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138

DOC NO	Doc Type	Document Description	No of Pages	Doc Date	Restrictions
1	MEMO	BARBARA MCQUOWN TO JAMES BAKER, EDWIN MEESE, AND M. DEAVER RE PRESIDENT'S COMMISSION ON INDUSTRIAL COMPETITIVENESS	2	10/19/1983	B6
2	LETTER	TO DEAVER RE INTERVIEW FOR POSITION	1	1/31/1983	B6
3	NOTE	DEAVER TO W. ERNST MINOR	1	ND	B6
4	LETTER	MINOR TO DEAVER	1	3/21/1983	B6

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]
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- 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.

RESUME

DEBORAH ANN MACFARLANE

2826 Andiron Lane
Vienna, Virginia 22180

Telephone: Home: 573-5290
Work: 456-7530

EDUCATION

Galludet College, Summer Program, June 1974 to August 1974
High School, Yorktown High School, Arlington, VA., 1974, Business

Civil Service Courses: Records Management and Disposition, 1982
Communications Workshop, 1981
Personnel Development Workshop, 1980

EXPERIENCE

Confidential Secretary, Office of the General Counsel, Office of Administration, Executive Office of the President, 17th & Penn., Ave., N.W., Washington, D.C., October 1982 to Present.

As secretary to the General Counsel, I am responsible for legal research as needed, typing of sensitive and confidential material, scheduling of appointments and interviews, personally answers inquiries and refer them to staff members. Also included are various other secretarial duties.

Coordinated the Agenda for the Senior Staff Meetings of the Office of Administration.

EOP Coordinator for CPR training, during which time I set up training sessions for interested EOP employees, also solicited private contractors to help with the training.

Secretary, U.S. Department of Justice, Budget Staff, 10th & Constitution Ave., N.W., Washington, D.C., February, 1976 to October 1982.

Assigned to the Law Enforcement and Corrections Group (LECG), under the supervision of the Assistant Director, Budget Staff. Responsible for typing and general administrative support for eight professionals assigned to the Group. Specific duties and responsibilities include: typing complex narrative and statistical material from handwritten drafts, receiving telephone calls and visitors; maintaining Time and Attendance records for the Group, responding to routine inquiries, preparing travel vouchers and follow-up expense vouchers for staff members; maintaining subject files for the Group; and establishing or revising files to meet current needs.

MacFarlane, Ann A.
July 9, 1948
Media Producer

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POOL PRODUCER / SENIOR SPECIAL EVENTS PRODUCER;
CABLE NEWS NETWORK: JUNE, 1982 - SEPTEMBER, 1983

NETWORK "POOL"
DEFINITION

There are many uses for the word "Pool" in television network jargon. A brief explanation of the term will help to understand the duties and responsibilities of a Pool Producer.

The network "Pool" consists of four fully participating members; ABC, CBS, CNN and NBC, sharing equally in costs and voting powers.

Each member takes its turn on a rotating basis in organizing coverage of a major event such as a national political convention, inauguration day, or an overseas trip by the President of the United States.

The network responsible for coverage of the event provides all personnel, equipment and facilities, together with organization and management for coverage and electronic transmission of the news event in accordance with directions and votes by the four participating networks.

Thus, the "Pool", in essence, becomes the "fifth network" while each of the four networks augment their individual or "unilateral" coverage of the same event with material they have voted to have the "Pool" produce.

The Pool is a long-standing arrangement among ABC, CBS and NBC meant to reduce cost by avoiding duplication. Example: The Pool arranges satellite transmission of stories generated by a Presidential trip. Each network shares the cost and time used on the satellite rather than arrange separate satellite services.

A Pool is further necessary because of limited facilities. Under this arrangement, only one satellite, or one AT&T long line, serves to transmit material rather than the four that would be needed to serve the networks individually. The Pool also eliminates the "clutter" of numerous cameras and microphones at such event locations.

Cable News Network became an official member of the Pool in June, 1982. Lacking experienced personnel, CNN recruited my services to organize the fulfilling of their rotation responsibilities.

In addition to the duties of Pool producer, I was responsible for the training of many CNN staff people in Pool responsibilities.

POOL PRODUCER

As CNN's Pool Producer for coverage of Presidential foreign travel, I was overall coordinator in the planning and execution of the network's Pool responsibilities.

Represented the network Pool in dealing with U.S. Embassy personnel in host country, USIS, White House advance people, host country television and host country transmission personnel.

Conducted initial site survey with White House advance staff, State Department people, Secret Service staff, etc., of each city to be visited on the trip.

Wrote and reported coverage proposal for all participating networks.

Made "pre-advance" trip with government staffs and other network representatives. Walked through all sites on the President's planned schedule, adjusting plans as necessary to assure adequate coverage of all events.

Determined and distributed information on security lists, visas, shots and clearance credentials.

Secured location to serve as transmission facility.

Arranged all internal communications systems, typewriters, xerox machines, wire machines, space allocations, tables, chairs, international telephone installation, four wires (radio), construction, carpenters, fans, air conditioners, quad boxes for 220 to 110 conversion, converters for transmission, tape machines, cable, microwave, loop and line construction, brought in satellite earth station for transmission to the U.S..

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Handled all room and transportation arrangements for Pool personnel not traveling on the White House press plane.

Booked cars, drivers, translators and tape couriers.

Arranged all charter flights and ground transportation for large equipment.

Kept track of and distributed to Pool members all changes in schedules before and during the President's visit. Scheduled rotation of lighting pools throughout the trip.

