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THE WHITE HOUSE
WASHINGTON

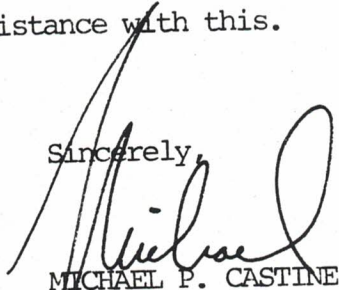
January 5, 1984

Dear Mark,

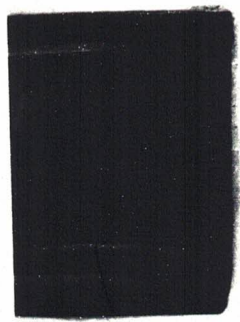
Enclosed is another job search assistance proposal. This one is for the state of New Hampshire. I would appreciate your being sure that it gets to the appropriate person who can expedite the funding.

Thanks for your assistance with this.

Sincerely,



MICHAEL P. CASTINE
Deputy Director
Private Sector Initiatives



Mr. Mark D. Cowan
Chief of Staff and Counselor
Office of the Secretary
Department of Labor
200 Constitution Avenue, NW
Washington, D.C. 20210

United States Senate

WASHINGTON, D.C. 20510

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December 28, 1983

James Coyne, Director
Office of Private Sector Initiatives Program
Room 134
The White House
Washington, D. C. 20500

Dear Jim:

We are writing in connection with a proposal from the State of New Hampshire under the Private Sector Initiatives Worker Assistance Program. The proposal was submitted by the State on behalf of Rumford Press of Concord, New Hampshire and the Graphic Communications International Union, the International Typographical Union, and the International Association of Machinists and Aerospace Workers.


It is our understanding that the proposal is currently under review and that a decision on funding will be made in the near future.

Monies sought under the program will be used to extend services to hundreds of employees at Rumford Press who lost their jobs when the company went out of business.

We want you to know of our support for New Hampshire's proposal and would appreciate it if you would advise the appropriate decision makers of that support.

Sincerely,


Gordon J. Humphrey
United States Senator


Warren B. Rudman
United States Senator


Judd Gregg
Member of Congress



STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR

STATE HOUSE · CONCORD, NEW HAMPSHIRE 03301

JOHN H. SUNUNU
GOVERNOR

November 18, 1983

Michael Castine, Deputy Director
Private Sector Initiative Job Search Program
The White House Office
1600 Pennsylvania Avenue
Washington, DC 20500

Re: Proposal for Private Sector Initiatives Job Search Program

Dear Michael:

On behalf of the workers affected by the closure of the Rumford Press facility in Concord, New Hampshire, we are submitting for your review and approval a grant application for Title III National Discretionary Funding available under the Job Training Partnership Act.

This grant application was developed in conjunction with the National Private Sector Initiatives Job Search Program and reflects the cooperative efforts of labor, management, community leaders, and the State of New Hampshire. Employees affected by the closing of Rumford Press are represented by six local unions, affiliated with three international unions: The International Typographical Union (ITU), The International Association of Machinists and Aerospace Workers (IAM), and Graphics Communications International Union (GCIU).

We strongly believe that the proposed program represents optimal utilization of company, union, and government resources in providing comprehensive re-employment services to workers displaced by the closing of Rumford Press. We would appreciate your favorable consideration of this proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "John H. Sununu".

John H. Sununu
GOVERNOR

JHS/sb
ddm



N.H. JOB TRAINING COUNCILS

155 Manchester Street
Concord, NH 03301
(603) 224-7400

Fred L. Gagnon, *Chairman*
NHJTCC

Donald B. Reed,
NHJTPIC, Inc.

Marshall Cobleigh,
Executive Director

November 18, 1983

Grant Officer
Employment and Training Administration
601 D Street N.W., Room 7122
Washington, D.C. 20213

RE: PROPOSAL FOR PRIVATE SECTOR INITIATIVES JOB SEARCH PROGRAM

Dear Sir:

As Chairman of the New Hampshire Job Training Private Industry Council, Inc. (NHJTPIC), I would like to request your support for the Private Sector Initiatives Worker Assistance Program proposal submitted by the State of New Hampshire on behalf of Rumford Press and its affiliated unions.

This application for Title III Discretionary Funding available under the Job Training Partnership Act was developed through the coordinated efforts of NHJTPIC and representatives of Rumford Press management, six local unions, the Greater Concord Chamber of Commerce, Concord City Manager and Economic Development Director, and other community leaders.

The primary objective of the proposed program is to re-employ the 600 displaced workers affected by the closing of the Rumford Press plant in Concord. To attain this objective the proposed program includes both direct worker assistance through the development of retraining programs and job search training as well as strong outreach oriented toward meeting the needs of private industry for skilled labor.

Funding of this proposal would help reduce the impact of joblessness on the community through the maximization of cooperative private and public sector efforts. Thank you for your consideration.

Sincerely,

A handwritten signature in dark ink, appearing to read "Dan Reed", written over the typed name.

Donald B. Reed, Chairman
New Hampshire Job Training
Private Industry Council, Inc.

DBR/dh

Concord TYPOGRAPHICAL Union

CONCORD, NEW HAMPSHIRE

ALBERT L. TONKIN
President

RFD #7, W. Parish Road
Penacook, N. H. 03301

ROGER A. GAGNE
Secretary-Treasurer
304 Central Street
Manchester, N. H. 03103



To Whom It May Concern:

This correspondence is intended to provide support for any action and/or means needed to extend the Rescue Project after December 1983.

As of the announcement that Rumford Press was closing the Rescue Project has dealt with various types of individuals in the Rumford and has met with tremendous success. The different programs offered to Rumford employees was well received and has certainly proven its worth. After the overwhelming support given to this project from multiple agencies from the city, State, and other private groups, it would be a disaster not to continue this program.

I urgently request that all monies being sought to extend the above program under the PSI Job Research Program be approved in order that those workers laid off due to the closing of Rumford Press can continue to receive the help that these services provide.

Roger A. Gagne
Secretary-Treasurer

CONCORD PRINTING PRESSMEN AND ASSISTANTS'

UNION NO. 276

CONCORD, NEW HAMPSHIRE



17 Bullard Drive
Hooksett, NH 03106
November 16, 1983

To whom it may concern:

The purpose of this correspondence is twofold: first, to attest to the success of the R.E.S.C.U.E. program to date and second, to ask that this program be extended beyond its December 1983 cutoff date. Many individuals have benefited from the program thus far but even more important than this is the fact that many new faces are showing interest in the program. These individuals have finally worked up the courage to ask for help and also avail themselves of its services. How catastrophic it would be to end it at this critical stage. In this period of readjustment, confusion, uncertainty and last, but not least, "holiday spirit", displaced workers need something to cling to that will help them maintain their self-esteem and emotional stability.

The owners of Rumford Press have left their mark on this city: and it is my sincere hope that the city and state do not leave the same mark on its unemployed citizens.

With this in mind I sincerely hope that any funds being sought to extend the R.E.S.C.U.E. program be approved and that all programs be maintained beyond 1983.

Sincerely,

Gerard A. Vincent
Secretary/Treasurer

G GRAPHIC
A ARTS
U INTERNATIONAL
UNION

Local 131-B
G.C.I.U.
34 East Main Street
Tilton, N.H. 03276

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This correspondence is intended to provide support for any action and or means needed to extend the Rescue Project after December 1983.

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I urgently request that all monies being sought to extend the above program under the PSI Job Research program be approved in order that those workers laid-off due to the closing of Rumford Press can continue to receive the help that these services provide.



Walter P. Barrett
President Local 131-B



CONCORD PAPER HANDLERS,
FLYBOYS AND MISCELLANEOUS
UNION No. 4

CONCORD, N. H. 03301



November 9, 1983

To whom it may concern.

This correspondence is intended to provide support for any action and or means needed to extend the R.E.S.C.U.E. Project after December 1983.

As of the announcement that Rumford Press was closing the RESCUE Project has dealt with the dislocated workers and has begun to assist them in many ways. The different programs offered to Rumford Press employees has been well recieved and will certainly prove its worth.

