

THE WHITE HOUSE

WASHINGTON

October 11, 1996

MEMORANDUM FOR ALL WHITE HOUSE STAFF

FROM: JACK QUINN
COUNSEL TO THE PRESIDENT

SUBJECT: Revised Rules for Accepting Invitations to Widely
Attended Gatherings

As you know, regulations govern acceptance of gifts, including invitations to attend "widely attended events." Until recently, federal employees could accept an invitation to a "widely attended gathering" only when invited by the **sponsor** of the event and the agency determined that their attendance was in the interest of the agency. Additionally, the rules permitted an employee to accept free attendance only for the employee and his/her spouse. These rules were recently amended to permit acceptance in certain circumstances of unsolicited invitations offered by a **non-sponsor** to attend widely attended gatherings, and to permit employees to bring guests other than their spouses to these events.

The regulations continue to permit acceptance of invitations to widely attended gatherings from the **sponsor** of the event. And, as of September 19, 1996, employees may accept invitations from **someone other than the sponsor** of a widely attended gathering, provided that:

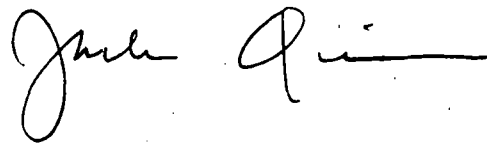
- 1) more than 100 people are expected to attend the event; and
- 2) the face value of the ticket(s) does not exceed \$250.

Regardless of whether the invitation was from a **sponsor** or **non-sponsor**, an employee's attendance still must be in the agency's interest and the event must be widely attended (i.e., there must be a large number of people invited, and many interests and viewpoints must be represented).

The new regulations also permit an employee, whether invited by a **sponsor** or a **non-sponsor**, to bring someone other than a spouse to the event, as long as the guest's ticket is provided by the same person providing the ticket for the employee. However, if the tickets are provided by a **non-sponsor**, the aggregate value of the two tickets cannot exceed \$250; if it does, under the regulations only one free ticket may be accepted. The full value of the second ticket must be paid for personally by the employee or the invitation for the second person must be declined. For

example, if you are offered two tickets valued at \$150 each, you may accept one ticket and either purchase the other ticket for \$150 or not take a guest. You may not pay \$50 to make up the difference in the cost of the two tickets and the \$250 limit.

If you have any questions regarding the changes to the rule or about a particular invitation, please call Dawn Chirwa, Cheryl Mills, or Kathi Whalen at 6-7900.



DRYE, ELIZABETH
OFFICE OF POLICY DEVELOPMENT

DOMESTIC POLICY COUNCIL

DECB

222

Cheryl D. Mills

03/25/97 04:27:21 PM

Record Type: Record

To: Elizabeth Drye/OPD/EOP

cc:

Subject: Re: 

Provided you are discussing an on-going policy matter that is an outgrowth of a contact initially made by this office (which it appears yours are) you are in the right

February 6, 1996

MEMORANDUM FOR JACK QUINN
JANE SHERBURNE

FROM: CAROL H. RASCO

Subject: Request for Documents

No one on the Domestic Policy Council staff has documents
pertaining to your memo dated February 1 (see attached).

Please contact feel free to contact me or my staff if you need
further assistance.

THE WHITE HOUSE
WASHINGTON

May 2, 1997

MEMORANDUM FOR: BRUCE REED, ASSISTANT TO THE PRESIDENT FOR
DOMESTIC POLICY

FROM: CHARLES F.C. RUFF
COUNSEL TO THE PRESIDENT

RE: Document Request

Please conduct a thorough and complete search of the records of your office -- whether electronic or paper, or any other form -- for the following materials:

- **All records of communications between the Executive Office of the President and the IRS or the Department of the Treasury relating to:**
 - (1) **general policies and practices of the IRS regarding tax exempt organizations;**
 - (2) **Any particular application for an exemption submitted by a tax exempt organization;**
 - (3) **any audits or surveys for audit of any tax exempt organization or an individual associated with a tax exempt organization.**

"Documents" include, but are not limited to, memoranda, correspondence, notes, minutes from meetings, schedules, messages, appointment logs, telephone logs, telephone messages, photographs, and computer disks.

