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THE WHITE HOUSE
WASHINGTON

January 22, 1976

MEMORANDUM FOR: PAT HOWARD
FROM: WARREN HENDRIKS

The Cabinet wives who will be attending the briefing tomorrow are:

Mrs. Simon
Mrs. Rumsfeld
Mrs. Levi
Mrs. Kleppe
Mrs. Butz
Mrs. Mathews
Mrs. Coleman
Mrs. Marsh
Mrs. Buchen



The following should also be seated close to Mrs. Ford with the above:

Mrs. Richardson
Mrs. Cheney

The attached package contains the names of all expected attendees.

THE WHITE HOUSE

WASHINGTON

January 22, 1976

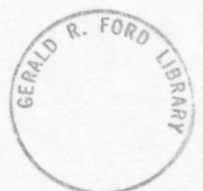
FOR: MRS. FORD
FROM: MARIA DOWNS
SUBJECT: Briefing for Administration Spouses

For your review and information, attached is a copy of the Briefing Paper for the Briefing for Administration Spouses that will be held in the East Room at 11:00 a. m. on Friday. The President is scheduled to open the Briefing at 11:15 a. m. Therefore, the President will escort you to the State Floor at approximately 11:12 a. m. The President will escort you to the East Room to your seat and he will then proceed to the platform.

Mrs. Rockefeller is in New York and will not attend the Briefing.

Since the Briefing will not end until 12:30 p. m. , we recommend not serving refreshments as they would interfere with lunch. Another point in favor for not serving refreshments is that at the Sub-Cabinet Briefing yesterday there were no refreshments served.

What's good for the goose is good for the gander.



THE WHITE HOUSE

WASHINGTON

January 22, 1976

BRIEFING FOR SPOUSES OF PRESIDENTIAL APPOINTEES

Friday, January 23, 1976

11:15 a.m. (15 minutes)

East Room

From: Warren Hendriks

I. PURPOSE

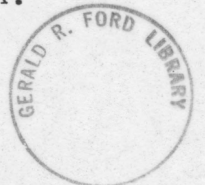
This meeting with the spouses of the Administration's Presidential Appointees is to provide a brief overview on the FY 77 budget and to review the major points outlined in your State of the Union Message.

II. BACKGROUND, PARTICIPANTS & PRESS PLAN

- A. Background: Following your two State of the Union addresses, White House briefings were held for your Administration's Presidential Appointees. Because the response to those meetings was so favorable, and to provide you with an opportunity to personally express your appreciation to the spouses of your Presidential Appointees for their understanding and support "at home," a briefing similar to the one provided for the Appointees was recommended. Additionally, some wives will later be asked to become involved in the Presidential Spokesmen's effort.

Approximately 250 spouses including those of selected staff from the White House and the Executive Office of the President will attend.

The proposed sequence of events is at Tab A.



B. Participants:

1. Briefing: Jim Cannon
Alan Greenspan
Paul O'Neill

2. Attendees: See Tab B

C. Press Plan: Meeting announced but no press coverage.

III. TALKING POINTS

Provided by the Editorial Office at Tab C.



SEQUENCE OF EVENTS

Presidential Appointees Spouses Briefing
Friday, January 23, 1976
11:15 a.m.
The East Room

11:15 President and Mrs. Ford enter the East Room.
Mrs. Ford takes her seat in the front row.
The President proceeds to podium.

11:16-11:30 President Ford

11:30-11:31 President Ford departs the East Room

11:31-11:32 Jim Cannon introduces Paul O'Neill

11:32-11:45 Paul O'Neill - Budget Briefing

11:45-11:46 Jim Cannon introduces Alan Greenspan

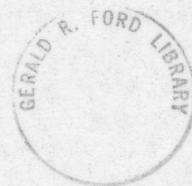
11:46-11:55 Alan Greenspan - Economic Briefing

11:55-12:05 Jim Cannon - Domestic Affairs Briefing

12:05-12:25 Jim Cannon moderates question and answer
session

12:25-12:26 Closing remarks by Mrs. Ford*

12:26 Briefing concluded



*Optional. Brief remarks are not required, but would be welcomed by the group.

