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2025-0878-F

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FOIA MARKER

This is not a textual record. This is used as an administrative marker by the George Bush Presidential Library Staff.

Record Group/Collection: George H.W. Bush Presidential Records
Collection/Office of Origin: Cabinet Affairs, White House Office of
Series: Porter, Richard, Files
Subseries:

OA/ID Number: 07137
Folder ID Number: 07137-005d

Folder Title:
Resume File [binder] [4]

Stack:	Row:	Section:	Shelf:	Position:
G	15	16	2	

Withdrawal/Redaction Sheet (George Bush Library)

Doc. No. / Type	Subject/Title	Date	Restriction	Classification
01. Resume	Re: Jon Brooks Rawlson; Personally Identifiable Information redacted. (1 pp.)	n.d.	(b)(6)	
02. Resume	Re: Allison Gray Ritter; Personally Identifiable Information redacted. (1 pp.)	n.d.	(b)(6)	
03. Transcript	Academic transcript, Re: Michael J. Summersgill; contains privacy information. (1 pp.)	11/12/90	(b)(6)	
04. Resume	Re: Jonathan B. Wiener; Personally Identifiable Information redacted. (1 pp.)	07/29/91	(b)(6)	

Collection:

Record Group: Bush Presidential Records
Office: Cabinet Affairs, White House Office of
Series: Porter, Richard, Files
Subseries:
WHORM Cat.:
File Location: Resume File [binder] [4]

Pinksheet Number: RML16235
OA/ID Number: 07137-005d
Date Closed: 7/31/2025
FOIA/Sys Case #: 2025-0878-F
Re-review Case #:
P-2/P-5 Review Case #:

KELLINE R. PEDERSEN

6534 Medinah Lane
Alexandria, Virginia 22312
703-941-4820

PROFESSIONAL EXPERIENCE**Assistant to the Commander, 176th Composite Group, Alaska Air National Guard; May 1, 1990 to present**

Provide administrative support to the Commander and his deputies, including public relations, scheduling meetings and appointments, coordinating numerous special events for the Commander and visiting dignitaries, and taking and transcribing minutes of meetings. Routine office duties include the accurate typing of letters and documents, creation of an efficient filing system, managing the annual Composite Group budget of federal funds, instructing classes in the use of several computer systems and the bulk mail program, and compilation of the monthly activity report to the Governor of Alaska. Additional activities include participation on the Alaska National Guard Flag Team, Base Defense Team, Health Promotion Committee, Air Rescue "Spotter" Team, Physical Fitness Monitor, and Recruiter Augmentee. In 1990, recognized as Airman of the Year in the Alaska Air National Guard for outstanding performance, participation, and positive attitude. Featured in 1991 television commercial for the Air National Guard.

Administrative Specialist, Mission Support Flight, Alaska Air National Guard; July 15, 1989 to May 1, 1990

Performed all administrative functions in support office of the Alaska Air National Guard, including establishment and maintenance of files, typing correspondence and reports, management of Base postal facility, and utilization of Zenith 248 Advanced Computer System with Multi Mate, Enable, Harvard Graphics, PageMaker, CCPlus, AAOS, MS DOS, RIMS, and Word Perfect and the Xerox 6045 Memorywriter. Coordinated leave and workday scheduling, and received and screened incoming calls and visitors.

Recruiting and Retention Support Staff, Alaska Air National Guard; March 1, 1989 to July 15, 1989

Detailed to the busy recruiting and retention office during a period of tremendous growth in the Alaska Air Guard to support the large number of new enlistments. Provided the sole administrative support to four recruiters actively pursuing enlistees for the new 275 person Air Rescue Squadron. Responsibilities included extensive telephone work, typing of forms, filing of records, and organization of numerous projects concurrently. The result of this effort was the full manning of the Rescue Squadron and the Alaska Air Guard's ability to provide air search and rescue to the entire state.

Kelline R. Pedersen
Page Two

Administrative Specialist, Mission Support Flight, Alaska Air National Guard; August 15, 1988 to March 1, 1989

Performed a full range of clerical and administrative support functions for the office. Made decisions based on knowledge of the procedural requirements of the Air National Guard with awareness of the specific functions and staff assignments of the office. Served as the personal management assistant and administrative support to the Administrative Services and Personnel Offices, and the Civil Engineering, communications, Security Police, and Graphics sections. Maintained office files of correspondence, directives, regulations, and other convenient information. Scheduled appointments and made arrangements for visits to the Air Guard. Reviewed outgoing correspondence for proper format, conformance with Air Force policy, grammar, and typographical accuracy.

Manager, Glass Beach Inn, Fort Bragg, California; 1987-1988

Manager of exclusive eight-room bed and breakfast on the California coast, responsible for bookkeeping, reservations, cleaning services, menu preparation and food service, and marketing. This successful, charming inn was consistently occupied, with its satisfied customers being our best advertisement.

Waitress, Hilton Hotel Top of the World Restaurant; Kaligan Island Lodge; Po Folks Restaurant

Waited on customers and served food on a part time basis to supplement my income while employed by the Air National Guard.

EDUCATION

University of Alaska, Anchorage - Currently working toward BA in Business Administration, with graduation anticipated in June 1993.

Community College of the US Air Force - Administrative Specialist Certification, 1988

INTERESTS

Unique interests and actively pursued sports/hobbies include ice hockey, bicycle racing, triathalons, skydiving, cross country and downhill skiing, horseback riding, and shooting both rifles and pistols.

VOLUNTEER WORK

American Lung 126-mile Bike Trek (raised over \$700); American Heart Run; McDonald's Fun Run; and extensive support to the Alaska Armed Forces Family Assistance Center during and after Operation Desert Storm.



DEPARTMENT OF THE AIR FORCE

HEADQUARTERS 176TH COMPOSITE GROUP (MAC)
KULIS ANG BASE, 6000 AIR GUARD ROAD
ANCHORAGE, ALASKA 99502-1998

REPLY TO
ATTN OF: 210 ARS/CC

September 14, 1991

SUBJECT: Letter of Recommendation

TO: Whom It May Concern

It is with great pleasure that I write this recommendation concerning Kelline Williams. I have known her for two years and during that time, she has shown me that she is an extremely hard working, dedicated, and resourceful individual. She is a self-starter who often perceives what needs to be done before being asked. She is friendly, easy to get along with, and exhibits exemplary appearance and professional bearing in the workplace. She has held key support positions with the Alaska Air National Guard recruiting office, the 176 Composite Group (COMPG) Executive Officer, and the 176 COMPG Commander's office.

One of the highlights of Kelly's time with us was her well deserved selection as 1990 Airman of the Year. Chosen from among all her peers, she represented the Alaska Air National Guard at numerous military, municipal, and state functions for a prolonged period of time. In this capacity, as she rubbed elbows with General Officers, Mayors, the Governor, Congressmen, and Senators, she always created a positive lasting impression of herself and the Alaska Air National Guard.

Please contact me anytime if I can be of further assistance as a reference for Ms Williams. My office phone number is 907-249-1210 and my home phone is 907-345-6647. Thank you.

A handwritten signature in cursive script, reading "Gene L. Ramsay", is positioned above the typed name.

GENE L. RAMSAY, Lt Col, AKANG
Commander, 210 Air Rescue Squadron

GARY J. PETERS, ESQ.
2725 Connecticut Avenue, N.W.
Apartment #108
Washington, D.C. 20008

Home: (202) 232-8435

Office: (202) 467-9660

STATE BAR ADMISSIONS
New York, California
Florida and New Jersey

EDUCATION

Law School Degree: UNIVERSITY OF MICHIGAN, Ann Arbor, Mich.
(1976-79); J.D. Cum Laude (May 1979)

Honors and Activities: Rockwell T. Gust Trial Advocacy Award;
Writing and Advocacy Award; Student Senate;
Phi Delta Phi

Undergraduate Degree: UNIVERSITY OF MICHIGAN, Ann Arbor, Mich.
(1971-72); B.A. (August 1972)
Major - Political Science
Minors - Economics, pre-Med.

Honors and Activities: G.P.A. - 3.74/4.0
Counselor, Plymouth Child Development Center

WILLIAMS COLLEGE, Williamstown, MA (1969-71)
Majors - Political Economy;
Environmental Studies

Honors and Activities: Mead Government Intern; Football

LEGAL EXPERIENCE

(see pages 3-4 for details)

Special Assistant for Law Enforcement and Criminal Justice (April 1990-present) OFFICE OF NATIONAL DRUG CONTROL POLICY, Bureau of State and Local Affairs, Executive Office of the President, Washington, D.C.

Acting Special Counsel (Nov. 1987-April 1990) UNITED STATES SENTENCING COMMISSION Washington, D.C.

Assistant United States Attorney (Nov. 1983-Nov. 1987) UNITED STATES ATTORNEY'S OFFICE Criminal Division, S.D.N.Y. New York, N.Y.

Law Clerk (Jan. 1983-Oct. 1983) HONORABLE FRANCIS X. ALTIMARI E.D.N.Y., Uniondale, N.Y.

Associate Attorney (April 1980-Jan. 1983) DONOVAN LEISURE NEWTON & IRVINE New York, N.Y.

OTHER WORK EXPERIENCE

Resident Teaching Fellow (1978-79)	UNIVERSITY OF MICHIGAN, Ann Arbor, Mich. Resident professor and counselor in undergraduate dormitory; taught courses in English Composition and Environmental Problems
Private Investigator (1975-78)	Solo practice in Ohio and Alaska; civil and criminal cases, including undercover work; missing persons; corporate security. Licensed by the State of Ohio
Special Investigator (1974-75)	OHIO CIVIL RIGHTS COMMISSION, Columbus, OH Statewide responsibility for the investigation and conciliation of individual and systemic discrimination cases based on race, sex or national origin
Investigator (1972-74)	OHIO ATTORNEY GENERAL, Columbus, OH Statewide responsibility for evidentiary development of civil and criminal prosecutions, including environmental crimes
Research Assistant (1971)	UNITED STATES SENATE, Washington, D.C. Summer intern for Subcommittee on the Environment

PUBLICATIONS

- Author, "Intermediate Sanctions: A Discussion of Illustrative Programs," June 1990, on file with the National Criminal Justice Reference Service, Rockville, Maryland.
- Co-author, "Pretrial Drug Testing -- An Essential Component of the National Drug Control Strategy," publication pending (Fall 1991) in the BYU Law School Journal of Public Law.

OTHER ACTIVITIES

- President, Woodley Plaza Homeowners' Association, Washington, D.C. (August 1989-present)
- Member, American Bar Association, Sierra Club, Society of Professionals in Dispute Resolution
- Mediator, Brooklyn Mediation Center - mediation of civil, domestic and minor criminal disputes (1982-83)
- Board of Directors, Allied Pipe Products, Inc., Ohio (1980-84)
- Surgical Assistant, Aliquippa General Hospital, Aliquippa, Pennsylvania (1971, 1972)
- National Outdoor Leadership School, Lander, Wyoming - school of mountaineering and wilderness survival (1974, 1976)

REFERENCES

Available on Request

Detailed Job DescriptionsSpecial Assistant for Law Enforcement/Criminal Justice, Office of National Drug Control Policy, Washington, D.C. (4/90-present)

I advise ONDCP's Associate Director and head of the Bureau of State and Local Affairs on matters of law, law enforcement and criminal justice policy. I monitor developments in law enforcement and criminal justice at the international, federal, state and local level, and coordinate our Office's response with officials at the federal, state and local levels, as well as the private sector. I act as liaison to ONDCP's Office of Supply Reduction in such areas as money laundering, border interdiction, high-intensity drug trafficking areas, science & technology, and drug control on U.S. public lands. I also act as liaison to the U.S. Department of Justice in such areas as law enforcement strategies, prosecution and sentencing policies, model state legislation, criminal justice funding and research, juvenile justice, gangs and corrections. I further act as liaison to numerous public interest groups, including the American Bar Association and the National Criminal Justice Association. I do an extensive amount of policy analysis, public speaking, and writing (including major papers on the subjects of intermediate sanctions, drug testing in the criminal justice system, and juvenile justice). From January to April 1991, I assisted in drafting the proposed Border Security Implementation Plan, a project co-sponsored by the Domestic Policy Council and the National Security Council.

Special Counsel, U.S. Sentencing Commission, Washington, D.C. (11/87-4/90)

I joined the Commission shortly after the sentencing guidelines became effective. During my first year, I defended the Commission's constitutionality in oral and written arguments before Federal district and appellate courts around the country, and assisted in preparing the Commission's brief to the Supreme Court in Mistretta v. United States, 488 U.S. 361 (1989). I also trained judges, prosecutors and defense attorneys in the use of the sentencing guidelines. I did extensive research and writing in such policy areas as federal charging, sentencing and plea bargaining practices, and the detectability of various kinds of corporate crime, especially defense procurement fraud. I drafted and analyzed proposed guideline amendments, particularly those involving drugs, firearms, career offenders and corporate offenses. In my final year, I was staff director of a project designed to expand the available sentencing options in the federal system to include more intermediate sanctions. My responsibilities included supervising legal and other professional staff members and coordinating our work with a sixteen member Advisory Committee.

Assistant U.S. Attorney, S.D.N.Y., New York, N.Y. (11/83-11/87)

Serving as a federal prosecutor in this particular Office was a goal I established as a second-year law student. During my four years there, I prosecuted over 150 cases to conviction, including cases of complex fraud and other white-collar crimes, official corruption, organized crime, and racketeering. During my last two years, I specialized in prosecuting narcotics conspiracy cases, including one against the city's largest "crack" cocaine distribution organization. My experience included extensive investigative and grand jury work, trials, and oral and written arguments before the Second Circuit Court of Appeals.

Law Clerk to the Honorable Francis X. Altimari, E.D.N.Y., Uniondale, N.Y. (1/83-10/83)

Judge Altimari was appointed to the federal district court (E.D.N.Y.) in December 1982. I served as his initial senior law clerk until my appointment to the U.S. Attorney's Office. In addition to the research and writing duties normally performed by a federal district judge's clerk, I had substantial responsibilities for setting up and administering the Chambers and for monitoring and supervising civil settlement conferences. In December 1985, Judge Altimari was appointed to the U.S. Second Circuit Court of Appeals.

Associate Attorney, Donovan Leisure Newton & Irvine, New York, N.Y. (4/80-1/83)

I specialized in corporate litigation but also did some corporate work, including drafting and negotiating contracts. The litigation primarily involved contracts, antitrust claims and drug products liability. In addition to extensive legal research and writing responsibilities associated with civil discovery efforts, I took over a dozen major depositions during my tenure.

THE WHITE HOUSE
WASHINGTON

10/23

Dear Richard,

It was good to see you again on Monday. Enclosed is a copy of my resume and a recent performance appraisal from ONDCP. As I mentioned, I am currently on a short-term detail to OAT's Fraud Section, where I am assisting in their investigation of the BCCI matter. I can be reached there through 514-7023. I hope you will get in touch if I can ever again be of service. Thanks for your time
Manu D.



Executive Office of the President
Office of National Drug Control Policy

OUTSTANDING PERFORMANCE AWARD

Presented to

Gary J. Peters

in appreciation and recognition of
superior performance of official duties

September 15, 1991

A handwritten signature in black ink, which appears to read 'Bob Anderson', is written over a horizontal line. The signature is fluid and cursive.

Director, Office of National Drug Control Policy

ERNEST N. PETRICK
1540 Stonehaven Rd.
Ann Arbor, Michigan 48104
(313) 971-6482

Present Position: Engineering Consultant;
ENP, Inc.

Previous Positions: Chief Scientist,
General Dynamics Land Systems, Inc. 1985-1987

Engineering Consultant.
Assignments with University of Michigan (Adjunct Professor) and with General Dynamics Land Systems (Chief Scientist and Director of Engineering Laboratories). 1982-1985

Government Experience: Technical Director, U. S. Army Tank Automotive Command (TACOM) 1965-1982. Research, development, initial procurement and fielding of tanks, combat vehicles, and trucks. Directed R&D program, international agreements, interface with government agencies. U. S. Delegate to NATO AC 225/Panel II (Combat and Support Vehicles). Special DOD, DA, DARCOM assignments. FY 82 TACOM budget \$7 billion, R&D budget \$400 million.

Industrial Experience: Chief Research Engineer, Kelsey-Hayes Company, 1960 to 1965. Aerospace and automotive research and development.

Curtiss-Wright Corporation, 1953 to 1960. Heat Transfer Manager, reciprocating and jet engines, Wright Aeronautical Division. New Product Development Manager. Chief, Advanced Propulsion Systems, Research Division.

Academic Experience: B.S. Degree in Mechanical Engineering, Carnegie Tech, 1943
Taught in Departments of Mechanical and Aeronautical Engineering, Purdue University, 1946 to 1953.
Directed Gas Turbine Laboratory; earned M.S. and Ph.D. degrees in Mechanical Engineering.

Military Experience: Served in the US Navy 1942-1946.
Chief Engineer of a destroyer, later held the rank of Lieutenant Commander in the US Naval Reserve.

Professional Activities: Publications on ground vehicles, flight propulsion and project management. Three patents. Listed in Who's Who in America; World's Who's Who in Commerce and Industry; American Men and Women of Science.
Distinguished Engineering Alumnus of Purdue University.
Adjunct Professor, Wayne State University and University of Michigan. Board of Visitors, Oakland University and Wayne State University. Board of Directors, Society of Automotive Engineers (SAE) 1978-80. Registered Professional Engineer. Member Army Science Board (Chairman Research and New Initiatives Subgroup).

