

The original documents are located in Box 40, folder “Personnel - Presidential Appointments by Name, H-J” of the Philip Buchen Files at the Gerald R. Ford Presidential Library.

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WM. H. BRADFORD, JR.
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RICHARD M. ROBERTS
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LAW OFFICES

HAMEL, PARK, McCABE & SAUNDERS

1776 F STREET, N. W.

WASHINGTON, D. C. 20006

TELEPHONE (202) 785-1234

CABLE ADDRESS: HAMEL

TELEX: 440374 TALY-UI

CHARLES D. HAMEL (1881-1970)
BENJ. H. SAUNDERS (1894-1970)

LAMBERT H. MILLER
ARTHUR L. QUINN
CHARLES W. NYQUIST
COUNSEL

December 12, 1975

The Honorable Philip W. Buchen
Counsel to the President
The White House
Washington, D. C. 20500

Dear Phil:

The enclosed Press Release will identify William R. Haley, an old friend of mine who would like to be considered for appointment to the Civil Aeronautics Board.

I have known Will, well and favorably, since the days when he worked as an assistant to Senator John Sherman Cooper of Kentucky. I'm sure others, including Senator Cooper, will follow up with their own views on his fitness. Meanwhile, if you think well of it I'd be grateful if you could move these papers into the hands of those at the White House who are officially concerned with these appointments.

Look forward to seeing you soon -- and hope you and Bunny will have a very happy Christmas.

Sincerely,

Edward A. McCabe

EAM:vap
Enclosure

NATIONAL TRANSPORTATION SAFETY BOARD

WASHINGTON, D.C.--20591



Safety Information

For Release:

SB 72-25
(202) 426-8787

IMMEDIATE
Monday, April 17, 1972

Office of the Chairman

President Richard M. Nixon has nominated William R. Haley, Legislative Assistant to Senator John Sherman Cooper (R) of Kentucky for a five-year term as a Member of the National Transportation Safety Board.

Mr. Haley replaces Board Member Oscar M. Laurel who has been serving on an interim basis since his term expired on December 31, 1971.

For over eight years he served as Legislative Assistant to Senator Cooper, and during the year 1966, Mr. Haley acted as Minority Counsel to the Republican members of the Senate Public Works Committee. He is a graduate of Princeton University, A.B., 1945, and of the Harvard Law School, LL.B., 1948, and is a member of the Bar of the District of Columbia.

Prior to serving with Senator Cooper, Mr. Haley, was in private law practice and an attorney with the International Division of the Mobil Oil Company, New York City. During the period 1955 to 1959, he was staff attorney first with the Federal Trade Commission, and then with the Securities Exchange Commission. He has lectured on Anti-trust law and S.E.C. practice at St. John's University Law School in New York.

He is married to the former Marguerite Jamieson of Toledo, Ohio. They have two children, Amelia, age 5, and Hutchinson, age 4.

#####

April 28, 1975

*Personal -
(Gen'l)
Harrop
Wm*

MEMORANDUM FOR:

KEN LAZARUS

FROM:

PHILIP BUCHEN

SUBJECT:

Nomination of Wm. Harrop

Attached is a duplicate of a letter sent to Secretary Kissinger which came addressed to me. I see another copy went to Don Rumsfeld, in addition to its going to the Attorney General, etc.

Kindly check the personnel file on this nominee and suggest what, if any, action we should take in regard to the charges made.

Attachment



Personal Appointments
Hatfield,
Dale

Thursday 1/8/76

12:25 Abbott Washburn called to say that the matter with Dale Hatfield has had a happy ending and they have a green light on it. Your call to Doug Bennett helped a lot. They have been able to work everything out and won't have to send anything to Cong. Moss.

He wanted to thank you again for all your help.



Thursday 1/8/76

12:25 Abbott Washburn called to say that the matter with Dale Hatfield has had a happy ending and they have a green light on it. Your call to Doug Bennett helped a lot. They have been able to work everything out and won't have to send anything to Cong. Moss.

He wanted to thank you again for all your help.

Noted



John Moss
1924
Curtis

Don Hatfield

Phil
it's a
0021



WITHDRAWAL SHEET (PRESIDENTIAL LIBRARIES)

FORM OF DOCUMENT	CORRESPONDENTS OR TITLE	DATE	RESTRICTION
Report	Biographical information related to Dale Norval Hatfield, 1 page (part of document case for note written on January 8, 1976)	ND	C

File Location:

Philip Buchen Files, Box 40, Folder: "Personnel - Presidential Appointments by Name, H - J" SMD - 1/27/2016

RESTRICTION CODES


- (A) Closed by applicable Executive order governing access to national security information.
(B) Closed by statute or by the agency which originated the document.
(C) Closed in accordance with restrictions contained in the donor's deed of gift.

