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THE WHITE HOUSE
WASHINGTON

February 5, 1975

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: RON NESSEN

FROM: JERRY H. JOHNSON

The following notation was returned in the President's outbox to you:

-- I called Jerry Greene per your suggestion. Very grateful but he asked about his request with Jim W. for an interview with N.Y. Daily News. What could I say -- except I'll talk with Ron. See what trouble "a little old phone call" got.

Please follow-up with the appropriate action.

Thank you.

cc: Don Rumsfeld

February 6, 1975

MEMORANDUM FOR:

JERRY JONES

FROM:

LOU THOMPSON

Request White House Staff mess tray service for Carol Montague who has replaced Judith Ann Haugh in our office. Judith Ann was on the access list and is now in the EOB working for Paul Thais. This action does not add anyone to the list but replaces Carol for Judith Ann.

Thank you.

LT/pp



February 7, 1975

MEMORANDUM FOR:

JERRY JONES

FROM:

RON NESSEN

I understand you have asked my office to look into the possibility of taking over once again the responsibility for answering public telephone inquiries, a responsibility that was recently delegated to Bill Baroody's Office of Public Liaison. I understand, also, that you are willing to authorize one additional personnel slot and office space in the EOB to accomplish this.

The responsibility for handling public telephone inquiries belongs to the Office of Public Liaison and is not a Press Office function. The information necessary to respond to some of these queries is released by the Press Office. However, it would be just as much trouble for a person assigned to my office who would be located in the EOB to stay abreast of the latest information developments as it would be for someone in Public Liaison to do the same thing. Additionally, I recently authorized two briefing boxes to be installed in the Public Liaison Office so that those persons handling public phone inquiries could listen to the daily press briefings.

More importantly, I believe that it is essential for Bill Baroody's office to have some feel for public reaction and public interest in the President's programs beyond that which comes from the various organizations with which his office has contact. It is certainly in his interest to know what concerns various citizens around the country, who often call long distance at their own expense to ask for information or express opinions.

In a survey, when my office had this responsibility, we found that each of the three secretaries in Jack Hushen's office took an average of 40 public (non-press) phone inquiries daily. We simply are not staffed to handle this load and at the same time be able to effectively serve the press and the President.



RN:LT:jg

THE WHITE HOUSE
WASHINGTON

February 10, 1975

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR:

RON NESSEN

FROM:

JERRY H. JONES 

Your note to the President of February 7 regarding Maggie Hunter has been reviewed and the following notation was made:

-- Called Saturday. Mrs. F. and I talked to her.

cc: Don Rumsfeld

THE WHITE HOUSE
WASHINGTON

February 12, 1975

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: RON NESSEN

FROM: JERRY H. JONES 

The attached magazines were returned in the President's outbox with the following notation to you:

-- Most interesting. Read the 5th/reminds me of working on the State of the Union.

THE WHITE HOUSE

WASHINGTON

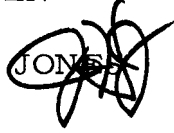
February 12, 1975

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR:

RON NESSEN

FROM:

JERRY H. JONES 

For the record, the following notation was made on your recommended telephone call of December 31 to Alva Chapman:

-- Tried/he had left.

With regard to your recommended telephone call to Joseph McCaffrey, the following notation was made:

-- I did.

(3)

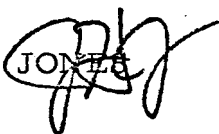
THE WHITE HOUSE
WASHINGTON

February 14, 1975

MEMORANDUM FOR:

RON NESSEN

FROM:

JERRY H. JONES 

The attached material is forwarded for your information and use.

Thank you



THE WHITE HOUSE

WASHINGTON

January 17, 1975

MEMORANDUM FOR: KEN COLE

FROM: KEN LAZARUS *KL*

SUBJECT: Distribution of Information Relating to President's Economic and Energy Programs

You asked me to explore any legal restrictions which may be relevant to the printing and distribution of certain materials elaborating upon the President's economic and energy programs as recently discussed in the State of the Union Message.

Introductory Note

It is anticipated that the packet would include the Message itself, fact sheets and a series of Q and A's.

My understanding of the available avenues of distribution may be summarized as follows:

1. Press: Mailings are routinely made to the approximately 250 largest newspapers and 300 TV stations. Frequently, this list is expanded to cover an additional 1,000 daily newspapers. On rare occasions, mailings are also made to some 5,000 weekly publications.
2. Special Interest Groups: Bill Baroody apparently has compiled a list of some 2,000 special interest groups which have been invited to participate in White House briefings on the subject proposals -- some lesser number will actually participate. I am advised that this list of 2,000 represents but a fraction of potential special interest recipients.
3. State and local government officials: Jim Falk would anticipate a distribution covering approximately 350 state and local government officials.
4. Citizen distributions: The extent to which you are considering distributions to individuals, e. g. RNC mailing lists, is unknown.

Legal Authorities

There are two statutory provisions which bear on the use of appropriated funds in this context. 18 U.S.C. §1913, in pertinent part, provides that:

* * *

"No part of the money appropriated by any enactment of Congress shall, in the absence of express authorization by Congress, be used directly or indirectly to pay for any personal service, advertisement, telegram, telephone, letter, printed or written matter, or other device, intended or designed to influence in any manner a Member of Congress, to favor or oppose, by vote or otherwise, any legislation or appropriation by Congress, whether before or after, the introduction of any bill or resolution proposing such legislation or appropriation . . ."

* * *

In addition, a direct appropriation restriction is found in the Treasury, Postal Service, and General Government Appropriation Act of 1974, (Pub. L. 93-143) which includes the appropriations for the White House Office of the President. Section 607(a) of Title VI of that Act states:

* * *

No part of any appropriation contained in this or any other Act, or of the funds available for expenditure by any corporation or agency, shall be used for publicity or propaganda purposes designed to support or defeat legislation pending before Congress.

* * *

Provisions similar to Section 607 have been attached to appropriation acts since 1951. These provisions clearly signify Congressional sensitivity to the use of appropriated funds to pay for lobbying activities of government officials.

The distinction between the President's responsibility to inform the public regarding his legislative programs, for which appropriated funds may be used, and proscribed lobbying activities is difficult to draw. Generally, the transformation from "information and explanation" to "publicity and propaganda" would occur at the point where an honest evaluation of the activities involved requires the conclusion that the activities are primarily designed to influence Congress with respect to specific legislation under consideration.

Discussion

In applying the standards noted above to the situation at hand, the following distinctions can be drawn:

1. It would appear that the bulk of the materials intended for distribution relate not to Presidential action but to proposals for legislative action. Therein lies the basic rub. In order to contain the effort within the "information and explanation" function as opposed to "publicity and propaganda", your efforts should be carefully circumscribed.
2. As a general rule, you would be operating within the "information and explanation" function in responding to any express or implicit inquiry for elaboration on the President's proposals. Clearly unsolicited mailings (other than distributions to the media) would tend to draw your effort outside permissible boundaries.
3. Quantitative distinctions, although not very helpful, have also been made. Although evidence of an actual criminal violation could not be established, Congress has objected to efforts to "saturate public opinion" in favor of particular programs pending in Congress as violating the spirit of the anti-lobbying provision. Investigations of such efforts have been conducted in the past both by the Congress [H.Rept. 2474 (1948) and H.Rept. 3239 (1951)] and by GAO at its request [Hearings Before House Select Committee on Lobbying Activities, 81st Cong. 2d Sess. (1950)].
4. The nature of a group of recipients obviously could be reflective of the intent of the distributor. Thus, a mailing to a group of Washington "representatives" would likely run afoul of the statute.

5. Distributions to the media would clearly appear to be authorized, assuming the scope of the distribution is not extraordinary and is not based on any prior commitments which may have been received.

6. Obviously, in any distribution that is made, readers should not be asked to communicate with Congress to support the President's program.

Recommendations

Based upon the foregoing discussion, it is my opinion that appropriated funds could be used to cover the costs of printing and distributing an appropriate packet of information to: (1) customary media recipients; (2) the state and local government leaders suggested by Jim Falk; and (3) those special interest groups which explicitly request the material or implicitly indicate an interest in the subject matter by virtue of their attendance at White House briefings.

Beyond these groups, any distributions at public expense would be questionable. Of course, such additional bulk mailings could be relegated to the Republican National Committee. The RNC would have to absorb the costs of printing, envelopes, postage, etc. The documents would be commercially printed. The envelopes could be imprinted with some indication of presidential origin but official White House envelopes paid for from appropriated funds should not be turned over to the Committee.

