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THE WHITE HOUSE

WASHINGTON

February 21, 1997

MEMORANDUM FOR WHITE HOUSE STAFF

FROM: JOHN PODESTA
SYLVIA MATHEWS
TODD STERN
NANCY HERNREICH
STEPHANIE STREETT

SUBJECT: Presidential events and briefings

In an effort to make the time before presidential events more organized and effective for the President, the following policies will be in effect immediately:

- **Manifests** - pre-briefings prior to events with the President are to be manifested. The Staff Contact will be responsible for listing on the event memo WH staff from his/her office, or other offices, who are to be present for the pre-briefing. In order to make this often short time go smoothly for the President, the list should include only policy and logistical staff **absolutely necessary**. Staff related to breaking news events of the day will be included in the briefing as determined by the Chief of Staff's office, Nancy Hernreich's office or the Press Office.

The Staff Contact will also be responsible for working with those manifested to organize the pre-briefing time in a concise, logical way most beneficial to the President.

The manifest should be listed under the "Participant" section of the briefing memo as submitted to the Staff Secretary's office (see attached sample).

Two important reminders:

- 1) The Staff Contact is responsible for all aspects of a presidential event. This includes: coordinating with the Scheduling or the Social Office on all matters related to the event; coordinating with Communications to make sure the substance and message aspects of the event match; vetting lists of guests and clearing people into the complex; preparing briefing memos; and making sure all follow-up is completed including thank-you notes and WH photo distribution.
- 2) Briefing papers (plus four copies) are due to the Staff Secretary by 4:00 PM the day before an event. The Staff Secretary's office will edit the document and return comments, if any, shortly thereafter, so that final submission can be made by 6:00 PM.

THE WHITE HOUSE
WASHINGTON

DATE (centered)

NAME OF EVENT (centered)

DATE:
LOCATION:
TIME:
FROM: (Staff contact)

I. PURPOSE

Should state purpose of meeting or event including, if appropriate, what meeting or event is intended to accomplish. Paper should be written as if you are talking to the President (e.g., "you will meet with xyz to discuss...")

II. BACKGROUND

Should state relevant context of event, issues of special concern, previous participation, etc.

III. PARTICIPANTS

Pre-brief participants:

(Limited number of WH staff, Cabinet Secretaries or Deputy Secretaries to be present for the oral briefing.)

Event participants:

(Speakers and other event participants, special guests, Cabinet members, Members of Congress, WH staff, friends of the President, audience members of note. Also include audience size.)

IV. PRESS PLAN

Must be coordinated with Press Office and should specify press coverage (e.g., "closed", "WH photo only", "press pool", "open press")

V. SEQUENCE OF EVENTS

Must be coordinated with Scheduling or Social Office and include outline of event...should be written using bullet-point format (e.g., Briefing in holding room; Offstage announcement; Governor X speaks and introduces you; you make remarks, work ropeline and depart.)

VI. REMARKS

("To be provided by Speechwriters", "talking points attached", "none required". Talking points should always be provided on a separate piece of paper.)

VII. ATTACHMENTS (if any)

(Very limited background material, relevant newsclips, etc.)

IMPORTANT NOTE: Briefing memos must be delivered to the Staff Secretary's office by 4:00 PM the day before the event (memos are required for events appearing on the schedule as "optional"). The Staff Secretary's office will return comments, if any, to the staff contact shortly thereafter so that final submission can be made to the Staff Secretary's office by 6:00 PM.

**THE WHITE HOUSE
OFFICE FOR WOMEN'S INITIATIVES AND OUTREACH**

TO: TERRY EDMONDS

FAX: 65709

DATE: 8/20

NUMBER OF PAGES (including cover sheet): 4

FROM: ☐ BETSY MYERS, Director

☐ LISA OSBORNE ROSS, Deputy Director

☐ MICHELE ALTEMUS, Agency Rep., Interagency Committee

☐ MARY DIXON, Agency Rep., Interagency Committee

☐ LEANNE POWELL, Agency Rep., Interagency Committee

☐ CLAUDIA RAYFORD-WILLIAMS, Agency Rep.,
Interagency Committee

☐ MAUREEN RYAN, Agency Rep., Interagency Committee

☐ SONDRA SEBA, Agency Rep., Interagency Committee

☐ Other

NOTES:

Please deliver ASAP.

