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Congress of the United States
House of Representatives
Washington, DC 20515

COMMITTEE ON APPROPRIATIONS

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COMMITTEE ON HOUSE ADMINISTRATION

SUBCOMMITTEES:
OVERSIGHT, RANKING MEMBER
ELECTIONS

November 16, 2023

Catherine Szpindor
Chief Administrative Officer
U.S. House of Representatives
United States Capitol, HB-28
Washington D.C. 20515

Dear Ms. Szpindor:

As Ranking Member of the Oversight Subcommittee of the Committee on House Administration, I write to request you conduct a feasibility study on the resources needed to provide members-elect with a second paid transition aide who can focus on setting up district operations. The relationship between Members of Congress and their districts they represent is the lifeline of any Congressional office, and providing a second paid transition aide would be vital to this function. This change would ensure that Members are being responsive on day one and timely in fulfilling the needs of the very constituents they were elected to represent.

As you know, currently members-elect are given one transition aide focused on supporting a member-elect's transition to setting up operations in Washington D.C. However, with the limited time members-elect are provided for their transition, it is equally important to begin district operations. With only one paid transition aide focused on setting up a Washington D.C. office, members-elect are often ill-equipped with the best practices of programs and services available to serve their constituencies most effectively in the district. Constituents rely on their representative to solve issues with federal agencies and other critical issues, and a member's district office is at the frontlines of providing essential constituent services.

Furthermore, I support a district focused transition aide so that every constituent across the country can receive the highest quality of services from their representative in Congress from day one in office.

Thank you for your commitment to serving the Capitol community. I look forward to your response. Should you have any questions, please do not hesitate to contact my office at (202) 225-6161.

Sincerely,



Norma J. Torres
Member of Congress