

**ORGANIZATIONAL MEETING FOR THE 114TH CON-  
GRESS; COMMITTEE RULES; OVERSIGHT PLAN;  
PARKING POLICY; AND RESOLUTION TO DE-  
CLARE THE ELECTRONIC REPOSITORY**

---

---

**ORGANIZATIONAL MEETING  
BEFORE THE  
COMMITTEE ON HOUSE  
ADMINISTRATION  
HOUSE OF REPRESENTATIVES  
ONE HUNDRED FOURTEENTH CONGRESS**

**FIRST SESSION**

---

**HELD IN WASHINGTON, DC, JANUARY 27, 2015**

---

Printed for the use of the Committee on House Administration



Available on the Internet:  
*www.fdsys.gov*

---

U.S. GOVERNMENT PUBLISHING OFFICE

93-209

WASHINGTON : 2015

---

For sale by the Superintendent of Documents, U.S. Government Publishing Office  
Internet: bookstore.gpo.gov Phone: toll free (866) 512-1800; DC area (202) 512-1800  
Fax: (202) 512-2104 Mail: Stop IDCC, Washington, DC 20402-0001

COMMITTEE ON HOUSE ADMINISTRATION

CANDICE S. MILLER, Michigan, *Chairman*

GREGG HARPER, Mississippi  
BARBARA COMSTOCK, Virginia  
AARON SCHOCK, Illinois  
RODNEY DAVIS, Illinois  
RICHARD B. NUGENT, Florida

ROBERT A. BRADY, Pennsylvania  
*Ranking Minority Member*  
ZOE LOFGREN, California  
JUAN VARGAS, California

PROFESSIONAL STAFF

SEAN MORAN, *Staff Director*  
KYLE ANDERSON, *Minority Staff Director*

## **ORGANIZATIONAL MEETING FOR THE 114TH CONGRESS: COMMITTEE RULES; OVERSIGHT PLAN; PARKING POLICY; AND RESOLUTION TO DECLARE THE ELECTRONIC REPOSITORY**

---

**TUESDAY, JANUARY 27, 2015**

**HOUSE OF REPRESENTATIVES,  
COMMITTEE ON HOUSE ADMINISTRATION,  
*Washington, DC.***

The committee met, pursuant to call, at 10:30 a.m., in room 1310, Longworth House Office Building, Hon. Candice S. Miller (chairman of the committee) presiding.

Present: Representatives Miller, Harper, Nugent, Davis, Comstock, Brady, and Vargas.

Staff Present: Sean Moran, Staff Director; John Clocker, Deputy Staff Director; Bob Sensenbrenner, Deputy General Counsel; John L. Dickhaus, Legislative Clerk; Erin Sayago, Communications Director; Kyle Anderson, Minority Staff Director; Matt Pinkus, Minority Senior Policy Advisor; Khalil Abboud, Minority Deputy Staff Director/Director of Legislative Operations; Mike Harrison, Minority Chief Counsel; and Eddie Flaherty, Minority Chief Clerk.

The CHAIRMAN. I call to order the Committee on House Administration for its organizational meeting for the 114th Congress. A quorum is present, so we will proceed. We are here today to formally adopt for the 114th Congress the rules of the committee, our oversight plan, the parking policy for this Congress, and a resolution to designate the location for electronically posted documents for the purpose of continuing our efforts to improve transparency and public access to legislative materials.

I certainly want to begin by thanking everyone for their attendance here this morning and service to our committee as well, both our returning Members and our two new Members as well. Our mission is to ensure the House of Representatives runs efficiently, effectively, and in a way that keeps the people's House accessible to the people. We have to accomplish all of these goals in a very open and transparent way to make sure that Members of Congress have the tools that they need to serve their constituents and our Nation as a whole.

Our committee is principally charged with guarding the foundation of our system of democracy and government, the sacred right to vote. Our committee is responsible for oversight of the Federal Elections Commission and the Elections Assistance Commission, which is something this committee has been, on our side anyway,

been trying to eliminate. But at any rate, we are responsible for making certain that our Federal elections process remains open; and free and fair; and operates with the highest level of integrity.

Our committee also has an oversight role in protecting the House side of the Capitol, security of the campus here on our side, and certainly determining the operating budgets as well for each Member of the House and every committee. Most of what our committee's work does doesn't make headlines, but that does not make our work any less important. We work with our House officers to ensure the safety and security of every Member of Congress, their staff, and the millions of visitors who visit our Nation's Capitol each year.

In addition to serving as chair of House Admin here, I also serve as vice chair of the House Committee on Homeland Security. So I certainly understand that security can never be taken for granted, that we always need to constantly evaluate and reevaluate our policies and security protocols, including cybersecurity. We have to make certain we are doing everything we can to guard this sacred institution.

We have had a very sobering reminder of just how real the threats are just 2 weeks ago, when the FBI arrested an individual in Ohio for plotting to attack the U.S. Capitol—and that was a result of well coordinated efforts by our law enforcement agencies, including the U.S. Capitol Police—as a reminder that we always need to remain vigilant.

Another large portion of our workload consists of identifying ways to assist Members and their staff, both here in D.C. and back in their districts, with their daily operations and communications with their constituents. Each member of this committee was asked to serve because of his or her unique skills and ability to help run this institution in an efficient, transparent way, and to protect the integrity of our Nation's Federal election system and campaign system as well. So we have an opportunity here to make a very positive, lasting impact on the way that this institution operates and the way that Members serve their constituents.

We are here to move this institution forward in a meaningful way, in a service-oriented way, by promoting innovation and, of course, always holding ourselves to the highest levels of accountability to the American people.

Lastly, our committee does a significant amount of work with oversight over the Library of Congress and the Smithsonian Institution. Both of those, institutions, of course, provide a tremendous amount of resources to everyone. These institutions open the doors toward learning and wonder. And I know I speak for every Member here when I say that it is continually important that we work together to ensure that these resources are available for generations to come.

A particular point that I would like to briefly mention is that we were unable last Congress to hold a hearing on the Latino museum due to scheduling conflicts as we got toward the end of the session. But this is something that we would like to consider this Congress. I know the ranking member and I have talked about that at length.

Let me just take a moment, before we go to our resolutions here, to briefly recognize the Republican members of this committee. Returning for the 114th, first of all, is Congressman Gregg Harper, who represents Mississippi's third District. He is in his fourth term in Congress, fourth term on this committee. And we were just chatting about the fantastic job he does, particularly with the Library of Congress, as he serves on that joint committee. And any time anyone asks me a question about the Library of Congress, I just ask Gregg because he knows everything about it, I think. And they love him at the Library of Congress and have a very high regard and respect for the work that you do there. So we appreciate that.

Aaron Schock, who is not with us—I think he is in another committee right now—but also represents the 18th Congressional District of Illinois; fourth term on the House and third on this committee, and does just a great job for us.

Rich Nugent represents the 11th Congressional District in Florida; third term in the House and on this committee. With his background as a former county sheriff, I know you were speaking this morning to all of the sheriffs and the law enforcement, of which there are many, many who are in town today. We are going to avail ourselves of your expertise on security as we were just talking about oversight with the U.S. Capitol Police.

Then our two new Members as well, Rodney Davis, who represents the 13th Congressional District in Illinois; second term in the House and first term on this committee. But as a former staffer, actually, before you were elected as a Member of Congress.

You and I have had many conversations already about various things that happen in the House that could be improved. So as we really focus this committee's attention on Member services and how we can do a better job, we will be looking for you to—with all of those conversations—and implement some of your great ideas.