THE WHITE HOUSE
CORRESPONDENCE TRACKING WORKSHEET

NR006

INCOMING

RECEIVED: JULY 03, 1989

NAME OF CORRESPONDENT: MR. ERNEST N. PETRICK

SUBJECT: PLEASSED WITH THE ADMINISTRATION'S EMPHASIS
ON FUEL EFFICIENCY; WOULD LIKE TO SERVE IN
AN ADVISORY CAPACITY, IF POSSIBLE

ROUTE TO: OFFICE/AGENCY (STAFF NAME)	ACTION		DISPOSITION	
	ACT CODE	DATE YY/MM/DD	TYPE RESP	C COMPLETED D YY/MM/DD
JOHN SUNUNU <i>Ken Yale</i>	ORG	89/07/03	<i>JS</i>	<i>A 89/07/05 TR</i>
REFERRAL NOTE: _____	A	89/07/07	<i>TR</i>	<i>89/07/31</i>
REFERRAL NOTE: _____				
REFERRAL NOTE: _____				
REFERRAL NOTE: _____				
REFERRAL NOTE: _____				

COMMENTS: *Yale memo w/ Resume sent to: B. Rosenberg, EPA; M. Deland, CEA; J. Duggan, DCA; N. Maloney, OPD; B. Parker, DOD; B. Grady, OMB.*

ADDITIONAL CORRESPONDENTS: MEDIA: L INDIVIDUAL CODES: _____

CS MAIL USER CODES: (A) _____ (B) _____ (C) _____

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*****
*ACTION CODES:          *DISPOSITION          *OUTGOING          *
*                       *                       *CORRESPONDENCE:  *
*A-APPROPRIATE ACTION  *A-ANSWERED          *TYPE RESP=INITIALS *
*C-COMMENT/RECOM       *B-NON-SPEC-REFERRAL *                       OF SIGNER          *
*D-DRAFT RESPONSE      *C-COMPLETED        *                       CODE = A          *
*F-FURNISH FACT SHEET  *S-SUSPENDED        *COMPLETED = DATE OF *
*I-INFO COPY/NO ACT NEC*                       *                       OUTGOING          *
*R-DIRECT REPLY W/COPY *                       *                       *
*S-FOR-SIGNATURE       *                       *                       *
*X-INTERIM REPLY       *                       *                       *
*****

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REFER QUESTIONS AND ROUTING UPDATES TO CENTRAL REFERENCE
(ROOM 75, OEOB) EXT-2590
KEEP THIS WORKSHEET ATTACHED TO THE ORIGINAL INCOMING
LETTER AT ALL TIMES AND SEND COMPLETED RECORD TO RECORDS
MANAGEMENT.

THE WHITE HOUSE
WASHINGTON

October 31, 1989

MEMORANDUM FOR JUANITA DUGGAN

FROM: KENNETH P. YALE
SUBJECT: Offer of Assistance

Attached you will find a resume from an associate of Governor Sununu who has written to offer technical assistance and advice on mobile source issues, such as auto fuel efficiency and clean air.

The Governor has advised Mr. Petrick that we are forwarding his resume to various offices in the Administration. You may wish to contact him if he could be of assistance to you.

Copies of this letter also went to the following:

Bill Rosenberg, EPA
Michael Deland, CEQ
Juanita Duggan, OCA
Nancy Maloley, OPD
William Parker, DOD
David Bates, WHO
Bob Grady, OMB

THE WHITE HOUSE
WASHINGTON

July 5, 1989

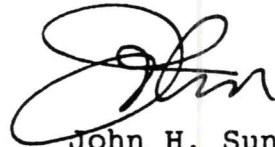
Dear Ernie,

Thanks for your letter and offer to help the Administration in the area of clean air policy.

I will share your offer with others working on this issue as well.

I appreciate your support.

Sincerely,



John H. Sununu
Chief of Staff

Mr. Ernest N. Petrick
1540 Stonehaven Road
Ann Arbor, Michigan 48104

bcc: Ken Yale w/ incoming

51048

1540 Stonehaven Rd.
Ann Arbor, Michigan 48104

26 June 1989

Dr. John Sununu
Chief of Staff
The White House
Pennsylvania Avenue
Washington, D. C.

Dear Dr. ~~Sununu~~: *John -*

You may recall that we were involved together with the Council for Environmental Quality on the automobile emission/economy program during the 70's. I remember well Ernie Starkman and George Huebner, as well as Eric Stork and John Brogan engaging in considerable industry/government (sometimes heated) discussions. I was a sort of 'semi-neutral government guy' from TABOM, and you the same from academia.

The purpose of this letter is to say that I am pleased to see that the Administration is planning to emphasize the requirement for automotive fuel efficiency and air cleanliness. I have maintained my interest in that activity. As a matter of fact, in recent years with the Army Science Board I have been urging the Army strongly in the fuel economy direction, more from the military logistics viewpoint.

As the government continues emphasis in this area, which I consider to be most appropriate, and if I can be of some assistance, please call on me. I am presently not involved with the automotive industry, or directly with the government (spending most of my time consulting to the Army and General Dynamics on main battle tanks) so if I can serve in an advisory capacity (similar to the previous CEO panel) to whichever of the agencies is working the problem, I would be pleased to do so. A short vita is enclosed.

With best wishes to you on the new assignment.

Sincerely,
Ernie
Ernest N. Petrick

/rr

THE WHITE HOUSE

WASHINGTON

April 2, 1991

Dear Mark:

Thank you for your interest in the position of Associate Director and Deputy Executive Secretary to the Domestic Policy Council. I appreciate the time you took to meet with John and me.

It is awkward writing this letter to a friend because, while we have decided to select someone else for the job, I would like to convey to you my great regard for your ability at the same time. You should know, too, that Bradley is a great advocate for you. Believe me, the decision was not an easy one to make -- just about everyone we met would have made a fine addition to this office.

Again, thank you for interest and for taking time to come meet with us. If you don't mind, we will keep your resume on file in the event that other opportunities within the White House become available.

With best wishes.

Sincerely,



Richard W. Porter
Special Assistant to the President
and Executive Secretary
Domestic Policy Council

Mr. Mark Pine
122 Roberts Lane
Alexandria, VA 22305

THE WHITE HOUSE

WASHINGTON

October 2, 1991

Dear Julie:

Thank you for your interest in the position of Staff Assistant in the Domestic Policy Council. I appreciate the time you took to meet with me and some of the other staff.

Your background and experience are certainly impressive, however, we have decided to select someone else. We had a difficult time agreeing on which candidate to choose since you and several others would have made a fine addition to the staff.

Again, thank you for your interest and for your patience throughout this process. If you don't mind, I would like to keep your resume on file to be sure you are considered when other opportunities within the White House become available.

With best regards.

Sincerely,



Richard W. Porter
Special Assistant to the President
and Executive Secretary
Domestic Policy Council

Ms. Julie Pitchess
1052 Papermill Court, NW
Washington, D.C. 20007

Julie Pitchess
1052 Papermill Court, N.W.
Washington, D.C. 20007
(202) 298-7739

September 30, 1991

The Honorable Richard Porter
Special Assistant to the President and
Executive Secretary of the Domestic Policy Council
The White House
Old Executive Office Building, Room 231
Washington, D.C. 20501

Dear Mr. Porter:

Thank you for the opportunity to interview for the position of staff assistant on Thursday, September 26, 1991. It was a pleasure meeting both you and Jim Fitzhenry.

I am very interested in this position. I believe my capabilities, specifically in the areas of organization and interpersonal skills, would adhere to the required responsibilities.

Again, thank you for your time. I have enclosed an updated resume for your review and I will contact you this week regarding the status of the position.

Sincerely,



Julie Pitchess

JULIE ANN PITCHESS
1052 Papermill Court, N.W.
Washington, D.C. 20007
(202) 298-7739

EDUCATION: UNIVERSITY OF SOUTHERN CALIFORNIA, Los Angeles
B.S. Business Administration; 1991
Entrepreneur Emphasis: GPA 3.54

EXPERIENCE: Office of the Vice President, Washington, D.C.
Intern, Office of Political Affairs
Assist the Director of Political Affairs in daily activities.
Responsibilities include preparing briefings, correspondence
and administrative tasks.
August 1991-Present

Richard Nixon Library & Birthplace Grand Opening, Yorba Linda, CA
Volunteer
Assisted the chairman of the event in the organization and
preparation of the Grand Opening. Specific responsibilities
included supervising the VIP registration and interacting
with city and local officials during three days of
activities.
July 1990

Walter Foster Publishing, Tustin, CA
Data Processing Intern
Worked in the accounting department inputting data into the
computer system using Lotus software.
May 1988-August 1988

Bush-Quayle Campaign, Los Angeles, CA
Volunteer
Participated in campaign events as a motorcade driver and
advance assistant.
September 1988-November 1988

Marquand Development, Inc., Irvine, CA
Assistant
Responsible for daily business activities including front
desk work, word processing and client interaction. Efficient
on Word Perfect, Microsoft Word and Lotus.
March 1986-May 1988

ACTIVITIES & HONORS

USC Dean's Scholarship Recipient
SCion's Scholarship Recipient
Beta Gamma Sigma, Business Honor Fraternity
USC Foreign Studies; Madrid, Spain
Kappa Alpha Theta Sorority; Rush Chairman
USC Women's Soccer Team
Dean's List for Academic Excellence; 5 Semesters

MICHAEL ALLEN PRICE

2444 Cloudfcroft Square • Reston, VA 22091 • (703) 860-8761

PROFESSIONAL EXPERIENCE

Attorney/Consultant, Metro-Washington, D.C.

Clients include Fredericks & Stephens, P.C., Arthur Lowy, Esq., and the University Research Corporation. Research securities and contract law. Negotiated, investigated, and researched personal injury cases. Rewrote 150 pages of *Essentials for Attorneys in Child Support Enforcement* (2nd ed. 1991). (1989 - Present)

Special Assistant for Judicial Affairs [Presidential Appointee], U.S. Department of Health and Human Services, Washington, D.C.

Drafted policy statements announcing our position on lawsuits pending against the Department and prepared responses to letters of inquiry from Congress. Published articles about administrative and evidentiary law. Researched *The URESA Laws Digest*, a compilation of statutory and case law relied upon nationwide. (1988 - 1989)

Assistant District Attorney, Brunswick Judicial Circuit of Georgia.

Prosecuted civil child support cases for six counties. Litigated and negotiated independently of supervision. Surpassed our goal of \$2,080,000 in child support collections for the 1988 fiscal year by collecting \$2,228,980. (1987 - 1988)

Law Clerk, Hon. William R. Killian, Judge of Superior Court, Brunswick Judicial Circuit of Georgia.

Researched the law on a wide variety of subjects including administrative law, contracts, real property, torts, criminal law, and equity. Wrote memoranda applying this law to pending cases and recommended appropriate rulings. (1985 - 1987)

Assistant District Attorney, Ogeechee Judicial Circuit of Georgia.

Handled all aspects of criminal prosecution ranging from trying murder cases to conducting grand jury proceedings. (1983 - 1985)

EDUCATION

Juris Doctor: University of Georgia School of Law, 1983.

Bachelor of Arts of Journalism: University of Georgia, 1980 (*Magna Cum Laude*).

Major: Public Relations.

Minor: Business & Political Science.

ACTIVITIES AND HONORS

Phi Kappa Phi Honorary Society; Toastmasters International - Brunswick Chapter, President (1987), Area 20 District 14 Speech Evaluation Contest (Winner); *Georgia Journal of International & Comparative Law*, Editorial Board.

THE WHITE HOUSE

WASHINGTON

February 13, 1991

Dear Michael:

Nancy Mitchell sent me a copy of your resume and mentioned your interest in the position of Associate Director and Deputy Executive Secretary to the Domestic Policy Council.

Although your background and experience is impressive, we have decided to select someone else for the position. The decision was not an easy one to make -- just about everyone we considered would have made a fine addition to this office.

Again, thank you for interest. If you don't mind, we will keep your resume on file in the event that other opportunities within the White House become available.

With best regards.

Sincerely,

A handwritten signature in black ink, appearing to read "Richard Porter". The signature is fluid and cursive, with a large initial "R" and "P".

Richard W. Porter
Special Assistant to the President
and Executive Secretary
Domestic Policy Council

Mr. Michael Price
2444 Cloudcroft Square
Reston, VA 22091

February 7, 1991

Dear Richard,

I have attached the resume and writing sample of someone who would make a great deputy. Mike Price is a solid conservative, highly intelligent, a fine writer, and a very motivated worker. He is a lawyer by training (as you can tell by his writing sample), but is very flexible in his style and approach. In a meeting situation, he has a very personable, "southern," shoot-straight appeal.

Obviously, Mike has my highest recommendation. I suggest you sit down with him and find out if the chemistry works. I have explained to him the monetary situation and he was still very interested in the job. I get the feeling he really wants to work in the Administration and doesn't have to worry about the financial end of things.

Please let me know if I can provide you with more info.

Good luck!

Nancy
Nancy Mitchell

Mr. John Raidt
2440 Virginia Avenue, NW
Washington, D.C. 20037
(W) (202) 224-2235
(H) (202) 293-2599

Employment:

1987-Present Legislative Assistant to United States Senator John McCain. Responsible for legislation and policy development on energy, environmental and natural resource issues; speech writing; constituent relations.

1984-1987 Staff Assistant to United States Representative John McCain. Responsible for constituent casework; office representation; organization of volunteer public service projects.

Education: Arizona State University
Tempe, Arizona
B.A. Journalism, 1983

Political
Activities:

1988 Bush for President--volunteer
1986 McCain for U.S. Senate--volunteer
1984-1986 Deputy Registrar, Maricopa County, Arizona

Activities:

Board of Directors, Mesa Boys and Girls Club
Mesa, Arizona

Take Pride in America

Arizona Food Bank Association

Foreign Language: Spanish

References: Available upon request

THE WHITE HOUSE

WASHINGTON

February 19, 1991

Dear John:

Thank you for your interest in the position of Associate Director and Deputy Executive Secretary to the Domestic Policy Council. I appreciate the time you took to meet with me. It's good to meet another Barringtonian, but you have to tell me about Bob's version of his big date with Karen!

Your background and experience are impressive, but we have decided to select someone else for the position. The decision was not an easy one to make -- just about everyone we met would have made a fine addition to this office.

Again, thank you for interest and for taking time to come meet with me. If you don't mind, we will keep your resume on file in the event that other opportunities within the White House become available.

With best regards.

Sincerely,



Richard W. Porter
Special Assistant to the President
and Executive Secretary
Domestic Policy Council

Mr. John Raidt
2440 Virginia Ave., NW
Washington, DC 20037

JOHN McCAIN
ARIZONA

COMMITTEE ON ARMED SERVICES
COMMITTEE ON COMMERCE, SCIENCE,
AND TRANSPORTATION
T COMMITTEE ON INDIAN AFFAIRS

United States Senate

111 RUSSELL SENATE OFFICE BUILDING
WASHINGTON, DC 20510-0303
(202) 224-2235

TELEPHONE FOR HEARING IMPAIRED
(202) 224-7132

151 NORTH CENTENNIAL WAY
SUITE 1000
MESA, AZ 85201
(602) 835-8994

5353 NORTH 16TH STREET
SUITE 190
PHOENIX, AZ 85016
(602) 640-2567

5151 EAST BROADWAY
SUITE 170
TUCSON, AZ 85711
(602) 670-6334

February 7, 1991

Richard,

Thanks for the opportunity to meet with you regarding the DPC. I've enclosed a writing sample as you requested. If I can provide you with any additional information, please let me know.

Thanks again.

Sincerely,



John Raidt

p.s. If Claire gives you any trouble, let me know. I can give you some good ammunition.

Withdrawal/Redaction Sheet

(George Bush Library)

Document No. and Type	Subject/Title of Document	Date	Restriction	Class.
01. Resume	Re: Jon Brooks Rawlson; Personally Identifiable Information redacted. (1 pp.)	n.d.	(b)(6)	

Collection:

Record Group: Bush Presidential Records
Office: Cabinet Affairs, White House Office of
Series: Porter, Richard, Files
Subseries:
WHORM Cat.:
File Location: Resume File [binder] [4]

Date Closed: 7/31/2025 **OA/ID Number:** 07137-005d

FOIA/SYS Case #: 2025-0878-F **Appeal Case #:**
Re-review Case #: **Appeal Disposition:**
P-2/P-5 Review Case #: **Disposition Date:**

AR Case #: **MR Case #:**
AR Disposition: **MR Disposition:**
AR Disposition Date: **MR Disposition Date:**

RESTRICTION CODES

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

- (b)(1) National security classified information
- (b)(2) Release would disclose internal personnel rules and practices of an agency
- (b)(3) Release would violate a Federal statute
- (b)(4) Release would disclose trade secrets or confidential or financial information
- (b)(6) Release would constitute a clearly unwarranted invasion of personal privacy
- (b)(7) Release would disclose information compiled for law enforcement purposes
- (b)(8) Release would disclose information concerning the regulation of financial institutions
- (b)(9) Release would disclose geological or geophysical information concerning wells

Deed of Gift Restrictions

- C(1) Closed by Executive Order 13526, governing access to national security information
- C(2) Closed by statute or by the agency which originated the information
- C(3) Closed in accordance with restrictions contained in donor's deed of gift [formerly listed as only C]
- PRM. Removed as a personal record misfile

Presidential Records Act - [44 U.S.C. 2204(a)]

- P-2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P-5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]

JON BROOKS RAWLSON
2328 NORTH COLUMBUS STREET * ARLINGTON, VIRGINIA 22207
703/524-8408 * 703/528-1016

General Management
(With Emphasis on Government and Public Relations)

In-depth experience in wide range of administrative and managerial functions . . . Background in program strategies development . . . Solid foundation in governmental and public relations . . . Adroit in dealing with media at local, state and national levels . . . Strong foundation in political education programs and coalition development.

PROFESSIONAL EXPERIENCE

- 1990 - Present **United States Mint, U.S. Department of the Treasury, Washington, D.C.**
Press Secretary and Special Assistant to the Director. Responsible for multiple administrative and public relations functions carried out by headquarters and field staffs. Duties range from oversight of internal compliance with department and administration policies concerning the promotion of products for sale to the public to serving as liaison to the press and Congress. Serve as principal contact to mass communications media and national trade and advocacy organizations such as the American Bankers Association. Review all agency communications, press releases, speeches, congressional testimony and policy statements. Maintain liaison to the Treasury Department's legislative staff and the House and Senate Banking and Appropriations Committees. Also manage public relations programs - carried out by independent public relations firms - for the promotion of Mint commemorative and bullion coin products.
- June 1989 - **National Republican Congressional Committee, Washington, D.C.**
October 1989 **Political Consultant.** Assisted the executive director with the development and implementation of a newly created voter coalition program.
- 1988 - 1989 **Social Security Administration, U.S. Department of Health and Human Services, Washington, D.C., Special Assistant for Policy Development.** Served as confidential advisor and representative of the Commissioner of Social Security. Duties included defining facets of the agency's policy, philosophy and goals, as well as providing political, economic and sociological advise for policy development. Served as liaison and representative of agency and administration policy to non-federal entities, national advocacy groups such as the American Association of Retired Persons, members of Congress, Congressional Committees and their staffs on initiatives including long-term health care, benefit and pension reform and the solvency of the Social Security Trust Funds. Wrote and edited briefing materials and reviewed all policy related congressional committee testimony, articles, speeches and other agency communications.
- 1987 - 1988 **Political Consultant, Chesapeake, Virginia**
Regional Finance Director. Directed fundraising efforts in a 13 state region and managed the major donor program nationally.
Deputy National Political Director. Managed the political, and research department staffs and served as liaison to major coalition groups, including the Republican National Committee, for Americans for Robertson, Inc.
- 1986 - 1987 **MAPCO Inc., Washington, D.C. and Tulsa, Oklahoma**
Legislative Assistant, State Government Affairs. Wrote and edited a weekly publication updating legislative concerns in 39 states where the Fortune 200 integrated energy company is represented. Responsible for contacts with state and local government officials regarding environmental and energy issues; liaison activities with various state and local trade organizations; and political education activities for the MAPCO Employees PAC.
- 1985 - 1986 **Tulsa County Republican Party, Tulsa, Oklahoma**
Finance Director. Developed and implemented a fundraising program for the local Republican party. Managed the finance division, program budgeting, contributor file maintenance and development of computer services, public disclosure reporting and direct mail.
- EDUCATION** B.A., Oral Roberts University, Tulsa, Oklahoma, 1983; History/Political Science.
- PERSONAL** Born [REDACTED] (b) (6) Single, excellent health. Willing to travel and relocate for the right opportunity.

