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**WHITE HOUSE  
COUNSELLOR'S OFFICE TRACKING WORKSHEET**

FG 006-01

- O - OUTGOING
- H - INTERNAL
- I - INCOMING

Date Correspondence Received (YY/MM/DD) 8213 118

Name of Correspondent: Earle M. Jorgensen

CN Mail Report User Codes: (A) \_\_\_\_\_ (B) \_\_\_\_\_ (C) \_\_\_\_\_

Subject: Writer wants to assure Mr. Meese that when Gabrielle Morris calls, he will help her out.

ROUTE TO:	ACTION	DISPOSITION
Office/Agency (Staff Name)	Action Code Tracking Date YY/MM/DD	Type of Response Code Completion Date YY/MM/DD
<u>CNSTRI</u>	<u>O</u> <u>82 3 18</u>	<u>EM FYI C</u> <u>82 03 18</u>
<u>CNMEES</u>	<u>I</u> <u>82 03 18</u>	<u>C</u> <u>82 03 18</u>
_____	_____ <u>1 1</u>	_____ <u>1 1</u>
_____	_____ <u>1 1</u>	_____ <u>1 1</u>
_____	_____ <u>1 1</u>	_____ <u>1 1</u>

**ACTION CODES:**

- A - Appropriate Action
- C - Comment/Recommendation
- D - Draft Response
- F - Furnish Fact Sheet to be used as Enclosure

- I - Info Copy Only/No Action Necessary
- R - Direct Reply w/Copy
- S - For Signature
- X - Interim Reply

**DISPOSITION CODES:**

- A - Answered
- B - Non-Special Referral
- C - Completed
- S - Suspended

**FOR OUTGOING CORRESPONDENCE:**

- Type of Response = Initials of Signer
- Code = "A"
- Completion Date = Date of Outgoing

Comments: \_\_\_\_\_

Keep this worksheet attached to the original incoming letter.  
Send all routing updates to Central Reference (Room 75, OEOB).  
Always return completed correspondence record to Central Files.  
Refer questions about the correspondence tracking system to Central Reference, ext. 2590.

# RECORDS MANAGEMENT ONLY

## CLASSIFICATION SECTION

No. of Additional Correspondents: \_\_\_\_\_ Media: 2 Individual Codes: 4.200 \_\_\_\_\_

Prime Subject Code: FG 006-01 Secondary Subject Codes: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

## PRESIDENTIAL REPLY

Code	Date	Comment	Form
C	_____	Time: _____	P- _____
DSP	_____	Time: _____	Media: _____

**SIGNATURE CODES:**

- CPn - Presidential Correspondence
- n - 0 - Unknown
- n - 1 - Ronald Wilson Reagan
- n - 2 - Ronald Reagan
- n - 3 - Ron
- n - 4 - Dutch
- n - 5 - Ron Reagan
- n - 6 - Ronald
- n - 7 - Ronnie

- CLn - First Lady's Correspondence
- n - 0 - Unknown
- n - 1 - Nancy Reagan
- n - 2 - Nancy
- n - 3 - Mrs. Ronald Reagan

- CBn - Presidential & First Lady's Correspondence
- n - 1 - Ronald Reagan - Nancy Reagan
- n - 2 - Ron - Nancy

**MEDIA CODES:**

- B - Box/package
- C - Copy
- D - Official document
- G - Message
- H - Handcarried
- L - Letter
- M - Mailgram
- O - Memo
- P - Photo
- R - Report
- S - Sealed
- T - Telegram
- V - Telephone
- X - Miscellaneous
- Y - Study

006-01

EARLE M. JORGENSEN

10650 SOUTH ALAMEDA STREET  
LOS ANGELES, CALIFORNIA 90054

MAILING ADDRESS  
P. O. BOX 54633

March 15, 1982

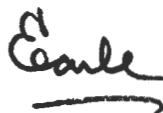
066606

Dear Ed:

Thank you for your letter of March 8 and rest assured when Mrs Gabrielle Morris calls, I'll be happy to help her out. Anything I can do for you and our President gives me great pleasure.

Warmest regards.

Sincerely,

A handwritten signature in cursive script that reads "Earle". The signature is written in dark ink and is underlined with a single horizontal stroke.

The Honorable Edwin Meese III  
The White House  
Washington, D C 20500

Ug

066609

1110

FG006-01

FG010-02

THE WHITE HOUSE  
WASHINGTON

11 February 1982

MEMORANDUM FOR MARTIN ANDERSON

*ms*

COPY TO: ED GRAY

FROM: BARBARA HONEGGER

SUBJECT: PROPOSED NEW RESPONSIBILITIES

Per your request, I would like to review my responsibilities with the Office of Policy Development and suggest an outline of responsibilities for the period beginning March 1, 1982.

Since January 20, 1981, I have served as Special Assistant to the Assistant to the President for Policy Development. Beginning in November of 1981, in addition to these responsibilities, I have also served as Policy Analyst with a further status review expected in a few months.

With your resignation effective March 1, 1982, my duties as your Special Assistant will come to an end.

Coincidentally with that change, my duties as Chairman of the Cabinet Council on Human Resources Working Group on Legal Equity for Women will begin in full, with the receipt of the first report from the Department of Justice under Executive Order 12336, due sometime between February 21 and March 1. This Working Group is an integral part of the procedure, established December 21, 1981 by the President, to identify and, where appropriate, correct federal laws and regulations which unfairly discriminate against women.

These duties will require significant time and energy, as they have already in working with the departments and agencies to identify working group members. The Working Group is mandated to report quarterly to the Cabinet Council on Human Resources those priority federal laws and regulations which the Working Group and the Council Secretariat deem most timely and in need of the Council's attention.

As Chair, I will be called upon to assimilate large amounts of material, outline the agenda for the Working Group meetings, work with the Council Secretariat, and oversee the drafting of quarterly reports to the Cabinet Council.

In connection with these new duties, Elizabeth Dole, with whom I have worked closely over this past year to establish the Task Force on Legal Equity for Women, has requested that I carefully review federal laws, regulations, and programs which promote or impact upon the economic activity of women.

