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Babbitt Political Travel
Wednesday, May 8, 1996

5/13/96
Babbitt
Interior

Background

Today various newspapers have reported that the Interior Department under Secretary Babbitt failed to reimburse for travel costs for at least 35 political events which the Secretary attended. Earlier this year the House Government Reform Subcommittee asked for an administration-wide review of political travel by cabinet departments and agencies.

Under Leon Panetta's request, John Koskinen, Deputy Director for Management/OMB, worked with the Subcommittee to "clarify" the request so that the agencies would understand what was being requested. Once that was done, the departments and agencies responded themselves to the individual requests that they were given. There was not a White House "orchestrated" response to the Subcommittee's request.

The policy of political travel (as issued via Bernie Nussbaum memo) requires all departments and agencies to have the money in hand prior to political trips, thereby ensuring no government money will be spent for political travel. We believe the Interior Department issue was an isolated problem.

Points

- o The Interior Department has addressed this issue and Mike Gauldin has and will continue to respond to all inquiries directly.
- o If asked about the policy: The policy of political travel (as issued via Bernie Nussbaum memo) requires all departments and agencies to have the money in hand prior to political trips, thereby ensuring no government money will be spent for political travel. We believe the Interior Department issue was an isolated problem.

drafted by: G Terzano and Larry Haas x57254
cleared by Larry Haas

MIXED TRIPS REIMBURSEMENT ISSUE

- o **PROBLEM** – After preparing the charts requested by the House Subcommittee on Government Management, we found that a number of political campaigns had not been billed for their portion of the Secretary's mixed trips despite the fact that the amounts owed by the campaigns had been calculated and sent to the Finance Office. The total amount billed late as a result of this problem is about \$5,000 – as of mid-April \$1,800 of which has already been collected.
- o **1993 PRACTICE** – All reimbursement documents related to Secretary Lujan's travel during the Bush Administration disappeared before Secretary Babbitt arrived in office so we had no record of past reimbursement practices. Under the practice established by the incoming team, the Secretary's travel vouchers and the billing amounts for political campaigns were sent to 2 different offices under the Finance division of the Department – vouchers went to the travel voucher office and the billing amounts were sent directly to the Billing Office.
- o **CHANGE IN SPECIAL ASSISTANTS** – The Secretary's travel vouchers are prepared by a Special Assistant who is also responsible for calculating the amounts owed to the Department by political campaigns. In 1994, the Secretary's Special Assistant took another job and a new one was named.
- o **REIMBURSEMENT BILLS SENT TO WRONG OFFICE** – The new Special Assistant was unaware of the need to send the travel vouchers and reimbursement bills to two different offices within the Finance division. He just attached the billing amounts to the travel voucher for the trip to which they were related and sent the package to the travel voucher office. The travel voucher office thought the billing calculations were merely informational copies and did not pass them on to the Billing Office. Thus almost no bills were issued for a period of almost 14 months.
- o **REMEDY** – This problem was uncovered in the course of preparing the charts mentioned above.
 - * Claudia Schechter, Director of Operations, held a meeting of all involved parties and has developed a new system that will avoid any confusion of this sort in the future.
 - * Bills were sent out in March to almost all parties who owe the Department reimbursement money. There are a few parties for whom we are still seeking proper addresses.
 - * In most cases now, political campaigns pay the Secretary's expenses in advance and the government reimburses them for parts of the trip on which government business is conducted [we currently owe various campaigns about \$700]. In the case of the Clinton-Gore reelection campaign, the campaign will pay for the entire leg of a trip on which any political activity for the campaign has occurred.