**THE WHITE HOUSE
OFFICE FOR WOMEN'S INITIATIVES AND OUTREACH**

708 JACKSON PLACE, NW

WASHINGTON, DC 20503

PHONE: (202) 456-7300 FAX: (202) 456-7311

August 20, 1996

MEMORANDUM FOR: HAROLD ICKES
RAHM EMANUEL
BRUCE REED
TERRY EDMONDS

FROM: ALEXIS HERMAN
BETSY MYERS

RE: WELFARE MESSAGE FOR CONVENTION AND SIGNING

SUGGESTED THEMES TO APPEAL TO WOMEN CONSTITUENTS

(1) Positive Portrayal of AFDC Recipients

The number one concern from women leaders is that the President not characterize welfare mothers as irresponsible. The President's remarks should combat the negative stereotype of women on AFDC as "lazy, irresponsible, dependent, bad mothers."

Instead, the President needs to acknowledge that welfare recipients are women who tried their best to find a way to keep their kids fed, clothed and housed. **Many women on welfare choose AFDC in order to get health insurance for their families and to be responsible parents** (low-wage child care is often unsafe and unlicensed). Our mission in this bill should be to assist women in the transition from welfare to a decent job with decent wages and benefits.

(2) Battered Women

The President should highlight concern for the nation's most vulnerable women:

(a) **Urge states to use their "option" under the bill to exempt battered women from the time limits and work requirements.** States can provide screening and referrals for battered women, and can waive -- without financial penalties -- time limits and work requirements. This optional exemption for battered women is a **separate provision from the 20% hardship exemption**. By doing so, states will assure that violence will no longer keep women and children in poverty. New studies have documented that many women on AFDC are unable to leave welfare and participate in the labor market because of domestic violence. While time limits and other requirements in the welfare bill are good incentives for many poor women, their inflexibility may make it harder and more dangerous for battered women to escape violence. The physical and mental effects of past and current violence serve as barriers to speedy welfare-to-work transition.

(4) Corporate and Community Responsibility/Building Partnerships

The President should call on corporate leaders to be active partners in the transition from welfare to work. Employers should:

- pay a living wage
- ensure fair pay for women and people of color
- provide decent health care
- provide affordable, quality child care
- ensure safe workplaces
- provide on the job training and fair opportunities for advancement
- the right to unionize

The President should stress the importance of community involvement. He should call on community and religious leaders to partner with government and business to support women in their transition from welfare to work, including:

- child care
- housing
- food
- transportation
- job training & placement
- safe neighborhoods (poverty exacerbates crime) - i.e., community policing

(5) Clinton Successes on Job Creation and Working Women

The President could frame welfare in the broader context of his record and commitment to creating new jobs that not only get people off welfare, but keep people off welfare. The President should stress his accomplishments on behalf of low-wage and women workers that will provide systemic support during the welfare to work transition:

- Job creation
- Education tax credits
- Training
- Empowerment Zones/Urban renewal
- Minimum wage increase
- Earned Income Tax Credit
- Family & Medical Leave Act
- Creation of the HHS Child Care Bureau for low-wage women

(b) Announce federal study (HHS & DOJ) of the correlation between domestic violence and poverty. To date, there has never been a study of a caseload of women on welfare to measure domestic violence, sexual assault and incest. The goal of this study will be to provide data to states so they can design welfare programs that will respond effectively to battered women who are seeking to free themselves from their abusers.

Leon Panetta supports the study.

(3) Government Accountability (Monitoring & Penalties)

The President should stress his commitment to ensuring that states are monitored and held accountable for protecting the rights of welfare recipients and working women.

New ideas include establishing performance standards, timelines for implementation, and a pro-active monitoring vehicle. Federal agencies should work aggressively with the states to:

- increase efforts to educate caseworkers so they will provide accurate information (HHS).
- urge states with more progressive waiver programs to maintain them and promote them as models (HHS).
- establish a 1-800 phone number for emergency food and shelter assistance (HHS and USDA).
- increase crime prevention and substance abuse programs in poor neighborhoods (DOJ & Office of National Drug Control Policy).
- increase job training and employment programs and monitor placement success and longevity. (We need to protect poor women from sweatshop conditions and dead-end jobs.) (DOL).
- strengthen and monitor implementation of labor laws that prevent illegal and unfair firings and disciplinary actions, forced or mandatory overtime, violations of FMLA and sexual harassment (DOL).
- expedite the processing of food stamp and WIC applications (USDA).

The President should request supplemental funding for HHS, DOL, USDA and DOJ for '97 for the above monitoring.