Represented all four networks in ongoing problems and/or disputes with the White House or host country press office involving coverage availabilities and facilities.

Supervised engineering personnel in equipment needs, cable runs, power supply, back up equipment and generators.

Supervised budget manager, unit manager, traffic manager, and all support staff in each city of the President's trip.

Supervised all transmissions of news stories and satellite costs for each member of the Pool.

SENIOR PRODUCER,
SPECIAL EVENTS

1982 ELECTIONS:

Researched and analyzed candidates and issues of Election '82.

Wrote proposal which was adopted as CNN's election coverage blueprint. Controlled CNN's election budget with considerable cost savings over previous coverage plans, plus expanded amount of air time devoted to campaign stories.

Initiated contacts with various political candidates and issue oriented spokespeople. Arranged interview and shooting of cover footage with candidates.

Traveled with reporter and camera crew coast-to-coast while supervising shooting. Produced more than one hundred (100) individual political stories for broadcast in the eight weeks preceding election night and pulled together a national cross section review of the candidates and issues for election day broadcast.

Executive producer for fourteen (14) hours of live broadcast coverage on election night. Supervised staff of approximately one hundred and fifty (150), engineers, directors, writers, editors, researchers reporters, anchor people, etc., on election night.

Coordinated live remotes from across the country to receive and incorporate local and regional reports into national coverage of election night.

PRESIDENT'S LATIN AMERICAN TRIP:

Producer for President Reagan's trip to Brazil, Columbia, Costa Rica and Honduras in Nov/Dec, 1982. Supervised traveling staff of fifteen. Coordinated editing and satellite feeds of Latin American tour. Managed budget and dispensed all travel expenses throughout the trip.

STATE CONVENTION:

Producer for three day coverage of the California State Democratic Convention in Sacramento, Calif., January, 1983.

QUEEN ELIZABETH'S VISIT:

Traveled with White House advance staff and one representative from each American network, plus the BBC on January site survey to plan coverage of Queen Elizabeth's visit to the United States.

Proposed budget, arranged travel and supervised CNN personnel.

Originated and carried out CNN's live coverage plans and edited news stories of the Queen's visit. Coordinated CNN's west coast bureau with the Atlanta home office for broadcast reports.

Coordinated and supervised CNN's White House coverage when President Reagan hosted the Queen.

Produced all coverage and traveled with the Queen's Press contingent in Feb./March, 1983.

Produced video-tape synopsis of the Queen's visit at the request of the British Press Secretary to be presented to the Queen as a memento of her visit.

WILLIAMSBURG SUMMIT:

Executive Producer of the 1983 Summit of Industrialized Nations in Williamsburg, Virginia.

Conducted numerous site survey trips to Williamsburg, both unilaterally (for CNN) and with White House advance staff.

Represented CNN at various White House and network pool meetings to arrange coverage of the Summit.

Proposed coverage plans, managed budget, placed all telephone and communications systems orders, received bids from mobile trailer companies (to house working space) and other vendors, and contracted services.

Supervised staff of twenty five (25) reporters, engineers, camera crews, tape editors and support staff for all live and edited coverage.

Produced about twenty five (25) "advancer" and news stories and approximately twelve (12) hours of live programming over a three day period.

CAMPAIGN '84:

Senior producer in Campaign '84 planning. Represented CNN at various meetings with the Democratic National Committee and the Republican National Committee in planning coverage of the 1984 conventions.

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Attended planning meetings outlining CNN's facilities needs in Dallas and San Francisco, including the making of site survey trips to both convention cities.

Chaired meetings with local telephone company's representatives in Dallas and San Francisco to plan communications needs allowing for the planned break-up of the old AT&T system.

Represented CNN in planning sessions with ABC, CBS, NBC and foreign broadcasters on convention coverage.

Wrote proposals for coverage and staffing for CNN's convention broadcasts. Began preliminary budget planning for ELECTION '84 coverage.

PRODUCER, WORLD NEWS TONIGHT
ABC NEWS; 1980 - 1982

PRODUCER

Produced daily news stories for broadcast on ABC's World News Tonight program. Contributing producer for the programs "Nightline, Goodmorning America, Weekend News", and frequent assignments for ABC's Special Events Department.

Acting operations producer, November, 1979 to February 1980 (operations producer is second in command under the Bureau Executive Producer) for both World News Tonight and "America Held Hostage" (which later evolved into the current program, Night Line). Worked fifteen (15) hours a day, usually six days a week for the first four months of the Iranian hostage "crisis".

Supervised and scheduled staff of ten (10) producers, fourteen (14) tape editors, ten (10) man studio crew plus various reporters, correspondents, directors, and support staff consisting of production and assignment desk assistants, researchers, tape librarians, unit managers and secretaries.

Set up line feeds, remote location live coverage and international satellite feeds. Proposed and executed budget allocations. Managed all facility allocations.

Oversaw editorial content of programming.

In February, when "America Held Hostage" evolved into the permanently scheduled program, "Night-Line", and a permanent staff was in place, I trained the Nightline Operations Producer and then accepted assignment as Senior Producer for coverage of the George Bush Presidential campaign.

Traveled consistently with candidate Bush to coordinate all news coverage, providing broadcast stories for all ABC network news shows.

Produced live coverage on primary election nights, during the conventions in Detroit and on election night in November, 1980.

Covered Reagan administration transition from November thru January inauguration.

