RE-2 Employee Post Travel Disclosure of Travel Expenses

RECEIVED
SECRETARY OF THE SE
PUBLIC RECORDS
2024 MAR 21 PM 5:23

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):
Jobs for the Future

Travel Dates:
02/20/2024 to 02/23/2024

Name of accompanying family member (if any):

Relationship to Traveler:

Expenses

Transportation Expenses	Lodging Expenses	Meals Expenses	Other Expenses (Amount & Description)
$796.00	$368.00	$137.00	$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.

3/20/24
Date

Manuel Contreras
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.

3/20/24
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:
Manuel Contreras

Employing Office/Committee:
HEALTH, EDUC, LAB, NAD PENSIONS - DEM

Private Sponsor(s):
Jobs for the Future

Destination(s):
Austin, Texas

Travel Dates:

02/20/2024 to 02/22/2024

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.

I am leading HELP Majority's efforts to reauthorizes the Education Sciences Reform Act, which authorizes States' activites related to educational data systems. The trip will dive into Texas' statewide longitudinal data system that connects student data from K-12, higher education, and workforce development and how such system is used to support local decisionmaking. Understanding how this system works up close will improve our reauthorization efforts

Do you have an accompanying family member or spouse on this trip? ☐ (signify "yes" by checking box)

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.

2/15/2024
Date

Manuel Contreras
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)

I Senator Sanders hereby authorize Manuel Contreras
(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)

2/15/2024
Date

Bernie Sanders
Signature of Supervising Senator/Officer

Jobs for the Future: JFF Congressional Staff Network Site Visit to Austin, TX

Manuel Contreras

Title:
Senior Policy Advisor, K-12

Employing Office/Committee:
HEALTH, EDUC, LAB, AND PENSIONS - DEM

Duty Station:
WASHINGTON,DC

Destination(s):
Austin, Texas

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

I am leading our efforts to reauthorize the Education Sciences and Reform Act, which authorizes State activities related to educational data systems. The trip will dive into Texas' statewide longitudinal data system that connects student data from K-12, higher education, and workforce, and is used to drive local decision making. Seeing this system up close and meeting with those who use it will guide our federal policymaking efforts.

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

Name and Relationship to Traveler:
None

Organization Information

Organization Name
Jobs for the Future

Is your organization classified as a §501(c)(3)?
● Yes ○ No

§501(c)(3) Organization Type
Private Foundation

Address
50 Milk Street

Address 2 (Optional)
Private Foundation

City, State Zip
Boston, Massachusetts 02109 United States

Phone Number
2145143431

Organization URL
jff.org

History of Congressional Travel

Jobs for the Future (JFF) has sponsored site visits and other educational activities for Congressional staff for 15 years. Examples of this work include three to four DC-based forums per year, and approximately two site visits per year where senior Congressional staff see high-quality workforce programs first-hand and learn from experts, practitioners, and program participants about the impact of federal policy on the ground. Previous site visits have included travel to: Charlotte, NC; Bridgeport, CT; Cincinnati, OH; Madison, WI; Philadelphia, PA; Detroit, MI; Wichita, KS; Nashville, TN; Seattle, WA; Eastern KY; Fredericksburg, VA; Memphis, TN; Denver, CO; Shenandoah Valley, VA; Boston, MA; Chicago, IL; and Wilmington, DE; as well as virtual "visits" to San Diego, CA and Houston, TX. The purpose of these trips, and of the Congressional Staff Network, is to provide in-depth learning opportunities for staff on workforce, education, and economic security issues.

Educational Activities

JFF works with partners around the country to design and drive the adoption of education and career pathways that lead to upward economic mobility, especially for individuals who face systemic barriers to advancement. JFF improves pathways from high school to postsecondary education to family-supporting careers through relevant technical assistance, research, policy development, communications, and by hosting events, including national conferences.

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.

The Congressional Staff Network for Economic Advancement (CSN) convenes a bicameral, bipartisan group of senior Congressional staff to focus on policy issues at the core of economic mobility: K-12 education, postsecondary education, workforce development, and social welfare. The purpose of this trip is to examine evidence-based approaches to education and workforce development that are preparing Austinites for the future of work and fostering inclusive economic development. Staff will see program models designed to close opportunity and wealth gaps while meeting the state's economic growth targets. They will engage with stakeholders involved in developing and implementing these efforts, including workforce and education system leaders, community-based organizations, major employers, and training providers.

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

JFF's mission is to drive transformation of the U.S. education and workforce systems to achieve equitable economic advancement for all. Specifically, JFF aims to eliminate barriers to economic mobility by making our education and workforce systems more equitable, better connected, and easier to navigate. JFF's mission connects directly to the purpose of this trip: highlighting innovative, evidence-based programs and policies that drive upward mobility.

Is your organization the only sponsor for this trip?

✓ Yes ○ No

Grantmaking Organizations (Optional)

1. Bill & Melinda Gates Foundation
2. The Joyce Foundation

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

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

- ○ 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** receive invitations.

The list of invitees is below.

Travel Details

Trip Start Date/Time:
02/20/2024 @ 12:46 PM

⇄

Trip End Date/Time:
02/22/2024 @ 09:02 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: $796.00 | Accompanying Family Member: $0.00)

Transportation Type	Class	Amount
Airfare	Coach	$630.00
Note Round trip economy class airfare from Washington, DC (Dulles Airport) to Austin, Texas.		
Ground Transportation	Coach	$166.00
Note On the ground transportation in Austin via chartered coach bus.		

Lodging (Per Member/Officer/Employee: $368.00)

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

Check-In	Check-Out	Facility	City	State	Country	Nights	Cost/Night	Cost Exceed Per Diem
02/20/2024	02/22/2024	Hotel Indigo Austin - Downtown	Austin	Texas	United States	2	$184.00	No

Meals (Per Member/Officer/Employee: $137.00)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem
02/20/2024	$0.00	$0.00	$38.00	$0.00	**$38.00**	Austin	Texas	United States	No
02/21/2024	$13.00	$15.00	$31.00	$5.00	**$64.00**	Austin	Texas	United States	No
02/22/2024	$14.00	$16.00	$0.00	$5.00	**$35.00**	Austin	Texas	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: JFF Congressional Staff Network Site Visit to Austin, TX

Travel Date(s): February 20-22, 2024

Travel Destination(s): Austin, TX

Sponsor: Jobs for the Future

Maria K Flynn — President & CEO

(printed name of sponsor representative) — *(title)*

Maria K. Flynn — 1.9.24

(signature of sponsor representative) — *(date)*

Grantmaking Organization Certification Form

Instructions: If a sponsor receives funds from a grantmaking organization, the sponsor must disclose this on the *Private Sponsor Travel Certification Form*, and the grantmaking organization must complete the *Grantmaking Organization Certification Form.* The completed *Grantmaking Organization Certification Form* must be submitted to the Senate Select Committee on Ethics by the trip sponsor at least 30 days prior to the travel departure date.

