

FOIA MARKER

This is not a textual record. This is used as an administrative marker by the William J. Clinton Presidential Library Staff.

Collection/Record Group: Clinton Presidential Records

Subgroup/Office of Origin: Public Liaison

Series/Staff Member: Alexis Herman/Ruby Moy

Subseries:

OA/ID Number: 5903

FolderID:

Folder Title:

Weekly Report for Doris Matsui and Ann Eder

Stack:

S

Row:

30

Section:

1

Shelf:

2

Position:

3

THE WHITE HOUSE

WASHINGTON

June 23, 1995

MEMORANDUM

TO: ALEXIS HERMAN

FROM: DORIS MATSUI

RE: WEEKLY REPORT FOR DORIS MATSUI & ANN EDER
Week Ending June 23, 1995

GENERAL OFFICE ACTIVITIES

- * General correspondence
- * Two tours

CONSTITUENCY ACTIVITIES

NONPROFIT

- * Followed up with nonprofit organizations' concerns on White House Conference on Small Business
- * Developing data and statistics to demonstrate "reach" of sector in coordination with Independent Sector, Council of Foundations and Foundation Center.
- * Coordinating invites and RSVPs for full nonprofit liaison group meeting on 6/27. This will be an extended afternoon meeting and will include input from a variety of nonprofit organizations such as Independent Sector.
- * Met with representatives of Greater Washington Society of Association Executives to discuss outreach and information delivery.
- * Met with subcabinet group to discuss outreach and further details of regional conferences.

CHILDREN AND FAMILIES

- * Faxed follow-up materials on budget to state based children's organizations and asked for letters, op-eds, and press releases.
- * Acquired list of members of a statewide California advocacy roundtable coalition. These will eventually be added to our state-based fax network.
- * Faxed the budget statement by the Chief of Staff to children's organizations.

EDUCATION

- * Continued to coordinate with Presidential Personnel and the Department of Education trying to arrange approval for Jan Paschal (DoEd Regional Rep) to speak on behalf of the President at national conventions that have invited her to speak.
- * Attended pre-meeting for Presidential Scholars event.
- * Made arrangements (food, clearance list, staff) for Stanford reception

- * Participated in DPC Education budget strategy meeting.
- * Called education contacts on Foster nomination.
- * Drafted memo regarding youth/student/education outreach strategy.
- * Participated in youth/student involvement meeting.

ASIAN PACIFIC AMERICANS

- * Met with appointees from Justice regarding immigration outreach.
- * Prepared invitation, agenda in preparation for APA appointee roundtable meetings to discuss outreach activities and community issues undertaken by various agencies/departments.
- * Met with California based community organizations to discuss how they and the Administration can work together.
- * Mailed out Presidential remarks from APA Caucus Institute Dinner to 30 additional small business conference organizations.
- * Assisting Presidential Personnel in identifying individuals for Boards and Commissions.
- * Working with a core group of appointees to develop strategy around hot button issues (i.e. Immigration and Affirmative Action).
- * Preparing informational/questionnaire packet for APA specialty press in order to expand our outreach efforts and evaluate the market.
- * Invited APA to President's Portland speech.
- * Met with appointees to continue development of appointee strategy in outreach and communications.
- * Prepared and began to implement a strategy to prevent an angry community response in regard to remarks made by officials at Ford Motor plant.
- * Drafted press release regarding Will Itoh's appointment.

OTHER

- * Prepared computer system to be upgraded from Q&A to WHODB.
- * Immigration meeting.
- * Met with USTR regarding trade outreach.
- * Beijing meeting.

THE WEEK AHEAD

Constituent

- * Immigration meeting.
- * Meet with Amanda Manning of USDA to discuss children's nutrition initiatives.
- * Nonprofit liaison network meeting with Nonprofit representatives.
- * APA Appointees Roundtable discussion

cc: Chris Wayne w/attachments

June 19, 1995

MEMORANDUM

TO: ALEXIS HERMAN
FROM: DORIS MATSUI
RE: WEEKLY REPORT FOR DORIS MATSUI & ANN EDER
Week Ending June 16, 1995

GENERAL OFFICE ACTIVITIES

- * General correspondence

CONSTITUENCY ACTIVITIES

NONPROFIT

- * Developing data and statistics to demonstrate "reach" of sector in coordination with Independent Sector, Council of Foundations and Foundation Center.
- * Began planning full nonprofit liaison group meeting on 6/27. This will be an extended afternoon meeting and will include input from a variety of nonprofit organizations such as Independent Sector.

