

## RE-2 Employee Post Travel Disclosure of Travel Expenses

Date/Time Stamp

RECEIVED  
SECRETARY OF THE SENATE  
PUBLIC RECORDS

2023 OCT 18 PM 3:13

**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):  
Senate Working Group

Travel Dates:  
09/15/2023 to 09/17/2023

Name of accompanying family member (if any):

Relationship to Traveler:

### Expenses

| Transportation Expenses | Lodging Expenses | Meals Expenses | Other Expenses (Amount & Description) |
|-------------------------|------------------|----------------|---------------------------------------|
| \$258.58                | \$196.00         | \$142.00       | \$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.

10/18/2023

Date

Mikalah Skates

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.

10/18/2023

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:  
Mikalah Skates

Employing Office/Committee:  
LUMMIS, CYNTHIA

Private Sponsor(s):  
Senate Working Group

Destination(s):  
Hot Springs, Virginia

Travel Dates:  
09/15/2023 to 09/17/2023

**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.

The Summit is the largest concentration of Republican Senate Deputy Chiefs of Staff and Legislative Directors. Bringing together our country's leaders, policy experts, and thought leaders beyond the confines of our nation's capital, this Summit serves to provide an educational deep dive into the issues affecting our country.

Do you have an accompanying family member or spouse on this trip?  
No

Name and Relationship to Traveler:  
N/A

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

09/15/2023

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)

Senator Cynthia Lummis

hereby authorize

Mikalah Skates

I

(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)

08/15/2023

Date

  
Signature of Supervising Senator/Officer

# Senate Working Group: 2023 Senate Republican Deputy Chief of Staff & Legislative Director Summit

## Mikalah Skates

**Title:**

Deputy Chief of Staff

**Employing Office/Committee:**

LUMMIS, CYNTHIA

**Duty Station:**

WASHINGTON,DC

**Destination(s):**

Hot Springs, Virginia

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

The Summit is the largest concentration of Republican Senate Deputy Chiefs of Staff and Legislative Directors. Bringing together our country's leaders, policy experts, and thought leaders beyond the confines of our nation's capital, this Summit serves to provide an educational deep dive into the issues affecting our country.

**Name of accompanying family member (if any):**

Not Entered

**Name and Relationship to Traveler:**

None

## Organization Information

**Organization Name**

Senate Working Group

**Is your organization classified as a §501(c)(3)?**☐ Yes☒ No**§501(c)(3) Organization Type**

None

**Address**

1100 New Jersey Ave SE

**Address 2 (Optional)**

None

**City, State Zip**

Washington, District Of Columbia 20003 United States

**Phone Number**

8583360293

**Organization URL**

## History of Congressional Travel

Senate Working Group was created on October 8, 2021. In addition to hosting events in Washington, D.C., Senate Working Group hosts various educational summits outside of Washington. Past Summits include the 2023 Senate Republican Commerce Committee Staff Summit, the 2023 Senate Republican Chiefs of Staff & Committee Staff Director's Summit, the Senate Republican Banking Committee Staff Summit and our first event, the 2022 Senate Republican Chiefs of Staff & Committee Staff Director's Symposium.

## Educational Activities

Senate Working Group provides educational trainings, as well as hosts widely attended event throughout the calendar year. These trainings and events are offered to all Senate staff, from Chiefs of Staff to Interns.

## Lobbyist and Foreign Agent Registration Information

Lobbyist Registration Status: *I certify that the sponsor is not a federally registered lobbyist and do not retain or employ a federally registered lobbyist.*

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.

Senate Working Group is honored to host the first ever Senate Republican Deputy Chief of Staff & Legislative Director Summit. Following the theme of the Chief of Staff & Committee Staff Director's Summit, the focus of this Summit will be on a 'brighter future: how Washington can better serve the American people.' Taking an educational deep dive examination into the issues affecting everyday Americans. This two-day Summit will be filled with presentations from various policy experts discussing the issues and its impact on the United States Senate.

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

Senate Working Group is a 501(c)(4) nonprofit organization dedicated to providing educational resources to Senate staff. In addition to local trainings and receptions throughout the year, the 2023 Senate Republican Deputy Chief of Staff & Legislative Director Summit provides us the ability to connect Senate staff with policy experts and thought leaders in an intimate, off-the-record setting.