Grantmaking Organization: Bill & Melinda Gates Foundation

Private Sponsor: Jobs for the Future

Trip Name: JFF Congressional Staff Network Site Visit to Austin, TX

Travel Date(s): 2/20/2024 - 2/22/2024

Destination(s): Austin, TX

In compliance with the *Regulations Governing Privately Sponsored Travel*, I certify the following:

- ☑ The grantmaking organization is a § 501(c)(3) organization.
- ☑ The grantmaking organization is not a lobbyist, lobbying firm, or foreign agent, nor an entity that retains or employs a lobbyist or foreign agent.
- ☑ The grantmaking organization provides funds under an established grant program, or in a manner that is otherwise consistent with the mission and practices of the organization.
- ☑ The grantmaking organization is not involved, directly or indirectly, in organizing and conducting the trip. This includes selecting participants for a trip.
- ☑ The grantmaking organization does not directly pay or reimburse travel expenses for any Senate Member, officer, or employee.

Kathryn Young	Senior Program Officer
(Printed name of grantmaking organization representative)	*(Title)*
Kathryn Young Digitally signed by Kathryn Young Date: 2024.01.11 09:55:51 -05'00'	1/11/2024
(Signature of grantmaking organization representative)	*(Date)*

Grantmaking Organization Certification Form

Instructions: If a sponsor receives funds from a grantmaking organization, the sponsor must disclose this on the *Private Sponsor Travel Certification Form*, and the grantmaking organization must complete the *Grantmaking Organization Certification Form.* The completed *Grantmaking Organization Certification Form* must be submitted to the Senate Select Committee on Ethics by the trip sponsor at least 30 days prior to the travel departure date.

Grantmaking Organization: The Joyce Foundation

Private Sponsor: Jobs for the Future

Trip Name: JFF Congressional Staff Network Site Visit to Austin, TX

Travel Date(s): February 20-22, 2024

Destination(s): Austin, TX

In compliance with the *Regulations Governing Privately Sponsored Travel*, I certify the following:

- ☑ The grantmaking organization is a § 501(c)(3) organization.
- ☑ The grantmaking organization is not a lobbyist, lobbying firm, or foreign agent, nor an entity that retains or employs a lobbyist or foreign agent.
- ☑ The grantmaking organization provides funds under an established grant program, or in a manner that is otherwise consistent with the mission and practices of the organization.
- ☑ The grantmaking organization is not involved, directly or indirectly, in organizing and conducting the trip. This includes selecting participants for a trip.
- ☑ The grantmaking organization does not directly pay or reimburse travel expenses for any Senate Member, officer, or employee.

Kathleen Clarke	Chief Operating Officer
(Printed name of grantmaking organization representative)	*(Title)*
Kathleen Clarke Digitally signed by Kathleen Clarke DN: cn=Kathleen Clarke gn=Kathleen Clarke c=US United States l=US United States Reason: I am the author of this document Location: Date: 2024-01-10 21:27-06:00	1.10.24
(Signature of grantmaking organization representative)	*(Date)*

JFF Congressional Staff Network (CSN) Site Visit to Austin, TX

Tuesday, February 20 – Thursday, February 22, 2024

CONGRESSIONAL STAFF NETWORK
FOR ECONOMIC ADVANCEMENT

SENATE STAFF INVITEES

CSN Site Visit to Austin, TX

Tuesday February 20 – Thursday February 22, 2024

Amanda Beaumont
Professional Staff Member
Senate Appropriations Committee
Amanda_Beaumont@appro.senate.gov

Megan Blanco
Education and Workforce Policy Advisor
Office of Sen. Maggie Hassan
Megan_Blanco@hassan.senate.gov

Dan Chasen
Labor Policy Adviser
Senate Health, Education, Labor & Pensions (HELP) Committee
Daniel_Chasen@help.senate.gov

Sujith Cherukumilli
Education and Workforce Policy Adviser
Senate HELP Committee
Sujith_Cherukumilli@help.senate.gov

Manuel Contreras
Senior Education Policy Advisor, K-12
Senate HELP Committee
manuel_contreras@help.senate.gov

Anne DeCesaro
Education Policy Director
Senate HELP Committee
anne_decesaro@help.senate.gov

Jake Easter
Education Policy Adviser
Senate HELP Committee
jake_easter@help.senate.gov

Jose Garcia
Education Policy Adviser
Senate HELP Committee
jose_garcia@help.senate.gov

Rebecca Howard
Senior Education and Workforce Policy Advisor
Office of Sen. Tim Kaine
rebecca_howard@kaine.senate.gov

Abby Laver
Legislative Aide
Office of Sen. Patty Murray
abby_laver@murray.senate.gov

Joseph Long
Legislative Fellow, Economic Policy
Office of Sen. Chris Coons
Joseph_Long@coons.senate.gov

Wes McEnany
Deputy Director, Labor Policy
Senate HELP Committee
wes_mcenany@help.senate.gov

Katie Pannell
Health and Education Policy Adviser
Office of Sen. Chris Coons
katie_pannell@coons.senate.gov

Katherine Phillips
Legislative Assistant
Office of Sen. Mark Kelly
katherine_phillips@kelly.senate.gov

JFF Congressional Staff Network (CSN) Site Visit to Austin, TX

Tuesday, February 20 – Thursday, February 22, 2024

Nora Ryan
Legislative Correspondent
Office of Sen. Cory Booker
nora_ryan@booker.senate.gov

Melissa Sanchez
Policy Adviser, Labor
Office of Sen. Cory Booker
melissa_sanchez@booker.senate.gov

Emily Slack
Professional Staff Member
Senate Appropriations Committee
Emily_Slack@appro.senate.gov

Taylor Ware
Legislative Assistant
Office of Sen. John Hickenlooper
taylor_ware@hickenlooper.senate.gov

Mike Waske
Senior Policy Adviser
Senate HELP Committee
michael_waske@help.senate.gov

CONGRESSIONAL STAFF NETWORK
FOR ECONOMIC ADVANCEMENT

Dear Manuel,

I am writing to invite you to participate in an upcoming three-day Congressional Staff Network for Economic Advancement (CSN) site visit to **Austin, TX from Tuesday, February 20 – Thursday, February 22, 2024**.

In Austin, staff will learn about the region's evidence-based workforce development strategy, which centers on career pathways, industry sector partnerships, and career exploration/navigation supports. We will visit NXP Semiconductors' manufacturing plant to gain a better understanding of the skill demands in that industry and how employers hope to implement CHIPS and Science Act funding in support of workforce development. Staff will also see YouthBuild programming in action – a model that works to build young people's foundational and occupational skills, encouraging them along pathways to family supporting careers – and hear directly from youth participants about their experience.