CHILDREN AND FAMILIES

- * Invited a few children and families contacts to the First Lady/Mother Theresa event.
- * Met with outside working group to discuss outreach strategy.
- * Met with ABC representatives to discuss their national "Children First" campaign on Presidential/Administration participation.
- * See "Budget"

EDUCATION

- * Spent much time this week coordinating with Presidential Personnel and the Department of Education trying to arrange approval for Jan Paschal (DoEd Regional Rep) to speak on behalf of the President to national organizations that have invited her to speak.
- * Reviewed list of invitees for Presidential Scholars event and made necessary additions.
- * See Budget

ASIAN PACIFIC AMERICANS

- * Assisting Presidential Personnel in identifying individuals for Boards and Commissions.
- * Spoke at two receptions for Asian American delegates of the White House conference on Small Business.
- * Working with Appointees to develop strategy around hot button issues (i.e. Immigration and Affirmative Action).

- * Met with appointees to continue development of appointee strategy in outreach and communications.
- * Prepared a Presidential video request to be shown at a tribute to Chiune Sugihara, one of the greatest rescuers of Jews during the Holocaust

BUDGET

- * Called key education and children's organizations to discuss President's remarks. They were very supportive of the President. Asked for them to issue statements of support.
- * Developed a list of organization heads that were willing to speak to various media in support of the President for Media Affairs.
- * Invited and coordinated responses of Education and Children's groups for the OPL budget briefing on 6/14.
- * Mailed 35 copies of the budget statement to key organizations that were unable to attend the briefing (including those who sent staffers in their place) or not on a fax network.
- * Faxed 150 copies of the budget statement to key state organizations.
- * Held a conference call on the budget with seven (invited 15) representatives from education and children's groups around the country.

OTHER

- * Prepared computer system to be upgraded from Q&A to WHODB
- * Met with representatives of the American Chamber of Commerce in Japan re: APEC.

THE WEEK AHEAD

Constituent

- * Nonprofit Subcabinet core group meeting.
- * Immigration meeting.
- * Children and Families Subcabinet meeting.
- * Meet with Phyllis Jones of USTR
- * Meet with Byron Wong to discuss APA outreach
- * Meet with Amanda Manning of USDA to discuss children's nutrition initiatives.
- * DPC Student involvement meeting.
- * Participate in pre-event meeting for Presidential Scholars event.

cc: Chris Wayne w/attachments

THE WHITE HOUSE

WASHINGTON

June 9, 1995

MEMORANDUM

TO: ALEXIS HERMAN

FROM: DORIS MATSUI

RE: WEEKLY REPORT FOR DORIS MATSUI & ANN EDER
Week Ending June 9, 1995

GENERAL OFFICE ACTIVITIES

- * General correspondence

CONSTITUENCY ACTIVITIES

NONPROFIT

- * Developing data and statistics to demonstrate "reach" of sector in coordination with Independent Sector, Council of Foundations and Foundation Center.
- * Met with Irvine Foundation to determine extent of activity of nonprofit sector in California as it relates to concerns expressed around devolution.
- * Met with Core Group of Liaisons to determine next steps of Nonprofit Regional meetings. We are developing a strategy that includes an expanded liaison network meeting in coordination with other nonprofits. These meetings (probably 2) will be a set up to the Community Foundation meeting in September.
- * Worked with sector to alleviate concerns expressed around WH Conference on Small Business.

CHILDREN AND FAMILIES

- * Implemented amplification strategy for Safe and Drug-Free schools event/veto and NGA youth summit. (see education)
- * Held Children and Families briefing for senior women appointees.