Each employee in your office is responsible for searching all his or her files and records to ensure a comprehensive search. Please certify, or have each employee certify, that a complete search has been done. A certification form is attached.

All documents must be provided by Friday, May 9, 1997, to Robert Weiner in OEOB Room 128. If you have any questions, please call Robert Weiner at 6-6297.

THE WHITE HOUSE
WASHINGTON

None
228 3/17/97

March 14, 1997

MEMORANDUM FOR: EXECUTIVE OFFICE OF THE PRESIDENT STAFF

FROM: CHARLES F.C. RUFF 
COUNSEL TO THE PRESIDENT

RE: Subpoena Response

Please conduct a thorough and complete search of ALL your records -- whether electronic or paper, or any other form -- for the following materials:

- **Documents referring or relating in any way to James C. Wood, Jr. (former Chair of the American Institute in Taiwan).**

Documents include, but are not limited to, memoranda, correspondence, notes, minutes from meetings, schedules, messages, appointment logs, telephone logs, telephone messages, photographs, and computer disks.

Each employee is responsible for searching all of his or her files and records to ensure a comprehensive search. In the White House Office, the Office of Policy Development, and the Executive Residence, each Office Head or Assistant to the President must certify that his or her staff has done a complete search. For all other Executive Office of the President agencies or entities, the General Counsel must certify that all agency records have been provided.

All documents must be provided by Wednesday, March 26, 1997, to Robert Weiner in OEOB Room 128. If you have any questions, please call Robert Weiner at 6-6297.

THE WHITE HOUSE

WASHINGTON

December 19, 1996

MEMORANDUM FOR WHITE HOUSE STAFF

FROM: JACK QUINN 
COUNSEL TO THE PRESIDENT

DAWN CHIRWA 
ASSOCIATE COUNSEL TO THE PRESIDENT

SUBJECT: Reminder on Ethics Obligations and Holiday Gifts

With the arrival of the holiday season, we want to remind you of your obligations under the ethics rules regarding acceptance of gifts and attendance at holiday functions. These rules are both statutory and regulatory, and it is important that you understand and follow them at all times. Below, please find the answers to the most frequently asked questions.

What is a gift? A gift is anything of value. In addition to the usual tangible items, a gift includes meals, flowers, tickets to events, donations, loans, favors, discounts, travel, lodging, entertainment, or other hospitality.

What should I do when I receive a gift? You may keep any gifts:

- (1) received from family members or relatives.
- (2) which are motivated by a close personal relationship pre-dating your employment by the White House, and if the gift is paid for by your friend, not by his or her company or client. Please note that if you are required to file a financial disclosure form, you will need to report gifts falling within this category which are worth more than \$100 if the total value of gifts received from the same source exceeds \$250 per reporting year.
- (3) which are perishable items such as fruit, candy, or flowers. These gifts should be placed in the reception area of your office to be shared with your co-workers.

If you receive a gift under other circumstances, you should:

- (1) Complete a White House Staff Gift Report form. The forms may be obtained from the Supply Room or the White House Gift Unit, located in OEOP Room 457; and,
- (2) Submit your gift to the Gift Unit for appraisal with the completed form.

Will I get to keep the gift I submitted to the Gift Unit? Yes, if one of the following is true:

- (1) The appraised value of the gift is worth \$20 or less;
- (2) It is clear that the gift is motivated by your spouse's business relationships and is not enhanced by your official status; or,

- (3) You pay the donor the gift's market value.

May I give my boss a gift? The answer is yes only if one of the following is true:

- (1) The gift is an item other than cash worth \$10 or less;
- (2) The gift is food and refreshments to be shared in the office among several employees;
- (3) The gift is personal hospitality provided at a residence which is of a type and value customarily provided by the employee to personal friends (e.g. an employee can invite his or her boss to a Christmas party at home); or
- (4) The gift is given in connection with the receipt of personal hospitality if of a type and value customarily given on such occasions (e.g. an employee may bring a bottle of wine to a dinner party at his or her boss' home.)