DALE N. HATFIELD

Dale N. Hatfield was born in Dayton, Ohio, February 9, 1938. He graduated from Case Institute of Technology (now part of Case-Western Reserve University) in June 1960 with a B.S. degree in Electrical Engineering. He attended Purdue University and received an M.S. degree in Industrial Management in August 1961. Since receiving the M.S. degree, Mr. Hatfield has completed graduate-level courses in Operations Research, Mathematics, Business, Systems Engineering, Communications, and related fields.

Mr. Hatfield started as a Production Engineer with Stewart-Warner Electronics in Chicago, Illinois, and subsequently was promoted to Assistant Chief Inspector. In 1963, he joined the Institute for Telecommunication Sciences as an Electronic Engineer. He was involved in three major endeavors: (1) the U.S. Navy's SS-267 Program, (2) the development of a computer-based service to supply timely forecasts of radio conditions and (3) the U.S. Coast Guard's National Data Buoy Project. Mr. Hatfield was the project leader for the latter and also during that time served as general consultant to the USCG Office of Communication on a contract status.

In 1971, he was promoted to Acting Chief of the Electromagnetic Compatibility Analysis and Development Group, where he was involved in establishing a program in support of spectrum management for the Office of Telecommunications Policy (OTP). In late 1971, he joined the Policy Support Division (PSD) of the Office of Telecommunications as a Senior Analyst, and was subsequently promoted to Deputy Chief of the Boulder detachment. In PSD, he had directed major studies in the domestic satellite, common carrier, land mobile radio, and disaster warning areas in support of OTP. In 1974, Mr. Hatfield transferred to the Office of Studies and Analysis at OTP where he became Deputy Chief of that newly established Office. In 1975, he moved to the Office of Plans and Policy at the Federal Communications Commission where he was engaged primarily in mobile radio, common carrier and spectrum management activities. In September of 1975, Mr. Hatfield was named Acting Chief of the Office of Plans and Policy.



CONFIDENTIAL MEMORANDUM

TO: WHITE HOUSE PERSONNEL OPERATION

FROM:

SUBJ: APPOINTMENT CLEARANCE REQUEST

CLEARANCE REQUESTED - ☐ FBI ☐ HILL ☐ FIELD

WHPO USE ONLY

FULL NAME	SSN
GRADE/LEVEL AND TYPE OF APPOINTMENT	APPOINTMENT DATE (WHPO Use Only)
DEPARTMENT OR AGENCY	CITY AND STATE
POSITION TITLE	

Enter below the following specific information:

Political Affiliation _____

Voting Address _____

Mailing Address _____

Ethnic Background _____ Sex _____

Date and Place of Birth _____

New position _____ or replacing _____

who is _____

NOTE: Also attach completed, up-to-date and legible Standard Form 171 (Application for Federal Employment).

RECOMMENDED BY _____

SIGNATURE OF SUBMITTING OFFICIAL	TITLE	DATE
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CONFIDENTIAL CLEARANCE PROCESSING FORM FOR CERTAIN EXCEPTED POSITIONS

Candidates Name: _____ Position: _____ Grade: _____

Type of Appointment: _____ Department/Agency: _____ Registration: ⁽¹⁾ _____

SECURITY CLEARANCE:

Clearance Granted, if any: _____ Date: _____ Type of Investigation: _____

Investigating Agency: _____

CONGRESSIONAL CONCURRENCES: (State & District of Candidate's Registration or Domicile)

Senator _____ Date: _____ Remarks: _____

Senator _____ Date: _____ Remarks: _____

Representative: _____ Date: _____ Remarks: _____

(Ranking GOP Members on Appropriations Subcommittees (A) and Legislative (L) Committees)

Senator (A) _____ Date: _____ Remarks: _____

Senator (L) _____ Date: _____ Remarks: _____

Representative (A) _____ Date: _____ Remarks: _____

Representative (L) _____ Date: _____ Remarks: _____

STATE CONCURRENCES:

State GOP Contact _____ Date: _____ Remarks: _____

other Key Contact _____ Date: _____ Remarks: _____

This form was completed and/or approved by: _____ date: _____

This form was approved by: _____ date: _____

(1) If registration is other than Republican, attached a full, detailed explanation of the reasons for the proposed action.

THE WHITE HOUSE
WASHINGTON

July 16, 1976

MEMORANDUM FOR: DOUGLAS BENNETT

FROM: PHILIP BUCHEN *P.*

Attached is a letter to me from Judge Healey of the Family Court of Rhode Island together with his enclosures which are probably duplicates of material you already have.

My impression of this gentleman when I met him was very good, and I hope he can be given favorable consideration for the position in question.