In addition, Diana Lozano, Deputy to Mrs. Dole and Special Assistant to the President for Public Liaison, has agreed to work closely with the Working Group in a related effort to identify, in the departments and agencies, those gender-discriminatory regulations and policies inherited from the previous administration which have been voluntarily corrected under the Reagan administration. This information will need to be gathered in any case as the departments and agencies review their regulations to report to the Department of Justice on those regulations which still need correction, and, once brought together, will be of great benefit to the offices of Public Liaison and Communications prior to the upcoming elections.

I will continue to work closely with Elizabeth Dole, Assistant to the President for Public Liaison; with Diana Lozano, Mrs. Dole's Deputy and Special Assistant to the President for Public Liaison; with Wendy Borchardt, Special Assistant to the President for Public Liaison, Office of Women's Outreach; with Carol Dinkins, Assistant Attorney General and Chairman of the Task Force on Legal Equity for Women, the implementing arm of the newly created mechanism; Ed Gray, as Director of the Office of Policy Development and with his new responsibilities; Bob Carleson, Special Assistant to the President for Policy Development and Executive Secretary of the Cabinet Council on Human Resources who will receive the draft reports of the Working Group; Janet Brown, Janet Brown, Special Assistant to Chris Demuth, Administrator for Information and Regulatory Affairs at OMB, the Working Group's link to the President's Task Force on Regulatory Relief; and Carolyn Schoenberg, Director of the Office of Women's Business Enterprise; and, of course, the members of the Working Group and Task Force on Legal Equity.

The process for identifying and correcting federal gender-discriminatory laws and regulations has received the full commitment of the President and Vice President, and has received considerable public attention. The signing of the Executive Order, 12336, establishing the process was carried by at least one national network evening news broadcast, and the new process has received other media attention. Two recent articles are attached.

In addition, following the signing ceremony on December 21, 1981, the Vice President personally communicated his commitment to an ongoing dialogue between our Working Group and the President's Task Force on Regulatory Relief and that proposed regulatory changes coming from that Task Force would be carefully reviewed so as not to discriminate on the basis of gender.

Just yesterday, the President and the Vice President, at a White House gathering of the Administration's top female appointments, emphatically renewed their mutual commitment to identifying and correcting federal laws and regulations which discriminate against women. The statement signed by the President which accompanied his remarks, and his remarks, are attached. And, of course, the President firmly restated this same commitment in his State of the Union message last month.

In light of these new responsibilities for a major and visible program of the President's, I would like to request that you review my title and position before March 1, 1982, along the lines that we have discussed.

#### Additional Responsibilities

In addition to my major new responsibility as Chairman of the Working Group on Legal Equity for Women, which duties could formally continue for the two-year life of Executive Order 12336, I propose that I continue to administer the President's Economic Policy Advisory Board. As you know, this is a continuing responsibility with which I have been involved for over a year and which requires considerable and time-consuming arrangements, legal requests, correspondence, reporting and classification procedures. I am familiar with each of these duties and, with your coming membership on the Board, feel that my continued involvement will facilitate the smooth operation of the body.

# Reagan's new edict will help women

President Reagan has quietly set up machinery throughout government to uncover injustices, discriminations and mistreatment of women. He plans specific steps to correct these, either by executive action or law where needed.

The president issued an executive order on Dec. 21 "to provide for the systematic elimination of regulatory and procedural barriers which have unfairly precluded women from receiving equal treatment from federal activities."

He received little coverage in the press for this action, and even many women leaders in Washington did not know of it.

The Reagan administration, according to high-level sources, is somewhat worried about the repeated opposition of women to his administration and his performance in office, as reported in the polls.

One of the results is that about 30 leading Republican Party women now meet monthly at the Republican National Committee here to see what they can do about improving his image with women.

This situation is the result of opposition to the Equal Rights Amendment shown by certain elements of men and women in the Republican Party at the national convention in Detroit where for the first time in 40 years the party did not endorse the ERA.



Sarah  
McClendon  
Intercontinental Press

The president is not for the ERA, but he is not for discrimination or mistreatment of women.

He told Republican women leaders in Detroit that he would try to stamp out legal injustices that now exist in government departments and agencies. Each agency is being investigated.

Inside the White House there was a staff study of all laws, regulations, policies and positions affecting women. The results will be used now. The results of a study team in the Justice Department on sex discrimination will also be available.

Carol E. Dinkins of Houston, who is assistant attorney general in charge of land and natural resources in the Justice Department, will serve as the chairman of a task force on legal equity for women which will have the enforcement responsibility for White House actions on women. Thus, she will bring much more clout to the corrections that are needed. The previous teams in Justice under past presidents had no clout.

The president's new policy sets up a complicated four-phase system of approaching legal equity for women. That it is already in operation and that it is positively done by executive order indicates action.

First, there will be identification of the discrimination and documenting of these instances. These will be discussed in the Cabinet Council on Human Resources, probably in March, with the president sitting there.

The Cabinet officers will hear what injustices exist in their departments. It is said these have been increasing steadily. Confronted by the actual situations, the secretaries are expected to cooperate with corrections.

The president will make the final decisions on action. Where he cannot correct conditions by order, it is expected he will seek congressional action. The congressional liaison office in the White House will be used to win cooperation on Capitol Hill.

President Reagan may bring about more immediate results in eliminating injustices to women than the Equal Rights Amendment could do. ERA would provide permanent, all-encompassing equal treatment under the Constitution in a way that succeeding administrations or legislations could not take away. At the same time, should ERA be ratified, it would require additional court decisions and some laws to enact corrections.

Because ERA appears to be headed for failure in the state ratification process, what President Reagan is doing for women under his new edict bids to become the most far-reaching and concrete solution to women's problems ever in U.S. government.



## Panel on Women Awaits an Agenda

By ROBERT D. HERSHEY Jr.

Special to The New York Times

WASHINGTON, Feb. 9 — People often complain that Government programs and procedures acquire a life of their own, lingering long after a problem has been solved or, perhaps, proved incapable of being solved. But there is another side of the story.