MEMORANDUM

TO: Don
FROM: Eli
RE: TV Ratings Update
DATE: Thursday, December 12, 1996

After attending a meeting on your behalf with Greg Simon and John Emerson about the TV industry's upcoming announcement of its voluntary ratings system, here's a quick update of what is coming, and what the President's involvement could be:

The New Ratings System

The TV industry has developed a system similar to the motion picture industry's ratings system, to rate shows by both age and content. Ratings include:

- Y (children's programming that is completely safe);
- Y7 (children's programming that may not be suitable, like violent cartoons);
- G (not designed for children but suitable for them, like the Brady Bunch);
- PG (may contain some material parents will find objectionable, such as most sitcoms);
- 14 (some material unsuitable for those under 14, including most prime-time adult shows);
- M (uncensored, R-rated movies, etc.).

Ultimately, parents will be able to set v-chips at these various levels to block what they consider inappropriate for their own children.

The system will be announced by the industry on December 19, but Jack Valenti is already beginning to do backgrounders. It will be presented as a 10-month trial system, and the industry will invite comments from parents and others during this period.

Apparently, Congressman Markey (the author of the v-chip law) and various children's advocacy groups are not happy with this system; they want a more detailed system, with more information about content (specifying whether there is sex, violence, strong language, etc.). Some of these groups are holding press conferences to present their objections.

Our Reaction

Greg Simon feels that the President's response should not be to criticize or explicitly endorse the new system, but rather to say something like: "I brought industry leaders together and asked them to provide a voluntary system, and they have now done that. It may not be the perfect

system -- or the one I would design -- but it is the industry's own, good faith effort, and it gives parents much, much more information than they have today. Ultimately, it is not up to me or the government to decide if this system works, it is up to the parents and families who will rely on it. This system will be in place starting in January -- one or two years before the v-chip is even available. Parents now have a chance to use it, and begin a dialogue with the TV industry about its effectiveness."

According to Simon, it is important to emphasize that parents are the ones who should weigh in on the new system, not interest groups. He points out, however, that there is one thing we should propose changing, which the VP is suggesting today to Jack Valenti. Whereas parents actually rate motion pictures, they have no role in the TV industry's new producer-rated system. He believes we should urge the industry to include parents on the board of the new Ratings Group, at least to monitor the system's implementation. If the industry agrees to this demand, this will probably please the children's groups.

The Announcement

Since Simon and others felt strongly that the President should not endorse the new ratings system (although we should emphasize his leadership in bringing it about), the feeling at the meeting was that the President should probably not attend the industry's press conference unveiling it next Thursday, December 19. The general consensus was for the industry to hold its own press conference at the National Press Club, and then for the President (with the VP, HRC, and Tipper) to hold a small discussion with parents and children at the White House (perhaps in the VP's ceremonial office) with Jack Valenti in attendance.

This approach would avoid any tacit endorsement of the new system, but would allow the President to focus on the fact that parents and families must now begin a dialogue about the new system. We could invite a few well-known tv characters (such as Mr. Rogers) to provide a better picture.

There was also a suggestion that the President hold this kind of meeting on the set of a children's tv show (a Sesame Street-type show), for better visuals and to send a message about the right kind of children's TV. But it is unclear if any such shows are taped in DC, and there is probably not enough time to leave the campus on that day.

THE WHITE HOUSE

WASHINGTON

May 19, 1997

MEMORANDUM FOR THE PRESIDENT

FROM: RICHARD SOCARIDES 

THROUGH: SYLVIA MATHEWS 
MARIA ECHAVESTE 

RE: Proposed White House Conference on Hate Crimes

I. SUMMARY

This memorandum provides background information relating to hate crimes in America and proposes that you authorize the convening of a White House conference on hate crimes to be held in the fall of 1997. This memorandum also sets forth the goals, structure, timing, staffing and funding for such a conference.

This conference would be part of our overall unity plan, because it addresses hate crimes against *all* people. Also, it would fit into our race initiative, because it will include racially-motivated hate crimes.

II. BACKGROUND

Hate Crimes are a serious problem in America. Statistics collected by the Federal Bureau of Investigation suggest that over 8,000 hate crimes occur each year, and it is clear that these statistics greatly understate the problem. Despite federal legislation designed to establish the incidence of hate crimes, uneven and under reporting by law enforcement agencies around the country make the actual situation very unclear. Recent media attention paid to some high profile incidents of hate related violence have helped to focus national attention on the problem.

In January, the Executive Committee of the Leadership Conference on Civil Rights ("LCCR") met with senior White House staff. At the meeting, LCCR presented its recent report on hate crimes in America. The report recommends, among other things, that the Administration take steps to help educate the public as to the magnitude of the problem and look for possible solutions.