THE WHITE HOUSE

WASHINGTON

February 19, 1991

Dear Jon:

Michael Jackson gave me a copy of your resume and mentioned your interest in the position of Associate Director and Deputy Executive Secretary to the Domestic Policy Council to which I replied, "I know Jon! I've been shopping his resume around too!" Oh well, now you have one friend selling you to another.

Jon, you're an impressive person with a great background, but I am looking for a different profile for this job. Ede and I have narrowed the field to a few people already. I will, however, keep an eye out for you -- you are still interested in intergovernmental or public affairs, aren't you?

Anyway, thank you for submitting your resume and best of luck in your job search.

Sincerely,



Richard W. Porter
Special Assistant to the President
and Executive Secretary
Domestic Policy Council

Mr. Jon Brooks Rawlson
2328 North Columbus Street
Arlington, VA 22207

Withdrawal/Redaction Sheet

(George Bush Library)

Document No. and Type	Subject/Title of Document	Date	Restriction	Class.
02. Resume	Re: Allison Gray Ritter; Personally Identifiable Information redacted. (1 pp.)	n.d.	(b)(6)	

Collection:

Record Group: Bush Presidential Records
Office: Cabinet Affairs, White House Office of
Series: Porter, Richard, Files
Subseries:
WHORM Cat.:
File Location: Resume File [binder] [4]

Date Closed: 7/31/2025	OA/ID Number: 07137-005d
FOIA/SYS Case #: 2025-0878-F	Appeal Case #:
Re-review Case #:	Appeal Disposition:
P-2/P-5 Review Case #:	Disposition Date:
AR Case #:	MR Case #:
AR Disposition:	MR Disposition:
AR Disposition Date:	MR Disposition Date:

RESTRICTION CODES

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

- (b)(1) National security classified information
- (b)(2) Release would disclose internal personnel rules and practices of an agency
- (b)(3) Release would violate a Federal statute
- (b)(4) Release would disclose trade secrets or confidential or financial information
- (b)(6) Release would constitute a clearly unwarranted invasion of personal privacy
- (b)(7) Release would disclose information compiled for law enforcement purposes
- (b)(8) Release would disclose information concerning the regulation of financial institutions
- (b)(9) Release would disclose geological or geophysical information concerning wells

Deed of Gift Restrictions

- C(1) Closed by Executive Order 13526, governing access to national security information
- C(2) Closed by statute or by the agency which originated the information
- C(3) Closed in accordance with restrictions contained in donor's deed of gift [formerly listed as only C]
- PRM. Removed as a personal record misfile

Presidential Records Act - [44 U.S.C. 2204(a)]

- P-2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P-5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]

Michael

She'll be in at 8:15 on Tuesday morning. I'll plan on seeing you at 8:45. Thank -

ALLISON GRAY RITTER

Holly

801 15th Street South
Apartment #1104
Arlington, Virginia 22202
Home: (703) 418-1022
Work: (202) 837-0518

347-9186

EDUCATION:

Southern Methodist University, Dallas, Texas; Graduated May 1990
Major - B.A. in Political Science with an emphasis on International Relations and American Political Thought; Minor - Public Relations. **Reid Hall Institution, Paris, France; Emphasis on the French language and European Government and Culture, Fall Semester 1988**

WORK EXPERIENCE:

Administrative Assistant, The Jefferson Educational Foundation
Washington, DC; September 1990 - Present

- Respond to high dollar donors of four direct mail campaigns reaching over 2 million recipients
- Responsible for the logistics of high level briefings and luncheons for leaders in the business and political community
- Provide direct support to Jefferson's Director of Development and Policy Director in regard to various national and international public affairs programs
- Proofread and edit correspondences, proposals and program literature for public education campaigns
- Coordinate logistics of national Letters-to-the-Editors program targeting over 60 major newspapers and encompassing 700 participants

Legislative Intern, Congressman Jack Buechner (R-MO)
Washington, DC; June 1990 - August 1990

- Constituent relations and correspondence
- Compiled and maintained extensive data lists
- Legislative writing

Communications Intern, KSHE-95 Radio Station
St. Louis, Missouri; Summer 1987

- Worked closely with the Public Relations Department
- Assisted in developing promotional packages

Legal Intern, Law Firm of Gray & Ritter

- Observed courtroom hearings
- Clerical duties

ACTIVITIES:

- Spent three months studying abroad in Paris, France, 1988. Travelled extensively throughout western Europe and lived with a French family
- Alumnae Member of Pi Beta Phi Sorority
- Member of the Arlington Young Republicans
- Corresponding Secretary for the Arlington 4-H Youth Program
- Volunteer work for the Cystic Fibrosis Foundation, Bethesda, MD

COMPUTER KNOWLEDGE: WordPerfect, Database III, QUORUM, LEXIS software

PERSONAL: Born (b) (6) Enjoy traveling, reading, jogging, tennis, Tae Kwan Do, art, working with children, politics and international affairs

References Available Upon Request

MARILIA A. ROBBINS
5 Tripoley Terrace
Gaithersburg, Maryland 20878
(301) 924-3441

**EMPLOYMENT
EXPERIENCE**

U.S. Department of Housing and Urban Development,
1990 - Present. Office of the Secretary, 1990 -
Present

Office of Congressional and Intergovernmental
Relations and Legislation, Liaison to the U.S.
Congress.

Similar responsibilities as in the previous position
at DOL.

U.S. Department of Labor, Office of the Secretary,
1986 - 1989 (Secretaries Brock and McLaughlin).

Congressional Affairs, Liaison to the U.S. Congress.
Developed briefing papers on legislative and
regulatory matters relating to employment standards
issues. Formulated political strategy. Briefed the
Secretary on labor issues of interest to the
Congress. Briefed Members of Congress and their
staffs on labor laws and regulations as well as the
Administration's policy regarding legislative and
regulatory issues. Handled Administration's
legislative agenda from committee to the floor of
both Houses.

Public and Intergovernmental Affairs, Executive
Assistant to the Assistant Secretary, (June 1988 -
February 1989). Responsible for certain media and
press inquiries to the Office of the Secretary.
Drafted press releases. Responsible for developing
public relations strategies for labor issues.

Bishop, Liberman, Cook, Purcell & Reynolds,
Washington, D.C. 1984-1986.

Legislative and international trade assistant.
Translated documents in Portuguese, Spanish and
French. Monitored U.S. and Brazilian trade
developments.

Santa Clara Unified School District, California,
1983-1984. Taught science and mathematics in
Portuguese (junior high school).

Muldoon & Murphy, Washington, D.C. 1979 -1980.
Legal Assistant.

708-1034

**Document Originally
Attached to
Following Page**

MARILIA A. ROBBINS
5 Tripoley Terrace
Gaithersburg, Maryland 20878
(301) 924-3441

**EMPLOYMENT
EXPERIENCE**

U.S. Department of Housing and Urban Development,
1990 - Present. Office of the Secretary, 1990 -
Present

Office of Congressional and Intergovernmental
Relations and Legislation, Liaison to the U.S.
Congress.

Similar responsibilities as in the previous position
at DOL.

U.S. Department of Labor, Office of the Secretary,
1986 - 1989 (Secretaries Brock and McLaughlin).

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regulatory matters relating to employment standards
issues. Formulated political strategy. Briefed the
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Congress. Briefed Members of Congress and their
staffs on labor laws and regulations as well as the
Administration's policy regarding legislative and
regulatory issues. Handled Administration's
legislative agenda from committee to the floor of
both Houses.

Public and Intergovernmental Affairs, Executive
Assistant to the Assistant Secretary, (June 1988 -
February 1989). Responsible for certain media and
press inquiries to the Office of the Secretary.
Drafted press releases. Responsible for developing
public relations strategies for labor issues.

Bishop, Liberman, Cook, Purcell & Reynolds,
Washington, D.C. 1984-1986.

Legislative and international trade assistant.
Translated documents in Portuguese, Spanish and
French. Monitored U.S. and Brazilian trade
developments.

Santa Clara Unified School District, California,
1983-1984. Taught science and mathematics in
Portuguese (junior high school).

Muldoon & Murphy, Washington, D.C. 1979 -1980.
Legal Assistant.

Marilia A. Robbins
Page Two

Naval Hospital Clinical Laboratory, Patuxent River, Maryland, 1979. Internship in Medical Technology.

Department of Zoology, University of Maryland, College Park, 1975-1978. Research laboratory; developed research thesis in vertebrate physiology.

Joint Congressional Presidential Inaugural Committee, Washington, D.C., 1985. Staff member.

EDUCATION

Uniformed Services University of the Health Sciences, Bethesda, Maryland. 1980-1981. Completed one year of a PhD.

St. Mary's College of Maryland, St. Mary's City, 1979. B.S., Natural Science.

University of Maryland, College Park, 1975-1978.

Paul S. Rosenzweig
4600 Connecticut Ave., N.W. #728
Washington, D.C. 20008
(202) 966-4899 -- Home
(202) 272-9850 -- Work

EDUCATION

University of Chicago Law School, Chicago, IL
J.D., cum laude, June 1986
Comment Editor, University of Chicago Law Review
Order of the Coif
Eastern Mineral Law Foundation Scholarship
Federalist Society

Scripps Institution of Oceanography, University of
California at San Diego, La Jolla, CA
M.S. in Chemical Oceanography, December 1982

Haverford College, Haverford, PA
B.A. in Chemistry, May 1981

EXPERIENCE

TRIAL ATTORNEY, Environmental Crimes Section, Environment
and Natural Resources Division, Department of Justice,
Washington, D.C. September 1987-present

LECTURER, Federal Law Enforcement Training Center,
Brunswick, GA February 1988-present

SPECIAL ASSISTANT UNITED STATES ATTORNEY, United States
Attorney's Office for the District of Columbia,
Washington, D.C. January 1989-June 1989

JUDICIAL CLERK, Honorable R. Lanier Anderson, III, United
States Court of Appeals for the Eleventh Circuit,
Macon, GA 1986-87 term

SUMMER ASSOCIATE, Rogovin, Huger & Schiller, Washington, D.C.
Summer 1986

SUMMER INTERN, Environmental Enforcement Section, Land and
Natural Resources Division, Department of Justice,
Washington, D.C. Summer 1985

PUBLICATIONS

Comment, Functional Equivalents of the Border, Sovereignty,
and the Fourth Amendment, 52 U. Chi. L. Rev. 1119 (1985)

INTERESTS

Rugby, Bridge, Theater, Sailing and Folk Dancing

Paul S. Rosenzweig
4600 Connecticut Ave., N.W. #728
Washington, D.C. 20008
(202) 966-4899 -- Home
(202) 272-9850 -- Work

EDUCATION

University of Chicago Law School, Chicago, IL
J.D., cum laude, June 1986
Comment Editor, University of Chicago Law Review
Order of the Coif
Eastern Mineral Law Foundation Scholarship
Federalist Society

Scripps Institution of Oceanography, University of
California at San Diego, La Jolla, CA
M.S. in Chemical Oceanography, December 1982

Haverford College, Haverford, PA
B.A. in Chemistry, May 1981

EXPERIENCE

TRIAL ATTORNEY, Environmental Crimes Section, Environment
and Natural Resources Division, Department of Justice,
Washington, D.C. September 1987-present

LECTURER, Federal Law Enforcement Training Center,
Brunswick, GA February 1988-present

SPECIAL ASSISTANT UNITED STATES ATTORNEY, United States
Attorney's Office for the District of Columbia,
Washington, D.C. January 1989-June 1989

JUDICIAL CLERK, Honorable R. Lanier Anderson, III, United
States Court of Appeals for the Eleventh Circuit,
Macon, GA 1986-87 term

SUMMER ASSOCIATE, Rogovin, Huger & Schiller, Washington, D.C.
Summer 1986

SUMMER INTERN, Environmental Enforcement Section, Land and
Natural Resources Division, Department of Justice,
Washington, D.C. Summer 1985

PUBLICATIONS

Comment, Functional Equivalents of the Border, Sovereignty,
and the Fourth Amendment, 52 U. Chi. L. Rev. 1119 (1985)

INTERESTS

Rugby, Bridge, Theater, Sailing and Folk Dancing

DIANA FURCHTGOTT-ROTH

American Petroleum Institute
1220 L Street, N.W.
Washington, DC 20005
(202) 682-8538

5207 Westwood Drive
Bethesda, Maryland 20816
(301) 229-3593

EDUCATION

M. Phil. in Economics, Brasenose College, Oxford University, 1982.

B.A. cum laude in Economics, Swarthmore College, 1979.

EMPLOYMENT

Economist, American Petroleum Institute, Policy Analysis Department, 1987-present.

Conduct studies, write papers, and direct research on tax, energy, and environmental issues. Advise representatives of oil companies on current Federal tax policy and pending legislation.

Junior Staff Economist, Council of Economic Advisers, 1986-1987.

Provided support to the Chairman and Members of Council on a wide range of economic issues. Fields of specialization included public finance and privatization.

Economist, Policy Economics Group, 1985-1986.

Analyzed the effects of proposed changes in tax laws on various industries including banking, railroad, and trucking.

Senior Consultant, Booz, Allen and Hamilton Inc., 1983-1984.

Examined economic and financial effects of changing the tax status of industries in Puerto Rico. Investigated costs and benefits of cleaning up Superfund hazardous waste sites.

Consultant, Free Zone Authority, 1983

Compared manufacturing production costs in the Caribbean Basin and the Far East for industrial location study.

Research Assistant, The Urban Institute, Summer 1982.

Research Assistant, Center for Naval Analyses, Summers 1979 and 1980.

Intern, Organization for American States, Summer 1978.

PROFESSIONAL ASSOCIATIONS

Member, Board of Governors, National Economists Club, 1991-present.

Chairman, Board of Governors, National Economists Club, 1990 - 1991.

Chaired group that oversees general policy of club. Organized conference on "The Role of Economic Experts in Intercompany Transfer Pricing Cases," September 1990.

President, National Economists Club, 1989 - 1990.

Presided over 750-member professional organization. Improved financial position of club from \$14,000 deficit to \$3,000 surplus. Organized conference on "Applications of Economic Modeling in Trade Remedy Cases before the International Trade Commission," September 1989.

Vice President for Programs, National Economists Club, 1988-1989.

Organized guest speakers for semi-weekly club meetings.

Treasurer, Brasenose College Charitable Foundation, 1988-present.

Member of executive committee that manages foundation's portfolio and selects American students for graduate fellowships to Brasenose College, Oxford University.

Member, American Economics Association.

Member, National Tax Association-Tax Institute of America (NTA-TIA).

Member, Federal Taxation and Finance Committee of NTA-TIA.

PAPERS

The Relation Between Tax Increases and the Federal Budget Deficit, Background Paper, American Petroleum Institute, December 1987.

The Regressivity of Motor Fuel Excise Taxes, Background Paper, American Petroleum Institute, March 1988.

The Effects of EPA's Designation of Nonattainment on New Plant Siting, Draft Background Paper, American Petroleum Institute, March 1988.

Comparing the U.S. and Foreign Tax Treatment of the Petroleum Industry: A Review of the Existing Literature, Background Paper, American Petroleum Institute, May 1988.

A Comparison of the Industrial and Regional Effects of the VAT with Various Other Proposed Taxes, Draft Background Paper, American Petroleum Institute, December 1988.

The Unequal Geographic Burden of Increasing Federal Gasoline Excise Taxes, Background Paper, American Petroleum Institute, May 1989.

OECD Countries and the VAT: The Historical Experience, Research Study #049, American Petroleum Institute, February 1990. (Paper presented at the Western Economics Association Meetings, San Diego, CA, July 1990.)

Comparisons of Marginal Effective Tax Rates Across Industries: A Review of the Methodology, Draft Working Paper, American Petroleum Institute, October 1990.

The Measurement of Regressivity: The Case of the Motor Fuels Tax, Discussion Paper #063, American Petroleum Institute, December 1990. (Paper presented at the American Economics Association Meetings, Washington, D.C., December 1990.)

The Economic Costs of Increasing Federal Motor Fuel Taxes, Draft Working Paper, American Petroleum Institute, January 1991.

Sustainable Development and the Petroleum Industry, Draft Working Paper, American Petroleum Institute, July 1991.

Distributional Effects of Motor Fuel Taxes on the Elderly, Draft Background Paper, American Petroleum Institute, July 1991.

PRESENTATIONS

"The Administration's Privatization Policies," speech before the National Economists Club, March 1987.

"The Administration's Privatization Policies," presentation at the Southern Republican Exchange, Columbia, South Carolina, August 1987.

"Advantages and Disadvantages of the VAT," presentation before the Industry Statements Committee, American Petroleum Institute, Houston, Texas, June 1988.

"Tax Increases to Reduce the Federal Deficit," presentation for meeting of chief economists of oil companies, American Petroleum Institute, Washington, D.C., February 1989.

NR

5207 Westwood Drive
Bethesda, MD 20816

August 31, 1991

Mr. Richard Porter
Special Assistant to the President
and Executive Secretary for the Domestic Policy Council
The White House
Washington, DC 20500

Dear Richard:

I enjoyed meeting you yesterday to discuss the position of Associate Director for Domestic Policy and Deputy Executive Secretary. I am very interested in the position and I believe that I would be an effective member of your staff. My experience at the Council of Economic Advisers has given me a familiarity with the policy process and the role of the Domestic Policy Council. As an economist, I have strong technical skills as well as a free-market perspective in examining policy issues.

You mentioned that one of the responsibilities of the position would be conducting meetings and shepherding issues through various stages of the policy process. As President and then Chairman of the Board of Governors of the National Economists Club, I have chaired many meetings, some dealing with contentious issues. Eugene Steuerle, Deputy Assistant Secretary for Tax Analysis at Treasury from 1987 to 1989, attended these meetings and would be glad to provide an additional reference. Gene is now a Senior Fellow at the Urban Institute and can be reached at (202) 857-8545.

I would be happy to provide you with any other further information. I look forward to hearing from you.

Sincerely,

Diana

Diana Furchtgott-Roth

MARC BLAINE SAMUELS
Box 5062 Yale Station
New Haven, CT 06520
(203) 436-1271

PROFESSIONAL EXPERIENCE

Summer 1991

LEGISLATIVE INTERN

The Law Offices of Deborah Steelman
Washington, D.C.

