

Senate Commerce Committee Nominee Questionnaire, 117th Congress

A. BIOGRAPHICAL INFORMATION AND QUALIFICATIONS

1. Name (Include any former names or nicknames used):

Robert Edmund Primus

2. Position to which nominated:

Member, Surface Transportation Board

3. Date of Nomination: **June 22, 2022**

4. Address (List current place of residence and office addresses):

[REDACTED]

395 E Street SW, Washington, DC 20423 (office)

5. Date and Place of Birth:

October 25, 1969 – Denville, New Jersey

6. Provide the name, position, and place of employment for your spouse (if married) and the names and ages of your children (including stepchildren and children by a previous marriage).

Gladys Barcena (spouse)

Senior Director, Government Relations –The Madison Group

[REDACTED]

7. List all college and graduate degrees. Provide year and school attended.

Bachelors of Science, Marketing - Hampton University, Hampton, Virginia, 1991

8. List all post-undergraduate employment, and highlight all management-level jobs held and any non-managerial jobs that relate to the position for which you are nominated.

**Board Member, Surface Transportation Board, Washington, DC
January 2021 - Present**

Senior Advisor, The Honorable Tony Cardenás, United States House of Representatives, Washington, DC – September 2020-January 2021

Chief of Staff, The Honorable Tony Cardenás, United States House of Representatives, Washington, DC – March 2020-September 2020

Senior Advisor, The Honorable Tony Cardenás, United States House of Representatives, Washington, DC – February 2020-March 2020

Senior Advisor, The Honorable Tim Ryan, United States House of Representatives, Washington, DC - November 2019- February 2020

Chief of Staff, The Honorable Nanette Diaz Barragan, United States House of Representatives, Washington, DC - January 2019- October 2019

Chief of Staff, The Honorable Michael E. Capuano, United States House of Representatives, Washington, DC - September 2002-January 2019

Legislative Director, The Honorable Michael E. Capuano, United States House of Representatives, Washington, DC - March 1999-August 2002

Registered Lobbyist, Van Scoyoc Associates, Inc., Washington, DC - January 1995 – February 1999

Legislative Assistant, The Honorable Mel Reynolds, U.S. House of Representatives, Washington, DC January 1994 - December 1994

Legislative Assistant The Honorable Carrie P. Meek, U.S. House of Representatives, Washington, DC July 1993 - January 1994

Staff Assistant, The Honorable Frank R. Lautenberg, U.S Senate, Washington, DC, November 1991 - July 1993

Intern, The Honorable Frank R. Lautenberg, U.S. Senate, Washington, DC, August 1991 -November 1991

9. Attach a copy of your resume.

Attached.

10. List any advisory, consultative, honorary, or other part-time service or positions with Federal, State, or local governments, other than those listed above, within the last ten years.

None.

11. List all positions held as an officer, director, trustee, partner, proprietor, agent, representative, or consultant of any corporation, company, firm, partnership, or other business, enterprise, educational, or other institution within the last ten years.

None.

12. Please list each membership you have had during the past ten years or currently hold with any civic, social, charitable, educational, political, professional, fraternal, benevolent or religiously affiliated organization, private club, or other membership organization. (For this question, you do not have to list your religious affiliation or membership in a religious house of worship or institution.). Include dates of membership and any positions you have held with any organization. Please note whether any such club or organization restricts membership on the basis of sex, race, color, religion, national origin, age, or disability.

Congressional Black Associates 1991-2021

House Chief of Staff Association (2002-2020)

USA Hockey (2014)-present

The 116 Club, Member, 2016-Present

The National Democratic Club, Member, 2015-2018

None of these organizations restrict membership on the basis of sex, race, color, religion, national origin, age or disability.

13. Have you ever been a candidate for and/or held a public office (elected, non-elected, or appointed)? If so, indicate whether any campaign has any outstanding debt, the amount, and whether you are personally liable for that debt.

