

Withdrawal/Redaction Sheet

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. resume	Re: Karen Hastie Williams (partial) (2 pages)	n.d.	b(6)
002. resume	Re: Chris Stratton (partial, p. 3) (1 page)	n.d.	b(6)
003. resume	Re: Douglas Gray Rivlin (partial. P. 2) (1 page)	n.d.	b(6)
004. resume	Re: Janet Waters Perry (partial) (1 page)	n.d.	b(6)
005. letter	To Hillary from Richard I. Mintz re: recommendation (1 page)	n.d.	b(6)
006. resume	Re: Margaret Ann Hamburg (partial) (1 page)	n.d.	b(6)
007. report	Re: Inauguration and National Prayer Service (17 pages)	n.d.	Personal Misfile

COLLECTION:

Clinton Presidential Records
First Lady's Office
Maggie Williams (Subject Files)
OA/Box Number: 10233

FOLDER TITLE:

Resume [2]

2013-0359-S

ry1512

RESTRICTION CODES

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

P1 National Security Classified Information [(a)(1) of the PRA]
P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P3 Release would violate a Federal statute [(a)(3) of the PRA]
P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

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

b(1) National security classified information [(b)(1) of the FOIA]
b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
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b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

NO
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CROWELL & MORING

Resume of

KAREN HASTIE WILLIAMS

ADDRESS: 1701 Poplar Lane, N.W. TELEPHONE: (202) 882-8592 (H)
Washington, D.C. 20012 (202) 624-2680 (O)

PLACE AND DATE OF BIRTH:

(b)(6)

[001]

EDUCATION

J.D., 1973 -- Columbus Law School, Catholic University of
America, Washington, D.C.

Associate Editor, Catholic University Law Review

American Jurisprudence Awards for Excellence in Federal
Practice and Procedure and Labor Law

M.A., 1967 -- Fletcher School of Law & Diplomacy, Tufts
University, Medford, Massachusetts

B.A., 1966 -- Bates College, Lewiston, Maine

(Also, Certificate, 1965 -- University of Neuchatel,
Neuchatel, Switzerland, per junior year abroad)

1962 -- Philadelphia High School for Girls, Philadelphia,
Pennsylvania

EMPLOYMENT

Partner, Crowell & Moring -- December 1982 to present. Areas of
specialization include public contract law, legislation and
federal budget practices.

Of Counsel, Crowell & Moring -- March 1981 to November 1982.
General corporate practice with emphasis on public contract
law.

Administrator, Office of Federal Procurement Policy, Office of
Management and Budget -- March 1980 to February 1981.
Director of White House office that develops and coordinates
policies for \$100 billion annually in civilian and military
procurement government-wide.

Chief Counsel, U.S. Senate Committee on the Budget -- February
1977 to February 1980. Legal opinions and legislative
strategy on budget-related issues.

CIVIC AND EDUCATIONAL ASSOCIATIONS

Black Student Fund, Chair
Enterprise Foundation, Trustee
Greater Washington Research Center, Vice President and
Board of Trustees
Lawyers' Committee for Civil Rights Under Law, Board of Directors
NAACP Legal Defense Fund, Inc., Board of Directors
Trilateral Commission, Member, North American Delegation

CORPORATE BOARD MEMBERSHIPS

Crestar Bank, N.A.-Advisory Board
Crestar Financial Services Corporation
Federal National Mortgage Association
Washington Gas Light Company

PERSONAL DATA

Married to Wesley S. Williams, Jr., Esquire, a partner in the law
firm of Covington & Burling, Washington, D.C.

Three children, Amanda Pedersen Williams, born [REDACTED] (b)(6)
Wesley Hastie Williams, born [REDACTED] (b)(6); and
Bailey Lockhart Williams, born [REDACTED] (b)(6)

Member, St. John's Episcopal Church, Lafayette Square
Member, Ecclesiastical Court, Episcopal Diocese of Washington
Member, Board of Trustees, Protestant Episcopal Cathedral
Foundation
(corporate parent of the National Cathedral, of Beauvoir,
National Cathedral and St. Alban's Schools, and of the
Cathedral Colleges of Preachers and of the Laity)
Member, National Cathedral Association
Co-Chair, 1991 NATIONAL RACE FOR THE CURE

EMPLOYMENT (cont'd)

Associate Attorney, Fried, Frank, Harris, Shriver & Kampelman -
September 1975 to February 1977. General corporate practice
(member of District of Columbia Bar).

Law Clerk to Associate Justice Thurgood Marshall, U.S. Supreme
Court -- August 1974 to August 1975.

Law Clerk to Judge Spottswood W. Robinson, III, U.S. Court of
Appeals for the District of Columbia Circuit -- September
1973 to August 1974.

Summer Associate, Fried, Frank, Harris, Shriver & Kampelman --
1971 and 1972.

Staff Assistant, U.S. Senate Committee of the District of Columbia
-- 1970 (hired for pendency of special four-month project).

Staff Assistant, International Government Relations Department,
Mobil Oil Corporation, New York, New York -- 1967 to 1969
(resignation required by husband's change of employment).

Summer Research Assistant, Governor's Commission on the Status of
Women, St. Thomas, U.S. Virgin Islands -- 1967.

Summer Volunteer (guide and interpreter), Center for International
Visitors to the City of Philadelphia, Pennsylvania -- 1966.

PROFESSIONAL ASSOCIATIONS

American Bar Association, Section of Public Contract Law,
Chairman

Association of Black Women Attorneys

Consultant Advisory Panel of the Comptroller General of the
United States (GAO)

District of Columbia Bar, Board on Professional Responsibility,
Member and Hearing Committee Chair 1982-1989

National Bar Association

National Contract Management Association, Board of Advisors

Washington Bar Association

SUSAN G. MCNAY
Route 1, Box 2310
Jamestown, Missouri 65046
816-849-2400

WORK EXPERIENCE:

Scheduling Assistant **9/92-11/92**

Vice Presidential Nominee Al Gore

Responsible for daily Schedule in Brief, responded to all invitations, and assisted with overall operation of campaign scheduling department.

Senior Aide **11/90-8/92**

St. Louis Mayor Vince Schoemehl

Worked in Mayor's bid for Missouri Governor. Responsible for grassroots organization in 112 of 116 Missouri counties. Worked as liaison with Democratic members of Missouri Legislature and with Missouri Agricultural Commodities Groups concerning Alternative Fuels.

Campaign Manager **9/90-11/90**

Dean Gibson for State Representative

Responsible for strategic planning of campaign. Produced campaign literature. Produced all newspaper and radio advertising and placed in respective medias. Responsible for all fundraising activities.

Office Manager **12/89-8/90**

Missouri Democratic Party

Responsible for overall management of office. Represented Party at Democratic functions statewide. Handled all bookkeeping, including accounts payable/receivable and payroll. Prepared information for State and Federal Campaign Finance Reports.

Administrative Assistant **11/88-11/89**

State Representative Carol Mays

Responsible for management of office. Handled all constituent services case work; conducted and prepared research for legislation; scheduled appearances; prepared constituent survey.

EDUCATION:

Lindenwood College, St. Charles, Missouri

Received \$4,000 Leadership Scholarship from College.

ACCOMPLISHMENTS:

1992 - Re-elected as Missouri Young Democrats National Committeewoman.

1991 - Named to Outstanding Young Women of America.

1991 - Co-Chairman of the Young Democrats of America National Convention.

1991 - Elected Region 6 Director, Young Democrats of America.

(Region 6 includes Missouri, Arkansas, Louisiana, Oklahoma and Texas.

1990 - Named Outstanding Female Young Democrat in Missouri.

State

Hillary Thomas
4201 Cathedral Avenue, N. W. (Apartment 1203E)
Washington, D. C. 20016
202/736-4098 (WORK)
202/244-4132 (HOME)

EDUCATION

Bachelor of Science in International Relations (Regional and Comparative Studies Division, with a concentration on Africa and Latin America) from the Edmund A. Walsh School of Foreign Service of Georgetown University, 1988.

Chateau Mont-Choisi, Lausanne, Switzerland

Codrington High School, Barbados, West Indies

WORK EXPERIENCE

June 1990 - present: U. S. DEPARTMENT OF STATE, Washington, D.C. Assistant Coordinator for Human Rights, Democracy, and Special Projects, Bureau of African Affairs, Regional Affairs Office. Scope of work requires providing part-time backstopping to the Officer in charge of the African Democracy Program. This includes review of incoming project requests, drafting cable responses to requests, and management of Democracy Fund disbursements. Related responsibilities include research on United Nations issues, and coordination with field offices on the human rights status of sub-Saharan African countries. Speech writing, editing of policy papers, and translation of articles and documents from French to English are also regular tasks.

Secondary function is to manage the processing of Congressional Correspondence. Involves conducting research on issues raised by constituents, and coordination with country desk officers on responses to policy inquiries. As program assistant, also conduct research for regional affairs officers in the office, primarily the Human Rights and United Nations Affairs officers. Reading and writing in French required almost daily.

October 1989 - March 1990: CHEMONICS INTERNATIONAL CONSULTING DIVISION, Washington, D.C. Project Assistant, Africa Region. Assisted in the management of AID- and World Bank-funded agricultural development and marketing projects in Africa. Helped to field and manage long- and short-term field personnel. Daily tasks included researching AID regulations and providing interpretations of the regulations to field teams, managing communications, and general project file management.

July 1989 - October 1989: **THE INTER-AMERICAN FOUNDATION,** Rosslyn, Virginia. **Consultant.** Contracted as a short-term consultant to the Foundation's Office for the Caribbean to compile a directory identifying alternative funding sources for Caribbean development initiatives. Scope: the Washington Metro area, and the eastern seaboard.

July 1988 - January 1989: **AFRICARE, Inc., Intern.** Carried out a six-month internship as a **project assistant** in a development agency field office located in Senegal, West Africa. Work involved conducting village surveys for project feasibility studies (hence speaking Wolof, the most widely spoken ethnic language); writing progress reports in French and English using IBM WordPerfect; and collaborating with the director and technical agents on project proposals. Other aspects of the job included attending project-related seminars, and meeting with government officials to discuss project-related issues.

This job required bilingual skills (French and English), occasionally trilingual (French, English, and Wolof), as well as a sound knowledge of the region and the rural development process.

July - August 1985: **Ford Foundation, Dakar, Senegal.** **Librarian.** Worked part-time filing the library of the newly-opened office onto an Apple computer. Job afforded first-hand exposure to the grant-making process, as well as an opportunity to travel to other African countries.

July 1984: **St. James Parish Church, St. James, Barbados, West Indies.** **Tour guide.** Worked part-time at historic St. James Parish Church as a tour guide, providing tours of the Church and grounds in English, French, and Spanish.

OTHER EXPERIENCE

A member of the language-partner program during all four years at Georgetown University. This program involved meeting with non-native English speaking students to practice written and spoken English through reading and sharing newspaper articles, and through conversation.

Conducted freelance tutoring in English and French for students at Georgetown, and provided English tutoring services to refugees in Northwest Washington, D. C.

Served as President of the French Club during the academic year 1984 - 1985.

Worked part-time for the NAACP, the Student Coalition Against

Apartheid and Racism (SCAR), and performed volunteer work for the Community Action Coalition.

TRAVEL

Over the years have traveled to the Caribbean (including four years of High School in Barbados), to Switzerland (including a two-year period during which I studied French as well as Spanish), and to Brazil, Cape Verde, France, Egypt, Greece, Italy, Mauritania, Nigeria, and Senegal.

LANGUAGES

Highly proficient language skills. During the past year, I have been responsible for conducting simultaneous interpretation as well as translation for Assistant Secretary for African Affairs Herman Cohen.

English	-native language
French	-highly proficient speaking, reading, and writing skills (FS level 4.5, out of a possible 5)
Spanish	-highly proficient speaking, reading, and writing skills
Italian	-good speaking and reading skills
Portuguese	-good speaking and reading skills
Wolof	-good speaking and reading skills

References upon request.