May my boss give me a gift? Yes, absolutely.

May I give a gift to my co-worker? Yes, so long as your co-worker is not your official supervisor.

May I attend holiday parties? You may attend the following types of functions:

- (1) Parties sponsored by a government agency;
- (2) Parties of a purely personal, social nature, not paid for by a prohibited source;
- (3) You may also attend parties not falling in either of the above categories if they are "widely attended gatherings." Events are widely attended if there are a large number of people invited and many interests and viewpoints are represented. Also, your attendance at such an event must be in the agency's interest. You may attend these functions if one of the following is true:
 - (a) you are attending as a guest of the sponsor of the entire event without regard to the face value of the ticket to the event; or,
 - (b) you are attending as a guest of someone other than the sponsor of the event, provided that more than 100 people are expected to attend the event and the total face value of the ticket(s) you receive to the event does not exceed \$250.

Is there any type of entertainment fund that our department can use for a departmental holiday party?

Unfortunately, no. You may, however, collect voluntary contributions from those in the office to provide food and refreshments for a holiday party.

If you have any questions concerning receipt of gifts or attendance at functions during the holidays, please call Dawn Chirwa in the Counsel's Office at 6-7903.

EXECUTIVE OFFICE OF THE PRESIDENT

20-Dec-1996 06:12pm

TO: Cheryl D. Mills

FROM: Elizabeth E. Drye
Domestic Policy Council

CC: Carol H. Rasco

SUBJECT: Dec 16 document request re. John Huang et al

The following DPC managers and staff have reviewed the memo and stated that they do not have documents related to this request:

Abernathy, Pauline
Brostrom, Molly
Bublick-Max, Sandy
Burke, Dennis
Cohen, Mike
Craft, Dorothy
Drye, Elizabeth
Fine, Debbie
Fortuna, Diana
Hogan, Lyn
Jennings, Chris
Mays, Cathy
Pizzuto, Jill
Rasco, Carol
Reed, Bruce
Regas, Diane
Smartt, Jeanine
Warnath, Steve
Weinstein, Paul

In addition:

Pam Cicetti has sent one document to Counsel and is continuing to review her files.

Ira Magaziner and Mia Masten are reviewing their files and will forward documents to Counsel.

I have asked the following 3 remaining staff to respond by e-mail to you directly re. the memo (as I haven't been able to talk to them):

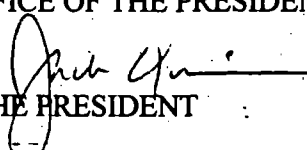
Claudia Rayford-Williams
Leanne Shimabukuro
Patsy Fleming

THE WHITE HOUSE

WASHINGTON

December 16, 1996

MEMORANDUM FOR: EXECUTIVE OFFICE OF THE PRESIDENT STAFF

FROM: JACK QUINN 
COUNSEL TO THE PRESIDENT

SUBJECT: Document Request

We have received document requests from certain congressional committees and the Department of Justice. Accordingly, please conduct a thorough and complete search of ALL of your records (from January 20, 1993 - present) -- whether electronic, paper or any other form -- and provide any materials referencing or relating in any way to the following:

Individuals

John Huang

James T. Riady

Mochtar Riady

P. Kanchanalak

Pauline (or Pornpimol) Kanchanalak

Pauline (or Pornpimol) Parichattkul

Arief Wiriadinata

Soraya Wiriadinata

Yah Lin Trie (aka Charles ("Charlie") Yah Lin Trie)

Johnny Chien Chuen Chung (aka Johnny Chung)

Hashim Ning

Yogesh Gandhi

John Hoon Kyung Lee (aka John H.K. Lee, Lee Kyung Hoon or Kyung Hoon Lee)

Hogen Fukunaga

Yoshia Tanaka

George Psaltis

Hsing Yun (aka Shing Yun)

Tzu Jung (aka Su-Jen Wu)

Shih Hsin Kuang

Hsiao Pi-Hsia

Chu Lin Hsiu (aka Hsiu Chu Lin)

Jou Shen (aka Jou Sheng)

Man Ya Shih

Siuw Moi Lian

Mi Ryu Ahn

Gary Hsueh

Keshi Zhan

Xiping Wang

Yue F. Chu

Please include any documents referring or relating to visits to the White House by, or other activities of, any of the aforementioned individuals.