Attachment

THE WHITE HOUSE

WASHINGTON

July 16, 1976

Dear Judge Healey:

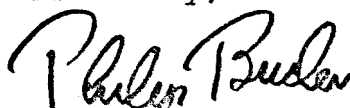
Upon receiving your letter of July 9, I have conveyed to the Director of Presidential Personnel your interest in the National Advisory Commission for Juvenile Justice.

The letters sent to the President by the Mayor of Rhode Island and by Members of the Rhode Island Congressional Delegation would have been referred to this office, and I know this material will be given careful consideration.

I thank you for your kind comments about the meeting we had when you and John Steketee were together in my office.

Very best wishes.

Sincerely,

A handwritten signature in dark ink, appearing to read "Philip W. Buchen". The signature is fluid and cursive, with the first name "Philip" being the most prominent.

Philip W. Buchen
Counsel to the President

The Honorable Edward V. Healey, Jr.
Associate Justice
Family Court of Rhode Island
Providence, Rhode Island

Family Court of Rhode Island

Providence

RD V. HEALEY, JR.
OCIATE JUSTICE

July 9, 1976

Mr. Philip W. Buchen
Counsel to the President
The White House
Washington, D. C.

Dear Mr. Buchen:

Last year you were very gracious to allow me and Judge John Steketee a few minutes of your most valuable time. I shall never forget the experience because, as you recall, the night before the "Mayaguez Incident" occurred.

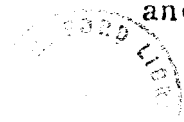
Since that time, Judge Steketee has been most generous in recommending my name to you for a possible appointment to the Federal Bench. However, I hasten to advise you that even assuming that I might be in the zone of consideration, I would not be in a position to accept the appointment because of the financial implications regarding my personal judicial retirement in Rhode Island. Also, my strong interest is in the area of juvenile justice.

The President will be appointing or reappointing members on the National Advisory Commission for Juvenile Justice in the very near future. I would certainly be pleased if I could be considered for such an appointment. I have written to the Rhode Island Congressional delegation, all of whom are members of the Democratic party, and they have graciously endorsed my candidacy.

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Mr. Philip W. Buchen

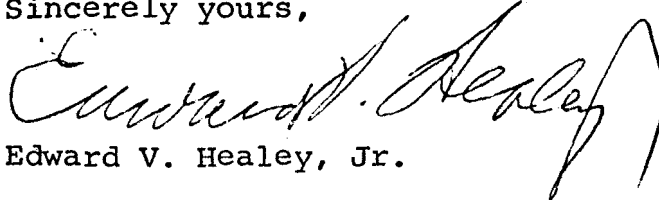
- 2 -

July 9, 1976

In addition, Mayor Cianci, who will head the Rhode Island GOP Convention to Kansas City, has given me a warm endorsement.

I certainly would appreciate any support you could give me in this matter.

Sincerely yours,



Edward V. Healey, Jr.

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und

Hermann
J. Ann

MEMORANDUM

September 13, 1974

TO: Frank Pagnotta
FROM: Jay French

The enclosed resume is from a young lady whom I personally know. She is very bright and able and I urge your consideration.



MEMORANDUM

September 13, 1974

TO: White House Personnel Office
FROM: Jay French

The enclosed resume is from a young lady whom I personally know. She is very bright and able and I urge your consideration.



6900 Barrett Lane
Bethesda, Maryland 20014

September 10, 1974

Mr. Jay French
Office of the Legal Counsel
to the President, Mr.
Philip W. Buchen
The White House
Washington, D. C.

Dear Jay:

Pursuant to your conversation with my
mother, I am enclosing herewith my resume for your
perusal.

Any consideration which you could afford
my application for employment would be greatly appre-
ciated.

Sincerely,

Jo Ann Hermann

Jo Ann Hermann

Enclosure



Jo Ann Hermann
6900 Barrett Lane
Bethesda, Maryland 20014
652-8699

Personal Data:

Birth: 9/16/50
Health: Excellent
Height: 5'7" Weight: 120 lbs.

Education:

Ohio Wesleyan University (1968-1972)
Delaware, Ohio 43015

B.A. in Political Science; minor in Sociology and Psychology
Activities: Co-Chairman, Ohio Wesleyan Mock National Convention 1972
Member, Delta Gamma National Fraternity
Special Honors: Dean's List

Walt Whitman High School (1965-1968)
Bethesda, Maryland 20034

ITT Business Institute (August - September 1972)
Bethesda, Maryland 20014

Experience

June 20, 1973 to July 18, 1974:

Secretary to U.S. and French tax consultants, Arthur Andersen International, Paris, France. General secretarial duties including typing and shorthand; assist in the preparation of U.S. and French tax returns and TVA returns; translation of French reports and letters into English; review, revision and final approval of all reports and letters written in English by French tax managers; preparation of client billings.