Yes. I was elected to serve as Correspondence Secretary for the Ward 7 Democrats in Washington, DC. The campaign did not have any outstanding debt.

14. List all memberships and offices held with and services rendered to, whether compensated or not, any political party or election committee within the past ten years. If you have held a paid position or served in a formal or official advisory position (whether compensated or not) in a political campaign within the past ten years, identify the particulars of the campaign, including the candidate, year of the campaign, and your title and responsibilities.

2010 Congressional Election Cycle - Chief of Staff and Political Designee to U.S. Representative Michael E. Capuano – Served as liaison between the Congressman’s official office and campaign.

2012 Congressional Election Cycle - Chief of Staff and Political Designee to U.S. Representative Michael E. Capuano-Served as liaison between the Congressman’s official office and campaign.

2014 Congressional Election Cycle - Chief of Staff and Political Designee to U.S. Representative Michael E. Capuano-Served as liaison between the Congressman’s official office and campaign.

2016 Congressional Election Cycle - Chief of Staff and Political Designee to U.S. Representative Michael E. Capuano-Served as liaison between the Congressman's official office and campaign.

2018 Congressional Election Cycle - Chief of Staff and Political Designee to U.S. Representative Michael E. Capuano- Served as liaison between the Congressman's official office and campaign.

2020 Congressional Election Cycle - Chief of Staff and Political Designee to U.S. Representative Tony Cárdenas - Serve as liaison between the Congressman's official office and campaign.

15. Itemize all political contributions to any individual, campaign organization, political party, political action committee, or similar entity of \$500 or more for the past ten years.

I have never made any political contributions to any individual, campaign organization, political party, political action committee, or similar entity of \$500 or more.

16. List all scholarships, fellowships, honorary degrees, honorary society memberships, military medals, and any other special recognition for outstanding service or achievements.

Youth for Tomorrow Mentoring (Chicago) Excellence in Service Award

Washington Government Relations Group Augustus F. Hawkins Award

Congressional Black Associates Trailblazer Award

Honorary Citizen of Louisville, Kentucky

Honorary Kentucky Colonel

17. Please list each book, article, column, Internet blog posting, or other publication you have authored, individually or with others. Include a link to each publication when possible. Also list any speeches that you have

given on topics relevant to the position for which you have been nominated. Do not attach copies of these publications unless otherwise instructed.

I have not authored, individually or with others, any books, articles, columns, Internet blog postings, or other publications.

In my capacity as an STB Board Member, I have given remarks three times on STB-related topics. I spoke at the Northeast Association of Rail Shippers (NEARS) conference in 2021; the Transportation, Elevator and Grain Merchants Association (TEGMA) conference in 2022; and the Specialty Soya and Grains Alliance conference in 2022.

18. List digital platforms (including social media and other digital content sites) on which you currently or have formerly operated an account, regardless of whether or not the account was held in your name or an alias. Include the name of an “alias” or “handle” you have used on each of the named platforms. Indicate whether the account is active, deleted, or dormant. Include a link to each account if possible.

Linkedin: <https://www.linkedin.com/in/robert-primus-a651ab2/>

19. Please identify each instance in which you have testified orally or in writing before Congress in a governmental or non-governmental capacity and specify the date and subject matter of each testimony.

On August 6, 2020, I testified before the Senate Committee on Commerce, Science and Transportation as a nominee to the Surface Transportation Board.

On May 12, 2022, I appeared before the House Transportation and Infrastructure Committee’s Railroads, Pipelines and Hazardous Materials Subcommittee as a Member of the Surface Transportation Board.

20. Given the current mission, major programs, and major operational objectives of the department/agency to which you have been nominated, what in your background or employment experience do you believe

affirmatively qualifies you for appointment to the position for which you have been nominated, and why do you wish to serve in that position?