January 1991-
May 1991

PROJECT CONSULTANT AND FINANCIAL OFFICER

South Central Connecticut EMS Council
New Haven, CT

Summer 1990

SUMMER INTERN

McManis Associates, Management & Research Consultants
Washington, D.C.

June 1988-
May 1990

STUDY COORDINATOR AND RESEARCH ASSOCIATE

Midwest AIDS Research Center (MABRC) & Ann Arbor VAMC
Ann Arbor, MI

RELATED EXPERIENCE

1990

Guest Presenter: Ntnl. Academy of Neuropsychologists
Washington, D.C.

1989

Guest Lecturer: Eureka Conference on UG Research
San Antonio, TX

1989

Guest Presenter: American Psychological Association
New Orleans, LA

1988

Guest Presenter: Michigan Psychological Association
Grand Rapids, MI

POLITICAL EXPERIENCE

1991

Chairman, Yale-New Haven Young Republicans

1991

Chairman, Yale Students for Bush '92

1988

Secretary, Students for BUSH/QUAYLE '88

1988

Secretary, Students for Pursell '88

Registered: Ann Arbor, MI

PAPERS & PUBLICATIONS ON REQUEST

MARC BLAINE SAMUELS
Box 5062 Yale Station
New Haven, CT 06520
(203) 436-1271

PROFESSIONAL EXPERIENCE

Summer 1991

LEGISLATIVE INTERN

The Law Offices of Deborah Steelman
Washington, D.C.

Provided legislative and regulatory guidance and support to clients in the fields of health care and insurance. Developed and managed strategies for client interaction with the legislative and executive branches of government. Volunteered to research, outline, and provide editorial assistance on issues concerning public and private long-term care insurance initiatives and U.S. health care financing.

January 1991-
May 1991

PROJECT CONSULTANT AND FINANCIAL OFFICER

South Central Connecticut EMS Council
New Haven, CT

Performed inventory of existing quality assurance programs of sponsor hospitals. Developed criteria from which sponsor hospitals can be objectively measured. Drafted recommended criteria which permits EMS regional coordinators to make objective assessments of sponsor hospital quality assurance and risk management activities.

Summer 1990

SUMMER INTERN

McManis Associates, Management & Research Consultants
Washington, D.C.

Gained experience in developing hospital and physician strategic plans. Participated in analysis of management policies, procedures, and utilization reviews as they related to indigent care issues. Responsible for research and analysis, interviewing and writing reports for a range of Federal healthcare projects, including the United States Coast Guard and the Office of Health Affairs/DoD. Extensive analytical and technical skill gained through experience of analyzing a variety of healthcare markets and market areas.

June 1988-
May 1990

STUDY COORDINATOR AND RESEARCH ASSOCIATE

Midwest AIDS Research Center (MABRC) & Ann Arbor VAMC
Ann Arbor, MI

Designed statistical 'metanalysis' for comparison of nationwide AIDS-neurobehavioral test battery. Managed all central information support services for project team. Participated in work-up, testing, and counseling of HIV-positive symptomatic and asymptomatic patients with early-cognitive deficits.

EDUCATION

1991 M.P.H. Candidate YALE School of Medicine, New Haven
Division: Health Policy & Resources
Specialization: Long-term Care Policy & Regulation
Thesis: Democratic Health Care Strategies:
Are They Doomed To Repeat The Past?

1990 A.B. *cum laude*, UNIVERSITY OF MICHIGAN, Ann Arbor
Major: Psychology *high honors*
Specialization: Personality and Neurobehavioral

RELATED EXPERIENCE

1990 Guest Presenter: Natnl. Academy of Neuropsychologists
Washington, D.C.

1989 Guest Lecturer: Eureka Conference on UG Research
San Antonio, TX

1989 Guest Presenter: American Psychological Association
New Orleans, LA

1988 Guest Presenter: Michigan Psychological Association
Grand Rapids, MI

PAPERS & PUBLICATIONS ON REQUEST

HONORS

1991 Scholarship, Risk & Insurance Management Society
1991 *Davenport College*, Yale; Resident Graduate Fellow
1990 University of Michigan Student Achievement Award
1989 University of Michigan Student Recognition Award
1989 *James B. Angell Scholar*
1986, '88 - Class Honors
'89, '90

ACTIVITIES

1991 - 92 Operations Director, Yale Journal on Regulation
1991 - 92 Chairman, Yale-New Haven Young Republicans
1991 - 92 Chairman, Yale Students for Bush '92
1990 - 92 Member, The Initiative for Public Interest Law at Yale
1988 - 90 Chairman, "Michigan Cares"
1988 Secretary, Students for BUSH/QUAYLE '88
1988 Secretary, Students for Pursell '88

THE WHITE HOUSE

WASHINGTON

October 17, 1991

Dear Marc:

Thank you for your thoughtful note, which I just received.

It was a pleasure to meet you and to discuss your interest in employment with the Domestic Policy Council. As we discussed, the DPC has just filled a position similar to the one you are seeking. However, I am quite impressed with your background and will keep your resume on file for consideration when future openings occur.

Best regards.

Sincerely,



Jay P. Lefkowitz
Associate Director and
Deputy Executive Secretary
Domestic Policy Council

Mr. Marc Samuels
Box 5062 Yale Station
New Haven, CT 06520

September 19, 1991

Mr. Richard W. Porter
Special Assistant to the President
and Executive Secretary
Domestic Policy Council
231 OEOB
Washington, D.C. 20500

Dear Mr. Porter:

I am very interested in pursuing a position with the Domestic Policy Council. At present, I am due to receive my Masters in Public Health from Yale Medical School in May, 1992. I will, however, complete my coursework for the program in December, 1991, and am willing to set my schedule around your priorities.

On Friday, September 13, I met with Mia Kelly who suggested that I contact your office. I would consider it a privilege to work with you and your staff and understand that your office is taking a stronger interest in health issues. I am confident that my background in domestic policy and experience with the legislative and executive branches of government would benefit your office.

I have been a strong supporter of President Bush since working on his campaign in 1988; presently I am Chairman of both the Yale-New Haven Young Republicans and Yale Students for Bush '92.

I want to thank you in advance for your consideration and support. I will contact your office in two weeks to see if a mutually beneficial time can be arranged for us to meet in Washington.

Sincerely,



Marc Blaine Samuels

Enclosure

Robert A. Sar
3700 Cameron Mills Road
Alexandria, Virginia 22305
(703) 683-5639

**CAREER
OBJECTIVE**

Entry-level position within the Bush Administration.

EDUCATION

Wake Forest University, Winston-Salem, NC Bachelor of Science from Babcock School of Business, May 1990.

Career-Related Coursework:

Accounting I & II	Microeconomics I & II
Intermediate Accounting	Multinational Finance
Investment Analysis	Congress & Policy Making

**WORK
EXPERIENCE**

Volunteer, Marshall Coleman for Governor, October 1989.
Solicited campaign donations. Recruited volunteers and coordinated the distribution of campaign literature.

Intern, The White House, Summer 1989.
Controlled the flow of resumes throughout the computer center of the Office of Presidential Personnel. Responsible for the distribution of mail in PPO.

Bush / Quayle Campaign Volunteer, 1988 Wake Forest Presidential Debate. Installed the telecommunication and audio-visual systems used in site headquarters. Driver for campaign staff. Assisted top staff during the debate. Recruited and organized volunteers to help move campaign staff out after the debate.

Intern, IDS Financial Services, Winston-Salem, NC.
Spring Semester 1990.
Conducted marketing research by telephone and mail contact. Met with clients and analyzed their needs. Assisted in the development and presentation of financial plans.

**ACTIVITIES
AND
HONORS**

College Republicans.
American Society for Personnel Administration.
Sigma Chi Fraternity, Brotherhood Chairman.
Taylor Dormitory House Council.
Accounting Society.
Intramural football, basketball, softball, soccer, tennis.
Travel in 44 states and 8 foreign countries.

file

JOHN A. SCHALL

1728 21st Street, N.W.
Washington, D.C. 20009
Office: (202) 456-7090
Home: (202) 328-7166

EXPERIENCE

THE WHITE HOUSE

Deputy Executive Secretary to the Domestic Policy Council
Washington, D.C. January 1989 - Present

Staff the Domestic Policy Council (DPC), which consists of the President and Cabinet Members. Guide domestic policy issues that require presidential decision through the policy development process. Issues addressed include budget reform, the National Drug Control Strategy, welfare reform, and education. Establish and oversee interagency Working Groups of policy officials at the Assistant Secretary level or above. Prepare options papers and other documents for DPC consideration. Prepare final decision memoranda for the President.

U.S. REPRESENTATIVE CONNIE MACK (R-FLORIDA)

Legislative Director and House Budget Committee Staff
Washington, D.C. July 1987 - January 1989

Directed Congressman's legislative staff. Made recommendations to Congressman regarding votes on the House Floor. Served as associate staff member of the House Budget Committee, and coordinated Member's activity on the Foreign Affairs Committee. Legislation developed included an FY88 budget reconciliation proposal (for \$30 billion in budget savings) and a bill to reduce the capital gains tax rate. Directed policy and issues development in successful 1988 senatorial campaign.

OFFICE OF MANAGEMENT AND BUDGET

Legislative Assistant to the Associate Director
Washington, D.C. March - July 1987

Worked with Congress and Administration officials on issues of concern to OMB's Associate Director for Human Resources, Veterans, and Labor. Represented the Administration's views to Congress on issues relevant to the Departments of HHS, Education, and Labor, such as welfare reform and catastrophic health care. Made legislative strategy recommendations to the Director, Associate Director, and other OMB and White House officials. Produced weekly report on legislative intelligence with distribution to top White House, OMB, and agency officials.

OFFICE OF MANAGEMENT AND BUDGET

Budget Examiner

Washington, D.C. July 1984 - March 1987
Presidential Management Intern 1984 - 1986

Prepared the President's FY86, FY87, and FY88 Budgets for health and social services programs (approximately \$6 billion in budget

authority). Tracked congressional action on the President's Budget and made policy recommendations to the OMB Director and other OMB officials. Prepared advocacy documents and cost estimates for the Administration's policies. Reviewed and assessed proposed regulations, recommending necessary action to conform to the Administration's policy guidelines.

JOHN F. KENNEDY SCHOOL OF GOVERNMENT, HARVARD UNIVERSITY

Teaching Assistant

Cambridge, Massachusetts September 1983 - May 1984

Teaching assistant for Regulatory Economics and first year Public Policy Core Curriculum.

U.S. GENERAL ACCOUNTING OFFICE

Evaluator, (Graduate Internship)

Washington, D.C. May - August 1983

Conducted analysis of Federal pass-through funds to State and local governments for GAO's analysis of the Consolidated Federal Funds Report.

EDUCATION

Harvard University, John F. Kennedy School of Government

Master of Public Policy, June 1984.

Kennedy Fellow in Public Policy, 1982 - 1983.

Coursework included public management, statistics, analytic methods, economics, and tax policy. Master's thesis: "Presidential Item Veto of Congressional Appropriations Bills."

University of Michigan

Bachelor of Arts with Distinction and with Honors in Political Science, May 1982.

Harry S. Truman Scholarship for the State of Michigan, 1980- 1984. Class Honors. Regents Scholar, 1978. Emphasis on American political process. Honors thesis: "Party Responsibility and Democratic Theory."

OTHER EXPERIENCE

Volunteer work for election campaigns, including Bush-Quayle 1988. Internship in the British House of Commons (1981) and the Michigan State House of Representatives (1980).

Prepared options paper (1983) for Massachusetts Attorney General recommending approaches to racial discrimination litigation in Boston's construction industry.

Extensive computer experience, including use of OMB's Budget Information System.

Editorial columnist for the Michigan Daily.

References available on request.

F. Dean Schultheiss
7406 Webster Lane
Temple Hills, MD 20748
(301) 284-3870

Experience:

- 1/88-
2/89 Executive Office of the President, Economic Policy Council
Washington, DC
Staff Assistant
Provided support for the Executive Secretary and two deputies in the secretariat of this Cabinet-level body. The Council is charged with advising the President on all aspects of national and international economic policy, and for overseeing the implementation of the Administration's economic policies. Responsibilities included assisting in the preparation of briefing papers for the President and for the Secretary of the Treasury, who serves as Chairman Pro Tempore. Coordinated logistical aspects of high-level EPC working group meetings and assisted in the preparation of issue papers. Served as a liaison to executive assistants to the Cabinet Secretaries who are members of the Economic Policy Council.
- 8/87-
10/87 United States Information Agency, Office of Private Sector Committees
Washington, DC
Special Assistant
Accepted a temporary assignment to work in the office of USIA Director, Charles Z. Wick. As a three-month political appointee, assisted in the coordination and development, organization and implementation of activities supporting the USIA International Council Conference. Duties included the management of computerized lists and drafting of correspondence for the Director's signature. Responsible for registering attendees and ensuring that they had their proper assignments.
- 3/86-
7/87 Republican National Committee, Coalition Development Office
Washington, DC
Office Manager
Answered correspondence directed to President Reagan and Chairman Fahrenkopf. As assistant to the national director, handled scheduling and travel arrangements. Planned, directed, and reported on special in-house projects and seminars. Regularly contributed articles for a nationally-distributed newsletter, supervised the intern program, and carried out administrative duties.
Special Assignment in 1986 General Election:
Republican Party of Wisconsin: Madison, Wisconsin
Assigned by the Republican National Committee to assist the Political and Communications Directors prior to the 1986 general election. Set up press conferences, wrote press releases and articles, and sent radio actualities.
- 5/85-
3/86- Grace Lutheran Church
Washington, DC
Parish Administrator
Handled correspondence, organized church mailings, maintained parish records, and conducted the day to day business of the church.

8/84-
12/84

Center for International Private Enterprise (U.S. Chamber of Commerce affiliate)
Washington, DC

Intern

Assisted in the review, negotiation, and drafting of grant agreements for self-help programs in developing nations. Created an organizational flow chart, prepared project and seminar reports. This internship was part of a University of Wisconsin program.

Education:

1980-
1984-

University of Wisconsin-Whitewater
Whitewater, Wisconsin
B.A. International Studies, Economics emphasis, German Minor

Fall
1984

Washington Center
Washington, DC
Internship and Seminar (International Economic Development)

May 31, 1989

Mr. Ken Yale
Special Assistant to the President
& Executive Secretary
Domestic Policy Council
The White House
Room 231 OEOB
Washington, D.C. 20500

Dear Mr. Yale:

Thank you for taking time out of your schedule to meet with me this afternoon. I am excited at the prospect of working with the Domestic Policy Council, having the opportunity to possibly work on non-economic issues of interest to me, and to again serve the Republican Party.

As I said in the interview, I believe that my greatest contribution to the DPC will be my organizational skills, my knowledge of the policy-making processes within the White House, and of course the experience I gained in this same position while with the Economic Policy Council.

Finally, I appreciate your position of having to stay within certain budget guidelines. I am not entirely inflexible with respects to salary. If it would be of any help to you, I am willing to trade off salary for non-monetary remuneration, such as parking. I am presently paying just over \$1,000 a year for parking in a commercial garage.

Again, thank you for your time this afternoon. I am honored that I am being considered for this position and am looking forward to your decision.

Respectfully,



F. Dean Schultheiss

PETER GREGORY SCHWARTZ

85 Atlantic Avenue Apt. 5
Brooklyn, N.Y. 11201
(718) 935-1501

EDUCATION

- **M. A., International Politics and International Business**
The Graduate School of Arts and Sciences and The Stern School of Business, New York University. New York, N.Y. Graduation Fall 1991.
- **B. A., Political Science**
The George Washington University, Washington, D. C. Graduated Cum Laude, Fall, 1987.
 - Junior year abroad, The London School of Economics, U.K., 1986.
 - Summer abroad, The University of Warwick, U.K., 1984.

EMPLOYMENT

- **Director of Human Resources, The Epilepsy Institute**
67 Irving Place, New York, NY 10003 (212) 677-8550

Integrally involved in all stages of the development and execution of a supportive employment program designed to assisted individuals with epilepsy in locating and sustaining employment. Responsibilities included recruiting, interviewing and placing employees; provided job counseling on and off work sites; initiated liaisons with government, corporate, and academic employers. Also participated in *The National Coalition for Patient Welfare's* campaign on triplicate form perscription legislation.

Edited *The American Journal of Epilepsy* , an academic and medical journal with a circulation of 35,000 neurologists and other health care providers. In addition to authoring articles, responsibilities included planning, drafting and coordination of the Journal. 11/88 to 5/91

- **Assistant for Policy Development, Health Policy International**
245 Nassau Street, Princeton, New Jersey, 08540 (609) 924-6464

Participated in an agency wide effort to assess long term international issues facing the pharmaceutical industry such as cost containment, generic substitution and national health reform. Researched and compiled various governmental regulations pertaining to the pharmaceutical industry. Responsibilities included liason with corporate clients and coordination of organizational seminars. Also conducted surveys at medical conventions in the United States and abroad to collect data, as well as to disseminate and publish information. 12/87 to 11/88

SKILLS AND EXPERIENCE

- Word processing, Lotus 1-2-3, and dBase.
- Participant, The Cornell University School of Industrial and Labor Relations' vocational training course, 1989.
- Member, The New York University Graduate School Of Arts and Sciences Committee on Theory and Culture.
- Member, The New York University University International Affairs Society.
- Conversant in the French language.

References and writing samples available upon request

85 Atlantic Avenue
Brooklyn, N.Y. 11201
718-935-1501

September 6, 1991

Mr. Richard Porter
Executive Secretary
The Domestic Policy Council
The Old Executive Office Building
Washington, D.C.

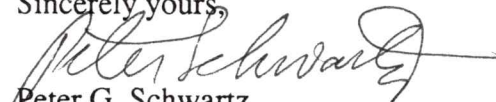
Dear Mr. Porter,

Thankyou for having taken the time to talk with me last month. I found it to be both informative and enjoyable. I am currently in the process of contacting the individuals you recommended to me and look forward to meeting with them in the near future. Indeed, I plan on returning to Washington in late September for this purpose.

If you have any further suggestions concerning my search for a position, I would appreciate hearing them and can be contacted at the above address and telephone number. I am also enclosing a new draft of my resume which focuses to a greater degree on the field of health.

Thankyou, once again, for your valuable time and input.

Sincerely yours,


Peter G. Schwartz

Enc. Resume

MARK A. SHIFFRIN

2828 Connecticut Avenue, N.W. - Apartment 806
Washington, D.C. 20008
202/332-3759 (residence), 202/994-5494 (office)

PROFESSIONAL EXPERIENCE

Adjunct Professor, George Washington University, Washington. 1991.