I urgently request that all monies being sought to extend the PSI Job Research Program be approved in order that those workers laid-off (due to the closing of Rumford Press) can continue to recieve the help that these services provide.

A handwritten signature in cursive script, reading "James M. LaClair". The signature is written in dark ink and is positioned above the typed name and title.

James M. LaClair
President Local #4
Concord Paperhandlers

CONCORD MAILERS UNION NO. 51

Concord, New Hampshire

ROSE KACHADOORIAN
Secretary-Treasurer
8A Lyndon Street
Concord, New Hampshire 03301
Tel. (603) 225-5013



ROGER S. GEORGE
President
RFD 9
Box 181
Concord, New Hampshire 03301
Tel. (603) 224-4498

November 10, 1983

To whom it may concern:

The Rescue Project presently in operation at Rumford Press has been utilized by many of the employees to date with good results.

It is apparent that the present program will be unable to process all employees with the limited funds available.

We strongly urge that funds be allocated so that the PSI Job Research Program can carry on the work of the Rescue Project.

Roger S. George
President
Concord Mailers
Union #51

November 17, 1983

To whom it may concern:

The intent of the letter is to show support to continue the R.E.S.C.U.E. Program at Rumford Press, after December, 1983.

The Union Local of Machinists urge that all possible funding to continue this program be approved.

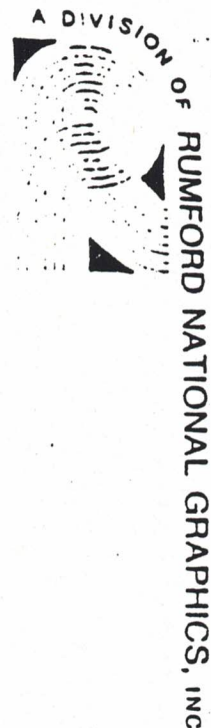
Sincerely,

Leo T. Lane
(M.P.B.)

Leo T. Lane
Recording Secretary
Local #276 - I.A.M.

RUMFORD PRESS

10 FERRY STREET • CONCORD, NEW HAMPSHIRE 03301 • (603) 224-5311



November 14, 1983

Dr. Jeffrey Rafn
Director of Operations
and Training
N. H. Job Training Council, Inc.
155 Manchester Street
Concord, New Hampshire 03301

Dear Jeff:

I regret to inform you that the premises at Rumford Press, Inc. will have to be vacated by the personnel of N. H. Job Training Council, Inc. on December 9, 1983. We do expect that most of the employees of Rumford Press will no longer be here by that time.

I do want to express my appreciation for all your endeavors on behalf of the employees of Rumford Press.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads 'Raymond LaBontee'.

Raymond LaBontee
General Manager

RL:bjw

cc: James Smith
David Coeyman
Carla Budd ✓

HELP US
THE UNITED

NEWS-HIRE CHRONICLE

- Shopper's Specials
- Dining Directory
- Comments & Commentary
- Town Topics
- Free Job Shop
- Chronicle Calendar

GREYHOUND

THE WEEKLY CONSUMER NEWSPAPER SERVING 15 CAPITAL CITY AREA COMMUNITIES

being down in 1983. Such areas as papers, office equipment, chemicals and metals upswing.

housing front, savings & loan banks report are loaded with cash, consumer incomes me starts may hit 1.85 million in 1984, up 83, though this may slide to 1.75 million. e prices will rise next year, up about 8%, this year though. Look for existing house o up 5% in 1984, a bit more than in '83. r many businesses will be up this year smiles than frowns.

uto lots, dealers expect to sell 8.6 million next year or 20% more than in 1983. That's

(CONTINUED - PAGE 3)

ional Budget Office has estimated is necessary to maintain the same level of support as last year.

The \$193 million increase translates into an additional \$1.6 million for NH's fuel assistance program. ■

26

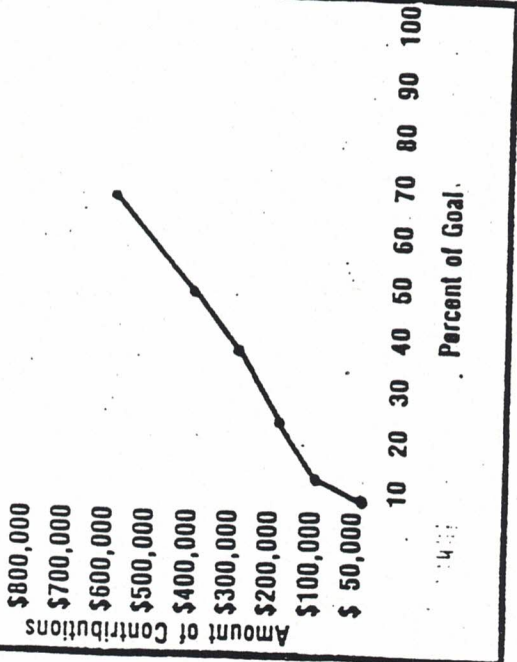
Job Fair At Rumford 29th

A major effort to assist Rumford Press employees who are losing their jobs due to the plant's Dec. 2 closing is scheduled for Nov. 29 at Rumford Press in Concord.

The Job Fair, being coordinated by the local Job Training Council and the Rumford Press personnel office, will provide a general job skill profile of all Rumford employees from blue collar to white collar. The main purpose of the one-day Job Fair is to put employers in touch with prospective employees of Rumford. All current employees and all who have been laid off since last January can attend the Job Fair.

At presstime, the CHRONICLE was told 15 employers have confirmed they will be present Nov. 29 and more are needed. Businesses can call Bill Hazen at 224-7400 if they wish to participate. ■

Greater Concord 1983 United Way Update



Employee campaigns are coming in way above 1982 pledges. The UW of Greater Concord has reached the 70% mark (\$551,721) toward reaching its goal. Victory Celebration is tentatively scheduled for Dec. 8.

Energy Improvements See Page 6

Car Care Savings Cou-
pons from Grappone
Toyota... Page 14

Chicheston—Concord—Contonook—Forsyth—Hoytston—London—Pembroke—Penacook—Pittsfield—Suncook—Warner

Runford Press demise draws attention

possibly the most valuable piece of land in New Hampshire is a four-acre tract off Stuckney Avenue, owned by the state. The tract continues to be a focus of renewed concern as Concord's downtown revitalization plan continues to take shape.

It was the center of a development plan that included a \$5 million Department of Education building and a new hotel.

Tom Gerber



The Legislature balked at the plan and authorized only a design study for a new highway garage that might be built on Sheep Road on a tract that now is the site of the state traffic division. That study has been completed. But the looming question is whether Gov. Sununu and the Legislature will be willing to invest the \$9 million garage and motor pool in the 1985 capital budget.

The impending demise of Runford Press and the question of how to do with the rambling printing plant building, nearby Stuckney Avenue tract, has concentrated city attention on the state-owned land is adjacent to the Bridge Street exit off Concord and is only about a mile from Concord. The tract is conservatively estimated to be worth about \$1 million. Former Concord mayor Martin Gross once called it "the valuable piece of land north of Boston."

The city would like to have the state sell the land to a private operator which would put the tract, and any buildings that might be on it, on the city's tax rolls. The state already has indicated that it won't build a new Department of Education building there, and is taking a dim view of going into a project that would serve private interests.

any scheme for developing the site is complicated by two conditions: (1) Bridge Street, which would serve the site, already is overcrowded with traffic and probably will have to be enlarged no matter what happens to the Stuckney Avenue tract; and (2) the problem of access to the site, particularly if the Runford Press building is linked to it, promises to be both complicated and costly.

At least some of the traffic now clogging Bridge Street is generated by the upsurge in retail trade resulting from downtown revitalization. The prospect is it will continue to worsen. The necessary close cooperation between the city and the state in gaining full utilization potential of the Stuckney Avenue tract is an undertaking that should command the full attention of the Legislature.

Even though the Legislature technically is not scheduled to meet until December 1984, some preliminary work already has been done on the 1985 capital budget. If the new highway garage is not built, the possibility of developing the site will sink into

limbo for another three years, and Concord will be the loser. Stuckney Avenue is a sleeping giant.