Chris Stratton

New Haven Address:
107 Mansfield St.
New Haven, CT 06511
(203) 773-1039

Permanent Address:
7321 Haynie Rd.
Jacksonville, AR 72076
(501) 988-1348

Work Experience in the Past Seven Years

Time Away from School ('88-91):

- * Greenpeace Action Canvass, New Haven CT: canvasser, full-time -- late August - late December '88, part-time -- May 31 - August 14, '89, full-time -- August 31, '89 - September 2, '91; additional duties: field manager, chief scout for new canvassable territory, new canvasser trainer, "information czar" -- general reference person for info on GP and campaigns, office liason to the national Atmosphere/Energy Campaign (thought up, advocated the ultimately successful idea of post card mail-in campaign to Congress opposing the 1991 Bush/Johnston National Energy Strategy, which generated 100,000 + post cards and was a primary reason for the "Strategy's" failure.)
- * Ark. Crisis Intervention Center: telephone fund-raiser, full-time -- February - May 1989

Junior Year (1987-8):

- * Task Force Coordinator for and General Assistant to Conn. State Representative Michael P. Lawlor (D-99), Fall and Spring Terms
- *Part Time: Collections Worker, Yale Recycling, June

Sophomore Year (1986-7):

- *Student Worker, Calhoun College Dining Hall, Fall
- *Task Force Coordinator for Representative Michael P. Lawlor (D-99), Spring
- *Substitute Teacher, Northwood Junior High School, North Little Rock, Arkansas, May
- *Resident Counselor/Assistant, 1987 Arkansas Governor's School June-July
- *Farm Work and Construction of Family Home, Summer '87

Freshman Year (1985-6):

- *Student Worker, Calhoun College Dining Hall, Fall/Spring;
- *Farm work and construction of family home, Summer '86

Chris Stratton, p. 2

Extracurricular Activities

Senior Year:

Yale College Students for Clinton: co-founder and President, organizer of one bus trip to N.H. for Student Rally 1/25/92 -- total of 20 Yalies attended, second only to Harvard, which is bigger and closer, (other bus trips to New Hampshire occurred: more than 30 Yalies got up there to campaign); Currently 50+ members, many planning/hoping to work for the campaign as volunteers or staff this summer; spoke at several forums for Campaign; organized phone bank for CT Primary

Junior Year:

Calhoun College:

- * Fall '87: as co-coordinator of the Calhoun Fitness Room, helped plan improvements in the room, including new machinery, carpeting, and mirrors.

Yale College Colloquium (an undergraduate political discussion group):

- * Fall/Spring: 1st Vice President

Yale College Democrats:

- * Fall: member, issues advisor to Kenney for Alderwoman Campaign

Yale Daily News Insider's Guide to Colleges:

- * Wrote articles on University of Arkansas, Hendrix, and St. John's college

Sophomore Year

Yale College Democrats:

- * Fall '86: Served as Secretary, helped organize College Dems' Trip to Vermont for Senator Leahy's Re-Election Campaign, Worked with Congressman Bruce Morrison's office to help elect local candidates for State Representative and State Senator, particularly Mike Lawlor
- * Spring '87: member

Yale College Colloquium:

- * Fall and Spring '86-7: Vice President

Yale College Council Government Committee:

- * Fall: member, worked on proposal, later passed, to alter the management of funding of student organizations

Freshman Year

Yale College Democrats:

- * Fall: member; Spring: Secretary/Publicist

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Chris Stratton, p. 3

Yale College Colloquium:

* Fall '85: founding member, Secretary/Publicist,
organized meetings

* Spring '86: Treasurer, organized meetings

Yale Freshman Lightweight Crew: Fall

Took part in South African Divestment Demonstrations, April 1986

Academic Training:

High School: North Pulaski H. S. '85, Salutatorian, National Merit Scholar, Century III Leader, Roosevelt L. Thompson Scholar, Presidential Scholar Finalist, National Hispanic Scholar, 1st election National Honor Society, cumulative G.P.A.: (b)(6)

[002]

College: Yale College '89, '92, B. A. Biology, Environmental Track, with training to level of proficiency in French (continued from high school) and German, and courses in English, math, history, economics, philosophy, chemistry, anthropology, geology, physics, music, and chemical engineering; cumulative G.P.A.: (b)(6)

SBA

KAREN STANLEY
1131B Woodchase Lane
Chesterfield, MO 63017
(314) 878-6324

education

- 1989-1991 **HARVARD GRADUATE SCHOOL OF BUSINESS ADMINISTRATION** **BOSTON, MA**
Awarded Master of Business Administration Degree. Speakers Chairperson, African-American Students' Union. Led planning for Annual Career/Alumni Conference. Conducted independent research on foreign investment in Southern African Countries.
- 1985-1987 **MASSACHUSETTS INSTITUTE OF TECHNOLOGY** **CAMBRIDGE, MA**
Awarded Master of Science Degree in Chemical Engineering. National Science Foundation Fellow. Researched immobilization methods for protein purification. Biochemistry Tutor.
- 1981-1985 **VANDERBILT UNIVERSITY** **NASHVILLE, TN**
Awarded B.E., *magna cum laude*, Chemical Engineering. Elected to Tau Beta Pi and Mortar Board Honor Societies. Established Black Student Weekend, now an annual recruiting event. Elected Senior Class Officer, Pres. Society of Black Engineers, Vice-President *Delta Sigma Theta* service sorority. Awarded Dean's Award for Outstanding Service to the Engineering School.

experience

- 1991-present **MONSANTO COMPANY** **ST. LOUIS, MO**
Business Development Manager, Monsanto Chemical Group
Responsible for marketing strategy of new products in the entrepreneurial Advanced Performance Materials Group.
- 6/90-8/90 **CABOT PLASTICS INTERNATIONAL** **BRUSSELS, BELGIUM**
Conducted analysis of the European plastics compounding industry. Developed financial and strategic profiles of competitors based on literature searches and interviews in France, Belgium and Germany.
- 1987-1989 **ROHM AND HAAS CO.** **PHILADELPHIA, PA**
Research Process Engineer
Supervised four hourly employees during startup of a \$3 million plastics pilot plant. Created standard operating procedures and taught statistical process control for the 25 person operation. Advised purchasing department on supplier selection after analyzing technical and financial components of bids for a 7 yr. single source contract. Identified savings of more than \$100,000 per year on a \$3.5 million contract.
- 1/87-3/87 **DOW CHEMICAL CO.** **MIDLAND, MI**
Led four MIT interns on utilities operation analysis. Proposed improvements to reduce nitrogen costs by 5 - 10 percent.
- summers
1981-1985 **EXXON Chemical Technology, PROCTER & GAMBLE Food Product Development, MEAD JOHNSON Pharmaceuticals, EXXON Research & Engineering**
- personal
Board member, Providence Program, St. Louis alternative education opportunity providing GED and job skills training. Chairperson, Executive Development Institute of the National Black MBA 14th Annual National Conference. Volunteer choir director, Annie Malone Children's Home. Enjoy playing classical piano and gospel music. Conversant in French. Former SAT preparation class instructor. Former museum docent, Germantown Historical Society.

JANET R. SHIMBERG
10102 White Trout Lane
Tampa, Florida 33618
(813) 935-8156

WORK EXPERIENCE

CLINTON/GORE PRESIDENTIAL CAMPAIGN

HILLARY RODHAM CLINTON STAFF, Little Rock, AR, 8/92-11/92
Prepared outgoing correspondence for Hillary Clinton including follow-up to campaign visits, responses to personal friends and general supporters, and acknowledgement of gifts. Supervised campaign volunteers and assisted traveling party.

U.S. SENATOR BOB GRAHAM

LEGISLATIVE CORRESPONDENT, Washington, D.C., 8/91-8/92
Monitored legislation and responded to constituent correspondence and phone calls in the policy areas of judiciary, labor, communications, education and abortion. Represented Senator at constituent meetings. Drafted memos and prepared floor statement for Senator.

STAFF ASSISTANT, Washington, D.C., 7/91-8/91
Liaison between Senator Graham and Florida constituents.

INTERN, Washington, D.C., 6/89-7/89
Assisted deputy press secretary with daily news clips and helped organize and write intern newsletter.

UNIVERSITY COMMUNITY HOSPITAL FOUNDATION

INTERN, Tampa, FL, 7/89-8/89
Assisted Director of Development with the writing and editing of various foundation publications.

EDUCATION

THE UNIVERSITY OF FLORIDA, Gainesville, Florida, May 1991
Bachelor of Science in Journalism
Outside Concentration in Business Administration

THE UNIVERSITY OF INNSBRUCK, Innsbruck, Austria, Summer 1990
General Studies Program

Joshua N. Silverman
2 Wheelock Road
Scarsdale, New York 10583
(914) 723-8850

EDUCATION:

Lehigh University, Bethlehem, Pennsylvania

B.A. Government, Minor International Relations - May 1992

Courses include: Domestic and International Political Systems, Introduction to Law, Composition and Literature, World History, Economics, Statistical Analysis, World Religion, Spanish Language.

Lehigh University Switzerland, Leysin, Switzerland, Summer, 1991

Courses include: Reformation of Modern Europe and International Technology. Studied European history and technological advances throughout Europe. Attended numerous international seminars in Geneva and traveled throughout Europe.

Washington Semester, Washington, D.C., Fall, 1991

Courses include: Judicial Seminars, Political Seminars and Senior Thesis Paper. Studied judicial system, history and function. Met with prominent political and judicial officials, discussed current political and social dilemmas.

EXPERIENCE:

Democratic Convention, New York, N.Y., June-July 1992

Assistant to convention press secretary - worked closely with convention press secretary fielding media questions, organizing convention press and scheduling surrogate interviews. Office manager of convention press room.

United States Attorney's Office, Washington, D.C., Fall, 1991

Judicial intern - worked closely with Assistant District Attorneys researching cases, preparing witnesses and organizing felony court calendar.

State Representative Charles Dent, Allentown, Pennsylvania, Spring, 1991

Legislative intern - met with constituents and responded to constituent requests. Scheduled appearances and meetings for the Representative. Accompanied the Representative to Harrisburg for legislative sessions.

United States Senator Tom Harkin, Washington, D.C., Summer, 1990

Congressional intern - assisted Press Secretary. Wrote press releases, answered constituent mail and set up weekly radio show. Accompanied the Senator to several press conferences.

ACTIVITIES:

Secretary Class of 1992

Lehigh University Football Team 1988-1990

Member Alpha Tau Omega Fraternity 1988-1992

Pledge Educator 1990, Alumni Relations 1991

SPECIAL SKILLS:

Working Knowledge of Lotus 1-2-3, Basic, Wordperfect 5.1, Harvard Graphics, Microsoft Windows and EXP.

HONORS:

Dean's List, Fall 1991

Lee G. Barthold Scholarship Award Winner

REFERENCES:

Furnished upon request.

Personnel

MARY P. SCHUNEMAN

4201 South 31st Street, Apt. 316
Arlington, Virginia 22206
(703) 998-0669

EXPERIENCE

U.S. HOLOCAUST MEMORIAL MUSEUM, Washington, DC
COMMUNICATIONS MEDIA ASSOCIATE

8/91 - Present

Coordinate and execute public relations activities nationwide; develop and produce printed, visual, video and other public relations materials; write and edit press releases, media advisories, pitch letters and fact sheets; plan, organize and execute press conferences, media briefings and other media events; coordinate and schedule national and local media tours; pitch and place stories in national and local media outlets; design and write copy for monthly newsletter; coordinate newsletter effort with regional offices; compose correspondence and draft speeches, public statements and talking points for Council members, lay leaders and staff; supervise development and maintenance of extensive media list database; supervise media mailings; supervise photographic shoots and select photographs for use with public relations materials; recruit and supervise campaign media interns.

OGILVY ADAMS & RINEHART, Washington, DC
ACCOUNT ASSISTANT

9/89 - 8/91

Executed public relations activities for public interest, corporate, environmental and government clients: Pitched and placed stories in national and local media outlets; monitored story placements and prepared media analyses; planned and organized training sessions and special events; managed account budgets and oversaw vendor selection; researched and compiled media database of national and local media; designed press materials for events and mailings; wrote staff biographies for new business proposals.

EDUCABLE TV25, Columbus, OH
PUBLIC RELATIONS INTERN

3/89 - 6/89

Researched, planned and organized a workshop; developed and implemented evaluation techniques to measure event's effectiveness; wrote press releases for print and radio outlets and developed promotional materials.

THE AIR FORCE ASSOCIATION, Arlington, VA
INDUSTRY/MEMBER RELATIONS ASSISTANT

6-9/87, 7-9/88

Coordinated national convention events with Air Staff contacts; edited copy for AIR FORCE Magazine and convention literature.

OFFICE OF CONGRESSMAN FRANK R. WOLF, (VA), Washington, DC
INTERN

6/88 - 7/88

Researched legislative issues for staff members; responded to letters and requests from constituents. Also served as 1984 Re-election Campaign volunteer.