OPTIONAL FORM 99 (7-90)

FAX TRANSMITTAL		# of pages 7
To: Ginny Terrano	From: Mike Gaudin	
Dept/Agency:	Phone #	
Fax # 456-6210	Fax #	

Mike Gaudin
208-5256

The following are statutory Cabinet Level Departments:

Department of State	Secretary Warren Christopher
Department of the Treasury	Secretary Robert Rubin
Department of Defense	Secretary William Perry
Department of Justice	Attorney General Janet Reno
Department of the Interior	Secretary Bruce Babbitt
Department of Agriculture	Deputy Secretary Richard Rominger (Acting) <i>Dan Glickman (Nominee)</i>
Department of Commerce	Secretary Ronald Brown
Department of Labor	Secretary Robert Reich
Department of Health and Human Services	Secretary Donna Shalala
Department of Housing and Urban Development	Secretary Henry Cisneros
Department of Transportation	Secretary Federico Peña
Department of Energy	Secretary Hazel O'Leary
Department of Education	Secretary Richard Riley
Department of Veterans Affairs	Secretary Jesse Brown

14 total

Every President, at his or her discretion, may select any number of agencies to be Cabinet-level during his or her term in office. The following are in President Clinton's Cabinet:

Environmental Protection Agency	Administrator Carol Browner
Office of Management and Budget	Director Alice Rivlin
Council of Economic Advisors	<i>Vacant</i>
U.S. Mission to the United Nations	Ambassador Madeleine Albright
United States Trade Representative	Ambassador Michael Kantor
Office of National Drug Control Policy	Director Lee Brown
Small Business Administration	Director Phillip Lader
White House Chief of Staff	Leon Panetta
<i>Counselor To the President</i>	<i>Mack McLarty</i>

8 + 1 vacancy & 1
nominee

⊛ CEA will not be raised to Cabinet level until ~~the~~ Deutch is confirmed.

24 total

As of March 1, 1995

- getting new leaf for cabinet table

UPDATE TO PREVIOUS EDITION

July 24, 1995

OFFICE OF THE ASSISTANT SECRETARY FOR PUBLIC AFFAIRS

Room 7234A, Fax: 736-4495

ASSISTANT SECRETARY FOR PUBLIC AFFAIRS

Thomas DONILON

647-5548

OFFICE OF THE SPOKESMAN

Room 6800, Fax: 647-5939

PRINCIPAL DEPUTY ASSISTANT SECRETARY AND SPOKESMAN

Nicholas BURNS 647-6607

DEPUTY ASSISTANT SECRETARY AND DEPUTY SPOKESMAN

David JOHNSON 647-6607

SPECIAL ASSISTANTS TO THE SPOKESMAN

Nanda CHITRE 647-6088

David LEAVY 647-9606

Peter PAPPAS 647-6088

OFFICE OF PRESS RELATIONS

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BUREAU PRESS AND PUBLIC AFFAIRS ADVISORS

BUREAU	NAME	ROOM NUMBER	OFFICE NUMBER	FAX NUMBER
<u>African Affairs (AF/P)</u>				
	Mary SWANN	5232	647-7371	647-6367
	Tom Genton	5232	647-7373	
<u>Inter-American Affairs (ARA/P)</u>				
	Lee MCCLENNY	4908	647-4727	647-4551
	Majorie Weisskohl	4908	647-4727	
	*Tom Casey	4908	647-4727	(*arrives Sept 95)

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BUREAU	NAME	ROOM NUMBER	OFFICE NUMBER	FAX NUMBER
<u>Consular Affairs (CA/P)</u>				
	Suzanne LAWRENCE	6831	647-1488	647-6074
	Nyda Budig	6831	647-1488	
<u>Diplomatic Security (DS/TSD/SA)</u>				
	Andy LAINE	SA-11	703-204-6212	703-204-6231
<u>East Asian & Pacific Affairs (EAP/P)</u>				
	John OHTA	5209	647-2538	647-0996
	Kenneth Bailes	5209	647-1028	
	Karolina Walkin	5209	647-1029	
<u>European & Canadian Affairs (EUR/PA)</u>				
	Aric SCHWAN	4513	647-6925	647-5116
<u>Int'l Narcotics and Law Enforcement (INL)</u>				
	Susan SNYDER	7334	647-0455	647-8269
<u>International Organizations (IO/PA)</u>				
	Donna GIGLIOTTI	4334A	647-6400	647-9722
	Joseph Dickie	4334A	647-7142	
<u>Near Eastern Affairs (NEA/P)</u>				
	John HAMILTON	6243	647-5151	647-7720
	Julie Arrighetti	6243	647-5151	
<u>Political-Military Affairs (PM)</u>				
	Robert MANTEL	7319	647-6968	647-1346
	Charles Evans	7319	647-6968	
<u>Population, Refugees & Migration (PRM)</u>				
	Hazel REITZ	SA-1	663-1014	663-1061
	Marti Doggett	SA-1	663-1712	
<u>South Asian Affairs (SA)</u>				
	Len SCENSNY	5246	736-4255	736-4259
	Melvin Spence	5246	736-4255	
<u>Counter-Terrorism (S/CT)</u>				
	Joe REAP	2507	647-8682	647-0221