#

February 19, 1973

MEMORANDUM FOR: JERRY JONES
FROM: Connie Gerrard

Ron Nessen would like to get a copy of

Before The Fall
By Bill Safire

I have contacted Wilbur Jenkins' office about it, and told them I would request it through your office.

Thank you.



February 24, 1975

MEMORANDUM FOR: DON RUMSFELD
VIA: JERRY JONES
FROM: RON NESSEN
RE: Reassignment of and Promotion
for Tom DeCair

You will recall in the initial reorganization of the Press Office staff that I was going to use the position vacated by Jim Holland for an Assistant Press Secretary to Jerry Warren. Initially, I was going to place Larry Speakes in that position and recruit a woman to replace him in Jack Hushen's office. The White House Press Corps was so impressed with the performance of the team of Hushen, Speakes and Roberts and the support they received from them that they requested that Larry remain in his present position.

We then set about to find Jerry an assistant and selected Margita White. As you remember, we got your approval in December to use the Miltich Presidential commission for Margita since we were limited to four commissions. Margita is, therefore, filling the Holland vacancy with the Miltich commission.

Now that Paul is leaving as soon as his clearances are completed, and I am told that the clearance process should be finished around March 1, I want to strengthen Jerry Warren's operation since it is so vital to the successful communication of the President's programs and objectives to the millions of Americans who are influenced by the media not represented at my daily briefing.



Jerry Warren has Margita as his principal assistant. Bob Kelley, as a Staff Assistant, is assisting Jerry principally in the economic area. With Paul Miltich's departure, I am incorporating all of Paul's functions under Jerry Warren -- the News Summary, Press Office Correspondence, the President's briefing book, and the development of fact sheets and Op-Ed pieces. This will allow Jerry Warren as the Deputy Press Secretary for Information Liaison to have full control of all information liaison functions and those related aspects such as the feedback we get from the editors and publishers across the country through the News Summary and Press Office related correspondence.

It is important that we make greater and better use of this feedback in the development of our external communication programs, particularly in the work toward better informing the public of the President's programs and as we enter the campaign. I, therefore, want to assign Tom DeCair to the Miltich vacancy and give him the primary duties of (1) monitoring and improving the News Summary, (2) preparation and coordination of the President's briefing book, (3) coordinating with the Departments and Agencies the development of fact sheets, Op-Ed pieces and letter replies to editors and publishers which will be sent from our office.

Tom is a valuable asset to me, you and the President. His extensive experience in the Press Office, the manner in which he has adjusted to the transition from the previous Administration, and his mature judgment convince me there is no other better qualified person to complete the Warren team. Tom is fully agreeable to this change and desires it. Lou Thompson has picked up most of the functions Tom was performing for me such as the preparation of my briefing announcements, etc.

Tom has requested a salary increase and West Executive Avenue parking. I am assured that he will get the latter. Lou Thompson has talked with David Hoopes and Jerry Jones on the salary increase, and their consensus is that an increase to \$34,500 would be appropriate and commensurate with his level of responsibility. He currently earns \$31,700. The increase is comparable to the salaries earned by John Carlson and Bob Mead of my office.



Request your concurrence in transferring Tom to Jerry Warren's office to fill the Miltich vacancy and to increase his salary to \$34,500, to be effective upon the departure of Paul Miltich. I will hold in reserve the vacancy created by Tom's transfer, and I do not want to lose that position since we have already reduced the Press Office strength by greater than 10 percent.

Approve transfer of Tom DeCair to the
vacancy created by the departure of
Paul Miltich

Approve a salary increase for Tom
DeCair to \$34,500 effective upon the
departure of Paul Miltich

LMT:jg



February 25, 1975

MEMORANDUM **FOR JERRY JONES**

FROM: RON NESSEN

SUBJECT: Memo ~~for~~ the White House Staff from
Ron Nessen re: appointments with
newsmen

I think the deleted paragraph explains WHY the newsmen should wait ~~in~~ the press room. Otherwise, it sounds like I just want ~~the~~ authority to see whoever has a White House appointment.

RN/cg



THE WHITE HOUSE
WASHINGTON

February 25, 1975

MEMORANDUM FOR JERRY JONES

FROM:

RON NESSEN *RHN*

SUBJECT:

Memo for the White House Staff from
Ron Nessen re: appointments with
newsmen

I think the deleted paragraph explains WHY the newsmen
should wait in the press room. Otherwise, it sounds
like I just want the authority to see whoever has
a White House appointment.

appointments
eared to

conver-
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ts with
he Press
mbers
the



THE WHITE HOUSE
WASHINGTON

Date 2/21/75

TO: RON NESSEN
FROM: JERRY H. JONES

The Counsel's Office has recommended that the attached memorandum be changed as indicated before being circulated to the staff. Do you have any problem with this?

*I think the
deleted paragraph
explains WHY the
newsmen should wait
in the press room.
(over)*

THE WHITE HOUSE
WASHINGTON

February 17, 1975

MEMORANDUM FOR THE WHITE HOUSE STAFF

FROM: RON NESSEN *RHN*

SUBJECT: Appointments with Newsmen

It has come to my attention that some newsmen who have appointments to interview members of the White House staff have been cleared to enter and wait in the West Basement. *2 strongly prefer*

~~This places these newsmen in a position to overhear hallway conversations and to observe official but private visitors entering the West Wing.~~

~~Therefore, I suggest~~ that all newsmen who have appointments with White House staff members be cleared to enter and wait in the Press Room. When it is time for the appointment, these press members would then be notified and escorted from the Press Room to the appropriate office.



February 27, 1975

Time:

FOR ACTION: Phil Buchen
Jim Cavanaugh
Alan Greenspan
Bob Hartmann
Ron Nessen
Bill Seidman

cc (for information):

Frank Zarb

FROM THE STAFF SECRETARY

DUE: Date: Thursday, February 27, 1975 Time: 5:00 p. m.

SUBJECT:

Baroody memo (2/21/75) re: Win

ACTION REQUESTED:

- For Necessary Action
- For Your Recommendations
- Prepare Agenda and Brief
- Draft Reply
- For Your Comments
- Draft Remarks

REMARKS:

I suggest the WIN program be allowed to lie a quiet, and unharmed, death.

It was a good idea at the time but was overtaken by events. It has been used to praise him at the President and will continue to be the butt of jokes. RAR

PLEASE ATTACH THIS COPY TO MATERIAL SUBMITTED.

If you have any questions or if you anticipate a delay in submitting the required material, please telephone the Staff Secretary immediately.

Jerry H. Jones
Staff Secretary




THE WHITE HOUSE

WASHINGTON

February 21, 1975

MEMORANDUM FOR THE PRESIDENT

VIA: JACK MARSH
FROM: WILLIAM J. BAROODY, JR. 

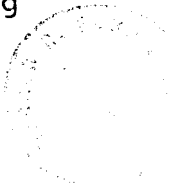
The Citizens' Action Committee (WIN), now a not-for-profit corporation chartered in the District of Columbia, has scheduled its next meeting for Saturday, March 8.

In truth, this is really a do or die meeting.

The Committee may very well elect to vote itself out of business, although such is not the predisposition of its membership. The rationale, nonetheless, would be: The WIN phase of its program is now completed; recession has now surplanted inflation as the country's most urgent economic problem; energy policy has now become a matter to be determined by the Administration and Congress and voluntarism appears not to be a major consideration.

Or, on the other hand, the Committee may elect to continue in business, focusing its effort, as it has for the past two months, on developing carefully organized programs to be carried out by local citizens groups in the 40 largest cities.

How the Committee decides to proceed will likely depend upon two things:

1. The outcome of a reevaluation of the role and goals of the Committee in the light of changed economic circumstances. The reevaluation will be undertaken by members of the Committee, assisted by staff, in group meetings to be held in Washington, February 28, and March 1. Recommendations developed in these meetings will be presented to the full Committee on March 8.
 2. The extent to which the President and the White House may be prepared to continue providing
- 

sanction and support, including direct assistance in seeking new leadership and in providing additional interim staff support. Mrs. Porter has already announced her intention to step aside as Chairman and accept a new position as chairman of the executive committee. Realistically, a new Committee Chairman, of suitable stature, cannot be recruited except by invitation of the President.

(Also, Mr. Block, who has been serving as Executive Director on a volunteer basis, must return to his company and a successor will have to be found. The Committee may also ask some assistance from my office in solving this problem.)

In view of these considerations, it is important that I have guidance from you before proceeding with any further commitments in your name.

My recommendation is that you authorize me to talk to a prospective new Chairman to succeed Mrs. Porter.