Speaking of Runford Press, the speed with which both public and private organizations moved to tackle the problems of the printing plant's employees who have been or will be paid off in the plant closing may become a federal model.

The day after the Sept. 21 announcement that the plant would close this year, representatives of Runford Press, the Greater Concord Chamber of Commerce, the city economic development director and the city manager met to outline a game plan.

Soon the new New Hampshire Job Training Council joined the sessions. A week after the announcement council director Marshall Cobbleigh was in Washington attending a session on administering the consequences of closed industrial plants. He gained a verbal commitment from the White House for federal aid for the employee relocation effort.

Today, an application was scheduled to be sent to Washington for \$160,000 in federal money to finance the job hunting and retraining program that already has been under way for eight weeks.

The National Alliance of Businessmen and the AFL-CIO also have joined in the task of finding jobs for the laid-off workers.

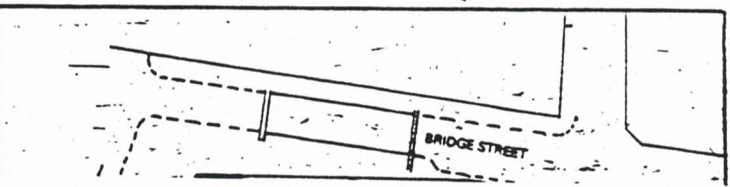
Most of Runford's employees already have been interviewed, resumes of their experience and background drafted, some on-the-job training positions found and additional educational opportunities assessed.

The Job Training Council may apply for even more federal money to help Runford Press sell the building to another employer to reduce the impact of joblessness on the community.

Federal officials were impressed with the swift cooperation among public and private agencies to deal with the community crisis.

However, the best of efforts don't soften the traumatic impact on individual families, many of which worked at Runford for decades.

Now is the time for public-spirited persons to be thinking



about running for the election day, Feb. 28. The filing with the local clerk is essential. The voting is essential. There are members

cc
 2000
 2000
 2000

PRIVATE SECTOR INITIATIVES JOB SEARCH PROGRAM

1015 15TH STREET, N.W., WASHINGTON, D.C. 20005 • 202/457-0040



PROPOSAL

FOR

P.S.I. WORKER ASSISTANCE PROGRAM

SUBMITTED BY:

THE STATE OF NEW HAMPSHIRE

ON BEHALF OF

RUMFORD PRESS AND

THE GRAPHIC COMMUNICATIONS INTERNATIONAL UNION

THE INTERNATIONAL TYPOGRAPHICAL UNION

AND

THE INTERNATIONAL ASSOCIATION OF MACHINISTS

AND AEROSPACE WORKERS

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I. BACKGROUND AND STATEMENT OF NEED

Rumford National Graphics currently controls five independent operating units from Belfast, Maine to North Hollywood, Florida. Its largest facility, Rumford Press, operates a major printing and publishing business in the city of Concord, New Hampshire. This company has operated in the city for 86 years and for the past 31 years has operated under the ownership of the Erenburg family which purchased the business when it was last faced with a serious threat of terminating operations.

With a work force with a range of seniority between 5 and 46 years, an average of 12, Rumford Press has been a mainstay of the Concord economy. Major reasons for the plant closure include the location as affected by the increasing costs of transportation and postage.

Workers at the plant are represented by six local unions, affiliated with three international unions--the International Typographical Union (ITU), the Graphic Communications International Union (GCIU), and the International Association of Machinists and Aerospace Workers (IAM). Workers occupations represent a broad range of skilled and unskilled positions including: Bookbinders, Mailers, Packers, Truckers, Plateroom Persons, Balers, Machine Operators, Cutter and Drill Press Operators. Hourly salaries range from \$5.50 to \$12.00 per hour.

All present employees of Rumford Press will be phased out by early December. Although some workers will be given the opportunity to transfer to other Rumford National Graphics locations, these are expected to be relatively few in number. Workers faced with layoff will be provided short term group health insurance for 36 weeks at employee cost but no severance other than accrued vacation.

The migration of printing and publishing facilities from the Northeast to the South and Southwest limit prospects for reemployment in the same occupation for many Rumford workers. In addition to the plant closing, Rumford workers will encounter a tight labor market in the Concord area with little demand for their specialized skills. The most recent unemployment figures for the Concord area (August 1983) indicate an unemployment level of 2.9% (approximately 1,300 persons). The loss of 400 jobs at Rumford Press would increase that rate to 4.0%. In addition, the Concord economy will suffer the loss of 8 million dollars in annual payroll contributions.

The unemployment rate in New Hampshire has been steadily increasing. The following is a historical trend of the unemployment rate for the state of New Hampshire, affected population, and for the Concord Labor Market area.

<u>YEAR</u>	<u>NEW HAMPSHIRE</u>	<u>CONCORD AREA</u>
1980	4.7%	4.1%
1981	5.0%	4.5%
1982	7.4%	6.5%
1983	3.6%	2.9%

**SEASONAL FACTOR through September as it does not reflect an annual average and tourism is a major New Hampshire industry.

Coupled with these figures is a statewide unemployment rate of 6.25% for the printing industry. According to the 1983 edition of New Hampshire View: Vital Information for Education and Work, there are only an average six openings for binder works and related occupations in the entire state. Coupled with this poor job outlook, another related Concord business, Concord Finishing, also went out of business in the last month, creating an even greater void in available job opportunities for the affected workers.

II. DESCRIPTION OF PROGRAM AND SERVICES

A. Introduction

In response to the crisis precipitated by the announced closing of Rumford Press, the state of New Hampshire through the "New Hampshire Job Training Councils: began to take immediate action to assist workers affected by the closing.

These steps included meetings with business, labor, economic development and community leaders as well as elected officials to assess short and long-term needs, inventory community resources and establish a plan of action. Agencies in these discussions included:

City of Concord: City Manager
City Welfare
Economic Development

Concord Chamber of Commerce

Rumford Press Representatives

Central New Hampshire Community Mental Health

New Hampshire Division of Welfare

New Hampshire Department of Employment Security

New Hampshire Job Training Councils

New Hampshire Department of Resources and Economic Development

New Hampshire Technical Institute

Belknap/Merrimack County Community Action Program

Merrimack County Welfare Department

Community Services Council

After these discussions, Project RESCUE was launched ("Rumford Employees Services Community United Effort"). Described in greater detail in Section B "Existing Services", Project RESCUE was designed to offer direct adjustment services to workers already laid-off from Rumford Press as well as those about to be laid off.

With only a small amount of resources at its disposal through its formula allocation under JTPA Title III, the state of New Hampshire sought ways to expand the services available to the Rumford Press workers area.

In addition, state officials were keenly interested in enhancing the participation of both labor and management in the operation of the program.

In order to achieve these objectives, contact was made with representatives of the President's Private Sector Initiatives Job Search Program. The PSI Job Search Program is a collaborative nationwide effort through which labor and management are exploring new avenues for addressing the needs of dislocated workers. The PSI Program is supported by the President's Advisory Council on Private Sector Initiatives and the U.S. Departments of Labor and Commerce. Through PSI, a technical team representing labor and management are assisting local sites to establish re-employment services for their workers affected by plant closings and mass layoffs. These technical assistance services are being furnished by three partners in this tripartite effort: The National Alliance of Business (NAB), the AFL-CIO Human Resources Development Institute (HRDI), and a non-profit organization under contract to the Department of Commerce, the Potomac Institute for Economic Research (PIER).

It is felt by the New Hampshire Job Training Councils, the company, and its unions that the PSI objectives are fully consistent with the needs of the laid off Concord area dislocated workers that Rumford Press would be an excellent site for the services and activities available through the PSI program.

Contact was made between representatives of the state, Rumford Press, GCIU, ITU, and IAM and the PSI Job Search Program Team (HRDI, NAB, PIER) to explore the feasibility of expanding the existing services at Concord to provide a more comprehensive range of services to Concord area dislocated workers including employees of Rumford Press using a combination of public and private resources. Meetings were held with PSI team members, company, union, and State of New Hampshire and City of Concord officials on October 20 and 21 in Concord to discuss program options. This proposal reflects the approach and program design agreed upon by the New Hampshire Job Training Councils, the company, the union, and community leaders.