Then Barbara Comstock, welcome her to the committee as well. She represents the 10th Congressional District in Virginia; first term of course in the House. And she has had a very interesting career, but also was at one point a former staffer in the House.

So, as I said about Representative Davis, we will be looking for you for all kinds of various things that we can do to improve Member services, as well as everything else that this committee does. You have really a wealth of government experience and business background as well; that I think will be very, very helpful to us.

So we are looking forward for the next 2 years as we certainly put the taxpayers first and our institution, how we can run it more effectively, more cost-efficiently as well and working with all of our House officers. This is truly a nonpartisan goal I think and I know one, as I say, that our ranking member and all the members of the committee share.

So, at this time, I would like to recognize the ranking member, Mr. Brady, from Pennsylvania, for his comments.

Mr. BRADY. Thank you, Madam Chair.

I am happy to be able to join you and my colleagues as we officially begin our work for the 114th Congress. I would like to welcome back my friends Ms. Lofgren, who, without question, is the smartest lady that I know. Just ask her a question on any aspect

of the law and she can let you know right away whether we are on the right track or the wrong track.

Mr. Vargas, again, thank you for coming back. You have got a great background in education. It is my pleasure—any time I can, I will let you do a bill for me. You know, you do a great job. If you keep doing such a good job, I might get you a bigger car. We have to get you a truck or something. But I appreciate you coming back and serving.

To as well my friends on the other side of the aisle, including our new additions, Mr. Davis from Illinois and Ms. Comstock of Virginia, welcome.

This is a committee that serves all our Members. We have been doing that for as long as I have been on this committee. And we make sure that our Members get the right information at the right and proper time, and make sure—we ask them all the time to make sure that they do contact us before they get contacted by any other committee. We don't want to see that happen.

Our primary purpose is to serve Members and the institution; 95 percent of what we do as a committee is done on a bipartisan basis. I am very pleased that we have developed a strong working relationship that allows us to get things done. Our Democratic and Republican staffs work extremely well together, as we saw in their ability to organize and execute last year's new Member orientation, which is a lot of work. They did a great job. And every new Member always comes up to me—and I am sure they come up to you—and said what a great job our staffs have done.

While some other committees boasted about their ability to work together on a bipartisan basis, our committee actually accomplished that goal. I would like to recommend that the Democratic Members support the four resolutions before us today. The committee rules, oversight plan, electronic repository resolution, and parking policies have been developed with our input. And I encourage their adoption.

Once again, welcome to the new Members.

Welcome you all back, the old Members.

And, Madam Chair, all our returning Members, I look forward to the important work of this committee, and needless to say that we work together for a simple reason, because you are a class lady and a pleasure to work with. And, from time to time, we do know our pay scales. And when it is over our head, we recognize that. You recognize that with me, and I certainly recognize that with you. We do have to disagree from time to time, but I have never seen any time we were disagreeable.

So thank you, thanks for returning, and thank you, again, for working with us.

The CHAIRMAN. I thank the gentleman very, very much for his comments.

It has been a pleasure to work with you for the last Congress certainly. As you say, sometimes we don't agree on every issue, but certainly this committee for the very most part is a very bipartisan committee, and we are united really in a common goal of service to our Members.

I also appreciate what you said about the staff.

Representative Comstock can tell us firsthand about the new Members orientation and the staff work that happened on this committee, both our staff on our side, and Kyle sitting behind you; and everybody that works for him. Really, I think that was one of the more effective new Members orientations that we have had—at least I heard that from a number of folks. I can remember laying awake at night thinking, Oh, my gosh, I wonder if we forgot to tell them this. But then I thought, How would they know? They are brand new. They wouldn't know if we forgot. But I think we covered everything as well as we could. But we can always improve. So we look forward to some comments on that.

Is there any other Member that would like to make any comments before we go to the resolutions? Okay.

The first item on the agenda is the consideration of the Committee Resolution 114–1, which is the proposed committee rules for the 114th Congress. I now call before the committee Committee Resolution 114–1, the committee rules.

Without objection, the first reading of the resolution is dispensed with, and the resolution is considered read and open for amendment at any point.

[The information follows:]

#### **COMMITTEE RESOLUTION 114–1**

*Resolved*, that the rules of the Committee on House Administration for the 114th Congress are hereby adopted, as follows:

##### RULES OF THE COMMITTEE ON HOUSE ADMINISTRATION

##### *One Hundred Fourteenth Congress*

###### RULE NO. 1

###### *General Provisions*

(a) The Rules of the House are the rules of the Committee so far as applicable, except that a motion to recess from day to day is a privileged motion in the Committee.

(b) The Committee is authorized at any time to conduct such investigations and studies as it may consider necessary or appropriate in the exercise of its responsibilities under House Rule X and, subject to the adoption of expense resolutions as required by House Rule X, clause 6, to incur expenses (including travel expenses) in connection therewith.

(c) The Committee is authorized to have printed and bound testimony and other data presented at hearings held by the Committee, and to make such information available to the public. All costs of stenographic services and transcripts in connection with any meeting or hearing of the Committee shall be paid from the appropriate House account.

(d) The Committee shall submit to the House, not later than January 2 of each odd-numbered year, a report on the activities of the committee under House Rules X and XI.

(e) The Committee's rules shall be made publicly available in electronic form and published in the Congressional Record not later

than 30 days after the Committee is elected in each odd-numbered year.

RULE NO. 2

*Regular and Special Meetings*

(a) The regular meeting date of the Committee on House Administration shall be the second Wednesday of every month when the House is in session in accordance with Clause 2(b) of House Rule XI. If the House is not in session on the second Wednesday of a month, the regular meeting date shall be the third Wednesday of that month. Additional meetings may be called by the Chair of the Committee as she or he may deem necessary or at the request of a majority of the members of the Committee in accordance with Clause 2(c) of House Rule XI. The determination of the business to be considered at each meeting shall be made by the Chair subject to Clause 2(c) of House Rule XI. A regularly scheduled meeting may be dispensed with if, in the judgment of the Chair, there is no need for the meeting.

(b) If the Chair is not present at any meeting of the Committee, the ranking member of the majority party who is present shall preside at the meeting.

(c) The Chair, in the case of meetings to be conducted by the Committee shall make public announcement of the date, place, and subject matter of any meeting to be conducted on any measure or matter. Such meeting shall not commence earlier than the third day on which members have notice thereof. If the Chair, with the concurrence of the ranking minority member, determines that there is good cause to begin the meeting sooner, or if the Committee so determines by majority vote, a quorum being present, the Chair shall make the announcement at the earliest possible date. The announcement shall promptly be made publicly available in electronic form and published in the Daily Digest.

(d) The Chair, in the case of meetings to be conducted by the Committee shall make available on the Committee's web site the text of any legislation to be marked up at a meeting at least 24 hours before such meeting (or at the time of an announcement made within 24 hours of such meeting). This requirement shall also apply to any resolution or regulation to be considered at a meeting.

RULE NO. 3

*Open Meetings*

As required by Clause 2(g), of House Rule XI, each meeting for the transaction of business, including the markup of legislation of the Committee shall be open to the public except when the Committee in open session and with a quorum present determines by record vote that all or part of the remainder of the meeting on that day shall be closed to the public because disclosure of matters to be considered would endanger national security, would compromise sensitive law enforcement information, or would tend to defame, degrade or incriminate any person, or otherwise would violate any law or rule of the House. Provided, however, that no person other than members of the Committee, and such congressional staff and such other persons as the Committee may authorize, shall be

present in any business or markup session which has been closed to the public. To the maximum extent practicable, the Chair shall cause to be provided audio and video coverage of each hearing or meeting that allows the public to easily listen to and view the proceedings and maintain the recordings of such coverage in a manner that is easily accessible to the public.