Following is a list of prospects chosen by the Committee with a view to fund raising as well as leadership ability:

William N. Batten, Chairman, J.C. Penney Co., Inc.
Pete Peterson, Chairman of the Board, Lehman Brothers
C. Jackson Grayson, Dean, SMU School of Business
J. Paul Austin, Chairman, Coca-Cola, Inc.
Prof. Tom McCall, Oregon State University
A. W. Clausen, President, Bank of America

This, of course, by no means exhausts the possibilities. John DeButts of AT&T feels that Batten of J. C. Penney could be persuaded to take over and would be willing to help persuade him.

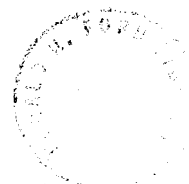
In support of my recommendation that we assist the Committee, I am attaching the following materials:

- (1) Status report and assessment of future prospects as supplied by the Committee's staff.
- (2) Binder of materials furnished local citizens' action groups, now in formation.

Approve _____

Disapprove _____

Other _____



A Status Report On The Citizens' Action Committee, Inc.

FOR 1975 AND BEYOND, A NEW APPROACH TO CITIZEN MOBILIZATION

Early last December, the Committee turned its efforts toward developing and organizing explicit programs to be carried out at the local level by citizens' action groups. This new direction is intended to supplant random and uncoordinated activity, however well intentioned, with substantive, objective oriented programs directed by established local leadership.

The concept is simple.

First, "task forces" of expert resource people from the private sector and from the government are brought together to explore areas in which voluntarism could have a significant and constructive impact on energy consumption, inflation control and, to the extent possible, economic recovery as well.

Secondly, as the "task forces" identify and define promising opportunities, additional resource persons are invited to contribute ideas and a program of action, suitable for local implementation, is formulated. The recommended program is organized in final form by a "volunteer" loaned from industry or recruited by the Committee staff or the "task force" itself.

Finally, each program, as it is ready, would be exported to local citizens' action groups to be implemented -- subject to adaptation to local circumstances. The local groups would also be encouraged to develop voluntary programs of their own, in line with the national Committee's overall objectives.

Ideally, each "action program" would meet the following tests: Achieve a definable goal. Produce significant results. Be measurable in empirical terms. Include appropriate awards and incentives. Be perceived as fair to all and responsive to real needs. Be supportive of national policy.

To date, "task forces" have developed -- or have under development -- a variety of programs in the following categories:

Reduction of needless gasoline usage. Encouragement of energy saving techniques by industrial, commercial and residential users. Encouragement of family and community gardening. Productivity and work improvement. Reduction of food waste. Education of consumers to shop and buy wisely. Increase public awareness of the need to conserve -- and how to conserve.

Inasmuch as the programs are intended to be directed and implemented locally, an effort is currently underway to organize local citizens' groups.

Recognizing that the major population centers represent the greatest potential for significant results, the Committee is concentrating its effort on the 40 largest cities.

Again, the concept is simple.

Seven organizations represented on the national Committee have agreed to spearhead the local effort: AFL-CIO (through the Central Labor Councils); U.S. Chamber of Commerce; Federated Womens Clubs; National Urban League; American Bankers Association; Jaycees; National Newspaper Association.

By prior agreement of the working committee at the national level, one organization assumes the role of "initiator" in each city. The local representative of that organization calls a meeting of the representatives of all seven. This group then becomes the nucleus of a working committee to:

- (a) Seek the participation of other appropriate organizations and people to form a local group.
- (b) Seek official saction from the mayor and/or other government agencies.

This organizational plan has been moving forward for the past three weeks and it is expected that local committees will have been set up in all 40 cities within the next month. (A progress report meeting, in Washington, is scheduled for March 12.) In addition to the 40 cities, local committees exist in a number of communities. In fact, the prototype was established -- entirely through local initiative -- in Montgomery County, Alabama.

While admittedly somewhat tedious, this approach to organizing nevertheless offers the best prospect for timely programs tailored to local needs, solid local leadership and follow through and, of course, endorsement and participation by appropriate governmental leaders and agencies.

(A complete set of the materials furnished the local

CAN THE CITIZENS' ACTION COMMITTEE SUCCEED?

Governor Calvin Rampton, Utah, a member of the Committee, recently observed that, "voluntarism ought to be a cornerstone of any energy policy." And when asked if the Citizens' Action Committee should continue to function, he said: "All of the objectives this Committee stands for must somehow be achieved. I know of no other organization so totally committed to these goals and I know of no other organization that's in any better position to achieve them. I believe the Committee should continue."

Governor Rampton no doubt expresses the feeling of most members of the Committee.

Even so, what the Committee needs now is not faith -- but good works.

The Committee's full time staff consists of Mr. Block, Mr. Krolik, Miss Ransone, a paid employee, and Mr. Block's son, Mark, who is working without compensation. A stenographer is on loan from the C&P Telephone Company and a stenographer is on loan from the Department of Commerce. Four volunteers contribute their services on a part time basis. Some office supplies, postage and printing has been contributed by friends, the remainder by the White House. The staff continues to be housed in the New Executive Office Building. (A number of government employees are detailed to handle the WIN mail, but this project is now virtually completed and the people will return to their Departments and agencies.)

As yet, the Committee has no operating budget and no organized fund raising is underway. Unsolicited contributions total about \$13,000 and members of the Committee have contributed another \$1,350 in cash.

Quite obviously, the Citizens' Action Committee is woefully ill equipped to lead a citizens mobilization. Moreover, the present staff has neither the time nor the expertise to comprehensively explore, develop and organize all of the voluntary programs which readily suggest themselves.

Leadership is also lacking.

Members of the original Committee -- all but one of whom continue to serve -- were, for the most part, selected because of the constituencies they represent rather than for their capacity to commit time, talent, money and other resources. At the outset of the WIN effort, perhaps this shortcoming was not so important. Now it is an enormous handicap.

This is not to say the Committee's members are reluctant to become involved. On the contrary, all have helped when asked. Some have contributed selflessly: Dr. Frank Stanton (American Red Cross). Leo Perlis (AFL-CIO). William H.G. France (National Motor Sports Committee). Willis W. Alexander (American Bankers Association). Mrs. Carroll E. Miller (General Federation of Womens Clubs). Ronald Brown (National Urban League). The U.S. Chamber of Commerce. The Jaycees. And, of course, Sylvia Porter has continued to be a conscientious Chairperson. As a consequence, much has been accomplished, especially with respect to the development of an approach to voluntarism which can sustain a coherent movement for years to come.

The new concept of program formulation is rational and realistic. The new concept of locally autonomous groups, affiliated with a national Committee working in partnership with government, can in time take hold and flourish.

The fact is, though, the present Committee cannot supply all of the required resources. It must therefore be augmented with people who can. What's needed now is fresh, top-level leadership, additional staff and sufficient operating funds.

With appropriate White House assistance in recruiting new leadership, the Committee can readily surmount its handicaps. And with new leadership, the Committee can regain its momentum and lead the way toward constructive voluntarism -- in harmony with national economic policy.

Without such help, what will become of the Committee?

It is perhaps unwise to prejudge the outcome of the Committee's forthcoming re-evaluation of its role and goals. Nonetheless, several possibilities seem obvious:

1. Given the prevailing mood of the members, the Committee may elect to carry on as best it can, unlikely to succeed but unwilling to quit.

2. The Committee may seek government funding for program development and implementation.

3. The Committee may take the graceful way out. One possibility is to set a deadline for establishment of local citizens' groups and completion of programs now under development. This would provide a target date for dissolving the Committee at the national level, leaving it to the White House,

Cabinet Departments and Agencies to provide liaison and staff support for surviving local groups. The logic of this proposition may have appeal: Many of the "action programs," especially those which relate to energy conservation, stem from recommendations originally developed by FEA, Commerce, DOT and various private sector groups which have existing relationships with these agencies. Similarly, many other "action programs" relate directly to the interests of governmental agencies and citizen advisory groups already associated with them.

The Committee, having now supplanted its single theme (WIN) with a variety of discrete programs, could make a compelling case for transferring its function to government.

What the Committee would prefer, of course, is:

- (A) Direct assistance from the White House in obtaining new leadership.
- (B) Continuing sanction and support from the White House, Cabinet Departments, Agencies and key administration spokesmen.
- (C) Additional interim staff support until such time as adequate permanent funding can be obtained. (With so many programs going on stream and fledgling local groups asking guidance and support, the Committee's present staff cannot handle the load.)

The Committee continues to want to carry out its mandate.

The Committee continues to believe voluntarism is essential to sound economic policy.

Recent press accounts which purport to assess the Committee's frustrations are greatly distorted and/or overstated. A more accurate characterization would be to suggest that many members of the group do feel they are personally "on the hook" to fulfill a commitment which is all but impossible to fulfill under present circumstances. Nonetheless, with the exception of one member (who resigned), recriminations have neither been expressed nor implied -- publicly or otherwise. Rather, what the group still seeks is a formula for success.