At the state level, architects of Texas' Tri-Agency Workforce Initiative will discuss how they designed and are implementing a comprehensive, integrated education and workforce data infrastructure, including a shared data governance policy. This statewide longitudinal data system offers policymakers a model to consider as they evaluate federal programs under the Workforce Innovation and Opportunity Act and Higher Education Act. Finally, postsecondary system leaders will discuss the impetus for and implications of Texas House Bill 8, which codified a new outcomes-based approach to state community college funding and expands no-cost dual enrollment for high school students. We will also visit Austin Community College's innovative training and community engagement facilities, including the Make it Center, which offers students and families hands-on career exploration experiences, and the Innovative IMPACT Lab, a business incubator for aspiring manufacturers.

Please confirm your participation by Wednesday, January 10. Once you confirm your plans to participate, our team will share final information for the trip, including the agenda and the necessary ethics documentation.

Thank you and we hope you can join us!

Best,

Mary Clagett

Mary G. Clagett
Senior Director, Workforce Policy
Jobs for the Future

JFF Congressional Staff Network (CSN) Site Visit to Austin, TX

Tuesday, February 20 – Thursday, February 22, 2024

CONGRESSIONAL STAFF NETWORK
FOR ECONOMIC ADVANCEMENT

AGENDA

CSN Site Visit to Austin, TX

Tuesday February 20 – Thursday February 22, 2024

Tuesday February 20, 2024

12:46 – 3:32 PM	**Flight: IAD to AUS** *United Airlines Flight # UA 545*	**DULLES AIRPORT** 1 Saarinen Cir Dulles, VA 20166
3:32 – 5:30 PM	**Travel to Hotel, Check in**	**HOTEL INDIGO AUSTIN DOWNTOWN** 810 Red River St Austin, TX 78701
5:30 – 6:15 PM	**Introduction to Austin: Strengths & Challenges** Mayor Kirk Watson will welcome staffers to the city of Austin and provide an overview of the city's strengths and challenges in workforce and economic development. ➢ **Kirk Preston Watson**, Mayor, City of Austin	**HOTEL INDIGO AUSTIN DOWNTOWN** One-Knite Room 810 Red River St Austin, TX 78701
6:15 – 7:00 PM	**Balancing Growth and Inclusion in Austin's Economic Development Strategy** Austin is among the fastest-growing economies in the country; since 2010, its GDP has doubled and its population has grown by 36%. While that rapid growth spurred new economic activity and job creation, it has brought new challenges in terms of affordability, infrastructure, and inequality. This session will focus on the intersection between economic development and workforce development. Regional leaders from both sectors will share how they are collaborating to balance the city's high growth with inclusion, ensuring that all Austinites share in that prosperity. ➢ **Tamara Atkinson**, Chief Executive Officer, Workforce Solutions Capital Area ➢ **Sylnovia Holt-Rabb**, Director of Economic	**HOTEL INDIGO AUSTIN DOWNTOWN** One-Knite Room 810 Red River St Austin, TX 7870

Development, City of Austin

7:00 – 7:30 PM **Travel to Dinner**

7:30 – 9:30 PM **Dinner Session: Austin's Economic Landscape**

MOONSHINE GRILL - DOWNTOWN

303 Red River St
Austin, TX 78701

Austin native and urban economic development expert Dr. Steven Pedigo will establish critical context for the next two days, helping staff understand the region's key economic and demographic trends. He will also highlight learning objectives for the trip and lessons that Austin's economic development story can lend to the national policy discourse.

- **Tamara Atkinson**, Chief Executive Officer, Workforce Solutions (WFS) Capital Area
- **Steven Pedigo**, Professor of Practice, Lyndon B. Johnson School of Public Affairs, and Director, LBJ Urban Lab, The University of Texas at Austin

Wednesday February 21, 2024

8:15 AM **Meet in Lobby**

HOTEL INDIGO AUSTIN DOWNTOWN

810 Red River St
Austin, TX 78701

8:15 – 9:00 AM **Travel to Workforce Solutions Capital Area**

9:00 – 9:45 AM **Understanding Effective Workforce Board Governance**

WORKFORCE SOLUTIONS CAPITAL AREA

9001 N IH35
Suite 110e
Austin, TX 78753

Workforce Solutions (WFS) Capital Area, the workforce development board serving Austin/Travis County, is a national leader in delivering client and business services. This session will provide staff with an overview of Austin's workforce ecosystem, the board's strategic plan, and its service delivery strategy.

- **Tamara Atkinson**, Chief Executive Officer, WFS Capital Area
- **Yael Lawson**, Chief Operations Officer, WFS Capital Area

9:45 – 10:45 AM **Site Visit: American Job Center (AJC) and Conversations with AJC Clients**

WFS CAPITAL AREA

9001 N IH35
Suite 110e
Austin, TX 78753

Staff will have a chance to see an AJC operate, hear from AJC clients about their experience, and connect with AJC and

JFF Congressional Staff Network (CSN) Site Visit to Austin, TX

Tuesday, February 20 – Thursday, February 22, 2024

affiliate organization staff to learn more about WIOA program and service delivery on the ground.

10:45 AM – 12:00 PM

Austin's Industry Sector Partnerships and the Role of Apprenticeship and Upskilling

WFS CAPITAL AREA

9001 N IH35
Suite 110e
Austin, TX 78753

This session will cover how local workforce development boards can foster strong industry sector partnerships, serving as an intermediary to tailor training opportunities to match employer needs, register new apprenticeship programs, and ensure jobseekers and incumbent workers have the support they need to persist through upskilling programs.

Panelists will discuss specific examples of the power of the board's intermediary function in the skilled trades, mobility and infrastructure, and healthcare industries.

- **Joe Cooper**, Training Director, Local Union #286 Plumbers And Pipefitters
- **Geronimo M. Rodriguez**, Chief Advocacy Officer, Seton Healthcare
- **Kevin Russell**, Airport Deputy Chief of Talent, Austin-Bergstrom International Airport
- **Amber Warne**, Senior Director of Business Engagement, WFS Capital Area

12:00 – 12:45 PM

Working Lunch: Discussion with WFS Staff

WFS CAPITAL AREA

9001 N IH35
Suite 110e
Austin, TX 78753

This informal luncheon will allow Hill staff to further discuss the topics and ideas presented during the morning sessions with practitioners.

- **Tamara Atkinson**, Chief Executive Officer, Workforce Solutions (WFS) Capital Area
- **Yael Lawson**, Chief Operations Officer, WFS Capital Area
- **Amber Warne**, Senior Director of Business Engagement, WFS Capital Area

12:45 – 1:30 PM

Travel to NXP Semiconductors

1:30 – 3:30 PM

Site Visit and Session: Deep Dive on Semiconductor Manufacturing

NXP SEMICONDUCTORS

3501 Ed Bluestein Blvd
Austin, TX 78721

During this site visit and session, staff will gain a deeper understanding of the labor and processes involved in semiconductor manufacturing, and learn about a real-world example of employers planning to leverage state and federal funding for inclusive workforce development.