B. Existing Services at Rumford Press

As mentioned earlier, the New Hampshire Job Training Councils has already begun a program of immediate adjustment assistance to workers affected by the Rumford closing. In order to mount this program the New Hampshire Job Training Councils began to identify needed actions to successfully implement services. Among the immediate needs which were identified

by a consortium of business leaders are:

1. Identification of demographic characteristics and skill levels of Rumford workers.
2. Obtaining permission to use plant for employee meetings, hosting job interviews with potential new employers, processing unemployment compensation claims.
3. Marketing campaign to solicit job openings for employee placement.
4. The creation of workshops
 - a. How to search for a job
 - b. Resume writing/Interviewing techniques
 - c. Retirement planning
 - d. Family and personal stress management
5. The development of a handout on where to get emergency help, i.e.
 - a. Food stamps
 - b. Emergency heating assistance
 - c. Housing relocation assistance
6. The development of a coordinated program among financial institutions to assist with possible late mortgage and other loan payments.
7. The establishment meeting of Concord Area Personnel Professionals Consortium to identify strategies for re-employment.

Longer term needs to be addressed by the consortium of community leaders were also identified. They include:

1. Identify skills needed by potentially expanded local area industries (coordinate with Private Industry Council) and set up training programs targeted to assure eligibility for short-term job needs as well as long-term.
2. Review City's Economic Development Policy and publicize to assure efforts to encourage new industry are coordinated.
3. Conduct special Economic Development advertising program around "unique opportunity to take over high quality labor team in attractive area".

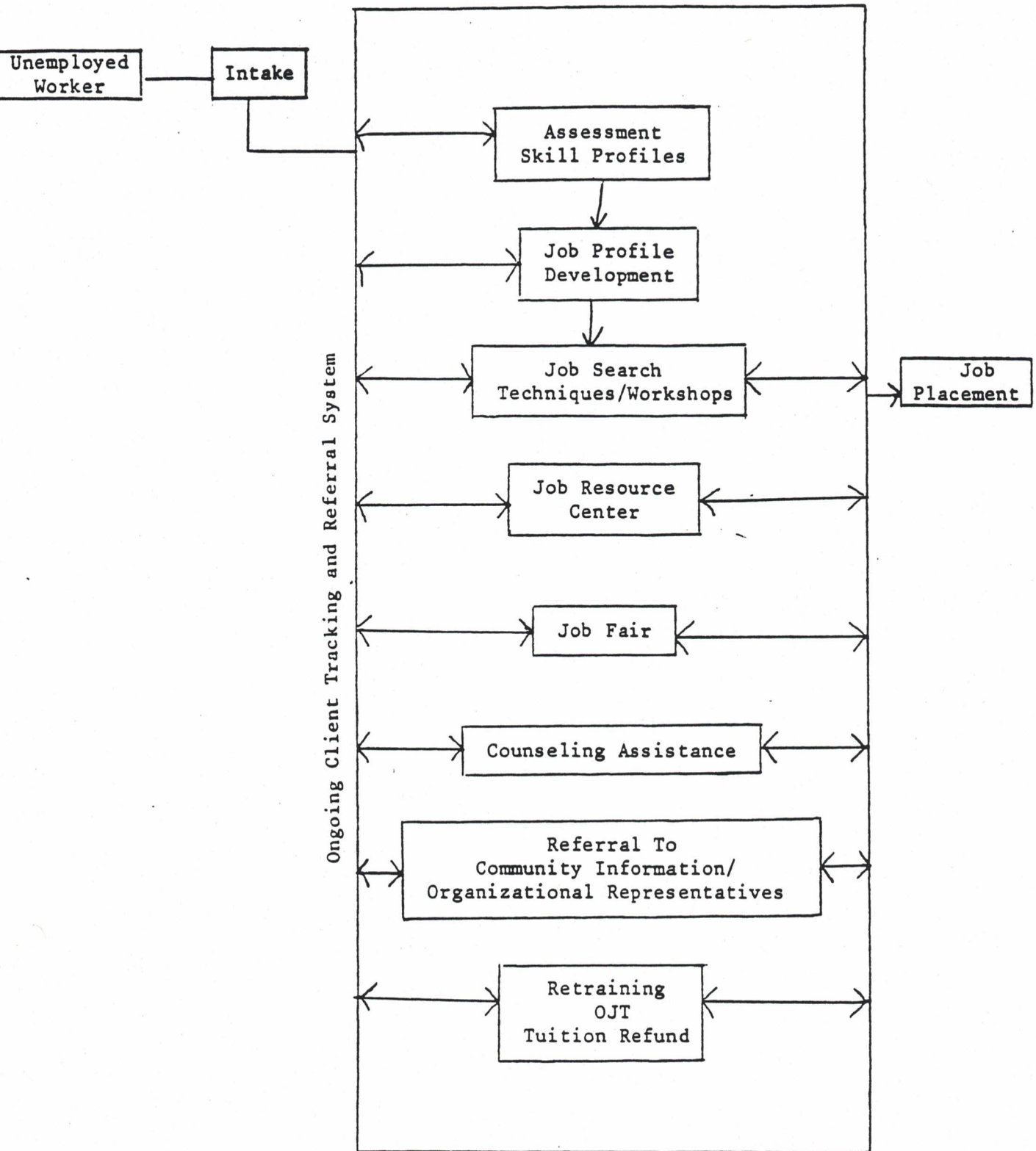
4. Study potential reuse of Rumford Press building.
5. Develop cooperative Rumford National Graphics/CRDC/City advertising program for Rumford Press property.
6. Establish "fast track" development review process for potential reuse proposals.

Although in the process of being constantly reviewed, this needs assessment formed the basis of the Dislocated Worker Program currently being implemented at Rumford Press. At the present time, a "Project RESCUE" Worker Assistance Center operated from the third floor of the Rumford Press facility in Concord. Open from 8 a.m. to 5 p.m. Monday through Friday, the center is staffed by a full-time Job Training Councils Coordinator, DES Representatives, Assessment and placement personnel, workshop instructors, job developers, and clerical staff. On call are Social Service Agency Representatives, New Hampshire Technical Institute Representatives, and Bank Clearing House Representatives. Child and Family Services and Central New Hampshire Community Mental Health have also donated on-site counseling and stress management services.

Program Components are outlined in Chart 1. They include:

- A. Intake - take application from all those interested in participating in program and/or receiving unemployment compensation. Certify by checking with list of employees provided by employer. Schedule for assessment.
- B. Assessment - develop skill profiles for each employee. Identify basic skill level (reading and math), aptitudes, interests and existing vocational skills and level for each applicant. Attachment A identifies tests to be used, amount of time needed, and equipment needed.
- C. Job Profile Development - while intake and assessment is occurring job profiles will be developed identifying the necessary skills needed for occupations in demand and the geographic areas in which these occupations are found.
- D. Matching Transferable Skills to Occupation in Demand - upon completion of job profile development and assessment, each person's skill profile will be matched with a job profile. A determination will be made as to whether or not additional training is needed to successfully fill the new occupation.
- E. Job Search Workshops - for those clients where the match between the skill profile and the job profile is sufficiently close to allow immediate job placement efforts, attendance in job search workshops will begin immediately. These workshops will consist of resume writing, interview techniques, and the development of a job search plan. Clients will actually write and have typed for them a resume, will have practiced interviewing with video tape equipment and have a written job search plan. Upon completion of the workshops, the client will begin to use the Job Resource Center.
- F. Job Resource Center - a center will be developed at Rumford Press. This center will include job bank information, telephones, various journals, newspapers, and pamphlets identifying job openings, and a full-time staff person to assist in the job search process.
- G. Job Fair - a job fair will be developed and held in late November. Employers from around the state will be invited to participate in this fair. They will conduct interviews, make Rumford employees aware of job possibilities and provide assistance to the clients in locating jobs. This fair will be run at Rumford Press. Coupled with this job fair there will be a job-a-thon run by the Department of Employment Security.
- H. Retraining Programs - for those clients who do not have a sufficient match between their skill profile and a job profile, training programs will be made available. These programs will be primarily on-the-job training and tuition support programs in area educational institutions. In cases where there is sufficient

CHART I



need for a particular type of training, group or classroom training programs will be developed. The type and nature of these programs will be determined by the assessment results so that the programs are uniquely designed to meet the needs of Rumford employees. Upon completion and/or during these programs, clients will receive the job search workshops.