THE WHITE HOUSE

WASHINGTON

January 23, 1976

FOR: MRS. FORD

FROM: MARIA DOWNS

Although we have already sent you a list of the Cabinet wives who will be attending the Briefing for Administration Spouses this morning at 11:00, attached is a copy of the overall guest list.

At the request of those in charge, we will serve coffee after the Briefing.



ACTION

GEREVAS, Mrs. Rosalie (Ronald)

HOGAN, Mrs. Virginia (Harry)

MATTHEWS, Mrs. Ellen (Frank)



AGENCY FOR INTERNATIONAL DEVELOPMENT (AID)

PARKER, Mrs. Sally (Daniel)

DEPARTMENT OF AGRICULTURE

BOLDUC, Mrs. Evelyn

BOSTIC, Mrs. Edith

BUTZ, Mrs. Mary Emma

COWDEN, Mrs. Clara

DAMGARD, Mrs. Darcy

ELLIOTT, Mrs. Constance

FELTNER, Mrs. Karen

FRICK, Mrs. Margaret Ann

GIFFORD, Mrs. Helene

HAMIL, Mrs. Genevieve

KLINE, Mrs. Doris

KNEBEL, Mrs. Zenia

LONG, Mrs. Judy

WALKER, Mrs. June

WEIDERT, Mrs. Annette

WRIGHT, Mrs. Betsy

AMERICAN REVOLUTION BICENTENNIAL ADMINISTRATION

HETU, Mrs. Margaret (Herbert)

DEPARTMENT OF COMMERCE

BAKER, Mrs. James A.

CASEY, Mrs. Howard

COMIEZ, Mrs. Maynard

CHANG, Mrs. David

CHAMBERLIN, Mrs. Guy

DOWNEY, Mrs. Arthur

DANN, Mrs. C. Marshall

EDEN, Mrs. John

FERRELL, Mrs. David

GLEASON, Mrs. Jay

HAMRICK, Mrs. Joseph

HENKEL, Mrs. William

HOLDEN, Mrs. Creighton

KASPUTYS, Mrs. Joseph

LUCHT, Mrs. David

MILLIGAN, Mrs. Robert

PARKER, Mrs. David

POLANSKY, Mrs. Alan

SHERWIN, Mrs. Samuel

TIPTON, Mrs. Howard

WEBB, Mrs. Horace

COUNCIL OF ECONOMIC ADVISERS

MALKIEL, Mrs. Judy (Berton)



COUNCIL ON ENVIRONMENTAL QUALITY

BUSTERUD, Mrs. Anne (John)

COUNCIL ON INTERNATIONAL ECONOMIC POLICY

BELL, Barbara

DUNN, Mary Frances

EVANS, Stephanie

EVERS, Donna L.

SHARP, Linda

COUNCIL ON WAGE AND PRICE STABILITY

MOSKOW, Mrs. Connie (Michael)

DEPARTMENT OF DEFENSE

ABLARD, Mrs. Charles

AHEARNE, Mrs. John

ANDERSON, Mr. John

AUGUSTINE, Mrs. Norman

BOWERS, Mrs. Jack

BROTZMAN, Mrs. Donald

BROWMAN, Mrs. Harold

CHRISTIE, Mrs. John

COWAN, Mrs. James

DAVIS, Mrs. John

FRYKLUND, Mrs. Richard

GREENER, Mrs. William

HOFFMAN, Mrs. Martin

HULL, Mrs. Hadlai

JORDAN, Mrs. Amos

LA BERGE, Mrs. Walter

MARCY, Mrs. H. Tyler

MAURY, Mrs. John

MC CULLEN, Mrs. Joseph T.

MIDDENDORF, Mrs. J. William II

MILLER, Mrs. Edward

PENISTEN, Mrs. Gary

PLUMMER, Mrs. James

POTTER, Mrs. David

DEPARTMENT OF DEFENSE (Cont'd.)

REED, Mrs. Thomas C.

RUMSFELD, Mrs. Donald H.

SHRONTZ, Mrs. Frank

STEMPLER, Mrs. Jack

STONEY, Mrs. William

SULLIVAN, Mrs. Leonard

TANKERSLEY, Mrs. Will Hill

TAYLOR, Mrs. David

WACKER, Mrs. Fred

WALSH, Mrs. John B.