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July 9, 1948
Media Producer

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Appointed Operations Producer for Inauguration day live coverage and for special programming carried on the day of return by hostages held in American Embassy in Iran.

Assigned to various "breaking" stories as general purpose producer and produced many Special Assignment Series for ABC News.

MacFarlane, Ann A.
July 9, 1948
Media Producer

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ASSOCIATE PRODUCER; EVENING NEWS/WORLD NEWS TONIGHT
ABC NEWS; 1977 - 1979

**ASSOCIATE
PRODUCER**

Main responsibilities were directed toward the evening news broadcast but also produced stories for "Goodmorning America", Weekend News and for the Special Events Department.

Directed research, conducted interviews, supervised camera crews, tape editors and studio crews. Edited and wrote scripts, coordinated with reporters, planned and supervised stories, directed reporters and crews on out of town assignments. Trained assignment desk assistants and production assistants.

At that time, ABC news often teamed a reporter, or correspondent, with a producer on various assignments. Worked extensively on Capitol Hill, the White House, the State Department, the Pentagon, Regulatory Agencies, Environmental and Energy "beats".

**NATIONAL
AWARD**

While working the regulatory beat, won **FIRST PLACE; ODESSEY INSTITUTE MEDIA AWARDS FOR EXCELLENCE IN REPORTING CONCERNS OF CHILDREN. 1979 AWARDS CEREMONY IN NEW YORK, N.Y.** Produced the first "Special Assignment Series" for ABC News on the General Services Administration "scandal".

Producer on special events team covering the Pope's American visit in the fall of 1979.

PRODUCTION
ASSISTANT:
ABC EVENING NEWS,
1974 - 1976

Liasion between senior producer and five member graphics team for coordination of graphic production needed for broadcast by ABC anchorman, Howard K. Smith.

Supervised all graphics used with news stories. Supervised engineering personnel in use of electronic graphics.

Researched, screened and recommended all file video for news stories and special projects. Began producing news stories with supervision.

Created video library system for ABC Washington Bureau (this was during transition from film to video tape for all news networks. My system was eventually merged into the central computer systems set up to catalogue all film and video tape materials when electronic journalism was established as "state-of-the-art").

Logged and libraried all of ABC's tapes of the 1976 Presidential campaigns.

Chosen to serve as a member of the control room team during live coverage of the 1976 Republican Convention at Kansas City.

PRODUCTION
ASSISTANT:
AFFILIATE
SERVICES,
1971 - 1974

Published list of available stories each day for distribution to ABC affiliated local television stations.

Researched and supervised shooting of special news stories and/or materials requested by ABC affiliate stations.

Coordinated stage managers and graphics department staff in production of daily graphics needs for news stories. Logged and timed all material fed to affiliates.

Chosen as assistant to the Executive Producer of Special Events Department for live coverage of both the Senate and House Watergate hearings.

Also responsible for working extensive overtime to complete staff analyses on budget requests of various Department of Justice organizations, and to respond to deadlines imposed on the Budget Staff by the Attorney General, the Office of Management and Budget, the Congress and the White House.

Frequently substituted as Secretary in the Director's Office. Worked overtime for other offices, including the Attorney General's office, Lands and Natural Resources Division, Assistant Attorney General for Administration, Office of the Controller, and the Office for Improvements in the Administration of Justice to assist in meeting their deadlines. Have also been assigned to special projects that the Budget Staff has coordinated, e.g., Attorney General's Policy and Program Guidelines.

HONORS

Special Achievement Award, Justice Management Division, U.S. Department of Justice, 1982.

Outstanding Performance Rating, Justice Management Division, U.S. Department of Justice, 1981.

Meritorious Award, Office of Management and Finance, U.S. Department of Justice, 1979.

Five Year Scholarship to Galludet College.

SPECIAL SKILLS

Special skills include the operation of word-processing equipment (Lexitron) and the development of "disc files" to monitor correspondence and workload conducted by the LECG Group. Also trained others in the use of word-processing equipment.

Present position requires security clearance to handle sensitive materials.

PERSONAL INFORMATION

Date of Birth: May 23, 1956
Married, one child

REFERENCES

Letters of reference will be furnished upon request.

**United States
Information
Agency**

Washington, D.C. 20547

Office of the Director



file


April 4, 1983

Dear Mike:

This is to let you know that we have been in touch with Christopher Magovern, and we are presently reviewing possibilities for summer internship with the United States Information Agency.

Thank you for bringing Christopher to my attention.

Sincerely,


Gilbert A. Robinson
Acting Director

The Honorable
Michael K. Deaver
Deputy Chief of Staff
and Assistant to the President
The White House

P.S. Nice to talk to you. This is the formal letter. He will have the job, of course.



STATE OF DELAWARE
OFFICE OF THE GOVERNOR

June 14, 1983

PIERRE S. DU PONT IV
GOVERNOR

Beel
Joack
4 TAD

Mr. Michael Deaver
The White House
1600 Pennsylvania Avenue, N.W.
Washington, D.C.

Dear Mike:

Recently, as a result of Elise's activities at the Agency for International Development, I had the pleasure of meeting **Douglas Manchester**, President and Chief Executive Officer of Torry Enterprises of San Diego. He is a candidate for a Presidential appointment to the board of directors of the **Overseas Private Investment Corporation**, and it is in this connection that I bring his name to your attention.

We had a long chat the other evening, and I came away very much impressed. He has been a longtime personal and financial supporter of the President -- since the President's first gubernatorial campaign in California. His entrepreneurial and practical business experience in banking, insurance, and various other commercial enterprises would serve him well in a position with OPIC. Doug Manchester appears to be precisely the sort of fellow that the Administration should employ in a policymaking position, especially in an area where his professional experience and political commitments could be put to maximum use.