- **Barbara Casas**, Director of Operations, Business

JFF Congressional Staff Network (CSN) Site Visit to Austin, TX

Tuesday, February 20 – Thursday, February 22, 2024

Improvement and Industrial Engineering, NXP Semiconductors
- **Aaron Glynn**, Director of Operations, Oak Hill Fab, NXP Semiconductors
- **Brendan Greenwood**, Vice President of Operations, ATMC Fab, NXP Semiconductors
- **Darren Lewis**, Director of Equipment Engineering, NXP Semiconductors

3:30 – 4:00 PM

Travel to American Youthworks

4:00 – 5:30 PM

Site Visit: American Youthworks' YouthBuild

AMERICAN YOUTHWORKS

1901 E Ben White Blvd
Austin, TX 78741

American YouthWorks' YouthBuild has served Austin's "opportunity youth" (young adults ages 16–24 who are neither in school nor employed) since 1997. This holistic youth services program offers young adults the opportunity to finish their high school education while engaging in paid career training, culminating in an industry-recognized certification.

Staff will see YouthBuild programming in action, speak directly with program participants about their experience, and learn about American YouthWorks' unique initiatives, including New Start, a re-entry pathway for court-involved youth, and onsite childcare services.

- **David Clauss**, YouthBuild Program Director, American YouthWorks
- **Parc Smith**, CEO, American YouthWorks

5:30 – 6:30 PM

Travel to Dinner

6:30 – 9:30 PM

Dinner Session: Roundtable Discussions

The ABGB

1305 W Oltorf St
Austin, TX 78704

Over dinner, Hill staff will sit down with practitioners and regional leaders to reflect further on the implications of the day's sessions for federal policy. Specifically, conversations will focus on federal policy levers to better align the workforce development system with industry needs and help scale career pathways ecosystems. Staff will be asked to consider the impact of comprehensive support services on learner and worker outcomes, the need for on- and off-ramps in pathways to career advancement, and strategies to engage young people in communities that, historically, have not received equitable investments from the public or private sector.

- **Tamara Atkinson**, Chief Executive Officer, Workforce Solutions (WFS) Capital Area

JFF Congressional Staff Network (CSN) Site Visit to Austin, TX

Tuesday, February 20 – Thursday, February 22, 2024

Thursday February 22, 2024

8:15 – 8:30 AM

Meet in Lobby, Check out

HOTEL INDIGO AUSTIN DOWNTOWN

810 Red River St
Austin, TX 78701

8:30 – 9:00 AM

Travel to WFS Capital Area

9:00 – 11:30 AM

Texas' Tri-Agency Workforce Initiative

WFS CAPITAL AREA

9001 N IH35
Suite 110e
Austin, TX 78753

Leaders from the Texas Tri-Agency Workforce Initiative, launched in 2016, will share their perspective on the successes and challenges of this cross-agency collaborative effort. The initiative tasked the Commissioners of the Texas Education Agency, the Texas Higher Education Coordinating Board, and the Texas Workforce Commission to work together on developing strong links between education and industry, with the goal of helping Texas grow in economic prosperity.

This discussion-based session will offer staff a chance to learn more about Texas' innovative education-to-career pathways system and how its integrated statewide longitudinal data system contributes to broader education-workforce system alignment goals.

- **Kerry Ballast**, Deputy Director, Workforce Education, Texas Workforce Commission
- **Alexis Bauserman**, Director, College, Career, and Military Prep Division, Texas Education Agency
- **Jennifer L. Chidsey**, Associate Commissioner of Organizational Development, Texas Education Agency
- **Emily Lawley**, Tri-Agency Initiative and Special Projects Manager, Texas Workforce Commission
- **Lee Rector**, Associate Commissioner for Workforce Education, Texas Higher Education Coordinating Board
- **David Troutman**, Deputy Commissioner for Academic Affairs and Innovation, Texas Higher Education Coordinating Board

11:30 AM – 12:00 PM

Travel to Austin Community College

12:00 – 1:30 PM

Luncheon Session: How Austin Community College Champions Student Success

AUSTIN COMMUNITY COLLEGE: HIGHLAND CAMPUS

6101 Highland Campus Dr
Austin, TX 78752

Austin Community College leadership will discuss the institution's response to Texas HB-8, which moves the state community college system to an outcomes-based financing model, and the broader implications of this new funding system.

JFF Congressional Staff Network (CSN) Site Visit to Austin, TX

Tuesday, February 20 – Thursday, February 22, 2024

College administrators will also dive into Austin CC's early college high school offerings, how it supports dual enrollment with school districts, and the impact of such programs on student success.

- **Chris Cervini**, Vice Chancellor, Community and Public Affairs, Austin Community College
- **Garrett Groves**, Chief of Staff and Vice Chancellor of Strategic Initiatives, Austin Community College
- **Russell Lowery-Hart**, Chancellor, Austin Community College
- **Laura Lucas**, Director, Strategic Initiatives, Austin Community College

1:30 – 3:00 PM

Site Visit: Designing Instructional Space for the Modern Economy

AUSTIN COMMUNITY COLLEGE: HIGHLAND CAMPUS

6101 Highland Campus Dr
Austin, TX 78752

Staff will have a chance to explore ACC's innovative training and community engagement facilities, including the Make it Center, which offers students and families hands-on career exploration experiences, the Innovative Manufacturing Partnerships Accelerating Central Texas (IMPACT) Lab, a business incubator for aspiring manufacturers, the health sciences simulation center, and the ACCelerator learning lab.

- **Michelle Raymond**, Director, Strategic Events, Austin Community College
- **Laura Marmolejo**, Assistant Dean, Advanced Manufacturing, Austin Community College
- **Nina Means**, Director, Fashion Incubator, Austin Community College
- **Nancy Lyon**, Director, Bioscience Incubator, Austin Community College
- **Shane Allen**, Coordinator, Bioscience Incubator, Austin Community College
- **Janelle Green**, Director, Make It Center, Austin Community College
- **Mary Roby**, Manager, Make It Center, Austin Community College

3:00 – 3:30 PM

Wrap up and Reflection

EN ROUTE TO AIRPORT

Informal discussion with staff about key takeaways from the trip – reflecting on learnings and ways that federal policymakers can assist states and localities to improve systems alignment, programming, and outcomes.

- **David Bradley**, Senior Director, Workforce Policy, Jobs for the Future

3:30 – 4:58 PM

Check in

AUSTIN-BERGSTROM AIRPORT

JFF Congressional Staff Network (CSN) Site Visit to Austin, TX

Tuesday, February 20 – Thursday, February 22, 2024

3600 Presidential Blvd
Austin, TX 78719

4:58 PM – 9:02 PM

Flight: AUS to IAD

United Airlines Flight # UA 376

AUSTIN-BERGSTROM AIRPORT

3600 Presidential Blvd
Austin, TX 78719

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):
Jobs for the Future

Travel Dates:
02/20/2024 to 02/23/2024

Name of accompanying family member (if any):

Relationship to Traveler:

Expenses

Transportation Expenses	Lodging Expenses	Meals Expenses	Other Expenses (Amount & Description)
$796.00	$368.00	$137.00	$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.

