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WITHDRAWAL SHEET

Ronald Reagan Library

Collection Name DEAVER, MICHAEL: FILES

Withdrawer

KDB 8/17/2011

File Folder PERSONNEL - GENERAL (3)

FOIA

F97-0066/19

Box Number 51

COHEN, D

130

DOC NO	Doc Type	Document Description	No of Pages	Doc Date	Restrictions
1	MEMO	TAD THARP TO M. DEAVER RE CANDIDATES FOR POSITIONS	1	1/19/1983	B6
2	MEMO	THARP TO DEAVER RE PERSONNEL INQUIRIES	1	1/4/1983	B6
3	FORM	PERSONAL QUALIFICATIONS STATEMENT (FORM SF 171) (INCL. ATTACHMENTS)	6	4/1/1974	B6
4	FORM	COPY OF DOC #3	6	4/1/1974	B6

Freedom of Information Act - [5 U.S.C. 552(b)]

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- B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
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with restrictions contained in donor's deed of gift.

THE WHITE HOUSE

WASHINGTON

February 10, 1983

Dear Mr. Bell:

Your request for Secretary Regan, Budget Director Stockman or another representative from the Administration, preferably from the Treasury Department, to address the McLean County Association of Commerce and Industry has been under consideration since January 19th.

I truly appreciate your diligent efforts in keeping my office apprised of the alternate dates to choose from in the hopes of accommodating a spokesmen's schedule. Even with the wider range of dates you gave me, namely March 3, 16, 18, 24 and April 8, 1983, I truly regret to have to inform you that Mr. Regan and Mr. Stockman have previous commitments for those dates.

Knowing your profound interest in having a member of the Administration speak before the Association, I inquired about the schedules of other appropriate speakers for that time period. Regrettably, I have been unable to secure a surrogate to be with you in Bloomington, Illinois.

Again, thank you for your interest and, hopefully, your kind understanding in this matter.

Sincerely,

Judith A. Pond
Director
Speakers Bureau

Mr. James R. Bell
Oak Hill Farm
Route One
Bloomington, IL 61701

2/9/83

Decline

J-

We got another call from Mr. Bell for the McLean Chamber of Commerce event in Bloomington, IL, and he said that he called Stockman's office and they declined. He asked what the status was of his request with Regan's office-----

I again explained that with the testifying on the hill, etc., Regan would be a long shot. He said since the event date is so close how about us trying for an U/S or A/S at Treasury to speak? I said that I would convey that to you.

Right after he called, we got a call from Shirley Moore who said that Bell had called them again about his request and wanted Deaver to call Stockman/Regan to do this event. I told Shirley about the many calls from him --- and that I knew Stockman/Regan would be impossible at this time. She agreed, and asked us to try to get a Treasury person for him (she told Bell that she would call us and say that Deaver suggested we try for another Treasury official since Regan is too busy testifying etc. here).

Mr. Bell said that he would call on Monday for a status report ----- WHAT DO YOU WANT TO DO?

DJH

J-

James Bell of Bloomington, IL, called again. He would really like to know as soon as we know if anyone will be heading out there for the McLean County Association of Commerce's event first date: 3/3 - 4/8/83.

He wanted us to ask for Regan or Stockman when he first called on 1/19 when he found out the president could not attend.

We have not done anything with this --- and this is his 5th or 6th call to us.

djh

2/8

THE WHITE HOUSE

WASHINGTON

1/27/83

J-

The background on the attached is as follows:

On 1/19 Bell called us saying that RR cannot attend the McLean County Association of Commerce and Industry's meeting on 3/3/83 in Bloomington, IL. Sadleir's office told him to call us for help with a rep.

I called Rawlins that day, and called Central Files -- who told me the file was charged out to Rawlins -- for the back-up. Mary could not find the file, but told me she would look for it.

I have been bugging her about it, and Bell called again today to ask what the status is of the request. He again asked for a rep (Stockman or Reagan) and I told him very difficult, budget, hill hearings, etc. I was going to ask him for the back-up and he said he was told that we had the file --- I called Rawlins, and she brought the attached by to us -- the ONLY thing she has on event. She did tell me that this request was heavily staffed out since RR visited his farm during the campaign.