Please pass my comments along to all those who will be making decisions about membership on the board of OPIC. If I can provide any further information I would be glad to do so.

Look forward to seeing you soon.

Sincerely,

Pierre S. du Pont
Governor

PSduP/dwj

ERNEST T. MARSHALL

Fairway Office Center
4210 Johnson Drive, Suite 221 B
Fairway, KS 66205
(913) 236-8880

Residence
5415 Mission Drive
Mission Hills, Kansas 66208
(913) 362-9605

CONFIDENTIAL RESUME

• **CAREER HISTORY:**

MONTGOMERY ASSOCIATES (1978 to Present)

Merger Consultant, Vice President, Executive Vice President

NATIONAL AGRI-MARKETING ASSOCIATION (1974-1978)

Executive Director

THE BIDDLE COMPANY (1967-1974)

Account Supervisor, Vice President

POTTS WOODBURY ADVERTISING, INC. (1957-1967)

Account Executive, Director of Public Relations, Vice President

CONTINENTAL OIL COMPANY (1950-1957)

Merchandiser, Marketing Clerk, Special Representative, District Manager, Assistant Manager Sales Promotion

Board of Directors: Terms served for Potts Woodbury (merged into Biddle Company, Chicago): National Agri-Marketing Association, The American Agriculture Day Foundation, and The Committee of One (1982 to Present), as Director, Secretary, or Treasurer.

Board for International Food and Agricultural Development, USAID: as appointed by President Reagan in 1981 for a three year term, and authorized by Secretary of State Alexander Haig.

• **SUMMARY:**

After three years in Conoco field force, selected from over 400 to first headquarters Sales Promotion Department in Ponca City/Houston. Transitioned to advertising agency, saving D-X Sunray Account. Other accounts were Farmland Industries and Wire Rope Corporation of America. Selected as first Executive Director for NAMA in 1974 and into merger business for myself in 1978.

MONTGOMERY ASSOCIATES . . . merger consultants

1978 to Present: Independent businessman, affiliated as Executive Vice President with Walt Montgomery Associates, international merger consultants with offices in 55 cities including Great Britain and Japan.

Established first Kansas City Office and a nationwide network of my own 200 Search Consultants. Responsibilities include the uncovering of company owners as seller candidates who will confidentially entertain an offer. Buyers are matched, negotiations monitored to close, our fees paid by buyers - foreign and domestic.

My contributions have included: policy formulation, improved communications, manpower development, indoctrination tapes and utilization of public relations as a bargaining tool.

Corporate Development references furnished upon request will include: Cahners Publishing, Boston (parent, International Publishing Corp., London), Southland Corp., 7-Eleven, Dallas and Hearst Publishing Corp., New York.

Other consulting assignments have included: Sandy Corporation, Detroit (1978), Management Training presenter, Client/Pitney-Bowes, (My fee: \$10,000 for six week participation)

Hallmark's Producers Video Center, Crown Center, Kansas City, Management/Marketing Consultant

THE NATIONAL AGRI-MARKETING ASSOCIATION . . . marketers/agencies/media

1974-1978: As first full-time Executive Director, guided NAMA to immediate national prominence. Gave priority to development of "Agriculture Day" as national observance--from a two state beginning. Attracted the support and involvement of the entire agricultural community, over 30 Governors' Proclamations, national television and press...organizations and individuals from all 50 states. Principals included Ronald Reagan as first national spokesman, John Wayne as a directly involved Honorary Chairman, Agricultural Secretaries Butz and Bergland, Hubert Humphrey, President Carter and others. John Wayne's talent contribution was \$400,000 in only the third TV commercial participation of his career. Total media contributions by industry and media represented value in the several millions.

Coordinated:

- Annual Outlook Conference for executives
- Short Course faculty offerings, selected business subjects

NATIONAL AGRI-MARKETING ASSOCIATION . . . continued

Established:

- First full-time national office
- The American Agriculture Day Foundation
- Three new chapters and seven new student chapters, setting the cornerstone for subsequent expansion to 25 chapters and 25 university student chapters by 1982.
- High recognition levels for NAMA with: 1 The Department of Agriculture, other Federal and State officials. 2 The management levels of agri-business. 3 Key Associations throughout agriculture
- All association procedures for members and chapters

Administered:

- Executive Committee and National Board affairs, agendas, policies
- Selection of national officers and chairmen (until 1974, national participation was limited to unstructured inputs from very few)
- Charted organization structures for two boards, the executive committee a dozen national committees and five regions, plus individual chapters
- Full budget responsibility, and publishing of newsletters, directories

Achieved increases in membership each year. The 2500 mark has not been surpassed in the four years since. All programs instigated during my term remain in place in 1983.

RONALD REAGAN INVOLVEMENT . . . 1960 - 1983

Correspondence between us fills nearly half a file drawer--mostly campaign subjects--dating from earliest encouragement that he enter politics.

Post election time, coordinated nationwide support from my office for Secretary of Agriculture Candidate Bob Book, Elanco Group V. P. Intensive 30-day effort covered all segments of agriculture and frequent advisories direct to the President-Elect.