I am honored to currently serve as a Member of the Surface Transportation Board and am seeking renomination because I have a strong desire to continue my service to the nation in this capacity. Over my twenty-five years of public service, I have sought to build a reputation centered on objectivity and fairmindedness, which in turn has allowed me to become a strong consensus builder and problem solver. In the year and a half that I have been a Board Member, I maintained this mindset while focusing on a variety of issues that are extremely important to the nation's freight and passenger rail networks. It is my hope that I will be given the opportunity to continue working with my fellow Board Members to deliver appropriate and meaningful decisions that will enhance the network and strengthen our national supply chain.

21. What do you believe are your responsibilities, if confirmed, to ensure that the department/agency has proper management and accounting controls, and what experience do you have in managing a large organization?

First and foremost, I believe it would be my responsibility and duty to continue to support the Chairman in his role as the administrator of the agency's operations. It is incumbent upon me and other Board Members to assist him in his efforts to properly oversee administrative functions within the Agency and effectively address all identified deficiencies. With respect to proper management and accounting controls, special attention should be given to Congressional directives outlined in the Surface Transportation Board Reauthorization Act of 2015, as well as recommendations brought forth by the Department of Transportation's Inspector General.

22. What do you believe to be the top three challenges facing the department/agency, and why?

- 1) **The Board must do all that it can to address the service challenges currently reverberating through the nation's freight rail network. The network is a critical component of our national supply chain and the current service failures pose a real threat to the health of the national economy. The Board should continue its active engagement with its railroad and shipper advisory committees and use the authority endowed by Congress to investigate and mitigate service issues of national and regional significance.**

- 2) **The Board must continue its efforts to address issues related to passenger rail, including the potential growth of passenger service across the national rail network. The promise of improved and expanded passenger rail service is of great importance to efforts underway to enhance our nation's mobility. In response to the new rules related to Amtrak's on-time performance, the Board is in the process of setting up a new passenger rail office. Additionally, I have been working with my fellow Board members on a number of critically important passenger rail-related issues, including Amtrak's desire to expand its service in places such as the Gulf Coast region.**

- 3) **The Board must continue to make headway with respect to its pending proceedings. There are a number of key issues that have major implications for both the railroad and shipping communities. Over the past few years, the Board has made great strides in tackling many of these issues and I hope that I can continue to contribute to the resolution of these pending matters in a way that is both timely and appropriate.**

B. POTENTIAL CONFLICTS OF INTEREST

1. Describe all financial arrangements, deferred compensation agreements, and other continuing dealings with business associates, clients, or customers. Please include information related to retirement accounts.

None.

2. Do you have any commitments or agreements, formal or informal, to maintain employment, affiliation, or practice with any business, association or other organization during your appointment? If so, please explain.

I have no commitments or agreements, formal or informal, to maintain employment, affiliation, or practice with any business, association or other organization during my appointment.

3. Indicate any investments, obligations, liabilities, or other relationships which could involve potential conflicts of interest in the position to which you have been nominated. Explain how you will resolve each potential conflict of interest.

In connection with the nomination process, I have consulted with the Office of Government Ethics and the Surface Transportation Board's Designated Agency Ethics Official to identify any potential conflicts of interest. Any potential conflicts of interest will continue to be resolved in accordance with the terms of an ethics agreement that I have entered into with the Board's Designated Agency Ethics Official and that has been provided to this Committee. I am not aware of any potential conflicts of interest.

4. Describe any business relationship, dealing, or financial transaction which you have had during the last ten years, whether for yourself, on behalf of a client, or acting as an agent, that could in any way constitute or result in a possible conflict of interest in the position to which you have been nominated. Explain how you will resolve each potential conflict of interest.

None. In connection with the nomination process, I have consulted with the Office of Government Ethics and the Surface Transportation Board's Designated Agency Ethics Official to identify any potential conflicts of interest. Any potential conflicts of interest will continue to be resolved in accordance with the terms of an ethics agreement that I have entered into with the Board's Designated Agency Ethics Official and that has been

provided to this Committee. I am not aware of any potential conflicts of interest.