Do you want to try for Stockman/Regan, or tell him that they are unavailable and try someone else at Treasury, OMB, or just decline?

djh

January 3, 1983

Dear Mr. Bell:

Thank you for your recent letter inviting the President to Bloomington, Illinois in the spring of 1983 to address the Annual Meeting of the McLean County Association of Commerce and Industry.

Careful consideration has been given to your request. Most regrettably, however, in view of the President's heavy schedule throughout the early months of this year, a time is not foreseen when it would be possible for him to be with you.

With the President's gratitude for your thoughtfulness in writing and his very best wishes,

Sincerely,

WILLIAM K. SADLEIR
Director, Presidential
Appointments and Scheduling

Mr. James R. Bell
Oak Hill Farm
Route 1
Bloomington, IL 61701

(President visited Mr. Bell's
Farm at one
time)

WKS:AMS:vml--

THE WHITE HOUSE
WASHINGTON

File

February 9, 1983

MEMORANDUM FOR MICHAEL K. DEEVER

FROM: T.A.D. Tharp *TT*.

SUBJECT: U.S. Representative to International Organizations
in Vienna (PAS, POP)

I spoke with Helene enroute to Austria last night. She had discussed the matter with Bill Clark, Ken Dam, and Ron Mann, on our staff. She said to tell you they still think there is a position available. However, we will not know the particulars until we reach Greg Newell this morning (he could not be reached last night), since this job is under his jurisdiction.

The job of U.S. Representative to International Organizations is a new position created by the recently passed State Department Authorization Act. The White House first heard of its existence several months ago when Newell informed our office of a newly available plum appointment.

Roger Kirk, the Deputy U.S. Representative to the International Atomic Energy Agency, is currently the highest ranking full-time American representative in Vienna. He is a career FSO and has been at his current post since 1978. The point of contention is whether we would have to remove Kirk in order to place Williamson. We had understood that the new Act created a full-time Representative and Deputy Representative. However, it does not because the IAEA job has been combined with the international organizations caretaker position. Apparently, it had been assumed by some that Kirk would automatically move up to full Representative.

As Ken Dam may have told you, he thinks it is very important to have an expert on nuclear power in this position because it does deal primarily with IAEA. He expects Williamson would get a worse hearing on the Hill than Adelman and suggests we find him another ambassadorial post.

If this position does not work out, Helene says she has saved a great post, Ambassador to the Ivory Coast. Attached for your information are the fact sheets on the Vienna position. I will advise you as soon as Greg Newell gives us an explanation.

UNITED STATES REPRESENTATIVE TO INTERNATIONAL ORGANIZATIONS
IN VIENNA

This position was created by the recently passed Department of State Authorization Act, Fiscal Years 1982 and 1983. The statutory provision is as follows:

"Sec. 118. Section 2 of the United Nations Participation Act of 1945 (22 U.S.C. 287) is amended by adding at the end thereof the following new subsection:

"(h) The President, by and with the advice and consent of the Senate, shall appoint a representative of the United States to the Vienna office of the United Nations with appropriate rank and status, who shall serve at the pleasure of the President and subject to the direction of the Secretary of State. Such individual shall, at the direction of the Secretary of State, represent the United States at the Vienna office of the United Nations and perform such other functions there in connection with the participation of the United States in international organizations as the Secretary of State from time to time may direct."

The newly combined mission, which is a merger of the former missions to the IAFA and UNIDO, is responsible for the at site representation of U.S. interests in these organizations as well as a host of others, e.g., UNRWA, the U.N. Center for Social Development and Humanitarian Affairs (UNCSDHA), the U.N. Commission on International Trade Law (UNCITRAL), the U.N. Division of Narcotic Drugs (DND), the International Narcotics Control Board (INCB), the U.N. Fund for Drug Abuse Control (UNFDAC), and the United Nations Scientific Committee on the Effects of Atomic Radiation (UNSCEAR).

The post is currently classified as a Class III post with the Ambassador paid at Executive Level IV (\$58,500). The Ambassador supervises a staff of twenty, drawn from the Departments of State and Energy.

ASSISTANT SECRETARY OF STATE
WASHINGTON

*Malice
Fennell
Rom*

December 13, 1982

MEMORANDUM

TO: Helene von Damm and Ron Mann
The White House

FROM: IO - Gregory Newell (per IO/EX - Richard V. Hennes)

SUBJECT: U.S. Representative to International Organizations
in Vienna

The U.S. Mission is currently classified as a Class III post.
The U.S. Representative would be entitled to the following:

Grade: Rank of Ambassador

Salary: Executive Level IV - \$58,500

Quarters: U.S. Government currently provides a government-owned, fully furnished, four bedroom apartment in downtown Vienna.