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

☒ Yes ☐ No

## 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:  
09/15/2023 @ 06:00 PM



Trip End Date/Time:  
09/17/2023 @ 11:00 AM

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: \$258.58 | Accompanying Family Member: \$0.00)

| Transportation Type   | Class | Amount   |
|-----------------------|-------|----------|
| Ground Transportation | N/A   | \$258.58 |

## Note

Mileage reimbursement for roundtrip travel from U.S. Capitol to Hotel and back. 436 miles roundtrip at IRS mileage rate of \$0.655 a mile.

Lodging (Per Member/Officer/Employee: \$196.00 )

| Check-In   | Check-Out  | Facility                  | City        | State    | Country       | Nights | Cost/Night | Cost Exceed Per Diem |
|------------|------------|---------------------------|-------------|----------|---------------|--------|------------|----------------------|
| 09/15/2023 | 09/17/2023 | The Omni Homestead Resort | Hot Springs | Virginia | United States | 2      | \$98.00    | No                   |

Meals (Per Member/Officer/Employee: \$142.00 )

| Date       | Breakfast | Lunch   | Dinner  | Incidentals | Total   | City        | State    | Country       | Cost Exceeds Per Diem |
|------------|-----------|---------|---------|-------------|---------|-------------|----------|---------------|-----------------------|
| 09/15/2023 | \$0.00    | \$0.00  | \$44.00 | \$0.00      | \$44.00 | Hot Springs | Virginia | United States | No                    |
| 09/16/2023 | \$13.00   | \$15.00 | \$26.00 | \$0.00      | \$54.00 | Hot Springs | Virginia | United States | No                    |
| 09/17/2023 | \$44.00   | \$0.00  | \$0.00  | \$0.00      | \$44.00 | Hot Springs | Virginia | United States | No                    |

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

| Expense Type                         | Amount | Notes |
|--------------------------------------|--------|-------|
| There are no miscellaneous expenses. |        |       |

## Additional Attachments

| Document Name                        |
|--------------------------------------|
| There are no additional attachments. |



## PRIVATELY SPONSORED TRAVEL

## SPONSOR SIGNATURE PAGE

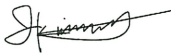
I hereby certify that the information submitted in connection with the trip listed below is true, complete, and correct to the best of my knowledge and belief.

Trip Name: 2023 Sen. GOP Dep. Chief of Staff & Leg. Dir. Summit  
Travel Date(s): September 15 - 17, 2023  
Travel Destination(s): The Omni Homestead Resort - Hot Springs, VA  
Sponsor: Senate Working Group

James Kimmey

*(printed name of sponsor representative)*

Executive Director

*(title)**(signature of sponsor representative)*

Digitally signed by James kimmey  
Date: 2023.08.09 15:33:04 -04'00'

08/09/2023

*(date)*

## 2023 Senate Republican Deputy Chief of Staff & Legislative Director Summit

### Invitees

|                    |                       |                          |
|--------------------|-----------------------|--------------------------|
| Craig Abele        | Legislative Director  | Senator Lindsey Graham   |
| Jon Adame          | Legislative Director  | Senate Marsha Blackburn  |
| Charles Adams      | Legislative Director  | Senator Jim Risch        |
| Zoe Aguillard      | Deputy Chief of Staff | Senator Bill Cassidy     |
| Katie Bailey       | Legislative Director  | Senator Mike Braun       |
| Chris Barkley      | Legislative Director  | Senator Mitt Romney      |
| Penne Barton       | Deputy Chief of Staff | Senator Chuck Grassley   |
| Amber Bland        | Legislative Director  | Senator John Barrasso    |
| James Braid        | Legislative Director  | Senator JD Vance         |
| Tom Brandt         | Deputy Chief of Staff | Senator Jerry Moran      |
| Katie Brown        | Legislative Director  | Senator Susan Collins    |
| Daniel Burgess     | Legislative Director  | Senator John Boozman     |
| LauraLee Burkett   | Legislative Director  | Senator Deb Fischer      |
| Natalie Burkhalter | Legislative Director  | Senator MarkWayne Mullin |
| Alyssa Burleson    | Deputy Chief of Staff | Senator Pete Ricketts    |
| Molly Carpenter    | Legislative Director  | Senator Mike Crapo       |
| Van Cato           | Deputy Chief of Staff | Senator Lindsey Graham   |
| Micah Chambers     | Legislative Director  | Senator Kevin Cramer     |
| Kelsey Cooper      | Deputy Chief of Staff | Senator Rand Paul        |
| Mark Crowley       | Legislative Director  | Senator Jerry Moran      |
| Kelsi Daniell      | Deputy Chief of Staff | Senator Joni Ernst       |
| Joni Deoudes       | Deputy Chief of Staff | Senator Tom Cotton       |
| Sarah Drake        | Deputy Chief of Staff | Senator Roger Wicker     |
| David Dudik        | Deputy Chief of Staff | Senator Marsha Blackburn |
| Jim Durrett        | Deputy Chief of Staff | Senator Bill Hagerty     |
| Andrew Dziedzic    | Legislative Director  | Senator Eric Schmitt     |
| Erik Elam          | Legislative Director  | Senator Dan Sullivan     |
| Robyn Engibous     | Deputy Chief of Staff | Senator Dan Sullivan     |
| Adam Farris        | Legislative Director  | Senator Tim Scott        |
| Nathan Flagg       | Legislative Director  | Senator John Kennedy     |
| Jon Foltz          | Legislative Director  | Senator Rick Scott       |
| Kelli Ford         | Deputy Chief of Staff | Senator Josh Hawley      |
| Paul G             | Legislative Director  | Senator Pete Ricketts    |
| Tiffany Ge         | Legislative Director  | Senator Mitch McConnell  |
| Dan Gerig          | Legislative Director  | Senator Steve Daines     |