Entities

The Lippo Group
Lippobank
Cheong Am America
K & L International
K & L International Partners, Inc.
Psaltis Corporation
Hip Hing Holdings, Ltd.
Automated Intelligent Systems, Inc.
Bang Chang Group
Bang Chang International
San Kin Yip International Trading Corp.

Please include in your search and production, to the extent you are aware, any parents, subsidiaries, affiliates, officers, directors, owners, employees, shareholders, agents, or assigns of the entities identified above.

Documents include, but are not limited to, memoranda, correspondence, notes, minutes from meetings, schedules, messages, appointment logs, telephone logs, telephone messages, photographs, and computer disks.

Every employee is responsible for searching all of his or her files and records to ensure a comprehensive search. In the White House Office, the Office of Policy Development, and the Executive Residence, each Office head or Assistant to the President must certify that his or her staff has done a complete search. For all other Executive Office of the President (EOP) agencies or entities, the General Counsel must certify that all agency records have been provided.

We recognize that this request is, in some respects, duplicative of a prior document requests. To ensure a complete response, however, please provide all responsive documents -- even those you may have previously provided.

All document must be provided by NOON ON MONDAY, DECEMBER 23, 1996 to Cheryl Mills, OEOB Room 128. If you have any questions, please call Cheryl Mills (6-7900) or Wendy White (6-7361).

THE WHITE HOUSE

WASHINGTON

November 12, 1996

Elizabeth
no one had any
documents
- Enn
P.S. - Steve Warner test
Debbie Fine have yet to call

MEMORANDUM FOR: THE WHITE HOUSE OFFICE, OFFICE OF POLICY
DEVELOPMENT AND OFFICE OF THE VICE PRESIDENT

FROM: JACK QUINN *jq*
COUNSEL TO THE PRESIDENT

CHERYL MILLS *cm*
ASSOCIATE COUNSEL TO THE PRESIDENT

SUBJECT: Subpoena for Documents Relating to Henry Cisneros

The White House has received a subpoena from the Independent Counsel investigating Secretary Henry Cisneros. In order that we might comply promptly and completely, please immediately conduct a thorough search of all of your files and provide to us copies of all materials that refer or relate, in any way -- whether directly or indirectly -- to:

- a) the selection of Henry Cisneros to be a member of the Cabinet;
- b) the designation of Henry Cisneros;
- c) the "vetting" of Henry Cisneros;
- d) the suitability of Henry Cisneros to be a member of the Cabinet, including, but not limited to, Secretary Cisneros' character, associates, reputation, loyalty and trustworthiness;
- e) Secretary Cisneros' finances;
- f) Secretary Cisneros' association and relationship with Linda D. Medlar, now known as Linda D. Jones;
- g) the nomination of Henry Cisneros to be Secretary of Housing and Urban Development;
- h) the provisions of Title 5, C.F.R. Chapter 16, Subchapter B regarding the filing of public financial disclosures reports;
- i) the FBI background investigation of Henry Cisneros; and,
- j) the preparation of Henry Cisneros (including background memoranda) for the Senate Confirmation Hearing; and the actual Hearing and Confirmation.

For the purposes of the subpoena, documents include, but are not limited to, drafts and final copies of correspondence, memoranda, reports, notes, records of conversation, calendars, telephone records, electronic mail, and any other material in the possession of the White House, either on paper or in computer files.

Please provide copies of responsive documents to Cheryl Mills in OEOB Room 128 by noon on Friday, November 15, 1996. If you have any questions, please call Cheryl at 6-7900.