THE WHITE HOUSE

WASHINGTON

March 1, 1975

MEMORANDUM FOR:

JERRY JONES

THRU:

DAVID HOOPES

FROM:

LOUIS THOMPSON *LT*

SUBJECT:

Commission Book

Ron Nessen requests that Pappy Noel (Arnold C.) receive a Commission Book so he can use it for identification purposes when traveling with the White House Advance Office and with the President.

March 1, 1975

MEMORANDUM FOR:

JERRY JONES

FROM:

PAT PRESOCK

Mr. Nessen would like to have a subscription to the Evans and Novak Newsletter and also the Media Report by Kevin Phillips. He would like to begin receiving these two reports as soon as possible.

Thank you.



THE WHITE HOUSE
WASHINGTON

March 1, 1975

MEMORANDUM FOR: JERRY JONES
THRU: DAVID HOOPES
FROM: RON NESSEN
SUBJECT: Staff Pin

Request that Lou Thompson be issued a staff pin since he is now assisting me in supervising press pools traveling with the President.



March 3, 1975

MEMORANDUM FOR:

JERRY JONES

FROM:

LOU THOMPSON

RE:

Trip Expenses

The attached memo from Eric Rosenberger itemizes trip expenses for which he and Pappy Noel are due reimbursement. Though some of these trips occurred in February of **this** year and it is perhaps a bit early to expect reimbursement, **you will note that Eric is still owed money for trips taken in October of 1974.** I would appreciate whatever you can do to help get these people reimbursed for their out-of-pocket expenses.

Attachment

K LT:jg



THE WHITE HOUSE

WASHINGTON

March 3, 1975

MEMORANDUM FOR: LOU THOMPSON

FROM: ERIC ROSENBERGER *ER*

SUBJECT: Expenses

I would appreciate it if you can help clear up some old expenses.

Eric Rosenberger

October 18, 1974	27.10
October 25, 1974	81.75
December 25, 1974	115.25
December 25, 1974	19.45
February 5, 1975	54.30
February 7, 1975	40.50
February 14, 1975	<u>116.35</u>

TOTAL \$ 454.70

Pappy Noel

January 25, 1975	61.70
February 17, 1975	83.65
February 17, 1975	148.92
February 17, 1975	<u>206.07</u>

TOTAL \$ 500.34

Thanks very much.



March 4, 1975

MEMORANDUM FOR: **JERRY JONES**
FROM: **RON NESSEN**

Here is the list of eight Press Office people who should have West Executive Avenue parking spaces:

Jack Hushen
Jerry Warren
Phil Warden
~~David Kennerly~~
Margita White
Tom DeCair
Larry Speakes

*Bill Roberts
John Carlson*

This is based on the assumption that Paul Miltich will shortly be giving up his West Executive parking place.

Here are the 13 names for White House mess privileges:

Ron Nessen
Jack Hushen
Jerry Warren
Margita White
John Carlson
Tom De Cair
Bill Roberts
Larry Speakes
Lou Thompson
David Kennerly
Bob Mead
Ed Savage
Phil Warden

I have added a thirteenth name to the list because Savage may be giving up his privilege soon.

RN:jg



gave up 8!

THE WHITE HOUSE
WASHINGTON

March 5, 1975

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: RON NESSEN
FROM: JERRY H. JONES

Your memorandum to the President of March 4 regarding letters, editorials, and columns from recent trips has been reviewed and the following notation was made:

-- Helpful. Encouraging. Thanks.

cc: Don Rumsfeld

THE WHITE HOUSE

WASHINGTON

March 6, 1975

MEMORANDUM FOR: RONALD H. NESSEN
FROM: JERRY H. JONES
SUBJECT: Public Telephone Calls

Since you have given up the responsibility for handling public telephone calls, we are going to have to increase Bill Barody's personnel slot ceiling by one. In order to meet our goal of 500 full time personnel in the White House office by June 1, this requires that your personnel ceiling be dropped by one position. Please let me know who you intend to drop from your staff and the date in which this will occur so that I can allocate the slot to Barody's office.

Thank you.

March 8, 1975

MEMORANDUM FOR: JERRY JONES

FROM: RON NESSEN

I wish to revise slightly the list I sent you the other day requesting West Executive parking spaces for press office people. We already have four spaces:

Jack Hushen
Jerry Warren
Phil Warden
David Kennerly

I request 5 additional spaces in this order of priority:

Margita White
Tom DeCair
John Carlson
Larry Speaks
Bill Roberts

This is based on the assumption that Paul Miltich will shortly give up his West Executive parking place.

I want to remind you that in the past several months the Press Office has given up 8 parking spaces on West Executive Avenue, and under this request is only getting 5 back -- a net loss of 3, or 25% reduction.

I would appreciate your understanding and help with this matter. It will help solve a morale problem in my office.

RN/cgg
cc: Lou Thompson



March 4, 1975

MEMORANDUM FOR:

JERRY JONES

FROM:

RON NESSEN

Here is the list of eight Press Office people who should have West Executive Avenue parking spaces:

Jack Hushen
Jerry Warren
Phil Warden
~~David Kennarly~~
Margita White
Tom DeCair
Larry Speakes

*Bill Roberts
John Carlson*

This is based on the assumption that Paul Miltich will shortly be giving up his West Executive parking place.

gave up 8-!

Here are the 13 names for White House mess privileges:

Ron Nessen
Jack Hushen
Jerry Warren
Margita White
John Carlson
Tom De Cair
Bill Roberts
Larry Speakes
Lou Thompson
David Kennarly
Bob Mead
Ed Savage
Phil Warden

I have added a thirteenth name to the list because Savage may be giving up his privilege soon.

RN:jg



Date: March 10, 1975

Time:

FOR ACTION: Phil Buchen
 Jim Cannon ~~XXXXXXXXXXXX~~
 Alan Greenspan Brent Scowcroft
 Robert T. Hartmann Bill Seidman
 Jack Marsh
 Ron Nessen
 FROM THE STAFF SECRETARY

DUE: Date: Tuesday, March 11, 1975

Time: 5:00 p.m.

SUBJECT:

Lynn memo (3/7/75) re: Meaning of "New Spending Initiatives" Action

ACTION REQUESTED:

For Necessary Action

For Your Recommendations

Prepare Agenda and Brief

Draft Reply

For Your Comments

Draft Remarks

REMARKS:

No Comments

RHN

PLEASE ATTACH THIS COPY TO MATERIAL SUBMITTED.

If you have any questions or if you anticipate a delay in submitting the required material, please telephone the Staff Secretary immediately.

Jerry H. Jones
Staff Secretary

THE WHITE HOUSE

WASHINGTON

March 10, 1975

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: RON NESSEN

FROM: JERRY H. JONES 

The attached memorandum was returned in the President's outbox with the following approvals:

1. Approved.
2. Approved.
3. Sunday, March 16 approved.
4. Approved.
5. Approved.
6. Approved.
7. Approved.
8. Approved.

Please follow-up with the appropriate action.

Thank you.

cc: Don Rumsfeld

4. He would like to spend at least one evening with you during a typical relaxed, family evening at home.

APPROVE: _____ DISAPPROVE: _____

OTHER:

5. He would like to sit in on Don Rumsfeld's 8:00 a.m. senior staff meeting, probably Monday, March 10.

APPROVE: _____ DISAPPROVE: _____

OTHER:

6. He would like to sit in on your own series of meetings with your staff: General Scowcroft, Bob Hartmann, Don Rumsfeld, Jack Marsh, Ron Nessen, etc.

APPROVE: _____ DISAPPROVE: _____

OTHER:

7. He would like a letter from you authorizing the University of Michigan and Yale to show him your college academic records.

APPROVE: _____ DISAPPROVE: _____

OTHER:

8. I have assigned Larry Speakes of my staff to stick with Hersey for next week to help him.

APPROVE: _____ DISAPPROVE: _____

Hersey is a serious writer who intends to do a long serious profile on you similar to the one he did on Harry Truman, which you read one weekend at Camp David.

I recommend that he be allowed to do most of what he requests. Since he is not very interested in hard news and his article will not appear until about May 1, I don't think there should be much concern about him overhearing sensitive matters. However, as far as seeing your school records, I am inclined to think you should say no.

Ron Nessen
RON NESSEN

THE WHITE HOUSE
WASHINGTON

March 10, 1975

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: RON NESSEN

FROM: JERRY H. JOYCE 

The attached was returned in the President's outbox with the following notation:

-- Great article.

cc: Don Rumsfeld

THE PRESIDENT HAS SEEN.