October 20, 1972 to June 1, 1973:

Assistant to the Executive Secretary, Cost of Living Council, Washington, D.C. It was my responsibility to perform a variety of administrative tasks and special projects in support of the Office of Executive Secretariat: research, analysis, and preparation of various studies and reports to be used by my superiors; coordination and preparation of materials for Cost of Living Council Cabinet-level meetings; liaison between CLC Cabinet members and Office of Executive Secretariat.

September 19, 1972 to October 19, 1972:

House of Representatives Committee on the Judiciary, Washington, D. C. I was employed in a research and secretarial position. It was necessary for me to be fully informed, through extensive research, of the major aspects of House bills, acts, and reports emanating from the Judiciary Committee, and to respond to Congressional office inquiries regarding particular points of those bills.

June to September, 1971:

Member of staff, Office of Senator Charles McC. Mathias, Jr. (R-Md), Washington, D. C. My particular area of concentration was in the division of Maryland Projects and Employment where I acted as a liaison between residents of Maryland and the government agencies, both on the state and federal levels. It was my responsibility to answer constituent correspondence, indirectly through letters, and personally, in an attempt to assist them with various problems.

June to September, 1970:

Intern in the Office of Senator Charles McC. Mathias, Jr. (R-Md). As an intern, it was to my advantage to be delegated various duties within the office to broaden my understanding of the functions performed in a Congressional Office. My duties consisted of researching legislation, answering constituent correspondence, typing, and greeting constituents.

August, 1968:

Page in the Republican National Convention.

May, 1968:

Page in the Federation of Republican Women's National Biennial Convention.

References: furnished upon request.

Special abilities: investigative research; public communications; fluent in the French language; knowledge of German; typing, 60 w.p.m.; speedwriting, 90 w.p.m.; dictaphone; magcard machine; calculator and adding machine.

Personnel

Pres. appts.

Hodson

Gen

Friday 3/7/75

4:50 Doug Metz was wondering if you might be able to check on the possibility of Gen. Hodson's appointment to the Court of Military Appeals. Apparently there must be some question of whether he qualifies as a civilian.

There is a big head of steam -- lot of people sending in letters of support. Friends have been quite vocal in his behalf. He doesn't want them to go to bat for him if he isn't qualified.

Mr. Metz said the General is excellent and wondered if you could inquire as to his status.



DOMESTIC COUNCIL COMMITTEE ON THE RIGHT OF PRIVACY
WASHINGTON, D.C. 20504

August 23, 1974

To: Phil

From: Doug

Subject: Gen. Kenneth Hodson

General Hodson's name has been advanced for the vacancy of Chief Judge, U. S. Court of Military Appeals.

The nominee, Hodson's Commission Chairman Judge Christian, withdrew his name because he did not want to move to Washington. Christian recommends Hodson.

Hodson, although a former Army career officer, is retired and probably meets the statutory requirement that the Court's judges come from "civilian life".

Hodson is also a principal architect of the Uniform Code of Military Justice and should receive ~~favorable~~ favorable consideration by those responsible for the nomination.

Doug



*Personnel Pres.
appts.*

*Hoguet,
Peter*

January 22, 1975

Dear Mr. Hoguet:

Following receipt of your letter of December 19, I did express to the Director of the White House Personnel Office your interest in becoming a member of the U.S. Railway Association. Earlier I had passed on to the White House Personnel office the folder you had prepared concerning your background, which you had sent me in September.

Undoubtedly, when you are again in the city, I shall be seeing you at the University Club.

Sincerely yours,

Philip W. Buchen
Counsel to the President

Mr. Peter W. Hoguet
Attorney and Counselor at Law
15 West 55th Street
New York, New York 10019

PWBuchen:ed



THE WHITE HOUSE
WASHINGTON

Eva:

Pass on to Bill Walker,
keeping copy of
letter only for me
to acknowledge.

P.
material
sent to
Walker

12/30/74



B
120

PETER W. HOGUET
ATTORNEY AND COUNSELOR AT LAW
15 WEST 55TH STREET
NEW YORK, N. Y. 10019
(212) 765-6436

December 19, 1974

Honorable Philip Buchen, Esq.
Counselor to the President
The White House
Washington, D. C.

Dear Mr. Buchen:

I met you briefly at the White House and more recently a few times at the University Club and I hope you don't think it presumptuous of me in writing to you.

I am interested in the possibility of becoming a director on the U. S. Railway Association Board of Directors.

I have been recommended as a nominee for director by several organizations representative of shipping interests including large and small shippers.

I am writing to you as I want your office to have a record of my interest in the position and to ask if you ^{would} be kind enough at the appropriate time to endorse my candidacy.

I would appreciate it very much if you would assist me in this connection and if possible recommend my nomination for a directorship on the Board of the U. S. Railway Association to those processing this matter.

Looking forward to seeing you in Washington and thank you for your kindness in this matter.