THE WHITE HOUSE

WASHINGTON

November 12, 1996

MEMORANDUM FOR: THE WHITE HOUSE OFFICE, OFFICE OF POLICY
DEVELOPMENT AND OFFICE OF THE VICE PRESIDENT

FROM: JACK QUINN *Jm*
COUNSEL TO THE PRESIDENT

CHERYL MILLS *CM*
ASSOCIATE COUNSEL TO THE PRESIDENT

SUBJECT: Subpoena for Documents Relating to Michael Espy

The White House has received a subpoena from the Independent Counsel investigating former Secretary Mike Espy. Accordingly, please conduct a thorough search of all of your files and provide responsive copies of all materials that refer or relate, in any way -- whether directly or indirectly -- to:

- a) the inspection or labeling of poultry;
- b) the "zero tolerance" policy for meat or poultry;
- c) the safe handling of poultry;
- d) fresh/frozen labeling for poultry;
- e) the National Broiler Council, et. al. v. Voss (EDCA) case or litigation;
- f) methyl bromide;
- g) the Market Promotion Program;
- h) any documents relating to a September 15, 1993 letter from Senator Bumper to the Vice President regarding zero tolerance and other meat and poultry issues;
- i) the Oglethorpe Power Corporation, Atlanta, Georgia; and,
- j) Mr. Russell Cross, Administrator, Food, Safety and Inspection Service.

For the purposes of the subpoena, documents include, but are not limited to, drafts and final copies of correspondence, memoranda, reports, notes, records of conversation, calendars, itineraries, telephone records, electronic mail, and any other material in the possession of the White House, either on paper or in computer files.

Please provide copies of responsive documents to Cheryl Mills in OEOB Room 128 by noon on Friday, November 15, 1996. If you have any questions, please call Cheryl at 6-7900.

Cisneros

STAFFER	Have Decisions	To Counsel
	yes / no	if yes yes/no
J. Ben-Ami	no	
Molly Braslow	no	
Sandra B. Marx	no	
Dennis Burke	no	
Dorothy Craft	no	
Pam Cicetti	no	
Mike Cohen	no	
Debbie Fine 4m		
Patsy Flemming	no	
Diana Fortuna	no	
Lyn Hogan	no	
Chris Jennings	no	
Jen Klein	no	
Jeff Levi	no	
Ira Magaziner	no	
Mia Masten	no	
Cathy Mays	no	
Bruce Reed	no	
Claudia R-Will. ET	no	
Diane Regas	no	
Lianne Shima	no	
Jeanine Smartt	no	
Steve Warneith		
Paul Wengsten	no	

Espy

Staffer

Have Docs.
yes/no

TO Counsel
is/yes yes/no

Jeremy Ben-Ami	no
Molly Brostrum	no
Sandra Bub-Max	no
Dennis Burke	no
Dorothy Craft	no
Pam Cicetti	no
Mike Cohen	no
Debby Fine 4m	
Fatsy Flemming	no
Diana Fortuna	no
Lyn Hogan	no
Chris Jennings	no
Jen. Klein	no
Jeff Levi	no
Tra Magaziner	no
Mia Masten	no
Cathy Mays	no
Claudia Ray-Will. 4m	no
Bruce Reed	no
Diane Regas	no
Leanne Shima	no
Jeanne Smartt	no
Steve Warriath	
Paul Weinstein	no

THE WHITE HOUSE
WASHINGTON

September 20, 1996

MEMORANDUM FOR KITTY HIGGINS
CABINET SECRETARY

FROM: CHERYL MILLS *CD Mills*
ASSOCIATE COUNSEL TO THE PRESIDENT

SUBJECT: Payment of Costs Associated with Cabinet Travel

This memorandum responds to questions you raised regarding official travel by Cabinet members during the campaign season. I have tried to address the each of the questions we discussed on our conference call.

I have attached a question and answer format response.

cc: David Beaubaire

Cabinet Official and Campaign Travel Payment of Costs

1. Does one campaign event (i.e., Clinton/Gore'96) during an official trip make the entire trip campaign? For example, if official travel takes a Cabinet member to Los Angeles, may the Campaign pay the cost to sent the Secretary to San Francisco for a CG/96 event?