5. Identify any other potential conflicts of interest, and explain how you will resolve each potential conflict of interest.

In connection with the nomination process, I have consulted with the Office of Government Ethics and the Surface Transportation Board's Designated Agency Ethics Official to identify any potential conflicts of interest. Any potential conflicts of interest will continue to be resolved in accordance with the terms of an ethics agreement that I have entered into with the Board's Designated Agency Ethics Official and that has been provided to this Committee. I am not aware of any potential conflicts of interest.

6. Describe any activity during the past ten years, including the names of clients represented, in which you have been engaged for the purpose of directly or indirectly influencing the passage, defeat, or modification of any legislation or affecting the administration and execution of law or public policy.

Over the past ten years, in my capacity as a Chief of Staff and Senior Advisor to four different Members of Congress, it was often my responsibility to develop, coordinate and execute strategies on behalf of the respective Members that would directly influence the passage, defeat or modification of legislation that came before the House of Representatives.

C. LEGAL MATTERS

1. Have you ever been disciplined or cited for a breach of ethics, professional misconduct, or retaliation by, or been the subject of a complaint to, any court, administrative agency, the Office of Special Counsel, professional association, disciplinary committee, or other professional group? If yes:
 - a. Provide the name of agency, association, committee, or group;
 - b. Provide the date the citation, disciplinary action, complaint, or personnel action was issued or initiated;

- c. Describe the citation, disciplinary action, complaint, or personnel action;
- d. Provide the results of the citation, disciplinary action, complaint, or personnel action.

No.

- 2. Have you ever been investigated, arrested, charged, or held by any Federal, State, or other law enforcement authority of any Federal, State, county, or municipal entity, other than for a minor traffic offense? If so, please explain.

Yes. In 1992, while my parents were out of town, I had accidentally locked myself out of their townhouse, located in a gated community in Washington, DC. An individual living in their gated community thought I was trespassing and aggressively confronted me, which resulted in a physical altercation between the two of us. I was subsequently arrested and charged with a misdemeanor simple assault. I plead not guilty and requested a jury trial before the DC Superior Court. I was found not guilty by a jury of my peers and my arrest record was sealed and ultimately expunged.

- 3. Have you or any business or nonprofit of which you are or were an officer ever been involved as a party in an administrative agency proceeding, criminal proceeding, or civil litigation? If so, please explain.

No.

- 4. Have you ever been convicted (including pleas of guilty or *nolo contendere*) of any criminal violation other than a minor traffic offense? If so, please explain.

No, I have never been convicted (including pleas of guilty or *nolo contendere*) of any criminal violation.

- 5. Have you ever been accused, formally or informally, of sexual harassment or discrimination on the basis of sex, race, religion, or any other basis? If so, please explain.

No, I have never been accused, formally or informally, of sexual harassment or discrimination on the basis of sex, race, religion, or any other basis.

6. Please advise the Committee of any additional information, favorable or unfavorable, which you feel should be disclosed in connection with your nomination.

I have no further information that I wish to provide.

D. RELATIONSHIP WITH COMMITTEE

1. Will you ensure that your department/agency complies with deadlines for information set by congressional committees, and that your department/agency endeavors to timely comply with requests for information from individual Members of Congress, including requests from members in the minority?

Yes.

2. Will you ensure that your department/agency does whatever it can to protect congressional witnesses and whistle blowers from reprisal for their testimony and disclosures?

Yes.

3. Will you cooperate in providing the Committee with requested witnesses, including technical experts and career employees, with firsthand knowledge of matters of interest to the Committee?

Yes.

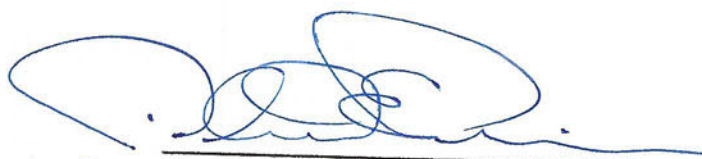
4. Are you willing to appear and testify before any duly constituted committee of the Congress on such occasions as you may be reasonably requested to do so?

