



Sittmann, William: Files, 1981-1983

Finding Aid Type

White House Staff and Office File Collections

Subtitle/Office

Deputy Chief of Staff, Office of the

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Record Type

Textual

Biography

Biography

William Frederick Sittmann was born in Decatur, Indiana on February 20, 1949. He earned an A.A. degree from Valley Forge Military Academy in 1969, and a B.A.

degree in Political Science from the University of Richmond in 1972. From 1974 to 1982 he held various positions in the Department of State, serving as a visit officer in the Office of Protocol, a Special Agent for Dignitary Protection, and Assistant Secretary of State for Administration. As part of these functions, Sittmann coordinated various Presidential foreign trips, such as the October 1981 trip to the economic summit in Cancun, Mexico.

Being familiar with Sittmann, [Michael Deaver](#) asked Sittmann to move to the White House as a detailee, replacing his assistant [Joseph Canzeri](#). Canzeri had abruptly resigned in February 1982 when accused of ethics violations (he was later exonerated). Sittmann took on much of Canzeri's role of helping with arrangements for presidential trips, state visits, media events, and other special occasions. Sittmann also handled various "special projects" on behalf of Mr. Deaver and the Office of the Deputy Chief of Staff, as Canzeri had. However, Sittmann seems to have been less involved in Vice Presidential and First Lady events than Canzeri. In June 1983 Sittmann formally left the State Department, and was put on the White House payroll.

Sittmann left the White House staff effective April 15, 1985. He soon joined Michael K. Deaver and Associates, the consulting firm that Mr. Deaver founded after his own departure from the White House. After this firm disbanded, Sittmann became a vice president with the New York-based consulting firm Kissinger and Associates. Sittmann worked in the National Security Council during the George H. W. Bush administration, including as Executive Secretary of the NSC. After this, he served on the boards of various organizations and corporations in the Washington, DC area.

William Sittmann passed away on February 10, 2017 in the Washington, DC area.

Scope and Content Note

Scope Note

The William Sittmann collection contains material regarding President Reagan's travel and events. Many of the folders from early 1982 include [Joseph Canzeri](#) memos and other work product. Sittmann utilized this material as he took on Canzeri's duties.

Sittmann provided Mr. Deaver with regular updates on his work, often on a daily basis. These are filed in Deaver's collection.

The William Sittmann collection consists of six series: SERIES I: Action Items from Michael Deaver; SERIES II: European Trip, 1982; SERIES III: South and Central America Trip, 1982; SERIES IV: Subject File; SERIES V: Events, 1982-1984; and SERIES VI: Correspondence, 1982-1985.

Series List

SERIES I: ACTION ITEMS FROM MICHAEL DEAVER

This series contains material relating to items forwarded to Sittmann for further action, including requests for events and meetings with President Reagan and senior White House staff, and requests for Presidential letters and messages. Most requests originally came from the general public, with the remainder originating with White House staff people or members of Congress. On his copies of the items, Sittmann usually noted how he dealt with them – for example, forwarding them to another White House staff person for direct action or reply.

SERIES II: EUROPEAN TRIP, 1982

This series contains material relating to the planning for Ronald Reagan's first trip to Europe as President (June 2, 1982-June 11, 1982). The trip's primary purpose was to attend the 1982 Economic Summit (Summit of Industrialized Nations) at Versailles, France. It was expanded to include stops in Ireland and Great Britain, a NATO meeting in West Germany, a visit to NATO headquarters in Brussels, and a visit with the Pope at the Vatican. The Reagan Library has left this series in its original order.

SERIES III: SOUTH AND CENTRAL AMERICAN TRIP 1982

This series contains material relating to planning, pre-advance, and final scheduling for this trip, which was Ronald Reagan's first visit to Latin America as President (November 29, 1982-December 4, 1982). It included stops in Brazil, Colombia, Honduras, and Costa Rica. The Reagan Library has left this series in its original order.

SERIES IV: SUBJECT FILE

This alphabetically arranged series contains material relating to the full range of Mr. Sittmann's work. This includes contacts with White House staff and outside organizations, presidential scheduling issues, travel and advance work, administrative matters, and special projects that were assigned to Sittmann.

SERIES V: EVENTS

This series contains material relating to the scheduling and planning of various Presidential events, including domestic trips, overseas travel, and meetings with foreign leaders. Most of the series is arranged chronologically by event.

SERIES VI: CORRESPONDENCE

This series contains chronologically arranged material relating to Sittmann exchanges with White House staff or the public. Prominent topics include recommendations regarding Presidential events and trips, unsolicited requests for positions with the White House or the Reagan re-election campaign, Administration assistance for Meharry Medical College, and facility issues regarding the White House or other buildings used by White House staff.