WOODS, Mrs. Alan

VEYSEY, Mrs. Victor

DOMESTIC COUNCIL

CAVANAUGH, Mrs. Esther

CANNON, Mrs. Cherie

DELANEY, Mrs. Alexis

FLETCHER, Mrs. Bernyce

HULLIN, Mrs. Susie

LISSY, Mrs. Marjorie

McCONAHEY, Mrs. Kathy

McCONAHEY, Mr. Steve

MYER, Mrs. Carole

ERDA

FLYNN, Mr. Jack

FLYNN, Mrs. Lorna (Jack)

FRI, Mrs. Jill (Robert)

GREER, Mrs. Jane (Merwyn)

HALE, Mrs. Jane (Sam)

HELLER, Mrs. Frances (Austin)

JOHNSON, Mrs. Marilyn (Tenney)

KING, Mrs. Evelyn (John)

LIVERMAN, Mrs. Mary Jane (James)

MCCORMICK, Mrs. Ann (William)

ROBERTS, Mrs. Carol Jean (Richard)

SEAMANS, Mrs. Eugenia (Robert)

SIEVERING, Mrs. Dottie (Nelson)

SMITH, Mrs. Nora (Farwell)

STARBIRD, Mrs. Evelyn (Alfred)

TEEM, Mrs. Sylvia (John)

YARYMOVYCH, Mrs. Roxolana (Michael)

ENVIRONMENTAL PROTECTION AGENCY

ACOMB, Mrs. Betty (John)

CASHMAN, Mrs. Kathleen (Peter)

EASTIN, Mrs. Roberta (Maurice)

MARK, Mrs. Janet (Dr. Shelley)

MCDONALD, Mrs. Marcia (Robert)

PLEHN, Mrs. Anne Lise (Steffen)

QUARLES, Mrs. John

RUDY, Ms. Linda (Kirke Harper)

RYAN, Mrs. Edith (Robert)

TRAIN, Mrs. Aileen (Russell)

WILLIAMS, Mrs. Barbara (Roger)

EXPORT-IMPORT BANK

CLARK, Mrs. Lillian (John C.)

MCCULLOUGH, Mrs. Birdie (R. Alex)

FEDERAL ENERGY ADMINISTRATION

HILL, Mrs. Marilyn (John)

NIPP, Mrs. Andrea (Robert)

ROSENBERG, Mrs. Mary Beth (William)

SANT, Mrs. Victoria (Roger)

SMITH, Mrs. Mary (Gorman)

ZARB, Mrs. Patricia (Frank)

ZAUSNER, Mrs. Marjorie (Eric)

GENERAL SERVICES ADMINISTRATION (GSA)

ECKERD, Mrs. Ruth (Jack)

DEPARTMENT OF HEALTH, EDUCATION AND WELFARE

BELL, Mrs. Betty Ruth (Terrel)

BURDEN, Mrs. Valerie (daughter of Virginia Knauer)

KURZMAN, Mrs. Ellen (Stephen)

LIAS, Mrs. Sharon (Thomas)

MATHEWS, Mrs. Mary (David)

MCKENZIE, Mrs. Frances (Robert)

OTTINA, Dr. Mollie Shoak (John)

TAFT, Mrs. Julia Vadala (William H.)