Official Residence Expenses: There is authority for three servants (two full-time and one part-time).

Representation: \$16,000 (for entire Mission)

Transportation: Sedan with driver assigned.

Allowances: Standard cost of living (currently \$2,205) plus education expenses (through high school) for dependent children.

Consultation trips to U.S.: Currently one per year is budgeted.

Assignment Travel: Furnished per U.S. Government regulations.

Insurance: U.S. Government-sponsored health and life insurance available.

CLASSIFIED - EXECUTIVE LEVEL IV - \$58,500

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TAD THARP TO M. DEAVER RE CANDIDATES
FOR POSITIONS

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RADIATION POLICY COUNCIL (No limit)

Heads of the following agencies or their representatives and such others as the President may designate:

Department of Defense	Department of Transportation
Department of Justice	Department of Energy
Department of Commerce	Veterans' Administration
Department of Labor	Environmental Protection Agency (<u>CHAIRMAN</u>)
Department of HHS	National Science Foundation
Department of HUD	Federal Emergency Management Agency
	Nuclear Regulatory Commission is invited to participate

<u>NAME</u>	<u>POL.</u>	<u>STATE</u>	<u>DATE APPOINTED</u>	<u>TERM EXPIRES</u>
<u>RAILROAD RETIREMENT BOARD (3)</u>				
<u>Member at Large (CHAIRMAN)</u>				
William F. Adams	D	Va.	2/14/78	8/28/82
Robert A. Gielow	R	Ill.	3/2/83	8/28/87
<u>Representing Carriers</u>				
Earl Oliver	D	Ill.	10/20/78	8/27/83
<u>Representing Employees</u>				
Charles J. Chamberlain		Ill.	7/27/79	8/28/84
<u>RED CROSS, AMERICAN NATIONAL</u>				
<u>Principal Officer</u>				
Jerome Holland		N.Y.	3/30/79	3/31/82
Jerome Holland		N.Y.	4/21/82	3/31/85
<u>Board of Governors (8)</u>				
Harold Brown, Secretary of Defense			9/26/77	9/25/80
Julius P. Richmond, Assistant Secretary of HEW			"	"
John Patrick White, Deputy Director, OMB			2/26/79	2/25/82
Jerome Holland		N.Y.	3/30/79	3/31/82
Patricia Roberts Harris, Secretary of HEW			9/11/79	9/10/82
John W. Maey, Director of FEMA			"	"
Robert B. Pirie, Jr., Assistant Secretary of Defense			"	"
Alexander M. Haig, Jr., Secretary of State			7/6/81	7/5/84
Caspar Willard Weinberger, Secretary of Defense			7/6/81	7/5/84
Richard S. Schweiker, Secretary of HHS			7/6/81	7/5/84
Terrel H. Bell, Secretary of Education			7/6/81	7/5/84
Edward N. Brandt, Jr., Ass't. Sec. for Health, HHS			7/6/81	7/5/84
Louis O. Giuffrida, Dir., FEMA			7/6/81	7/5/84
David C. Jones, General, Chmn., JCS			7/6/81	7/5/84
Jerome Holland			4/21/82	3/31/85
George P. Shultz, Secretary of State			8/25/82	8/24/85
General John W. Vessey, Jr., Chmn., JCS			8/25/82	8/24/85

THE WHITE HOUSE
WASHINGTON

TO: *Bell*

FROM: MICHAEL K. DEEVER
Assistant to the President
Deputy Chief of Staff

Information

Action

DB
STAY on TOP of the

HOWARD UNIVERSITY
WASHINGTON, D.C. 20008

DEPARTMENT OF DEVELOPMENT

May 10, 1983

The Honorable Michael K. Deaver
Assistant to The President
and Deputy Chief of Staff
The White House
Washington, D.C. 20500

Dear Mike:

Recently, Sheila Tate mentioned Ronald R. Davenport to you as a person who it would be helpful and informative for you to meet and know. I am enthusiastically endorsing that general suggestion, and -- more specifically -- asking that you help in having him considered for an appointment to the Presidential Commission on Organized Crime. I have enclosed two copies of his very impressive resume; one is clean and one is highlighted for you to quickly review his relevant credentials.