EDUCATION

THE OHIO STATE UNIVERSITY, Columbus, OH
Bachelor of Arts in Communication

June 1989

References and Portfolio available upon request

Clinton/Gore campaign 2/92 - Present

Director of Correspondence → transition

Director of Correspondence/ → 6/92 - 11/92
Personal Asst.

Correspondence-part time 3/92 - 6/92

Advance part-time " "

Advance full-time 2/92 - 3/92

SBA

CASSANDRA PULLEY ROBINSON
1642 Myrtle Street, N.W.
Washington, DC 20012

(202) 291-2763 (Residence)

(202) 882-6410 (Office)

BACKGROUND SUMMARY

Over fifteen years successfully solving problems in financial services industry with record of achieving bottom-line results in turnaround situations - revitalization or development of products, markets and operating units; managing and motivating line and staff professionals including sales and marketing, lending and underwriting; as well as strategic planning in both domestic and international environments.

CAREER HISTORY AND ACCOMPLISHMENTS

BUSINESS STRATEGIES INTERNATIONAL, INC.
President

1991- Present

Established and operate a consulting firm specializing in strategic marketing and business development, identification and structuring of foreign trade and investment opportunities, and assistance with obtaining government support.

AMERICAN INTERNATIONAL GROUP (AIG)

1987 - 1991

Vice President, Sales and Marketing, A.I. CREDIT CORPORATION (DC)

1989 - 1991

Opened, staffed and managed Washington office of diversified financial services company. Managed direct sales and vendor programs of two sales forces and three product lines.

- Designed and established marketing division and strategy for existing trade finance business. Achieved nation-wide penetration. Increased business volume 15%.
- Instituted and successfully implemented US and foreign government assistance programs to support trade finance transactions and reduce portfolio risks.
- Developed sales and marketing strategy to introduce leasing in Mid-Atlantic/Southeast region. Achieved regional penetration. Generated \$10.5M in new business in first six months.
- Trained and developed sales forces in business planning, group presentations and direct mailing.

Vice President, Special Finances, AMERICAN INT'L UNDERWRITERS (NY) 1987 - 1989

Teamed with Senior Vice President and analyst to recover/restructure most difficult cases in portfolio of defaulted loans and advise on less difficult cases. Provided international and US government contacts for information and introduction to appropriate foreign officials to facilitate resolution.

- Designed and implemented strategic plan and reporting systems for collection efforts, working directly with corporate Chairman.
- Developed and utilized vehicles (debt/equity conversions and commodity/currency swaps) for recovery and salvage.
- Recovered \$5.3M, representing recovery ratio of 99%.
- Negotiated restructuring on \$26M obligation.
- Researched, wrote and published "Monitoring and Workouts: a Business and Administrative Perspective," Developing an Export Trade Business (Practicing Law Institute, NY 1988).

OVERSEAS PRIVATE INVESTMENT CORPORATION (DC)
Managing Director, Project Finance

1981 - 1987
1984 - 1987

Managed Corporation's annual \$23M Direct Investment Fund ("DIF"). Directed staff of 10 in origination, structuring, negotiations and co-financing arrangements for loans to all sectors.

- Conceived, developed and directed first corporate-wide Task Force to revitalize Corporation, reporting directly to Executive Vice President. Streamlined intra-agency reporting and increased operating efficiency; increased funding for agencies' loan and guarantee programs; expanded scope of existing programs and introduced 5 new programs; established affiliation with similar agencies to broaden constituency. Received Superior Honor Award for Performance.
- Built cohesive, productive lending team with four record-breaking years. Outstanding loan commitments and disbursements exceeded \$90M.

- Streamlined approval process for smaller loans, increasing efficiency of group and senior management.
- Developed new financing mechanisms for program to broaden product line and market.
- Increased commitments and disbursements 44% over previous four years. Received Meritorious Honor Award.

Manager, Product Development and Financial Services

1981 - 1984

Managed Contractors and Exporters Insurance Program and product development function for Insurance Department.

- Designed and developed programs to insure cross-border leases and branch banks. Programs generated over \$1.5 billion in coverage underwritten to date.
- Teamed with legal counsel to write boilerplate contracts for both programs.
- Developed marketing and advertising campaign; trained staff.
- Increased business of mature product 15% in 18 months.

MELLON BANK, N.A. (PA)

1976 - 1981

Assistant Vice President, Corporate Banking

1979 - 1981

Negotiated pricing, repayment terms and conditions of secured and unsecured loans in portfolio in excess of \$55M. Marketed other non-credit services of bank to corporations located in New York City area.

Banking Officer, Cash Management
Credit Analyst

1977 - 1979

1976 - 1977

EDUCATION

Master of Management (Finance, International Business) Northwestern Univ. (IL),
J.L. Kellogg Graduate School of Management

1976

Bachelor of Arts (Economics, Management Science) Kean University (NJ),
magna cum laude.

1974

CIVIC AFFILIATIONS

Boards of Directors:

Columbia Hospital for Women Foundation
Downtown Clusters Geriatric Day Care Center, Inc.

African American

DONNA J. ROBERTS
310 East 46th Street
Apt. 23U
New York, New York 10017
(212) 490 - 2930

OBJECTIVE

Position in cultural affairs or educational program aimed at supporting and advancing the literary and performing arts.

EDUCATION

1990 - 1991	London University, M. A. (Distinction) Text and Performance Studies, taught in association with the Royal Academy of Dramatic Art.
1987 - 1989	Oxford University, B. A. English Language and Literature.
1986 - 1987	Cornell University, M. A./Ph. D. candidate in Comparative Literature, left program to study in England.
1981 - 1985	University of Pittsburgh, B. A. (Magna Cum Laude) Politics and Philosophy.

HONORS AND AWARDS

1987 Rhodes Scholarship for study at Oxford and London Universities.
1986 Mellon Fellowship in the Humanities at Cornell University.
1985 Phi Beta Kappa and Omicron Delta Kappa.
1981 Chancellor's Scholarship tenable for four years room, board and tuition at the University of Pittsburgh.

EMPLOYMENT HISTORY

4/92 - 5/92	Office Production Assistant performing general clerical duties for Home Box Office film titled "Citizen Cohn".
11/91 - 12/91	Asssisted in locating and casting extras for feature film titled "Bob Roberts".
9/89 - 6/90	Book Reviewer specializing in literature written by and about women of color for the Canberra Times newspaper in Canberra, Australla.
3/86 - 6/86	Consultant in multicultural curriculum development and critical thinking programming for the Pittsburgh Public School Board.

DOUGLAS GRAY RIVLIN

512 Fifth Street, SE #2
Washington, DC 20003

Home: 202-543-1436
Work: 202-628-8787 x285

EMPLOYMENT HISTORY/EXPERIENCE

CHILDREN'S DEFENSE FUND

Washington, DC (1/86 - Present)

Lead Field Organizer

(12/91 - Present)

One of three field organizers assigned to ten target states for the LEAVE NO CHILD BEHIND campaign, a non-partisan public education campaign to raise the visibility of children's issues during the 1992 elections and to build CDF's field and legislative networks / Extensive contact with local children's advocacy organizations, other organizations, candidates, the press and individuals, especially in California, Pennsylvania, and Minnesota.

Media Specialist

(1/86 - 12/91)

MEDIA/PRODUCTION -- Wrote, produced, and did voice-overs for radio advertisements, public service announcements, radio news actualities, videos, and audio/visual presentations / Placed media (print, radio, and television) on a paid and public service basis / Liaison with ad agencies and producers on development of media products / Audio and off-line video editing.

EVENTS PLANNING/STAGING -- Scripted and produced events including conferences, benefits, rallies, meetings and press conferences / Emceed and/or stage managed events / Planned CDF's presence at national political party conventions and other national conferences.

PRESS RELATIONS -- Assisted in the management of press relations, especially for broadcast media / Facilitated interviews, press conferences, teleconferences, video news releases, radio actualities, and satellite press tours / Wrote and edited press releases, advisories, and editorial memoranda.

Co-author: AN ADVOCATES GUIDE TO THE MEDIA, with Claude Duncan, and Maggie Williams. (Children's Defense Fund, 24pp, 1990).

**1988 & 1984 DEMOCRATIC NATIONAL CONVENTIONS
Manager, Reproduction Shop/Press Distribution**

Set-up and operated 24 hour, high volume xerographic reproduction shop for DNC press office and other DNC, DNCC, and Host Committee staffs / Managed volunteer staff of thirty / Liaison with Xerox and other vendors for equipment and material bids, deliveries, training and maintenance.

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
003. resume	Re: Douglas Gray Rivlin (partial. P. 2) (1 page)	n.d.	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Maggie Williams (Subject Files)
OA/Box Number: 10233

FOLDER TITLE:

Resume [2]

2013-0359-S
ry1512

RESTRICTION CODES

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

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
- P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
- P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

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

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- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

DOUGLAS GRAY RIVLIN

EDUCATION

UNIVERSITY OF CALIFORNIA AT SANTA CRUZ (Oakes College)

- o Bachelor of Arts in Economics with Honors, June 1985.
- o Oakes College Distinguished Service Award, June 1985.
- o Chair, Oakes College Student Senate (1984-85).
- o TWANAS (Third World and Native American Student)
Newspaper; Writer, production assistant, photographer.
- o Member, Provost Advisory Committee
- o Member, College Disciplinary Committee

PERSONAL

INTERESTS : Politics, media, travel, soccer

LANGUAGES : Spanish

CITIZENSHIP: USA (Born

(b)(6)

PERSONAL AND PROFESSIONAL REFERENCES AVAILABLE ON REQUEST

White House

Susan E. Rice

209 Withrow Ave.
Toronto, Ontario M4K 1E2
Canada
(416) 969-3840

EDUCATION

- 1/89-12/90 New College, Oxford University, England.
Rhodes Scholar. Awarded D. Phil. (Ph.d) in International Relations.
Dissertation: "The Commonwealth Initiative in Zimbabwe, 1979-1980:
Implications for International Peacekeeping".
- 10/86-6/88 New College, Oxford University, England.
Rhodes Scholar. Received M. Phil. (Ph.d) in International Relations.
Specialized in international conflict resolution, political economy and
contemporary African politics.
- 9/82-6/86 Stanford University, Stanford, California.
B.A. History. Awarded Phi Beta Kappa in junior year. Graduated with
Departmental Honors and University Distinction. Additional emphasis in
political science, literature and Spanish.

EXPERIENCE

- 2/91-Present McKinsey and Company, Toronto, Ontario.
Management consultant assisting large international corporations as well as
public entities to solve a range of complex strategic, operational and
organization problems.
- 7/88-11/88 Dukakis-Bentsen Presidential Campaign, Boston, Massachusetts.
Foreign Policy aide responsible for elaborating policy, analyzing issues and
providing briefings to the candidates on all matters relating to Africa, Latin
America, and Northern Ireland as well as selected international economic
issues.

ADDITIONAL HONORS

- 7/92 Recipient of the first annual Chatham House/British International Studies
Association Prize for the most distinguished dissertation in the United
Kingdom in the field of International Relations.
- 6/92 Selected a term member of the Council on Foreign Relations, New York.
- 1/90 Awarded the the Royal Commonwealth Society's Walter Frewen Lord Prize
for outstanding research in the field of Commonwealth History.
- 4/84 Granted Harry S. Truman Scholarship, a \$25,000 Congressionally-sponsored
scholarship for outstanding undergraduates committed to public service.

FURTHER EXPERIENCE

- 6/86-9/86 **The Black Student Fund, Washington, D.C.**
Assistant to the Director responsible for coordinating support to low-income families in Washington and administering all social support services provided by this non-profit organization. Also tutored disadvantaged students and assisted with key publications and public relations efforts.
- 7/86-9/86 **The NAACP Legal Defense Fund, Washington, D.C.**
Legal Assistant. Analyzed and researched current employment discrimination cases. Prepared comprehensive analysis of 1971 and 1986 testimony of Chief Justice William Rehnquist before the Senate Judiciary Committee for the use by the minority staff of the Committee.
- 5/86-12/87 **The Free South Africa Fund, Stanford, California.**
Co-founder and director. Secured status as a registered non-profit organization in California, raised initial funds and coordinated publicity for this alternative alumni endowment fund.
- 9/83-9/84 **The Mid-Penninsula Support Network for Battered Women, Mountain View, CA.**
Prepared restraining orders, counseled victims and assisted plaintiffs in court.
- 6/82-8/82 &
6/81-8/81 **U.S. House Subcommittee on Employment Opportunities, Wash. D.C.**
Responsible for research on various employment and training issues including the effects of high technologies on labour displacement and resultant prospects for employment retraining. Wrote numerous inserts for the Congressional Record and assisted the Subcommittee in preparation for debate and passage of the Job Training Partnership Act.