|                     |                             |                              |
|---------------------|-----------------------------|------------------------------|
| Katie Hadji         | Legislative Director        | Senator Bill Cassidy         |
| Julia Hahn          | Deputy Chief of Staff       | Senator Bill Hagerty         |
| Alex Hanson         | Legislative Director        | Senator Tom Cotton           |
| Molly Harper        | Deputy Chief of Staff       | Senator Mike Braun           |
| Bradley Hayes       | Legislative Director        | Senator Tommy Tuberville     |
| Dan Hillenbrand     | Legislative Director        | Senator Katie Britt          |
| Andrew Hogan        | Deputy Chief of Staff       | Senator Bill Hagerty         |
| Dan Holler          | Deputy Chief of Staff       | Senator Marco Rubio          |
| Chris Jaarda        | Legislative Director        | Senator Ted Cruz             |
| JT Jezierski        | Legislative Director        | Senator Shelley Moore Capito |
| Julie Leschke       | Deputy Chief of Staff       | Senator Ron Johnson          |
| Matt Lloyd          | Deputy Chief of Staff       | Senator Steve Daines         |
| Mark Malone         | Deputy Chief of Staff       | Senator Bill Cassidy         |
| John Maniscalco     | Legislative Director        | Senator Rand Paul            |
| Jessica McBride     | Legislative Director        | Senator John Thune           |
| Natalie McIntyre    | Legislative Director        | Senator Bill Hagerty         |
| Pace McMullan       | Legislative Director        | Senator Roger Marshall       |
| Corey Messervy      | Deputy Chief of Staff       | Senator Josh Hawley          |
| Mario Meuli         | Deputy Chief of Staff       | Senator Ron Johnson          |
| Carl Mica           | Deputy Chief of Staff       | Senator Ted Cruz             |
| Caitlin Miller      | Legislative Director        | Senator Ted Budd             |
| Amber Moyerman      | Deputy Chief of Staff       | Senator John Barrasso        |
| Stefanie Muchow     | Deputy Chief of Staff       | Senator Mitch McConnell      |
| Darrin Munoz        | Legislative Director        | Senator Cynthia Lummis       |
| Lauren O'Brien      | Legislative Director        | Senator Todd Young           |
| Susan Olson         | Deputy Chief of Staff       | Senator John Boozman         |
| Kim Olson           | Deputy Chief of Staff       | Senator Mike Rounds          |
| Kaitlynn Quaofio    | Deputy Legislative Director | Senator MarkWayne Mullin     |
| Scott Raab          | Deputy Chief of Staff       | Senator Mitch McConnell      |
| Angela Ramponi      | Legislative Director        | Senator Lisa Murkowski       |
| Lauren Reamy        | Legislative Director        | Senator Marco Rubio          |
| Philip Reboli       | Legislative Director        | Senator Mike Lee             |
| James Rice          | Legislative Director        | Senator Chuck Grassley       |
| Courtney Rutland    | Legislative Director        | Senator Ron Johnson          |
| Kristin Sapperstein | Deputy Chief of Staff       | Senator John Kennedy         |
| Sarah Seitz         | Legislative Director        | Senator James Lankford       |
| Emilie Sekine       | Deputy Chief of Staff       | Senator Joni Ernst           |
| Kristina Sesek      | Legislative Director        | Senator Joni Ernst           |
| Mikalah Skates      | Deputy Chief of Staff       | Senator Cynthia Lummis       |
| Beth Spivey         | Deputy Chief of Staff       | Senator Roger Wicker         |
| Adam Stewart        | Legislative Director        | Senator Cynthia Lummis       |
| Stephen Tausend     | Legislative Director        | Senator John Cornyn          |
| Frank Tedeschi      | Legislative Director        | Senator Mike Rounds          |
| Daniel Ulmer        | Deputy Chief of Staff       | Senator Cindy Hyde Smith     |