During 1981 and 1982, have initiated various suggestions to the President, and White House staff, primarily through Mike Deaver's office including...a **Savings and Loan industry proposal** to cabinet liaison; **The President's Salute to Veterans (November 14, 1982)** that was nationally televised via NCAA football games' halftime ceremonies at leading Universities; the **President's introductory message** as nationally televised in a film explaining the importance of agricultural exports, and led USAID and University support for Dr. E. T. York, past president of Florida University, as **Presidential appointee to the BIFAD Chairmanship**. (pending, May 1983)

PERSONAL BACKGROUND INFORMATION: Ernest T. Marshall

- **ACADEMIC:** Master of Science, Public Relations
Boston University, 1950
Honors: Tau Mu Epsilon
Thesis: "Interpreting Public Relations to Management"

Bachelor of Science, Iowa State University, 1948
Industrial Economics, Psychology, Technical Journalism
- **COMMUNITY/INDUSTRY/POLITICS:** Advertising and Sales Executives, Public Relations Society of America, American Management Assoc., Chamber of Commerce - President's Club, Agri-Business Committee; Agriculture Hall of Fame - Board of Governors, Carriage Club Pool Committee, Swim Team Announcer, and Delta Upsilon Alumni Assoc. Iowa State University Alumni Band Baton Twirler "Celebrity", (according to ISU President, Homecoming 1981 and 1982).

Ronald Reagan Campaigns: Served on the Governor's volunteer campaign staff, 1968 Republican National Convention in Miami. In 1976, served as delegate hunter, Colorado, Iowa and Minnesota State Conventions, as well as the 1976 GOP Convention in Kansas City. Was offered National Tri-Chairmanship, 1980 fund raising. During Campaign 80, intensified campaign suggestions to key areas, Iowa, New Hampshire, Illinois and made 10 minute introduction of the candidate in Wichita before Salute to Agriculture Day audience of 5,000.

- **MILITARY:** World War II, Naval Aviation Cadet: Post-war Ensign, Public Information, USNR, Inactive
- **FAMILY:** Married, six children - including Exxon and Xerox careers, degrees or still in college.
- **HEALTH:** I've never better played tennis in my life. 6', 170 lbs. Annual physical: no problems. Age 57
- **OUTLOOK:** My career background, platform experience and national interests enable me to serve as enthusiastic spokesman and planner for vigorous programs that develop esprit de corps, enhance image and achieve objectives.

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MIKE DEEVER CARE SHIRLEY MORE
THE WHITE HOUSE
WASHINGTON DC 20500

*Bill
find out
about this
pls.*

DEAR MIKE;

IF THE BIFAD CHAIRMANSHIP IS STILL PENDING, PLEASE ALERT THE
PRESIDENT;

(1) IT'S A VERY SPECIAL APPOINTMENT BECAUSE OF THE CALIBER AND
VISIBILITY OF CHAIRMAN DR. CLIFF WHARTON, (WHO SPECIFICALLY TRAINED
DR. E. T. YORK TO SUCCEED)

(2) E. T. HAS SERVED UNDER SIX PRESIDENTS, LEAD THE MOST SUCCESSFUL
PRESIDENTIAL MISSION IN RECENT INTERNATIONAL HISTORY (EGYPT) AND
DOCUMENTED TO ME HIS REAGAN LOYALTY/SUPPORT.

(3) BIFAD, BY ACT OF CONGRESS, REPRESENTS THE UNIVERSITY COMMUNITY,
(4 OF 7 SEATS) ILLOGICAL AND UNWISE TO APPOINT A NON-UNIVERSITY
PERSON AS CHAIRMAN.

(4) ANY APPOINTEE LINKAGE TO INTERNATIONAL RADICALS WILL HURT RONALD
REAGAN IN '84. (AND CAUSE ME TO QUESTION MY BIFAD CONTINUANCE)

I FEEL DEEPLY OBLIGATED TO REPRESENT AND TO ADVISE WHAT I STRONGLY
BELIEVE TO BE IN THE PRESIDENT'S BEST AND PERSONAL INTEREST, (...THE
PRIMARY ROLE I PLAY ON SUCH A SPECIALIZED INTERNATIONAL BOARD)

WARM REGARDS,
ERNIE MARSHALL

18:06 EST

MGMCOMP

MONTGOMERY ASSOCIATES

Fairway Office Center, Suite 221 B

Fairway, KS 66205

913-236-8880

ERNEST T. MARSHALL, Executive Vice President

~~CONFIDENTIAL~~ 6/23/11 KOS



May 26, 1983

*Rec'd
talk to TAD
this year shd
me
interviewed
do a
draft
response*

Dear Mike:

Two subjects: one very timely...the other, personal.

Dr. E.T. York: While Helene was still on board, I thought everything had passed muster on Dr. York's appointment as Chairman of BIFAD. (Board for International Food and Agricultural Development.) I have just learned from A.I.D. that there appears to be a White House hold up.

A quick briefing that I am prepared to give you as representative of the Board and the University community (which the Board represents, by law)...strikes me to be in everyone's best interest...including the Presidents'.

I will arrive in Washington, Wednesday, June 1, late afternoon, and depart late Friday, June 3rd -- which I've kept open for this subject. My hotel will be The DuPont Plaza, 483-6000 and the BIFAD office number is 632-9048. (The BIFAD public meeting runs through mid-afternoon, Thursday.)

The personal subject is in follow up to my letter to you of March 18th as originally suggested by Helene. Mr. Mike, I completely understand if a potential mutuality is not foreseen in your operation. Nevertheless, I've updated the resume should our options for summer consideration of Washington opportunities remain open. (Per enclosed: note the resume even makes note of some of the many courtesies you've already extended to me.)