Last Modified Date

2024-06-25

SERIES I: ACTION ITEMS FROM MICHAEL DEAVER

This series contains material relating to items forwarded to Sittmann for further action, including requests for events and meetings with President Reagan and senior White House staff, and requests for Presidential letters and messages. Most requests originally came from the general public, with the remainder originating with White House staff people or members of Congress. On his copies of the items, Sittmann usually noted how he dealt with them - for example, forwarding them to another White House staff person for direct action or reply.

Box 1

Status	Title
OPEN	Michael Deaver Material Forwarded Out [to Sittmann] for Action, 1982, 01/07/1982-06/29/1982

Status	Title
OPEN	Michael Deaver Material Forwarded Out [to Sittmann] for Action, 1982, 06/30/1982-09/15/1982
OPEN	Michael Deaver Material Forwarded Out [to Sittmann] for Action, 1982, 09/16/1982-10/13/1982
OPEN	Michael Deaver Material Forwarded Out [to Sittmann] for Action, 1982, 10/14/1982-11/15/1982
OPEN	Michael Deaver Material Forwarded Out [to Sittmann] for Action, 1982, 11/16/1982-12/31/1982
OPEN	Michael Deaver Material Forwarded Out [to Sittmann] for Action, 1983, 01/01/1983-04/10/1983
OPEN	Michael Deaver Material Forwarded Out [to Sittmann] for Action, 1983, 04/11/1983-05/16/1983
OPEN	Michael Deaver Material Forwarded Out [to Sittmann] for Action, 1983, 05/17/1983-05/19/1983
OPEN	Michael Deaver Material Forwarded Out [to Sittmann] for Action, 1983, 05/20/1983-05/22/1983
OPEN	Michael Deaver Material Forwarded Out [to Sittmann] for Action, 1983, 05/23/1983-07/27/1983
OPEN	Michael Deaver Material Forwarded Out [to Sittmann] for Action, 1983, 07/28/1983-08/31/1983
OPEN	Michael Deaver Material Forwarded Out [to Sittmann] for Action, 1983, 09/01/1983-12/31/1983
OPEN	[Action Material for James Baker by Sittmann]

SERIES II: EUROPEAN TRIP, 1982

This series contains material relating to the planning for Ronald Reagan’s first trip to Europe as President (June 2, 1982-June 11, 1982). The trip’s primary purpose was to attend the 1982 Economic Summit (Summit of Industrialized Nations) at Versailles, France. It was expanded to include stops in Ireland and Great Britain, a NATO meeting in West Germany, a visit to NATO headquarters in Brussels, and a visit with the Pope at the Vatican. The Reagan Library has left this series in its original order.

Box 1, cont.

Status	Title
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OPEN Presidential Trip to Europe, June 1982 (1)-(5)
OPEN [Schedule for Presidential Trip to Europe, June 1982]
(Binder) (1)-(3)

Box 2

Status	Title
OPEN	William Sittmann U.S. State Department A/EX (Binder) (1)-(5)
OPEN	[Visit of Survey Team – Paris, France 02/15/1982-02/16/1982] (1)(2)
OPEN	[White House Survey Trip – Paris, France 02/15/1982-02/16/1982] (1)(2)
OPEN	Visit of White House Survey Team – Bonn, Germany 02/19/1982
OPEN	Europe – Diagrams – London
OPEN	Cables – Survey Trip February 1982 (Binder) (1)-(3)
OPEN	Pre Advance [Europe, April 1982] (1)(2)
OPEN	Charlie Wick’s Plan (1)(2)
OPEN	Visit of White House Pre-Advance Team 04/13/1982-04/14/1982 (Binder) I (1)-(3)

Box 3

Status	Title
OPEN	Visit of White House Pre-Advance Team 04/13/1982-04/14/1982 (Binder) II (1)-(5)
OPEN	White House Pre-Advance Visit – Bonn, Germany 04/16/1982-04/17/1982
OPEN	Presidential Advance – April 1982-June 1982 (1)-(6)
OPEN	[Advance Trip – Europe 1982 Preparation Information] (1)(2)
OPEN	[Europe Trip 1982 – Advance Preparation] (Binder) (1)(2)
OPEN	Sittmann –Rome (1)-(3)

Box 4

Status	Title
OPEN	Sittmann – Bonn (1)-(6)
OPEN	Sittmann – London (1)-(6)
OPEN	Sittmann – Paris (1)-(7)

Box 5

Status	Title
OPEN	Sittmann – Paris (8)(9)
OPEN	Europe, 1982 – Miscellaneous

SERIES III: SOUTH AND CENTRAL AMERICAN TRIP 1982

This series contains material relating to planning, pre-advance, and final scheduling for this trip, which was Ronald Reagan's first visit to Latin America as President (November 29, 1982-December 4, 1982). It included stops in Brazil, Colombia, Honduras, and Costa Rica. The Reagan Library has left this series in its original order.