Sincerely yours,

Peter W. Hogue
Peter W. Hogue

PWH:dc

THE WHITE HOUSE

WASHINGTON

March 2, 1976

See App. 12/10/75
Holm, Jeanne

MEMORANDUM FOR: JIM CONNOR
FROM: PHIL BUCHEN *P.W.B.*
SUBJECT: Waiver of Conflict of Interest
and Security Investigation for
Purposes of Announcement --
Special Assistant to the President
for Women

As I understand it, the President wishes to announce his intention to appoint Jeanne Holm to be Special Assistant to the President for Women.

This is to grant a waiver of the normal procedures requiring a conflict of interest and security clearance prior to announcement.

cc: Bill Baroody
Doug Bennett

Handwritten circular stamp, partially legible, possibly "RECEIVED" or similar.

THE WHITE HOUSE
WASHINGTON

March 2, 1976

MEMO FOR: PHIL BUCHEN
FROM: KEN LAZARUS *KL*

Jim Connor requested the attached waiver (for purposes of announcement) of conflicts and security on Jeanne Holm, who will be Special Assistant to the President for Women.

I see no problem in your granting approval of the request. Jeanne retired recently as a Major General in the Army and thus has received the highest levels of clearance. Additionally, I have spoken with her regarding her personal financial situation and have been advised that her only holdings are in mutual funds which do not raise any possibility of a conflict.

Connors has asked that the waiver be made available today.

Attachment

THE WHITE HOUSE
WASHINGTON
November 3, 1975

Personnel
Houghton,
Amory III

Dear Monroe:

Thank you for your letter recommending Mr. Amory Houghton, III, for employment at the White House.

As you are aware, the President has recently directed that the size of the White House staff be reduced during FY 1976. While it is not possible, therefore, to predict what positions may be available this year, I have forwarded his resume to the Presidential Personnel Office for appropriate reference in the event vacancies do arise. Your recommendation is most appreciated.

With best wishes,

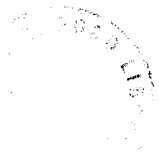
Sincerely,



Philip W. Buchen
Counsel to the President

Mr. Monroe Leigh
The Legal Adviser
Department of State
Washington, D. C. 20520

cc: Doug Bennett



Albert F. Howard

THE WHITE HOUSE
WASHINGTON

February 25, 1975

MEMORANDUM FOR:

PHILIP BUCHEN

FROM:

WILLIAM N. WALKER *W. Walker*

SUBJECT:

Appointment of Albert F. Howard
to be a Member of the National
Mobile Home Advisory Council

In response to your memorandum of February 6th, my office has been in touch with the office of the Secretary of Housing and Urban Development. Dick McGraw, the Executive Assistant in that office, is aware of our interest in Mr. Howard and should there be any problem in securing an appointment for Mr. Howard, he will notify us immediately. He does not expect a problem.

Foremost[®]
INSURANCE COMPANY
P.O. BOX 2450
5800 FOREMOST DRIVE, S.E.
GRAND RAPIDS, MICHIGAN 49501
(616) 942-3553

Robert J. Shipman
General Counsel

Mr. Philip W. Buchen
Counsel to the President
The White House
Washington, D.C.

Dear Mr. Buchen:


The Chairman of our Board, Mr. Edward J. Frey, has informed me of his correspondence to you relating to our desire to have Mr. Albert F. Howard, an employee of our Company, appointed a member of the National Mobile Home Advisory Council.

We appreciate your forwarding our request to the Director of the Office of Presidential Appointments and the assistance you have given us in this matter.

If we can provide you with any other information relative to this appointment, please call on me.


Again, thank you for your assistance.

Yours truly,


Robert J. Shipman
General Counsel

RJS:mhf

CC: Mr. Edward J. Frey



THE WHITE HOUSE
WASHINGTON

Howard
Albert
F

February 6, 1975

MEMORANDUM FOR:

WILLIAM WALKER

FROM:

PHILIP BUCHEN *P.W.B*

SUBJECT:

Appointment of Albert F. Howard
to be a Member of the National
Mobile Home Advisory Council

Attached is correspondence on this subject sent to me by Mr. Edward J. Frey, Chairman of the Union Bank and Trust Company in Grand Rapids. Mr. Frey is a very close friend of the President and also a substantial stockholder in Foremost Insurance Company of which Mr. Howard is an Executive.

I know the President would appreciate your seeing that this information is called to the attention of the Acting Secretary of HUD and if the appointment is made, the new Secretary.

Attachment

THE WHITE HOUSE
WASHINGTON

Howard
Albert F

February 6, 1975

Mr. Edward J. Frey
Chairman
Union Bank and Trust Company
National Association
200 Ottawa N. W.
Grand Rapids, Michigan 49502

Dear Ed:

As I indicated over the telephone, I was pleased to get copies of your letter about the qualification of Mr. Albert F. Howard to be a member of the National Mobile Home Advisory Council under HUD.