Date

Manuel Contreras
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.

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:
Manuel Contreras

Employing Office/Committee:
HEALTH, EDUC, LAB, NAD PENSIONS - DEM

Private Sponsor(s):
Jobs for the Future

Destination(s):
Austin, Texas

Travel Dates:

02/20/2024 to 02/22/2024

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.

I am leading HELP Majority's efforts to reauthorizes the Education Sciences Reform Act, which authorizes States' activites related to educational data systems. The trip will dive into Texas' statewide longitudinal data system that connects student data from K-12, higher education, and workforce development and how such system is used to support local decisionmaking. Understanding how this system works up close will improve our reauthorization efforts

Do you have an accompanying family member or spouse on this trip?

☐ (signify "yes" by checking box)

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.

2/15/2024 — Date

Manuel Contreras — 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)

I Senator Sanders (Print Senator's/Officer's Name) hereby authorize Manuel Contreras (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)

2/15/2024 — Date

B Sanders — Signature of Supervising Senator/Officer

Jobs for the Future: JFF Congressional Staff Network Site Visit to Austin, TX

Manuel Contreras

Title:
Senior Policy Advisor, K-12

Employing Office/Committee:
HEALTH, EDUC, LAB, AND PENSIONS - DEM

Duty Station:
WASHINGTON,DC

Destination(s):
Austin, Texas

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

I am leading our efforts to reauthorize the Education Sciences and Reform Act, which authorizes State activities related to educational data systems. The trip will dive into Texas' statewide longitudinal data system that connects student data from K-12, higher education, and workforce, and is used to drive local decision making. Seeing this system up close and meeting with those who use it will guide our federal policymaking efforts.

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

Name and Relationship to Traveler:
None

Organization Information

Organization Name
Jobs for the Future

Is your organization classified as a §501(c)(3)?
● Yes ○ No

§501(c)(3) Organization Type
Private Foundation

Address
50 Milk Street

Address 2 (Optional)
Private Foundation

City, State Zip
Boston, Massachusetts 02109 United States

Phone Number
2145143431

Organization URL
jff.org

History of Congressional Travel

Jobs for the Future (JFF) has sponsored site visits and other educational activities for Congressional staff for 15 years. Examples of this work include three to four DC-based forums per year, and approximately two site visits per year where senior Congressional staff see high-quality workforce programs first-hand and learn from experts, practitioners, and program participants about the impact of federal policy on the ground. Previous site visits have included travel to: Charlotte, NC; Bridgeport, CT; Cincinnati, OH; Madison, WI; Philadelphia, PA; Detroit, MI; Wichita, KS; Nashville, TN; Seattle, WA; Eastern KY; Fredericksburg, VA; Memphis, TN; Denver, CO; Shenandoah Valley, VA; Boston, MA; Chicago, IL; and Wilmington, DE; as well as virtual "visits" to San Diego, CA and Houston, TX. The purpose of these trips, and of the Congressional Staff Network, is to provide in-depth learning opportunities for staff on workforce, education, and economic security issues.

Educational Activities

JFF works with partners around the country to design and drive the adoption of education and career pathways that lead to upward economic mobility, especially for individuals who face systemic barriers to advancement. JFF improves pathways from high school to postsecondary education to family-supporting careers through relevant technical assistance, research, policy development, communications, and by hosting events, including national conferences.

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.

The Congressional Staff Network for Economic Advancement (CSN) convenes a bicameral, bipartisan group of senior Congressional staff to focus on policy issues at the core of economic mobility: K-12 education, postsecondary education, workforce development, and social welfare. The purpose of this trip is to examine evidence-based approaches to education and workforce development that are preparing Austinites for the future of work and fostering inclusive economic development. Staff will see program models designed to close opportunity and wealth gaps while meeting the state's economic growth targets. They will engage with stakeholders involved in developing and implementing these efforts, including workforce and education system leaders, community-based organizations, major employers, and training providers.

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

JFF's mission is to drive transformation of the U.S. education and workforce systems to achieve equitable economic advancement for all. Specifically, JFF aims to eliminate barriers to economic mobility by making our education and workforce systems more equitable, better connected, and easier to navigate. JFF's mission connects directly to the purpose of this trip: highlighting innovative, evidence-based programs and policies that drive upward mobility.

Is your organization the only sponsor for this trip?

✓ Yes ○ No

Grantmaking Organizations (Optional)

1. Bill & Melinda Gates Foundation
2. The Joyce Foundation

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

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

- ○ 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** receive invitations.

The list of invitees is below.

Travel Details

Trip Start Date/Time:		Trip End Date/Time:
02/20/2024 @ 12:46 PM	⇄	02/22/2024 @ 09:02 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: $796.00 | Accompanying Family Member: $0.00)

Transportation Type	Class	Amount
Airfare	Coach	$630.00
Note Round trip economy class airfare from Washington, DC (Dulles Airport) to Austin, Texas.		
Ground Transportation	Coach	$166.00
Note On the ground transportation in Austin via chartered coach bus.		

Lodging (Per Member/Officer/Employee: $368.00)

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

Check-In	Check-Out	Facility	City	State	Country	Nights	Cost/Night	Cost Exceed Per Diem
02/20/2024	02/22/2024	Hotel Indigo Austin - Downtown	Austin	Texas	United States	2	$184.00	No

Meals (Per Member/Officer/Employee: $137.00)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem
02/20/2024	$0.00	$0.00	$38.00	$0.00	**$38.00**	Austin	Texas	United States	No
02/21/2024	$13.00	$15.00	$31.00	$5.00	**$64.00**	Austin	Texas	United States	No
02/22/2024	$14.00	$16.00	$0.00	$5.00	**$35.00**	Austin	Texas	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: JFF Congressional Staff Network Site Visit to Austin, TX

Travel Date(s): February 20-22, 2024

Travel Destination(s): Austin, TX

Sponsor: Jobs for the Future

Maria K Flynn — President & CEO

(printed name of sponsor representative) — *(title)*

Maria K. Flynn — 1.9.24

(signature of sponsor representative) — *(date)*

Grantmaking Organization Certification Form

Instructions: If a sponsor receives funds from a grantmaking organization, the sponsor must disclose this on the *Private Sponsor Travel Certification Form*, and the grantmaking organization must complete the *Grantmaking Organization Certification Form.* The completed *Grantmaking Organization Certification Form* must be submitted to the Senate Select Committee on Ethics by the trip sponsor at least 30 days prior to the travel departure date.