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

BUTLER, Mrs. Kristin

CRAWFORD, Mrs. Eleanora

DAUSCH, Mrs. Jean

DEWILDE, Mrs. Sally

DUNNE, Mrs. Carol

ELLIOTT, Mrs. Maria Gloria

KEARNEY, Mrs. Gloria

KELLY, Mrs. Cindy

MCDOWELL, Mrs. Billie

MCGRAW, Mrs. Barbara

MOSHER, Mrs. Cora

ORELBEKE, Mrs. Faith

RHINELANDER, Mrs. Jeanne

WALLACE, Mrs. Mildred

DEPARTMENT OF THE INTERIOR

AUSTIN, Mrs. Deanna (Gregory)
BERKLUND, Mrs. Adele (Curt)
CHURCHVILLE, Ms. Victoria (Louis)
COLEMAN, Mrs. Pauline (Ronald)
CRUTCHER, Mrs. Edith (John)
FALKIE, Mrs. Jean (Thomas)
FISHER, Mrs. Marilee (William)
FRIZZELL, Mrs. Shirley (Kent)
GREENWALT, Mrs. Judith (Lynn)
HITE, Mrs. Eileen (Richard)
KAREM, Mrs. Suzanne (Fred)
KLEPPE, Mrs. Glen (Thomas)
KYL, Mrs. Arlene (John)
LINDGREN, Mrs. Ruth (David)
LYONS, Mrs. Beth (William)
REED, Mrs. Alita (Nathaniel)
ROBISON, Mrs. Joyce (Roland)
STAMM, Mrs. Julia (Gilbert)
THOMPSON, Mrs. Thelma (Morris)
WHEELER, Mrs. Heather (Douglas)



DEPARTMENT OF JUSTICE

BORK, Mrs. Robert H.

CHAPMAN, Mrs. Leonard F. Jr.

CRAMPTON, Mrs. Scott P.

DOGIN, Mrs. Henry S.

HAVEL, Mrs. Robert J.

KAUPER, Mrs. Thomas E.

LEE, Mrs. Rex

LEVI, Mrs. Edward H.

SCALIA, Mrs. Antonin

THORNBURGH, Mrs. Richard

VELDE, Mrs. Richard W.

DEPARTMENT OF LABOR

ADERS, Mrs. Tabatha (Robert)

BURDETSKY, Mrs. Renie (Ben)

HEWITT, Mrs. William

HUTCHINSON, Mrs. Linda (James)

MILLER, Mrs. Marlene (Marshall)

MURPHY, Hugh

MURPHY, Mrs. Hugh

SMITH, Mrs. Maria (Timothy)

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION

FLETCHER, Mrs. Fay (James)

LOW, Mrs. Mary R. (Dr. George)

NSC

BENNETT, Kathy

BUTLER, Malcolm

BUTLER, Mrs. Fannie (Malcolm)

CLIFT, Mrs. Gretchen (Dennis)

GATES, Bob

GATES, Mrs. Rebecca (Bob)

GRANGER, Mrs. Elizabeth (Clint)

FLYNN, Commander Gerrish

HIGGINS, Mike

HIGGINS, Mrs. Denny (Mike)

HORAN, Hal

JANKA, Les

JANKA, Mrs. Kathy (Les)

LOW, Mrs. Helen (Stephen)

MARCUM, John

MARCUM, Mrs. Betty (John)

McFARLANE, Mrs. Jonny (Bud)

NEIHUS, Rosemary

OBER, Dick

OBER, Mrs. Mary (Dick)

QUYNN, Kenneth

QUYNN, Mrs. Leson (Ken)

RATLIFF, Rob Roy

SKANCKE, Steve

SMITH, Robert

OFFICE OF MANAGEMENT AND BUDGET

BRADY, Mrs. Sarah (Jim)

CLARK, Mrs. Gertrude (Wes)

COLLIER, Mrs. Mary (Cal)

FREY, Mrs. Jean (Jim)

MCOMBER, Mrs. Joan (Dale)

MITCHELL, Mrs. Ann (Jim)

OGILVIE, Mrs. Fan (Don)

O'NEILL, Mrs. Nancy (Paul)

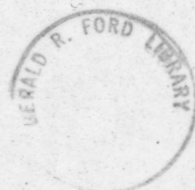
WITT, Mrs. Janie (Hugh)

PRESIDENT'S COMMISSION ON WHITE HOUSE FELLOWSHIPS

BLAIR, Mrs. Diane (Dennis)
BRISTOL, Ms. Perry
CARTER, Mrs. Mary (Marshall)
CLARK, Mrs. Gertrude (Wesley)
CONNELLY, Mrs. Christine (James)
DAVIS, Mr. James (Patricia)
HARDY, Mrs. Jane (Randall)
HASENKAMP, Mrs. Inta (Bruce)
HOUSE, Mrs. Karen (Arthur)
JISCHKE, Mrs. Patricia (Martin)
KLINE, Mrs. Doris (Thomas)
LUKINSON, Ms. Karen
NEWMAN, Mrs. Gerry
OBLAK, Mrs. Darlene (John)
OVERMAN, Mrs. Linda (Dean)
ROE, Ada (David)

SMALL BUSINESS ADMINISTRATION

CANNON, Mrs. Nancy (Hugh)



DEPARTMENT OF STATE

ENDERS, Mrs. Thomas O.