Adjunct Professor, Higher Education Administration Program, School of Education and Human Development;
Special Consultant for Education and Public Policy.

Deputy General Counsel, U.S. Department of Education, Washington. 1989-1990.

Responsible for three of six operating divisions of the Office of General Counsel. Chief regulatory affairs officer of the Department, supervising the drafting of regulations and flexibility efforts. Coordinator of legislative drafting and clearance functions, and business and administrative process legal services. Acting General Counsel in the absence of the General Counsel.

Law Office of Mark A. Shiffrin, New Haven. 1983-1989.

General practice with an emphasis on litigation. Civil and criminal motion, trial, and appellate practice in State and Federal courts and before Federal, State, and local administrative agencies. Representative cases: class-action leading to training requirements for Connecticut court-security officers; negotiation of Title XIX financing for Connecticut's first heart-lung transplant; wrongful-death and medical malpractice litigation; appeal of a class-action sex discrimination judgment; acquittal obtained after a full jury trial in a Federal felony conspiracy case; successful suppression of wiretap evidence leading to dismissal of a Federal felony indictment; negotiation of closure of two large private landfills after pursuit of State and local administrative appeals.

Office of the President-Elect, Washington. 1988-1989.

Transition Office Contact Team for Selected Independent Agencies, including the Postal Service, Postal Rate Commission, and Peace Corps.

Associate, Greenberg, Hurwitz & Licari, New Haven. 1982-1983.

Outside counsel to the New Haven Police Department, including defense in Federal court of class-actions concerning wiretapping and abuse of force, and actions alleging civil rights violations. Trials. General practice.

Summer Law Clerk, Commodity Futures Trading Commission, Washington. 1980.

Consultant, Carnegie Foundation for the Advancement of Teaching, Washington. 1980.

Assisted in research, writing, and editing of speeches and essays on education issues by former U.S. Commissioner of Education Ernest Boyer.

Summer Associate, Leighton, Conklin, Lemov & Jacobs, Washington. 1979.

Administrative and legislative representation in a medium-sized law firm.

Summer Intern, College Board, Washington. 1977.

Member, Student Financial Assistance Study Group, H.E.W., Washington. 1977.

Appointed by Secretary David Mathews January 19, 1977.

Assistant, U.S. Commissioner of Education's Personal Staff, Washington. 1976-1977.

Including service on staff of Terrel H. Bell.

Mark A. Shiffrin

Page 2

POLITICAL EXPERIENCE

George Bush for President, Bush-Quayle '88. 1987-1988.

Drafted most submissions from the Education Issues Group, including platform and issues statements. Chaired meetings in Chairman Thomas Melady's absence. Drafted proposals addressing Head Start, daycare, child development, and elementary and secondary education, and strategies for children's issues, many of which were integrated into ultimate campaign positions. Attended meetings with personal and campaign staff in Washington from August 1987 on approximately a monthly basis. Surrogate speaker. Negotiated endorsement by Robert Wood, former Johnson Administration H.U.D. Secretary, President of the University of Massachusetts, and Boston School Superintendent. Also assisted with ideas on various other issue areas, including international human rights, housing, and trade.

Volunteer, New Hampshire primary campaign.

Jewish Campaign Committee - Connecticut.

Coordinated campaign and advertising efforts. Surrogate speaker. Drafted memoranda from 1987 on Jewish issues and strategies for personal and campaign staff. Member, executive committee of Jewish Campaign, N.Y. Victory '88.

Civic and Political Activities

Include Corporation Counsel of Ansonia, Connecticut; Counsel to the Mayor of Hamden, Connecticut; advised former Congressman Lawrence DeNardis in his 1980 campaign and acted as counsel to his campaigns in 1982 and 1984; Vice President, Greater New Haven Association for Retarded Citizens; New Haven Jewish Federation Campaign Cabinet and Young Leadership; New Haven Republican Town Committee; Chairman, Connecticut Republican Party Lead Committee (young leadership fundraising).

EDUCATIONAL BACKGROUND

Georgetown University Law Center, J.D., May 1981; Beaudry Teaching Fellow, 1980-1981; George Washington University, B.A., American Studies and Journalism, May 1978; editorial page editor, student newspaper, 1975.

PUBLICATIONS

Include co-author of *The First Weeks: From Victory, Through Confusion, to Effectiveness*, an orientation handbook for new Members of Congress published by the Georgetown University Law Center in 1978 under bi-partisan sponsorship; *The Washington Post* Sunday Outlook Section article, "Promises to Keep: Will Carter Really Create an Education Department?", August 14, 1977; and *The Washington Star*.



DEPARTMENT OF EDUCATIONAL LEADERSHIP

April 11, 1991

The Honorable Richard Porter
Special Assistant to the President and Executive Secretary
Domestic Policy Council
The White House
Room 231 Old Executive Office Building
Washington, D.C. 20500

Dear Richard:

After your vacation I suspect life is especially hectic. However, I'd be grateful if you would find a minute to talk with Steve Danzansky about my interest in moving back to Education, and to pass him my resume, which is enclosed.

Now that the Administration's education policy train is finally pulling out of the station I appreciate but do not enjoy the irony of my being left waving from the platform. I know the territory -- substantively, bureaucratically, and politically. I'd like to have a chance to talk with Danzansky about serving as a deputy to him in the Secretary's office, or in some other appropriate capacity, but I know neither man and I'd like to come up on the radar screen before all of the commitments are made.

I've been making progress on some other fronts, but I am very seriously interested in having a chance to meet Danzansky. As you know, I contributed a great deal in this area, during the campaign in particular, and Charlie can speak to my contributions during my service at the Department.

Thank you again for your help.

Warmest regards,

Mark A. Shiffrin
Adjunct Professor

Special Consultant for Education and Public Policy

Enclosure

STEVEN K. SKINNER

3:45
366-1111

HOME 1655 North Burling, Apt. 2
Chicago, Illinois 60614
(312) 266-1861

OFFICE 190 South LaSalle Street
Suite 2100
Chicago, Illinois 60603
(312) 701-7039

EXPERIENCE

MAYER, BROWN AND PLATT

Chicago, Illinois.
Associate in Litigation and Government Affairs
Departments. Represent corporations and government bodies
in state court, federal court and administrative
hearings. Summer, 1988; September, 1989 - Present.

ILLINOIS LAWYERS FOR EDGAR

Chicago, Illinois.
Member of Steering Committee. 1990.

LYNN MARTIN FOR SENATE

Chicago, Illinois.
Serve on fund raising committee. 1990.

GEORGE BUSH FOR PRESIDENT

Chicago, Illinois.
Assistant to Executive Director during primary and general
elections. Responsible for scheduling and coordinating
several surrogate trips in Illinois. 1988.

OFFICE OF THE VICE PRESIDENT OF THE UNITED STATES

Advance Staff. Responsible for preparing for several
visits of the Vice President to Chicago and other
Midwestern cities during 1985 - 1986.

OFFICE OF THE VICE PRESIDENT OF THE UNITED STATES

The White House, Washington, D.C.
Intern in the Press Office. Spring, 1985.

EDUCATION

UNIVERSITY OF CHICAGO LAW SCHOOL

Chicago, Illinois.
J.D. June, 1989.
Admitted to Illinois Bar, November, 1989.

LAWRENCE UNIVERSITY

Appleton, Wisconsin.
B.A., Cum Laude, June, 1986.
Government major with concentration in domestic politics.

REFERENCES

Available upon request.

Howard P. Slomka

1508 North Key Blvd. Apt. 37
Arlington, VA 22209
(703) 527-4007

EDUCATION

Princeton University A.B. Class of 1990...G.P.A. = 3.45.

Woodrow Wilson School of Public Policy and International Affairs.

Courses include: Banking Regulation and the Federal Safety Net (by Paul A. Volcker), Industrial Organization, Analyses of Capitalism, War and Peace in the Nuclear Age, Soviet Politics, Urban Policy and Redevelopment, and The Federal Defense Budget.

Thesis: Prospects for NATO in the 1990's: A Mission or Omission.

Hebrew University of Jerusalem Spring 1989...G.P.A. = 4.15.

Studied Israeli society, politics and language while independently researching the Israeli national electoral system, and suggesting appropriate electoral reforms.

Shorecrest Preparatory School Highest Honors graduate. G.P.A. = 4.0.

Math S.A.T. = 790. National Merit Scholarship Winner.

EXPERIENCE

Class Delegate to Student Government. 1989-1990.

- Served as one of six executive officers of the senior class, planning \$220,000 budget and all class social and service activities, including graduation week.
- Represented senior class in the Undergraduate Student Government as the senior voting member of the University-wide caucus, and at alumni council meetings.
- Chaired publicity committee and worked on seven others for class and university at large.

Intern, George Bush for President Campaign. Summer 1988.

- Supervised the national database of campaign volunteers, and organized recruitment programs.
- Assembled and wrote talking points for the Vice President, as well as campaign press releases.
- Conducted opposition research, primarily concerning domestic issues.

Campaign Press Liaison, 1988 Republican National Convention.

- Selected as 1 of only 4 interns to serve on a national caucus program which briefed state delegations in New Orleans.
- Worked with a staff including a Governor, Senator, Cabinet Member, Representative, Congressional Committee Chairman, and Bush family member.

Carpenter, Pat McCray Custom Builders. Summer 1987.

- Built custom homes and additions as a part of a small crew of professional builders/contractors.
- Placed in charge of thousands of dollars of complex equipment.

Close-up Magician and Juggler. Tampa Theatre. 1984-Present.

- Performed at children's shows and parties, as well as charity fund-raisers.
- Handled all accounts and expenses of my own business while in high school.

ACTIVITIES & INTERESTS

Undergraduate Schools Committee...selected by Dean of Admissions to speak to prospective students about life at Princeton, and to alumni at selected events.

Chi Phi Fraternity...as a charter member, was instrumental in founding a chapter of the national fraternity in Princeton, and establishing its presence on campus.

Tiger Magazine...writer and editorial board member for nationally circulated comedy publication.

Business Today Magazine...writer for student-run publication with circulation of over 200,000.

Ultimate Frisbee Team...member of sixth-ranked team in the nation.

Princeton Tower Club...steering committee member of upperclass dining and social facility.

Student Volunteers Council, Hillel, Student Course Guide, Intramural sports, SCUBA diving, Putting ships into bottles, Crossword puzzles, the Beach.

SPECIAL SKILLS & TRAVELS

Proficient in Spanish and Hebrew. Know BASIC, Pascal, dBase, Lotus 1-2-3, and most word processors. Travelled extensively throughout Middle-East and Western Europe (Summer 1989).

COURTNEY SMITH

met w/ 8-26

Miss Courtney
C. Smith
Resumes
2

2808 39th Street, N.W.
Washington, D.C. 20007
(202) 298-8402

EDUCATION
January 1988-
December 1990

UNIVERSITY OF SOUTHERN CALIFORNIA - Los Angeles, CA
Bachelor of Arts - December 1990
Major: International Relations

Spring 1989

FLORENCE, ITALY - study abroad

September 1986-
January 1988

UNIVERSITY OF MICHIGAN - Ann Arbor, MI
Academic Scholarship for Achievement

1986 Graduation

MARLBOROUGH HIGH SCHOOL - Los Angeles, CA
California Scholastic Federation
Honors Program

**PUBLIC RELATIONS
AND POLITICAL EXPERIENCE**

BROWNE-LADD AND SWISS CHALLENGE - Stowe, VT
Foreign Tour Director
Organized, led and handled complicated financial and travel arrangements in two disparate geographical areas for a diverse group of students in a multi-cultural living and educational experience
° Australia, New Zealand, Tahiti
° England, France, Austria, Switzerland, Germany, Italy

Summer 1991
Summer 1990

Winter/Spring
1990

NATIONAL BROADCASTING COMPANY - Los Angeles, CA
Production and Research Intern in Newsroom
° Conducted interviews, wrote copy, edited tape
° Aired several stories on 6:00 p.m. news
° Responded to consumer inquiries

Summer 1988

CAMPAIGN - GEORGE BUSH FOR PRESIDENT - Washington, D.C.
Researcher and PR Representative
° Wrote debate and issue papers, and responded to public inquiries
° Attended Republican National Convention in New Orleans, Louisiana as youth representative for "George Bush for President"

OTHER WORK EXPERIENCE

February -
June 1991

CAPITOL CONCIERGE - Washington, D.C.
Organizer and Coordinator for travel, entertainment and business requirements for clients

Summer 1989

SECURITY PACIFIC NATIONAL BANK - Los Angeles, CA
Bank Teller

ACTIVITIES

- ° Kappa Alpha Theta Sorority
- ° Traveled extensively in: The Orient, Europe, Africa, South Pacific, and parts of the Middle East

References available upon request

August 27, 1991

Miss Courtney Smith
2808 39th Street, N.W.
Washington, D.C. 20007

Mr. Richard Porter
Special Assistant to the President and
Executive Director of the Domestic Policy Council
Office of Cabinet Affairs
The White House
Washington, D.C. 20500

Dear Mr. Porter:

Thank you so much for meeting with me yesterday to discuss the available position in your office. It was such a pleasure meeting you, and I appreciated the time and attention you gave me. You were wonderful.

I am very interested in the position we discussed and I would welcome the opportunity to work for you in your office. I am confident that my organizational skills and solid practical experience, along with my enthusiasm and dedication, would be an asset to you and the Administration.

Thank you again for your time. I look forward to speaking with you again soon.

Sincerely,


Courtney Smith

August 28, 1991

Miss Courtney Smith
2808 39th Street, N.W.
Washington, D.C. 20007

Mr. Dean Schultheiss
Staff Assistant
Office of Cabinet Affairs
The White House
Washington, D.C. 20500

Dear Dean:

Thank you so much for meeting with me on Monday to discuss the available position in Richard Porter's office. I am so excited about the possibility of working there. It was so much fun meeting you, and I appreciated the advice and the time that you gave me. You were terrific.

I wish you the best of luck in your new position! It sounds like it will be exciting.

Thank you again for your help. Hopefully I will see you again in the near future.

Best regards,

Courtney Smith

Courtney Smith

THE WHITE HOUSE

WASHINGTON

October 31, 1991

Dear Courtney:

Thank you for your interest in the position of Staff Assistant in the Domestic Policy Council. I appreciate the time you took to meet with me and some of the other staff. Your background and experience are certainly impressive.

I'm sorry we couldn't move fast enough to lure you into the White House. Fortunately, we have found another neat person to bring on board.

Again, thank you for your interest and for your patience throughout this process. I look forward to meeting your boyfriend, though I may warn him away from government in the process of selling him on living in D.C.

With best regards.

Sincerely,

A handwritten signature in cursive script that reads "Richard".

Richard W. Porter
Special Assistant to the President
and Executive Secretary
Domestic Policy Council

Ms. Courtney Smith
2808 39th Street, NW
Washington, D.C. 20007

COURTNEY A. STADD
6698 Hillandale Road
Chevy Chase, Maryland 20815

(301) 656-1030

Work History:

SENIOR DIRECTOR, WHITE HOUSE NATIONAL SPACE COUNCIL (October 1989 - present)

Appointed to position of Senior Director - Commercial Space, National Space Council -- chaired by Vice President. Primarily responsible for coordinating interagency working group review of private sector involvement in space initiatives; providing industry liaison; background briefings and decision-memorandum for Vice President. Co-chaired interagency review of commercial space launch policy. Prepared decision-paper materials for Presidential review.

CO-LECTURER, GEORGETOWN UNIVERSITY SCHOOL OF FOREIGN SERVICE (FALL '89 - PRESENT)

Co-lecturer, "Science, Technology, and Foreign Policy," intended for seniors and graduate students. The course focuses on the increasingly important role that science and technology subjects appear to be gaining as objectives, instruments and concerns of U.S. foreign policy.

VICE PRESIDENT, R. DUFFY WALL & ASSOCIATES (October 1988 - October 1989)

Responsible for establishing high tech practice business development, marketing, government relations practice. Formed liaison with **KPMG Peat Marwick** (contact: Frank DiBello/Senior Manager). Activities included assisting clients in developing strategic plans to anticipate and address Congressional and Administration policy and budgetary initiatives; facilitate access of private sector to federal market; advise entrepreneurial firms in business planning; government study contracts.

CO-FOUNDER AND MEMBER OF CORPORATE BOARD OF DIRECTORS: MICROSAT LAUNCH SYSTEMS

(entrepreneurial small satellite firm); GLOBESAT (firm created to privatize Shuttle External Tank).

**DIRECTOR, OFFICE OF COMMERCIAL SPACE
TRANSPORTATION, U.S. DEPARTMENT OF TRANSPORTATION
(December 1986 - September 1988)**

Appointed by Secretary of Transportation to be Director of office, established by 1984 Commercial Space Launch Act, responsible for encouraging and regulating multi-billion dollar U.S. launch industry. DOT's senior representative to National Security Council and Economic Policy Council deliberations on space policy deliberations, including 1988 National Space Policy. Testified before numerous oversight Congressional committees. Developed and obtained interagency approval for pioneering licensing regulations implementing Department's statutory authority. Lead role in negotiating Congressional and Administration approval for landmark 1988 amendments to Commercial Space Launch Act. Issued first set of licenses and insurance orders ever granted to private U.S. launch industry. Managed \$5 million budget and staff of 25, including engineering and legal. Coordinating activities of DOT's Commercial Space Transportation Industry Advisory Committee -- senior executives representing cross section of aerospace industry.

**SPECIAL ASSISTANT FOR SPACE COMMERCE, OFFICE OF
THE SECRETARY, U.S. DEPARTMENT OF COMMERCE
(December 1984 - December 1986)**

Advised Office of the Secretary on commercial space policy-related matters and provided interdepartmental coordination on major policy issues. Represented Department at senior interagency deliberations. Chief liaison with space business sector. Key role in policy prohibiting Shuttle from competing with commercial launch industry. Helped established Office of Space Commerce. Represented DOC at numerous U.S. and international conferences in Japan and Europe on aerospace issues. Worked closely with senior officials from industry in formulating proposals to foster private sector investment in space technologies.

**DIRECTOR, WASHINGTON OFFICE, ARC TECHNOLOGIES,
INC. (RENAMED AMROC)
(NOVEMBER 1981 - OCTOBER 1984)**

Co-founder, first U.S. company to successfully finance and launch privately built rocket. Participated in business and market planning, recruited top-level industry talent. Established

government marketing practice. Represented firm at White House Task Force on Commercial Space. Obtained first approval from federal government to conduct private launch from non-government range. Helped draft and gain Congressional passage of landmark space legislation, 1984 Commercial Space Launch Act. Organized spacecraft manufacturers group to ensure effective coordination of industry's views. Represented firm at international conferences.