THE WHITE HOUSE
WASHINGTON

March 8, 1975

Mr. President:

You've won over John Osborne!


Ron Nessen

March 19, 1975

MEMORANDUM FOR: JERRY JONES
FROM: LOU THOMPSON

Due to the fact that Gerald L. Warren and Margita E. White will be doing considerable traveling with the President, would you please provide them with the blue staff pins.



THE WHITE HOUSE
WASHINGTON

March 21, 1975

MEMORANDUM FOR:

RON NESSEN

FROM:

JERRY JOHNS

The President has reviewed your note of March 20 and the attached Norman Kempster article and has made the following notation:

-- I agree

cc: Don Rumsfeld

THE WHITE HOUSE

WASHINGTON

April 1, 1975

MEMORANDUM FOR: JERRY JONES

FROM: LOUIS THOMPSON

SUBJECT: Replacement of Phil Warden

Ron Nessen decided to replace Phil Warden as editor of the President's News Summary, and Phil was notified of this decision last week. Ron wants to replace Phil with Jim Shuman, a former UPI reporter and an author of several books and an editor with Readers Digest. Jim has agreed to come on at the same salary as Phil was receiving, \$26,189.

Ron is requesting that we be allowed to bring Jim Shuman on this week as a consultant until his clearances are completed and place Phil Warden on leave with pay for one month beginning April 7. Jerry Warren is working on getting Phil a job elsewhere in the Executive branch.

Jim Shuman has completed the FBI background personal history forms and they have been sent to Jane Dannenhauer.

APPROVED _____

DISAPPROVED _____



MEMORANDUM

THE WHITE HOUSE

WASHINGTON

April 11, 1975

MEMORANDUM FOR: JERRY JONES

FROM: Connie Gerrard

As you no doubt know, Robert Redford attended the Presidential press conference on March 6.

While waiting to go to Room 450 for the press conference, Ron Nessen had in his office snacks and a bar in honor of Redford so members of the First Family who had expressed a desire to meet him, could stop by. Susan attended, and the President called and asked Ron to bring Redford into the Oval Office.

The bill for the get-together is \$15.19 (attached). Could it be paid from the White House entertainment funds?

Thank you.



THE GUEST FUND
STATEMENT

6 March 1975

(DATE)

To: MR. RON NESSEN

(Office Support/Food & Refreshments/6 March 1975)

Please detach upper half of this statement and return with your remittance to
the White House Staff Mess, The White House.

CHECKS SHOULD BE MADE PAYABLE TO: GUEST FUND

Amount \$ 15.19

THE GUEST FUND

6 March 1975

(DATE)

Itemized Charges Attached: \$ 15.19

Previous Balance Due: \$ -0-

Total \$ 15.19

GPO 943-491



THE WHITE HOUSE

WASHINGTON

6 Mar 75

Mr. Ron Nessen
Office Support
6 Mar 1975

Breakdown of charges:

Food Items \$ 10.09

Refreshments 5.10

Total: \$ 15.19

April 16, 1975

MEMORANDUM FOR: JERRY JONES

FROM: RON NESSEN

I agree with you that none of these look like they are absolutely necessary in a time of tight travel funds. I notice David has approved his own travel vouchers in the space left for the authorization of supervisor. That about tells the story of how much control I seem to have over David Kennerly and his operation.

If you can reject this proposed travel without sending David into a tantrum, running to the President, I suggest you turn it down.

RN/cg



April 23, 1975

MEMORANDUM FOR:

JERRY JONES

FROM:

ROW HESSEN

SUBJECT:

Personnel

Attached are requests from Jerry Warren and Liz O'Neill for new personnel or raises for people currently on the staff. I have reviewed the requests and find the new personnel to be consistent with our staff goals (they are replacing departing personnel) and the raises to be merited.

Specifically, the requests are:

1. Bringing Ann McGlinn onto the Press Office rolls (from Personnel) effective May 5, 1975. If any paperwork is required from me, please send me the appropriate forms.
2. Returning Carolyn Wimmer to the White House staff, which she left last Fall. The starting date is to be May 1, 1975 and her pay, as required, will be the same as when she left. Please provide the appropriate forms.
3. Full promotion of Gail Campbell to GS 8-2. Gail has taken on additional responsibilities in the area of scheduling and arranging for Administration spokesmen.
4. Promotions to GS 7-1 for Becky Hamil and Marie Willha, both of whom handle an increasing load of correspondence with fewer colleagues.

Your assistance is appreciated and your approval is requested.

RH/TDC/pp



MEMORANDUM

THE WHITE HOUSE
WASHINGTON

February 20, 1975

CONFIDENTIAL

MEMORANDUM FOR: LOU THOMPSON

FROM: JERRY WARREN 

I have reviewed Gail Campbell's records and I feel a full promotion to GS 8-2 is fully justified.

Gail has shown a facility to maintain her level of effectiveness and her composure throughout the various changes which have occurred in this office. She is dedicated and loyal and has performed every duty asked of her.



THE WHITE HOUSE

WASHINGTON

March 5, 1975

MEMORANDUM FOR:

RON NESSEN/ LOU THOMPSON ✓

FROM:

LIZ O'NEILL *lmo*

RE:

PAY RAISES

I would like to request pay raises for Becky Hamill and Marie Willke. Both are presently GS-6. Marie is eligible for a GS-7 now, and Becky will be eligible in April for a GS-7.

Since we are short one person in this office, everyone has had to put in longer hours, and Becky is the only person other than myself who drafts correspondence. I might add that her work is excellent, and it would be a shame to lose her. Marie does all of the typing and filing, and handles referrals to the departments and agencies. Marie also takes shorthand.

Kathy Goltra handles the wires and records all media correspondence on cards that we have set up for papers and radio/TV stations around the country. In addition, the three girls will be rotating to come in at 6:30 a.m. every morning to mark, clip and xerox nine major newspapers.

It seems that we are getting busier, and I feel that Becky and Marie have earned pay raises. Both are terribly bright, well educated and dedicated workers, and I am hopeful that something can be done to compensate them for their dedication and hard work. Many thanks!

P. S. I mentioned to Lou Thompson the possibility of Marie going on the Notre Dame trip. She is a graduate of Notre Dame and would be of great assistance to your staff on this trip. Plus, it would be a good morale booster.

April 28, 1975

MEMORANDUM FOR: THE STAFF SECRETARY
FROM: RON NESSEN
SUBJECT: Presidential Advisory Committee on Refugees

I don't have any particular recommendation on the President's Advisory Committee on Refugees. I do feel that the President should do something or say something almost immediately to turn off what I believe to be a growing public and Congressional opinion that few if any refugees should be taken into the United States.

I get a number of questions at my briefing each day and I see comments from the public and from politicians suggesting that the United States does not have the resources, housing, jobs, or support money to take care of Vietnamese refugees.

I believe a strong Presidential statement recalling America's tradition of compassion for the helpless victims of war would help turn around this growing public opposition to take in the refugees.

RN/cg



Date: April 28, 1975

Time:

FOR ACTION: Bill Baroody
Phil Buchen
Jim Cannon
Jim Lynn

~~XXXXXXXXXXXX~~:

~~Ron~~ Nessen
Bill Seidman
Bill Walker

FROM THE STAFF SECRETARY

DUE: Date: TODAY, April 28, 1975

Time: 5:00 p. m.

SUBJECT:

Marrs/Scowcroft/Marsh memo (4/27/75) re:
Presidential Advisory Committee on Refugees

ACTION REQUESTED:

For Necessary Action

For Your Recommendations

Prepare Agenda and Brief

Draft Reply

For Your Comments

Draft Remarks

REMARKS:

PLEASE ATTACH THIS COPY TO MATERIAL SUBMITTED.

If you have any questions or if you anticipate a delay in submitting the required material, please telephone the Staff Secretary immediately.

Jerry H. Jones
Staff Secretary



THE WHITE HOUSE
WASHINGTON

April 27, 1975

MEMORANDUM FOR: THE PRESIDENT

FROM: THEODORE MARRS
BRENT SCOWCROFT *BS*
JOHN MARSH *JM*

SUBJECT: Presidential Advisory Committee
on Refugees

The Interagency Task Force on Refugees is meeting its operational role in regard to initial movement and care of refugees. Its intragovernmental role would be complemented by:

1. Establishing a Presidential Advisory Committee on Refugees. This is believed by Secretary Kissinger and Ambassador Brown to be a much needed complement to the task force operation.
2. A Presidential appeal to the major civic organizations for their support. You will have an opportunity to do this at a Tuesday, April 29 meeting which will be attended by twenty-five Presidents of major civic clubs. You are scheduled for a few words and picture taking with them.