I hope to explore both the above subjects with John Harrington and I continue to be hopeful -- especially on this trip -- that some magic daylight will appear in your schedule to permit a visit, however brief, however early or late. (The standing dinner invitation, of course, stands.)

Warm Regards,

Emie

Ernest T. Marshall

Mr. Michael K. Deaver
The White House

cc: Mr. John Harrington
Office of Presidential Personnel
The White House

MELINDA MICHELE MAURY

A. PERSONAL DATA

Home Address: 6617 10th Street, #A-1
Alexandria, Virginia 22307

Home Phone: (703) 765-1840

Birth Date: January 14, 1947

B. EXPERIENCE

Special Assistant to Assistant Secretary Robert M. Worthington, Office of Vocational and Adult Education, U. S. Department of Education. As Special Assistant I was designated as personal assistant to Dr. Worthington and also office manager for the immediate office of the Assistant Secretary. February, 1982 to present.

Administrative Secretary for Charles R. Bailey, Deputy Chairman, Republican National Committee. February, 1981 to February, 1982.

Administrative Assistant to James Baker (Consultant with J. C. Penney), 1980-81 Presidential Inaugural Committee, Construction of Grandstands and Bleachers Committee, Medical and Public Safety Committees. December, 1980 and January, 1981.

Executive Secretary/Girl Friday for Eddie Mahe, Jr., Political Consultant. September, 1979 to December, 1980.

Secretary/Administrative Assistant to Kathy Fletcher, Assistant Director, Domestic Policy Staff, The White House. January, 1977 to August, 1979. (Note: Holdover from Ford White House, left after 2 years to join Republican politics.)

Secretary/Administrative Assistant to Paul J. Myer, Associate Director, Domestic Council, The White House. August, 1975 to January, 1977.

Flight Attendant with Braniff International, Dallas, Texas. February to June, 1975.

Executive Secretary for Calvin W. Lui, et al., President and owner of Hawaiian Adventure Tour and Travel, Honolulu, Hawaii. April, 1974 through November, 1974.

B. EXPERIENCE (cont'd.)

Executive Assistant/Personal Secretary for Philip Weil, President and owner of Western Gateway Corporation, Honolulu, Hawaii. October, 1973 through March, 1974.

Staff Assistant to the Executive Assistant to the Director of the National Park Service, Department of the Interior. February, 1973 through June, 1973.

Secretary/receptionist for the Special Assistant to the President for Domestic Affairs. May, 1971 through January, 1973.

Secretary for Lee W. Huebner and John K. Andrews, speechwriters for the President, White House Staff. January, 1971 to May, 1971.

Secretary/receptionist for James Keogh, Special Assistant to the President for Research and Writing. May, 1969 through December, 1970.

Secretary, Office of the Chairman of the Board, Post-Newsweek Stations. February through May, 1969.

Receptionist/secretary in the Office of the Honorable Clifford P. Hansen, United States Senate. June, 1967 through January, 1969.

C. EDUCATION

A.A. Degree, Marjorie Webster Junior College, Washington, D. C., 1967

D. REFERENCES

Eddie Mahe, Jr. (202) 546-9715
Eddie Mahe & Associates

Ron Walker (202) 822-9444
KORN/Ferry International

Jana Hruska Fagan (202) 835-3421
Pharmaceutical Manufacturers Association

DAILY PHONE LOG FOR MICHAEL. K. DEEVER

Bill
call Calvin
tell him no
vacancies right
no
Date: December 5th

NAME	REMARKS
Calvin McDowell <i>See attached</i>	<i>TAD</i>
Time 8:23 a.m.	Follow-up on meeting you had with him this summer -- he needs help
Phone 703/982-0013	<i>Bill</i> <i>hand out from</i> <i>where we stand on this. I need this so I can call Calvin back</i>

THE WHITE HOUSE

WASHINGTON

December 6, 1983

MEMORANDUM FOR BILL SITTMANN

FROM: T. A. D. THARP 

SUBJECT: Calvin McDowell

The President's Commission on Industrial Competitiveness (PA, POP, 30 Members) has no vacancies. The last 4 members were selected in mid-October. As you can gather from the attached membership list, most of the members are CEO level.

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1 MEMO

2 10/19/1983 B6

BARBARA MCQUOWN TO JAMES BAKER, EDWIN
MEESE, AND M. DEAVER RE PRESIDENT'S
COMMISSION ON INDUSTRIAL
COMPETITIVENESS

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

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

THE WHITE HOUSE
Office of the Press Secretary

For Immediate Release

August 4, 1983

The President today announced his intention to appoint the following individuals to be Members of the Presidential Commission on Industrial Competitiveness. As announced on June 28, 1983, the Commission will be chaired by John Young.

ROBERT ANDERSON is Chief Executive Officer of Rockwell International Corporation in Pittsburgh, Pennsylvania.

DIMITRI V. D'ARBELOFF is Chief Executive Officer of the Millipore Corporation in Bedford, Massachusetts.

FREDERICK B. DENT is President and Treasurer of Mayfair Mills, Inc., in Arcadia, South Carolina.

RIMMER DE VRIES is Senior Vice President of Morgan Guaranty Trust Company in New York, New York.

EDWIN D. DODD is Chairman and Chief Executive Officer of Owens-Illinois, Inc., in Toledo, Ohio.

B. KIPLING HAGOPIAN is a General Partner in Brentwood Associates in Los Angeles, California.

ROBERT A. HANSON is President and Chief Executive Officer of Deere and Company in Moline, Illinois.