Take, for example, the President's Task Force on Legal Equity for Women, a 16-woman, five-man group that is supposed to help amend Federal regulations and practices that discriminate on the basis of sex.

The panel was named Dec. 21, but so far it has held no meeting and no date has been set for one. The agenda has not yet been developed. And if you should have any suggestions for consideration by the group, don't bother to call the White House; the switchboard there doesn't have a phone number for it.

Why the delay? It seems to be a question of making sure that things are done properly; that is, through established channels.

According to Carol E. Dinkins, an Assistant Attorney General who is chairman of the group, the panel is waiting to meet until the Justice Department's civil rights division submits a report on its 1981 activities.

That document goes first to Attorney General William French Smith. Then it moves to the Cabinet Council on Human Resources, which will analyze the issues and tell President Reagan which laws and regulations unfairly discriminate against women. Then the President will review the council's work and send his recommendations on matters requiring statutory change to the White House office of legislative affairs.

### April Meeting Possible

The others, those that need only a change in regulations, "these will come to the task force," Mrs. Dinkins said.

She said she expected to get her marching orders by the end of March and would probably call the first meeting sometime in April. Her group is

composed entirely of Federal bureaucrats who are presumably used to watching paper and people move at a snail's pace.

Meanwhile, Mrs. Dinkins said she has spent some time the past week or so negotiating what staff the group might borrow from the civil rights division. She has also held some informal discussions about possible topics, but said, "Until they've actually gone through the Cabinet council process I don't know what will be on the agenda."

Strong candidates, however, are pensions and the relationship between being female and being poor, she said.

Mrs. Dinkins, who sees changes in regulations as a necessary accompaniment to, or partial substitute for, the proposed Federal equal rights amendment, has also started to tackle the problem of how to communicate with something that doesn't really yet exist.

"Right now," she said, "I'm asking that people call me." The number is 202-633-2701.

Cabinet Council on Human Resources  
Working Group on Legal Equity for Women

<u>Department/Agency</u>	<u>Member</u>	<u>Contact Information</u>
Office of Policy Development	Barbara Honegger, Chair	456-6517
	Doug Bandow Special Asst. to the President for Policy Development	456-2132
Labor	Lloyd Aubry Special Asst. to the Secretary	523-9073
Education	Linda McCann, Special Asst. to the Executive Secretary	245-7913
OMB	Janet Brown, Special Asst. to the Administrator for Information and Regulatory Affairs	456-3864
Justice	Stuart Oneglia, Chief, Coordination and Review Section, Civil Rights Division	724-2222
HUD	Dr. June Koch, Deputy Undersecretary for Intergovernmental Relations	755-6480
HHS	Joanne Gaspar, Deputy Asst. Secretary for Policy and Evaluation	245-6443
Office of the Vice President	Barbara Hayward, Personal Asst. to the Vice President	456-7123
OPM	Laura Dillard, Assistant to the Director	632-4724
Transportation	Carole Foryst Assoc. Administrator for Policy, Budget and Program Development	426-4050

THE WHITE HOUSE

WASHINGTON

February 10, 1982

As we move into our second year of a "New Beginning for America", I want to extend my heartfelt thanks for your part in making our first year such an outstanding success.

Together we have forged an impressive record of accomplishment on behalf of women. The creation of the Task Force on Legal Equity for Women and the implementation of the 50 States Project attest to our commitment to equal rights for women.

I am pleased that you chose to be a part of our effort. You represent the most capable talent in America, and are a credit to this Administration. I am proud of your performance and express my appreciation on behalf of all Americans.

Sincerely,

*Ronald Reagan*

EXECUTIVE ORDER

THE TASK FORCE ON LEGAL EQUITY FOR WOMEN

By the authority vested in me as President by the Constitution of the United States of America, and in order to provide for the systematic elimination of regulatory and procedural barriers which have unfairly precluded women from receiving equal treatment from Federal activities, it is hereby ordered as follows:

Section 1. Establishment. (a) There is established the Task Force on Legal Equity for Women.

(b) The Task Force members shall be appointed by the President from among nominees by the heads of the following Executive agencies, each of which shall have one representative on the Task Force.

- (1) Department of State.
- (2) Department of The Treasury.
- (3) Department of Defense.
- (4) Department of Justice.
- (5) Department of The Interior.
- (6) Department of Agriculture.
- (7) Department of Commerce.
- (8) Department of Labor.
- (9) Department of Health and Human Services.
- (10) Department of Housing and Urban Development.
- (11) Department of Transportation.
- (12) Department of Energy.
- (13) Department of Education.
- (14) Agency for International Development.
- (15) Veterans Administration.
- (16) Office of Management and Budget.
- (17) International Communication Agency.
- (18) Office of Personnel Management.

(19) Environmental Protection Agency.

(20) ACTION.

(21) Small Business Administration.

(c) The President shall designate one of the members to chair the Task Force. Other agencies may be invited to participate in the functions of the Task Force.

Sec. 2. Functions. (a) The members of the Task Force shall be responsible for coordinating and facilitating in their respective agencies, under the direction of the head of their agency, the implementation of changes ordered by the President in sex-discriminatory Federal regulations, policies, and practices.

(b) The Task Force shall periodically report to the President on the progress made throughout the Government in implementing the President's directives.

(c) The Attorney General shall complete the review of Federal laws, regulations, policies, and practices which contain language that unjustifiably differentiates, or which effectively discriminates, on the basis of sex. The Attorney General or his designee shall, on a quarterly basis, report his findings to the President through the Cabinet Council on Human Resources.

Sec. 3. Administration. (a) The head of each Executive agency shall, to the extent permitted by law, provide the Task Force with such information and advice as the Task Force may identify as being useful to fulfill its functions.

(b) The agency with its representative chairing the Task Force shall, to the extent permitted by law, provide the Task Force with such administrative support as may be necessary for the effective performance of its functions.

(c) The head of each agency represented on the Task Force shall, to the extent permitted by law, furnish its representative such administrative support as is necessary and appropriate.