A paper which describes the Advisory Committee on Refugee concept is attached at Tab A.

RECOMMENDATION:

Approve concept as presented in Tab A _____

Approve concept with modification _____

Disapprove _____

If the concept of the President's Committee on Refugees is approved there should be a prompt announcement of a chairperson. That person will then, in consultation with us, select other members of the committee.

The following names (in alphabetical order) are suggested for your consideration as chairperson:

	Approve	Disapprove
Anne Armstrong	_____	_____
Caleb Boggs	_____	_____
Winfield Dunn	_____	_____
John Harper	_____	_____

Presidential Advisory Committee on Refugees

Purpose: To advise and assist in an expeditious and coordinated orientation and resettlement of refugees from Southeast Asia.

Composition: Leaders from the private sector including representation from labor and business; religion; law and medicine; the Vietnamese-American community.

Liaison: Will establish lines of communication with the Interdepartmental Task Force, with the voluntary agencies who will play a leading role, the Domestic Council, Naturalization and Immigration Service and the Vietnamese-American community and others as needed to enhance understanding and coordination.

Scope: Will give consideration to all aspects of orientation and resettlement including the following:

1. Moral responsibility.
2. Economic impacts.
3. Community reaction to the refugees and refugee reaction to the community.
4. Food -- adequacy and appropriateness.
5. Transport and geography of resettlement.
6. Social and traditional factors.
7. Health and environmental matters.
8. Interrelationship of governmental and volunteer roles.
9. Education - bilingual, work oriented and other.
10. Housing -- temporary and permanent.
11. Cultural understanding.

Administration: Meetings to be arranged through Office of Public Liaison.

"Up front" administrative support from OMB and other White House offices should be directed to insure the prompt development needed for effectiveness. Staff office should be in EOB.

Meetings will be in accord with legal requirements for advisory groups and Counsel will provide a specific point of contact.

Public understanding will be supported by keeping the White House Press and Congressional Liaison offices informed as well as by contact with civic and other private associations.

April 30, 1975

MEMORANDUM FOR JERRY JONES

FROM: TOM DeCAIR

SUBJECT: Broken Desk-top Glass

The glass top on Joy Chiles' desk has been and needs to be replaced.

Thank you for your help.



April 30, 1975

MEMORANDUM FOR JERRY JONES

FROM: TOM DeCAIR

SUBJECT: Wire Service Machine Cabinet

Would you please authorize GSA carpenters to modify the wire service machine cabinet located in Ron Nessen's office (the old press office) in order to accommodate four X-Tel printers being installed. We would appreciate the undertaking and completion of this project as soon as possible as the printers are located in the working area of the office and when they are not enclosed in a sound-proof cabinet, raise the noise level in the office considerably. We anticipate the printers will be installed within the next two weeks.

Thank you for your help.



May 2, 1975

MEMORANDUM FOR:

JERRY JONES

FROM:

RON NESSEN

SUBJECT:

Magazine Subscriptions

We request subscriptions to the following publications for use by the News Summary staff. They should be addressed to Jim Shuman.

Consumer Reports

f Edquire

Far Eastern Economic Review

Foreign Policy

Kirkus Review

New York Review of Books

Publisher's Weekly

Vital Speeches

GLW:vad



THE WHITE HOUSE
WASHINGTON

5.3.75

TO: RON

FROM: JERRY WARREN

J Conner

THE WHITE HOUSE

WASHINGTON

To; jerry warren

From: Jim shuman

MAY 2 1975

Subj:

Magazine subscription's

Following are magazines we are not presently receiving, which I believe the News Summary should cover:

Then insert the ones checked on attached list.

THE WHITE HOUSE

WASHINGTON

Pare Down

Jerry:

Here is the list of magazines. A few may need explanation. The motorcycle and automobile magazines frequently have good articles on environmental problems, and on energy problems.

The sports magazines (Golf Digest and Tennis) are included because I thought there might be something in them of interest to the President. But I now read that Mrs. Ford keeps copies of sports magazines for him in his bathroom, so we can drop them if you like.

We are not going to get The Racing Pigeon Journal.

Jim
Jim

4/23/75

PROPOSED ADDITIONS TO NEWS SUMMARY SUBSCRIPTION LIST

AD	National Enquirer
American Banker	✓ New York Review of Books
American Armed Forces Journal	Nieman Reports
Automotive News	Oui
Chicago Journalism Review	Penthouse
Chicagoan Magazine	Philadelphia Magazine
Colorado Magazine	Playgirl
✓ Consumer Reports	Popular Science
Cycle World	Psychology Today
Dirt Cycle	✓ Publisher's Weekly
Ebony	Road and Track
Editor and Publisher	Rotarian
✓ Esquire	Scientific American
✓ Far Eastern Economic Review	Seventeen
Federal Times	Smithsonian
✓ Foreign Policy	Tennis
Golf Digest	Today's Health
Harper's Weekly	Town and Country
Harvard Magazine	Today's Secretary
✓ Kirkus Review	✓ Vital Speeches
Los Angeles Review	Viva
McCalls	Women's Sports
Money	
Motor Trend	
Ms.	
National Lampoon	

FINANCIAL PUBLICATIONS

Bank Audit Analysis

The Economist

Euromoney

Financial Times

International Investor

Journal of Commerce

Money Manager

THE WHITE HOUSE
WASHINGTON

May 2, 1975

MEMORANDUM FOR:

JERRY JONES

THROUGH:

RON NESSEN

FROM:

JERRY WARREN *J*

SUBJECT:

Leave Without Pay
for Vera A. Dowhan

I would like to request that leave without pay be granted to Vera A. Dowhan effective Monday, May 5 through Saturday, June 7. Vera has requested a transfer and this leave time would give her an opportunity to be better able to pursue other job opportunities both within and outside the White House. I would appreciate your approval of this.

Thank you.



May 5, 1975

MEMORANDUM FOR: JERRY JONES *RW*
FROM: RON NESSEN
SUBJECT: Reception for Michigan State Broadcasters

In lieu of a reception by the President (who will be having a state dinner on Thursday, May 8) I think it would be appropriate for me to host a cocktail party for them at Tayloe House.

There would be 75 people, and Ron Jackson tells me that the estimate is around \$6 per person. That would total around \$450.

Would you get the approval for this so that we can move ahead, as it is only 2 days away.

Thank you.



May 5, 1975

MEMORANDUM FOR: JERRY JONES
FROM: RON NESSEN

I have shown this framed stock market table and the accompanying letter to Helen Thomas for use in her "Backstairs at the White House" column.

I am returning them to you as the President requested.

RN/cg



THE WHITE HOUSE

WASHINGTON

May 1, 1975

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM FOR: RON NESSEN

FROM: JERRY H. JONES 

The attached material was returned in the President's outbox with the following notation:

-- Interesting. Is there a story?
If not return to me for hanging in
private office.

Please follow-up with the appropriate action.

Thank you.

cc: Don Rumsfeld

THE PRESIDENT HAS SEEN....

THE WHITE HOUSE

WASHINGTON

April 24, 1975

MEMORANDUM TO: JACK MARSH

FROM: RUSS ROURKE *R*

Jack, Britt Gordon hand delivered the attached letter and framed newspaper clipping.

I would think that this item would be of interest not only to the President, but also to Ron Nessen...I am sure that either he or someone in his Office could come up with an interesting article on it.



858 LOCHMOOR BOULEVARD
GROSSE POINTE, MICHIGAN
48236

March 27, 1975

The Honorable Gerald R. Ford
The White House
Washington, D. C.

Dear President Ford:

You, I know, are aware that the number "seven" is embodied in world folklore as the most fortunate of numbers as relates to human events. This undoubtedly derives from the book of Genesis in which six days of creation or labor was followed by a seventh day of rest and rejoicing.

The number is incorporated in the days that make our week and, in Biblical times every seventh or Sabbatical year was set aside as a year of rest and debt cancellation, while the seventh sabbatical year, or forty-ninth year was followed by the Jubilee Year, when slaves were freed and all land reverted to the tribe and tribal family to whom it initially was allotted when Israel took over the Promised Land.

I could give other examples of the number's magic, such as the occult powers attributed to the seventh son of a seventh son, or its desired appearance when casting lots. Of particular interest, in the history of this number, is the fact that at high noon on August ninth, 1974, the time that you took oath of office of the Presidency, the Dow Jones industrial average, long regarded as a chief barometer of our national welfare, closed at exactly 777.77. This augurs well for you and your Administration and I have taken the figures from Barron's Weekly, where the hourly averages are published for each week, and have asked my friend, Mr. Britton Gordon, to convey the figures to you, hoping you will find the matter of interest.