As you know, James T. Lynn is now over here in the White House as Director of the Office of Management and Budget. However, I have passed your letter on to the Director of the Office of Presidential Appointments so that he can be sure the recommendation gets attention of the proper people in HUD.

Again, many thanks for being willing to help on the other matter we discussed, and I shall look forward to hearing from you on any new developments

Sincerely,



Philip W. Buchen
Counsel to the President

cc: Mr. William Walker

UNION BANK AND TRUST COMPANY

NATIONAL ASSOCIATION
230 OTTAWA N.W.,
GRAND RAPIDS, MICHIGAN 49502

EDWARD J. FREY
Chairman

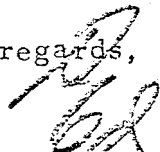
January 28, 1975

Mr. Philip Buchen
The White House
Washington, D. C. 20500

Dear Phil:

We are in the process of developing the information you and I discussed last week. I had occasion to visit with Jack Stiles on the phone this morning while he was in Grand Rapids and we plan to have a personal visit in the near future.

Enclosed are copies of letters which are self explanatory. Foremost Insurance Company is, as you know, a personal interest of mine. We would like to have Mr. Albert F. Howard be a member of the National Mobile Home Advisory Council under HUD.

Best regards,


EJF:jc
encl.

Foremost
INSURANCE COMPANY
P O BOX 2450
5330 FOREMOST DRIVE, S.E.
GRAND RAPIDS, MICHIGAN 49501
(516) 942-3553

Robert J. Shipman
General Counsel

January 27, 1975

The Honorable James T. Lynn
Secretary of Housing and Urban Development
HUD Building
451 Seventh Street S.W.
Washington, D.C. 20410

Re: PL 93-383 - Housing and Community Development
Act of 1974 and National Mobile Home
Advisory Council

My dear Mr. Secretary:

As you know, the Housing and Community Development Act of 1974 provides under Title VI that you have the opportunity and responsibility of establishing construction and safety standards for mobile homes. As you also know, the Act provides you with assistance in this respect by granting you the power to appoint a twenty-four member National Mobile Home Advisory Council.

Foremost Insurance Company has been in the insurance business since 1952 and is presently the nation's leading specialty insurer of mobile homes.

We would appreciate your consideration of our request that a member of our Company be appointed to the National Mobile Home Advisory Council. As an insurer of mobile homes, our Company has been involved in considerable work over the years involving loss prevention and safety studies which have led to many changes which we feel have benefited our policy holders and our Company in attempting to minimize casualty losses of mobile homes. Our Company claim files also contain much valuable information on the cause of casualty losses which have been invaluable to us corporately and which we would be happy to share in possible future Advisory Council work.



The Honorable James T. Lynn (2)
January 27, 1975

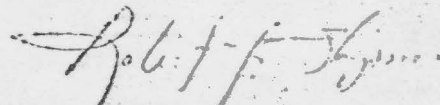
We have also considered who in our Company would be best qualified to work on the Advisory Council if you saw fit to favorably honor our request. We would tender the name of Albert F. Howard as our Foremost Insurance Company representative. Mr. Howard has been in the insurance business for some twenty-seven years and has worked in most facets of the insurance business. For the past thirteen years he has devoted a considerable amount of his corporate time to loss prevention in the mobile home area.

Although Foremost is probably better known for its work in the area of wind loss prevention and the development of a tie-down and anchoring system for mobile homes, we also have and are continuing to study losses caused by fire and other perils.

I am enclosing our Legislative Kit on Tie-Downs which, to a large extent, has been the impetus for passage of many state laws requiring the anchoring of mobile homes. I am also forwarding a copy of a booklet entitled "Centennial Corporation History & Philosophy", which will give you some insight into our Company and other companies in our corporate system.

We thank you for consideration of our request, and if appointed, we pledge to do our utmost toward reaching the legislative goals as expressed in the Act. If I can answer any questions relating to our Company or this request, please let me know.

Yours truly,



Robert J. Shipman
General Counsel

RJS:mhf
Encls.



January 27, 1975

FILE COPY --

This letter sent to Michigan senators
and representatives

Re: PL 93-383 - Housing and Community Development Act of 1974
and National Mobile Home Advisory Council

Dear Sir: (or Dear Senator)

The Housing and Community Development Act of 1974 provides under Title VI that the Secretary of HUD has the responsibility of establishing construction and safety standards for mobile homes. The Act also provides that the Secretary shall receive assistance in establishing such standards by the appointment of a 24-member National Mobile Home Advisory Council.

As you know, Foremost Insurance Company has been in the insurance business since 1932 and is presently the nation's leading specialty insurer of mobile homes.