Box 5, cont.

Status	Title
OPEN	The Presidential Trip to South/Central America 11/30/1982-12/04/1982 (1)-(4)
OPEN	Trip of President Reagan to Brazil, Colombia, Costa Rica and Honduras, 1982 (binder) (1)-(5)
OPEN	President's Trip to South/Central America Schedule – Draft #1 – Brasilia, Brazil
OPEN	President's Trip to South/Central America Schedule – Draft #2 – Brasilia – Sao Paulo, Brazil
OPEN	President's Trip to South/Central America Schedule – Draft #3 – Bogota, Colombia
OPEN	President's Trip to South/Central America Schedule – Draft #4 – Costa Rica and Honduras
OPEN	President's Trip to South/Central America: Cables 10/28/1982-10/31/1982
OPEN	President's Trip to South/Central America: Cables 11/01/1982-11/03/1982
OPEN	President's Trip to South/Central America: Cables 11/04/1982-11/06/1982
OPEN	President's Trip to South/Central America: Cables 11/06/1982-11/08/1982

Box 6

Status	Title
OPEN	President's Trip to South/Central America: Cables 11/09/1982-11/10/1982
OPEN	President's Trip to South/Central America: Cables 11/11/1982-11/17/1982
OPEN	President's Trip to South/Central America: Cables 11/17/1982
OPEN	President's Trip to South/Central America: Cables 11/18/1982-11/21/1982
OPEN	President's Trip to South/Central America: Cables 11/22/1982-11/24/1982
OPEN	President's Trip to South/Central America: Cables 11/24/1982-11/26/1982
OPEN	President's Trip to South/Central America: Cables 11/26/1982-11/27/1982
OPEN	President's Trip to South/Central America: Cables 11/27/1982-11/28/1982
OPEN	President's Trip to South/Central America: Cables 11/29/1982-11/30/1982

SERIES IV: SUBJECT FILE

This alphabetically arranged series contains material relating to the full range of Mr. Sittmann's work. This includes contacts with White House staff and outside organizations, presidential scheduling issues, travel and advance work, administrative matters, and special projects that were assigned to Sittmann.

Box 6, cont.

Status	Title
OPEN	1980-1981 "Report to American People" – Nancy Reagan/Foster Grandparent Program
OPEN	[Advertising Council] History of "Letters of Invitation" from the White House
OPEN	[Advertising Council] History of "White House Participation" at Annual Washington Conference

Status	Title
OPEN	[Advertising Council] Advertising Council Programs – Involvement to Date by President and Mrs. Reagan in Ad Council Programs
OPEN	Advertising Council Public Service Campaigns 1983
OPEN	Arts and Humanities Legislation (1)-(4)
OPEN	Brady Foundation (1)

Box 7

Status	Title
OPEN	Brady Foundation (2)-(7)
OPEN	James Brady Foundation
OPEN	China Briefing Book – William Sittmann (Binder) (1)-(3)
OPEN	Christmas 1982
OPEN	Classified Cover Sheets (Forms)
OPEN	Council on Physical Fitness (1)(2)
OPEN	Dinner / White House
OPEN	50 States Project (Binder)
OPEN	Gift List – President and Mrs. Reagan – People’s Republic of China – Mr. Sittmann (bound report)
OPEN	[Guest Lists] (1)(2)

Box 8

Status	Title
OPEN	[Guest Lists] (3)-(5)
OPEN	Howard University
OPEN	[Instructions for Memos to the President]
OPEN	Knoxville World’s Fair 1982 (1)-(4)
OPEN	Livermore Airway Park, California [Postal Delivery Problem]
OPEN	Medal of Freedom Correspondence – Sittmann (1)-(10)

Box 9

Status	Title
OPEN	[Meeting Proposal Form and Project Checklist Form]
OPEN	Military Aides
OPEN	[Olympics]

Status	Title
OPEN	Political Priorities
OPEN	Private Sector Initiatives (1)-(5)
OPEN	Protocol/State Visits: State Visits 1982
OPEN	Protocol/State Visits: Protocol Gifts
OPEN	Requests for Interviews with the President, 1983
OPEN	Senate Campaign Committee
OPEN	Bill Sittmann SF 86 Form
OPEN	Smithsonian/ Dillon Ripley
OPEN	Social Security
OPEN	[Travel] Completed Authorizations (1)(2)
OPEN	[Travel] Completed Vouchers (1)-(3)
OPEN	Travel - Sittmann (1)(2)

Box 10

Status	Title
OPEN	Travel - Sittmann (3)-(7)
OPEN	Turn Downs - Sittmann
OPEN	[Voter Registration - Ronald Reagan, Nancy Reagan, Ron Reagan and Patti Davis]

SERIES V: EVENTS

This series contains material relating to the scheduling and planning of various Presidential events, including domestic trips, overseas travel, and meetings with foreign leaders. Most of the series is arranged chronologically by event.