HARTMAN, Mrs. Arthur A.

LEARSON, Mrs. T. Vincent

LEIGH, Mrs. Monroe

LEWIS, Mrs. Samuel W.

MAW, Mrs. Carlyle E.

MCCLOSKEY, Mrs. Robert J.

REINHARDT, Mrs. John E.

ROGERS, Mrs. William D.

SCHAUFELE, Mrs. William E., Jr.

SISCO, Mrs. Joseph J.

THOMAS, Mrs. John M.

DEPARTMENT OF TRANSPORTATION

BARNUM, Nancy G.

BLISS, Nancy A.

COLEMAN, Lovida H.

ELY, Nancy H.

GREENWOOD, Martha

HALL, Dorothy M.

HERMAN, Martha S.

HOOKER, Joan W.

KAISER, Barbara Holtz

LUTZ, Willa J.

OBERLIN, Elinor

PATRICELLI, Susan

SNOW, Carolyn K.

STEBER, Sara E.

TIEMANN, Lorna L.

TREASURY

ALBRECHT, Mrs. Constance

ALEXANDER, Mrs. Margaret

ELBERLE, Mrs. Jane

FORBES, Mrs. Tally

GARDNER, Mrs. Connie

JONES, Mrs. Marlene

MacDONALD, Mrs. Joy

MOSSO, Mrs. Lee

SIMON, Mrs. Carol

WALKER, Mrs. Gertrude

WHITAKER, Mrs. Carol

UNITED STATES INFORMATION AGENCY

FALKIEWICZ, Mrs. Monika (Andrew)

KOPP, Mrs. Katherine (Eugene)

VETERANS ADMINISTRATION

VAUGHN, Mrs. Virginia (Odell)

OFFICE OF THE VICE PRESIDENT

HOWE, Mrs. Harriett (Jonathan)

HERTER, Christian
HERTER, Mrs. Susan

MEANS, Mrs. Barbara (Grady)

OVERMAN, Mrs. Linda (Dean)

PAGNOTTA, Mrs. Margaret (Frank)

PERSICO, Mrs. Sylvia (Joseph)

WHITE HOUSE STAFF

BUCHEN, Mrs. Beatrice (Phil)

BURKE, Miss Mary

CAVANEY, Mrs. Vicky (Red)

CHENEY, Mrs. Lynne (Richard)

DENT, Mrs. Mildred (Fred)

DOWNTON, David

EASTLAND, Mrs. Beverly (Larry)

EASTLAND, Fred

EMMERT, Mrs. Elizabeth (Kirt)

FRIEDERSDORF, Mrs. Priscilla (Max)

GOLDWIN, Mrs. Daisy (Bob)

GOROG, Mrs. Leslie (William)

KENNEDY, Nancy

KING, Mrs. Mary-Jesus (John)

KUROPAS, Mrs. Alexandra (Marion)

LAZARUS, Mrs. Marylyn (Ken)

LEPPERT, Mrs. Karen (Charles)

LOEFFLER, Mrs. Kathy (Tom)

MARRS, Mrs. Annette (Ted)

MARSH, MRS. Glenn Ann (John)

MARTIN, Mrs. Alison (Robin)

MEAD, Mrs. Clarice (Bob)

METZ, Mrs. Elinor (Doug)

WHITE HOUSE STAFF (Cont'd)

NESSEN, Mrs. Cindy (Ron)

NICHOLSON, Mrs. JoAnne (Bill)

O'NEILL, Mrs. Liz

PATTERSON, Mrs. Shirley (Brad)

RICHARDSON, Mrs. Anne (Elliott)

ROBERTS, Mrs. Helen (Bill)

SCHMULTZ, Mrs. Diane (Edward)

SEIDMAN, Mrs. Sally (William)

SHLAES, Mrs. Kay (John)

SORUM, Mrs. Judy (Pete)

URSOMARSO, Mrs. Kathy (Frank)

WHITE, Mr. Stuart (Margita)