Sec. 4. General Provisions. (a) Section 1-101(h) of Executive Order No. 12258, as amended, is revoked.

(b) Executive Order No. 12135 is revoked.

(c) Section 6 of Executive Order No. 12050, as amended, is revoked.

The White House

, 1981

THE WHITE HOUSE

Office of the Press Secretary

For Immediate Release

February 10, 1982

REMARKS OF THE PRESIDENT  
AT THE  
RECEPTION FOR WOMEN APPOINTEES

The East Room

12:39 P.M. EST

THE PRESIDENT: Thank you very much. I appreciate that very much.

Seeing, now, a great number of you, and that there are many more appointees that could be here today makes me very proud, but I am not just proud of some quota or number or statistic. I am proud because of the qualifications, the ability and the energies that each of you brings to this administration. All of you are here as part of this administration for one reason and one reason only: because your country needs you. I appreciate the sacrifice that many of you made to be here in government, and since most of you have been on the job for some time, my message is not so much one of welcome as it is to thank you for your hard work and to rally once again for the cause that brought us all here.

We've come to government at a time of economic crisis, and we've only begun to sort out the mess that had been building for 40 years, but that was before any of us were born. (Laughter.) But the difficulties to be faced today won't improve the failure of the program that came before. The rough and tumble of political debate as the temptations grow to waiver from our course when each day brings new tests to our conditions, let us remember that our time here is very short. We're only temporary stewards to this great land, and we're not here to make our careers as bureaucrats, advocates of the status quo. We're here to make the federal government work for the people; to make it once more play a positive and limited role that it was intended to play.

I had the pleasure sometime of talking to young people on campuses or in high school, and questions come up about the Constitution and so forth, and I've read the copy of the Soviet Constitution, and it contains a great many terms that have been ours. They talk about a lot of things that don't happen there, like freedom of speech and right to assemble and so forth, and then they will always be right in pointing out that everybody has a Constitution. But what makes ours different? And I just mentioned it in that last sentence. What makes ours really different is all those constitutions tell the people what the government will do for them and let them do, and ours is a constitution that says, "We, the people, will allow the government to do the following things, and anything we don't allow government to do, government can't do." Governments tend to forget that, maybe.

Each day that you go into your offices, remember, we came to this place to pare the unmanageable size of government, to reduce its massive bulk, its powers and its waste to free our people and our economy from its oppressive hand. The minute that any of you start to think of government as "we" instead of "they," we've been here too long. (Applause.)

I told maybe some of you the other day when I talked to you, I know it's hard -- hard when you're up to your armpits in alligators, to remember that you came here to drain the swamp. (Laughter.)

MORE

But this is our chance to restore America. And as I look at you, I'm confident we can do it. Our program is designed to bring prosperity to all people, to start all people moving up again on the economic ladder. And the reforms in our tax code, such as increased allowances for IRAs, a reduction in the marriage penalty, and easing of inheritance taxes that will allow virtually all estates to pass untaxed to surviving spouses will add a particular benefit for women. And I've got news for you. It isn't going to hurt the men either. (Laughter.)

But we must root out discrimination wherever it exists, whether on the basis of race, religion, or sex or any other arbitrary barrier. Together we have worked to remove it from this government and working with state and local officials we can eliminate it at other levels.

We've launched a new task force on legal equality for women and a 50-state project that will examine state laws and regulations for discriminatory language.

And, incidentally, while it's true -- and I confess that I don't believe in the Equal Rights Amendment as the best way to end discrimination against women, I do believe such discrimination must be eliminated.

Now, as governor of California, we looked at our laws and we found 14 statutes -- which is difficult to believe that anyone had ever passed such laws and that they were still on the books -- and we wiped them off the books and got rid of them.

So we have to look for others and repeal them. We must continue our progress toward the America we all dream of, the America where people are hired and promoted and rewarded on the basis of ability and willingness to work. And if all of us -- not just those of us in this room, but all of us are committed to that goal, then together we can and will, too.

I said on the anniversary of our assuming office that our days of quick and sensational victories are behind us and we have left the glamorous days of initial commitment and face the greater long haul.

I heard somebody the other day on the air on one of the panel shows saying that the honeymoon is over. As I remember back to last year, I want to tell you, if that was a honeymoon -- (Laughter). (Applause.)

In the days ahead, I'll be relying more than ever on your commitment, your ideas, and your staying power. I believe in the course we've charted for America, and with your help we're going to stick to it.

If our priorities are clear and if we pull our -- pool together, there's nothing that we can't accomplish. All we have to do is just remember why we're here.

And, again, I thank all of you very much because you're here. Thank you. (Applause.)

END

12:50 P.M. EST



MINUTES OF MANAGEMENT MEETING

C.F.

066611

PARTICIPANTS: E. Meese, C. Fuller<sup>✓</sup>, J. Jenkins, R. Beal, K. Cribb

DATE: 2 March 1982

FGD06.01

FI004

<u>ITEM</u>	<u>ACTION</u>
1. <u>Coast Guard Budget:</u> EM will talk with D. Lewis regarding concerns raised pursuant to reports that rescue operations are being curtailed.	EM
2. <u>Gas Tax/User Fee:</u> EM will call D. Lewis to discuss this issue.	EM
3. <u>FY 83' Budget Communications:</u> CF should inform E. Dole that he is available to help with the high-level sale of the FY 83' budget.	CF
4. <u>Edwin J. Feulner:</u> JJ should see that all necessary steps are taken to prepare for the arrival on 8 March of Ed Feulner as a consultant to EM.	JJ
5. <u>Nuclear Non-Proliferation Functions:</u> JJ should hold the memorandum which would direct the transfer of international nuclear non-proliferation functions to Dept. of State.	JJ
6. <u>Mtg. w/Governors on Federalism:</u> EH should serve on negotiating team and attend meeting for EM on Saturday, 6 March 1982, 8:30 a.m.-11.00 a.m. in the Roosevelt Room.	EH