EDWIN L. HARPER is Executive Vice President of Overhead Door Corporation in Dallas, Texas.

GEORGE A. KEYWORTH, II, is Science Advisor to the President in the Executive Office of the President, Washington, D.C.

GERALD D. LAUBACH is President of Pfizer, Inc., in New York, New York.

GEORGE M. LOW is President of Rensselaer Polytechnic Institute in Troy, New York.

BRUNO J. MAUER is President of Rickert Industrial Supply Company in Milwaukee, Wisconsin.

RACHEL MCCULLOCH is Professor of Economics at the University of Wisconsin in Madison.

SYBIL C. MOBLEY is Dean of the School of Business, Florida A & M University, Tallahassee, Florida.

THOMAS J. MURRIN is President of Westinghouse Electric Corporation in Pittsburgh, Pennsylvania.

JOHN DOYLE ONG is Chairman, President and Chief Executive Officer of B.F. Goodrich Company in Akron, Ohio.

MICHAEL E. PORTER is Professor of Business Administration at Harvard University in Boston, Massachusetts.

IAN M. ROSS is President of Bell Laboratories in Murray Hill, New Jersey.

STEPHEN I. SCHLOSSBERG is former Director of Government and Public Affairs, United Auto Workers, Partner, Zwerdling, Schlossberg, Leibig and Kahn, Washington, D.C.

MARK SHEPHERD, JR., is Chief Executive Officer of Texas Instruments in Dallas, Texas.

###

NAMEPOL.STATEDATE
APPOINTEDTERM
EXPIRES* PRESIDENT'S COMMISSION ON INDUSTRIAL COMPETITIVENESS (NMT 25)

Robert Anderson	R	Pa.	8/18/83
Dimitri V. d'Arbeloff	I	Mass.	"
Frederick B. Dent	R	S.Car.	"
Rimmer de Vries	R	N.J.	"
Edwin D. Dodd	R	Ohio	"
B. Kipling Hagopian	R	Calif.	"
Robert A. Hanson	R	Ill.	"
Edwin L. Harper	R	Mo.	"
George A. Keyworth, II	R	Va.	"
Gerald D. Laubach	R	Conn.	"
George M. Low	I	N.Y.	"
Bruno J. Mauer	R	Wisc.	"
Sybil C. Mobley	D	Fla.	"
Thomas J. Murrin	R	Pa.	"
John D. Ong	R	Ohio	"
Michael E. Porter	R	Mass.	"
Ian M. Ross	I	N.J.	"
Stephen I. Schlossberg -	D	Md.	"
Mark Shepherd, Jr.	R	Texas	"
John A. Young (<u>CHAIRMAN</u>)	R	Calif.	"
Rachel McCulloch	I	Wisc.	9/9/83

In Clearance:

William Morris, Jr.
-Howard Love
Captain Henry Duffy -
Randolph Stockwell
Jackie Presser (on hold)

COPY

MICHAEL A. McMANUS, JR.
ATTORNEY AT LAW
500 East 83rd Street
New York, New York 10028
212-628-3516

PROFESSIONAL EXPERIENCE:

- April 1977 - Present
PFIZER INC. - CORPORATE COUNSEL AND GENERAL COUNSEL OF \$400 MILLION CHEMICALS DIVISION
Generally responsible for corporate acquisitions, financings, licensing and contracts, as well as involvement in matters with the federal government. Also responsible for antitrust, litigation and contractual matters for the Chemicals Division.
Recent accomplishments:
- A \$75 million international private placement of notes
- An \$80 million acquisition
- Major licensing negotiations in Japan, England and Germany
- Defense of several multi-milliondollar product liability claims
- December 1975 - April 1977
U. S. DEPARTMENT OF COMMERCE, ASSISTANT TO SECRETARY ELLIOT RICHARDSON
Worked on special assignments as well as being responsible for Commerce activities in the Northeast. Accomplishments include:
- Responsible for administration of \$60 million grant for 1980 Winter Olympics
- Participation in policy plan for \$2.7 billion Public Works Bill
- Participation in Task Force on Questionable Corporate Payments
- Task Force on the Arab Boycott
- October 1974 - November 1975
CHIEF OPERATING OFFICER AND CHIEF LEGAL OFFICER OF A \$20 MILLION BICENTENNIAL PROJECT
Responsible for turning around a project on the brink of collapse. Accomplishments include:
- Administering a staff of 150 people in law, finance, marketing and operations
- Negotiated changes saving \$500,000
- Negotiated a \$2.3 million line of credit
- March 1970 - October 1974
CADWALADER, WICKERSHAM & TAFT, CORPORATE AND SECURITIES LAWYER
- Participated in numerous public and private financing
- Negotiated and drafted domestic and international agreements including acquisition, loan, joint venture and general contracts
- Worked on antitrust and litigation matters
- Prepared all types of SEC filings

MILITARY EXPERIENCE:

January 1968 - U. S. Army - Enlisted Man
February 1970 Honorable Discharge at level E-5,
Recipient - Army Commendation Medal

PROFESSIONAL:

1968 Admitted in New York State
1970 Admitted in Federal District Court - SDNY

EDUCATION:

1960 - 1964 University of Notre Dame - B. A. Economics
1964 - 1967 Georgetown Law Center - J. D.
1969 - thru 1976 George Washington University and Pace University - Courses
to M. B. A. in Finance

PERSONAL: Birth Date: March 11, 1943
Health: Excellent
Marital Status: Single

ADDRESSES: Home: 500 East 83rd Street, Apartment 9F
New York, New York 10028
Telephone: 212-628-3516

Business: Pfizer Inc., 235 East 42nd Street
New York, New York 10017
Telephone: 212-573-2403

REFERENCES: Will be furnished upon request

THE WHITE HOUSE
WASHINGTON

F42

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September 2, 1983

Dear Mike:

On September 6, 1983 I will begin working at the State Department in the Bureau of European and Canadian Affairs as a Deputy Assistant Secretary.