RULE NO. 4

*Records and Rollcalls*

(a)(1) A record vote shall be held if requested by any member of the Committee.

(2) The result of each record vote in any meeting of the Committee shall be made available for inspection by the public at reasonable times at the Committee offices, including a description of the amendment, motion, order or other proposition; the name of each member voting for and against; and the members present but not voting.

(3) The Chairman shall make the record of the votes on any question on which a record vote is demanded available on the Committee's website not later than 48 hours after such vote is taken (excluding Saturdays, Sundays, and legal holidays). Such record shall include a description of the amendment, motion, order, or other proposition, the name of each member voting for and each member voting against such amendment, motion, order, or proposition, and the names of those members of the Committee present but not voting.

(4) The Chairman shall make available on the Committee's website not later than 24 hours (excluding Saturdays, Sundays, and legal holidays) after the adoption of any amendment to a measure or matter the text of such amendment.

(b)(1) Subject to subparagraph (2), the Chairman may postpone further proceedings when a record vote is ordered on the question of approving any measure or matter or adopting an amendment. The Chair may resume proceedings on a postponed request at any time.

(2) In exercising postponement authority under subparagraph (1), the Chairman shall take all reasonable steps necessary to notify members on the resumption of proceedings on any postponed record vote.

(3) When proceedings resume on a postponed question, notwithstanding any intervening order for the previous question, an underlying proposition shall remain subject to further debate or amendment to the same extent as when the question was postponed.

(c) All Committee hearings, records, data, charts, and files shall be kept separate and distinct from the congressional office records of the member serving as Chair; and such records shall be the property of the House and all members of the House shall have access thereto.

(d) House records of the Committee which are at the National Archives shall be made available pursuant to House Rule VII. The Chairman shall notify the ranking minority member of any decision to withhold a record pursuant to the rule, and shall present

the matter to the Committee upon written request of any Committee member.

(e) To the maximum extent feasible, the Committee shall make its publications available in electronic form.

RULE NO. 5

*Proxies*

No vote by any member in the Committee may be cast by proxy.

RULE NO. 6

*Power To Sit and Act; Subpoena Power*

(a) For the purpose of carrying out any of its functions and duties under House Rules X and XI, the Committee is authorized (subject to subparagraph (b)(1) of this paragraph)—

(1) to sit and act at such times and places within the United States, whether the House is in session, has recessed, or has adjourned, and to hold such hearings; and (2) to require, by subpoena or otherwise, the attendance and testimony of such witnesses and the production of such books, records, correspondence, memorandums, papers, documents and other materials as it deems necessary, including materials in electronic form. The Chair, or any member designated by the Chair, may administer oaths to any witness.

(b)(1) A subpoena may be authorized and issued by the Committee in the conduct of any investigation or series of investigations or activities, only when authorized by a majority of the members voting, a majority being present. The power to authorize and issue subpoenas under subparagraph (a)(2) may be delegated to the Chair pursuant to such rules and under such limitations as the Committee may prescribe. Authorized subpoenas shall be signed by the Chair or by any member designated by the Committee, and may be served by any person designated by the Chair or such member.

(2) Compliance with any subpoena issued by the Committee may be enforced only as authorized or directed by the House.

RULE NO. 7

*Quorums*

No measure or recommendation shall be reported to the House unless a majority of the Committee is actually present. For the purposes of taking any action other than reporting any measure, issuance of a subpoena, closing meetings, promulgating Committee orders, or changing the rules of the Committee, one-third of the members of the Committee shall constitute a quorum. For purposes of taking testimony and receiving evidence, two members shall constitute a quorum.

RULE NO. 8

*Amendments*

Any amendment offered to any pending legislation before the Committee must be made available in written form when requested by any member of the Committee. If such amendment is not avail-

able in written form when requested, the Chair will allow an appropriate period of time for the provision thereof.

RULE NO. 9

*Hearing Procedures*

(a) The Chair, in the case of hearings to be conducted by the Committee shall make public announcement of the date, place, and subject matter of any hearing to be conducted on any measure or matter at least one (1) week before the commencement of that hearing. If the Chair, with the concurrence of the ranking minority member, determines that there is good cause to begin the hearing sooner, or if the Committee so determines by majority vote, a quorum being present, the Chair shall make the announcement at the earliest possible date. The clerk of the Committee shall promptly notify the Daily Digest Clerk of the Congressional Record as soon as possible after such public announcement is made.

(b) Unless excused by the Chair, each witness who is to appear before the Committee shall file with the clerk of the Committee, at least 48 hours in advance of his or her appearance, a written statement of his or her proposed testimony and shall limit his or her oral presentation to a summary of his or her statement.

(c) When any hearing is conducted by the Committee upon any measure or matter, the minority party members on the Committee shall be entitled, upon request to the Chair by a majority of those minority members before the completion of such hearing, to call witnesses selected by the minority to testify with respect to that measure or matter during at least one day of hearings thereon.

(d) Reserved.

(e) Committee members may question witnesses only when they have been recognized by the Chair for that purpose, and only for a 5-minute period until all members present have had an opportunity to question a witness. The 5-minute period for questioning a witness by any one member can be extended as provided by House Rules. The questioning of a witness in Committee hearings shall be initiated by the Chair, followed by the ranking minority member and all other members alternating between the majority and minority. In recognizing members to question witnesses in this fashion, the Chair shall take into consideration the ratio of the majority to minority members present and shall establish the order of recognition for questioning in such a manner as not to disadvantage the members of the majority. The Chair may accomplish this by recognizing two majority members for each minority member recognized.

(f) The following additional rules shall apply to hearings of the Committee as applicable:

(1) The Chair at a hearing shall announce in an opening statement the subject of the investigation.

(2) A copy of the Committee rules and this clause shall be made available to each witness as provided by clause 2(k)(2) of Rule XI.

(3) Witnesses at hearings may be accompanied by their own counsel for the purpose of advising them concerning their constitutional rights.

(4) The Chair may punish breaches of order and decorum, and of professional ethics on the part of counsel, by censure and exclusion from the hearings; and the Committee may cite the offender to the House for contempt.

(5) If the Committee determines that evidence or testimony at a hearing may tend to defame, degrade, or incriminate any person, it shall—

(A) afford such person an opportunity voluntarily to appear as a witness;

(B) receive such evidence or testimony in executive session; and

(C) receive and dispose of requests from such person to subpoena additional witnesses.

(6) Except as provided in subparagraph (f)(5), the Chair shall receive and the Committee shall dispose of requests to subpoena additional witnesses.

(7) No evidence or testimony taken in executive session may be released or used in public sessions without the consent of the Committee.

(8) In the discretion of the Committee, witnesses may submit brief and pertinent sworn statements in writing for inclusion in the record. The Committee is the sole judge of the pertinence of testimony and evidence adduced at its hearing.

(9) A witness may obtain a transcript copy of his testimony given at a public session or, if given at an executive session, when authorized by the Committee.

#### RULE NO. 10

##### *Procedures for Reporting Measures or Matters*

(a)(1) It shall be the duty of the Chair to report or cause to be reported promptly to the House any measure approved by the Committee and to take or cause to be taken necessary steps to bring the matter to a vote.