I. Job Placement - all clients will receive specialized placement assistance. Job placement specialists will work with each employee individually and seek work suited to the needs, skills, and interests of the employee.

J. Family Services - these are directly provided or individuals are referred for services in the following areas:

- a) Information on what/who/where
- b) Family financial counseling
- c) Retirement planning
- d) Landlord/tenant relations
- e) Food stamps
- f) Fuel assistance
- g) Advice on utility disconnects
- h) General assistance - City/County/State
- i) Stress management
- j) Legal services

- N. H. Legal Assistance
- Franklin Pierce Law School
- N. H. Bar Association

k) Day care

- Division of Welfare
- Concord Union School District - after school
- YMCA
- New program potentials - Job Training Council funding

- l) Higher Education Assistance Foundation
- m) Project Second Start - job retraining; GED
- n) Central N. H. Community Mental Health - 24- hour service
- o) Concord Union School District - student counseling
- p) INFO LINE - 224-9000

K. Credit Counseling - representatives from area banks are participating in an on-site credit counseling for employees.

C. PROPOSED SERVICES

The N. H. Job Training Councils has obligated funds to continue the operation of the Rumford In-Plant Worker Assistance Center and its services through December of this year. Monies sought under the PSI Job Search Program will be used to extend services and activities to employees at Rumford Press as described in Section B for an additional four months from January to April, 1984.

State, company and union representatives also believe that the program could benefit from additional enhancements. They include:

Economic Development Assistance

In response to union, company, and community requests, technical assistance in the area of economic development will be offered to potential employers. The term "potential employers" includes current Rumford Press employees seeking to establish their own business as well as potential new or expanded industry in the Concord area. Priority will be given to "employee-turned-employer" economic development. Assistance would include guidance regarding potential linkage with economic development agencies, such as The Small Business Administration, market feasibility analysis, and avenues for financing. As funds allow, outreach to encourage the development of other new industry in the Concord area will also be conducted.

Current Job Search Activities

At the present time, the State Job Training Coordinating Council Staff is operating a Worker Referral Center on the premises of Rumford Press. It is a drop-in center, open from 8:00 a.m. to 5:00 p.m. each work day and is being actively used by the present employees who are trying to get information prior to their lay-off and a few former employees who have not yet been reemployed. The use pattern is unstructured, and it is not uncommon for a worker to leave his or her work station (with the approval of the supervisor) and spend an hour at the center gathering information, getting counseling and advice from the staff.

Outreach has been by word of mouth and the staff can see the ripple effect as the word is going through the plant by operation and shift. Since the center began in early October 1983, about 280 persons have come to the center. Most have had some assessment of skills made and have begun work on personal work histories or resumes.

The specific services available at the present time are:

1. General vocational counseling by staff usually resulting in the development of a resume which is typed by Center staff.
2. Access to the Help Wanted Ads of regional newspapers.
3. Three WATS lines for long distance telephone inquiries about possible job openings.
4. A variety of books on how to look for a job.
5. A computer assisted occupational interest exercise. Using an available computer keyboard and screen, an individual can

select personal preferences with regard to types of jobs and working conditions, and be directed to general occupational fields. Once specific occupations are identified, the person can review a general position description and job requirements, as well as a current Job Bank listing (from the State Employment Service) using a microfiche reader. Contact can then be made through the Employment Service personnel outstationed at the center for direct follow-up.

6. Additional job information is available to people who are contemplating new occupations through a series of 10-20 minute videotaped interviews. Three hundred and nine different jobs are on taped interviews of New Hampshire residents who actually do the specific jobs. This is a graphic display of the job, the working conditions and the responses of someone doing the job, speaking about requirements and how they got the job. It is extremely effective in providing insights to an occupation. Back up written position descriptions to fill in other relevant information about the jobs are also available.
7. Interview training is available and the mock interviews are videotaped for one-on-one analysis with counselors.
8. Skills assessment is carried out through a variety of methods. The General Aptitude Test Battery (excluding the manual dexterity parts), the Flanagan Aptitude Classification Test, and the SRA Math and Reading Achievement Level Tests are primarily used to gain a base line of information on each person. There are also a number of occupational interest tests that are administered. When used in conjunction with the aptitude test results and a detailed work profile, the vocational counselor is provided with a reasonably good picture of a person's work abilities.

Projected Job Search Activities

The staff recognized that they have dealt with the beginning of the flow of potential users. Most of the workers are still employed at Rumford even though they are aware of the plant's closing. The

plant is currently running two shifts to complete the last of their orders on hand. When the 600 workers are laid off and those already laid off become aware of the Center's existence (although many have already shown up), there could be a possible intake problem. Additional space in the plant is allocated as needed for Job Center functions.

At the present time, the plant is expected to continue operations into the first week of December, 1983. At that time, space will be donated for the center by the community.

The following items were discussed with the staff responsible for operating the program.

1. Outreach. Although approximately 30 percent of the potential beneficiary group have come to the Center, a more formal outreach effort is in order. A brief letter, detailing the available services and times of operation will be sent to present and former employees to preclude the chance of someone who could benefit from the program not learning about it. This would be especially useful for persons who had been laid off in the early stages of the shut down and who may now be discouraged from looking for employment. Outreach would also provide the local unions with a positive and active role in assisting their membership find new avenues for employment.
2. Discussions were undertaken regarding a more formal presentation of information to the workers. Staff constraints and the availability of the workers still employed militate against a rigid schedule of club participation, but this may change if the PSI funds become available permitting staff enhancement, and when the plant ceases operation.

It is obvious that flexibility in service provision is paramount, for each operating situation is unique. However, there are some gaps in the present operating mode that could be filled, apart from the outreach, as mentioned above.

1. Financial management under the new economic situation. The maximum Unemployment Insurance payment is approximately \$140 per week. This is substantially below most employee's current income level.
2. Local labor market information gathering apart from the Want Ads and the Job Bank will be developed. Although the concept of networking was well known to the staff, a presentation of how to establish a personal network will be provided to the participants.
3. A formalization of the materials presentation should be considered. Recognizing the independence of the New Hampshire character obviates a rigid construction of a group job search club format, but there are recognized benefits to group interaction and support in meeting a common problem. The concern of the local union representatives at the general meeting, underscoring the need for Stress Management support immediately lays the foundation for further consideration of establishing mutually supportive groups.
4. Additional assistance in application preparation may be in order. Although resumes are presently provided to the participants, an application guide that the job seeker can use as a ready referral would also be helpful. Further familiarization with a variety of standard application forms would be useful for persons who had not completed a work application for more than a decade.
5. Telephone techniques. Gaining information about current job openings and potential job openings is an acquired skill. Given the distances between cities in this primarily rural area makes effective telephoning a virtual necessity. Training and support in using the telephone would appear to be very useful.
6. Additional interviewing technique skills were also discussed. At this time, participants are "interviewed" by Center staff. The advantages of role playing both interviewing and interviewee by participants was discussed, and the staff was amenable to the idea, particularly if the number of participants radically increases and if the staff support remains stable.

These activities are suggested as enhancements to the present program. Since there is a program that is meeting presently perceived needs, enhancements will be undertaken to address additional needs as identified above. While none of the above activities inherently require additional staff, it will be necessary to either increase staff or extend the Center's operation to permit additional staff resources to be used in support of these additional services.

2. Stress Management

Workers experiencing layoff face tremendous personal family and emotional stresses. The psychological impact of layoff is often as important as the financial burdens which result. In order to provide workers with needed support during this time of crisis, a special stress management program is proposed to provide individual and group counseling to the Rumford Press.

Individualized Stress Management Counseling is being donated by Child and Family Services, Inc. on-site two half days a week. Central New Hampshire Community Mental Health, Inc. is providing on-site counseling one half day a week and stress management workshops on an as needed basis. Each workshop consists of four one hour segments. Fifty percent of these services are being donated. Referral agreements have been developed with both agencies where services will be provided at no cost to the participant or the state. Pastoral Counseling is being provided on-site by the council of churches on a weekly basis with all community churches participating. NHJTC is providing coordinating the employment and training services, developing and placing persons in on-the-job training, providing tuition assistance, providing the necessary workshops, and providing the components previously outlined.