I want to thank you for having supported me for appointment to this position. I very much appreciate the confidence and trust you have expressed in my ability.

This is an exceptional opportunity for me to continue to serve the President. I hope you will contact me if I can be of assistance during my tenure at the Department of State.

Sincerely,



James M. Medas

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

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2 LETTER

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TO DEAVER RE INTERVIEW FOR POSITION

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RESUME

Name: Ms. Nancy L. Meinking
 Address: 13404 Norden Drive
 Wheaton, Maryland 20906
 Telephone: Residence: 871-8456
 Office: 456-6701 or 456-2397

Career Synopsis

Twenty three years of experience with the U.S. Government in:

-- The White House, Office of the Assistant to the President for Public Liaison, for approximately 14 months.

-- The White House, Office of the Assistant to the President for National Security Affairs, for approximately twelve years, during which time travelled both domestically and internationally in support of international negotiations.

-- Agency for International Development for nine years, three years in the Office of Vietnam Affairs, five years in the Assistant Administrator's Office for Far East, and one year for the Special Assistant to the Administrator.

Employment Record

The White House

September 1981-Present: Secretary/Staff Assistant to the Deputy Assistant to the President for Public Liaison

-- general secretarial duties - dictation, transcription, typing, filing, preparation of routine memoranda, correspondence, and drafting of miscellaneous memoranda and correspondence.

-- scheduling of appointments with members in the Executive Branch, Members of Congress, government departments and agencies, and private industry; scheduling of meetings briefings.

-- also performed secretarial duties for the Assistant to the President for Public Liaison.

-- Staff Assistant duties include staffing of action/information memoranda to appropriate action officers, follow-up on due dates and proofing of correspondence for format and typographical errors.

-- administrative duties including travel arrangements and vouchers.

June 1981-August 1981: Secretary - White House Correspondence.

National Security Council
The White House

February 1981-May 1981: Secretary to Senior Staff Member
January 1977-January 1982: Executive Secretary to the Military
Assistant to the Assistant to the
President for National Security Affairs

- general secretarial duties - dictation, transcription, typing, filing, preparation of routine memoranda, correspondence, and drafting of miscellaneous memoranda and correspondence.
- scheduling appointments with Advisors and Assistants to the President in the Executive Branch, Members of Congress, government departments and agencies, foreign embassy officials, and private industry.
- scheduling meetings and briefings of up to 40 attendees.
- administrative duties including travel arrangements, vouchers, leave forms, and time and attendance records.
- responsible for liaison with White House Military Office scheduling domestic and foreign travel for the Assistant to the President for National Security Affairs.
- preparing briefing books for Presidential and Cabinet level meetings.

July 1969-January 1977: Secretary to Assistants to the
Assistant to the President for
National Security Affairs

- general secretarial duties - dictation, transcription, typing, drafting of routine letters and memoranda and scheduling of appointments and meetings.
- travelling both domestically and internationally on Presidential trips and with the Office of the Assistant to the President.

April 1969-July 1969: Secretary, National Security Council

Agency for International Development

November 1967-April 1969: Secretary to Special Assistant to
the Administrator

- general secretarial duties including dictation, typing, filing, scheduling of appointments and meetings.
- maintaining current knowledge of status of work on various projects and policy matters of interest to the Special Assistant.

Agency for International Development (Continued)

August 1962-November 1967: Secretary to the Special Assistant to the Assistant Administrator for Far East

- secretarial duties including same as above.
- screening cable traffic for Assistant Administrator and Deputy Assistant Administrator.
- acting as secretary for Assistant Administrator and Deputy Assistant Administrator in their secretaries absence.
- responsible for time and attendance reports for the office.

November 1959-August 1962: Secretary, Office of Vietnam Affairs

- performing general secretarial duties as stated above.

Skills and Education

- typing - approximately 90 words per minutes.
- shorthand - 100-110 words per minute.

Graduate, Greenwich High School, Greenwich, Connecticut
Strayer Secretarial School, Washington, D.C.

American University - English Composition (3 Semester
Credit Hours)

Montgomery College (Maryland) - Technical Writing
(3 Semester Credit Hours)

November 1982



UNITED STATES SENATE
OFFICE OF THE MAJORITY LEADER
WASHINGTON, D. C.

HOWARD H. BAKER, JR.
TENNESSEE

June 22, 1983

all letters acknowledged

*Bill
pls ask
we've been
on top
of this.*

Dear Mike:

My good friend, **Lyn Meyerhoff**, has told me that she is being considered for a Presidential appointment to the **United Nations**.

Lyn has been a good and faithful servant for the Republican Party. She is politically astute, involved in a large number of civic affairs, and I know she would be an asset to the President.

I would be personally grateful if you could put in a good word for her and pass along my strongest support for Lyn.

Many thanks, and best personal regards.

Sincerely,

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

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DEAVER TO W. ERNST MINOR

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MINOR TO DEAVER			

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