(2) In any event, the report of the Committee on a measure which has been approved by the Committee shall be filed within 7 calendar days (exclusive of days on which the House is not in session) after the day on which there has been filed with the clerk of the Committee a written request, signed by a majority of the members of the Committee, for the reporting of that measure. Upon the filing of any such request, the clerk of the Committee shall transmit immediately to the Chair notice of the filing of that request.

(b)(1) No measure or recommendation shall be reported to the House unless a majority of the Committee is actually present.

(2) With respect to each record vote on a motion to report any measure or matter of a public character, and on any amendment offered to the measure or matter, the total number of votes cast for and against, and the names of those members voting for and against, shall be included in the Committee report on the measure or matter.

(c) The report of the Committee on a measure or matter which has been approved by the Committee shall include the matters required by Clause 3(c) of Rule XIII of the Rules of the House.

(d) If, at the time any measure or matter is ordered reported by the Committee, any member of the Committee gives notice of inten-

tion to file supplemental, minority, additional, or dissenting views, that member shall be entitled to not less than two additional calendar days after the day of such notice, commencing on the day on which the measure or matter(s) was approved, excluding Saturdays, Sundays, and legal holidays, in which to file such views, in writing and signed by that member, with the clerk of the Committee. All such views so filed by one or more members of the Committee shall be included within, and shall be a part of, the report filed by the Committee with respect to that measure or matter. The report of the Committee upon that measure or matter shall be printed in a single volume which—

(1) shall include all supplemental, minority, additional or dissenting views, in the form submitted, by the time of the filing of the report, and

(2) shall bear upon its cover a recital that any such supplemental, minority, additional, or dissenting views (and any material submitted under subparagraph (c)) are included as part of the report. This subparagraph does not preclude—

(A) the immediate filing or printing of a Committee report unless timely request for the opportunity to file supplemental, minority, additional, or dissenting views has been made as provided by paragraph (c); or

(B) the filing of any supplemental report upon any measure or matter which may be required for the correction of any technical error in a previous report made by the Committee upon that measure or matter.

(3) shall, when appropriate, contain the documents required by Clause 3(e) of Rule XIII of the Rules of the House.

(e) The Chair, following consultation with the ranking minority member, is directed to offer a motion under clause 1 of Rule XXII of the Rules of the House, relating to going to conference with the Senate, whenever the Chair considers it appropriate.

(f) If hearings have been held on any such measure or matter so reported, the Committee shall make every reasonable effort to have such hearings published and available to the members of the House prior to the consideration of such measure or matter in the House.

(g) The Chair may designate any majority member of the Committee to act as “floor manager” of a bill or resolution during its consideration in the House.

#### RULE NO. 11

##### *Committee Oversight*

The Committee shall conduct oversight of matters within the jurisdiction of the Committee in accordance with House Rule X, clause 2 and clause 4. Not later than February 15 of the first session of a Congress, the Committee shall, in a meeting that is open to the public and with a quorum present, adopt its oversight plan for that Congress in accordance with House Rule X, clause 2(d).

#### RULE NO. 12

##### *Review of Continuing Programs; Budget Act Provisions*

(a) The Committee shall, in its consideration of all bills and joint resolutions of a public character within its jurisdiction, ensure that

appropriation for continuing programs and activities of the Federal Government will be made annually to the maximum extent feasible and consistent with the nature, requirement, and objectives of the programs and activities involved. For the purposes of this paragraph a Government agency includes the organizational units of government listed in Clause 4(e) of Rule X of House Rules.

(b) The Committee shall review, from time to time, each continuing program within its jurisdiction for which appropriations are not made annually in order to ascertain whether such program could be modified so that appropriations therefore would be made annually.

(c) The Committee shall, on or before February 25 of each year, submit to the Committee on the Budget (1) its views and estimates with respect to all matters to be set forth in the concurrent resolution on the budget for the ensuing fiscal year which are within its jurisdiction or functions, and (2) an estimate of the total amounts of new budget authority, and budget outlays resulting there from, to be provided or authorized in all bills and resolutions within its jurisdiction which it intends to be effective during that fiscal year.

(d) As soon as practicable after a concurrent resolution on the budget for any fiscal year is agreed to, the Committee (after consulting with the appropriate committee or committees of the Senate) shall subdivide any allocation made to it in the joint explanatory statement accompanying the conference report on such resolution, and promptly report such subdivisions to the House, in the manner provided by section 302 of the Congressional Budget Act of 1974.

(e) Whenever the Committee is directed in a concurrent resolution on the budget to determine and recommend changes in laws, bills, or resolutions under the reconciliation process it shall promptly make such determination and recommendations, and report a reconciliation bill or resolution (or both) to the House or submit such recommendations to the Committee on the Budget, in accordance with the Congressional Budget Act of 1974.

#### RULE NO. 13

##### *Broadcasting of Committee Hearings and Meetings*

Whenever any hearing or meeting conducted by the Committee is open to the public, those proceedings shall be open to coverage by television, radio, and still photography, as provided in Clause 4 of House Rule XI, subject to the limitations therein. Operation and use of any Committee Internet broadcast system shall be fair and nonpartisan and in accordance with Clause 4(b) of rule XI and all other applicable rules of the Committee and the House.

#### RULE NO. 14

##### *Committee Staff*

The staff of the Committee on House Administration shall be appointed as follows:

(a) The staff shall be appointed by the Chair except as provided in paragraph (b), and may be removed by the Chair, and shall work under the general supervision and direction of the Chair;

(b) All staff provided to the minority party members of the Committee shall be appointed by the ranking minority member, and may be removed by the ranking minority member of the Committee, and shall work under the general supervision and direction of such member;

(c) The appointment of all professional staff shall be subject to the approval of the Committee as provided by, and subject to the provisions of, clause 9 of Rule X of the Rules of the House;

(d) The Chair shall fix the compensation of all staff of the Committee, after consultation with the ranking minority member regarding any minority party staff, within the budget approved for such purposes for the Committee.

#### RULE NO. 15

##### *Travel of Members and Staff*

(a) Consistent with the primary expense resolution and such additional expense resolutions as may have been approved, the provisions of this rule shall govern travel of Committee members and staff. Travel for any member or any staff member shall be paid only upon the prior authorization of the Chair or her or his designee. Travel may be authorized by the Chair for any member and any staff member in connection with the attendance at hearings conducted by the Committee and meetings, conferences, and investigations which involve activities or subject matter under the general jurisdiction of the Committee. Before such authorization is given there shall be submitted to the Chair in writing the following:

- (1) The purpose of the travel;
- (2) The dates during which the travel will occur;
- (3) The locations to be visited and the length of time to be spent in each; and

(4) The names of members and staff seeking authorization.

(b)(1) In the case of travel outside the United States of members and staff of the Committee for the purpose of conducting hearings, investigations, studies, or attending meetings and conferences involving activities or subject matter under the legislative assignment of the committee, prior authorization must be obtained from the Chair. Before such authorization is given, there shall be submitted to the Chair, in writing, a request for such authorization. Each request, which shall be filed in a manner that allows for a reasonable period of time for review before such travel is scheduled to begin, shall include the following:

- (A) the purpose of the travel;
- (B) the dates during which the travel will occur;
- (C) the names of the countries to be visited and the length of time to be spent in each;

(D) an agenda of anticipated activities for each country for which travel is authorized together with a description of the purpose to be served and the areas of committee jurisdiction involved; and

(E) the names of members and staff for whom authorization is sought.