**EXECUTIVE DIRECTOR, NATIONAL SPACE INSTITUTE
(September 1977 - September 1981)**

Appointed by National Space Institute (NSI) Executive Committee chaired by NASA Administrator James Fletcher to administer 40,000 membership not-for-profit national organization. Managed four million dollar endowment fund and staff of ten. Founded by Wernher von Braun, NSI was first organization dedicated to promoting understanding about scientific and industrial applications of aerospace technologies. Edited monthly space technology publication. Organized first national conference on government's role in space investments -- attended by 500 senior corporate and government officials.

**CO-FOUNDER AND VICE PRESIDENT, INSTITUTE FOR THE
SOCIAL SCIENCE STUDY OF SPACE
(July 1975 - August 1977)**

Co-founded national institute dedicated to the interdisciplinary analysis of space technology issues. Obtained first NASA funding for study which produced scholarly journal on space. Managing Editor, Space Humanization Review, which examined engineering and social aspects of space developments.

Education:

B.S.F.S., International Economics, 1977 Georgetown University School of Foreign Service.

Awards:

Outstanding Service Award, U.S. Department of Commerce, 1986.

Washington Space Business Roundtable Award for Government Service, 1989.

REFERENCES

FORMER SECRETARY OF TRANSPORTATION ELIZABETH H. DOLE
FORMER SECRETARY OF TRANSPORTATION JAMES BURNLEY
FORMER DEPUTY SECRETARY OF COMMERCE CLARENCE BROWN
FORMER NASA ADMINISTRATOR JAMES C. FLETCHER
FORMER NASA ADMINISTRATOR JAMES BEGGS
FORMER SECRETARY OF THE AIR FORCE EDWARD ALDRIDGE
FORMER SECRETARY OF THE AIR FORCE AND COMSAT PRESIDENT JOHN
L. MCLUCAS (CEO, QUESTECH)
JEB BUSH (FORMER FLORIDA SECRETARY OF COMMERCE)
THE HONORABLE ROBERT WALKER, U.S. HOUSE
ALAN LOVELACE, GENERAL MANAGER, GENERAL DYNAMICS
NORM AUGUSTINE, CHAIRMAN, MARTIN MARIETTA CORPORATION
FRANCIS DIBELLO, SENIOR PARTNER, KPMG PEAT MARWICK
JOSEPH P. ALLEN, CEO, SPACE INDUSTRIES, INC.
DAVID NORTON, DIRECTOR, HOUSTON AREA RESEARCH CENTER
EDWARD P. DONLEY, CHAIRMAN OF THE EXECUTIVE COMMITTEE OF AIR
PRODUCTS AND CHEMICALS, INC.

BAYLESS, BOLAND, BATES & MADIGAN, INC.

1072 THOMAS JEFFERSON STREET, N.W.

WASHINGTON, D.C. 20007

TELEPHONE (202) 342-0040

FACSIMILE (202) 342-9239

Determined NOT to be
National Security Classified Marking
By PM (NLGB) on 07/31/25

December 12, 1990

~~Confidential~~

The Honorable Edith E. Holiday
Assistant to the President
and Cabinet Secretary
The White House
Washington, D. C. 20500

Re: Courtney A. Stadd

Dear Ede:

Given the inevitability of at least some turnover among your top staff one day, I want to call to your attention a person for whom I have deep professional respect, Courtney Stadd, whom I believe is worth your serious consideration for hiring should a vacancy occur within the greater Office of Cabinet Affairs.

As a veteran of both the Reagan and Bush Administrations, Courtney has been a household name in the world of space commercialization for many years. He soon will complete the space policy review for the Vice President, having previously been one of the behind-the-scene architects of the U. S. Commercial Space Policy announced earlier in this Administration.

Though space policy has long been his identification, Courtney tells me privately that he is interested in testing the waters in other areas, having gained through his policy skills and knowledge of the inter-agency process a command for virtually any set of public policy issues. After all, variety is the spice of life!

I would appreciate your bearing Courtney in mind should the need arise. Since I presume that his search is confidential, at least at this point, I would be grateful if you would treat this expression of interest on his behalf with discretion.

Warm personal regards,


James L. Bayless, Jr.

Enclosure

Thanks!

*FBI -
Richard -
any interest?
a resume file*

COURTNEY A. STADD
6698 Hillandale Road
Chevy Chase, Maryland 20815

Determined NOT to be
National Security Classified Marking
By DL (NLGB) on 07/31/25

~~CONFIDENTIAL~~

December 6, 1990

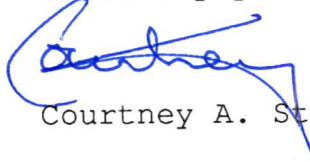
Mr. Richard Porter
Domestic Policy Council
OEOB 231
Washington, D.C. 20500

Dear Richard:

Once again, thank you for taking the time to meet with me last Monday. Although we could only touch briefly on a variety of topics, I very much enjoyed meeting you and look forward to staying in touch over the coming weeks.

My current interagency policy review should be completed by end of January (if the Gods show mercy!) allowing me to consider a new position in the February/March time period. As I said, I enjoy the policy process but I'm more than ready to break away from the space policy world.

Sincerely yours,



Courtney A. Stadd

ANITA M. STETSON

1 wks. March 19 -
4:00 - 5:00

Campus Address:
Oak House
Smith College
Northampton, MA 01063
(413) 585-7586

Permanant Address:
80 Crestwood Lane
Marlborough, MA 01752
(508) 481-7329

EDUCATION

Smith College, Northampton, MA
B.A. Expected, May 1993
Major: Economics, Minor: Public Policy
Languages: Signed English
Computer Skills: Word Perfect, Microsoft Works
GPA: 3.25

Marlborough High School, Marlborough, MA, June 1989
National Merit Letter of Commendation, Local, regional, and state science fair awards, Faculty award for excellence in Science, Honors in Mathematics and Science from the Society of Women Engineers, National Honor Society.

EXPERIENCE

U.S. Department of Justice, Environmental Crimes Section, Clerk-Typist, Washington, D.C (January 1991, Summer 1990)
Researched information (legal and non-legal) for attorneys' cases.
Assisted in litigation support: organized and coordinated documents for the purpose of Discovery.
Aided in preparation of motions and memos.
Organized and supervised the completion and shipping of 400 two volume conference manuals.
Completed clerical work: answered telephones, typed, edited computer files, faxed and photocopied documents.

Smith College, Treasurer of Student Residence, Northampton, MA, (1990-1991)
Handled budget of \$800, Served on Residence Council - governing body in dorm of 35. Collected fines and dues.

ADDITIONAL EXPERIENCE

Pizzeria Uno, Counter clerk, Marlborough, MA (6/89-8/89)
Waited on customers, handled cash register, did preparatory work for salad bar, cleaned and cleared tables, polished brass and woodwork.

PriceBreakers, Clerk/cashier, Marlborough, MA (8/87-11/87)
Filled racks with clothes, aided customers, handled cash register.

The Red Cross, Volunteer, Marlborough, MA (1986-1990)
Helped donors complete registration, transported blood from donor to collector, served food and drinks to donors.

INTERESTS

Enjoy gymnastics, springboard diving, fencing, traveling, reading.

Michael J. Summersgill

Box 4023
Middlebury College
Middlebury, Vermont 05753
(802) 388-3711 ext. 4429

37 Ravine Road
Wellesley, M.A 02181
(617) 237-7188

Objective: An internship in the White House to gain an inside view of the Executive Branch.

Education: **Middlebury College, Middlebury, Vermont**
Candidate for B.A., Class of 1992
Major: Political Science Concentration: English
College Scholar (highest academic honor awarded per semester) all semesters at Middlebury.
Invited to apply for Truman Scholarship.
Semester Abroad: Fall semester 1988 spent at the University of East Anglia, Norwich England.

Wellesley Senior High School, Graduate 1988

Experience:

1989-92: **Middlebury College Ski Patrol**
Patrol at the Middlebury College Snow Bowl and teach Winter Emergency Care First aid course in the fall. Also responsible for organizing the patrol ski sale which generates entire annual income.

1989: **WRMC**
DJ at the Middlebury College radio station.
I expect to have another show senior year.

1990: **Undergraduate Painters**
(summer) Organized, managed, and owned this painting business with two employees. Grossed \$12,000.

1989: **Goulston & Storrs**
(summer) Worked as a messenger and clerical assistant in this Boston law firm.

1988: **College Pro Painters**
(summer) Worked as painter. It provided me with the necessary experience to organize my own business.

1979-90: **William Lawrence Camp, Center Tuftonburo, N.H.**
(summer) Camper, counselor, and active alum.
Headed volleyball and tennis programs.

1979-86: **Boy Scouts**
Eagle Scout, Assistant Senior Patrol Leader

Other Interests:

Politics- registered Republican, Waterskiing, Skiing, Basketball, Tennis, Golf, Photography, and Music.

M I D D L E B U R Y C O L L E G E
Middlebury, Vermont 05753

Middlebury College does not rank students, nor do we officially use grade-point averages. However, to assist you in appraising the records of Middlebury students, we have provided below an unofficial GPA distribution of our students. The chart below is compiled from the accumulative grade-point average of all courses taken at Middlebury during the full four-year tenure of each student in the Classes of 1989 and 1990.

1989 OVER-ALL AVERAGE GPA IN ALL COURSES IS 3.04

ACCUMULATIVE GPA DISTRIBUTION (ALL COURSES)

GPA RANGE	# STUDENTS	% OF CLASS	GPA RANGE	# STUDENTS	% OF CLASS
3.75-4.00	12	2.7%	2.50-2.74	47	10.5%
3.50-3.74	35	7.9%	2.25-2.49	22	5.0%
3.25-3.49	88	19.8%	2.00-2.24	6	1.4%
3.00-3.24	131	29.5%	0.00-1.99	4	0.9%
2.75-2.99	99	22.3%			
TOTALS				444	100.0%

1990 OVER-ALL AVERAGE GPA IN ALL COURSES IS 3.09

ACCUMULATIVE GPA DISTRIBUTION (ALL COURSES)

GPA RANGE	# STUDENTS	% OF CLASS	GPA RANGE	# STUDENTS	% OF CLASS
3.75-4.00	13	2.4%	2.50-2.74	47	8.9%
3.50-3.74	53	10.0%	2.25-2.49	24	4.5%
3.25-3.49	128	24.2%	2.00-2.24	11	2.0%
3.00-3.24	140	26.4%	0.00-1.99	3	0.5%
2.75-2.99	111	20.9%			
TOTALS				530	100.0%

CONVERSION SCALE USED:

A+ = 4.0	B+ = 3.3	C+ = 2.3	D = 1.0	F = 0.0
A = 4.0	B = 3.0	C = 2.0		
A- = 3.7	B- = 2.7	C- = 1.7		

John Emerson
Dean of the College

Withdrawal/Redaction Sheet

(George Bush Library)

Document No. and Type	Subject/Title of Document	Date	Restriction	Class.
03. Transcript	Academic transcript, Re: Michael J. Summersgill; contains privacy information. (1 pp.)	11/12/90	(b)(6)	

Collection:

Record Group: Bush Presidential Records
Office: Cabinet Affairs, White House Office of
Series: Porter, Richard, Files
Subseries:
WHORM Cat.:
File Location: Resume File [binder] [4]

Date Closed: 7/31/2025 **OA/ID Number:** 07137-005d

FOIA/SYS Case #: 2025-0878-F **Appeal Case #:**
Re-review Case #: **Appeal Disposition:**
P-2/P-5 Review Case #: **Disposition Date:**

AR Case #: **MR Case #:**
AR Disposition: **MR Disposition:**
AR Disposition Date: **MR Disposition Date:**

RESTRICTION CODES

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

- (b)(1) National security classified information
- (b)(2) Release would disclose internal personnel rules and practices of an agency
- (b)(3) Release would violate a Federal statute
- (b)(4) Release would disclose trade secrets or confidential or financial information
- (b)(6) Release would constitute a clearly unwarranted invasion of personal privacy
- (b)(7) Release would disclose information compiled for law enforcement purposes
- (b)(8) Release would disclose information concerning the regulation of financial institutions
- (b)(9) Release would disclose geological or geophysical information concerning wells

Deed of Gift Restrictions

- C(1) Closed by Executive Order 13526, governing access to national security information
- C(2) Closed by statute or by the agency which originated the information
- C(3) Closed in accordance with restrictions contained in donor's deed of gift [formerly listed as only C]
- PRM. Removed as a personal record misfile

Presidential Records Act - [44 U.S.C. 2204(a)]

- P-2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P-5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]

Michael Summersgill
Box 4023
Middlebury College
Middlebury, Vermont
05753

Richard Porter
The White House
1500 Pennsylvania Ave.
OEOB- 231
Washington D.C. 20500

Dear Mr. Porter,

I appreciate your taking the time to help me with this internship search. I have enclosed my resumé and transcript and will be glad to provide any other information if necessary. Again, thank you for your assistance.

Sincerely,

Michael Summersgill

Carol Swanson
112 Gerrish Lane
New Canaan, CT 06840
(203) 972-0612
September 12, 1991

The Honorable Richard Porter
Special Asst. to the President and Exec. Sec.
to the Domestic Policy Council
The White House
Washington, D.C. 20500

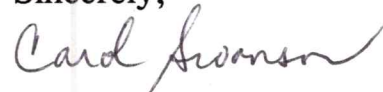
Dear Richard,

It was a pleasure meeting you on Monday and I appreciate your taking time out of your busy schedule to interview me. I found our conversation challenging and your input extremely helpful.

As we discussed, the position in your office would be an invaluable experience especially with the presidential campaign right around the corner. The challenges I have encountered over the past few years and my commitment to hard work and success prove that I am a worthy candidate for the position. I am eager to begin my career and hope I will get the opportunity at the White House.

Anticipating the experiences which lie ahead, I look forward to talking with you. Thank you again for your time and consideration.

Sincerely,



Carol Swanson

Melissa Jo Temeles
228-33-8798

Randolph-Macon Woman's College
2500 Rivermont Avenue
Lynchburg, VA 24503

(School
1987 - 1989 Years)
10 hours per week
\$3.35 per hour

Supervisor: Dr. Carla Heath
(804)846-7392

Job Title: Teacher's Assistant

Duties: Responsible for research and compilation of information
for reports and presentations for the Chair of the
Communications Department at R-MWC.

Reason for leaving: Return home for summer

U.S. State Department
Building SA-15
Rosslyn, VA

12/16/88 - 01/23/89
40 hours per week
GS 4 Step 1
\$14,573.00 per year

Supervisor: Daniel Barry
(202)697-5200

Job Title: Clerical Worker

Duties: Typing, filing and answering phones.

Reason for leaving: Return to school

Optifax Weight Loss Program
4231 Markham Street
Annandale, VA 22003

05/15/88 - 06/16/88
40 hours per week
\$5.50 per hour

Supervisor: Janet Reimer
(703) 893-4448

Job Title: Data Entry Clerk

Duties: Transferred office records to new computer system,
updated patient records and answered phones.

Reason for leaving: Temporary position

Fairfax County Recreation Department
11212 Waples Mill Road
Fairfax, VA 22033

06/15/88 - 08/17/88
40 hours per week
\$6.38 per hour

Supervisor: Arthur Harris
(703)246-5501

Job Title: Camp Counselor

Duties: Supervised the four to seven year old group. Planned all
daily activities.

Reason for leaving: Return to school

WORK EXPERIENCE
Melissa Jo Temeles
228-33-8798

National Security Council
Room 379 OEOB
Washington, DC 20506

08/13/90 -
20 hours per week
GS 5 step 1
\$18,670.00 per year

Supervisor: Brian Merchant
(202)395-3723

Job Title: Staff Information Assistant

Duties: Responsible for managing the flow of intelligence information between Staff Officers and the Assistant to the President for National Security Affairs. Specific duties include the tracking and upkeep of documents in the Presidential Records System and research, editing and proofing of documents using the PRS and Wordperfect.

Office of Presidential Personnel
Office of Boards and Commissions
Room 179 OEOB
Washington, DC 20506

01/15/90 - 04/15/90
20 hours per week
Non paid intern

Supervisor: Lisa Kaiser
(202)395-2973

Job Title: Intern

Duties: Performed a broad range of office support functions for the Associate Director of Boards and Commissions and her staff. This included working with constituents and the processing and compiling of resumes for Secretarial Boards.

Reason for leaving: Temporary internship

U.S. State Department
21st and C Streets, N.W.
Washington, DC

12/16/89 - 07/27/90
05/15/89 - 08/23/89
40 hours per week
GS 4 Step 1
\$14,573.00 per year

Supervisor: Jeanne Hassan
(202)647-5028

Job Title: Research Assistant/ Clerical Worker

Duties: Research assistant responsible for the administrative action required for response to informational requests by the White House, Congress and the courts. Controlled document production and administrative details surrounding numerous projects including some "Under Congressional Mandate" for completion. Responsible for delegating tasks to other interns and training of new interns.

Melissa Jo Temeles
228-33-8798

Eddie Bauer Inc.
Tyson's Corner
McLean VA 22101

12/15/87 - 01/16/88
40 hours per week
\$4.50 per hour

Supervisor: Matt Miller
(703)893-4483
Job Title: Sales clerk
Duties: Operating register, taking inventory.
Reason for leaving: Return to school

McCarthy Pool Management
Highpoint Pool
Falls Church, VA 22046

05/11/87 - 07/16/87
40 hours per week
\$4.25 per hour

Supervisor: John McCarthy
(703)522-6149
Job Title: Head Guard
Duties: Lifeguarding, controlling chemical levels in pool, giving
private swimming lessons.
Reason for leaving: Return to previous employment

ENT Specialists of Northern Virginia
6231 Leesburg Pike
Falls Church, VA 22042

07/19/87 - 08/23/88
and 05/85 - 03/87
20 - 40 hours per wk
\$5.00 per hour
Raise \$6.00 per hour

Supervisor: Nanci Panos
(703)536-2729
Job Title: Staff Assistant

Duties: Scheduling patient appointments, billing, filing, closing
office.
Reason for leaving: Return to school

THE WHITE HOUSE

WASHINGTON

October 2, 1991

Dear Melissa:

Thank you for your interest in the position of Staff Assistant in the Domestic Policy Council. I appreciate the time you took to meet with me and some of the other staff.

Your background and experience are certainly impressive, however, we have decided to select someone else. We had a difficult time agreeing on which candidate to choose since you and several others would have made a fine addition to the staff.

Again, thank you for your interest and for your patience throughout this process. If you don't mind, I would like to keep your resume on file to be sure you are considered when other opportunities within the White House become available.

With best regards.

Sincerely,

A handwritten signature in cursive script, appearing to read "Richard W. Porter".