REFERENCES

Available upon request.

State

Nadine France Martine PINÈDE
Berkeley CA 94708
(510) 644-0337

- EDUCATION** University of California, Berkeley, Graduate School of Journalism, M.J. in progress, 1994.
Rhodes Scholar, 1986 - 1989, St. John's College, Oxford University, English and French.
Harvard College, 1986, B.A. Literature and Society (independent major), magna cum laude.
Greens Farms Academy (CT), 1982 Class Salutatorian, Senior Scholarship, History Prize.
- EXPERIENCE** June 1992 to present
Business writer and copyeditor, *Command/Option/Shift*, Macintosh newsletter.
Free-lance book critic.
- Aug 1991- Jan 1992
Reader for American Cultures course, UC Berkeley.
- Aug 1990- June 1992
Instructor, African American Studies literature and composition course, UC Berkeley.
- Oct. 1989-Aug. 1990
English tutor in Switzerland, Spain, and Germany.
- 1985
Summer reporter-trainee, *The New York Times*,
writer for Metro, Style, Real Estate and Culture sections.
Intern, Radcliffe publications, Radcliffe College.
President, Black Film Foundation, Harvard College.
- 1984
Research assistant, Special Assistant to Harvard president.
Chairman and founder, Colprep, college preparation for inner-city youth.
Summer volunteer archeologist, Operation Crossroads Africa, Ivory Coast and Mali.
- 1983
Summer intern, public relations, Richardson-Vicks, Inc.
- PUBLICATIONS** By-lined articles in *The New York Times*, *Stamford (CT) Advocate*, *Radcliffe Quarterly*,
Harvard Crimson, *Second Century*, *San Francisco Chronicle*, *North Gate Observer*.
Research paper in *W.E.B. DuBois Graduate Society Colloquium Proceedings*, Harvard.
- HONORS AWARDS** Paris Chamber of Commerce Certificate (with honors) of French for Business and Economics.
Captain Jonathan Fay Prize, highest award given to female undergraduate, Radcliffe (1986).
Glamour magazine Top Ten College Woman (1986).
CASE periodical writing award (1986).
National Science Foundation and Ford Foundation fellowship, honorable mention (1989).
University of Paris, Sorbonne, honors summer session in French (1988).
University of Budapest, Hungary, exchange student (April 1987).
National Achievement Scholar (1982).
- LANGUAGES** Bilingual in French and English, functional knowledge of Spanish, German, Haitian Creole.
- REFERENCES** Paul Delaney, Chairman, University of Alabama Journalism Dept., Tuscaloosa, AL.
David Littlejohn, Professor, Graduate School of Journalism, Berkeley, CA.

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
004. resume	Re: Janet Waters Perry (partial) (1 page)	n.d.	b(6)

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RESUME

Name: JANET WATERS PERRY
Address: 201 Hunter's Creek Drive
Longview, Texas 75601
Telephone: (903) 663-4000

EDUCATION

Master of Arts

Major: English
Stephen F. Austin State University
Nacogdoches, Texas

(b)(6) GPA

[004]

Bachelor of Arts with Highest Honors

Major: English
Minor: Journalism
Southern State College
Magnolia, Arkansas

(b)(6) GPA

RECOGNITIONS

Junior League of Longview Sustainer of the Year - 1992
Junior League of Longview Volunteer of the Year - 1990
Who's Who in American Universities and Colleges
Outstanding Young Women of America
Editor - All-American College Newspaper
Assistant Editor - College Yearbook

AFFILIATIONS

Gregg County Early Childhood Development Center
President, Board of Directors
Junior League of Longview
Officer and Board Member
Habitat for Humanity
Board Member
Trinity School of Texas
Board of Trustees
Teen Center Coalition
Board Member
American Cancer Society
Steering Committee
Gregg County Adult Protective Services
Advisory Board Member
Gregg County Democrats
Precinct Chairman, Delegate to State Convention
Longview Museum and Arts Center
Texas Shakespeare Festival
Church

EXPERIENCE

1990 - 1992

Gregg County Early Childhood Development Center
Longview, Texas

Board President

Responsible for supervision of Executive Director and staff of 20. Initiated and implemented fund-raising in community and directed Board activities.

Made presentations to City Council which resulted in doubling of child care slots (from 38 to 88) and approval of \$100,000 renovation of two buildings through Community Development Block Grant funding.

Helped plan and present budgets for United Way and Junior League.

1991 - 1992

Trinity School of Texas Board of Trustees
Longview, Texas

Academic and Policy Review Committee Chair Endowment Council

Administrative responsibilities encompassing budgets, expenditures, and revenues. Formulated investments for Endowment Fund, revised Bylaws, and developed infrastructure for academic review. Wrote press releases for school publicity and promoted good public relations policies.

1988 - 1991

Junior League of Longview
Longview, Texas

Executive Officer/Board of Directors

Researched, formulated, and marketed \$132,000 in projects to community and league. Established three-year focus area on children and initiated new projects in targeted areas of substance abuse, child abuse/neglect, education/dropouts, and teen pregnancy. Worked with school districts and community agencies to implement these. Supervised volunteers and programs. As an officer, responsible for administration of league activities and finances.

1986 - 1987

Editor, The Ledger

Redesigned, edited, and supervised monthly publication of Junior League of Longview. Wrote and edited copy, planned layout, and met deadline and budget restrictions.

PRIOR EXPERIENCE

Stephen F. Austin State University
Nacogdoches, Texas

Teaching Assistant and Intern

Arkansas Democrat
Little Rock, Arkansas

Intern

Stephens Star
Stephens, Arkansas

Editor

CAREER OBJECTIVES

Maximum use of my training, experience, and skills
in meeting the challenges of work responsibilities.
Development of new skills as needed to meet specific
goals and objectives.

SUSTAINER OF THE YEAR



"THE LANGUAGE OF FRIENDSHIP"

JANET PERRY

1991-92 Sustainer of the Year

All of us are touched by many people as we pass through our busy lives . . . people who make an impact on us for one reason or another . . . those people we can share our thoughts, fears, personal achievements and friendships with . . . that special someone who we know truly cares and who is a constant inspiration to us . . . people like my special friend, Janet Perry.



Janet and I did not grow up together, and I did not know her until we both served on the Executive Committee in 1988. She was Corresponding Secretary, and I was Recording Secretary. I immediately felt a sense of respect and a sense of commitment from Janet. She is not only a very smart lady but is also very intuitive and very interested in those individuals she works with, both in the Junior League and in the community. That same year, we shared another fun experience together; we both double-placed in Children's Theatre. The production was "Babes in Toyland." Janet was a terrific toy soldier, and I was a ballerina doll. If I remember correctly, this was her first experience with actually being on stage. What a wonderful time we had that year!

Janet Perry is the type of lady — and I do mean "lady" — who quietly gets any job done with both perfection and grace and, at the same time, sits back and allows her committee members to feel the success and sense of achievement accomplished through hard work and dedication. She is a wonderful leader!

During her active years as a member of the Junior League of Longview, she has served as *Ledger* Editor, Education Chairman, JLL Corresponding Secretary, Project Research & Development Chairman, actress for Children's Theatre, and a Placement Advisor. She has been on almost every committee and has served on the Board of Directors four times.

Janet has been involved in many areas of community service, including GCECDC President, Teen Center Task Force, Habitat for Humanity, and the American Cancer Society. She is also currently very active at the Trinity School of Texas, where her son Marcus is in the Sixth Grade. I have had the pleasure once again to work with Janet through our shared love and devotion for Trinity School, where she is currently a member of the Board of Trustees, Policy Review Chairman, and member of the Trinity Endowment Council. She is remarkable, isn't she!

Over the past few years we have shared one other common interest, the drama program at Trinity; and she has come to my rescue more than once, working spotlights and giving moral as well as technical support. Janet has written, edited and helped with the production of many plays; she is also a very gifted writer. More than once we have laughed about whether she will ever have the time to devote herself to finishing a book which has been an ongoing project for a long time!

So, Janet, it is both an honor and a pleasure to have been asked to write this article about a very special friend who has made such a difference in my life simply by knowing her. Congratulations on being selected "Sustainer of the Year." You are an inspiration to everyone you touch!

"The language of friendship is not words, but meanings. It is an intelligence above language."

— Thoreau

With much admiration,
Janet Day, President-Elect



Janet Perry was nominated for the Sustainer of the Year Award by the Chairman of Project Resource and Development, Rhonda Bullard. Janet served in the capacity of Sustaining Advisor for this committee, whose main purpose is to develop and coordinate the Junior League of Longview's program (all Junior League projects that serve the citizens of Longview). Mrs. Bullard was quoted as saying, "Janet Perry helped establish the initial three-year cycle of the focus area for the Junior League while serving as Chairman in 1989-90. The Committee's purpose was directed at targeting the youth of Longview with projects designed to enhance their lives. She returned to the committee as Sustaining Advisor this year at the close of the three-year cycle, enabling her to contribute a broad-spectrum view of the committee's growth. The Junior League is forever indebted to Janet Perry for her invaluable expertise and insight offered to the PR&D Committee and the Junior League, for the positive effects it will have for the citizens of Longview."

Energy

TANYA E. OUBRE
3961 Via Marisol # 102
Los Angeles, CA 90042
(213) 223-3208

Education

DUKE UNIVERSITY

DURHAM, NC

J.D., May 1989.

Honors and Activities: Member, Moot Court Board; Semifinalist, Dean's Moot Court Competition; Secretary, Duke Bar Association; Dean's Advisory Council; Tuition Scholarship Recipient.

DUKE UNIVERSITY

DURHAM, NC

A.B., May 1986, Economics.

Honors and Activities: Dean's List; President, Black Student Alliance; Secretary, Student Government Association; Honor Council; President's Leadership Award.

Passed California and New York Bar.

**Employment
Experience**

SOUTHERN CALIFORNIA EDISON COMPANY

ROSEMEAD, CA

1991-
present

Attorney, Energy Regulation Section:

Responsibilities include preparation of written testimony for regulatory investigation - Company's potential exposure exceeds \$100 million; drafting and negotiating fuel procurement and other energy-related contracts; representing the company at California Public Utilities Commission rate-setting proceedings and workshops. Selected to prepare management response to motions concerning financial audits in sensitive areas. Managed projects with Treasurer's organization to evaluate legal and financial consequences of various energy regulatory mechanisms.

SIMPSON THACHER & BARTLETT

NEW YORK, NY

Fall '89-
1990

Associate, Corporate/Banking Department.

Worked on international and domestic transactions in the banking, securities, and mergers and acquisitions areas. Projects included financings by foreign/domestic banks of foreign/domestic companies; acquisition of multinational company; securities issuance for public utility; research of investment company act issues. Also participated in pro bono and community projects on behalf of Friends of the Dance Theater of Harlem and Volunteer Lawyers for the Arts.

HUGHES HUBBARD & REED

NEW YORK, NY

Summer '88

Summer Associate, Litigation and Tax Departments.

Researched and wrote memoranda for insurance and tax litigation matters; drafted constitutional law sections of trial brief.

SWANN AND HADDOCK

ORLANDO, FL

Summer '87

Summer Associate, Real Estate Department.

Drafted documents for commercial real estate development; wrote memoranda on bankruptcy issues and on pending sales tax legislation.

References: Available upon request.

STELLA OGATA
901 Sixth Street, SW
Apt. 807
Washington, DC 20024
202/479-6760 (H)
202/628-8787 (W)

Work Experience

6/90 - present CHILDREN'S DEFENSE FUND, Press Associate

Press Associate is a multi-faceted role under the supervision of the Media Relations Manager. Responsibilities include:

- Writing weekly column for CDF President Marian Wright Edelman for distribution to 100 newspapers nationwide.
- Assisting Media Relations Manager in drafting press releases, advisories, editorial memoranda, op-eds, etc.
- Responding to press inquiries and requests.
- Pitching stories to press by letter or phone.
- Coordinating interviews between CDF staff and media, including working with camera crews and producers.
- Retrieving relevant AP and other news stories from computer and distributing daily news digest to senior staff.
- Organizing press mailings.
- Developing and maintaining press lists.
- Assisting Media Relations Manager with press conferences and events, including managing press room for annual conference.
- Organizing and analyzing press clippings.
- Excerpting Marian Wright Edelman's speeches and articles for publication.