(2) At the conclusion of any hearing, investigation, study, meeting or conference for which travel outside the United States has

been authorized pursuant to this rule, members and staff attending meetings or conferences shall submit a written report to the Chair covering the activities and other pertinent observations or information gained as a result of such travel.

(c) Members and staff of the Committee performing authorized travel on official business shall be governed by applicable laws, resolutions, or regulations of the House and of the Committee on House Administration pertaining to such travel.

RULE NO. 16

Reserved.

RULE NO. 17

Reserved.

RULE NO. 18

*Other Procedures and Regulations*

The Chair may establish such other procedures and take such actions as may be necessary to carry out the foregoing rules or to facilitate the effective operation of the committee.

RULE NO. 19

*Designation of Clerk of the Committee*

For the purposes of these rules and the Rules of the House of Representatives, the staff director of the Committee shall act as the clerk of the Committee.

The CHAIRMAN. Pursuant to House rule XI, clause 2, the Committee on House Administration will adopt written rules governing its procedures. The proposed rules are similar to the rules adopted by this committee during the last Congress, and they conform with the recent changes to the House rules, as amended, in this Congress.

Overall, our committee rules provide for a strong structure to accomplish our oversight and goals for pushing forward legislative initiatives. As we mentioned, we worked with Mr. Brady's staff very closely to update our rules. We appreciate their input, and I am hoping that all Members will support them.

I would recognize the ranking member, Mr. Brady, if he would like to make any comment.

Mr. BRADY. No.

The CHAIRMAN. Okay.

Any other comment?

Any amendment?

If not, then I move that the committee adopt the committee resolution.

The question is on the motion to adopt the resolution.

I ask all the Members who are in favor of the motion, signify by saying aye.

Any opposed?

If not, in the opinion of the chair, the ayes have it.

The ayes have it.

The motion is agreed to. Without objection, the motion to reconsider is laid upon the table.

The next item on the agenda is consideration of Committee Resolution 114–2, the committee oversight plan.

I now call before the committee Committee Resolution 114–2, the committee oversight plan.

Without objection, the first reading of the resolution is dispensed with, and the resolution is considered read and open for amendment at any other point.

[The information follows:]

### **COMMITTEE RESOLUTION 114-XX**

*Resolved*, that the Oversight Plan of the Committee on House Administration for the 114th Congress, as required pursuant to clause 2(d)(1) of Rule X, is hereby adopted, as follows:

**COMMITTEE ON HOUSE ADMINISTRATION 114TH CONGRESS  
OVERSIGHT PLAN**

**MEMBER SERVICES**

- Oversee Members' allowance amounts, including structure and regulations.
- Provide guidance and outreach to congressional offices to ensure compliance with Committee regulations.
- Review and revise the Guide to Outfitting and Maintaining an Office of the U.S. House of Representatives, a set of regulations governing the acquisition, transfer, and disposal of furnishings, equipment, software, and related services.
- Review the calculation of the Members' Representational Allowances and ensure that all Members have adequate resources for representing their constituents.
- Oversee the processing of vouchers and direct payments, including those for payroll. Continue to monitor the migration to the use of the electronic vouchering system.

*New Member Orientation*

- Plan, implement, and oversee the New Member Orientation Program for newly-elected Members of Congress.
- Oversee the planning and implementation of the Congressional Research Service New Member Issues Seminar in Williamsburg.

*Intern Program*

- In coordination with the Senate Committee on Rules and Administration, organize, administer, and oversee the Intern Lecture Series.
  - Review and consider revising the Intern Handbook and other publications and communication materials used in support of the Intern Program.
  - Continue and expand the Congressional Internship Program for Individuals with Intellectual Disabilities.

#### COMMITTEE FUNDING AND OVERSIGHT

- Review Monthly Reports on committee activities and expenditures.
- Review the Committees' Congressional Handbook regulations governing expenditure of committee funds and update regulations as needed.
- Review Primary and any Secondary Expense Resolutions and approve authorization of committee-funding levels in committee and by House Resolution.
- Review Committees' Franking expenditures.
- Monitor continued implementation of the Committee broadcast program.

#### CONGRESSIONAL ACCOUNTABILITY ACT OF 1995

- Monitor application of the Congressional Accountability Act of 1995 (CAA) (PL 104–1).
- Review regulations adopted by the Office of Compliance.
- Evaluate resources available to the Office of Compliance and House employing offices to facilitate implementation of the Act.
- Conduct general oversight of the Office of Compliance.
- Monitor ongoing judicial proceedings to determine the impact on the CAA.

#### FRANKING COMMISSION

- Oversee the Members' use of the congressional frank by providing guidance, advice, and counsel through consultation or advisory opinion on the frankability of congressional mail.
- Review proposals to reform mass mailing practices of Members, and regulations governing such mailings, and monitor current prohibition on mass mailings 90 days before a primary or general election.
- Review previously implemented rules to increase disclosure and improve the accounting of franked mail costs.
- Revise the Regulations on the Use of the Congressional Frank and Rules on Practice in Proceedings Before the House Commission on Congressional Mailing Standards.

#### HOUSE OFFICERS AND HOUSE OPERATIONS

- Coordinate with House officers and officials to develop long term goals for the administrative, financial and administrative functions of the House.
- Work with House officers to identify and reduce spending and create more cost effective and efficient operations within the House.
- Analyze management improvement proposals and other initiatives submitted by the House Officers, the Inspector General, the Capitol Police Board, the Architect of the Capitol, the Library of Congress, and other legislative branch agencies.
- Coordinate with the Subcommittee on Legislative Appropriations on matters impacting operations of the House and joint entities.
- Provide policy guidance to the House Officers, Inspector General and the joint entities as appropriate.

- Oversee compliance with the House Employee Classification Act (2 U.S.C. 291 *et seq.*).
- Assure coordination among officers and joint entities on administrative and technology matters.
- Continue review of congressional continuity issues, including organizing sessions of Congress at alternate locations, technological support for Member communications and chamber operations and filling vacancies in the House.
- Provide policy guidance and conduct oversight of security and safety issues and congressional entities charged with such roles.

*Chief Administrative Officer*

- Provide policy direction for the Chief Administrative Officer. Continue the review of functions and administrative operations assigned to the Chief Administrative Officer.
- Review House procurement policies and monitor the effectiveness of the Chief Administrative Officer's procurement and contract management functions. Review procedures for processing contracts with the House that exceed the threshold of \$350,000.
- Continue to review ongoing process and technology upgrades to the House financial management system.
- Continue to monitor compliance with House Audit. Review the structure of House Information Resources and determine organizational direction of technology services in the House.
- Review and oversee information technology services provided, maintained or hosted by House Information Resources. Continue oversight of failsafe procedures to guarantee continuity of operations.
- Review new technology initiatives to better serve Members, committees, and the public.
- Review semi-annual financial and operational status reports; oversee implementation of changes in operations to improve services and increase efficiencies.
- Review the operations of the House gift shop and its management.
- Continued review of House restaurant operations; furniture policy, inventory and selection; and alternatives to the current mail delivery process in order to strengthen the services and tools available to Members and staff.
- Examine Chief Administrative Officer's role in assuring accessibility to the House wing of the Capitol, the House Office Buildings and other House facilities consistent with the Americans with Disabilities Act.
- Review staff benefits offered by the House and proposals to modify benefits.

*Clerk of the House*

- Review and approve contracts and requests for proposals by the Clerk that exceed the \$350,000 spending threshold.
- Oversee the House Document Repository.
- Review standards for the electronic exchange of legislative information among the Houses of Congress and legislative-branch agencies.