Yes.

(Nominee is to include this signed affidavit along with answers to the above questions.)

F. AFFIDAVIT

Robert E. Primus, being duly sworn, hereby states that he has read and signed the foregoing Statement on Biographical and Financial Information and that the information provided therein is, to the best of his knowledge, current, accurate, and complete.

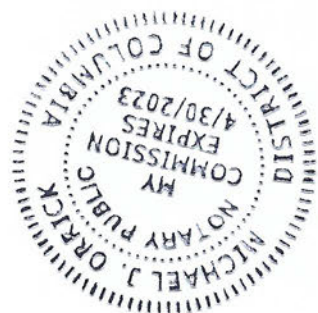


Signature of Nominee

Subscribed and sworn before me this 11th day of July, 2022.


Notary Public

Michael J. Orrick
Notary Public, District of Columbia
My Commission Expires 4/30/2023



Robert E. Primus

SUMMARY

A team-oriented, senior professional with nearly thirty years of substantive experience in the legislative, advocacy and regulatory fields; adept at researching and analyzing complex legislative, public policy, and regulatory issues while working in demanding environments; possesses excellent written and oral skills; results-oriented, with a solid record of legislative and policy accomplishments built upon proven abilities in strategic planning, administration and project management.

PROFESSIONAL EXPERIENCE

SURFACE TRANSPORTATION BOARD
Washington, DC

January 2021-Present

Board Member

Nominated by the President on July 27, 2020; confirmed by the U.S. Senate on November 18, 2020; Sworn-in on January 6, 2021

Primary responsibilities

Serves as a Principal of the independent federal regulatory agency responsible for, among other things, deciding disputes involving railroad rates, practice, and service issues, as well as reviewing rail restructuring transactions, including mergers, line sales, line construction and abandonments.

OFFICE OF THE HONORABLE TONY CÁRDENAS, (CA-29)
U.S. House of Representatives, Washington, DC

Senior Advisor

September 2020 - January 2021

Primary responsibilities

Advised the Member and Chief of Staff on legislative and political matters.

OFFICE OF THE HONORABLE TONY CÁRDENAS, (CA-29)
U.S. House of Representatives, Washington, DC

Chief of Staff

April 2020 – September 2020

Primary responsibilities

Principal advisor to Congressman Cárdenas. Oversaw the day-to-day operations, management and administration of the office that included conducting daily check-ins with the District Director to ensure open lines of communications and connectivity with the District Office. Served as the chief office liaison to BOLD PAC, the political action arm of the Congressional Hispanic Caucus. The Congressman serves as its chairman.

Accomplishments

- Assumed the position of Chief of Staff during the initial stage of the COVID-19 pandemic and proceeded to guide the office through the corresponding shutdown and subsequent transition into a fully functioning and predominately virtual congressional office.
- Served as the Congressman's point person as he entered the leadership race for Assistant Speaker of the House of Representatives. Worked with other senior staff members to develop a comprehensive strategic plan that highlighted the Congressman's strengths and vision for the position and provided an operational plan for him to engage members of the Democratic Caucus to win their support.