9/89-5/90 CHILDREN'S DEFENSE FUND, Intern

Responsibilities included: daily news analysis of three major newspapers; assisting in feeding radio actualities; organizing news clips from clipping service; assisting in press conference and events; assisting with press mailings; assisting with updating press lists.

Education

1985-1989 B.A., Colgate University

Dean's List Spring 1989, 1988

Japan Study Group, Spring 1988

Resume

KELLEY F. O'CONNOR
6692 32nd PLACE, N.W.
WASHINGTON, D.C. 20015
202-537-1327

OBJECT:

To serve the Clinton/Gore Administration in facilities management or logistics. My commitment, background and skills will support the needs of the White House team.

EXPERIENCE:

CLINTON/GORE WIND DOWN TEAM

Washington, DC/Little Rock, Arkansas
February through April 1993

- . Responsible for assisting in the assessment, liquidation and shipment of remaining assets of the transition/campaign.
- . Assisted in distribution of correspondence and the expediting process for the White House and Executive Branch staff.

CLINTON/GORE PRESIDENTIAL TRANSITION OFFICE

Little Rock, Arkansas
November, 1992 - January, 1993

- . Director of Shipping and Receiving
- . Responsible for distribution of all correspondence
- . Managed and handled all priority expediting processes

CLINTON/GORE PRESIDENTIAL CAMPAIGN

Little Rock, Arkansas
April, 1992 - November, 1992

- . Priority Handler: Expediter
- . Responsible for all Airborne, UPS and Federal Express shipments
- . Member, Headquarters Relocation Staff

DAYTON HUDSON CORPORATION: TARGET STORES, INC.

Little Rock, Arkansas
August, 1989 - November, 1992

- . Shipping and Receiving Auditor
- . Order Processing Clerk

page two

ST. CLAIR MAINTENANCE COMPANY

St. Clair, Michigan

May, 1981 - November, 1988

Owner/Operator

- . Commercial and residential property maintenance service corporation
- . developed, sold, serviced and maintained over sixty corporate accounts.

EDUCATION:

- . NORTHWOOD INSTITUTE; MIDLAND, MICHIGAN
February, 1984 - May, 1985
Major: Business Management
- . ST. CLAIR COMMUNITY COLLEGE; PORT HURON, MICHIGAN
May, 1983
Major: General Business

ACTIVITIES:

- . Alpha Kappa Psi Business Fraternity
- . Parliamentarian, Distributive Educational Clubs of America
- . Campaign Leader, United Way, 1989

REFERENCES:

- . Vernon Jordan, Esq.
- . Thomas Albert Frye, Esq.
- . Robin Dickey

MARIANNE COLEMAN NILES
4929 Weaver Terrace, N. W.
Washington, D. C. 20016
(202) 362-3137 (Home)
(202) 939-8710 (Office)

White House

EDUCATION

J. D. - May 1982 Georgetown University Law Center
Washington, D. C.

B. A. - August 1965 Howard University - Sociology/Psychology
Washington, D. C.

LEGAL/ORGANIZATIONAL/MANAGEMENT QUALIFICATIONS SUMMARY

Qualified by both legal training and prior career experience outside the legal profession, to manage or direct an agency, organization or office involved in the following:

Campaign Finance Law	Organizational Development
Conflict of Interest & Ethics Law	Institutional Development
Public/Government Relations	Corporate Governance
Lobbying/Legislative Advocacy	Insurance and Health Care Law
Policy Development	Health Care Delivery Systems
Program Development	Conflict Resolution
Human Resource Development	Project/Task Management
and Personnel Management	Political Organization

PROFESSIONAL EXPERIENCE

1988 - Present **DIRECTOR OF CAMPAIGN FINANCE AND ETHICS**
D. C. Office of Campaign Finance
Board of Elections and Ethics
Washington, D. C.

1986 - 1988 **GENERAL COUNSEL AND CORPORATE SECRETARY**
Consumers United Insurance Company
Washington, D. C.

1985 - 1986 **POLICY ANALYST**
Executive Office of the Mayor
Office of Policy and Program Evaluation
Washington, D. C.

1983 - 1985 **POLICY ANALYST (LEGAL ADVISOR)**
D.C. Department of Administrative Services
Washington, D. C.

1982 - 1983	LAW CLERK Associate Judge Henry Kennedy Superior Court Washington, D. C.
1981 - 1982	LEGAL INTERN/HEAD TUTOR Georgetown University Law Center Institute for Public Representation Washington, D. C.
Summer 1981	SUMMER ASSOCIATE Legal Associate to the Chief Counsel in Litigation Matters Law Offices of Sandground, Lewis, Kinsey, Duck and Goode Washington, D. C.
Summer 1980	CAMPAIGN FINANCE ADVISOR National Finance Council Democratic National Committee Washington, D. C.
1977 - 1979	ASSISTANT TO THE PRESIDENT University of the District of Columbia Washington, D. C.
1974 - 1978	VICE PRESIDENT AND DIRECTOR OF PERSONNEL Metro Laboratories Washington, D. C.
1967 - 1976	ACTING SUPERVISOR/PERSONNEL/MANAGEMENT AND EMPLOYEE DEVELOPMENT SPECIALIST/ PROGRAM ASSISTANT/SOCIAL SERVICE REPRESENTATIVE Department of Housing and Community Development Washington, D. C.

BOARDS AND PROFESSIONAL MEMBERSHIPS

National Bar Association
District of Columbia Bar Association
Council on Government Ethics Laws
Secretary, Northeastern Regional Conference on Lobbying
American Association of Public Administrators
Georgetown Law Alumni Planning Council
American Association of Preferred Providers Organization
D.C. Steering Committee for the NAACP Legal Defense Fund
Board of Trustees, Levine School of Music
Chairperson, Levine Community Model Multicultural Program

PERSONAL: Married, 2 Sons

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
005. letter	To Hillary from Richard I. Mintz re: recommendation (1 page)	n.d.	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Maggie Williams (Subject Files)
OA/Box Number: 10233

FOLDER TITLE:

Resume [2]

2013-0359-S

ry1512

RESTRICTION CODES

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

P1 National Security Classified Information [(a)(1) of the PRA]
P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P3 Release would violate a Federal statute [(a)(3) of the PRA]
P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

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

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

SENIOR VICE PRESIDENT, CORPORATE AFFAIRS

Kim Metters. Ms. Metters is an honors graduate of Frankfurt American High Boarding School in Frankfurt, West Germany. Upon completion of High School, Ms. Metters returned to the United States to attend the University of California at Berkeley before transferring to Howard University where she received a B.S. degree in Zoology with a minor in Chemistry. While a student at Howard, Ms. Metters worked as a research assistant in the Histology/Cell Biology Laboratory of Dr. Dorothy Walker where she performed extensive research and wrote several papers on the origin and physiology of red blood cells and cellular disease mechanisms using electron microscopy techniques. As an undergraduate, she also worked in the Washington, D.C. Free Clinic as a pharmacy technician. After completion of her undergraduate studies, Ms. Metters completed Graduate Courses in Biochemistry at American University in Washington, D.C.

She received a M.S. degree in Biological Sciences from Stanford University in Stanford, CA. While pursuing her Masters' degree, Ms. Metters worked in various scientific disciplines including: Norman P. Shumway, M.D.'s Cardiovascular Unit (North ICU), i.e., The Cardiac Transplant Unit, Coronary Care ICU, Surgical ICU and Intermediate ICU. Ms. Metters also worked in three of Edgar Engleman, M.D.'s Laboratories at Stanford University including: the Stanford University Blood Bank where she separated whole blood into various blood components (i.e. red and white blood cells, plasma, platelets and autologous blood products); the Human Leukocyte Antigen Laboratory (HLA) where she extracted DNA from human blood samples for research studies and the Flow Cytometry Laboratory, which was the first state of the art AIDS Research Laboratory in the Continental United States. As a research laboratory assistant, Ms. Metters was responsible for screening abnormal T-suppressor/T-helper cells (i.e., T-suppressor cell ratios) from donor blood samples prior to the transfusion of these blood products to inpatients.

After completing her Masters degree at Stanford University, Ms. Metters was accepted to medical school at the Health Science Center in Syracuse, New York (SUNY-HSC). During her second year at SUNY, Metters Industries, Inc. entered an unprecedented growth period which later culminated in over a 2000 percent increase in sales. At the request of Dr. Metters (President and CEO), Ms. Metters took an extended leave of absence to become the Special Assistant to the President. She was recently promoted to Senior Vice President for Corporate Affairs with primary responsibilities of check approval and signature authorization; purchasing; communications; public relations (i.e., awards and incentive programs, drafting and editing official CEO correspondences, newsletters and press releases); the educational program; the 401K program; and oversight responsibilities with respect to Corporate policy and procedures as she is a member of all Corporate Standing Committees. She also monitors finance expenditures and banking relations. She has earned the reputation Company-wide as a fair and impartial administrator — a Corporate officer who is honest, ethical and who takes an extremely assertive stand when these mandated Corporate principles appear to be at risk.

Since joining MI in 1988, Ms. Metters has taken several career and personal development seminars including: the successful completion of the Price Waterhouse Course in Introduction to Contracting with the Federal Government in Cambridge, MA and "Women in Leadership Positions and Supervisory Skills" in Washington, D.C. Ms. Metters has also chaired a number of employee career development seminars at the Corporate Headquarters including: "Dressing for Success" and "The Professional Makeover Seminar for Career Women" which has generated a remarkable improvement in Corporate attire and self-image as evidenced by ingratiating comments from customers and visitors who visit our Corporate facility.

Ms. Metters' interests include holistic medicine, traveling and the arts. Her hobbies include swimming, reading and tennis. Ms. Metters is also a member of Delta Sigma Theta Sorority, Inc., the National Council for Negro Women and the National Bone Marrow Donor Program — a national volunteer blood donor organization for potential bone marrow transplant recipients.

Justice

LAUREL FYKE MALSON
1368 Iris Street, N.W.
Washington, D.C. 20012
Office (202) 624-2576
Home (202) 882-2471

PROFESSIONAL EXPERIENCE:

1991 - Present	CROWELL & MORING Partner
1988 - 1991	ONEK, KLEIN & FARR Partner (1990)
1985 - 1988	ENNIS, FRIEDMAN & BERSOFF Associate
1981 - 1985	OFFICE OF LEGAL COUNSEL United States Department of Justice Attorney-Advisor
1980 - 1981	JUDGE HARRY T. EDWARDS United States Court of Appeals for the District of Columbia Circuit Law Clerk
1979 - 1980	JUDGE DAMON J. KEITH United States Court of Appeals for the Sixth Circuit Law Clerk
Summer 1979	ARNOLD & PORTER Summer Associate
Summer 1978	GIBSON, DUNN & CRUTCHER Summer Associate

EDUCATION:

1976 - 1979	HARVARD LAW SCHOOL Juris Doctor, June 1979 - Editor, Harvard Civil Rights - Civil Liberties Law Review, 1977-79 - Board of Student Advisors, 1977-79 Vice Chair, 1978-79
1972 - 1974 1975 - 1976	WESLEYAN UNIVERSITY Middletown, Connecticut - Bachelor of Arts, June 1976 - Major in Philosophy - Johnston Scholar, 1973 - Cumulative GPA 3.8

LAUREL PYKE MALSON

1974 - 1975

UNIVERSITY OF MICHIGAN
Ann Arbor, Michigan
- Advanced Courses in Philosophy
- President's Award for
Academic Excellence

**PROFESSIONAL
ACTIVITIES:**

- District of Columbia Circuit Advisory
Committee on Procedures, 1986 - 1991
- Board of Directors, Washington Council
of Lawyers, 1990 - Present
- Chair, Employment Discrimination
Counseling Committee, Women's Legal
Defense Fund, 1988 - Present

BAR MEMBERSHIP:

District of Columbia;
United States Supreme Court

REFERENCES:

Joseph N. Onek, Theodore B. Olson,
Honorable Harry T. Edwards

**COMMUNITY
ACTIVITIES:**

Vice Chair, Board of Governors,
Grace Episcopal Day School

**SUMMARY OF PROFESSIONAL EXPERIENCE
LAUREL PYKE MALSON**

The Office of Legal Counsel ("OLC") is a group of approximately 15 attorneys whose primary function is to assist the Attorney General in his role as chief legal advisor to the President and heads of Executive departments. In this regard, OLC attorney-advisors prepare the formal opinions of the Attorney General, render informal opinions and legal advice to the Attorney General and other department heads and agency heads, and review proposed Executive Orders.