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<u>Newly Independent States (S/NIS)</u>				
	Anne JOHNSON	7531	647-3114	647-2699

<u>Arms Control & Disarmament Agency (ACDA/PA)</u>				
	Mary DILLON	5843	647-8677	647-6928
	Robert Waters	5843	647-8677	

<u>Agency for Int'l Development (AID)</u>				
	Jay BYRNE	4889	647-4274	647-3945
	John METELSKY	4889	647-4274	
	Renee Bafalis	4889	647-4274	
	Howard Salter	4889	647-4274	
	Russell Porter	4889	647-4274	
	Ann Kitlaus	4889	647-4274	
	Dan Israel	4889	647-4274	
	Jay Strell	4889	647-4274	

ALTHOUGH NOT FULL-TIME PAO's, THE FOLLOWING HAVE BEEN NAMED BY THEIR OFFICES AS CONTACTS:

BUREAU	NAME	ROOM NUMBER	OFFICE NUMBER	FAX NUMBER
<u>Administration (A)</u>				
	Susan EDMONDSON	6330	647-3196	647-1558
	Kathleen Austin	6330	647-4461	
	Ken Messner	6330	647-4475	
	Susan Swart	6330	647-4470	

<u>Democracy, Human Rights & Labor (DRL)</u>				
	Yehudah MIRSKY	4827A	647-1403	647-0431

<u>Director General (M/DG)</u>				
	Al CARROLL	6217	647-2675	647-5080

<u>Economic & Business Affairs (EB/CLP)</u>				
	Maria IONATA	6828	647-7951	647-5713

<u>Global Affairs (G)</u>				
	Janet CRIST	7250	647-6240	647-0753
	Sondra Ulmer	7250	647-6240	
	Tony Gambino	7250	647-6240	

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BUREAU	NAME	ROOM NUMBER	OFFICE NUMBER	FAX NUMBER
<u>Intelligence and Research (INR)</u>				
	Jeffrey Beller	6531	647-9681	647-4296
	Joseph Cassidy	6531	647-9681	
<u>Inspector General (IG)</u>				
	Linda TOPPING	6817	647-9450	647-7660
<u>Legislative Affairs (H)</u>				
	Roxanne REED	5917	647-2163	647-1618
<u>Legal Adviser (L)</u>				
	Jeff KOVAR	5527A	647-3044	736-7559
<u>Management (M)</u>				
	Ralph FRANK	6217	647-1501	647-0168
<u>Oceans, Int'l Environmental and Scientific Affairs (OES)</u>				
	Eileen KANE	7831	647-0978	647-0217
<u>Organization of American States (USOAS)</u>				
	Mark FEIERSTEIN	6494	647-9378	647-0911
	Peter Quilter	6494	736-4764	
<u>Protocol (S/CPR)</u>				
	Mary MASSERINI	1238	647-1685	647-1560
<u>United States Information Agency (USIA)</u>				
	Kimberly MARTEAU	USIA	619-4355	619-6988
	George Kinzer	USIA	619-4355	

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Press Guidance
November 16, 1995

Attorney General/Parkinson's Disease

The Attorney General at her weekly press briefing confirmed for reporters that she has Parkinson's Disease.

FYI -- She had a confirmed diagnosis about is this weekend. She discussed it with her family and has been reading up on the disease. She is on medication.

Kitty/Nancy
will talk to Potts
I will update you
before briefing.
- AM