Transportation assistance to training programs will be provided by the New Hampshire Job Training Councils in the following ways:

1. Wherever possible, training agencies will provide their existing transportation services to trainees from Rumford Press. NHJTC will be responsible for ensuring that these existing services are made available.

2. Wherever possible NHJTC will tie in with existing transportation from such agencies as the Community Action Program, public school systems, community public transportation, state carpooling, WIN, and the state Highway Department. NHJTC will coordinate these services in order to maximize use by Rumford employees.
3. In the event that neither option one or two is available, NHJTC will coordinate carpools among participants and reimburse the driver of the carpool \$.15 per mile from the point at which the carpool originates to the training site. Carpool is defined as three or more persons.

D. ADMINISTRATIVE STRUCTURE

Rumford Press, the GCIU, ITU, and IAM and the state of New Hampshire are committed to providing a comprehensive program of reemployment services to the workers affected by the Rumford Press layoff through the operation of a Worker Assistance Center.

The Center will serve as a focal point for a six-month period of public/private assistance to employees of Rumford. As described previously, it will house reemployment and support activities including the job search workshops, job search clubs, personal and financial counseling, and individual follow-up to track work progress. The center will also coordinate a variety of testing and assessment services, and retraining/education services.

In order to assure that all center operations reflect a coordinated approach involving the company, the union, and the community, a two tiered governing and advisory structure will be established. The first and primary tier will be a joint labor/management committee. Each entity is briefly described below:

Joint Labor-Management Committee:

A committee will be formed consisting of local union presidents, company management, and NHJTC staff. This committee will meet no less than once every two weeks to review the progress of the program and to advise the NHJTC staff of current and recurring needs. The program will be modified on an as needed basis to respond to the expanding needs of the Rumford employees.

In addition, two Rumford employees will be jointly chosen by the management and the unions to act as full-time program liaisons and employee support staff while the plant is still open. One employee will be working on the first shift and the other on the second shift. The salary of these employees will be absorbed by the company.

Community Advisory Committee:

The Community Advisory Committee is composed of representatives from a myriad of government and private agencies.

Involved in the united effort to assist the Rumford employees are:

City of Concord: the Mayor
City Manager
City Welfare - Financial Assistance
Economic Development - generation of
employment through expansion

State of NH: Department of Employment Security - Counselors
State Welfare - AFDC, Food Stamps, Day Care
Department of Resources and Economic Development
New Hampshire Technical College

County: County Welfare Department

Private: Banks - financial planning
Rumford Press Management/Union Representatives

Others: Greater Concord Chamber of Commerce
New Hampshire Job Training Councils - employment and
training services
Community Action Program - fuel assistance
Project Second Start - education
Community Service Council - information line
Central NH Community Mental Health - stress management/
counseling
Child and Family Services - counseling
Blue Cross/Blue Shield - insurance
Council of Churches - pastoral counseling and job development
Rumford Press: Management Union Representatives

This committee meets once every two weeks and on an as needed basis. It acts to coordinate services and provide assistance to employees in the areas indicated above.

E. Technical Assistance Activities

At the request of the company, the unions and the state, a technical team made up of representatives from the National Alliance of Business (NAB), the AFL-CIO Human Resources Development Institute (HRDI) and the Potomac Institute for Economic Research (PIER) will assist in the development of the PSI Job Search Program at Rumford Press.

The PSI technical team will help both the company and the unions develop the linkages necessary for the program's success, plan the administrative and management structure, and design the services to be provided. NAB and HRDI have many years of experience in developing employment and training programs for the unemployed, and have worked extensively with companies and unions impacted by mass layoffs to help them develop appropriate re-employment services.

In implementing the Job Search Club, the program will draw on technical assistance provided by the Potomac Institute for Economic Research, which has considerable experience in job club operations. PIER's technical support will be provided under a Department of Commerce grant at no cost to the project. Technical assistance provided by NAB and HRDI is more fully detailed in the budget section of this proposal.

F. Duration of the Program

The PSI program at Rumford will be fully operational for four months. A phase-down period of several weeks will follow the four month period of operations in order to finalize administrative details, and make arrangements with local agencies to assist those workers who have not yet found employment. The following chart depicts the estimated time plan. The dates for start-up and phase-down of the Worker Assistance Center are contingent upon receipt of Title III discretionary funds.

State-Sponsored Workshops Begin	Full Worker Assistance Center Begins	Full Worker Assistance Center Ends	End of Closeout Period
10/83	1/84	4/84	5/84

III. PROGRAM RESULTS

Enrollments	300-400
Direct Placement	94
OJT	100
Placed (90%)	90
Tuition Refund	75
Placed (90%)	68
Other Support Services	300-400
Total Placed	252
Cost Per Enrollee (350)	\$506
Cost Per Placement	\$703

The expected placement rates are derived from an initial examination of the assessment results of the Rumford employees. The number of persons in OJT and Tuition Refund Programs is in part determined by the amount of funds available. The approval of this proposal will allow for an increase of \$1,000 per OJT slot and the addition of 25 additional slots over the original allocation of the NHJTC. Further it will allow an increase of 25 slots available for tuition refund assistance. The expected cost of an average OJT slot is \$2,500 and of slots with tuition refund of \$1,000. This reflects the average program cost for such components incurred in other programs utilizing these components.

Program monitoring and evaluation. As previously indicated the Labor-Management Committee will provide on-going monitoring and evaluation information. On-going program status reports, deficiencies and corrective action reports will be maintained. Further NHJTC will monitor the program an independent monitoring unit which reports to the State Coordinating Counsel. At the end of the program the NHJTC, the State Coordinating Counsel, and the Labor-Management Committee will develop and submit a final evaluation report.

IV. FISCAL AND MANAGEMENT CAPABILITIES OF PROGRAM ADMINISTRATION

The New Hampshire Private Industry Council Inc., will serve as the recipient of grant funds for the state. It will assume responsibility for the bookkeeping and financial administration of the Title III grant and of the project as a whole. The New Hampshire PIC Inc.'s qualifications to perform this function are quite clear and without need for further justification.

V. COORDINATION AND LINKAGES

A. Local Coordination

The Concord City Manager was the initial impetus for community and state agencies to meet and develop a plan action to service Rumford Press. On-going coordination with the City Manager allows for the maximization local resources for meeting the needs of the Rumford Press. Currently, the City Department of Economic Development has identified several firms, that may consider expanding and possibly locating that expansion in Concord. In order to maximize the generation of employment, the NHJTC is working in concert with the Economic Development Department. In instances where Rumford employees need basic education and/or remediation community education agencies will provide for this need utilizing their existing resources. Upon completion of basic education, employees will be referred directly into NHJTC sponsored training programs. Wherever possible, community education agencies will be used to provide vocational training. The banks are currently providing on-site financial counseling. Local churches and mental health agencies are providing on-going counseling and workshops on stress management. Local businesses have, wherever possible, provided in-kind contributions such as coffee, newspapers, and discounts. The Community Action Program is providing fuel assistance and weatherization and meets at the plant with the employees. Finally, Blue Cross/Blue Shield is meeting on-site with employees to provide insurance information and counseling.

B. State Coordination

The Division of Employment Security is doing on-site intake for both unemployment insurance claims and enrollment in NHJTC training programs. Upon the cessation of intake, the employment service will begin direct placement efforts. Under the direction of NHJTC, the employment service is providing personnel to do assessment and skill profile development. The State Welfare

Department is providing on-site assistance and coordinating daycare services with training programs. The Social Security Department is providing on-site retirement planning services. Finally, the State through the NHJTC is providing coordinating the employment and training services, developing and placing persons in on-the-job training, providing tuition assistance, providing the necessary workshops, and providing the components outlined previously.