- Coordinate on matters under the jurisdiction of the House Fine Arts Board.
- Continue review of functions and administrative operations assigned to the Clerk.
  - Review of semi-annual financial and operational status reports; recommend changes in operations to improve services and increase efficiencies.
  - Review the printing needs of the Clerk to evaluate the potential for eliminating duplication.
  - Oversee preparation of congressionally-authorized publications.

*Sergeant-at-Arms*

- Review and oversee security operations in the House, including the House chamber, the galleries, the Capitol, House Office Buildings, Capitol Grounds, and District offices.
- Review and oversee initiatives designed to increase security and security awareness for Members and staff in district offices.
- Review annual financial and operational status reports; recommend changes in operations to improve services and increase efficiencies.
  - Review impact of electronic access to controlled spaces.
  - Continue review of functions and administrative operations assigned to the Sergeant-at-Arms.
  - Review the security operation of House parking facilities, regulations, and allocation of parking spaces.
  - Consult with the Sergeant-at-Arms on policies adopted by the Capitol Police Board.
  - Review the policies and procedures for visitor access to the Capitol.
  - Review the printing needs of the Sergeant-at-Arms and the Capitol Police Board to identify the potential for eliminating duplication.
  - Examine Sergeant-at-Arms' role in assuring accessibility to the House wing of the Capitol, the House Office Buildings, and other House facilities consistent with the Americans with Disabilities Act.
  - Review the use of technology generally in the protection of the House of Representatives.
  - Oversee the Office of Emergency Management, including the implementation of coordinated plans for emergency evacuation and response.

*House Inspector General*

- Review proposed audit plan and audit reports, including the annual financial statements audit.
- Review comprehensive financial and operational audits of the House, investigate any irregularities uncovered, and monitor necessary improvements.
  - Monitor progress of House audits.
  - Continue review of functions and administrative operations assigned to the Inspector General.
  - Direct Inspector General to conduct management advisories to improve implementation and operation of key House functions.

## OVERSIGHT OF LEGISLATIVE BRANCH AND OTHER ENTITIES

### *Information and Technology Coordination*

- Oversee, in conjunction with the Senate, forums for the sharing of technology plans and capabilities among the legislative branch agencies.
- Oversee, in conjunction with the Senate, the Legislative Branch Telecommunications group.
  - Oversee management of the *Congress.gov* website.
  - Oversee work of the Legislative Branch Financial Managers' Council.
  - Oversee, in conjunction with the Senate, proposals to reduce technology costs through consolidation and use of internet-based resources.

### *Library of Congress*

- Conduct a review of the progress that the Library has made in providing public access to government information, especially in electronic form.
- Continue oversight of Library of Congress operations, including inventory and cataloguing systems.
- Continue oversight of Law Library operations.
- Continue oversight of Congressional Research Service operations, and consider any need to modify management of the Service.
- Review implementation of the Library of Congress Fiscal Operations Improvement Act of 2000 (Public Law 106–481), the Veterans' Oral History Project Act (Public Law 106–380), the National Recording Preservation Act of 2000 (Public Law No: 106–474), and the History of the House Awareness and Preservation Act (Public Law 106–99).
- Consider human-resources legislation proposed by the Library.
- Review the use of technology generally in Library of Congress operations.
- Review printing policies of the Library of Congress to assure compliance with Title 44 of the U.S. Code.
- Review reports by Library of Congress Inspector General and implementation of audit recommendations. Examine options to improve operation and structure of the Library of Congress Inspector General's office.

### *United States Capitol Police*

- Monitor administrative operations of the agency, including budgetary management, civilian component, attrition rates, recruitment efforts and incentive programs for officers and civilian employees.
  - Review proposals for additional USCP facilities and equipment.
  - Review analysis of uniformed officer post/duty assignments to determine and authorize force levels to meet the agency's security requirements within the Capitol complex to include the Capitol Visitor Center, the Library of Congress and U.S. Botanic Garden.
  - Review and consider proposals to improve USCP training program for new recruits, and in-service training.

- Authorize and oversee the installation and maintenance of new security systems and devices proposed by the Police Board.
- Review and authorize regulations prescribed by the Police Board for use of law enforcement authority by the Capitol Police.
- Examine Capitol Police role in assuring accessibility to the House wing of the Capitol, House Office Buildings and other facilities consistent with the Americans with Disabilities Act.
- Monitor the ongoing implementation of the Radio Modernization Project.
- Review reports by USCP Inspector General and implementation of audit recommendations. Examine options to improve operation and structure of the USCP Inspector General's office.

*Government Publishing Office*

- Oversee operations of the Government Publishing Office, including the Superintendent of Documents.
- Review and adopt legislative proposals to reform government printing by eliminating redundancies and unnecessary printing, increasing efficiency, and enhancing public access to government publications.
- Monitor implementation of remedial actions taken by management to address audit issues identified by the GPO Inspector General.
- Review the printing needs of the House of Representatives to identify the potential for eliminating duplication.
- Examine current GPO printing and binding regulations to determine advisability of change.
- Oversee Superintendent of Documents' Sales and Depository Library Programs.
- Review GPO labor practices and labor agreements.
- Review use of GPO facilities and other assets to identify possible alternatives enhancing value to the Congress and the public.

*Architect of the Capitol*

- Review the operations of the office of the Architect.
- Review the electronic and procured services provided by the Architect.
- Oversee Architect of the Capitol's maintenance of House buildings and the House side of the Capitol, and review plans for rehabilitation of House buildings, including oversight over the Cannon House Office Building renovation.
- Continue oversight of life safety measures, accessibility measures, and improved evacuation mechanisms in House buildings.
- Review the AOC Office of Sustainability's efforts to reduce energy consumption by the Capitol complex.
- Oversee operations of the Capitol Visitors Center, in conjunction with the Senate Committee on Rules and Administration.
- Review reports by Architect of the Capitol Inspector General and implementation of audit recommendations. Examine options to improve operation and structure of the Architect of the Capitol Inspector General's office.

*Office of Congressional Accessibility Services*

- Oversee management and operations of Office of Congressional Accessibility Services, such as the implementation of the Americans with Disabilities Act (ADA), in conjunction with Senate Committee on Rules and Administration.

*Smithsonian Institution*

- Review the Smithsonian Inspector General's reports on the status of the Smithsonian.
- Oversee general museum and research facility operations of the Smithsonian Institution.
- Review and evaluate the Smithsonian Institution's use of authorized public funds.
- Review proposed appointments of Citizen Regents to the Smithsonian Institution's Board of Regents.
- Review proposals for authorization of new Smithsonian facilities. Review Smithsonian policies regarding initiation of planning, design and construction of projects.
- Review operations of the National Zoo.
- Review operations and conduct oversight of Smithsonian Enterprises.
- Review the use of technology generally in Smithsonian operations.
- Review any proposals to charge fees for admission to any Smithsonian exhibits.

TECHNOLOGY USE BY THE HOUSE

- Continue oversight of House Information Resources and other technology functions of the House to improve technology governance, services and the electronic dissemination of information.
- Oversee implementation of House Rule XI 2(e)(4) requiring committee documentation to be made available electronically, to the maximum extent feasible.
  - Review cyber security measures.
  - Review technology standards for hearing rooms as they relate to the Committee broadcast program.
  - Oversee and continue to implement an enterprise House Disaster Recovery Program for House offices, standing and select committees and Member offices.
  - Oversee implementation of the House Office of Legislative Counsel & Law Revision Counsel's Modernization Project.
  - Oversee and coordinate the House strategic technology plan.
  - Oversee continuation of House technology assessment in both new media and cloud services.