During my tenure in the Office of Legal Counsel I wrote formal opinions and provided informal legal advice in a broad range of constitutional and statutory areas, including Executive Privilege, Separation of Powers, and the authority of agency and department lawyers to litigate independently of the Justice Department.

I have been in private practice since 1985. During that time, I have:

- written numerous briefs in the United States Supreme Court, lower federal courts and state supreme courts on a broad range of issues, including first amendment privacy rights, sixth amendment confrontation rights when child victims are involved, due process rights of incompetent capital convicts, and duties of psychiatrists and other mental health professional with respect to dangerous patients;
- counseled professional associations, primarily in the health care field, regarding ethics, peer review, antitrust, tax and general corporate issues, and have also written a monograph published by a national professional association entitled "Legal Implications of Voluntary Credentialing;"
- handled complex litigation involving ERISA claims, psychiatric malpractice claims, tort and contract claims arising out of professional peer review activities, and class action claims under Title VII.
- assisted Joseph N. Onek in the conduct of a nearly nine-month investigation of sexual harassment and other Title VII violations at the Securities and Exchange Commission, and the preparation of a lengthy report to the Chairman following the investigation.

GAIL W. LASTER

ADDRESS

800 Fern Place, NW
Washington, D.C. 20012
(202)224-5701 (office); (202)882-3054 (home)

POSITIONS HELD

**Counsel
1992 - Present**

**Subcommittee on Antitrust, Monopolies, and Business Rights
United States Senate, Washington, D.C.**

Responsibilities include drafting legislation, preparing hearings, and advising the Subcommittee Chairman on criminal justice and civil rights issues.

**Counsel
1990 - 1992**

**Subcommittee on Labor
United States Senate, Washington, D.C.**

Drafted legislation and prepared hearings on aging, children's, disability, health, and labor issues.

**Staff Attorney
1985 - 1990**

**Public Defender Service
Washington, D.C.**

Represented indigent children and adults charged with committing misdemeanor and felony offenses.

**Law Clerk
1983 - 1985**

**Honorable Mary Johnson Lowe
United States District Court for the Southern District of New York
New York, NY.**

**Law Clerk
1982 - 1983**

**Honorable Retired Judges
District of Columbia Court of Appeals, Washington, D.C.**

EDUCATION

New York University School of Law, J.D. 1982
Yale University, B.A. 1979

PROFESSIONAL ORGANIZATIONS

The Thurgood Marshall American Inn of Court
U.S. Senate Black Legislative Staff Caucus
New York Bar; District of Columbia Bar

STEPHNEY JEAN KEYSER, D.S.W., ACWS
3709 S. George Mason Drive
Apt. 413E
Falls Church, Virginia 22041
(703) 671-8545

EDUCATION AND TRAINING

D.S.W., Social Work/Anthropology, Catholic University of America,
Washington, DC
M.S.S.W., Psychiatric Social Work, Catholic University of America,
Washington, DC
B.S., Secondary Education/Social Studies/Spanish, Miner Teacher's
College, Washington, DC
Certificate in Higher Education Administration, University of
Cincinnati, Cincinnati, Ohio

OTHER STUDIES

Public Relations & Radio/TV Acting, American University
Social Work Supervision, Howard University
Assets of the Mentally Handicapped and Techniques of Handling
Behavior Problems in Children, Washington School of Psychiatry

Certificate in Higher Education Administration

WORK EXPERIENCE

Program Officer. Fulbright-Hays Group Projects Abroad (FHGPA),
Center for International Education, U.S. Department of Education.
Responsible for entire administration, management, and monitoring
of the program. Planned, developed and implemented all phases of
the grant award process. (1984 to 1990)

Education Program Specialist. Title III, Institutional Aid Programs,
Division of Institutional Development, Office of Postsecondary Edu-
cation (OPE), U.S. Department of Education. Served as senior
program specialist. Monitored grants for compliance with program
regulations, agency policies and approved project documents via
telephone conferences, office and site visits. Received letter of
commendation for the 1982 special assignments from the Division
Director. (1981 to 1983)

Equal Opportunity Specialist. Office for Civil Rights, Health and
Human Development Division, Department of Health, Education and
Welfare. Planned and assigned workload to Branch staff. Provided
technical assistance and administrative guidance to branch and
regional staff. Planned and directed quality control program.
Participated in regional monitoring visits. Assisted planning of
semiannual conferences. Identified training needs of staff and
provided recommendations to Training Division. (1978 to 1980)

Associate Professor (Tenured) and Director. Social Work Department, College of Community Service, University of Cincinnati. Highlights of my tenure as head of the department are as follows: The social welfare baccalaureate curriculum was revised and accredited. A proposal for the Degree of Master of Social Welfare was developed and approved. Candidacy accreditation for the Master's Program was approved by the Commission on Accreditation of the Council of Social Work Education. Taught courses in Social Welfare Administration, Personnel Management, Supervision, and Rehabilitation Counseling. (1972 to 1978).

Branch Chief and Supervisory Manpower Development Specialist. U.S. Department of Labor, Manpower Administration, Job Corps, Washington, DC. Formulated objectives and standards for counseling and guidance and vocational programs for residential training centers for youths. Reviewed proposals for new contracts and contract renewals. Participated in annual review and evaluations of centers in residential living, health and group life programs. Developed a program for social work graduate students and psychology interns. Revised the handbook for counselors. (1970 to 1972)

AWARDS AND HONORS

American Red Cross Scholarship, National Institute of Medical Health Traineeship Award, Cincinnati Black Catalyst Service Award, Selected as one of 33 Outstanding Black Women Achievers in Greater Cincinnati by the Optimist Welfare Club, Citation for excellence in program reporting, Deputy Assistant Secretary for Higher Education, 1990. Several outstanding performance evaluations.

CONSULTATIONS

Consultant to private and public organizations and universities. Active participation in international education conferences (1984 to 1990)

Consultant/Evaluation and program review and training and technical assistance while a program officer at Job Corps (1972 to 1980)

Proposal Evaluator for the Compensatory Education Follow-Through Program (1978)

Consultant/Corporate manpower program operations, AVCO International Services Division, AVCO Associates, Cincinnati, Ohio, (1975 to 1976)

Consultant/Training in Community Mental Health, Atlanta University School of Social Work. (1974 to 1975)

Consultant/Guest Lecturer, Social Work Program, George Mason University, Fairfax, Virginia (1974 to 1975)

COMMUNITY SERVICE

Member and Panel Chair for mental health agencies for the United Way of the National Capitol Area Membership and Allocations Committee (1983 to Present)

Member of various social welfare agency boards while at the University of Cincinnati (1972 to 1977)

PROFESSIONAL ASSOCIATIONS

Charter Member of the National Association of Social Workers, Academy of Certified Workers, American Association of Orthopsychiatry (Fellow), Delta Sigma Theta, Inc., Former Member of the American Association of University Professors and the University of Cincinnati Graduate Faculty

INTERNATIONAL TRAVEL

England, France, Germany, Monaco, Italy, Switzerland, Holland, Guyana, Venezuela and Trinidad, India,

References are available upon request.

PLEASE NOTE: Social work Practice Experience after MSW

*St. Elizabeths Hospital - Washington D.C. Clinical Social Work (Medical and Psychiatric, supervision of MSW students)
5 years*

*Baltimore City Public Schools, Division of Special Services
School Social Worker - 4 years*

American Red Cross Hamilton County Ohio Chapter - Home Service Worker - one year

*U.S. National Cancer Institute - Research Clinical Social Worker
5 years*

U.S. Office of Economic Opportunity and Labor Department, Job Corps - Chief Social Worker and Supervisory Manpower Development Specialist - 7 years

Justice

Karen Neal Herrod
18413 Garner Lane
Accokeek, Maryland 20607
(Also known professionally as Karen Neal Knight)

EDUCATION

Juris Doctorate
Georgetown University Law Center
Washington, D.C.
May 1977

Bachelor of Arts
Howard University
Washington, D.C.
Major: English
Minor: Secondary Education
August 1972

BAR AFFILIATIONS

Alabama State Bar
Admitted May 1978

District of Columbia Bar
Admitted March 1991

PROFESSIONAL EXPERIENCE

11/91 to Present Office of the People's Counsel for the District of Columbia
1133 15th Street, N.W.
Suite 500
Washington, D.C. 20005
(202) 727-3071

Associate People's Counsel

Director of Consumer Complaints, Community Education and Outreach Division of independent agency of District of Columbia government. One of three managers of a 36 employee agency. Legal work of agency related to public utility regulation. Responsibilities include representing the public interest in public utility matters, brief writing, filing petitions and supervising 16 employees in consumer complaint and community education matters. Also prepare fact sheets and consumer-oriented brochures pertaining to formal cases before the D.C. Public Service Commission.

FERROD Résumé

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November 1992

1/80 to 10/91

Carter & Knight Law Firm
1120 S. Court Street
Montgomery, Alabama 36104
(205) 262-2723

Attorney/Partner

Engaged in the private practice of law. Responsibilities included interviewing clients, conducting investigations, researching legal issues, writing briefs, conducting discovery, negotiating settlements, and trial court litigation. Practiced in a wide variety of areas, both civil and criminal, with an emphasis in bankruptcy, domestic law, and personal injury. Also retained at various times by corporate and governmental clients, including but not limited to the following: Alabama Education Association, City of Birmingham, Metro Area Express Transit Authority of Birmingham, Alabama Department of Human Resources, Alabama State University, and Alabama Public Service Commission.

6/79 to 1/80

Legal Services Corporation
900 Bell Building
Montgomery, Alabama 36104
(205) 832-4570

Staff Attorney

Duties included representing indigent clients in both urban and rural areas. Represented clients in a variety of areas, excluding criminal matters, with an emphasis on consumer problems.

10/77 to 7/79

Office of Attorney General
State of Alabama
11 South Union Street
Montgomery, Alabama 36104
(205) 242-7406

Assistant Attorney General (5/78-7/79)
Legal Research Assistant (10/77-4/78)

Responsibilities included representing State Boards, the State of Alabama in criminal appeals, and individual state officials being sued in their official capacities. Other duties included extensive legal research, brief writing, and the presentation of oral arguments before the Alabama Supreme Court.

HERROD Résumé

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November 1992

7/77 to 10/77

Adams, Baker, & Clemon Law Firm
2121 Building
Suite 1600
Birmingham, Alabama

Law Intern

Performed a variety of traditional legal intern duties. Worked most closely with Oscar Adams, III. (This firm is no longer in existence; however, I have maintained personal and professional contact with the Honorable Oscar Adams, III. He is presently serving as an Associate Supreme Court Justice for the State of Alabama and is included in my list of references.)

PAST AFFILIATIONS and ACTIVITIES

1988 National Democratic Party Platform Committee Member
1987 Guest Panelist, NAACP Legal Defense & Education Fund Conference
1984 Invitee, 11th Circuit Judicial Conference
1982 Alabama Supreme Court Criminal Procedure Committee
Alabama Trial Lawyer's Association
Alabama Black Lawyer's Association
National Bar Association
Alabama Democratic Conference
NAACP

REFERENCES

Honorable Oscar Adams, III
Associate Supreme Court Justice
Alabama Supreme Court
Judicial Building
14 North 12th Avenue
Birmingham, Alabama 35204
(205) 325-5086

Mr. Bill Blount
Chairman
Alabama State Democratic Party
10 Court Square
Montgomery, Alabama 36104
(205) 264-8417

HERROD Résumé

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November 1992

Honorable Jimmy Evans
Attorney General
Office of Attorney General
State of Alabama
11 South Union Street
Montgomery, Alabama 36104
(205) 242-7406

Dr. Joe L. Reed
Chairman
Alabama Democratic Conference
874 John Brown Avenue
Montgomery, Alabama 36106
(205) 834-9790

Mr. John F. Knight, Jr.
7th Congressional District
Clinton/Gore Campaign Coordinator
P.O. Box 6148
Montgomery, Alabama 36106
(205) 293-4313

Additional References may be provided upon request.

Robert W. Hearn - Housing

I Connor Space

To His Management

Contribution -

Robert W. Hearn

Office with TIM

Rouse or Enterprise

Home: 7 St. Johns Road
Baltimore, MD 21210
(410) 323-6943

Office: 417 E. Fayette Street
Baltimore, MD 21202 Foundation
(410) 396-8050

Professional Experience:

Baltimore City Municipal Government

Commissioner, Department of Housing and Community Development and
Executive Director, Housing Authority of Baltimore City, January
1988 - present, appointed by Mayor Kurt L. Schmoke.