C. Discretionary Program Support

National discretionary funding is being sought for this project for two primary reasons:

1. The state does not have sufficient resources to continue this program beyond a limited duration serving only a small portion of those in need.
2. Since this effort is endorsed and supported by the President's Advisory Council on Private Sector Initiatives, it is both appropriate and important that national discretionary funds are apportioned for this program. By receiving national Title III funds, this program will be able to tap the unique assistance available at the national level from members of the PSI team. Additionally, such funding will assure the full integration of this program with the national PSI program and will provide a useful model at the stage of JTPA implementation in New Hampshire.

D. Labor Consultation

The unique labor-management approach of the PSI Program requires the full involvement of both major parties at every stage of program planning and implementation. This linkage is the key to the success of the program. The Joint Labor-Management Committee will be the focal point of this linkage. In addition, the program sponsors will make every effort to promote the involvement and consultation of all relevant labor organizations in the program design and implementation.

VI. STATE CONTACT

Dr. H. Jeff Rafn
Director of Operations & Training
New Hampshire Job Training Councils
155 Manchester Street
Concord, NH 03301
603-224-7400

VII.

PSI PROPOSAL BUDGET

(January 1, 1984 through April 30, 1984)

	<u>Four Month Budget</u>	<u>In Kind</u>
<u>STAFFING</u>		
Union Representative/Liaison	\$ 6,171	\$ 36,881 ^{*1}
Resource Center Director	5,091	
On-the-Job Training Placement Specialists (3)	14,509	
Workshop Instructor	4,988	
Secretary/Typist	3,440	
	<hr/>	
Total Base Salary	\$ 34,199	
Fringe Benefits (24%)	8,207	
	<hr/>	
TOTAL SALARY COSTS	\$ 42,406	
<u>TRAVEL</u>		
(200 miles per placement specialist for 17.2 weeks)	\$ 2,064	\$ 400
<u>EQUIPMENT</u>		
(Telephone, three WATS lines, typewriter, etc.)	\$ 1,760	\$ 550
<u>NEWSPAPERS</u>	\$ 320	
(subscriptions to nine daily and weekly local newspapers)		
<u>SUPPLIES</u>	\$ 800	
(publications, software, copying, paper, etc.)		
<u>TESTING/COUNSELING</u>	\$ 900	
(six weeks)		
<u>TRAINING/EDUCATION</u>	\$ 100,000	
On-the-job Training (100 slots)		\$ 112,500 ^{*2}
Tuition Refunds (75 slots)		\$ 50,000 ^{*2}
<u>ECONOMIC DEVELOPMENT</u>		
Half-time Full time equivalent Economic Development Specialist	\$ 13,000	
Entrepreneurship Training (10 slots)	\$ 10,000	
<u>PRINTING/MAILING</u>		\$ 2,000
(4 address computer runs, brochure printing)		
<u>PREMISE COSTS</u>	\$ 4,000	\$ 25,000
(5,000 square feet @ \$15/sq ft for 4 months)		
<u>TRANSPORTATION</u>	\$ 10,000	
(carpooling costs reimbursed at \$.15/mile for program participants)		
	<hr/>	<hr/>
	\$ 185,250	\$ 64,831
	+ 15,000*	182,500 ^{*2}
	<hr/>	<hr/>
	\$ 200,250	\$ 227,331

PSI PROPOSAL BUDGET, continued

*1 In-kind staffing provided by the following organizations:

Child and Family Services of New Hampshire
Area Clergy
Area Bank Representatives
NH Department of Employment Security
NH Department of Welfare
Concord Department of Welfare
Blue Cross of New Hampshire
Central NH Community Mental Health Center
Social Security Administration
Community Action Program

*2 Supplemented by existing Title III funds, Dislocated Worker Program,
Job Training Partnership Act

*Technical Assistance

Technical assistance for the planning, implementation, and operation of the PSI Program will be provided by NAB, HRDI and PIER. Technical services specifically related to job search club activities will be provided separately by PIER under contract with the U. S. Department of Commerce, at no cost to this contract.

NAB and HRDI will provide the greater part of their technical assistance before contract signing. This pre-contract planning and developmental assistance will include assistance in designing program services, developing the administrative structure and establishing linkages and coordination between local employment-related agencies and institutions and the PSI Program. Other pre-contract technical services will include assistance in proposal development and the designing and writing of materials that will explain and publicize the program. Upon request, NAB and HRDI will continue to provide assistance during the implementation and operations phases through staff training and other activities designed to enhance the fiscal and management capabilities of the PSI Program.

For simplicity, these technical services will be performed under a contract with NAB, which in turn will contract with HRDI for those services provided by that organization. Assistance for this PSI Program will be provided by NAB and HRDI for a fee of \$15,000. This figure reflects an earlier agreement between the technical assistance contractors and the U. S. Department of Labor.

Costs incurred by the Contractor for technical assistance for the PSI Program project, subsequent to February 1, 1983, but prior to the effective date of this contract, shall be deemed allowable costs under the provisions of the Budget section of this proposal to the same extent that they would have been allowable costs if incurred after the execution of this contract up to \$15,000.

THE WHITE HOUSE

WASHINGTON

February 18, 1983

*Mike -
FYI
Jim*

MEMORANDUM FOR HELENE VON DAMM

FROM: JAMES K. COYNE

SUBJECT: Private Sector Initiatives Advisory Council
Membership

Listed below by category are the names of the prospective members of the President's Advisory Council on Private Sector Initiatives:

CHAIRMAN

Robert Galvin
Chairman of the Board and
Chief Executive Officer
Motorola, Incorporated
1303 East Algonquin Road
Schaumburg, Illinois 60196
(O) 312/576-5300

BUSINESS

John V. Roach
Chairman, Chief Executive Officer
Tandy Corporation
1900 One Tandy Center
Fort Worth, Texas 76102
(O) 817/390-3214

Robert O. Anderson
Chairman of the Board
Atlantic Richfield Corporation
515 South Flower Street
Los Angeles, California 90071
(O) 213/486-3511

Edson W. Spencer
Chairman of the Board and
Chief Executive Officer
Honeywell, Incorporated
Box 524 Honeywell Plaza
Minneapolis, Minnesota 55440
(O) 612/870-5200

BUSINESS (continued)

Frank T. Cary
Chairman of the Board
IBM Corporation
Old Orchard Road
Armonk, New York 10504
(O) 914/765-4700

Donald J. Hall
President
Hallmark Cards
Post Office Box 580
Kansas City, Missouri 64141
(O) 816/274-5111

Walter Wriston
Chairman of the Board
Citicorp
300 Park Avenue
New York, New York 10022
(O) 212/559-2700

Mr. Sheldon Weinig
President
Material Research Corporation
Route 303
Orangeburg, New York 10962
(O) 914/359-4200

LABOR

Thomas Donahue
Secretary/Treasurer
AFL-CIO
815 16th Street, N.W.
Washington, D.C. 20006
(O) 202/637-5221

EDUCATION

Mr. Paul J. Adams
Principal
Providence St. Mel High School
119 South Central Park
Chicago, Illinois 60624
(O) 312/722-4600

John Dunlop
Professor
Howard University
Littaver Center
Cambridge, Massachusetts 02138
(O) 617/495-4157

RELIGIOUS

Father Bruce Ritter
Covenant House
Philadelphia, Pennsylvania
(O) 215/844-1020

GOVERNMENT

The Honorable William G. Milliken
300 Grandview Parkway
Traverse City, Michigan 49684
(O) 616/946-0660

Margaret Hance
Mayor of the City of Phoenix
City Hall
251 West Washington Street
Phoenix, Arizona 85003
(O) 602/262-7111

REAGAN CONSTITUENCY

Donald Sammis
Chairman of the Board
The Foundation for Private Sector Innovation
Suite 902
888 17th Street, N.W.
Washington, D.C. 20006
(O) 202/835-0816

E. Clairborne Robins
President and Chief Executive Officer
A. H. Robins Company
1407 Cummins Drive
Richmond, Virginia 23220
(O) 804/257-2000

Fred Malek
Executive Vice President
The Marriott Corporation
Number One Marriott Drive
Washington, D.C. 20058
(O) 202/897-9000

Robert Dee
Chief Executive Officer
Smith/Kline/Beckman
One Franklin Plaza
Philadelphia, Pennsylvania 19101
(O) 215/751-4000