EDUCATION

- * Implemented amplification strategy, including:
 - Mailed Clinton Administration's accomplishments for children (used at NGA summit) and a transcript of the President's Safe and Drug-Free school remarks to approximately 400 state-based and national children and families organizations.
 - In addition to the organizations, we mailed the information to private citizens who have written us asking for the President to veto the rescission bill. We created a database from the letters sent to us prior to forwarding them to correspondence.

-Faxed Safe and Drug-Free school/budget talking points to over 200 children and education organizations. Requested that they do press releases, op-eds, etc.

- * Held Linkages in Science briefing (community organizations that promote science and technology in education) on the budget.
- * Participated in outreach strategy meeting for youths convened by Domestic Policy.
- * Submitted scheduling request for NEA Reception in September.

ASIAN PACIFIC AMERICANS

- * Continued broadening the APA database of supporters and community leaders.
- * Met with Japanese American Legal Consortium to discuss outreach strategy and community concerns such as immigration and affirmative action.
- * Participated in Affirmative Action meeting with Asian and Hispanic groups.
- * Assisting Presidential Personnel in identifying individuals for Boards and Commissions.
- * Met/spoke with APA leaders who expressed concerns on President's position on Jordan Commission Report.
- * Working with Appointees to develop strategy around hot button issues (i.e. Immigration and Affirmative Action)
- * Continuing development of appointee strategy in outreach and communications.
- * Sent out 25 inscribed photos to APA organizations, also included the President's remarks to the APA Congressional Caucus Institute Dinner in May.
- * Began outreach to APA gay/lesbian community.
- * Participated in meeting to develop outreach strategy for minority groups.

OTHER

- * Immigration meeting

THE WEEK AHEAD

Constituent

- * Nonprofit Subcabinet core group meeting.
- * Immigration meeting.
- * Children and Families Subcabinet meeting.
- * Meet with delegates from American Chamber of Commerce in Japan
- * Deliver remarks at a reception for APA delegates to the Conference on Small Business.
- * Meet with Children and Families working group (outside organizations)

cc: Chris Wayne w/attachments

February 16, 1995

NOTE TO AMANDA CRUMLEY

FROM: MAC

SUBJECT: DOUG SOSNIK PHONE MESSAGES

There were only two messages today, but wanted to let you know.

1. David Dreyer asked that Sosnik return the call x61999
2. Jennifer Treat of DCCC @ 863 1500.

Sorry these are not more detailed. I was suprised he was already receiving calls here. If necessary, I will gladly call them back so you may give Doug a more detailed message.

Thanks.

THE WHITE HOUSE

WASHINGTON

May 19, 1995

MEMORANDUM

TO: ALEXIS HERMAN

FROM: DORIS MATSUI

RE: WEEKLY REPORT FOR DORIS MATSUI & ANN EDER
Week Ending May 26, 1995

100
26

GENERAL OFFICE ACTIVITIES

- * General correspondence
- * Three tours/requests
- * Three Presidential letters

CONSTITUENCY ACTIVITIES

NONPROFIT:

- * Continued to follow-up on Nonprofit concerns with Small Business conference.
- * Conference call with Mark Rosenman of the Union Institute and Collin Greer.
- * Developing the main thematic and philosophical conceptions, purpose and outcomes for the nonprofit concept paper.
- * Developing an interagency team for nonprofit summit activity.

CHILDREN AND FAMILIES

- * Faxed budget information to 200 Children and Family and Education contacts on the national and state level.
- * Subcabinet group conference call
- * Began coordinating logistics, creating invitation list, and developing agenda for June 7 Children and Families briefing for senior women appointees.
- * Faxed welfare reform information to state networks (100 aprx).

EDUCATION

- * Participated in pre-meeting for the President's Safe and Drug-free School event.
- * Faxed budget information to 200 Children and Family and Education contacts on the national and state level.
- * Conducted budget briefing for education groups.
- * Began coordinating logistics for Linkages in Science briefing (community organizations that promote Science and Tech in education.)

