Policy</li> <li>• Jason Winfield, Civica VP Engineering</li> <li>• Scott Helmus, Carelon Rx VP and Chief Operating Officer</li> </ul> |
| <b>12:15 – 1:00pm</b>    | Staffers will be joined by BCBS and Civica representatives for lunch and closing discussion about Civica's impact on the insulin market and the importance of their partnership with BCBSA and BCBS Plans.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>1:00 – 1:15pm</b>     | Staffers board bus, depart for Washington, D.C.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>4:15pm</b>            | Arrive at US Capitol (Garfield Circle), 1st Street, SW & Maryland Ave SW, Washington, DC 20024                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

### OTHER IMPORTANT DETAILS:

- Transportation to and from the facility location and lunch will be provided.
- The bus will pick up at US Capitol (Peace Circle) and drop off at US Capitol (Garfield Circle).
- If you can attend this important site visit, please submit this with the additional trip materials to Senate Ethics no less than 30 days in advance of the trip and RSVP to Jennifer Towey at [Jennifer.Towey@bcbsa.com](mailto:Jennifer.Towey@bcbsa.com)

**We look forward to seeing you!**