Ron Davenport is a star, Mike. He makes independent political decisions; has touched all the right educational, business, legal and civic bases; and has both a realistic and accurate view of the way things are and could be.

I have asked Mel Bradley to meet him at the earliest opportunity.

It would mean a lot to many, many people if Ron were to be appointed to a position of this distinction. Thanks for all you do.

Sincerely yours,

Alice

Alice Green Burnette
Director of Development

Enclosures

Bill
look to
TAD
4 get
look to
Alice

RONALD ROSS DAVENPORT

DATE OF BIRTH: May 21, 1936

ADDRESS: 5837 Solway Street
Pittsburgh, PA 15217

MARITAL STATUS: Married - Wife's Name - Judith Marylyn
Three Children - Ronald, Jr., Judith Allison, Susan Ross

DEGREES EARNED: B.S. Penn State University, 1958, Major - Economics
LL.B. Temple University School of Law, 1962
LL.M. Yale Law School, 1963

HONORARY DEGREES: LL.D. Point Park College, 1971
LL.D. Allegheny College, 1978

UNIV. ADMIN. EXPERIENCE: Dean, Duquesne University School of Law, 1970-1981

UNIVERSITY TEACHING EXPERIENCES: Professor of Law - Duquesne University School of Law, 1967 -
Associate Professor of Law, 1965-1967
Assistant Professor of Law, 1963-1965
Council on Legal Education Opportunities Program
Harvard University Law School, Summer, 1968
Tutor-in-Law, Yale University, 1962-1963
Faculty Research Associate - Temple Law School, 1961-62
Laboratory Instructor, Economics, Penn State, 1957-58
Courses Taught: Constitutional Law, Federal Courts and
the Federal System, Constitutional and
Criminal Procedure, Personal Property
and Wills

PROFESSIONAL EXPERIENCES: Partner, Buchanan, Ingersoll, Rodewald, Kyle & Buerger, P.C.
Pittsburgh, Pennsylvania, April, 1982 to present
Fellow - United States State Department - Reviewing Legal
Systems on South & East Africa
Member - Research Advisory Board - Committee for Economic
Development - 1972-1975
Consultant - Constitutional Convention Preparatory
Committee of Pennsylvania and the Pennsylvania Constitutional
Convention, 1967-1968
General Counsel - Opportunities Industrialization Center, Inc.
Pittsburgh, 1966-1968
General Counsel - Mayor's Committee on Human Resources, Inc.
(Poverty Program) 1965-July, 1968
Staff Attorney - N.A.A.C.P. Legal Defense and Educational Fund
Summer, 1964
Associate - Norris, Green, Harris & Higgenbotham, Philadelphia,
Pennsylvania, 1962-1963

EDUCATIONAL SERVICES: Board Member - Colgate University (11/82 to present)
University of Massachusetts Committee on Legal Studies
Harvard College/Committee on African American Studies
Association of American Law Schools Executive Committee (1972-73)

BOARDS:

Chairman, Sheridan Broadcasting Corporation (comprised of radio stations WAMO (AM & FM) Pittsburgh, PA and WUFO (AM) Buffalo, New York and Sheridan Broadcasting Network which has affiliates in 120 cities.
Member, Bell of Pennsylvania Board of Directors (1977 to present)
Member, ARA Services, Inc., Board of Directors (1980 to present)

ACADEMIC HONORS:

Invitation to be a Visiting Fellow - Clare Hall, Cambridge, ENGLAND
Penn State University: Androcles Junior Men's Society, Skull and Bones Senior Men's Society, Lion's Paw
Temple Law School: Robert E. Lamberton Award, Highest Grade in Constitutional Law, Nat N. Wolfsohn Memorial Award, Highest Grade in Real Property
Yale Law School: Francis Keller Prize - Paper on the Legality of the United Nations' Military Activities in the Congo

COMMUNITY HONORS
AND AWARDS:

Distinguished Alumni Award - Penn State University, 1975
Man of the Year Award in Law - The Pittsburgh Jaycees, 1973
Man of the Year Award - The Masons, 1969
Distinguished Public Service Award - Pittsburgh Courier, 1968

COMMUNITY SERVICE:

LOCAL:

Board Member - Allegheny General Hospital
Board Member - Dwelling House Building & Loan Assoc. (1972-74)
Board Member - Friends of the New Pittsburgh Zoo (6/82 to present)
Board Member - Shady Lane School (1968-1971)
Board Member - St. Edmund's Academy (1971-1976)
Board Member - United Way of Allegheny County (1973-1979)
Board Member - WQED (1967-1969)
Board Member - Yale Club of Pittsburgh
Legal Advisor, KDKA, Constitutional Law Questions on Watergate (1972-74)
Political Analyst, KDKA, Governor's Election, 1978
Co-Chairman - Project Pacesetter (1978-79)
Past President - Urban League of Pittsburgh (1967-72)
Allegheny Conference on Community Development (1972-present)
Program to Aid Citizen Enterprise (1969-1975)
Health, Research, Services Foundation (1978-present)
Host - You and the Law (65 part TV Series shown in Pittsburgh, Maryland, and California)

STATE:

Member - Federal Judicial Nominating Committee
Member - Pennsylvania Crime Commission (1973-1976)
Board Member - Thomas Jefferson University (1978-1981)
Chairman - Citizens' for Heinz Senate Campaign (1976)
Board of State College & University Directors (1971-1974)
Governor's Justice Commission (1973-1974)
Chairman, Law Transition Committee for Gov. Thornburgh (1978-79)

COMMUNITY SERVICE
(Cont'd.)

NATIONAL

Trustee - Committee for Economic Development (1975 to present)
Member - United States Congress, Technology Assessment Advisory
Council (1975-1980)
Member - National Urban League Board of Directors
White House Conferences with President Carter
(1) September 17, 1979 - SALT II
(2) October 10, 1979 - Energy Program and the Windfall Profits Tax
White House Conference with President Reagan
April 30, 1982 - Foreign and Domestic Policy Issues

PUBLICATIONS:

Progress for Blacks? - Boston Evening Globe (July, 1974)
The Quality of Leadership - Boston Evening Globe (March, 1974)
The Color of Crime in the United States - Boston Evening
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The Second Justice Marshall - Duquesne University Law Review
(Vol. 7 - Fall, 1968)
The Unions - "The Implicit Enemy" - Duquesne University Law
Review (Vol. 4 - Summer, 1966)
Contributing Editor - Legislative Apportionment (Published by
The Preparatory Committee for the Pennsylvania Constitutional
Convention)
The Supreme Court and the Negro - Pittsburgh, Courier, National
Edition [U.S. Supreme Court Brief - Abernathy v. Alabama
Freedom Riders' Case]

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Criminal Procedure, Personal Property
and Wills

PROFESSIONAL EXPERIENCES:

(412) 562-8973
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Pittsburgh, Pennsylvania, April, 1982 to present
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(Vol. 7 - Fall, 1968)
The Unions - "The Implicit Enemy" - Duquesne University Law
Review (Vol. 4 - Summer, 1966)
Contributing Editor - Legislative Apportionment (Published by
The Preparatory Committee for the Pennsylvania Constitutional
Convention)
The Supreme Court and the Negro - Pittsburgh, Courier, National
Edition [U.S. Supreme Court Brief - Abernathy v. Alabama
Freedom Riders' Case]

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PERSONAL QUALIFICATIONS STATEMENT
(FORM SF 171) (INCL. ATTACHMENTS)

Freedom of Information Act - [5 U.S.C. 552(b)]

B-1 National security classified information [(b)(1) of the FOIA]

B-2 Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]

B-3 Release would violate a Federal statute [(b)(3) of the FOIA]

B-4 Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]

B-6 Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]

B-7 Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]

B-8 Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]