ASIAN PACIFIC AMERICANS:

- * Delivered remarks to community and business leaders at Heritage Month luncheon at the Department of Treasury.
- * Keynote speaker at the Nikkei Forum on Aging in San Francisco, to demonstrate the Administration's views on issues that affect the elderly.
- * Submitted recommendations for South Korea state dinner.
- * Began coordinating APA briefing on Affirmative Action.
- * Continued to work with core public affairs appointees to develop a cohesive media/outreach strategy incorporating events, surrogates and administration communication materials.
- * Worked with Flo to create press release on Ron Katayama's participation in VE-Day Celebration.
- * Followed-up on the President's speech last week at the Institute dinner by mailing out a transcript of his remarks.
- * Followed-up with those who attended South Asian briefing and reception with letters of appreciation.

Comments--the Administration's participation in the Heritage Month events last week received such an overwhelming amount of appreciation, we want to keep it alive by doing strong follow-ups. We are developing a strategy on how we can maintain the enthusiasm shown by the community.

- * Assisting Presidential Personnel in the Civil Rights Commission appointments.
- * Continued broadening the APA database of supporters and community leaders using the many contacts established by the many heritage month events both last week and last weekend.
- * Consulted with council's office on development of interagency outreach activity.

OTHER

- * Immigration meeting.
- * Assisted in training interns.
- * Submitted recommendations for attendees to HRC event in California.

THE WEEK AHEAD

Constituent:

- * Nonprofit Subcabinet core group meeting.
- * Immigration meeting.
- * Children and Families Subcabinet meeting.
- * Meet with Daphne Kwok of the Organization of Chinese Americans.
- * Meet with Pat Okura of Okura Mental Health.
- * Meet with Lauren Cook of the Council of Foundations.
- * Develop amplification strategy for Safe and Drug-free School event.

cc: Chris Wayne w/attachments

June 2, 1995

MEMORANDUM

TO: ALEXIS HERMAN

FROM: DORIS MATSUI

RE: WEEKLY REPORT FOR DORIS MATSUI & ANN EDER
Week Ending June 2, 1995

GENERAL OFFICE ACTIVITIES

- * General correspondence
- * Cleaned-up/stored files

CONSTITUENCY ACTIVITIES

NONPROFIT:

- * Continued to follow-up on Nonprofit concerns with Small Business conference.
- * Further developed the main thematic and philosophical conceptions, purpose and outcomes for the nonprofit concept paper.
- * Met with Lauren Cook of the Council of Foundations to discuss regional meetings.

CHILDREN AND FAMILIES

- * Subcabinet conference call.
- * Began coordinating logistics, invitation calls and developing agenda for June 7 Children and Families briefing for senior women appointees

EDUCATION

- * Participated in pre-meeting for the President's Safe and Drug-free School and NGA Youth Summit event.
- * Coordinating logistics for Linkages in Science briefing (community organizations that promote Science and Tech in education.)
- * Submitted 2 scheduling requests for the President; to attend 30th Anniversary celebration of Higher Education Act and the Walt Disney Company Presents the American Teacher Awards event.

ASIAN PACIFIC AMERICANS:

- * Began coordinating briefing on Affirmative Action.
- * Conference called with core public affairs appointees to develop a cohesive media/outreach strategy incorporating events, surrogates and administration communication materials.
- * Assisting Presidential Personnel in the Civil Rights Commission

appointments.

- * Continued broadening the APA database of supporters and community leaders.
- * Met with Daphne Kwok (Organization of Chinese Americans) to discuss outreach strategy and community concerns such as immigration and affirmative action.
- * Met with Pat Okura (Okura Mental Health) to discuss outreach strategy to young, professional Asian American.
- * Consulted with Office of Administration office on development of interagency outreach activity.

OTHER

- * Immigration meeting

THE WEEK AHEAD

Constituent:

- * Nonprofit Subcabinet core group meeting.
- * Immigration meeting.
- * Children and Families Subcabinet meeting.
- * Senior Women appointee briefing on Children and Families.
- * Meet with Karen Narasaki of NAPALC.
- * Affirmative Action Briefing for Asian and Hispanic Americans.
- * Science Linkages in the Community Briefing.
- * Implement amplification strategy for Safe and Drug-free Schools and NGA Youth Summit events.
- * Meet with Nick Bollman of the Irvine Foundation.

cc: Chris Wayne w/attachments