Richard W. Porter
Special Assistant to the President
and Executive Secretary
Domestic Policy Council

Ms. Melissa Jo Temeles
National Security Council
Room 379, OEOB
The White House
Washington, D.C. 20506

TARA L. THOLE
1812 North Quinn #229
Arlington, Virginia 22209
(703)524-8946

OBJECTIVE: Seeking a fast paced and challenging political position which will capitalize on my interest, education and experience in government affairs.

WORK EXPERIENCE: COMMISSION ON MINORITY BUSINESS DEVELOPMENT, Washington, D.C. Confidential Assistant to the Executive Director. Exercise independent judgement on behalf of the Executive Director's schedule, correspondence and travel. Generate correspondence for Executive Director and Chairman's signature. Arrange local and national meetings and conferences. Act as liaison for Executive Director to fourteen appointed Commissioners. Supervise student intern program. October 1989 - Present.

UNITED STATES DEPARTMENT OF THE INTERIOR, Washington, D.C. Office of the Secretary. Confidential Assistant to the Coordinator of the Take Pride in America Task Force. Performs duties of a high responsibility in the management of day-to-day task force activities. Assists in planning, directing and coordinating the administrative affairs of the immediate office. Serves on special projects requiring the coordination of initiatives set forth by President Bush and the projects of the Take Pride Task Force. March 1989 - October 1989

UNITED STATES DEPARTMENT OF THE INTERIOR, Washington, D.C. Office of the Assistant Secretary, Policy, Budget & Administration. Confidential Assistant to the Director of Security & Drug Enforcement. Performed policy sensitive assignments for the Director of Security & Drug Enforcement. One of two coordinators of "America the Beautiful: Our Treasure and Our Trust" an eight year history of accomplishments made by the Department of the Interior during the Reagan Administration. October 1988 - March 1989

UNITED STATES CONGRESSMAN BOB LAGOMARSINO, Santa Barbara, CA Campaign Headquarters. Projects included volunteer recruitment, calculation of primary results in order to identify the target interests of various precincts. The development of an effectual strategy to increase voter registration and poll turnout. Project findings implemented at the University of California, Santa Barbara in the Fall. Activities required initiative, persuasion, organization, and creativity. Summer, 1988

UNITED STATES SENATOR PETE WILSON, Washington, D.C. Legislative affairs intern under Health, Education, Welfare and Labor. Position required initiative, motivation, extensive organizational, writing and research skills. Duties included constituent correspondence, relations with the public, government agencies and offices. Represented office at hearings, receptions and press conferences. Sept.-Dec. 1987

EDUCATION: Political Science, College of Letters and Science
University of California, Santa Barbara
Bachelor of Arts Degree, June 1988

-Operating knowledge Macintosh SE computer & desk top publishing

ACTIVITIES:

SECRETARY, EXECUTIVE COUNCIL, Pi Beta Phi Sorority
Enhancement of chapter relations with university, alumnae and public.
Organization of chapter ceremonies, banquets and events. Led chapter
meetings. Liaison to national fraternity. Responsibilities required high motivation,
leadership, dependability and effective communicative skills. 1985-1987

ALPHA LAMBDA DELTA HONORS SOCIETY
University of California, Santa Barbara

Volunteer- Red Cross, Hillside House (Cerebral Palsy Home), Multiple Sclerosis
Foundation

SKILLS:

A talented self-starter capable of working well with minimum supervision.
Interacts effectively with public, staff and all levels of management.

REFERENCES:

Available upon request.

- Increase, looking for challenge
administrative and small policy issues experience
may 8 return

MARIA PILAR TILVES

4201 Massachusetts Ave, NW Apt. 8076W
Washington, D.C. 20016
(202) 363-9832

EDUCATION

MASTER OF ARTS, International Affairs, August 1991
The American University, Washington, D.C., G.P.A.: 3.5/4.0
Concentration: International Political Economy
Related Field: International Development
BACHELOR OF ARTS, Journalism, Russian Language, June 1986
New York University, N.Y., N.Y. Minor: Fine Arts
Honors: Recipient, Washington Square College Scholarship 1982-1986

EXPERIENCE

NORTHERN TELECOM, INC., Washington, D.C.
Government Relations Intern & Editor 1/90 - Present

- Research, track and analyze legislation on telecommunications, international trade, and foreign investment
- Write articles for telecommunications policy newsletter and oversee production
- Represent NTI at trade association meetings and conferences
- Assist arranging briefing meetings for federal and legislative staff members

COUNCIL ON FOREIGN RELATIONS, INC., N. Y.
Assistant to President 8/87 - 8/89

- Coordinated calendar and monthly Foreign Policy Roundtable sessions on international trade and U.S. foreign policy issues
- Drafted correspondence and acted as liaison between President and key staff members

Promoted 8/88 from Assistant to the Director of Committees

- Coordinated monthly programming of speakers for 38 nationally-affiliated Committees
- Organized 50th Annual Conference for more than 300 participants and Council delegation trip to the Soviet Union

US-USSR TRADE AND ECONOMIC COUNCIL, INC., N.Y.
Program Assistant 8/86 - 8/87

- Maintained member listings and records
- Translated brief technical communiques
- Co-Organized Tenth Annual Conference for more than 200 participating companies

RELATED EXPERIENCE

E.C. PRESS AND INFORMATION OFFICE, N.Y.
Research Intern 10/85 - 5/86

- Edited Press and Information office newsletter
- Gathered information for and edited press releases

U.S. COMMITTEE FOR UNICEF, N.Y.
Public Affairs Intern 1/85 - 5/85

- Researched 1986 film on child mortality, 1986 UNICEF calendar and Christmas book

WPLJ RADIO-ABC/CAPITAL CITIES, N.Y.
Supervisor, Audience Research 6/81 - 6/86

- Trained 10-15 college interns in market research operations

ACTIVITIES

• Member, International Studies Association • Property Manager (1989-1990)

SKILLS

Fluent Spanish, Working Knowledge of Russian
IBM-PC, Wang WP, Macintosh SE, Lotus 1-2-3, SPSS-X

TRAVEL

Western Europe, Soviet Union, Morocco, Caribbean, Canada, and the continental U.S.

THE WHITE HOUSE
WASHINGTON

February 28, 1991

Dear Ms. Tilves:

Thank you for your letter expressing interest in a policy planning position with this Office.

I have circulated your resume among my staff and will let you know if a suitable opening should occur.

Best wishes.

Sincerely,



Ede Holiday
Assistant to the President
and Secretary of the Cabinet

Ms. Maria Pilar Tilves
4201 Mass. Avenue, NW
Apt. 8076W
Washington, D.C. 20016



4201 Mass. Avenue, NW
Apt. 8076W
Washington, D.C. 20016
February 23, 1991

*Pls acknowledge
+ accept
to Richard
+ Michelle
for their
consideration
E*

Ms. Edith Holiday
Cabinet Secretary
The White House
Second Floor, West Wing
Washington, D.C. 20500


Dear Ms. Holiday:

I am writing upon the suggestion of Ray Strassburger, Director of Government Relations - Telecommunications Policy at Northern Telecom. I am completing my master's coursework in International Political Economy at American University this May and am interested in finding out more about pursuing a career in the policy planning field.

As you can see from my resume, I am currently working as an intern in the Government Relations office of Northern Telecom Inc. directly with the Mr. Strassburger and the director of international government relations. My responsibilities include writing the telecommunications policy newsletter, tracking and analyzing relevant legislation and maintaining contacts with regulatory and advisory government agencies. As a result I have gained an expertise in policy analysis of the telecommunications field, particularly in export controls, and feel that I could easily put these skills to use in public service. I have also spent a great deal of time working on country risk projects and conflict resolution throughout my coursework and have a related concentration in international development.

I would like to call your office in the next several weeks to perhaps further discuss opportunities in the policy planning field. I would appreciate any other suggestions you may have and would be happy to arrange a time convenient to meet with you. In the meantime, I can be reached at 202-363-9832 or at work at 202-347-4610. Thank you for your time and consideration.

Sincerely,



Maria Pilar Tilves

Enclosure

JOYCLYN ANDREA TUSSEY
1025 Northwoods Trail
McLean, Virginia 22102
(703) 356-5494

Education

Randolph-Macon Woman's College Lynchburg, Virginia
1/89-12/91
B.A. Politics December 1991
B.A. English--Creative Writing December 1991
Minor in Economics

Stetson University DeLand, Florida
7/87-5/88

Political Experience

The White House 7/90-12/90
Intern, Office of Cabinet Affairs: Staff Assistant to the Border Security Review Group. Worked extensively on Border Control, Cabinet Liaison activities, and reforms of the Domestic Policy Council.

Republican National Committee 4/90-7/90
Eisenhower Intern, Office of White House Liaison: Assisted in Chairman's Correspondence and arranged VIP White House tours. Also worked extensively on research of voting trends and related advertising.

The White House 12/89-1/90
Intern, Office of Presidential Personnel: Assisted in awarding political ratings and performed basic administrative duties.

Bicentennial Presidential Inaugural 11/88-1/89
Marketing Assistant, License Plate Division: Responsible for marketing and selling official Inaugural license plates.

Bush/Quayle '88 7/88-11/88
Volunteer, full-time, Office of Administration: Staff Assistant to the Administrator. Performed basic administrative duties and handled all campaign paraphernalia. In addition, helped organize the election night celebration in Houston.

Other Experience

Bennigan's Restaurant Hostess	5/90-12/90
First Virginia Bank Proof Operator	5/88-8/88
Riverbend Golf and Country Club Lifeguard	5/87-8/87
Swimming Instructor	5/86-8/86
	5/85-8/85
Britches Great Outdoors Cashier	11/86-2/87
McLean Racquet and Health Club Lifeguard	10/85-5/86

Activities and Honors

Pamela Danner for State Senate	1991
RMWC--College Republicans Co-Chair	1991
Vice-President	1990
Social Coordinator	1989
RMWC--PM Secret Society Ranking Member	1989-present
	1991
Stetson University Vice President of Pledge Class	1987
Alpha Chi Omega Sorority	
Golf Team	1987
Intramural Sports	1987-1988
Volleyball	
Football	
Softball	
Frank Wolf for Congress Re-election Campaign	1986

October 2, 1991

Ms. Ede Holiday
Assistant to the President and
Secretary to the Cabinet
2nd Floor West Wing
Washington D.C. 20500

Dear Ede,

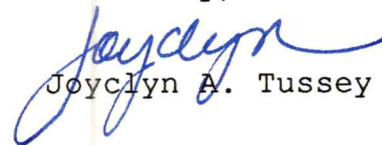
Unbelievable as it may seem, the time has finally arrived. I am writing to relay my interest in job openings for the first of the year. I am graduating from Randolph-Macon Woman's College in December 1991, and I feel I am uniquely qualified to serve in the Bush Administration.

The past three years have afforded me several opportunities to become integrally involved in the workings of the Administration. Realizing the value of hands-on experience, I have taken two full semesters off from college to participate in government affairs, beginning with full-time volunteer work for the Bush-Quayle '88 campaign at the campaign headquarters and ending with a full-time internship with the White House in the Office of Cabinet Affairs. In between I received an Eisenhower Internship with the Republican National Committee as well as serving a brief stint with the White House Office of Presidential Personnel and a paid position with the Inaugural Committee.

The combination of these diverse positions and my major in politics at R-MWC has provided me with great insight on the workings of the Federal government and of the world inside the Beltway. In addition, my second Major in English will contribute greatly to the writing skills and attention to detail that is so necessary in a government employee.

I look forward to discussing my qualifications with you. Enclosed, please find my resume for your review. Thank you in advance for your time and consideration.

Sincerely,


Joyclyn A. Tussey

cc: Richard Porter

Leigh Warner

Leigh Warner is currently Director, Strategy for Kraft General Foods Frozen Products in Glenview, Illinois. She is responsible for the strategic direction of this \$2 billion revenue company, the largest frozen food manufacturer in the world.

In June, 1989 she was appointed by President Bush to be a 1989-1990 White House Fellow. She served from September, 1989 to September, 1990 at the Department of Defense as Assistant to the Secretary of Defense for Special Projects where she supported the Secretary of Defense and Deputy Secretary of Defense in planning and program reviews.

Prior to government service, Ms. Warner worked at General Foods Corporation in White Plains, New York from 1980 to 1989. She held positions in established business management, new business development and corporate planning. She was responsible for managing some of the largest businesses in the U.S. beverage and cereal markets as well as assisting in the external development effort which culminated in the \$12.9 billion Philip Morris-Kraft merger in 1988. She held product management and field sales positions at Richardson-Vicks in Wilton, Connecticut from 1978 to 1980.

Ms. Warner received a Bachelor of Arts degree with Distinction in All Subjects from Cornell University in 1976 and a Master of Business Administration degree, also from Cornell, in 1978. She attended Mount Holyoke College and graduated from the International School of Brussels, Belgium.

An active volunteer, Ms. Warner has been consultant for the National Park Foundation, Washington, DC, a leadership trainer for the Junior League and chairman of an historic preservation oversight committee. She was program director of the largest young Republican organization in Connecticut.

KRAFT GENERAL FOODS

Frozen Products Group
Kraft Court, Glenview, IL 60025

Date: 13 MAR 91

To: Richard Porter

Telecopier Phone Number: 202 - 456 - 2223

From: Leigh Warner

Total pages being sent (including cover page): 2

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2602

Bessie M. Weaver
1519 Third Street, NW
Washington, D.C. 20001

x 5600

Present Position: Secretary
January 1984 to Present
Office of Management and Budget
Office of the General Counsel

Managed, administered and coordinated Presidential Executive orders and proclamation. Have logistical responsibilities for the General Counsel Office for Executive orders, including dissemination of data, packaging, recordkeeping, and quality control of departments' and agencies' views and comments. Review and draft letters responding to White House, congressional, and private sector requests. Coordinate special projects. Prepare monthly status reports. Develop and respond to correspondence regarding Freedom of Information inquiries. Research, compile and draft litigation actions, proposed bills and proposed testimony.

Position: Office Manager
January 1979 to December 1983
Office of Management and Budget
Office of Civil Rights/General Counsel's Office

Managed the office. Planned and coordinated agenda for seminars and itinerary for travel. Coordinated office budget and supervised support staff. Attended congressional hearings; tracked, prepared and presented weekly status reports on civil rights legislation and regulations. Assisted with budget process. Monitored the Congressional Record and the Federal Register for various publication of regulations and rulemakings.

Training/Experience

USDA, Paralegal Studies, March 1988 to present
Annual Workshop in Writing for Children (The Children's Book Guild of Washington, D.C. 1986 and 1987)
University of District of Columbia, 1983
The Federal Register and How It Works, 1981
SCORE Program - Small Business Administration, 1981
Dunbar High School - Graduate 1967
Immigration Laws, Department of Justice, 1972
Digital Computer
Lanier Computer

References: Upon request.

LYNN S. WEST
2737 Devonshire Place, N.W., #121
Washington, D.C. 20008
(o) (202) 377-0490, (h) (202) 387-0318

EXPERIENCE

U.S. Department of Commerce, Office of the General Counsel - Special Counsel.

Washington, D.C., July 1989 to present.

Advise the General Counsel on matters involving a variety of legal and policy issues, with primary responsibility for the Department's response to 1990 census litigation and legal reform in central and eastern European countries. Assist the General Counsel in special projects, including missions to the European Community on commercial regulation and programs related to the National Export Initiative. Review and supervise the work of component legal offices; participate in interagency consultations; and interface with the press and the private sector on behalf of the General Counsel.

Wiley, Rein & Fielding - Associate Attorney.

Washington, D.C., Fall 1985 to July 1989.

Represented both foreign and domestic clients in a wide variety of international trade matters, including antidumping and countervailing duty proceedings and actions under Sections 201 and 301 of the Trade Act of 1974. Advised clients on matters involving legislation, bilateral and multilateral negotiations, market access, export controls, intellectual property, and customs issues.

Bush-Quayle '88 Presidential Campaign - Research Division.

Washington, D.C., Fall 1988.

Conducted general and opposition research in the international trade area, with special emphasis on foreign investment issues.

International Law Institute - Lecturer.

Washington, D.C., Spring 1987.

Served as a lecturer on U.S. trade law and conducted simulations of bilateral trade negotiations for officials of developing countries.

U.S. Department of Commerce, International Trade Administration - Legal Intern.

Washington, D.C., Spring 1985.

Conducted legal research and assisted policy analysts in international trade matters, with specific focus on foreign government subsidies.

U.S. International Trade Commission, Office of the Chairman - Legal Intern.

Washington, D.C., Fall 1984 - Winter 1985.

Assisted the Chairman and her staff in legal research and administrative matters.

EDUCATION

J.D., Georgetown University Law Center. May 1985.

Editor - Law and Policy in International Business

Received American Jurisprudence Award for Excellence in Criminal Justice.

B.B.A., Management, University of Georgia School of Business Administration. August 1991.

Magna Cum Laude

Beta Gamma Sigma Business Honor Society

Richard FY1

August 6, 1991

Richard W. Porter
Special Assistant to the President and Executive Secretary
of the Domestic Policy Council
OEOB Room 231
The White House
Washington, D.C. 20500

Dear Richard:

I appreciated the opportunity to meet with you and Jay yesterday to discuss my interest in domestic policy issues. It is encouraging to know that the President has such competent and articulate advisors in this critical area.

It is clear that you and your staff have your work cut out for you over the next year. I would welcome the chance to help you try to meet those challenges. In any event, I wish you much inspiration and fortitude, and hopefully some success.

Sincerely,



Lynn S. West

THE WHITE HOUSE

WASHINGTON

November 13, 1991

Dear Lynn:

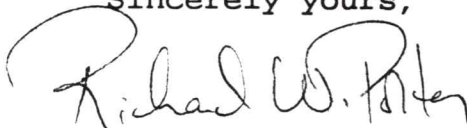
Thank you for your interest in the position of Associate Director and Deputy Executive Secretary to the Domestic Policy Council. I appreciate the time you took to come here and meet with us. Our search has been quite lengthy and I apologize for the amount of time it has taken for us to respond.

I have a high regard for you and your abilities, and I think you would have been an excellent fit for this office. But, in the final analysis, we have decided to select someone else for the position. The decision was not an easy one to make -- just about everyone we met would have made a fine addition to this office.

Again, thank you for taking the time to come meet with us and best of luck in your career endeavors.

With best wishes.

Sincerely yours,

A handwritten signature in cursive script that reads "Richard W. Porter". The signature is written in dark ink and is positioned above the typed name.