Respectfully,

Charles J. Collins

Charles J. Collins
lp - Enc.



May 6, 1975

MEMORANDUM FOR:

JERRY JONES

FROM:

TOM DECAIR

At some point in the near future we will be having installed in our office new printers for the AP and UPI wires that should provide us better service.

I also understand that while WBCA currently provides paper for the machines, that we may absorb that responsibility in the future.

With that in mind, your supply people may want to consider negotiating with the wire services to trade in currently-used six-ply paper for the three-ply paper which can be used on the new X-Tal printers. We would like to have two or more different colors for the four new machines.

Thank you for your cooperation.

TFD/PP



May 8, 1975

MEMORANDUM FOR JERRY JONES

FROM: WILLIAM GREENER

SUBJECT: Megan Williams

Megan Williams, working for Jim Shuman on the News Summary staff, is presently on detail from the Maritime Commission. Would you please place her on the White House rolls as soon as possible.

Thank you for your help.



THE WHITE HOUSE

WASHINGTON

May 9, 1975

MEMORANDUM FOR:

JERRY JONES

FROM:

BILL GREENER

SUBJECT:

Projected travel from May to June
by the Press Office staff.

Below is a list of our projected travel for the months of May and June:

1. Ron Nessen plans on giving a Commencement Address on May 18 at Heidleberg College in Tiffin, Ohio. The estimated cost of this trip will be less than \$150.00.
2. Jerry Warren plans to make a trip to Chicago for a keynote dinner speech at the Drake Hotel for the Suburban Press Institute on June 24-26. I understand that a travel voucher has been signed and approved by Ron Nessen for this trip.

At Ron's suggestion, Jerry has been invited to address a luncheon meeting of the Indiana Broadcasters Association Spring Convention on June 5-6 in Indianapolis, Indiana, and it looks like we are committed to doing this. The estimated cost is \$175.00.

3. Bob Mead has been invited to the 27th Annual Emmy Awards Dinner Presentation by the National Academy of Television Arts and Sciences in Los Angeles, California on May 19. Ron Nessen has approved his attendance at this dinner and I understand that Dick Cheney concurs. However, there is a possibility that Bob may be needed on the European Advance and if so, this would prevent his attendance at this dinner.
4. David Kennerly has two trips planned. One to speak at the National Press Photographers Convention on May 12-13 in Rochester, New York and the other in San Francisco to be a guest speaker at the Gold Seal Awards Dinner, California Press Photographers Association's Education Seminar and Convention on May 23 or 25 or 26. Dave will be making a slide presentation at the National Press Photographers Convention and I understand from his office that Dick Cheney has approved this trip.

I am attaching a list of press related, outstanding invitations which we try to attend, recommend for the President, or get substitutes for. Also attached is a current schedule of Press Office events which are coming up.

Attachments

Date: May 12, 1975

Time:

FOR ACTION: Phil Buchen
Jim Lynn
Robert T. Hartmann
Jack Marsh
Kon Nessen

cc (for information):

FROM THE STAFF SECRETARY

DUE: Date: Thursday, May 15, 1975

Time: noon

SUBJECT:

Middendorf letter (3/3/75) re: Trident

ACTION REQUESTED:

For Necessary Action

For Your Recommendations

Prepare Agenda and Brief

Draft Reply

For Your Comments

Draft Remarks

REMARKS:

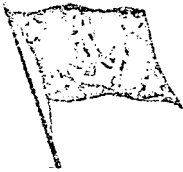
I like the idea of calling it the "Michigan"

RHN

PLEASE ATTACH THIS COPY TO MATERIAL SUBMITTED.

If you have any questions or if you anticipate a delay in submitting the required material, please telephone the Staff Secretary immediately.

Jerry H. Jones
Staff Secretary



THE SECRETARY OF THE NAVY
WASHINGTON, D. C. 20350

3 March 1975

The President
The White House
Washington, D. C. 20500

Dear Mr. President:

The keel of the first of the fleet ballistic missile submarines designed to carry TRIDENT missiles will be laid with appropriate ceremonies at Electric Boat Division of the General Dynamics Corporation at Groton, Connecticut, this summer or fall.

The previous 41 fleet ballistic submarines, which carry POLARIS or POSEIDON missiles, have been named for distinguished Americans and others whose lives have paralleled and contributed to the growth of democracy.

It is my intention to expand the name source for the new TRIDENT submarines to include states of the Union. Capital ships traditionally have honored the states which united form the Nation, and TRIDENT submarines will indeed be capital ships in the crucial nuclear deterrence area of national defense.

The name recommended to me by the Chief of Naval Operations for the initial TRIDENT submarine is MICHIGAN. It is particularly suitable for the first of the class. The United States Navy's first iron-hulled warship was USS MICHIGAN, built in 1843. Only one other Navy ship has borne the name, the battleship MICHIGAN (BB-27), which was scrapped in 1924 in response to the treaty limiting armaments.

I request your concurrence in the proposed name.

The keel-laying ceremony itself is a very colorful and enjoyable affair, the highlight being the authentication of the keel. Another key part of the event is the



principal speech given by a prominent person. The Navy will be greatly honored if Mrs. Ford would authenticate the keel of MICHIGAN, and if you could join her on that day as the speaker.

Respectfully,

Bill

J. William Middendorf II

March 1975

Point Paper on Naming of U. S. Navy Ships

Since at least as early as 1819, the names of ships of the U. S. Navy have been assigned by the Secretary of the Navy in accordance with naval custom, tradition, and public law.

The legal conditions of 10 USC 7292 are: (1) no two ships on the Naval Register shall bear the same name at the same time; (2) battleships must be named for States of the Union, unless the names of all the States are in use, and (3) the Secretary of the Navy may change the name of any ship.

One of the greatest values of a ship's name is the inspiration it provides for those who sail in her. Therefore, special effort will be made to select names that reflect part of the Nation's and the Navy's great heritage. Naval tradition, policies and customs have evolved for more than a century to establish traditional name-source categories for more than 120 types of ships and craft now on the Naval vessel Register. For example, conventional-powered destroyer-type ships are named for heroic personnel of the Navy, Marine Corps and Coast Guard, from the earliest days of American history. Ships named for John Paul Jones, Farragut, Decatur, and many other naval heroes and leaders will always be a part of our country's fighting fleet. Certain types of ships are named for cities, thus providing a beneficial reciprocal relationship between the ship and the people of the namesake city.

The contributions of America's famous fighting ships of the past are brought freshly to mind by reassignment of their names to new ships. For example, beginning with the Sloop ENTERPRISE, captured from the British in 1775, eight gallant ships, including the present ENTERPRISE (CVAN-65), have borne this name, which has become a symbol of the great American struggle for liberty and justice.

Examples of name sources for types of ships are as follows:

Aircraft Carriers: Considered on an individual basis.

Destroyers & Ocean Escorts: Deceased members of the Navy, Marine Corps and Coast Guard, including Secretaries of the Navy.

Attack Submarines: Fish and other denizens of the deep, and cities.

Amphibious Assault Ships (General Purpose): Cities and U. S. Naval battles of same name in which Marines played a prominent part (or battle only).

Ammunition Ships: Volcanoes or words suggestive of fire and explosives.

Fast Combat Support Ships & Replenishment Oilers: Rivers, lakes or bays (but not names of states or cities).

Submarine Rescue Ships: Birds.

Large Harbor Tug (self-propelled): Small cities with Indian names.

Presently, only nuclear-powered surface combatants are being named for states. The state names in use for these ships are California, South Carolina, Virginia, Texas and Mississippi. Four battleships named after states -- IOWA, NEW JERSEY, MISSOURI and WISCONSIN -- are in the Reserve Fleet. The remains of battleships ARIZONA and UTAH are national memorials. All other state names are eligible for assignment to either nuclear-powered surface combatants or to nuclear-powered TRIDENT missile submarines.

Two nuclear-powered surface combatants are in the Navy's current shipbuilding program. One of these has been authorized by Congress and funds for the other one requested in the Navy's FY-1975 budget. Ten TRIDENT submarines are planned.

Should the President not wish to name the initial TRIDENT submarine for the State of Michigan, it would be feasible to use that name for the next nuclear-powered surface combatant. However, its keel-laying date is undetermined, pending contractual negotiations, and it could be as much as two years or more from now.

May 13, 1975

MEMORANDUM FOR: JERRY JONES
FROM: Connie Gerrard

Ron Nessen has asked that I obtain from you a copy of:

Breach of Faith
By Theodore White

He would like to have it in the next day or two. It is in the stores now.

Thank you.