NOT-FOR-PROFIT

Donald Sammis
Chairman of the Board
The Foundation for Private Sector Innovation
Suite 902
888 17th Street, N.W.
Washington, D.C. 20006
(O) 202/835-0816

Admiral David M. Cooney
Goodwill Industries of America
9200 Wisconsin Avenue, N.W.
Washington, D.C. 20014
(O) 202/530-6500

PRIVATE SECTOR INITIATIVES CONTINUITY

Alexander Trowbridge
President
National Association of Manufacturers
1776 F Street, N.W.
Washington, D.C. 20006
(O) 202/626-3700

Robert Mosbacher, Jr.
Vice President
Mosbacher Production Company
1300 Main Street
Suite 2100
Houston, Texas 77002
(O) 713/651-0100

C. William Verity, Jr.
600 Thorn Hill Lane
Middletown, Ohio 45042
(H) 513/423-8689

WOMEN

Phyllis Wyeth
701 Smith Bridge Road
Wilmington, Delaware 19807
(H) 302/654-2958

Katherine Graham
Chairman of the Board
The Washington Post
1150 15th Street, N.W.
Washington, D.C. 20071
(O) 202/334-6000

Bill Broyles

ALTERNATES

GOVERNMENT

Henry Cisneros
Mayor of the City of San Antonio
Post Office Box 9066
San Antonio, Texas 78285
(O) 512/299-7060

BUSINESS

Robert V. Krikorian
Chairman and Chief Executive Officer
Rexnord
Post Office Box 2022
Milwaukee, Wisconsin 53201
(O) 414/784-5000

THE WHITE HOUSE

WASHINGTON

January 17, 1983

PSI

MEMORANDUM FOR MICHAEL K. DEEVER

FROM: MICHAEL P. CASTINE, ACTING DIRECTOR
PRIVATE SECTOR INITIATIVES

SUBJECT: JAMES COYNE.

For the 2:00 meeting today with James Coyne regarding the Private Sector Initiatives Program, I have highlighted some talking points for you.

- The program is a priority item on the President's agenda and it is him that gets the credit. Coyne will be a real asset to the program but it is not a secret that he wants to run again for political office.
- Time commitment - stress need for his staying duration of Administration.
- Travel and speaking engagements, etc. must be approved by you and signed off by John Rogers - budget limited. Need for non-profits to pay whenever possible.
- PSI Agenda - as far as major issues (child care, education, jobs, etc.) and Advisory Council, the agenda is fairly locked in. That is not to say more cannot be done in other areas. Only limited by time and people as per January 7 Memo from you to Coyne.
- Staff - Michael Castine still working out details with John Rogers about slots and space. We will know more about our slots after Public Liaison restructuring. (Mike, I would like your support on my keeping my personal office space as is. This is important because of my new role as White House Liaison to the National Alliance of Business, etc.)
- The White House is not like Congress. Limited in services, banquet rooms, support staff. Press office issues releases.
- February 1 is requested starting date. Request his working with Jay a few days during the week prior to February 1.
- Draft announcement of Coyne attached for your perusal.

The President has asked Michael K. Deaver, Deputy Chief of Staff to chair the committee and coordinate the members consisting of the Assistants to the President for Cabinet Affairs, Communications, Public Liaison, Intergovernmental Affairs, Policy Development, Congressional Affairs, Political Affairs and staffed by the Special Assistant to the President for Private Sector Initiatives. The committee will meet as needed.

The President developed the internal advisory committee to show his continued support for the private sector initiatives program and to implement one of the final recommendations of the President's Task Force on Private Sector Initiatives.

THE WHITE HOUSE

WASHINGTON

January 17, 1983

ADMINISTRATIVELY CONFIDENTIAL

MEMORANDUM TO MICHAEL K. DEEVER

FROM: MICHAEL P. CASTINE, ACTING DIRECTOR
PRIVATE SECTOR INITIATIVES

SUBJECT: DRAFT ANNOUNCEMENT.

The President announced today the appointment of James K. Coyne as Special Assistant to the President and the new Director of the Office of Private Sector Initiatives.

Mr. Coyne is a former congressman who represented the 8th Congressional District of Pennsylvania. Prior to his election to Congress in 1980, he was President of the Coyne Chemical Company, Philadelphia, Pennsylvania from 1971 to 1980. From 1977 until 1978, he worked to develop alternative energy as founder and President of Energy Management Service Inc. From 1974 until 1978, Coyne served on the faculty of the Wharton Business School of the University of Pennsylvania. He maintains membership on a variety of organizations including the Lower Bucks Chamber of Commerce.

Mr. Coyne graduated with an MBA from the Harvard Business School in 1970 and received a B.S. in economics and administrative services from Yale University in 1968.

Mr. Coyne was born on November 17, 1946 in Farmville, Virginia. He married Helen Mercer in 1970. They have three children, Alexander, Katherine and Michael and reside in Washington Crossing, Pennsylvania.

In addition, the President also announced the creation of a White House Coordinating Committee on Private Sector Initiatives for the purpose of implementing private initiatives strategy as identified by the President and the White House Office of Private Sector Initiatives.

THE WHITE HOUSE

Office of the Press Secretary

For Immediate Release

January 24, 1983

The President today announced the creation of a White House Coordinating Committee on Private Sector Initiatives for the purpose of implementing private initiatives strategy.

The President has asked Michael K. Deaver, Deputy Chief of Staff, to chair the committee and coordinate the members consisting of the Assistants to the President for Cabinet Affairs, Communications, Public Liaison, Intergovernmental Affairs, Policy Development, Congressional Affairs, Political Affairs and staffed by the Special Assistant to the President for Private Sector Initiatives.

The President developed the internal advisory committee to show his continued support for the private sector initiatives program and to implement one of the final recommendations of the President's Task Force on Private Sector Initiatives.

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THE WHITE HOUSE

WASHINGTON

January 9, 1983

MEMORANDUM FOR MICHAEL K. DEEVER

FROM: JAMES K. COYNE, SPECIAL ASSISTANT TO THE PRESIDENT
PRIVATE SECTOR INITIATIVES *JKC*

SUBJECT: SUGGESTED TALKING POINTS FOR GRENADA MISSION GROUP MTG.

- I would like to thank Dr. Sheldon Weinig, Chairman of the International Committee of the President's Advisory Council on Private Sector Initiatives for leading this mission on behalf of the Council. As you know, this administration remains strongly committed to encouraging new levels of individual initiative and leadership in the private sector for meeting society's needs.
- Thanks should also go to Craig Nalen, President of the Overseas Private Investment Corporation, the other leader of this group. OPIC has put tremendous efforts into coordinating the logistics of this trip.
- We're grateful that many of you are volunteering your time, services and equipment for the rehabilitation of Grenada. There is a lot to be done there to help the people. Unemployment is high. If you can assist in creating jobs it would be most helpful. I believe it is also a good opportunity for you and your company.
- I have heard back from Michael Castine, the Deputy Director of our Private Sector Initiatives office, that our first private sector initiative: a Federal Express plane delivering donated goods: medicine, food, clothing etc. was very successful.
- Thank you again for your commitment and the best of luck.

THE WHITE HOUSE
WASHINGTON

January 7, 1984

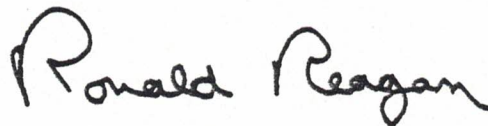
Mr. Sheldon Weinig and Mr. Craig Nalen:

I am delighted to extend my best wishes for a successful and productive visit to the twenty business professionals participating in this investment mission to Grenada.

The business community of the United States will play an increasingly important role in strengthening the economies of our neighbors in the Caribbean Basin. I am certain that private investment will make a significant contribution to Grenada as that nation begins a new era of economic growth and development utilizing the free market system.

I look forward to reviewing your report on the results of this effort to open new avenues to the promise of a bright and prosperous future for the nations of the Caribbean Basin.

Sincerely,

A handwritten signature in black ink that reads "Ronald Reagan". The signature is written in a cursive, slightly slanted style.

Mr. Sheldon Weinig

Mr. Craig Nalen

Washington, D.C.