OVERSIGHT OF FEDERAL ELECTION LAW AND PROCEDURES

- Recommend disposition of House election contests pending before the Committee; monitor any disputed election counts.
- Review operations of the Federal Election Commission (FEC) and evaluate possible changes to improve efficiency, improve enforcement of the Federal Election Campaign Act, and improve procedures for the disclosure of contributions and expenditures. Con-

sider authorization issues and make recommendations on the FEC's budget.

- Review federal campaign-finance laws and regulations, including Presidential public financing, and consider potential reforms.
- Examine the role and impact of political organizations on federal elections.
- Review operations of the Election Assistance Commission (EAC) and evaluate possible changes to improve efficiency and improve implementation of the Help America Vote Act (HAVA). Consider authorization issues and make recommendations on the EAC's budget.
- Examine the impact of amendments made by HAVA and the Military and Overseas Voter Empowerment Act (MOVE Act) to the Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA), and consider proposals to improve voting methods for those serving and living abroad.
- Review state and federal activities under the National Voter Registration Act to identify potential for improvement to voter registration and education programs and reducing costs of compliance for state and local government.
- Review all aspects of registration and voting practices in federal elections. Monitor allegations of fraud and misconduct during all phases of federal elections and evaluate measures to improve the integrity of the electoral process.

The CHAIRMAN. rule X, clause 2(d) of the House rules state that, no later than February 15 of the first session of Congress, the committee shall adopt an oversight plan for that Congress. The oversight plan will focus on carefully examining House operations and identifying ways to innovate and control costs. The committee will also work with the agencies that it has direct oversight of by establishing best practices to improve their services to the Members and their staffs, and both in-person and digital access to information for the millions of constituents visiting these agencies each and every year.

I now recognize the ranking member, Mr. Brady, if he has any statement on the resolution.

Mr. BRADY. No, thank you.

The CHAIRMAN. Any other comments?

If not and there is no further debate, then the question is on whether the committee will adopt the resolution.

All in favor of the amendment will signify by saying aye.

Opposed will say nay.

In the opinion of the chair, the ayes have it.

The ayes have it. The amendment is agreed to.

Now I move that the committee adopt the committee resolution, as amended. And the question is on the motion to adopt the resolution.

All in favor, signify by saying aye.

Opposed, say nay.

In the opinion of the chair, the ayes have it, and the motion is agreed to.

Without objection, the motion to reconsider is laid upon the table.

Third item on the agenda is the Committee Resolution 114-3, the parking policy for the 114th Congress. Pursuant to House rule X,

clause 1, the Committee on House Administration has jurisdiction over the parking facilities used by Members, staff, and authorized personnel of the House of Representatives.

I call before committee Committee Resolution 114-3, the committee parking policy.

Without objection, the first reading of the resolution is dispensed with, and the resolution is considered read and open for amendment at any point.

[The information follows:]

## **COMMITTEE ON HOUSE ADMINISTRATION RESOLUTION 114-XX**

### PARKING POLICY 114TH CONGRESS

*(Effective Date January 27, 2015)*

*Resolved*, that the Committee on House Administration Parking Policy is hereby adopted as follows:

#### PARKING POLICY OVERVIEW

1. Parking in the United States House of Representatives garages, lots, and designated parking areas is a privilege for Members, staff, and authorized personnel in support of the House of Representatives. Parking in these areas shall be on a permit only basis.

2. All vehicles parked in House permit-only areas must display both valid license plates and a current House parking permit. Current permits must be displayed visibly on motorcycles and on bicycles. All parking permits must be clearly displayed while parked on House premises. In addition to a current permit, all staff may be required to show a valid House ID upon entering House parking areas within the secured perimeter. Staff members, in addition to carrying a current permit, must show a valid House ID when entering all other House parking areas.

3. The House will not be liable for any damage or theft caused to any motor vehicle, or contents thereof, while parked in a House parking garage or on a House parking lot, whether or not the garage or lot is staffed.

4. Any situation or circumstance not defined within this parking policy will be decided upon by the Committee on House Administration in consultation with House Parking Security.

#### PERMITS

1. Parking permits must be authorized through the office of a House employing authority and are available only to current House Members and staff holding a valid Congressional ID and current license plate. Shared employees may be authorized a permit from any of their employing offices. Permits are exclusively for the use of the employing offices and House staff. Employing officers and House staff may not transfer permits.

2. Members and staff receiving a mass transit benefit are not eligible for parking permits (permanent or temporary) unless approval is obtained from the Committee on House Administration. If approval is granted, the requestor shall pick-up the temporary

permit from the House Parking Security office (G2-28 Rayburn HOB) and park in a lot designated by House Parking Security (HPS). Approval is not needed for weekend and holiday parking, however, a temporary permit must be obtained from the House Parking Security office (G2-28, RHOB) and can only be requested one business day in advance of the desired date of use. Members and staff who utilize mass transit benefits can obtain a bicycle permit for the permit-only bicycle racks and still retain their mass transit benefits.

3. Spouses of Members may park in any garage or lot, on a space available basis and will be issued temporary permits if they are not using the Member plate. In addition, spouses will be required to present a Spouse ID. Due to the lack of available spaces, Spouses of Members may only park in the Cannon Garage if they use the Cannon-designated Member plate.

4. Permits cannot be assigned without written notification from an employing office on office letterhead and signed by office parking coordinator or Member of the issuing office.

5. It is the responsibility of the employing office to retrieve parking permits when staff departs from their office. Employing offices whose departing staff have not returned their parking permits will be subject to a 30-day hold before re-assignment of the permit. (Note: Departing employees may receive a temporary parking permit for their last day(s) of employment in order for the permit to be removed in a timely manner.)

6. Non-staff temporary permits may be issued at the request of an official parking coordinator or Member. The location of parking will be determined by House Parking Security. Requests should be on the office letterhead, signed by the official parking coordinator or Member and provide the user's name and vehicle information (make, model, color, and license plate information). The maximum duration of a temporary permit is 14 business days in a 6 month period. Any individual needing a temporary permit for more than 14 business days in a 6 month period must submit a request to the Committee on House Administration for approval. Registered lobbyists will not receive temporary permits. Transit benefit recipients will only be granted temporary permits when approved by the Committee on House Administration.

7. Authorized permit holders who temporarily need to use an alternate vehicle should visit House Parking Security to obtain a temporary permit for that vehicle.

#### MULTIPLE VEHICLES

1. Members and staff may register more than one vehicle to a single parking permit.

2. Individuals with a House ID that have multiple vehicles should register their additional vehicle(s) with their employing office's parking coordinator who will notify the Office of House Garages and Parking Security. Permits will be applied to each registered vehicle by the Office of House Garages and Parking Security (G2-28 Rayburn).

3. An individual with House ID may not have multiple vehicles parked in House permit-only areas at all times. A Member and

their spouse may simultaneously have vehicles parked in House permit-only areas provided that each has a House ID.

4. Staff registering more than one (1) vehicle will be required to show vehicle registration for all vehicles as proof of ownership before a permit is affixed to the windshield.

#### UNRESERVED PARKING

1. House Members may choose their unreserved parking space from any available space in the various garages/lots/streets.

2. Unreserved staff parking is available on a first-come, first-served basis in the designated parking areas assigned to the employing office. This does not include special needs and reserved spaces.