Grantmaking Organization: Bill & Melinda Gates Foundation

Private Sponsor: Jobs for the Future

Trip Name: JFF Congressional Staff Network Site Visit to Austin, TX

Travel Date(s): 2/20/2024 - 2/22/2024

Destination(s): Austin, TX

In compliance with the *Regulations Governing Privately Sponsored Travel*, I certify the following:

- ☑ The grantmaking organization is a § 501(c)(3) organization.
- ☑ The grantmaking organization is not a lobbyist, lobbying firm, or foreign agent, nor an entity that retains or employs a lobbyist or foreign agent.
- ☑ The grantmaking organization provides funds under an established grant program, or in a manner that is otherwise consistent with the mission and practices of the organization.
- ☑ The grantmaking organization is not involved, directly or indirectly, in organizing and conducting the trip. This includes selecting participants for a trip.
- ☑ The grantmaking organization does not directly pay or reimburse travel expenses for any Senate Member, officer, or employee.

Kathryn Young	Senior Program Officer
(Printed name of grantmaking organization representative)	*(Title)*
Kathryn Young Digitally signed by Kathryn Young Date: 2024.01.11 09:55:51 -05'00'	1/11/2024
(Signature of grantmaking organization representative)	*(Date)*

Grantmaking Organization Certification Form

Instructions: If a sponsor receives funds from a grantmaking organization, the sponsor must disclose this on the *Private Sponsor Travel Certification Form*, and the grantmaking organization must complete the *Grantmaking Organization Certification Form.* The completed *Grantmaking Organization Certification Form* must be submitted to the Senate Select Committee on Ethics by the trip sponsor at least 30 days prior to the travel departure date.

Grantmaking Organization: The Joyce Foundation

Private Sponsor: Jobs for the Future

Trip Name: JFF Congressional Staff Network Site Visit to Austin, TX

Travel Date(s): February 20-22, 2024

Destination(s): Austin, TX

In compliance with the *Regulations Governing Privately Sponsored Travel*, I certify the following:

- ☑ The grantmaking organization is a § 501(c)(3) organization.
- ☑ The grantmaking organization is not a lobbyist, lobbying firm, or foreign agent, nor an entity that retains or employs a lobbyist or foreign agent.
- ☑ The grantmaking organization provides funds under an established grant program, or in a manner that is otherwise consistent with the mission and practices of the organization.
- ☑ The grantmaking organization is not involved, directly or indirectly, in organizing and conducting the trip. This includes selecting participants for a trip.
- ☑ The grantmaking organization does not directly pay or reimburse travel expenses for any Senate Member, officer, or employee.

Kathleen Clarke	Chief Operating Officer
(Printed name of grantmaking organization representative)	*(Title)*
Kathleen Clarke Digitally signed by Kathleen Clarke DN: cn=Kathleen Clarke gn=Kathleen Clarke c=US United States l=US United States Reason: I am the author of this document Location: Date: 2024-01-10 21:27-06:00	1.10.24
(Signature of grantmaking organization representative)	*(Date)*

JFF Congressional Staff Network (CSN) Site Visit to Austin, TX

Tuesday, February 20 – Thursday, February 22, 2024

CONGRESSIONAL STAFF NETWORK
FOR ECONOMIC ADVANCEMENT

SENATE STAFF INVITEES

CSN Site Visit to Austin, TX

Tuesday February 20 – Thursday February 22, 2024

Amanda Beaumont
Professional Staff Member
Senate Appropriations Committee
Amanda_Beaumont@appro.senate.gov

Megan Blanco
Education and Workforce Policy Advisor
Office of Sen. Maggie Hassan
Megan_Blanco@hassan.senate.gov

Dan Chasen
Labor Policy Adviser
Senate Health, Education, Labor & Pensions (HELP) Committee
Daniel_Chasen@help.senate.gov

Sujith Cherukumilli
Education and Workforce Policy Adviser
Senate HELP Committee
Sujith_Cherukumilli@help.senate.gov

Manuel Contreras
Senior Education Policy Advisor, K-12
Senate HELP Committee
manuel_contreras@help.senate.gov

Anne DeCesaro
Education Policy Director
Senate HELP Committee
anne_decesaro@help.senate.gov

Jake Easter
Education Policy Adviser
Senate HELP Committee
jake_easter@help.senate.gov

Jose Garcia
Education Policy Adviser
Senate HELP Committee
jose_garcia@help.senate.gov

Rebecca Howard
Senior Education and Workforce Policy Advisor
Office of Sen. Tim Kaine
rebecca_howard@kaine.senate.gov

Abby Laver
Legislative Aide
Office of Sen. Patty Murray
abby_laver@murray.senate.gov

Joseph Long
Legislative Fellow, Economic Policy
Office of Sen. Chris Coons
Joseph_Long@coons.senate.gov

Wes McEnany
Deputy Director, Labor Policy
Senate HELP Committee
wes_mcenany@help.senate.gov

Katie Pannell
Health and Education Policy Adviser
Office of Sen. Chris Coons
katie_pannell@coons.senate.gov

Katherine Phillips
Legislative Assistant
Office of Sen. Mark Kelly
katherine_phillips@kelly.senate.gov

JFF Congressional Staff Network (CSN) Site Visit to Austin, TX

Tuesday, February 20 – Thursday, February 22, 2024

Nora Ryan
Legislative Correspondent
Office of Sen. Cory Booker
nora_ryan@booker.senate.gov

Melissa Sanchez
Policy Adviser, Labor
Office of Sen. Cory Booker
melissa_sanchez@booker.senate.gov

Emily Slack
Professional Staff Member
Senate Appropriations Committee
Emily_Slack@appro.senate.gov

Taylor Ware
Legislative Assistant
Office of Sen. John Hickenlooper
taylor_ware@hickenlooper.senate.gov

Mike Waske
Senior Policy Adviser
Senate HELP Committee
michael_waske@help.senate.gov

CONGRESSIONAL STAFF NETWORK
FOR ECONOMIC ADVANCEMENT

Dear Manuel,

I am writing to invite you to participate in an upcoming three-day Congressional Staff Network for Economic Advancement (CSN) site visit to **Austin, TX from Tuesday, February 20 – Thursday, February 22, 2024**.

In Austin, staff will learn about the region's evidence-based workforce development strategy, which centers on career pathways, industry sector partnerships, and career exploration/navigation supports. We will visit NXP Semiconductors' manufacturing plant to gain a better understanding of the skill demands in that industry and how employers hope to implement CHIPS and Science Act funding in support of workforce development. Staff will also see YouthBuild programming in action – a model that works to build young people's foundational and occupational skills, encouraging them along pathways to family supporting careers – and hear directly from youth participants about their experience.