Richard W. Porter
Special Assistant to the President
and Executive Secretary
Domestic Policy Council

Ms. Lynn West
2737 Devonshire Place, NW #121
Washington, D.C. 20008

3/18/55

JANE A. WITTMAYER

5792 Dunster Court #373
Alexandria, Va. 22311

Business: (202) 447-3631
Residence: (703) 913-3563

EXPERIENCE

U.S. DEPARTMENT OF AGRICULTURE (USDA), Washington, D.C. 1990 to Present

EXECUTIVE ASSISTANT TO THE SECRETARY - assists the management of a cabinet level office dealing with budgets in excess of \$55 billion and employee strength of over 113,000 represented in each county and community in the United States and its protectorates. Assists the Secretary in planning, development, and coordination of all agricultural programs administered by the Federal Government. Responsible for the following:

- * Reviews USDA activities and programs to ensure coordination and integration with White House and other executive branch policy. Scrutinize Departmental programs in light of reactions of Congress, members of governing bodies of states, counties, and municipalities, influence groups, and citizens. Identifies program and policy problems, formulates recommendations for the Secretary.
- * Advises and counsels with Secretary's top staff on status and progress of pending legislation in Congress and implementation of regulations, such as the 1990 Farm Bill. Assisted in the development of the 1992 FY Budget.
- * Finalizes the Secretary's weekly Cabinet Report to the White House for Presidential review. Writes the monthly report to the Secretary in preparation for the Agency Administrators meeting.
- * Represented the Administration's position to groups concerned with successfully completing the Uruguay Round of the General Agreement on Tariffs and Trade.

U.S. SENATE, Washington, D.C.

1984 to 1990

LEGISLATIVE ASSISTANT TO SENATOR JAMES A. McCLURE (R-ID) - drafted legislation, advised the Senator and other staff, tracked legislation, prepared position papers and represented the Senator in the areas of agriculture, immigration and water policy.

- * Acted as the Senator's surrogate in speeches and written articles throughout the state and nation. Routinely worked with a wide range of special interest groups on behalf of the Senator and agriculture associations.
- * Identified problems with the 1981 Farm Bill, the Farm Credit System, immigration and other critical legislative areas. Recommended legislative solutions, wrote floor statements, position papers, and testimony for the Senator in preparation for the 1985 Farm Bill, the various Farm Credit amendments and the Immigration Reform and Control Act.

- * Wrote and submitted the Senator's appropriations requests on an annual basis, attended all Agriculture Appropriations Subcommittee hearings, and prepared the Senator's testimony and questions for witnesses. Collaborated closely with federal Departmental representatives, federal, state and university researchers and citizens in developing work plans and research requests for federal research requests.
- * Conceptualized, organized and implemented agriculture initiatives for the Senator, such as the 1985 Farm Forums in Idaho; the Immigration Reform and Control Act newsletter in 1986; Farm Issues Survey in 1985; and state-wide Farm Credit hearings in 1987.
- * Supervised one Legislative Correspondent.

LEGISLATIVE CORRESPONDENT TO SENATOR STEVE SYMMS-8/83 to 3/84.

CREDIT OFFICER FOR FIRST SECURITY BANK OF IDAHO-2/82 to 8/83.

ASST. COUNTY SUPERVISOR FARMERS HOME ADMINISTRATION-2/80 to 2/82.

ASSISTANT MANAGER FARM OPERATION-11/79 to 2/80.

YOUNG AGRICULTURAL SPECIALIST TO USSR-4/79 to 11/79.

MANAGER OF VARIOUS GREENHOUSE OPERATIONS-10/77 to 4/79.

SKILLS AND ABILITIES

- * Negotiated Resolutions to Politically Sensitive Issues Related to Long Term National Policy.
- * Extensive Experience in Political Campaigns-Local to National.
- * Public Affairs and Congressional Relations Background.
- * Accomplished Public Speaker.

EDUCATION

B.S. Kansas State University, Manhattan, Ks. (1977), major - Horticulture Business, Honors 3 semesters.

M.B.A. The George Washington University, D.C. (1988), specialization - International Business, Scholarship semester in Japan - 1988.

JONATHAN B. WIENER

109 Seventh Street, N.E.
Washington, D.C. 20002
(H) 202-543-0273
(W) 202-514-2744

EXPERIENCE

- 1989 - **Special Assistant to Richard B. Stewart, Assistant Attorney General, Environment & Natural Resources Division, U.S. Department of Justice.** Washington, D.C. Assist the AAG on legal policy and litigation management. Develop and advance policy approaches on market-based incentives, global climate change, global forestry, national energy strategy, biodiversity, biotechnology. Participate in interagency working groups and international negotiations. Successfully argued several cases in the U.S. Courts of Appeals.
- 1988 - 89 **Law clerk to the Hon. Stephen G. Breyer, U.S. Court of Appeals, First Circuit.**
- 1988 - 89 **Project rapporteur, Hazardous Air Pollutant Strategy Group.** Ad hoc multipartisan group chaired by Paul Portney and John Graham, aimed at consensus advice to EPA on regulation under sec. 112 of the Clean Air Act.
- 1987 - 88 **Law clerk to the Hon. Jack B. Weinstein, Chief Judge, U.S. District Court, Eastern District of New York.** Special attention to Agent Orange case.
- 1985 - 88 **Research assistant to Profs. Paul Weiler and David Rosenberg, American Law Institute Project on Injury Law.** Analyzed econometrics literature on the ability of OSHA, compensating wage differentials, and Workers' Compensation to prevent workplace injuries.
- Summer law employment **1987: Wachtell, Lipton, Rosen & Katz (New York) and Kevorkian & Rawlings (Paris). 1986: Irell & Manella (L.A.) and Munger Tolles & Olson (L.A.). 1985: Winthrop, Stimson, Putnam & Roberts (New York) and Swidler, Berlin & Strelow (Washington D.C.).**
- 1982 - 84 **Research assistant, National Bureau of Economic Research, Cambridge MA.** Researched and edited Harvard labor economists James Medoff and Richard Freeman's book, What Do Unions Do? (1984), and Medoff's article on "skills mismatches" in Brookings Papers on Economic Activity (1983). Collaborated with Medoff on studies of unionism, skills shortages, employment projection methodologies. Full-time during three summers, part-time during five semesters.

JONATHAN B. WIENER

Page Two

1981 Research assistant, **The Hudson Institute**, Croton-on-Hudson, New York. Researched and wrote portions of a long-range study of U.S. energy markets for an architectural-engineering client.

EDUCATION

1984 - 87 **Harvard Law School.** J.D. cum laude. Editor, Harvard Law Review (co-chair, 100th Anniversary Office; member, Supreme Court office). Best Brief, Harvard Defenders Moot Court. Second Place, Williston Contracts Competition. Board of Directors, Harvard Law Record. Teaching Assistant, Federal Litigation. Undergraduate Pre-law Adviser. Assistant Coach, Harvard Debate (1985 National Champions). LSAT/GRE prep instructor. "Lord Grizzle" in Fielding's farce Tom Thumb.

1980 - 84 **Harvard College.** A.B. magna cum laude in economics. Honors thesis used regression analyses to test the impact of unions on technological change; selected as one of three theses published in annual department journal. Top team, Harvard Debate (ranked 2nd in nation, 1983-84); President, Harvard Debate, Inc.

PROFESSIONAL ACTIVITIES

Board of Advisers, **Harvard Center for Risk Analysis.**

Board of Advisers, **Georgetown Journal of International Environmental Law.**

COMMUNITY SERVICE

Founder, **Class Act** reunion community service program. Organized the first Harvard-Radcliffe 5th Reunion community service event, in June 1989. 150 volunteers performed 11 projects across Boston. Repeated by reunions in 1990, 1991.

City Year for a Day: Citizen Founder, 1991 and 1990; Steering Committee member, 1989. Help organize Boston's annual "serva-a-thon," in which volunteers perform service projects and raise funds for "City Year," Boston's full-year youth service corps.

Withdrawal/Redaction Sheet

(George Bush Library)

Document No. and Type	Subject/Title of Document	Date	Restriction	Class.
04. Resume	Re: Jonathan B. Wiener; Personally Identifiable Information redacted. (1 pp.)	07/29/91	(b)(6)	

Collection:

Record Group: Bush Presidential Records
Office: Cabinet Affairs, White House Office of
Series: Porter, Richard, Files
Subseries:
WHORM Cat.:
File Location: Resume File [binder] [4]

Date Closed: 7/31/2025	OA/ID Number: 07137-005d
FOIA/SYS Case #: 2025-0878-F	Appeal Case #:
Re-review Case #:	Appeal Disposition:
P-2/P-5 Review Case #:	Disposition Date:
AR Case #:	MR Case #:
AR Disposition:	MR Disposition:
AR Disposition Date:	MR Disposition Date:

RESTRICTION CODES

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

- (b)(1) National security classified information
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- (b)(3) Release would violate a Federal statute
- (b)(4) Release would disclose trade secrets or confidential or financial information
- (b)(6) Release would constitute a clearly unwarranted invasion of personal privacy
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- (b)(8) Release would disclose information concerning the regulation of financial institutions
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- C(1) Closed by Executive Order 13526, governing access to national security information
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- C(3) Closed in accordance with restrictions contained in donor's deed of gift [formerly listed as only C]
- PRM. Removed as a personal record misfile

Presidential Records Act - [44 U.S.C. 2204(a)]

- P-2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P-5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]

JONATHAN B. WIENER
Page Three

PUBLICATIONS

Richard B. Stewart & Jonathan B. Wiener, "A Comprehensive Approach to Climate Change," American Enterprise vol. 1, no. 6 (Nov.-Dec. 1990) pp. 75-80.

Report of the U.S. Interagency Task Force on the Comprehensive Approach, A Comprehensive Approach to Addressing Potential Climate Change (U.S. Dept. of Justice, February 1991).

Jack B. Weinstein & Jonathan B. Wiener, "Of Sailing Ships and Seeking Facts: Brief Reflections on Magistrates and the Federal Rules of Civil Procedure," 62 St. John's L. Rev. 429 (1988).

Editor, Harvard Law Review Centennial Album (1987).

Editor, "Essays Commemorating the 100th Anniversary of the Harvard Law Review," 100 Harv. L. Rev. No. 4 (1987).

"Developments in the Law of Toxic Waste Litigation: Bankruptcy and Insurance Issues," 99 Harv. L. Rev. 1573 (1986).

Jonathan B. Wiener, "The Impact of Unions on Technological Change in Newspaper Printing," Harvard College Economist (1984).

Work in Progress

Jonathan B. Wiener, "Competing Risks in Global Environmental Policy," in Weighing the Risks: Risk-Risk Tradeoffs in Public Policy (Harvard Center for Risk Analysis, 1992).

Daniel J. Dudek, Richard B. Stewart & Jonathan B. Wiener, "Environmental Policy for Eastern Europe: Technology-Based versus Market-Based Approaches," paper presented at the Budapest Regional Environmental Center, March 27, 1991.

Papers on global change policy presented at the annual meetings of: University of Wisconsin International Law Society (April 1991); American Bar Association Standing Committee on Environmental Law (May 1991); Western Economics Association (July 1991).

PERSONAL

Languages: French, some Spanish. Born (b) (6).

Dated: July 29, 1991

1/9/68
615
815
No Interview

RACHEL ANN WOODS
215 E. Street, NE
Washington, DC 20002
(202) 547-4727; (202) 544-0054
(Work: 202/863-8747)

EXPERIENCE

August 1990
to present

The Republican National Committee (RNC) - Washington, DC

Director of Membership Correspondence

- Channels RNC membership correspondence between the Chairman's correspondence and proper processors.
- Drafts responses to contributors or prospective contributors.
- Selected to work the Presidential Photo-Opportunity for the Governor's dinner.
- Participated in the Republican Eagles and President's Club dinners.
- Conducts tours of the RNC and the Eisenhower exhibit for all visiting RNC members.
- Answers the membership telephone line and handles the contributor's questions and comments.

Summer 1990

The 1990 Economic Summit of Industrialized Nations - Houston, TX

- Coordinated and organized designated areas for members of the press, greeted and escorted press members to the assigned locations.
- Acted as a liaison between the world leaders, CIA, and the press representatives during the arrival ceremony.
- Handled press security at all conferences, including the Final Communique and the President's Press Conference.

September 1989
to March 1990

International Business Machines (IBM) - Washington, DC

- Accomplished budgetary data reports for Governmental Programs Office.
- Responsible for processing invoices and employee daily schedules.

Summer
1989

International Business Machines (IBM) - Atlanta, GA

- Assisted in preparation of Employee/Customer Educational Seminars.
- Performed a variety of administrative tasks utilizing computer skills.

Spring
1989

Cleary, Gottlieb, Steen and Hamilton, Attorneys at Law - Washington, DC

- Assisted Attorneys in case preparation.
- Attended Senate Banking Committee Hearings.
- Researched legal issues and information at several federal agencies including: SEC, EPA, FDIC, U.S. Senate, and House of Representatives.

February to
December 1988

The Republican National Committee - Washington, DC

- Participated in fundraising for the 1988 Presidential Campaign.
- Computer tabulation of campaign donations.
- Solicited contributions for the Bush Campaign.
- Assisted in giving guided tours; worked in telecommunications.

Summer
1988

Marketing Research Firm/Shop and Check - Atlanta, GA

- Edited Marketing Research Reports and conducted Market Surveys.

EDUCATION

Trinity College - Washington, DC

Bachelor of Arts, May 1990. Dean's List Student

Major: Political Science Minor: Communications

- "Outstanding College Student of America", 1989/90.

ACTIVITIES

- Class Vice President
- Parents Weekend Coordinator
- Senior Week Organization Committee
- Senior Communications Representative
- Assistant, Special Olympics
- Dining Hall Committee
- Student Tutoring

REFERENCES FURNISHED ON REQUEST

Rachel A. Woods
215 E Street, NE
Washington, DC 20002
(h) 547-4727
(w) 863-8747

References Upon Request:

Pam Stanard
RNC
Director of Chairman's Correspondence
863-8750

Jim Wray
RNC
Director of Conventions and Meetings
863-8630

Tim Fermoile
RNC
Director of Team 100
863-8720

Gary Foster
EOP
Special Assistant to the President and
Deputy Press Secretary
456-2100
(Director of Communications at The 1990
Economic Summit of Industrialized Nations)

Susan Chaney
IBM
Administration Operations Manager
575-5000

PAUL A. YOST III

10210B Ashbrooke Court
Oakton, Virginia 22124
703-938-2057

EXPERIENCE

- 1989- **UNITED STATES DEPARTMENT OF THE TREASURY** **WASHINGTON, D.C.**
Special Assistant to the Assistant Secretary of Economic Policy. Support the Assistant Secretary in the performance of his duties including a broad range of policy issues and special projects. Participate in the development of congressional statements. Work closely with the Office of Data Management with regard to the Treasury International Capital Reporting System. Assisted in revising the Report on United States Portfolio Investment Abroad.
- 1987-1989 **HOFFMANN-LA ROCHE, INC.** **NUTLEY, NEW JERSEY**
Manager of Public Policy and Communications. Directed and managed public policy efforts for portions of the pharmaceutical and the clinical laboratories division. Responsible for issue management and public communications efforts. Developed public policy and communication plans. Produced a corporate brochure and a crisis communications guide. Worked extensively with a number of trade and professional associations.
- 1983-1987 **UNITED STATES HOUSE OF REPRESENTATIVES** **WASHINGTON, D.C.**
Legislative Director to Congressman Howard C. Nielson (R-UT). Directed and coordinated legislative staff. Worked closely with the Utah Congressional delegation. Responsible for legislative activities in the Energy and Commerce Committee. Extensive involvement with public interest groups and trade associations. Assisted with fund-raising activities. Participated in the development of legislative strategies, policies and priorities. Advised congressman on the following issues: budget, health, energy, environment, public lands, communications and drug abuse.
- 1981-1983 **UNITED STATES HOUSE OF REPRESENTATIVES** **WASHINGTON, D.C.**
Legislative Assistant to Congressman James V. Hansen (R-UT). Responsible for legislative activities of the congressman within the Committee on Interior and Insular Affairs. Prepared legislative analyses and recommendations on a variety of public land, energy and health issues. Developed statements, speeches and amendments.

EDUCATION

- 1974-1980 **BRIGHAM YOUNG UNIVERSITY** **PROVO, UTAH**
Bachelor of Arts in Organizational Communications. Emphasis in management and public relations. Employed as an Assistant to the Vice President of Public Affairs. Student Government. Soccer team.
- 1982-1985 **GEORGE WASHINGTON UNIVERSITY** **WASHINGTON, D.C.**
Completed one year of a Masters of Business Administration program.

OTHER

Representative of the Church of Jesus Christ of Latter-Day Saints in New Zealand from 1975 to 1977. Active in the Boy Scouts of America. Involved with community churches and youth athletic programs. Own and manage commercial properties. Outstanding Young Men of America Award 1988.

Department
of the Treasury

to: Richard Porter

Departmental
Offices

Room: 231 OEGB date: 10/26/90

Richard,

I enjoyed playing tennis last night. Although we didn't play up to our ability, it was great to get out and hit some tennis balls. Guess we'll just have to ask for a rematch!

On another subject, I've enclosed several copies of my resume per our conversation last night in the car. Anything you can do would be appreciated. Thanks for your interest.

Regards,

Chip

Chip Yost
Special Assistant
to the Assistant
Secretary for
Economic Policy

room 3449
phone 566-5063

Deputy Executive Secretary Position

LIST OF APPLICANTS

Individual	Interviewed	Letter	Date
Adams, Tim	Yes	Yes	4-2-91
Baker, M. Miller	Yes	Yes	2-19-91
Brace, Renee	No	Yes	2-5-91
Bradley, Joanne	Yes	No	
Brown, Frederick	Yes	Yes	2-19-91
Brownback, Sam	Yes	Yes	4-2-91
Calabresi, Janice	Yes	Yes	4-2-91
Charles, Robert	Yes	No	
Cooney, Nelson	No	Yes	3-13-91
Culp, Diana	Yes	Yes	4-2-91
Daniels, Scott	Yes	Yes	2-19-91
Dyke, Wade	Yes	Yes	4-2-91
Fawbush, Suzanne	Yes	Yes*	4-2-91
Findlay, Cameron	Yes	No	
Fleener, Thomas	Yes	Yes	2-19-91
Hess, Greg	Yes	Yes	4-2-91
Kepley, Elizabeth	Yes	Yes	2-19-91
Langston, Ronald	No	Yes	4-2-91
Lefkowitz, Jay	Yes	No	
McElvein, Bruce	Yes	Yes	4-2-91
Morales, Jimmy	Yes	Yes	2-19-91
Moss, Richard	Yes	call	
Nielson, Clark	Yes	No	
O'Hare, James	No	Yes	2-5-91
Pine, Mark	Yes	Yes*	4-2-91
Price, Michael	No	Yes	2-13-91
Raidt, John	Yes	Yes	2-19-91
Rawlson, Jon Brooks	No	Yes	2-19-91
Rosenzweig, Paul	Yes	No	
Warner, Leigh	Yes	No	