Betsy Van Dam  
Michael Velchik  
Mark Wait  
Corey Weber  
Kate Williams-Sterne  
Tim Wolverton  
Chad Yelinski  
Jamie Susskind

Deputy Chief of Staff  
Legislative Director  
Deputy Chief of Staff  
Legislative Director  
Deputy Chief of Staff  
Legislative Director  
Deputy Chief of Staff  
Legislative Director

Senator Bill Hagerty  
Senator Josh Hawley  
Senator Mike Lee  
Senator Thom Tillis  
Senator Lisa Murkowski  
Senator Cindy Hyde Smith  
Senator Ted Budd  
Senator Marsha Blackburn



**Subject:** You're Invited! 2023 Senate GOP Deputy Chiefs & LD Summit

**Date:** Thursday, July 13, 2023 at 10:41 AM Eastern Daylight Time

**From:** James Kimmey

**To:** Senate GOP Deputy Chiefs & LD List



2023 SENATE REPUBLICAN  
DEPUTY CHIEF OF STAFF &  
LEGISLATIVE DIRECTOR SUMMIT

SEPTEMBER 15-17, 2023 | THE OMNI HOMESTEAD RESORT  
HOT SPRINGS, VIRGINIA

On behalf of Senate Working Group, we would like to cordially invite you and your spouse (or guest) to the **Senate Republican Deputy Chief of Staff & Legislative Director Summit**. The event will be held **September 15 - 17, 2023 at The Omni Homestead Resort in Hot Springs, Virginia**.

RSVP TODAY!

The *Summit* is the largest concentration of Republican Senate Deputy Chiefs of Staff and Legislative Directors outside of Washington, D.C. Bringing together our country's leaders, policy experts, and thought leaders beyond the confines of our nation's capital,

this Summit serves to provide an educational deep dive into the issues affecting our country. In addition to the Deputy Chiefs of Staff, Legislative Directors, and their guests, Senate Working Group members will also attend portions of the event.

### **Step 1: Register for the event!**

Senate Working Group will coordinate all logistical arrangements for the Summit, including room reservations, meals, mileage reimbursement, meetings, and other activities during the event. Senate Working Group will happily cover the cost of participation for each invitee and their spouse. You are welcome to bring your children, though you will be responsible for the cost of their participation. All reservations must be made through Senate Working Group.

To register, please click the below link. Once you answer each question within the registration process, you will be sent a confirmation email with additional details, including a calendar invite.

RSVP TODAY!

### **Step 2: Submit Ethics Packet by Wednesday, August 16, 2023!**

To comply with Ethics' rules, you will need pre-authorization from the Select Committee on Ethics. By following "Step 1" and registering for the event, you will be sent Senate Working Group's Private Sponsor Travel Certification Form via the Private Sponsor Travel Portal. Once received, please submit all necessary forms by **Wednesday, August 16, 2023**.

Failure to submit your form 30 days prior to the event means we will be unable to cover the cost of your attendance and you would need to cover the cost personally.

We understand your attendance is pending Ethics' approval. More information on the Summit will be sent to you in the weeks leading up to the event. If you have any questions, concerns, or need additional information, please contact me directly at (858) 336-0293 or [james@senateworkinggroup.org](mailto:james@senateworkinggroup.org).

Thank you for your consideration and I look forward to hearing from you!

Sincerely,

James

\_\_\_\_\_  
James Kimmey  
Executive Director  
Senate Working Group



---

*Copyright (C) 2023 Senate Working Group. All rights reserved.*

[www.senateworkinggroup.org](http://www.senateworkinggroup.org)

Our mailing address is:

1100 New Jersey Ave SE., Suite 2275

Washington, DC 20003

Senate Working Group is a tax-exempt organization created under section 501(c)(4) of the Internal Revenue Code. Senate Group is not financed by, controlled by, or otherwise affiliated with any governmental entity, including but not limited to the United States Senate.

Want to change how you receive these emails?