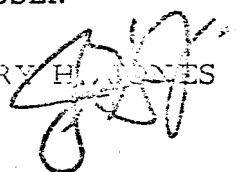


THE WHITE HOUSE
WASHINGTON

May 15, 1975

MEMORANDUM FOR: RONALD NESSEN

FROM:

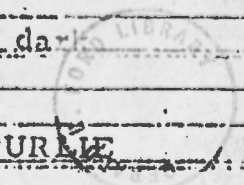
JERRY H.  JONES

Attached for your information is the schedule for the three theaters at the Kennedy Center and National Theater from May 12 through July 20.

Thank you.

27 Tu	am	dark (Bolshoi Ballet week)	NSO youth 10	PRESENT LAUGHTER	dark
	aft				
	pm	Spartacus		LAUGHTER	MAGIC SHOW
28 W	am		NSO youth 10	Nat. Town Meeting 10:30-11:45	
	aft	Giselle			MAGIC SHOW
	pm	Spartacus		LAUGHTER	MAGIC SHOW
29 Th	am		NSO youth 10		
	aft			LAUGHTER	
	pm	Spartacus		LAUGHTER	MAGIC SHOW
30 F	am				
	aft				
	pm	Ivan the Terrible	Gospel Singers	LAUGHTER	MAGIC SHOW
31 Sa	am				
	aft	Giselle		LAUGHTER	MAGIC SHOW
	pm	Spartacus		LAUGHTER	MAGIC SHOW close
June 1 Su	am				
	aft	Ivan the Terrible			
	pm	dark		dark	dark
June 2 M	am				
	aft				
	pm			PRESENT LAUGHTER	dark
3 Tu	am				
	aft				
	pm			LAUGHTER	PURLIE (OPEL'S)
4 W	am			Nat. Town Meeting 10:30-11:45	
	aft		Georgia-5:30		
	pm			LAUGHTER	PURLIE
5 Th	am		Woodson reh 11-2:00		
	aft			LAUGHTER	
	pm			LAUGHTER	PURLIE
6 F	am				
	aft				
	pm			LAUGHTER	PURLIE
7 Sa	am				
	aft		DC reh at 4:00	LAUGHTER	PURLIE
	pm		hold-DC Youth Orch.	LAUGHTER	PURLIE
8 Su	am		NSO reh 10		
	aft		NSO reh 1:00		
	pm		NSO	dark	PURLIE PURLIE

Date		Time	Event	Notes
June 9	am		Woodson grad. 2:30	
	pm			PRESENT LAUGHTER
10	am		Coolidge grad. 2:30	
	pm			LAUGHTER
11	W am		Roosevelt grad. 3:00	Nat. Town Meeting 10:30-11:45
	pm			LAUGHTER
12	Th am			LAUGHTER
	pm			LAUGHTER
13	F am			
	pm			LAUGHTER
14	Sa am		hold-Mexican Orchestra	LAUGHTER closes
	pm			
15	Su am			dark
	pm			dark
June 16	am		Conn. - 5:30	
	pm		hold-Conn. evening perf	dark
17	Tu am			
	pm			PURLIE
18	W am			Nat. Town Meeting 10:30-11:45?
	pm			
19	Th am			
	pm			PURLIE
20	F am			
	pm			PURLIE
21	Sa am			
	pm	closes?	hold-Paul Hill Choral	PURLIE
22	Su am			
	pm			PURLIE



	dark			dark
24 Tu	am			
	aft			
	pm	Stuttgart Ballet (opens)		PURLIE
25 W	am		Nat. Town Meeting 10:30-11:45?	
	aft			
	pm	Stuttgart Ballet		PURLIE
26 Th	am			
	aft			
	pm	Stuttgart Ballet		PURLIE
27 F	am			
	aft			
	pm	Stuttgart Ballet		PURLIE
28 Sa	am			
	aft	Stuttgart Ballet		PURLIE
	pm	Stuttgart Ballet		PURLIE
29 Su	am			
	aft	Stuttgart Ballet		PURLIE
	pm	Stuttgart Ballet	hold-America's Youth in Concert	PURLIE (closes?)
June 30	am			
	aft			
	pm	dark	dark	dark
July 1 Tu	am			
	aft			
	pm	Stuttgart Ballet	SKIN OF OUR TEETH opens	PURLIE
2 W	am		NSO reh 10	Nat. Town Meeting 10:30-11:15?
	aft			
	pm	Stuttgart Ballet	Special July 4th Program reh?	PURLIE
3 Th	am		NSO reh 10	
	aft		NSO reh 1:15	
	pm	Stuttgart Ballet	hold-Special July 4th Program?	PURLIE
4 F	am		NSO reh 10	
Independence Day	pm	Stuttgart Ballet	NSO	PURLIE
5 Sa	am			
	aft	Stuttgart Ballet		PURLIE
	pm	Stuttgart Ballet	NSO	PURLIE
6 Su	am			
	aft	Stuttgart Ballet		PURLIE
	pm	Stuttgart Ballet (closes)	NSO	PURLIE (closes?)

July 7 Mon

May 16 1915

8 Tu am
 aft
 pm
 9 W am
 aft
 pm
 10 Th am
 aft
 pm
 11 F am
 aft
 pm
 12 Sa am
 aft
 pm
 13 Su am
 aft
 pm

hold-Am. Youth in Concert
 NSO reh 10
 hold-U.S. Marine Band
 NSO reh 10
 NSO reh 1:15
 NSO reh 10
 NSO
 NSO
 NSO

SKIN OF OUR TEETH???

Tenn. Williams "RED I
 BATTERY SIGN w/AM
 Quinn & Claire Bloom

July 14 Mon

15 Tu am
 aft
 pm
 16 W am
 aft
 pm
 17 Th am
 aft
 pm
 18 F am
 aft
 pm
 19 Sa am
 aft
 pm
 20 Su am
 aft
 pm

Mass. - 5:30
 NSO au. 9:30 to 4:00
 NSO reh 10
 NSO reh 10
 NSO reh 1:15
 NSO reh 10
 NSO
 NSO aud. 9:30 to 4:00
 NSO
 NSO

SKIN OF FOURTEETH???

RED DEVIL BAT
 SIGN

THE WHITE HOUSE
WASHINGTON

DATE May 14, 1975

TO: Jerry H. Jones

FROM: RON NESSEN

SUBJECT: Request for Travel

NAME Ron Nessen

(Typed and Signature)

DESTINATION Cleveland, Ohio

PURPOSE OF TRIP To make Commencement address

DEPARTURE DATE May 18, 1975 RETURN DATE May 18, 1975

MODE OF TRANSPORTATION Airplane

LODGING ACCOMMODATIONS None

(Name)

(Address)

ESTIMATED TOTAL EXPENSES \$ Less than \$125.00

AUTHORIZATION OF SUPERVISOR 

(Signature of Certifying Officer if appropriate)

ACKNOWLEDGED BY: _____

Jerry H. Jones

(Submit in Duplicate)

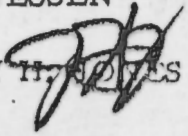
*sent back to Jerry
Jones without tag
5/23/75*

THE WHITE HOUSE
WASHINGTON

Date 5/22/75

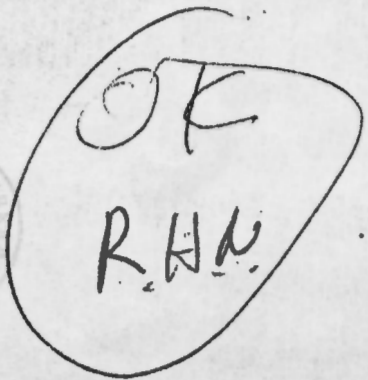
TO: RON NESSEN

FROM: JERRY H. JONES



Could we have your sign-off on the attached letter.

Thank you.



Dear Louis:

It is with regret, but also with deep gratitude for your dedicated service to this Administration and to our Nation, that I accept your resignation as Assistant Press Secretary, effective May 24, 1975, as you requested.

In doing so, I welcome this opportunity to thank you for the commitment and high sense of purpose which you have demonstrated throughout your public career. In each of your varied and demanding responsibilities during your fourteen years of public service, you have worked with rare skill and determination to help shape a freer, more secure country and a better life for all Americans. I appreciate your unfailing cooperation and support for me in the past, and of course, I'm particularly grateful for your assistance in the reorganization of the Press Office. You have contributed significantly to the spirit of openness and candor which we have tried to establish in all our press relations.

Now, as you return to the private sector, I hope you will always look back with pride on what you have achieved. You may be sure you take with you my very best wishes for every future success and happiness.

Sincerely,

Mr. Louis H. Thompson, Jr.
Assistant Press Secretary
The White House
Washington, D.C. 20500

GRF:JH:RLE:frw