Under current federal law there are three different definitions of hate crimes. The principal federal criminal statute dealing with hate crimes, 18 USC 245, provides a traditional definition: attacks based on race, religion ~~or~~ national origin. The Hate Crime Statistics Act of 1990 expanded that definition, for the purposes of its provisions, to include crimes in which an individual becomes the victim due to their race, religion, sexual orientation, ethnicity or disability. The Hate Crimes Sentencing Enhancement Act of 1994 expands that definition further to include women. There are several proposals which call for the principal federal criminal definition to be expanded to provide broader coverage. Many of these proposals present important policy and constitutional issues.

III. PROPOSED CONFERENCE

Goals: A White House conference on hate crimes would:

- promote unity by educating the public in a dramatic way about the threat these crimes pose to the fundamental principals of fairness and equal justice upon which our nation was founded, and by fostering a greater appreciation of the rich diversity of America;
- demonstrate the Administration's commitment to preventing hate crimes and highlight current and future actions we are taking to achieve this goal;
- serve as an opportunity to examine and document the best practices for combating hate crimes and devise strategies and prepare a report to aid law enforcement and local communities in improved enforcement of existing laws and other strategies to fight these crimes; and
- provide a focus for consideration of proposals to encourage state and local governments to initiate hate crimes legislation and to develop a legislative and policy strategy with respect to the proposed amendments to existing federal law.

The theme of the conference should be forward looking. While it will, by necessity, examine the tragic impact hate crimes have on the American society, we will work to emphasize positive actions individuals can take to help prevent hate crimes and promote unity. Further, while the main focus of the Reconciliation\Race Initiative is on race, the hate crimes conference would be inclusive of all victims of crimes motivated by hate, including those motivated by intolerance of the actual or perceived religion, ethnicity, gender, sexual orientation or disability of the victim.

Structure: The conference would last one day and be held at the White House. It would include approximately 100 participants from all walks of life and from every region of the country. They would be selected by a White House working group. The participants would include the victims and their families, advocates, law enforcement professionals, state and local

government officials, and religious leaders, etc. Senior Administration officials from the White House, the Attorney General and other officials from the Department of Justice and relevant agencies and departments would also participate. We would also identify and work closely with key Members of Congress in connection with the Conference.

The conference format would include the following:

- Welcoming remarks from the Attorney General and other administration officials in a morning plenary session to last about one hour.
- Four panel groups focused on different elements of the hate crimes problem (examples could include panels focused on some of the following: crimes motivated by race, religion, ethnicity, gender, sexual orientation/identity, disability; the attackers and organized hate groups; law enforcement efforts and best practices; educational and private initiatives; help available for the victims, etc.) Panel participants would be pre-assigned based on their area of expertise. Each panel would include an Administration official and a pre-assigned chair.
- Remarks by you to an afternoon plenary session of all participants. We would work to have the afternoon session carried live on CNN and other networks, and/or by satellite feeds to venues in other locations. Your remarks would be introduced by a series of brief comments from victims, whose selection would illustrate the diversity and scope of the crisis. Your comments would outline the scope of the problem and suggest the Administration's response.
- Reports from the panel chairs and a round table discussion led by you. A short question and answer period involving the larger audience would also be included.
- A reception for participants.

A book of the conference proceedings would be produced and distributed to the participants and others. A letter from you outlining what can be done to fight hate crimes and including any specific proposals coming out of the conference could be more widely distributed.

Timing: The conference would take place in the fall of 1997.

Staffing: The Office of Public Liaison would take the lead in staffing. A working group to include Public Liaison staff and staff from other relevant White House Departments (Intergovernmental Affairs, Legislative Affairs, Cabinet Affairs, Communications, Domestic Policy Council, etc.) should be assembled to run the conference.

We would work closely with the Department of Justice in the planning and convening of the Conference. Senior staff in the offices of the Civil Rights Division, the Community Relations Service and the Deputy Attorney General's Office at the Department of Justice have reviewed this memorandum and their comments have been incorporated herein.

Cost, Funding: The conference as outlined could be conducted at a cost of about \$20,000, exclusive of travel and lodging for participants. Outside funding, through a not-for-profit foundation or otherwise, may be available to provide transportation and lodging for some needy participants.

IV. RECOMMENDATION

We recommend that a White House Conference on Hate Crimes be convened as outlined above.

Approve _____ Disapprove _____ Discuss further _____