- Responsible for coordinating the office response to the pandemic which included working with the Capitol Hill team to craft legislation and policy initiatives focused on working class communities and communities of color, and working with the District team to develop a system in which the office could both maximize its outreach to constituents and quickly respond to their rapidly increasing requests for help.
- Coordinated a week-long, all hands-on deck effort, involving staff from both the District and Washington, DC, to address the surge in constituent requests for help with Paycheck Protection Program (PPP) applications. Through our efforts we were able to help a number of constituents secure PPP loans to help save their small businesses.
- Brought senior staff together to coordinate the office response in the wake of the killing of George Floyd. This included the development of social media posts, legislative proposals related to the criminal justice reform and policing, and constituent outreach efforts, including organizing a virtual townhall meeting with several local youth leaders to discuss their views on police brutality within communities of color.
- Worked with the Communications Director to develop a comprehensive communications/media plan to enhance the Congressman's local media outreach and increase his national exposure. This also included me signing off on allocating office funds for the redevelopment and relaunch of the Congressman's official website.
- Reorganized the policy responsibilities for the Legislative team to better align each staffer's portfolio and areas of interest.
- Organized a series of virtual meetings with the Legislative and Field Representative teams to identify the critical issues facing California's 29th Congressional District and developed a comprehensive action plan to present to the Congressman for approval and ultimate implementation.
- Participated in weekly zoom calls with the political team to discuss campaign issues and re-election strategy.

OFFICE OF THE HONORABLE TONY CÁRDENAS, (CA-29)
U.S. House of Representatives, Washington, DC

Senior Advisor

February 2020 - April 2020

Primary responsibilities

Advised the Member and Chief of Staff on legislative and political matters.

OFFICE OF THE HONORABLE TIM RYAN, (OH-13)
U.S. House of Representatives, Washington, DC

Senior Advisor

November 2019 - February 2020

Primary responsibilities

Provided legislative background and expertise to the Member and Chief of Staff in the areas of healthcare, transportation, budget and appropriations, and national security. Drafted an updated Office Employee Handbook that included modifications as directed by the Chief of Staff and Deputy Chief of Staff. Provided formal and informal guidance to members of the Congressman's legislative team.

OFFICE OF THE HONORABLE NANETTE DIAZ BARRAGÁN, (CA-44)
U.S. House of Representatives, Washington, DC

Chief of Staff

January 2019 - October 2019

Primary responsibilities

Accountable for the day-to-day operations and management of the Congresswoman's office. Served as the primary staff liaison to the Democratic leadership, as well as the Energy and Commerce Committee and the Congressional Hispanic Caucus. Provided legislative background and expertise in the areas of healthcare, transportation, budget and appropriations, and national security. Served as the Congresswoman's staff liaison to her Washington-and California-based fundraisers.

Accomplishments

- Successfully led an effort on behalf of the Congresswoman to secure a seat on the Committee of Energy and Commerce as well as its coveted Subcommittee on Health.

- Was responsible for rebuilding the Legislative and Administrative teams after significant staff departures.
- Served as the principle health staffer for the Congresswoman until bringing a health policy counsel onto the team.
- Was the principal staff member for political activities including those associated with the California Congressional Democratic Caucus.
- Revised and updated the Office's Employee Handbook to meet current standards set forth by the Office of House Employment Counsel.

OFFICE OF THE HONORABLE MICHAEL E. CAPUANO, (MA-07)
U.S. House of Representatives, Washington, DC

Chief of Staff

September 2002 – January 2019

Primary responsibilities

Chief advisor and administrator; developed and executed political and policy agendas; oversaw the office's day-to-day operations and management; hired staff and implemented personnel policies and procedures; managed legislative portfolio related to health care, national security, transportation, homeland security and national intelligence; served as primary staff contact for the Congressional Community Health Center Caucus, of which the Congressman was a co-chair; served as chief liaison to the House Leadership and the Massachusetts Congressional delegation; was the primary point-of-contact with the Congressman's Washington-based fundraiser and worked with the fundraiser to develop and coordinate all fundraising events in Washington; developed, coordinated, and managed all district- and state-specific appropriations projects.

