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CABINET COUNCIL ON HEALTH AND HUMAN RESOURCES

WORKING GROUP ON DRUG ABUSE HEALTH ISSUES

November 5, 1982

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THE WHITE HOUSE

WASHINGTON

November 5, 1982

MEMORANDUM FOR THE WORKING GROUP ON DRUG ABUSE HEALTH ISSUES

FROM: CARLTON E. TURNER, CHAIRMAN

SUBJECT: Working Group Task Forces

For your information, I am forwarding the following documents which resulted from our Working Group meeting on October 26, 1982:

- A. Workplan for Implementation of the 1982 Federal Strategy
- B. Guidelines for Task Force Report Content and Format
- C. Implementation Planning: Federal Strategy for Prevention of Drug Abuse
- D. Task Force Membership Lists

I have also enclosed an updated Working Group Membership List.

In accordance with our objective of seeking the broadest possible representation, you will note that two additional members have joined our Working Group: Mr. Jack C. Lawn, Acting Deputy Administrator, Drug Enforcement Administration, and Dr. Mark Novitch, Deputy Commissioner, Food and Drug Administration. The participation of FDA and DEA in Working Group and Task Force activities will enhance our efforts in the areas of diversion control and control of licit drugs and will provide additional perspectives during our overall planning.

Each member of each Task Force will be contacted directly by the appropriate Task Force Chairman regarding the Task Force meetings and workplan.

The next meeting of the full Working Group will be on February 25, 1983, as indicated in the Workplan. At that time, the Task Force reports will be presented.

Thank you for your assistance in establishing the Working Group Task Forces. I appreciate your support and look forward to working closely with you as we implement the 1982 Federal Strategy.

CABINET COUNCIL ON HUMAN RESOURCES
WORKING GROUP ON DRUG ABUSE HEALTH ISSUES

November 5, 1982

W O R K P L A N F O R

IMPLEMENTATION OF THE 1982 FEDERAL STRATEGY

<u>MILESTONE</u>	<u>DATE</u>
Designation of Task Forces and discussion of workplan (WG/DAHI Meeting)	October 26, 1982
Working Group members report specific Task Force representatives and comments on workplan to WG/DAHI Chairman (456-7777)	November 2, 1982
Distribution of Task Force Workplan, membership, and guidelines for implementation plan content and format by WG/DAHI Chairman	November 5, 1982
Task Force Chairmen submit draft of implementation plan to WG/DAHI Chairman	December 17, 1982
Comments on draft implementation plan due back to Task Force Chairmen	January 3, 1983
Finalized Task Force implementation plans due to WG/DAHI Chairman	February 15, 1983
Task Force implementation plans consolidated into Working Group interim report (WG/DAHI Meeting)	February 25, 1983
Working Group interim report completed	March 1, 1983
(Progress briefings will be scheduled as needed with each Task Force Chairman.)	

Min agency clearance is working paper } *Dec 13 - Draft to Chairman*

Drug Abuse Policy Office Coordinator: Sharyn Lumpkins
456-7777

CABINET COUNCIL ON HUMAN RESOURCES
WORKING GROUP ON DRUG ABUSE HEALTH ISSUES

November 5, 1982

GUIDELINES FOR TASK FORCE REPORT CONTENT AND FORMAT

PURPOSE:

The Cabinet Council on Human Resources, with a Working Group on Drug Abuse Health Issues, is responsible for developing recommendations and overseeing the implementation of the health aspects of the 1982 Federal Strategy for Prevention of Drug Abuse and Drug Trafficking. Working Group Task Forces have been established to develop implementation plans for Strategy drug and alcohol abuse health objectives in each of five major areas:

- o Education and Prevention
- o Detoxification and Treatment
- o Research
- o International Cooperation
- o Drug Abuse in the Armed Forces

Task Force reports will be consolidated in a Working Group interim status report on implementation of initiatives and programs in support of Strategy objectives. An Implementation Status Report to the President, scheduled for March 1982, will incorporate the Working Group interim report, a similar report by the Working Group on Drug Supply Reduction and other information on private sector initiatives.

CONTENT:

Task Force Action Plans will include, for each major issue, a statement of objectives, a summary of accomplishments from January 1, 1980 through December 31, 1982, an assessment of current and proposed initiatives and programs, and recommendations, where appropriate.

The implementation planning should reflect the direction and tone of the 1982 Federal Strategy. Issues should be addressed from both a policy and program perspective. A general description of the overall approach must be included. A more detailed listing of specific activities and plans may be used to address the program level items.

REPORT FORMAT:

To provide a standard format, the following items should be included in the Task Force report:

1. Overview:

A narrative statement of purpose, including a summary of major issues and objectives addressed by the Task Force and Task Force conclusions and recommendations.

2. Objectives:

A listing and discussion of Strategy objectives addressed by the Task Force. The Implementation Planning paper (Attachment C) provides a summary of issues and objectives included in the 1982 Federal Strategy. The paper is attached for your use and may be revised, expanded and/or reorganized by the Task Force.

3. Accomplishments:

A. Overall Program Accomplishments: A narrative summary of trends and/or accomplishments (progress already made in meeting Strategy objectives) during the period January 1, 1981 through December 31, 1982.

B. Agency Accomplishments: One paragraph summaries of specific accomplishments (during the period January 1, 1981 through December 31, 1982), including (1) date and objective of initiative, (2) agencies, organizations and/or other elements involved, and (3) progress report or status. Use one paragraph per accomplishment.

4. Assessment of Current Programs:

A. Overall Programs: A narrative assessment of the effectiveness of current programs to meet Strategy objectives and identification of specific areas for improvement or expansion.

B. Agency Programs: For each agency, a narrative assessment of the effectiveness of current programs vis-a-vis Strategy objectives, including a one paragraph summary of each specific task, activity or new initiative which will be continued after January 1, 1983.

3. New Initiatives:

- A. Identify and describe new programs and initiatives which are currently in the planning or budget process. Include projected dates, objectives and participants.
- B. Suggest and outline additional new programs or initiatives which are not yet in a planning or budget process. Think innovation.

4. Recommendations:

A listing of Task Force recommendations for further action, policy change, or new initiatives. Identify those areas with the greatest potential for reducing the effects of drug abuse in the United States.

CABINET COUNCIL ON HEALTH AND HUMAN RESOURCES
WORKING GROUP ON DRUG ABUSE HEALTH ISSUES
DRUG ABUSE IN THE ARMED FORCES TASK FORCE

November 9, 1982

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CABINET COUNCIL ON HEALTH AND HUMAN RESOURCES

WORKING GROUP ON DRUG ABUSE HEALTH ISSUES

INTERNATIONAL COOPERATION TASK FORCE

November 9, 1982

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WORKING GROUP ON DRUG ABUSE HEALTH ISSUES
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CABINET COUNCIL ON HEALTH AND HUMAN RESOURCES
WORKING GROUP ON DRUG ABUSE HEALTH ISSUES
DETOXIFICATION AND TREATMENT TASK FORCE

November 9, 1982

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