FGD24-01

FI010-01

FI001-01

ND018

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FG

MINUTES OF MANAGEMENT MEETING

MS  
C.F.  
066612

PARTICIPANTS: E. Meese, E. Harper, C. Fuller, E. Gray, R. Porter, J. Keyworth, D. Moran, E. Fuelner, J. Jenkins, R. Bear, K. Cribb FG006-01

DATE: 11 March 1982

<u>ITEM</u>	<u>ACTION</u>
1. <u>Anti-busing Legislation Policy:</u> The CCLP should consider anti-busing legislation, civil rights enforcement consolidation, affirmative action, and other related issues at an early date.	CF/EH
2. <u>Balanced Budget Amendment:</u> This will be taken up by the CCEA at 10:00 a.m. tomorrow.	RP
3. <u>Product Liability Legislation:</u> Neither the DOC nor any other Administration entity should give encouragement to this legislation. It should be referred to a Cabinet Council for policy decision before any Administration figure takes a position.	CF/EH/JW
4. <u>Enterprise Zones:</u> The CF/DD system will circulate this today.	CF
5. <u>Maritime Policy:</u> OPD will deliver its analysis of the President's position on maritime issues to EM today.	EH
6. <u>Standby Petroleum Allocation Act:</u> This issue should be scheduled for discussion at Senior Staff on Monday.	KC
7. <u>WASHINGTON POST Poll:</u> KC will secure this information from D. Gergen for EM.	KC
8. <u>Combined Federal Campaign:</u> CF will see that the E.O. is issued and will provide guidance to Don Devine.	CF
9. <u>E.O. on Classification:</u> CF will report on this.	CF
10. <u>Nuclear Freeze:</u> KC will check with B. McFarlane on this issue.	KC
11. <u>U.S. Peace Offensive:</u> JK suggested that there should be a continuous U.S. peace offensive, similar to the Russian propaganda effort. This should be scheduled for a Mgmt. Mtg. next week.	JK
12. <u>Overruns on TOSCO Project:</u> EH delivered a memo on this to EM.	EH
13. <u>BATF Reorganization:</u> There will be a meeting on this issue today.	
14. <u>Unitary Tax:</u> EM will discuss this issue with the President tomorrow.	EM

EF

C. F.

066613

FG006-D1

MINUTES OF MANAGEMENT MEETING

WS

PARTICIPANTS: E. Meese, E. Harper, C. Fuller, J. Wright, E. Gray, J. Keyworth, R. Porter, J. Jenkins, E. Feulner, R. Beal, K. Cribb

DATE: 12 March 1982

<u>ITEM</u>	<u>ACTION</u>
1. <u>Enterprize Zones:</u> There seem to be no problems with the package which is out for comments. CF will coordinate this with Ken Duberstein.	CF
2. <u>DOE Reorganization:</u> The meeting with Howard Baker was postponed until next Tuesday, 16 March. There will also be a meeting on Thursday, 18 March with Cong. Horton. JK will work out any problems with McClure in advance of the meeting with Baker.	JW/JK
3. <u>Special Nuclear Materials:</u> The stockpile provision was left out of the budget. EH will work out a transfer of funds from DoD to Energy to take care of this. EM does not want this to go to the Hill as a separate item.	EH
4. <u>Product Liability Legislation:</u> JW reported that the Baldrige testimony was cleaned up to avoid endorsing federal preemption or guidelines in this area. This issue will be assigned to a Cabinet Council for normal policy clearance.	CF/JW
5. <u>Standby Petroleum Allocation Act:</u> EH pointed out that the longer the President waits to make a decision, the longer the opponents of a veto will have to organize. CF will tell Ken Duberstein to be alert to Hill changes and will survey WH staff for their opinions.	CF
6. <u>School Lunch Program:</u> CF will obtain a fact sheet on this which will accentuate the affirmative aspects of the program, as well as the cuts. EM indicated that this should be the standard approach for such announcements.	CF
7. <u>Spencer Rich POST Article on Welfare Reforms:</u> CF obtained a detailed rebuttal of this article from D. Moran and will give EM a copy.	CF
8. <u>Meetings w/Steel Industry:</u> The President met with steel industry representatives from Pennsylvania yesterday. CF should be informed of any such lobbying activities for purposes of coordination.	CF

35 412 1982

MINUTES OF MANAGEMENT MEETING

WS

C. F.

066614  
FG006-01

PARTICIPANTS: E. Meese, E. Harper, C. Fuller, J. Jenkins, J. Keyworth,  
R. Beal, K. Cribb

DATE: 1 March 1982 (4:30 p.m.)

<u>ITEM</u>	<u>ACTION</u>
1. <u>OMB Participation at Mgmt. Mtg.:</u> D. Moran or J. Wright should attend Mgmt. Mtgs.	EH
2. <u>Bureau of the Census:</u> EH will investigate the possibility of a supplemental for the Bureau of the Census. He also should see that OPD, OMB and OPE develop a plan for oversight of Census functions from a policy perspective.	EH
3. <u>Clinch River:</u> J. Keyworth advises that this issue should be withdrawn until confirmation of a new NRC commissioner.	
4. <u>A-95:</u> EM indicated that EH should get rid of this cumbersome system for coordination of local governments.	EH
5. <u>Monitoring Personnel Changes:</u> OMB should collect agency plans for RIFs and furloughs by 1 April. CF should then get an OPM report on how agencies are implementing these plans by 15 April.	EH/CF
6. <u>Constitutional Convention:</u> Alaska has ratified the call for a constitutional convention, leaving us close to the requisite number of states. EM indicated that the Administration should get behind a balanced budget amendment (once it is fleshed out on the Hill) in preference to a constitutional convention.	EH
7. <u>Cordell Hull Conference Room:</u> This should be finished as quickly as possible.	EH
8. <u>British Industrialists:</u> Dick Turner's delegation of British Industrialists should meet with Roger Porter on the unitary tax.	EH
9. <u>Private Sector Survey:</u> CF suggested that P. James hold up the last 10 names of the proposed Executive Committee membership, so that women and other neglected categories can be added.	
10. <u>Upcoming Presidential Speech:</u> The section on California welfare reform should stay in the speech.	CF
11. <u>Gas Tax/User Fee:</u> This issue will be scheduled for a Cabinet Council meeting with the President.	CF