B-9 Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

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OFFICE OF MR. ROSEBUSH

AS OF 06/30/83

NAME	TITLE	AGENCY	EOD DATE	GRADE/DATE	SALARY	OVTIME	TOTAL
ROSEBUSH, JAMES S. (COMMISSIONED)	DEPUTY ASSISTANT TO THE PRESIDENT		01 FEB 82	UNCL 18 DEC 82	\$68,400		\$68,400
TATE, SHEILA B.	PRESS SECRETARY TO THE FIRST LADY		21 JAN 81	UNCL 03 OCT 82	\$51,771		\$51,771
HODGES, GAHL LEE	SOCIAL SECRETARY		01 MAY 83	UNCL 01 MAY 83	\$45,000		\$45,000
GUBITOSI, ROBERT	DIRECTOR, SCHEDULING AND ADVANCE FOR THE FIRST LADY		21 JAN 81	UNCL 03 OCT 82	\$43,504		\$43,504
CRISPEN, ELAINE	PERSONAL ASSISTANT TO THE FIRST LADY		21 JAN 81	UNCL 17 APR 83	\$43,500		\$43,500
WROBLESKI, ANN BARBARA	DIRECTOR OF PROJECTS CORRESPONDENCE		21 JAN 81	UNCL 03 OCT 82	\$38,421		\$38,421
FAULKNER, LINDA	ASSISTANT SOCIAL SECRETARY		21 JAN 81	UNCL 03 OCT 82	\$38,147		\$38,147
COOK, BARBARA J.	DEPUTY PRESS SECRETARY		30 JAN 81	UNCL 03 OCT 82	\$35,587		\$35,587
EBERLY, SHERYL L.	DEPUTY DIRECTOR OF PROJECTS		02 FEB 81	UNCL 03 OCT 82	\$27,248	\$ 3,345	\$30,593
ERKENBECK, JANE I.	ADMINISTRATIVE ASSISTANT		09 FEB 83	UNCL 09 FEB 83	\$30,353		\$30,353
DEVAN, LINDA L.	ADMINISTRATIVE ASSISTANT		26 JUN 83	UNCL 26 JUN 83	\$27,000	\$ 3,345	\$30,345
KOONS, BETSY J.	ASSISTANT PRESS SECRETARY		21 JAN 81	UNCL 13 JUN 83	\$27,000	\$ 3,345	\$30,345
KARALEKAS, TINA	*SPECIAL PROJECTS OFFICER (NTE: 10 DEC 83)		12 JUN 83	UNCL 12 JUN 83	\$26,142	\$ 3,345	\$29,487
BREAUX, HARLEEN M.	SECRETARY		23 NOV 81	UNCL 25 JAN 83	\$21,000	\$ 3,151	\$24,151
HARRINGTON, DONNAH M.	STAFF ASSISTANT		13 OCT 82	UNCL 13 OCT 82	\$21,000	\$ 3,151	\$24,151

OFFICE OF MR. ROSEBUSH

AS OF 06/30/83

NAME	TITLE	AGENCY	EOD DATE	GRADE/DATE	SALARY	OVTIME	TOTAL
W.A.E. EMPLOYEES							
STOLZ, ESTELLE M.	CALLIGRAPHER		18 APR 83	UNCL 18 APR 83	\$7.16/PH	\$ 2,234	\$17,135
WATKINS, SHIRLEY A.	SECRETARY		24 JAN 83	UNCL 24 JAN 83	\$7.16/PH	\$ 2,234	\$17,135
EOP PERSONNEL							
MUFFLER, RICHARD T.	CALLIGRAPHER		13 JUN 82	GS-05/02 13 JUN 82	\$13,815		
CAMPOLIETO, SHIRLEY ANN	STAFF ASSISTANT		01 JUN 82	UNCL 03 OCT 82	\$24,981		
GEMMELL, WILLIAM T.	DIRECTOR, GRAPHICS AND CALLIGRAPHY		16 OCT 77	ER-83/14 03 OCT 82	\$43,466		
SCARFONE, JOHN J.	GRAPHICS ASSISTANT		16 OCT 77	ER-82/11 03 OCT 82	\$35,574		
SPANGLER, JUDITH ANN	ASSISTANT CHIEF, ARRANGEMENTS		24 JAN 82	ER-79/04 03 OCT 82	\$22,281		
VOLUNTEER							
MARTIN, MARY B.	VOLUNTEER		16 NOV 82				
TOTAL					15		\$ 563,755
GRAND TOTAL					15		\$ 563,755