We have recently written to the Secretary of Housing and Urban Development, Secretary Lynn, and requested he favorably consider the appointment of a representative of our Company on the Mobile Home Safety Council. We would appreciate your support of our efforts in this respect. As an insurer of mobile homes, our Company has been involved in considerable work over the years involving loss prevention and safety studies which have led to many changes which we feel have benefited our policyholders and our Company in attempting to minimize casualty losses of mobile homes. Our Company claim files also contain much valuable information on the cause of casualty losses which have been invaluable to us corporately and which we would be happy to share in possible future Advisory Council work.

We have also considered who in our Company would be best qualified to work on the Advisory Council if Secretary Lynn saw fit to favorably honor our request. We would tender the name of Albert F. Howard as our Foremost Insurance Company representative. Mr. Howard has been in the insurance business for some twenty-seven years and has worked in most facets of the insurance business. For the past thirteen years, he has devoted a considerable amount of his corporate time to loss prevention in the mobile home area.



January 27, 1975

Page Two

Although Foremost is probably better known for its work in the area of wind loss prevention and the development of a tie-down and anchoring system for mobile homes, we also have and are continuing to study losses caused by fire and other perils.

I am attaching our Legislative Kit on Tie-Downs which, to a large extent, has been the impetus for passage of many state laws requiring the anchoring of mobile homes. I am also forwarding a copy of a booklet entitled "Centennial Corporation History & Philosophy" which will give you some insight into our Company and other companies in our corporate system.

We thank you for your consideration of our request and we appreciate anything which you can do which would aid us in having a representative appointed to the Council. If appointed, we pledge to do our utmost toward reaching the legislative goals as expressed in the Act. We appreciate your assistance in this matter.

Yours truly,

Robert J. Shipman

RJS/ljo



THE WHITE HOUSE

WASHINGTON

*Howlett
R. B.*

December 17, 1975

MEMORANDUM FOR: DOUG BENNETT

FROM: PHIL BUCHEN *P.*

SUBJECT: Robert Howlett for Chairman
of the Federal Services
Impasses Panel

Attached is a letter written to me by Robert Howlett who is a friend of mine and the President from Grand Rapids.

I believe he is well qualified to fill the position he seeks. Also, I should report that he has been an active Republican and at one time was Chairman of the Kent County Republican Committee.

I would appreciate your responding to this letter.

Attachment

*Howlett
R. B.*

June 18, 1975

*Pres.
Pers.
(Gen'l)
Hummer
Lucy*

Dear Mr. Obenshain:

Regarding your letter of June 4, I regret to say that we do not have an opening in our office for Ms. Lucy Hummer. However, in the event that Ms. Hummer is interested in being considered for some other position within the White House or elsewhere in the Administration, I suggest she submit her credentials to Mr. Douglas Bennett who is the new Director of the Office of Presidential Personnel.

I appreciate your interest in proposing Ms. Hummer for consideration.

Sincerely,

Philip W. Buchen
Counsel to the President

Mr. Richard D. Obenshain
Co-Chairman
Republican National Committee
310 First Street, Southeast
Washington, D. C. 20003



THE WHITE HOUSE
WASHINGTON

March 19, 1975

Personnel
General
Hunter
John W

MEMORANDUM FOR: WILLIAM N. WALKER

FROM: PHILIP W. BUCHEN *P.W.B*

The resume of John W. Hunter is referred to your office for appropriate handling. I have taken the liberty of acknowledging his letter.

CRS LIT

THE WHITE HOUSE

WASHINGTON

March 19, 1975

Dear Mr. Hunter:

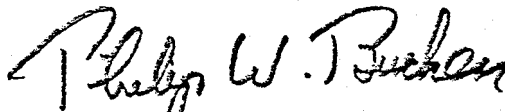
I have received your letter of March 17, 1975, inquiring about a position on the White House Counsel's staff. You may be sure that I appreciate very much your offer to help in President Ford's Administration.

My associates and I examined your background statement carefully. You have certainly acquired an excellent record of experience since your graduation from law school.

Our staff is small and it has been organized to blend and balance several areas of special expertise and experience. Unfortunately, at this time we do not have any positions open. I am taking the liberty of turning your papers over to those at the White House who will have continuing responsibility for personnel requirements. Also, I will keep your papers on file in my office in the event a position does become available.

Your offer to assist President Ford is very greatly appreciated.

Most sincerely yours,

A handwritten signature in dark ink, reading "Philip W. Buchen". The signature is fluid and cursive, with the first name "Philip" written in a larger, more prominent script than the last name "Buchen".