- | <u>ITEM</u>   | <u>ACTION</u> |
|---|---------------|
| 12. <u>Combined Federal Campaign</u> : The final version is now out for comment. CF will oversee the implementation of the decision and will give Don Devine the detailed guidance which Don seeks.   | CF            |
| 13. <u>Medicaid Swap</u> : Schweiker's options will be presented at a Cabinet Council meeting with the President next Wednesday.  | CF            |
| 14. <u>Anti-busing</u> : EH will take over the task assigned to M. Anderson of evaluating the Hatch and East anti-busing bills. The Administration will support one or the other -- probably the East bill because of its authorship. This report should be presented to EM shortly after his return from California. | EH            |

MINUTES OF MANAGEMENT MEETING

WS

C.F.  
066615

PARTICIPANTS: E. Meese, C. Fuller, J. Wright, E. Gray, R. Porter, J. Keyworth, B. McFarlane, J. Jenkins, R. Beal, K. Cribb FG006-01

DATE: 10 March 1982

<u>ITEM</u>	<u>ACTION</u>
1. <u>Enterprise Zones:</u> R. Porter indicated that draft legislation from Treasury is to be ready today.	RP
2. <u>Anti-busing Legislation:</u> E. Meese has OPD memo. This issue should be taken up quickly in the Cabinet Council system.	CF
3. <u>Tuition Tax Credits:</u> A status report will ready in time for today's Cabinet Council meeting with the President.	RP
4. <u>Balanced Budget Amendment:</u> CCEA will take this issue up this week, with or without the President.	CF/RP
5. <u>Product Liability Bill:</u> An OPD memo is due by noon today. Secy Baldrige was going to give testimony of an ambivalent nature, but OMB wants to testify against the bill and is in favor of minimum national standards. E. Meese inquired whether the federal government should get involved with this at all? This issue should not move without policy scrutiny at the WH.	JW/CF/RP
6. <u>Nuclear Freeze:</u> B. McFarlane will take the lead on developing the Administration rebuttal to this. He will brief senior staff at an early date.	BM
7. <u>Explosive Components of Conventional Weapons:</u> J. Keyworth will coordinate with NSC and DOD on this.	JK
8. <u>Gas-Cooled Nuclear Reactors:</u> J. Keyworth will coordinate with OMB to objectively review this question outside of the political context.	JK
9. <u>DOE Reorganization:</u> J. Wright will attempt to get the current package through without further changes; specifically, no addition of another Under Secy. If the Hill insists upon a name change, J. Wright should say that it must be submitted to the President.	JW
10. <u>WH Science Council:</u> The first meeting was successful. R. Beal suggested that the President give a major speech on science and technology this Spring.	EM
11. <u>Guy Fiske:</u> J. Wright indicates that Fiske is within days of resigning. E. Meese indicated that he should be considered as one of the candidates for Deputy Secy of Commerce. CF will pursue this with P. James.	CF
12. <u>FOIA Amendments:</u> FOIA amendments proposed by State and CIA should be taken up by the Cabinet Council.	CF

ITEMACTION

13. Private Sector Survey: C. Fuller will see that members of the PPSSCC go through channels. CF
14. Rostow Meeting: E. Meese should see Rostow in conjunction with WPC. JJ and BM will set up meeting. JJ/BM
15. Foreign Policy Initiatives: (1) the Libyan announcement will be made today; (2) the Mitterand event will occur on Friday; (3) Buckley will leave for Europe on Saturday; and (4) the CBI message will go next week.
16. Economic Summit Group Mtg.: B. McFarlane will schedule a meeting of this group. BM
17. Maritime Policy: The review of the President's campaign statements on maritime policy will be ready today. EG

MINUTES OF MANAGEMENT MEETING

C.F.  
066616  
FGI-11

PARTICIPANTS: E. Meese, C. Fuller, J. Wright, E. Gray, R. Porter,  
J. Keyworth, J. Jenkins, R. Beal, K. Cribb

DATE: 9 March 1982

<u>ITEM</u>	<u>ACTION</u>
1. <u>Speech to Foundation for American Communications:</u> E. Gray will pull together material on the influence of the press on foreign policy to brief EM this afternoon for his speech tomorrow night.	EG
2. <u>Enterprise Zone Legislation:</u> Draft legislation should be completed tomorrow and will be circulated on a quick basis.	CF/RP
3. <u>Presidential Participation in Cabinet Council:</u> We should get away from the notion that Cabinet Councils predigest relevant information for a last minute Presidential sign-off. Rather, a full range of options should be presented and the President should be involved at an earlier point in the deliberations. There should be 3 hours of Cabinet and Cabinet Council meetings with the President each week.	CF/RP
4. <u>Economic Brfgs for the President:</u> C. Fuller should see that one-half hour every week or 10 days is scheduled for Don Regan and other top economic advisers to brief the President.	CF
5. <u>9 March CCEA Mtg.:</u> Today's agenda (Transportation User Fees, Shipbuilding Policy, Economic Implications of the Defense Buildup) may have merited Presidential involvement. The shipbuilding policy should be coordinated with the President's statements on the maritime industry. Also, the port user fees issue should be considered by CCEA along with maritime policy.	CF/RP
6. <u>Product Liability Bill:</u> E. Meese would like a flash report on this tomorrow and a detailed analysis on Thursday.	EG
7. <u>Nuclear Freeze:</u> J. Keyworth will report on status.	JK
8. <u>Balanced Budget Amendment:</u> The CCEA will meet with the President on this issue by the end of this week.	CF
9. <u>Tuition Tax Credits:</u> The CCHR will meet on this issue tomorrow with the President.	CF
10. <u>Anti-busing Legislation:</u> The CCHR should meet with the President on this issue quickly. M. Bradley and T. Garrett should be invited.	CF