3. Vehicles, including motorcycles and bicycles, cannot be stored in any unreserved space in a House parking area, except Member vehicles parked during periods when the House is not in session, the Member is traveling on official business, Member illness or similar circumstances. Stored is defined as being continuously parked in an unreserved space for more than thirty (30) consecutive calendar days. A vehicle not displaying both a current parking permit and valid license plates will also be considered a stored vehicle.

#### RESERVED PARKING

1. Members of the House may choose their reserved parking spaces from any unassigned space in the various garages. Only Members whose offices are in Cannon may choose a Cannon space.

2. Staff must choose their reserved space from the designated parking areas indicated on their permit.

3. Each person who reserves or shares a reserved indoor space incurs additional taxable income as a working condition fringe benefit. Under the tax code and IRS regulations, Members and their employees have imputed taxable income to the extent that the fair market value of Government-provided parking exceeds \$215.00/month. The fair market value of a space at the House of Representatives is \$290.00/month and therefore, as of January 3, 2015, the imputed taxable income is \$40.00/month. These amounts are subject to change. (Contact Office of Payroll and Benefits for current rates at extension 5-1435.)

4. Only individuals with reserved parking will be permitted to park their vehicles in their designated spaces for an indefinite period of time with valid license plates.

5. The Committee on House Administration reserves the right to limit the number of reserved spaces at any time.

#### MEMBER PARKING PLATES

Member parking plates are only for the use of the Member and spouse, as well as for immediate transportation of the Member by staff. Only Members whose plates contain a Cannon-designation may park in the Cannon garage using the Member plate. Former Members (except registered lobbyists) will be permitted to park using either temporary permits or Member parking plates from previous Congresses, but must also present a former Member ID.

#### CARPOOL PARKING

House employees interested in carpool parking should contact the Office of House Garages and Parking Security (extension 5-6749). Carpools must have a minimum of two employees from House employing offices. The carpool permit must come from the employing office's parking roster of one of the carpool members.

If multiple vehicles associated with a carpool are found in the House parking areas, simultaneously, individuals associated with this carpool will lose their carpool privileges for the remainder of the current Congress.

#### EVENING AND NIGHT PARKING

Swing shift employees, (work schedule 2:00 pm to 7:30 am) should park in areas designated by House Parking Security. Certain parking areas designated by House Parking Security will be made accessible to swing shift employees starting at 4 pm based on space availability. Swing shift employees who are held over on assignment will be required to move to a designated lot before 7:30 am. Parking coordinators who are interested in parking for Swing shift employees should contact House Parking Security (extension 5-6749). All swing shift employees' parking must be authorized via their office's parking coordinator.

#### AMERICANS WITH DISABILITIES ACT

Staff authorized a parking permit by their employing authority that require accessible parking based on special needs considerations will be accommodated on an as-needed basis in spaces clearly marked for that purpose. Such permits will come from the pool of permits assigned to the office. Staff will be required to display the State-assigned handicap designation.

#### GROUP AND EVENT PARKING

Requested group and event parking may be approved on House parking areas for morning events prior to 8:30 am and events after 5:30 pm. The request should be made, in writing on office letter-head and signed by the Member or parking coordinator of the requesting entity. The letter should contain the name of the group, event date, time, location, and approximate number of vehicles requesting parking. If approved, other information may be required for security reasons. Requests should be emailed or faxed to House Garages and Parking Security (G2-28 Rayburn, fax 6-1950). Group parking needs will be accommodated in House parking areas designated by House Parking Security.

#### VIOLATIONS

Violations include, but are not limited to:

- Failure to display proper identification (license plates and parking permit or Member plate) while in a garage, lot, or designated on-street parking area;
- Failure to park in the assigned space, garage, lot, or parking area;
  - Failure to park within marked spaces;
  - Improper use of a Member plate;

- Unauthorized parking in reserved spaces;
- Storing of a vehicle in any House garage, lot, or designated parking area.

Generally, notice of violation(s) will be provided as follows:

- First Violation: Written notice from House Garages and Parking Security placed on vehicle;

- Second Violation: E-mail or letter to permit holder;
- Third Violation: E-mail or letter to employing authority and permit holder;

- Fourth Violation: Suspension of parking privileges for thirty (30) days. The employing authority may not issue this permit to another employee during the suspension.

- Fifth Violation: Suspension of parking privileges for sixty (60) days. The employing authority may not issue this permit to another employee during the suspension.

- Sixth Violation: Suspension of parking privileges for the remainder of the Congress or 180 days (whichever is greater). The employing authority may not issue this permit to another employee for 90 days.

Any non-temporary permit user on the mass transit list with a vehicle in permit-only areas will have their permit immediately removed from their vehicle.

Vehicles that are determined to be a security risk or create a hazard as determined by the Capitol Police, will be immediately towed.

The CHAIRMAN. The parking policy for this Congress was created, again, in consultation with the minority.

I certainly want to thank them for their suggestions, the bipartisan work on the parking policy.

I further want to thank the House parking security for working with the committee in developing the policy.

Of course, due to the Cannon construction, only Members with a Cannon-designated Member plate can now park in the Cannon garage, which is new this year, this Congress, as we have our construction beginning there.

I recognize Mr. Brady, ranking member, if he has any comment.

Hearing none, would any other Member like to make a comment or amendment?

I move that the committee adopt the Committee Resolution.

The question is on the motion to adopt the resolution.

All Members in favor, signify by saying aye.

Opposed, say no.

In the opinion of the chair, the ayes have it.

The ayes have it. The motion is agreed to. And, without objection, the motion to reconsider is laid upon the table.

The last item on the agenda is Committee Resolution 114-4. This is a designation of an electronic repository. Without objection, the first reading of the resolution is dispensed with, and the resolution is considered read and open for amendment at any point.

[The information follows:]

#### **COMMITTEE RESOLUTION 114-XX**

*Resolved*, that the U.S. House of Representatives Document Repository located at [docs.house.gov](http://docs.house.gov) shall be the location for public

availability in electronic form of documents specified in clause 3 of House Rule XXIX.

The CHAIRMAN. Pursuant to House Resolution 4, section 30, the Committee on House Administration designates the permanent electronic repository for the public availability of documents, as required by clause 3 of rule XXIV. This resolution designates a Web site, which is docs.house.gov, as the repository. Having this electronic repository allows our House to continually improve the ways that we provide information to our constituents. There is certainly nothing more important than holding ourselves accountable to the American people and ensuring the public has easy access to legislative material. That only furthers our efforts to improve transparency, I think, in this institution. Docs.house.gov, the committee live-streaming program, and other transparency measures have made the House more transparent than ever before.

I want to thank the Speaker's Office and the House officers as well for their efforts in this area.

I would like to ask Mr. Brady if he has any comments.

Mr. BRADY. No.

The CHAIRMAN. Hearing none, any other Member have a comment or amendment?

Then I move the committee adopt the committee resolution.

The question is on the motion to adopt the resolution.

All Members in favor, signify by saying aye.

All Members opposed will say nay.

In the opinion of the chair, the ayes have it.

The ayes have it. The motion is agreed to. Without objection, the motion to reconsider is laid upon the table.

This concludes all the matters before the committee. Again, I want to thank all of the Members for their participation this morning in this very expedient hearing that we had this morning.

I certainly look forward to working with each and every one of you as we go forward into the 114th Congress.

Mr. Ranking Member, we have a lot of work to do. But as you say, we work together very well, and we are looking forward to all of the challenges that are facing our Nation and this committee as well.

Thank you all very much.

With that, the meeting is adjourned.

[Whereupon, at 10:47 a.m., the committee was adjourned.]