Management of City housing and community development programs and
President, Community Development Financing Corporation (a 501 (C) (3)
agency providing financing for the rehabilitation and construction of
housing).

The Johns Hopkins University Institute for Policy Studies

(formerly Center for Metropolitan Planning and Research)
Associate Director, Program Development, 1976 - 1979, 1982-1988.
Associate Professor, Department of Political Science.

Management of operations, program development and planning, staff to
the Policy Advisory Committee, development and administration of
public service internship program, including an International Fellows
Program; development of university forums for public policy issues and
policy research seminars, participation in international conferences
on urban development and teaching undergraduate and graduate seminars.

Associate Provost, 1979-1982.

Responsible for academic planning, institutional program development,
including assignments on the President's Task Force on Reduction
(budgetary) Planning; long range planning committee for international
programs, committee on accreditation and new programs, and chair of
several university policy advisory committees.

Bob's wife Ruby is Yale Ph.D in
Brookings Institution + is VP of Robert Wood Johnson
on Yale corporation,

Association of Black Foundation Executives, Inc., New York, New York

Executive Director, 1973-1975.

Directed a 501 (C) 3 non-profit corporation which provided technical assistance to grantee institutions and organizations and organized studies on philanthropic giving and the impact of government policy on foundation activities, panel participant in annual Council on Foundations meetings, member of the Advisory Committee, Commission on Private Philanthropy and Public Needs.

New School for Social Research, New York, New York

Associate Professor and Director of Internship Placement and Programs, Department of Urban Affairs, 1971-1973.

Responsible for program development and curriculum planning; seminars in public policy and organizational behavior.

National Urban Coalition, Washington, D.C.

Deputy Director, Urban Policy Center, 1969-1971.

Conducted research on national economic and social policy issues, served as staff to coalition subcommittees of business and government officials, directed research studies for the Commission on the Cities in the 70's, coordinator and director for a New Towns travel-study project of business and government officials which included travel to Great Britain, Sweden, Poland, Finland, France and the Soviet Union; research director for a foundation project on strategies for maximizing housing choices for central city residents.

University of Virginia, Charlottesville, Virginia

Visiting Assistant Professor, 1970-1971.

Urban Politics.

Yale University, New Haven, Connecticut

Graduate studies in political science, 1965-1969.

Community Progress, Inc., New Haven, Connecticut

Special Assistant to the President, 1964-1965 and Community Services Coordinator, 1962-1963.

Supervisory and administrative responsibilities for a 12-member service delivery field staff, development of federal and local grant applications and contracts for research and policy studies, staff liaison to the Model Cities Program.

Yale University, New Haven, Connecticut

Program Coordinator and Student Advisor, Foreign Student Institute, Office of the Dean of the Graduate School, 1961-1963.

Camp Dudley, Westport, New York

Senior Counselor and Special Assistant to the Executive Director, Summer 1959-1960.

Consultant Experience:

Ford Foundation

RAND Corporation

CBS Foundation

Joint Center for Political Studies

Consultant to the Undersecretary and Project Director, Task Force on Financing Minority Business Development, U.S. Treasury Department, 1978.

Honors:

John Hay Whitney Opportunity Fellowship

Who's Who Among University and College Students

Kappa Phi Kappa Honor Society

Education:

A.B., Virginia State College - 1957.
B.D., Yale Divinity School - 1961.
M.A., Yale University - 1962.
Ph.D., Yale University - 1969.

Professional and Civic Activities:

Board of Trustees, National Housing Conference
Committee on The Future of Public Housing
National Association of Housing and Redevelopment Officials
Advisory Board, Allan L. Berman Real Estate Institute, Johns Hopkins
University
Board of Directors, Christopher Columbus Center, Baltimore, MD.

Personal Data:

Married, two children.

References:

Provided upon request.

CONRAD K. HARPER

Biographical Sketch

Born: 1940

Office Address: 425 Lexington Avenue
New York, New York 10017-3909
(212) 455-2000

Education:

Preparatory: Southeastern High School
Detroit, Michigan, 1955-58
Graduated with honors

College: Howard University
Washington, D.C.
1958-62, B.A.

Course: Liberal Arts
History Major

Honors: Magna Cum Laude
Phi Beta Kappa

Legal: Harvard Law School
Cambridge, Massachusetts
1962-65, LL.B.

Honorary: The Graduate School and University
Center, City University of New York,
1990, LL.D.

Award: The Bishop's Cross, October 24, 1992
(Episcopal Diocese of New York)

Bar Status: Member of the New York Bar and of the
bars of various federal courts
including the Supreme Court of the
United States.

Principal Employment:

- (a) NAACP Legal Defense and Educational Fund, Inc.,
New York City, 1965-1970.

Experience: Trial and appellate practice in
racial discrimination and
indigence cases.

- (b) Simpson Thacher & Bartlett,
New York City, 1971 to date.

Experience: Associate (1971-74) and partner
(1974 to date) in litigation.

Additional Employment:

Lecturer in Law, Rutgers Law School, Newark, New
Jersey, 1969-1970;

Visiting Lecturer in Law, Yale Law School, New Haven,
Connecticut, 1977-1981;

Consultant to United States Department of Health,
Education and Welfare, to negotiate plan for faculty
desegregation and bilingual education in Chicago,
1977.

Bar Association Memberships:

American, National and New York State Bar
Associations; Association of the Bar of the City of
New York; Metropolitan Black Bar Association; Federal
Bar Council.

Current Professional Activities:

Fellow, American College of Trial Lawyers; Fellow,
American Bar Foundation; Fellow, New York Bar
Foundation;

Fellow, American Academy of Arts and Sciences;

Member of the Council and the Executive Committee,
American Law Institute, Philadelphia, Pa.;

Chairman, Committee on Admissions and Grievances of the United States Court of Appeals for the Second Circuit;

Member of Board of Directors, The American Arbitration Association, New York City;

Member of the Board of Directors, American Association for the International Commission of Jurists, New York City.

Former Professional Activities:

President, The Association of the Bar of the City of New York (1990-1992);

Co-Chairman (1987-89), Lawyers' Committee for Civil Rights Under Law, Washington, D.C.;

Vice President (1978-81), Federal Bar Council, New York City;

Member of Board of Editors (1980-86), American Bar Association Journal, Chicago, Ill.

Current Other Activities:

Member of the Board of Directors and of the Executive Committee, New York Life Insurance Company

Vice-Chairman of the Board of Trustees and Chairman of Executive Committee, The New York Public Library;

Member of Board of Managers, Lewis Walpole Library, Farmington, Connecticut;

Fellow, The Pierpont Morgan Library;

Trustee, Institute of International Education;

Member, Board of Directors, Academy of American Poets;

Trustee, William Nelson Cromwell Foundation;

Member, Board of Legal Advisors, Martindale-Hubbell;

Member, Board of Directors, Phi Beta Kappa Associates;

Member, Board of Visitors, Fordham Law School,
New York City;

Member, Board of Visitors, Graduate School and
University Center, City University of New York.

Former Other Activities:

Chancellor, The (Episcopal) Diocese of New York
(1987-92);

Member of the Vestry (1982-85), Church of St.
Barnabas, Irvington, New York;

Member of Board of Trustees (1983-1990), The Museum of
the City of New York;

Member of Board of Trustees (1981-86), The New York
State Association of Library Boards (Vice President,
1985-86);

Member of Board of Directors (1976-83), New York Urban
League;

Vice President (1980-81) and member of Board of
Directors (1974-1981), Federation of Protestant
Welfare Agencies;

President (1972-79) and member of Board of Trustees
(1968-79) Windham Child Care (now Graham-Windham);

Member, Board of Directors, Volunteers of Legal
Service, Inc. (1990-92);

Member, Board of Directors, New York Lawyers for
the Public Interest (1990-92);

Member, Board of Directors, Practicing Attorneys
for Law Students (1990-92).

Additional Memberships:

Council on Foreign Relations; Phi Beta Kappa
Associates; Selden Society; American Society for Legal
History; Supreme Court Historical Society; American
Historical Association; Modern Language Association of
America; Harvard and Yale Clubs of New York City, the
Century Association (N.Y.C.) and the Grolier Club.

Publications:

Article, "The Legal Status of the Black College," in the summer 1971 issue of Daedalus;

Article, "Charles H. Houston," in the Dictionary of American Negro Biography (W.W. Norton & Co. 1983);

Eulogy of Whitney North Seymour, in A Visit with Whitney North Seymour edited by Eleanor M. Fox and others (The William Nelson Cromwell Foundation 1984);

Article, "Views from Both Directions: Courtship and Marriage in Letters and Diaries From the Age of Jane Austen," 10 Persuasions 117 (1988) (with Paula Stepankowsky);

Article, "The Overthrow of *Monroe v. Pape*: A Chapter in the Legacy of Thurgood Marshall," 61 Fordham Law Review 39 (1992).

Commerce
Office at Trade

CATHY D. HAMPTON

Current Address
30 Irving Street, #2
Cambridge, MA 02138
(617) 661-8191

Permanent Address
115 Robb Street
Magnolia, MS 39652
(601) 783-2168

EDUCATION

HARVARD LAW SCHOOL, Juris Doctorate Candidate, June, 1993
Honors: United Negro College Fund Graduate Study Fellow
Executive Editor, *Blackletter Journal*
Activities: Executive Board Member, Black Law Students Association
Tutor and Mentor, Agassiz Elementary School
Clinton - Gore Victory '92 Campaign Volunteer, HLS Democrats

UNIVERSITY OF THE WEST INDIES, Kingston, Jamaica, 1989-1990
Honors: Rotary Foundation Fellow

SPELMAN COLLEGE, B.A. Political Science/Economics, May, 1989

Honors: *summa cum laude* - Class Salutatorian
Senior Thesis - "U.S. Foreign Policy Towards Jamaica 1976 - 1981"
National Senior Honors Society - Mortar Board
Activities: President, National Association of Girls' Clubs
Scholarship and Standards, Delta Sigma Theta Sorority, Inc.

OXFORD UNIVERSITY, Oxford, England, 1987-1988

Honors: Luard Foreign Study Scholar
Charles Merrill Foreign Study Scholar
Activities: Volunteer fundraiser, Oxfam Famine Relief Organization

EXPERIENCE

SHEARMAN & STERLING, New York, New York and London, England
Summer Associate Summer, 1992
Drafted memoranda on leveraged leaseings, consumer credit loans, and the business judgment rule.
Organized documents for two international corporate transactions.

PROFESSOR A. CHAYES

1991-1992

Research Assistant

Conducted an extensive research and writing project regarding treaty compliance and international organizations.

DUNN HAMPTON, DISTRICT ATTORNEY

Fourteenth District, Mississippi

Winter, 1992

Legal Intern

Participated in grand jury proceedings and litigation strategy sessions, researched issues evolving from cases, interviewed victims and prepared written reports.

WHITE & CASE, New York, New York

Summer, 1991

Summer Associate

Researched international aviation rules, attended deposition proceedings, drafted jury instructions for major intellectual property case, represented pro bono client in Social Security hearing.

Robyn Shernita Hadley
P.O. Box 435
Newport News, Virginia 23607
Telephone: 804-244-1348 (O)
804-247-1313 (H)

EMPLOYMENT

Job American Management Export-Import Ltd. -Newport News, Virginia; 1988-Present
Responsibilities include: -Export/trade management development for a
comprehensive North Carolina statewide export strategy
for small businesses, minority owned businesses, women
owned businesses and rural enterprises
-Government/military contract administration-seafood/food;
-Market planning/research in selected industries including
seafood, poultry, grain, and telecommunications.

AFFILIATIONS

Southeastern Network for Economic Development (SENED) Strategy Council-
University of North Carolina at Wilmington, Wilmington,
North Carolina;
Board of Visitors-University of North Carolina at Chapel Hill, Chapel Hill, North
Carolina;
Board of Advisors, Bicentennial Observance - University of North Carolina at Chapel
Hill, Chapel Hill, North Carolina
John Motley Morehead Scholarship Wake County Regional Selection Committee-
Raleigh, North Carolina
Delta Sigma Theta Sorority, Inc.