ITEMACTION

11. Negotiations on Energy Issues: McClure's office contacted J. Keyworth to negotiate energy issues; JK will provide a memo on this to EM by this afternoon. EM will raise at Breakfast JAB's forthcoming meeting with certain Senators on energy issues. EM/JK
12. Clinch River: The NRC voted down this project but we might be able to reverse it once a Reagan appointee is confirmed.
13. Presidential Policy Communications: R. Beal indicated that a growing consensus of the President's friends are urging that he communicate more frequently with the people regarding his program. EM
14. Popular Support for the President's Program: R. Beal will give EM a map showing that state-by-state sentiment in favor of the President's program is still very strong. RB
15. Room 208: J. Jenkins will pull together a meeting to determine whether sufficient monies are available to provide adequate facilities for this conference room. JJ

FG006-01

**WHITE HOUSE  
CORRESPONDENCE TRACKING WORKSHEET**

O - OUTGOING

H - INTERNAL

I - INCOMING

Date Correspondence Received (YY/MM/DD) 82103118

Name of Correspondent: Ed. Bethune

MI Mail Report

User Codes: (A) \_\_\_\_\_ (B) \_\_\_\_\_ (C) \_\_\_\_\_

Subject: Writes on behalf of Mrs. Dorothy Ekkebracket, requests information regarding report, that the President has approved additional compensation for Mr. James Brady.

ROUTE TO:		ACTION	DISPOSITION		
Office/Agency	(Staff Name)	Action Code	Tracking Date YY/MM/DD	Type of Response Code	Completion Date YY/MM/DD
<u>HA</u>	<u>Dube</u>	<u>ORIGINATOR</u>	<u>82103119</u>	<u>KD A</u>	<u>82103118</u>
_____	_____	_____	<u>1 1</u>	_____	<u>1 1</u>
_____	_____	_____	<u>1 1</u>	_____	<u>1 1</u>
_____	_____	_____	<u>1 1</u>	_____	<u>1 1</u>
_____	_____	_____	<u>1 1</u>	_____	<u>1 1</u>

**ACTION CODES:**

- A - Appropriate Action
- C - Comment/Recommendation
- D - Draft Response
- F - Furnish Fact Sheet to be used as Enclosure
- I - Info Copy Only/No Action Necessary
- R - Direct Reply w/Copy
- S - For Signature
- X - Interim Reply

**DISPOSITION CODES:**

- A - Answered
- B - Non-Special Referral
- C - Completed
- S - Suspended

**FOR OUTGOING CORRESPONDENCE:**

- Type of Response = Initials of Signer
- Code = "A"
- Completion Date = Date of Outgoing

Comments: \_\_\_\_\_

Keep this worksheet attached to the original incoming letter.  
 Send all routing updates to Central Reference (Room 75, OEOB).  
 Always return completed correspondence record to Central Files.  
 Refer questions about the correspondence tracking system to Central Reference, ext. 2590.

# RECORDS MANAGEMENT ONLY

## CLASSIFICATION SECTION

No. of Additional Correspondents: \_\_\_\_\_ Media: L Individual Codes: L240 \_\_\_\_\_

Prime Subject Code: FG 006.01 Secondary Subject Codes: JL 003.01  
PE 005 \_\_\_\_\_

## PRESIDENTIAL REPLY

Code	Date	Comment	Form
C	_____	Time: _____	P- _____
DSP	_____	Time: _____	Media: _____

**SIGNATURE CODES:**

- CPn - Presidential Correspondence**  
 n - 0 - Unknown  
 n - 1 - Ronald Wilson Reagan  
 n - 2 - Ronald Reagan  
 n - 3 - Ron  
 n - 4 - Dutch  
 n - 5 - Ron Reagan  
 n - 6 - Ronald  
 n - 7 - Ronnie

- CLn - First Lady's Correspondence**  
 n - 0 - Unknown  
 n - 1 - Nancy Reagan  
 n - 2 - Nancy  
 n - 3 - Mrs. Ronald Reagan

- CBn - Presidential & First Lady's Correspondence**  
 n - 1 - Ronald Reagan - Nancy Reagan  
 n - 2 - Ron - Nancy

**MEDIA CODES:**

- B - Box/package  
 C - Copy  
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 G - Message  
 H - Handcarried  
 L - Letter  
 M - Mailgram  
 O - Memo  
 P - Photo  
 R - Report  
 S - Sealed  
 T - Telegram  
 V - Telephone  
 X - Miscellaneous  
 Y - Study

April 13, 1982

Dear Ed:

Thank you for your March 15 letter on behalf of Mrs. Dorothy Ehlebracht of Little Rock, Arkansas, regarding Jim Brady's medical expenses.

As I am sure you know, Federal Assistance is being provided Jim Brady to defray the substantial medical expenses that he has incurred in the aftermath of the March 30 assassination attempt. I understand, as would be expected, that Mr. Brady has been accepted as a beneficiary under the Workers' Compensation Act, 5 U.S.C. § 8101 et seq. As a beneficiary under this Act, the Office of Workers' Compensation Programs is responsible for the payment of such medical expenses as are submitted and approved. Because the records of the payments are subject to the Privacy Act, 5 U.S.C. § 552a, I did not attempt to learn the precise sums that have been provided Mr. Brady. I am told, however, that to date he has been compensated for all medical expenses for which statements have been submitted.

I hope that with this information an appropriate response can be prepared for your constituent. If not, please do not hesitate to let me know.

With best wishes,

Sincerely,

Kenneth M. Duberstein  
Assistant to the President

The Honorable Ed Bethune  
House of Representatives  
Washington, D.C. 20515

KMD:FF:CMF:KIR:ds--

37  
ED BETHUNE  
2ND DISTRICT, ARKANSAS

Congress of the United States  
House of Representatives  
Washington, D.C. 20515

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1535 LONGWORTH  
HOUSE OFFICE BUILDING  
WASHINGTON, D.C. 20515  
(202) 225-2506

COMMITTEES:  
BUDGET  
BANKING, FINANCE AND  
URBAN AFFAIRS

DISTRICT OFFICE:  
1527 FEDERAL BUILDING  
700 WEST CAPITOL  
LITTLE ROCK, ARKANSAS 72201  
(501) 378-5941

March 15, 1982

066629

KD  
Mr. Kenneth Duberstein  
Assistant to the President for  
Legislative Affairs  
The White House  
Washington, D.C. 20500

Dear Mr. Duberstein:

Mrs. Dorothy Ehlebracht of Little Rock recently contacted me concerning a report she has heard. The report was that the President has approved additional compensation for Mr. James Brady, his press secretary who was injured during the attempted assassination of President Reagan. My constituent is opposed to Mr. Brady receiving any more compensation than would be due any other federal employee injured in the line of work.