You can [update your preferences](#) or [unsubscribe](#)



**Senate Working Group  
2023 Senate Republican Deputy Chiefs of Staff  
& Legislative Directors Summit  
Friday, September 15, 2023 - Sunday, September 17, 2023**

**Friday, September 15, 2023**

**Hotel Check-In**

4:00 PM

*Hotel Lobby*

**Summit/ Event Check-In**

5:00 PM – 6:00 PM

*Grand Ballroom Foyer*

**Welcome Dinner**

6:00 PM - 9:00 PM

*Casino Lawn*

**Leadership, the Economy, and how to get things done: A Conversation with The Honorable Mick Mulvaney**

The group will hear from former White House Chief of Staff, Director of OMB, and Member of Congress Mick Mulvaney as he kicks off the start of the Summit and shares his thoughts on the current state of affairs, and ways we can achieve a brighter future for the American people. This will be a moderated discussion with ample time for Q&A.

Featuring:

**Mick Mulvaney**, *Former White House Chief of Staff and Director, Office of Management and Budget*

Moderator: **James Kimmey**, *Executive Director, Senate Working Group*

**Saturday, September 16, 2023**

**Breakfast Session**

9:00 AM - 10:30 AM

*Grand Ballroom East*

**A Deep Dive into the U.S. - China Relationship**

The group will hear from policy experts from two prominent think-tanks discussing foreign policy, specifically the U.S. – China relationship. This panel will be 90 minutes (45-minute discussion + 45-minute Q&A).

Featuring:



**Miles Yu, PhD.**, *Director, China Center at the Hudson Institute & former China Advisor to U.S. Secretary of State Mike Pompeo*

**Steve Yates**, *Senior Fellow and Chair, China Policy Initiative, America First Policy Institute*

—

**Lunch Plenary**

12:00 PM - 1:30 PM

*Grand Ballroom West*

**Getting Things Done - Tips on Organizational Leadership and Management**

Staying organized and effectively managing up, and down can seem like a challenge, the group will have an interactive presentation where they'll learn tips and strategies on ways to improve overall productivity. This presentation will feature Rick Tyler and Matthew Hurtt, both Directors of the Leadership Institute.

Featuring:

**Rick Tyler**, *Director, Leadership Institute*

**Matthew Hurtt**, *Director of Professional Services, Leadership Institute*

—

**Role Specific Breakout Sessions: Putting Tips Into Practice**

1:45 PM - 3:15 PM

*Grand Ballrooms East & West*

Following their presentation, the group will split in two, Deputy Chiefs of Staff as one group, Legislative Directors as the other. Separately they will work with Rick Tyler and Matthew Hurtt who will facilitate discussions on best practices and ways each individual office, Leadership, and the Republican Conference can improve productivity.

**Deputy Chiefs of Staff**

*Grand Ballrooms West*

Facilitator: **Rick Tyler**

**Legislative Directors**

*Grand Ballrooms East*

Facilitator: **Matthew Hurtt**

—

**Dinner Plenary: The Conservative Case for America**

6:30 PM - 9:00 PM

*Grand Ballroom West*

The group will hear from former Acting U.S. Attorney General Matt Whitaker as he lays his *Conservative Case for America*. This will be a moderated discussion by James Kimmey, who will open and close the program with remarks. There will be time for Q&A throughout the presentation.

Featuring:

**Matt Whitaker**, *Co-Chair, Center for Law & Justice, America First Policy Institute, and Former Acting United States Attorney General*

---

### **Sunday, September 17, 2023**

#### **Breakfast Session**

9:00 AM - 11:00 AM

*Grand Ballroom East*

Broken into two separate panel discussions, the group will hear from policy experts from various prominent think-tanks discussing Immigration and Border Security and a second panel on Government Accountability. Each panel will be broken down into 60-minute segments, giving each panel 45 minutes to introduce and discuss the issue, then will leave 15 or more minutes to take questions from the audience.

#### **A Crisis at the Southern Border: Commonsense Solutions to a Complex Issue**

**Robert Law**, *Director, Center for Homeland Security and Immigration, America First Policy Institute*

**Lora Ries**, *Director, Border Security and Immigration Center, The Heritage Foundation*

#### **Government Accountability: How Legislative Oversight Can Help Better Serve the American People**

Featuring:

**Mike Howell**, *Director, Oversight Project, The Heritage Foundation*

**Matt Weidinger**, *Senior Fellow and Rowe Scholar, American Enterprise Institute*

—

#### **Summit Concludes/ Hotel Check-Out**

11:00 AM