EDUCATION

M.Litt Politics (program), Oxford University, Oxford, England, Rhodes Scholar 1988
B.A. Public Policy Analysis, University of North Carolina at Chapel Hill, Chapel
Hill, North Carolina, John Motley Morehead Scholar, 1985
Junior Year, Spelman College, Atlanta, Georgia, Spring 1984

I enjoy travelling, reading and writing short stories.

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
006. resume	Re: Margaret Ann Hamburg (partial) (1 page)	n.d.	b(6)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Maggie Williams (Subject Files)
OA/Box Number: 10233

FOLDER TITLE:

Resume [2]

2013-0359-S
ry1512

RESTRICTION CODES

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

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
- P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
- P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

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

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

MARGARET ANN HAMBURG, M.D.

[006]

Date and Place of Birth: [REDACTED] (b)(6)

Present Health Commissioner (Acting, May 1991-April 1992)
Position: New York City Department of Health
125 Worth Street
New York, New York 10013

Education/Training:

1973-1978 B.A., Magna Cum Laude, Harvard/Radcliffe College
Cambridge, Massachusetts

1979-1983 M.D., Harvard Medical School
Boston, Massachusetts

1983-1986 Intern/Resident in Internal Medicine, Department of
Medicine, The New York Hospital, Cornell Medical
Center, New York, New York

1992 Scholar, Public Health Leadership Institute
Centers for Disease Control/University of
California

Positions Held:

June 1990- Deputy Commissioner, Family Health Services
May 1991 New York City Department of Health
New York, New York

May 1989- Assistant Director, Science Policy
May 1990 National Institute of Allergy & Infectious Diseases
National Institutes of Health
Bethesda, Maryland

Jan 1988- Special Assistant to the Director
May 1989 National Institute of Allergy & Infectious Diseases
National Institutes of Health
Bethesda, Maryland

Aug 1988- Volunteer Attending Physician
May 1990 The Washington Free Clinic
1625 Newton Street, N.W.
Washington D.C.

Sept 1986- Clinical Instructor, Department of Medicine
May 1990 Georgetown University School of Medicine
Washington D.C.

1986-1988 Special Assistant to the Director
Office of Disease Prevention and Health Promotion
Office of the Assistant Secretary for Health
U.S. Department of Health and Human Services
Washington D.C.

1985-1986 Guest Investigator
The Rockefeller University
New York, New York

Professional Societies:

American Association for the Advancement of Science
American College of Physicians, Member
American Medical Women's Association
American Public Health Association
Council on Foreign Relations, Term Member (1986-1991)
Health Executive Forum
New York Academy of Medicine
The Society for Social Biology
Women in Health Management

Committee/Board Memberships (selected):

June 1991- Health and Hospitals Corporation, Board of Directors
present

June 1991- Medical and Health Research Association, Board of
present Directors

June 1991- Greater New York Hospital Association, Board of
present Governors

June 1991- Health Services Agency, Board of Directors
present

1991- National Institutes of Health Steering Committee
present on Women and AIDS

1989-present	Medical Sciences Section Committee, American Association for the Advancement of Science
1988-1990	Public Health Service AIDS Executive Task Force, Subgroup on Therapeutic Intervention
1988-1990	Public Health Service AIDS Executive Task Force, Subpanel on Minority AIDS Issues
1988-1990	National Institutes of Health AIDS Executive Committee
1988-1990	National Institute of Allergy and Infectious Diseases Executive Committee
1986-1988	Prevention Coordinating Committee, National Institutes of Health
1986-1988	American Medical Association, Coalition on Adolescent Health

Certification and Licensure:

1986	Diplomate, American Board of Internal Medicine
1984	Diplomate, National Board of Medical Examiners
1984	New York State Medical License
1986	District of Columbia Medical License
1988	Maryland State Medical License

Distinctions:

1990	Public Health Service Special Recognition Award
1990	Certificate of Commendation, Assistant Secretary for Health, Department of Health and Human Services
1988	Public Health Service Commendation
1978	Summa Cum Laude, Senior Honors Thesis, Department of Psychology, Harvard University
1976-1977	Executive Editorial Board, The Harvard Crimson
1973-1978	Harvard College Dean's List (all semesters)

Research Experience:

- Summer 1985-
January 1986 Bench research on phosphoprotein metabolism in central nervous system, with Dr. Paul Greengard. Laboratory of Molecular and Cellular Neuroscience, The Rockefeller University, New York, New York
- 1978-1979
and
Summer 1980 Bench research concerning the characterization and pharmacologic modulation of alpha-2 adrenergic receptors in a rat brain model, with Dr. William Bunney and Dr. John Tallman. National Institute of Mental Health, Bethesda, Maryland
- 1977-1978 Studies of cognitive development in children in the first two years of life, with Dr. Jerome Kagan. Department of Psychology, Harvard University, Cambridge, Massachusetts
- Fall 1975 Cross-cultural study of Schizophrenia, with Dr. Norman Sartorius. Mental Health Division, World Health Organization, Geneva, Switzerland
- Summer 1975 Biobehavioral chimpanzee research project, with Dr. Patrick McGinnis. Stanford University Outdoor Primate Facility, Stanford, California
- Summer 1974 Study of endocrine and behavioral effects of LHRH in human males, with Dr. Keith Brodie. Stanford University School of Medicine, Stanford, California

Scientific Publications:

- Hamburg, M.A. (1990) The Epidemiology of HIV infection and AIDS in the United States. Ear, Nose and Throat Journal, Vol. 69, No. 6: 394-400
- Hamburg, M.A. and Fauci, A.S. (1990). HIV infection and AIDS: challenges to biomedical research. In L. Gostin (ed.), Hospitals, Health Care Professionals and AIDS. New Haven: Yale University Press, 171-182
- Hamburg, M.A. (1990). Worksite health promotion: some policy issues and concerns. In S.M. Weiss and J. Fielding (eds.), Perspectives in Behavioral Medicine, Volume 8. Hillsdale, New Jersey: Lawrence Earlbaum Associates
- Harris, L.M. and Hamburg, M.A. (1990). Back to the future: television and family health care management. In J. Bryant (ed.), Television and the American Family. Hillsdale, New Jersey: Lawrence Earlbaum Associates

Hamburg, M.A. and Fauci, A.S. (Spring 1989). AIDS: the challenge to biomedical research. Daedalus, Vol. 118, No. 2: 19-39

Hamburg, M.A., Koenig, S. and Fauci, A.S. (1989). Immunology of AIDS and HIV infection. In G.L. Mandell, R.G. Douglas, and J.E. Bennett (eds.), Principles and Practice of Infectious Diseases, 3rd Edition. New York: John Wiley & Sons, 1046-1059

Hamburg, M.A. and McGinnis, J.M. (1988) Health promotion and disease prevention: opportunities in the clinical setting. The Western Journal of Medicine 149: 468-474

McGinnis, J.M. and Hamburg, M.A. (1987). The U.S. National Experience in the Prevention and Control of Noncommunicable Disease. Geneva, Switzerland: The World Health Organization

Hamburg, M. and Tallman, J.F. (1981). Chronic morphine administration increases the apparent number of alpha-2 adrenergic receptors in rat brain. Nature 291: 493-495

Kagan, J. and Hamburg, M. (1981). The enhancement of memory in the first year. The Journal of Genetic Psychology 138: 3-14

Mallorga, P., Hamburg, M., Tallman, J.F. and Gallager, D.W. (1980). Ontogenetic changes in GABA modulation of brain benzodiazepine binding. Neuropharmacology 19: 405-408

Abstracts:

Damus, K., Workman, S., Graham E. and Hamburg, M. Trends in perinatal outcomes for multiple births in NYC 1980-89: a comparative baseline for obstetrical policy. (Accepted for presentation at the American Public Health Association 119th Annual Meeting, Atlanta, Georgia, 1991)

Davidson, G., Damus, K., Graham, E., Hamburg, M. and Schell, L. (1991). Ethnic differences in maternal weight gain. Human Biology Council Meetings

Bridbord, K., Hamburg, M., Schambra, P., Fauci, A. (1989). International AIDS programs at the National Institutes of Health. In AIDS: The Scientific and Social Challenge, V International Conference Abstracts: 1006

Hamburg, M., Gallager, D.W., Campbell, I. and Tallman, J.F. (1979). Alterations in [³H] Clonidine binding due to 6-hydroxydopamine and MAO inhibitors. Society for Neuroscience Abstracts, Volume 5

Selected Publications for General Audiences:

Hamburg, M.A., "About TB: treatment-- and more." (Op. Ed. piece, New York Forum). New York Newsday, October 14, 1992

Hamburg, M.A., "AIDS and the culture of restraint." (Review of book, Private Acts, Social Consequences: AIDS and the Politics of Public Health, by Ronald Bayer). The Washington Post, May 7, 1989

Hamburg, M.A., "Is there a doctor in the haus, maison, or casa?" (Review of book, Medicine and Culture: Varieties of Treatment in the United States, England, West Germany, and France, by Lynn Payer). The Washington Post, December 25, 1988

Hamburg, M.A. (1987). The acquired immunodeficiency syndrome (AIDS). In Academic American Encyclopedia, Danbury, Connecticut: Grolier, Inc

Hamburg, M.A. Addiction: the nature of craving. Vogue: August 1986

Copy filed
File
Headline
Staff
Staff

CAROLEEN NORD
4390 N. Lorcom Lane, #312
Arlington, Virginia 22207
(703) 841-4364

file
"Resumes"

WORK EXPERIENCE

The White House
Washington, DC

January 1993 to present

Staff Assistant, Office of the Chief of Staff: supervise volunteers, interns and coordinate work flow; administrative duties include procurement, maintenance of equipment, office furniture; ordering of office supplies; compose personal correspondence for Chief of Staff; distribute mail.

Clinton/Gore Transition
Little Rock, AR

November 1992 to January 1993

Administrative Assistant to Director of Transition and to Chief of Staff-Designate: organization of office, meetings, scheduling, correspondence, heavy telephones.

O'Melveny & Myers
Los Angeles, CA/Washington, DC

August 1988 to October 1992

Legal Secretary with experience in litigation, trade, corporate and entertainment law. Assist with attorney research. Coordinated large document distributions. Reorganized and maintained files. Client billing. Word processing. Computer graphics.

Community Emergency Preparedness

1985 to 1992

Researched through various local and federal agencies optimal methods of personal emergency preparation and group training. Developed and implemented a neighborhood disaster education program to promote awareness of disaster survival. Trained various groups ranging from 3 to 50 in the need for and methods of preparedness for various types of disasters. Assembled supplies for emergency kits for home, office, and car for myself and others.

Citizen America Corp.
Santa Monica, CA

January 1987 to July 1988

Secretary to Chief Financial Officer, Credit Manager, Vice President of Office Administration: Assisted with Personnel Management. Supervised order of office supplies. Assisted with office expansion. Dealt with customer problems and problem customers. Intermediary for Japanese employees new to American culture. Assisted in marketing surveys.

Banca Nazionale dell'Agricoltura
Los Angeles, CA

February 1985 to January 1987

Secretary to Representative: Researched and arranged purchase/lease of office equipment. Initiated filing system at establishment of office. Organized purchase of office supplies. Typed English/Italian correspondence. Arranged Representative's calendar.

UCLA Graduate School of Management
Los Angeles, CA

May 1984 to February 1985

Secretary - Executive MBA Program: Maintained statistical information on current and alumni classes. Managed off-campus conferences. Examined and processed admission applications of potential candidates. Coordinated student and alumni social functions. Coordinated production of instructional materials, produced departmental correspondence.

Exxon Company, U.S.A.
Thousand Oaks, CA

November 1982 to May 1984

Secretary - Asset, Payroll Accounting, Joint Interest Accounting, Contracts Administration: Provided secretarial support to 12 accountants. Assisted in office relocation. Merged, organized two filing systems. Produced legal briefs, contracts, statistical information, general correspondence.

EDUCATION

Santa Monica College (evenings) 9/84 to 12/88
Santa Monica, California

Universita' per Stranieri
Perugia, Italy

Brigham Young University
Provo, Utah

Maggie -

This is Angela
Hunter's writing sample.

Full
Correspondence
Kelly

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
007. report	Re: Inauguration and National Prayer Service (17 pages)	n.d.	Personal Misfile

COLLECTION:

Clinton Presidential Records
First Lady's Office
Maggie Williams (Subject Files)
OA/Box Number: 10233

FOLDER TITLE:

Resume [2]

2013-0359-S

ry1512

RESTRICTION CODES

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

P1 National Security Classified Information [(a)(1) of the PRA]
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Freedom of Information Act - [5 U.S.C. 552(b)]

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