Leadership Accomplishments/ Roles

- Staff point-of-contact for the Democratic Steering and Policy Committee.
- Chief liaison for Chairman Capuano's Democratic Caucus' Organization, Study and Review Committee. during the 2006 overview of Caucus rules and procedures.
- Staff liaison for Chairman Capuano's Transition for Incoming House Democratic Majority in 2006.
- Liaison and special advisor to the Committee on House Administration 2007-2010.
- Supported Mr. Capuano's efforts to elect Congressman John Larson Vice Chair of the Democratic Caucus.
- Managed the healthcare portfolio within the most health-centric congressional district in the country.
- Worked directly with the Commonwealth of Massachusetts during the implementation of the Affordable Care Act.
- Worked with other senior staff in the Massachusetts Congressional delegation to assist the Commonwealth with its 1115 Medicaid waiver application to CMS.
- Worked closely with leading Massachusetts health care institutions on critical health care issues including Medicaid waivers, the Area Wage Index, the PACE program, the 340B drug program, the Graduate Medical Education program, the dual-eligible program, community health center funding, and issues surrounding behavioral health.
- Secured more than \$400 million in Congressionally directed federal funding for the district.
- Organized, coordinated, and staffed CODEL Capuano to Afghanistan and Pakistan, which was the first American delegation to meet with then newly elected Pakistani Prime Minister Syed Yousaf Raza Gillani.

Notable Misc.

- Deep personal ties to an extensive list of Democrat and Republican members and staff
- Strong relationships with House Leadership and Committee staff
- Strong relationships with members and staff of the Congressional Black Caucus, Congressional Hispanic Caucus, and the Congressional Asian Pacific American Caucus
- Possess an active Top-Secret Security clearance

Legislative Director

March 1999 – September 2002

Served as senior policy advisor, responsible for the coordination and oversight of all legislative activities; oversaw the constituent correspondence operation; managed all district- and state- specific appropriations projects; responsible for the Congressman's legislative portfolio related to national and homeland security and intelligence.

In this capacity, acted as the primary staff contact for the House Democratic Whip Team during the Congressman's tenure as a regional whip; served as the Congressman's associate committee staff during his time on House Budget Committee; and researched and drafted the Juvenile and Young Adult Witness Protection bill of 1999, which was later included in a comprehensive juvenile justice bill that was subsequently signed into law.

VAN SCOYOC ASSOCIATES, INC., WASHINGTON, DC

Registered Lobbyist **January 1995 – February 1999**
Represented major corporate, not-for-profit, healthcare, academic, and state government clients before the United States Congress and the Executive Agencies.; responsible for the development and execution of client strategies; provided drafted client testimony, report language, and briefing materials; coordinated and conducted briefings with Members of Congress and their staff; provided legislative research and analysis for clients.

OFFICE OF THE HONORABLE MEL REYNOLDS, (IL-2)
U.S. House of Representatives, Washington, DC

Legislative Assistant **January 1994 - December 1994**
Briefed and advised the member on legislation and the impacts to the district; served as staff representative to the White House Conference on Small Business and the Democratic Health Care Seminars; served as a Team Captain on the Democratic Leadership's Message Board; drafted and analyzed legislation individually and in collaboration with colleagues in other member offices.

OFFICE OF THE HONORABLE CARRIE P. MEEK, (FL-17)
U.S. House of Representatives, Washington, DC

Legislative Assistant **July 1993 - January 1994**
Briefed and advised the member on legislation related to national security, telecommunications, trade, and agriculture policy; drafted Dear Colleagues, constituent letters and floor statements; met with industry representatives and constituents.

OFFICE OF THE HONORABLE FRANK R. LAUTENBERG, (NJ)
U.S. Senate, Washington, DC

Staff Assistant **November 1991 - July 1993**
Assisted the Administrative Assistant, Legislative Director and State Director with time sensitive and sometimes confidential mail inquires; assisted senior staff with tracking and researching legislation; drafted briefing memos for legislative fellows.

EDUCATION

HAMPTON UNIVERSITY - Hampton, Virginia **May 1991**
Bachelor of Science Degree in Marketing
Graduated *Cum Laude*

HARVARD UNIVERSITY - Cambridge, Massachusetts **Summer 2007**
John F. Kennedy School of Government
Senior Managers in Government – Certificate Program