I would appreciate any information on this matter that might be of interest to Mrs. Ehlebracht. Your comments in response to the point she has made will be welcomed.

Thank you for your kind attention to this request.

Sincerely,

*Ed Bethune*

Ed Bethune  
Member of Congress

EB/bmw

Please respond to my district office address.

*Handwritten initials*

ID # 066648

FB006-01

### WHITE HOUSE CORRESPONDENCE TRACKING WORKSHEET

O - OUTGOING

H - INTERNAL

I - INCOMING

Date Correspondence Received (YY/MM/DD) 82103 1/8

Name of Correspondent: Tom Hagisorn

MI Mail Report

User Codes: (A) \_\_\_\_\_ (B) \_\_\_\_\_ (C) \_\_\_\_\_

Subject: Enclosed copy letter from Sterling Thompson, who requests information on the President's Personal Secretary.

#### ROUTE TO:

#### ACTION

#### DISPOSITION

Office/Agency	(Staff Name)	Action Code	Tracking Date YY/MM/DD	Type of Response	Code	Completion Date YY/MM/DD
<u>SA</u>	<u>Dube</u>	<u>ORIGINATOR</u>	<u>821031/9</u>	<u>KD</u>	<u>A</u>	<u>821041/8</u>
		Referral Note:	<u>1 1</u>			<u>1 1</u>
		Referral Note:	<u>1 1</u>			<u>1 1</u>
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Prime Subject Code: FB 00601 Secondary Subject Codes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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- P - Photo
- R - Report
- S - Sealed
- T - Telegram
- V - Telephone
- X - Miscellaneous
- Y - Study

April 12, 1982

Dear Tom:

Thank you for your note of March 16 letter enclosing a copy of a recent letter you received from Mr. Sterling Thompson of Austin, Minnesota. In his letter, Mr. Thompson forwarded his suggestions on the Federal budget and inquired as to whether President Reagan has a personal secretary.

Like his recent predecessors, President Reagan does have a personal secretary, Kathleen Osborne. As you might expect, her duties are many in number and cover a wide range of responsibilities.

We appreciate knowing of your constituent's interest in this regard and learning of his support for the Administration's efforts to reduce government spending.

With best wishes,

Sincerely,

Kenneth M. Duberstein  
Assistant to the President

The Honorable Tom Hagedorn  
House of Representatives  
Washington, D.C. 20515

KMD:CMF:KIR:ds--



TOM HAGEDORN  
2ND DISTRICT, MINNESOTA

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PUBLIC WORKS AND  
TRANSPORTATION

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2344 RAYBURN HOUSE OFFICE BUILDING  
WASHINGTON, D.C. 20515  
(202) 225-2472

Congress of the United States  
House of Representatives  
Washington, D.C. 20515

DISTRICT OFFICES:  
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MANKATO, MINNESOTA 56001  
(507) 387-8226  
211 SOUTH NEWTON STREET  
ALBERT LEA, MINNESOTA 56007  
(507) 377-1876  
RONALD K. ENCE  
ADMINISTRATIVE ASSISTANT

March 16, 1982

066648

Mr. Kenneth M. Duberstein  
Assistant to the President  
The White House  
Washington, D.C. 20500

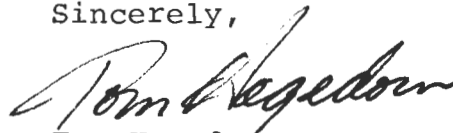
Dear Ken:

Enclosed you will find a copy of a letter from one of my constituents. His problem is self explanatory.

I hope that a note from your office can be sent to me on his behalf. I am sure that it would set his mind at ease. And if you could provide him with any information on the President's Personal Secretary, that also would be appreciated.

Thanking you in advance for your care in this particular situation. I always appreciate your help.

Sincerely,

  
Tom Hagedorn  
Member of Congress

TH:sm

Enclosure

March 8, 1982  
2205 Oakland West  
Austin, MN 55912

Rep. Tom Hagedorn  
2344 Rayburn HOB  
Washington, D. C.  
20515

Dear Tom,

I am having a unit in school on women's careers and I thought that the secretary (female) to President Reagan would be interesting to know about. I know of Roosevelt's, Eisenhower's, etc., but I haven't even heard of one for Regan. The personal secretary for Mrs. Regan is reported on quite often. So I called the White House switchboard and got a very cool response. "What do you want to know for?" "Yes, there is one" and the like. I said that I simply was wanting to know who it was so that I could write her, but to not avail---she wouldn't give me the name.

Is there such a creature and, if so, who in the world is she? I thought to myself, listen woman, by being so secretive you have challenged me. I've included the kids in all this and what a "run-around" is which really, too, is a part of the future for them.

I'm not talking here about Meese, Baker, et al, but the gal who gets his desk in order, takes care of appointments, some dictation possibly and the like.

As long as I'm writing, I might just as well get a few shots off my chest----get rid or lessen that deficit by being more selective in the military; don't worry if you have to add on a few taxes. Why worry about a tax cut if so many have little to cut. Also hack away at government spending for schools----even though I am a teacher. So much waste and padding. Get all these trucks off the freeway---interstate 90 is being pounded to pieces. Assist the railroad industry in setting up a top-notch web of high-speed trains that can save energy and highways. Keep up a close dialog with our neighbors Canada and Mexico. Close up the tax loopholes for the rich.

Hang in there.  
*Sterling Thompson*  
Sterling Thompson