Philip W. Buchen
Counsel to the President

Mr. John W. Hunter
5421 Long Boat Court
Fairfax, Virginia 22030

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
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FOLDER TITLE Personnel - Presidential Appointments
by Name, F-Z

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WITHDRAWING ARCHIVIST LET

THE WHITE HOUSE
WASHINGTON

June 28, 1975

*Pres.
Appointments
J. Hansen
H. Long*

Dear Cap:

Enclosed is a copy of a letter sent by Congressman Frank Horton to Dr. Leon Jacobs of the National Institutes of Health.

If it is appropriate, I would appreciate your assistance in bringing this letter to the personal attention of those persons involved in the appointment of the Director of the National Institute of Dental Research.

I would appreciate hearing from you as to the status of the appointment process for this position and when it is likely to be filled.

Sincerely yours,

Phil

Philip W. Buchen
Counsel to the President

Honorable Caspar W. Weinberger
Secretary
Department of Health, Education and Welfare
Washington, D. C.

Enclosure

RECEIVED
JUL 1 1975

FRANK HORTON
U.S. REPRESENTATIVE
34TH DISTRICT OF NEW YORK

COMMITTEE:
GOVERNMENT OPERATIONS
RANKING MINORITY MEMBER

DAVID A. LOVENHEIM
ADMINISTRATIVE ASSISTANT

Congress of the United States
House of Representatives

Washington, D.C. 20515

May 15, 1975

WASHINGTON OFFICE:
2229 RAYBURN BUILDING
WASHINGTON, D.C. 20515
(202) 225-4916

DISTRICT OFFICES:
314 FEDERAL BUILDING
ROCHESTER, NEW YORK 14614
(716) 263-6270

WAYNE COUNTY OFFICE BUILDING
LYONS, NEW YORK

Dear Dr. Jacobs:

This is to follow-up your conversation with my Administrative Assistant, Dave Lovenheim, concerning my strong endorsement of Dr. Erling Johansen for the position of Director of the National Institute of Dental Research.

As the Representative in Congress from Rochester, New York and as one who has taken a very strong interest in Federal programs to assist medical and dental education and research, it was my privilege to meet Dr. Erling Johansen many years ago during one of my frequent visits to the University of Rochester School of Medicine and Dentistry. At that time, administration budget proposals posed a serious threat to many bio-medical and dental research and education programs. I arranged to participate in a day-long seminar with the top professors and practitioners in various medical fields involved with the Medical School to learn more about the impact of these budget proposals on the University of Rochester and on the national health research establishment. It was during this day-long meeting that I met Dr. Erling Johansen and listened to his most outstanding presentation in behalf of the research programs and needs not only of the School of Dentistry but of the entire bio-medical research profession in the Country. At the end of that session, I made it a point to speak with Lowell Orbison, the Dean of the Medical School, to urge that he and Dr. Johansen, among all the professors I met with that day, come to Washington to testify before the Rogers Subcommittee of the House Commerce Committee on the need for continuation of bio-medical research and education programs.

They took my suggestion and a few weeks later, I was privileged to appear before Congressmen Paul Rogers and Jim Hastings and the other members of the Subcommittee side-by-side with Dr. Johansen and Dr. Orbison. Much as I had been impressed by Dr. Johansen's presentation to me in Rochester, I was even more impressed with his spokesmanship and advocacy in the field of medical and dental research before the Subcommittee that morning.

Since that time, I have had many further meetings with Dr. Johansen and have come to think of him as perhaps the outstanding spokesman in this field I have met during 13 years in the U.S. Congress. I am neither a

dentist nor a dental researcher, so it is not my place to judge the caliber of the academics or the research work which Dr. Johansen has accomplished over the years. However, as one who has participated in decisions to appoint many professionals to government posts, I am duly impressed by the contents of his curriculum vitae, a copy of which is enclosed.

My reason for writing this letter is my strong feeling that the Director of the National Institute of Dental Research, like the directors of the other health institutes, must be a capable spokesman and advocate for his field both within and outside government in addition to being an able judge and stimulator of dental research, projects and professional. In my judgment, Dr. Johansen meets this qualification in an outstanding fashion.

I want to emphasize that my endorsement of Erling Johansen for this position does not arise from the fact that I represent Rochester as a Member of Congress nor from any desire to inject a political element into your decision. Rather, I feel that my personal contact and experience with this man qualifies me to make this contribution to your decision-making process on a personal and professional basis.

With very best wishes,

Sincerely,



Frank Horton

Dr. Leon Jacobs, Chairman
Search Committee and Associate Director
for Collaborative Research
National Institutes of Health
U.S. Public Health Service
Building 1, Room 103
Bethesda, Maryland 20014

cc: Mr. James Cannon
cc: Dr. Theodore Cooper
cc: Dr. John C. Greene
cc: Hon. James Hastings
cc: Hon. Jacob Javits
cc: Hon. Nelson Rockefeller
cc: Hon. Paul Rogers