Box 10, cont.

Status	Title
OPEN	Alabama, Tennessee, and Oklahoma Trip March 1982
OPEN	Merle Haggard - 03/07/1982 and March 1982 California Trip (1)(2)
OPEN	Irish Luncheon 03/17/1982
OPEN	Christian and Jews, New York City 03/23/1982
OPEN	Barbados-Jamaica Trip April 1982 (Binder) (1)-(6)
OPEN	Jamaica and Barbados (1)(2)

Box 11

Status	Title
OPEN	Jamaica and Barbados (3)(4)
OPEN	Thai Delegation April 1982
OPEN	State Visit of Queen Beatrix of the Netherlands 04/19/1982
OPEN	Congressional Breakfast 05/05/1982
OPEN	Ford's Theater 05/22/1982
OPEN	California Trip May 1983-June 1982
OPEN	New York Republican Fundraiser 06/17/1982
OPEN	Fourth of July 1982 07/04/1982
OPEN	Budweiser Light 1982 07/24/1982
OPEN	California Trip August 1982
OPEN	Trip Schedule Booklet for the President's Trip to Ohio 10/04/1982
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983- March 1983 [09/20/1982-11/09/1982]</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983- March 1983 [11/10/1982-11/15/1982]</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983- March 1983 [11/16/1982-11/29/1982]</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983- March 1983 [11/30/1982-12/03/1982]</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983- March 1983 [12/04/1982-12/05/1982] (1)</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983- March 1983 [12/04/1982-12/05/1982] (2)</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983- March 1983 [12/06/1982-12/08/1982]</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983- March 1983 [12/09/1982-12/19/1982]</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983- March 1983 [12/20/1982-01/02/1983]</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983- March 1983 [01/03/1983-01/04/1983]</u>

Status	Title
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983-March 1983 [01/05/1983-01/13/1983]</u>

Box 12

Status	Title
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983-March 1983 [01/14/1983-01/20/1983]</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983-March 1983 [01/21/1983-01/27/1983]</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983-March 1983 [01/28/1983-02/03/1983]</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983-March 1983 [02/04/1983-02/07/1983]</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983-March 1983 [02/08/1983-02/09/1983]</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983-March 1983 [02/10/1983-02/17/1983]</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983-March 1983 [02/18/1983-03/20/1983]</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983-March 1983 [03/21/1983-04/04/1983]</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983-March 1983 [Undated] (1)</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983-March 1983 [Undated] (2)</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983-March 1983 [Undated] (3)</u>
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983-March 1983 [Undated] (4)</u>

Box 13

Status	Title
OPEN / DIGITIZED	<u>The Visit of the Queen of England to U.S. February 1983-March 1983-Undated (5)</u>
OPEN / DIGITIZED	<u>[Official Schedule - Queen's Visit] (Binder) (1)</u>
OPEN / DIGITIZED	<u>[Official Schedule - Queen's Visit] (Binder) (2)</u>

Status	Title
OPEN / DIGITIZED	[Official Schedule - Queen's Visit] (Binder) (3)
OPEN / DIGITIZED	Thank You's - Queen's Visit
OPEN	William Sittmann - Williamsburg Summit Briefing Book (Binder) (1)-(5)
OPEN	[Williamsburg] Summit (1)-(8)

Box 14

Status	Title
OPEN	[Williamsburg] Summit (9)-(14)
OPEN	[Williamsburg] Summit: Personnel for Williamsburg
OPEN	Mexico [President's Trip 1983] (1)-(3)
OPEN	[Events to be Scheduled] 1982-1984 (1)-(4)

SERIES VI: CORRESPONDENCE

This series contains chronologically arranged material relating to Sittmann exchanges with White House staff or the public. Prominent topics include recommendations regarding Presidential events and trips, unsolicited requests for positions with the White House or the Reagan re-election campaign, Administration assistance for Meharry Medical College, and facility issues regarding the White House or other buildings used by White House staff.

Box 14, cont.

Status	Title
OPEN	Advance Chron 1982
OPEN	Scheduling Chron March 1982-April 1982
OPEN	Sittmann Chron March 1982-May 1982 (1)(2)
OPEN	Staff Chron 1982 (1)

Box 15

Status	Title
OPEN	Staff Chron 1982 (2)
OPEN	1983 and Before Bill Sittmann Correspondence (1)-(5)
OPEN	1984 BS Correspondence, January 1984-May 1984 (1)-(5)
OPEN	Bill Sittmann / Letters [June 1984-April 1985] (1)-(4)
OPEN	Bill Sittmann / Memos [1982-1984] (1)-(6)