37,300

30,580

7/13/83

EXECUTIVE SECRETARIES TO ASSISTANTS & DEPUTY ASST. TO PRESIDENT

<u>OFFICE HEAD</u>	<u>NAME</u>	<u>TITLE</u>	<u>SALARY</u>
Edwin Meese	Marilee Melvin	Staff Asst.	<u>\$34,000</u> No OT
James A. Baker	Barbara Hayward	Admin. Asst. to the Chief of Staff	<u>\$38,148</u> No OT
Michael K. Deaver	Donna Blume	Secretary	\$27,000 No OT
James Scott Brady	Sarah McElroy	Exec. Asst.	<u>\$34,560</u> No OT
William P. Clark	Kay Zurwick	Admin. Asst.	NSC rolls
Richard G. Darman	Janet McMinn	Secretary	<u>\$38,188</u> No OT
Kenneth M. Duberstein	Lynn Skolnick	Admin. Asst.	<u>\$41,276</u> No OT
Fred F. Fielding	Dianna Holland	Exec. Asst. to the Counsel to the Pres. & Staff Asst.	<u>\$39,520</u> No OT
Craig L. Fuller	Karen Hart	Exec. Asst.	<u>\$42,789</u> No OT
David R. Gergen	Debra Rundell	Secretary	<u>\$27,268</u> OT 3,345
Edwin L. Harper	Janice Farrell	Exec. Secy.	(OPD Rolls)
John Herrington	Tad Tharp	Exec. Asst.	<u>\$37,258</u> OGS (Commerce)
Michael McManus	Marjorie Crawford	Staff Asst.	<u>\$34,930</u> No OT
John F.W. Rogers	Parris Bauer	Exec. Secy.	OA Rolls
Edward J. Rollins	Michele Davis	Exec. Asst. to the Asst. to the Pres. for Pol- itical Affairs	<u>\$35,550</u> No OT
Lee Verstandig	Susan Lauffer	Exec. Asst.	<u>\$53,000</u> No OT
Faith Whittlesey	Susan Graf-Strobel	Admin. Asst.	<u>\$35,000</u> No OT

James E. Jenkins	Dorothy Kuhn	Admin.Asst. Secretary	\$30,115 No OT
Lee Atwater	Craig Helsing	Staff Asst.	\$42,653 No OT
Aram Bakshian, Jr.	Ann Guthrie	Staff Asst.	\$37,258 No OT
Michael E. Baroody	Judith Muskett	Admin.Asst.	\$19,477 OT 2,920
T. Kenneth Cribb, Jr.	Cynthia Duncan	Secretary	\$26,771 OT 3,345
Becky Norton Dunlop	Shannon Moore	Secretary	\$20,256 OGS Defense
Richard Hauser	Geneva Murray	Secretary (Steno.)	\$27,545 OT 3,345
Robert C. McFarlane	Wilma Hall	Exec.Secy.	NSC Rolls
Rick Neal	Linda Miller	Staff Asst.	\$29,374 (Deta (Agric.))
Marion Oglesby, Jr.	Linda Bennett	Staff Asst.	\$24,508 OT 3,345
Roger B. Porter	Sheri Jackson	Exec.Secy.	OPD Rolls
James S. Rosebush	Jane Erkenbeck	Admin.Asst.	\$30,353 No OT
Karna Small	Carolyn Wimmer	Spec.Asst.	\$26,027 OT 3,345
Larry M. Speakes	Connie Romero	Exec.Asst.	\$44,095 No OT
Pamela Turner	Frances Frazier	Staff Asst.	\$24,508 OT 3,345
Jonathan Vipond, III	Leah Levy	Admin. Asst.	\$24,508 (Detail- HHs)

THE WHITE HOUSE
WASHINGTON

May 31, 1983

*Margie -
Please call
me ASAP
regarding
this!
Donna*

MEMORANDUM TO MICHAEL K. DEEVER

FROM: WILLIAM F. SITTMANN

SUBJECT: Reception for Mike McManus

The reception for Mike McManus will take place on Thursday, June 2nd from 6:00 - 8:00 p.m. at Blair House. The following is a suggested guest list:

All Assistants to the President

- ✓ Margie Crawford
- ✓ John Rogers
- ✓ Bill Sittmann
- ✓ Donna Blume
- ✓ Advance Office
- ✓ Fred Ryan
- ✓ Gahl Hodges
- ✓ Dave Fischer
- ✓ Military Aides
 - Lee Atwater
 - ✓ Bobby DeProspero
 - ✓ Tom Quinn
 - ✓ Karen Hart
 - ✓ Karen Kuwit
 - ✓ Kathy Osborne
 - ✓ Shirley Moore
 - ✓ Pat Bye
 - ✓ Linda Faulkner
 - ✓ Colonel Tuck
 - ✓ Larry Speakes
 - ✓ Mark Weinberg
 - ✓ Kim Hoggard
 - ✓ Peter Roussel
 - ✓ Barbara Haywood
 - ✓ Sara Emery
 - ✓ Dave Berger
 - ✓ ~~John~~
 - ✓ Tim Roselush
 - ✓ Dick Darman