At the state level, architects of Texas' Tri-Agency Workforce Initiative will discuss how they designed and are implementing a comprehensive, integrated education and workforce data infrastructure, including a shared data governance policy. This statewide longitudinal data system offers policymakers a model to consider as they evaluate federal programs under the Workforce Innovation and Opportunity Act and Higher Education Act. Finally, postsecondary system leaders will discuss the impetus for and implications of Texas House Bill 8, which codified a new outcomes-based approach to state community college funding and expands no-cost dual enrollment for high school students. We will also visit Austin Community College's innovative training and community engagement facilities, including the Make it Center, which offers students and families hands-on career exploration experiences, and the Innovative IMPACT Lab, a business incubator for aspiring manufacturers.

Please confirm your participation by Wednesday, January 10. Once you confirm your plans to participate, our team will share final information for the trip, including the agenda and the necessary ethics documentation.

Thank you and we hope you can join us!

Best,

Mary Clagett

Mary G. Clagett
Senior Director, Workforce Policy
Jobs for the Future

JFF Congressional Staff Network (CSN) Site Visit to Austin, TX

Tuesday, February 20 – Thursday, February 22, 2024

CONGRESSIONAL STAFF NETWORK
FOR ECONOMIC ADVANCEMENT

AGENDA

CSN Site Visit to Austin, TX

Tuesday February 20 – Thursday February 22, 2024

Tuesday February 20, 2024

12:46 – 3:32 PM	**Flight: IAD to AUS** *United Airlines Flight # UA 545*	**DULLES AIRPORT** 1 Saarinen Cir Dulles, VA 20166
3:32 – 5:30 PM	**Travel to Hotel, Check in**	**HOTEL INDIGO AUSTIN DOWNTOWN** 810 Red River St Austin, TX 78701
5:30 – 6:15 PM	**Introduction to Austin: Strengths & Challenges** Mayor Kirk Watson will welcome staffers to the city of Austin and provide an overview of the city's strengths and challenges in workforce and economic development. ➢ **Kirk Preston Watson**, Mayor, City of Austin	**HOTEL INDIGO AUSTIN DOWNTOWN** One-Knite Room 810 Red River St Austin, TX 78701
6:15 – 7:00 PM	**Balancing Growth and Inclusion in Austin's Economic Development Strategy** Austin is among the fastest-growing economies in the country; since 2010, its GDP has doubled and its population has grown by 36%. While that rapid growth spurred new economic activity and job creation, it has brought new challenges in terms of affordability, infrastructure, and inequality. This session will focus on the intersection between economic development and workforce development. Regional leaders from both sectors will share how they are collaborating to balance the city's high growth with inclusion, ensuring that all Austinites share in that prosperity. ➢ **Tamara Atkinson**, Chief Executive Officer, Workforce Solutions Capital Area ➢ **Sylnovia Holt-Rabb**, Director of Economic	**HOTEL INDIGO AUSTIN DOWNTOWN** One-Knite Room 810 Red River St Austin, TX 7870

JFF Congressional Staff Network (CSN) Site Visit to Austin, TX

Tuesday, February 20 – Thursday, February 22, 2024

Development, City of Austin

7:00 – 7:30 PM **Travel to Dinner**

7:30 – 9:30 PM **Dinner Session: Austin's Economic Landscape**

MOONSHINE GRILL - DOWNTOWN

303 Red River St
Austin, TX 78701

Austin native and urban economic development expert Dr. Steven Pedigo will establish critical context for the next two days, helping staff understand the region's key economic and demographic trends. He will also highlight learning objectives for the trip and lessons that Austin's economic development story can lend to the national policy discourse.

- **Tamara Atkinson**, Chief Executive Officer, Workforce Solutions (WFS) Capital Area
- **Steven Pedigo**, Professor of Practice, Lyndon B. Johnson School of Public Affairs, and Director, LBJ Urban Lab, The University of Texas at Austin

Wednesday February 21, 2024

8:15 AM **Meet in Lobby**

HOTEL INDIGO AUSTIN DOWNTOWN

810 Red River St
Austin, TX 78701

8:15 – 9:00 AM **Travel to Workforce Solutions Capital Area**

9:00 – 9:45 AM **Understanding Effective Workforce Board Governance**

WORKFORCE SOLUTIONS CAPITAL AREA

9001 N IH35
Suite 110e
Austin, TX 78753

Workforce Solutions (WFS) Capital Area, the workforce development board serving Austin/Travis County, is a national leader in delivering client and business services. This session will provide staff with an overview of Austin's workforce ecosystem, the board's strategic plan, and its service delivery strategy.

- **Tamara Atkinson**, Chief Executive Officer, WFS Capital Area
- **Yael Lawson**, Chief Operations Officer, WFS Capital Area

9:45 – 10:45 AM **Site Visit: American Job Center (AJC) and Conversations with AJC Clients**

WFS CAPITAL AREA

9001 N IH35
Suite 110e
Austin, TX 78753

Staff will have a chance to see an AJC operate, hear from AJC clients about their experience, and connect with AJC and

JFF Congressional Staff Network (CSN) Site Visit to Austin, TX

Tuesday, February 20 – Thursday, February 22, 2024

affiliate organization staff to learn more about WIOA program and service delivery on the ground.

10:45 AM – 12:00 PM

Austin's Industry Sector Partnerships and the Role of Apprenticeship and Upskilling

WFS CAPITAL AREA

9001 N IH35
Suite 110e
Austin, TX 78753

This session will cover how local workforce development boards can foster strong industry sector partnerships, serving as an intermediary to tailor training opportunities to match employer needs, register new apprenticeship programs, and ensure jobseekers and incumbent workers have the support they need to persist through upskilling programs.

Panelists will discuss specific examples of the power of the board's intermediary function in the skilled trades, mobility and infrastructure, and healthcare industries.

- **Joe Cooper**, Training Director, Local Union #286 Plumbers And Pipefitters
- **Geronimo M. Rodriguez**, Chief Advocacy Officer, Seton Healthcare
- **Kevin Russell**, Airport Deputy Chief of Talent, Austin-Bergstrom International Airport
- **Amber Warne**, Senior Director of Business Engagement, WFS Capital Area

12:00 – 12:45 PM

Working Lunch: Discussion with WFS Staff

WFS CAPITAL AREA

9001 N IH35
Suite 110e
Austin, TX 78753

This informal luncheon will allow Hill staff to further discuss the topics and ideas presented during the morning sessions with practitioners.

- **Tamara Atkinson**, Chief Executive Officer, Workforce Solutions (WFS) Capital Area
- **Yael Lawson**, Chief Operations Officer, WFS Capital Area
- **Amber Warne**, Senior Director of Business Engagement, WFS Capital Area

12:45 – 1:30 PM

Travel to NXP Semiconductors

1:30 – 3:30 PM

Site Visit and Session: Deep Dive on Semiconductor Manufacturing

NXP SEMICONDUCTORS

3501 Ed Bluestein Blvd
Austin, TX 78721

During this site visit and session, staff will gain a deeper understanding of the labor and processes involved in semiconductor manufacturing, and learn about a real-world example of employers planning to leverage state and federal funding for inclusive workforce development.

- **Barbara Casas**, Director of Operations, Business

JFF Congressional Staff Network (CSN) Site Visit to Austin, TX

Tuesday, February 20 – Thursday, February 22, 2024

Improvement and Industrial Engineering, NXP Semiconductors
- ➢ **Aaron Glynn**, Director of Operations, Oak Hill Fab, NXP Semiconductors
- ➢ **Brendan Greenwood**, Vice President of Operations, ATMC Fab, NXP Semiconductors
- ➢ **Darren Lewis**, Director of Equipment Engineering, NXP Semiconductors

3:30 – 4:00 PM

Travel to American Youthworks

4:00 – 5:30 PM

Site Visit: American Youthworks' YouthBuild

AMERICAN YOUTHWORKS

1901 E Ben White Blvd
Austin, TX 78741

American YouthWorks' YouthBuild has served Austin's "opportunity youth" (young adults ages 16–24 who are neither in school nor employed) since 1997. This holistic youth services program offers young adults the opportunity to finish their high school education while engaging in paid career training, culminating in an industry-recognized certification.

Staff will see YouthBuild programming in action, speak directly with program participants about their experience, and learn about American YouthWorks' unique initiatives, including New Start, a re-entry pathway for court-involved youth, and onsite childcare services.

- ➢ **David Clauss**, YouthBuild Program Director, American YouthWorks
- ➢ **Parc Smith**, CEO, American YouthWorks

5:30 – 6:30 PM

Travel to Dinner

6:30 – 9:30 PM

Dinner Session: Roundtable Discussions

The ABGB

1305 W Oltorf St
Austin, TX 78704

Over dinner, Hill staff will sit down with practitioners and regional leaders to reflect further on the implications of the day's sessions for federal policy. Specifically, conversations will focus on federal policy levers to better align the workforce development system with industry needs and help scale career pathways ecosystems. Staff will be asked to consider the impact of comprehensive support services on learner and worker outcomes, the need for on- and off-ramps in pathways to career advancement, and strategies to engage young people in communities that, historically, have not received equitable investments from the public or private sector.

- ➢ **Tamara Atkinson**, Chief Executive Officer, Workforce Solutions (WFS) Capital Area

JFF Congressional Staff Network (CSN) Site Visit to Austin, TX

Tuesday, February 20 – Thursday, February 22, 2024

Thursday February 22, 2024

8:15 – 8:30 AM

Meet in Lobby, Check out

HOTEL INDIGO AUSTIN DOWNTOWN

810 Red River St
Austin, TX 78701

8:30 – 9:00 AM

Travel to WFS Capital Area

9:00 – 11:30 AM

Texas' Tri-Agency Workforce Initiative

WFS CAPITAL AREA

9001 N IH35
Suite 110e
Austin, TX 78753

Leaders from the Texas Tri-Agency Workforce Initiative, launched in 2016, will share their perspective on the successes and challenges of this cross-agency collaborative effort. The initiative tasked the Commissioners of the Texas Education Agency, the Texas Higher Education Coordinating Board, and the Texas Workforce Commission to work together on developing strong links between education and industry, with the goal of helping Texas grow in economic prosperity.

This discussion-based session will offer staff a chance to learn more about Texas' innovative education-to-career pathways system and how its integrated statewide longitudinal data system contributes to broader education-workforce system alignment goals.

- **Kerry Ballast**, Deputy Director, Workforce Education, Texas Workforce Commission
- **Alexis Bauserman**, Director, College, Career, and Military Prep Division, Texas Education Agency
- **Jennifer L. Chidsey**, Associate Commissioner of Organizational Development, Texas Education Agency
- **Emily Lawley**, Tri-Agency Initiative and Special Projects Manager, Texas Workforce Commission
- **Lee Rector**, Associate Commissioner for Workforce Education, Texas Higher Education Coordinating Board
- **David Troutman**, Deputy Commissioner for Academic Affairs and Innovation, Texas Higher Education Coordinating Board

11:30 AM – 12:00 PM

Travel to Austin Community College

12:00 – 1:30 PM

Luncheon Session: How Austin Community College Champions Student Success

AUSTIN COMMUNITY COLLEGE: HIGHLAND CAMPUS

6101 Highland Campus Dr
Austin, TX 78752

Austin Community College leadership will discuss the institution's response to Texas HB-8, which moves the state community college system to an outcomes-based financing model, and the broader implications of this new funding system.

JFF Congressional Staff Network (CSN) Site Visit to Austin, TX

Tuesday, February 20 – Thursday, February 22, 2024

College administrators will also dive into Austin CC's early college high school offerings, how it supports dual enrollment with school districts, and the impact of such programs on student success.

- **Chris Cervini**, Vice Chancellor, Community and Public Affairs, Austin Community College
- **Garrett Groves**, Chief of Staff and Vice Chancellor of Strategic Initiatives, Austin Community College
- **Russell Lowery-Hart**, Chancellor, Austin Community College
- **Laura Lucas**, Director, Strategic Initiatives, Austin Community College

1:30 – 3:00 PM

Site Visit: Designing Instructional Space for the Modern Economy

AUSTIN COMMUNITY COLLEGE: HIGHLAND CAMPUS

6101 Highland Campus Dr
Austin, TX 78752

Staff will have a chance to explore ACC's innovative training and community engagement facilities, including the Make it Center, which offers students and families hands-on career exploration experiences, the Innovative Manufacturing Partnerships Accelerating Central Texas (IMPACT) Lab, a business incubator for aspiring manufacturers, the health sciences simulation center, and the ACCelerator learning lab.

- **Michelle Raymond**, Director, Strategic Events, Austin Community College
- **Laura Marmolejo**, Assistant Dean, Advanced Manufacturing, Austin Community College
- **Nina Means**, Director, Fashion Incubator, Austin Community College
- **Nancy Lyon**, Director, Bioscience Incubator, Austin Community College
- **Shane Allen**, Coordinator, Bioscience Incubator, Austin Community College
- **Janelle Green**, Director, Make It Center, Austin Community College
- **Mary Roby**, Manager, Make It Center, Austin Community College

3:00 – 3:30 PM

Wrap up and Reflection

EN ROUTE TO AIRPORT

Informal discussion with staff about key takeaways from the trip – reflecting on learnings and ways that federal policymakers can assist states and localities to improve systems alignment, programming, and outcomes.

- **David Bradley**, Senior Director, Workforce Policy, Jobs for the Future

3:30 – 4:58 PM

Check in

AUSTIN-BERGSTROM AIRPORT

JFF Congressional Staff Network (CSN) Site Visit to Austin, TX

Tuesday, February 20 – Thursday, February 22, 2024

3600 Presidential Blvd
Austin, TX 78719

4:58 PM – 9:02 PM

Flight: AUS to IAD

United Airlines Flight # UA 376

AUSTIN-BERGSTROM AIRPORT

3600 Presidential Blvd
Austin, TX 78719