SPECIAL WINE INVENTORY AS OF 25 APRIL 1983

ADLER FELLS	79 Cabernet Sauvignon	8
ALEXANDER VALLEY	81 Chardonnay	11
BUENA VISTA	80 Chardonnay Special Selection	10
DAVIS BYNUM	81 Chardonnay	11
DRY CREEK	81 Chardonnay	11
CHANDON	Blanc de Noirs	24
CHANDON	Napa Valley Brut	24
CHATEAU ST. JEAN	81 Chardonnay	11
CLOS DU BOIS	80 Flintwood Chardonnay	11
DELOACH	80 Russian River Chardonnay	5
DONNA MARIA	81 Chardonnay	11
FIELDSTONE	77 Cabernet Sauvignon	11
FISHER	80 Chardonnay	8
FOPPIANO	80 Chardonnay	11
GRAND CRU	81 Sauvignon Blanc	5
GRAND CRU	79 Collector's Series Cabernet	6
GUNDLACH BUNDSCHU	80 Merlot	9
GEYSER PEAK	78 California Cabernet	11
HACIENDA	79 Pinot Noir	11
HOP KILN	81 Johannisberg Riesling	11
IRON HORSE	80 Pinot Noir	11
JOHN MERITT	81 Chardonnay	11
JORDAN	79 Cabernet Sauvignon	5
KENWOOD	80 Cabernet Sauvignon	11
KORBEL	82 Blanc de blancs	11
LANDMARK	81 Chardonnay Alexander Valley	8
LA CREMA VINERA	81 Arrundell Chardonnay	11
MARK WEST	80 Chardonnay Russian River Vly	11
MILL CREEK	78 Cabernet Sauvignon	3
MILL CREEK	81 Cabernet Blush	2
MILL CREEK	80 Chardonnay	6
PEDRONCELLI	77 Vintage Selection Zinfandel	11
PRESTON	81 Sauvignon Blanc	11
RUTHERFORD HILL	80 Chardonnay	3
RUTHERFORD HILL	80 Gewurztraminer	1
RUTHERFORD HILL	79 Merlot	3
RUTHERFORD HILL	77 Cabernet Sauvignon	2
RUTHERFORD HILL	78 Pinot Noir	1

-continued-

SEBASTIANI	-- Brut 3-Star Methode Champenoise	11
SOUVERAIN	78 Vintage Select Cabernet	11
SONOMA VINEYARDS	78 Alexander Crown Cabernet	11
SIMI	77 Cabernet Sauvignon Special	11
STEPHEN ZELLERBACH	79 Cabernet Sauvignon	11
ROBERT STEMLER	79 Cabernet Sauvignon	19
TOPOLOS AT RUSSIAN RIVER	80 Pinot Noir	11
WILLIAM WHEELER	80 Cabernet Sauvignon	11

Donna Kempel

SELECTION LIST OF ITEMS FOR BLAIR HOUSE RECEPTION, THURSDAY, 2 JUNE 1983

- Ham Roulades (Ham Roll-ups w/ Cream Cheese & Chives) and Quartered Deviled Eggs on trays with garnish
- Jumbo Shrimp & Snow Crab Claws in Silver Punch Bowls with garnish and Seafood Cocktail Sauce on the Side
- Cubed Cold Rare Roast Beef on trays with garnish and Cream whipped with Horseradish on the side
- Eggs Rolls in Chafing dish w/ Sweet & Sour Sauce and Hot Mustard on the side
- Assorted Fresh Fruit (Melon, Pineapple & Strawberries) in Silver Bowl or Melon Boat with toothpicks on the side
- Chocolate Fondue in Chafing Dish w/ Whole Fresh Strawberries
- Cheese & Cracker Tray with Fruit Garnish
- Assorted Finger Sandwiches on trays with garnish
- Assorted Canapes on trays with garnish

- Mixed Drinks
- Beer, Wine, Perrier & Soft Drinks
- Champagne Punch
- Champagne (no charge)