The Campaign must pay for all travel costs associated with travel from a federal employee's home/duty station (Washington, D.C.) to the site in which campaign-related activity occurs and back to the home/duty station, without regard to what other events may occur in that site. For example, if a Cabinet member travels to Los Angeles for an official event and then travels to San Francisco for a campaign event, the Campaign must pay the equivalent of round-trip airfare from Washington, D.C. to San Francisco and back to Washington, D.C.

2. May the costs of a political trip be split between CG'96 and the coordinated campaign or a congressional campaign?

The campaign is obliged to pay all of the travel costs to and from each city in which campaign activity occurs -- there is no allocation of those travel costs with any other entity, including the federal government or the coordinated campaign or a congressional committee. (Intra-city costs -- hotel, local transportation, per diem, etc. -- may be allocated as appropriate for the varying events).

3. May the costs of official trips be split with the coordinated campaign or a congressional campaign based on participation in various events.

Yes. The costs associated with non-campaign political activity (political activity that is not Clinton/Gore'96 activity) is allocated pursuant to the hard-time formula. This formula requires that the government pay its share of all of the travel-related costs and the political entity pay its share based upon determining the overall event time and then taking that percentage that was spent in official events and applying it to the costs and doing the same for the remaining political percentage for payment by the political entity.

4. May Cabinet members use private aircraft for official or political travel if the owner is reimbursed?

Generally, no. The White House has a policy about travel on corporate aircraft that is attached. This policy typically will prevent Cabinet members from flying on corporate aircraft in most instances. Any instances of such travel requires specific approval by their agency and this Office. See Attachment.

5. During official travel, may a Cabinet member meet with an editorial board or do media interviews to discuss the administration's accomplishments?

Yes; discussing the Administration's policies, programs and legislative goals in a factual and non-partisan manner is part of his or her official duties. During this season, however, they should ensure that they do not: 1) make any partisan remarks, 2) advocate the election of the President or the defeat of Senator Dole, or 3) use any questions about the election to stray from their official role.



MEMO

JP: Call Sarah & tell her I am sorry I can't come, nor can we send staff that time. See her all-travel at that point considered

Date: 09/20/96

To: Carol Rasco
Assistant to the President for Domestic Policy

From: Sarah Longaker, Executive Director

Re: Welfare Reform and Innovative Responses in Child Care

Thank you for your letter. I had to smile when I read your vision of getting all the stakeholders in a room to talk about welfare reform in the same manner that created your puzzle. Timing is everything. That is exactly what we are doing with child care and welfare reform in October.

I talked with Glenda Bean at length last Friday. She is sending me information on what's been done in AR and will be coming out to work with us in October when we convene a summit/policy session to look at the child care industry in terms of its development and expansion, leading to increased quality standards, availability, and increased funding for low income/at risk families.

Attending will be representatives from our state and local economic development boards, private industry, the University, state and local welfare, the Governor, Nevada Attorney General, and representatives from our state senators, Board of Trustees of the Children's Cabinet, and the Superintendents of Washoe and Clark County School Districts.. In addition, a few members of the Conference of Western Attorneys General interested in this work will be included.

Keith and I wanted to invite you to attend if your schedule permits, or to send a member of your staff. It is scheduled for Wednesday, October 23, from 9:00-3:00. (this date is flexible between the 23rd -24th in the event one is better than the other for you).

Our goals are to:

- expand the child care industry through Economic Development including grants tied to quality standards and certification;
- develop 3-5 state of the art child care/education centers for children ages 0-5, and address educational goals set forth in Goals 2000;
- implement a program for preparing interested welfare recipients to operate an in-home child care business (or to work in an accredited center) and transition off of TANF;
- establish standard training curriculum leading to certification for child care providers for various ages of children, raising overall quality of child care;
- develop formalized internship placements in accredited centers as degree requirements in various colleges of the University of Nevada, as well as the Community Colleges.

We hope you will be able to join us in October. I will check back with Jill.

Once again, thank you for taking your time to meet with us last week, forwarding the information on Teen Pregnancy, connecting me with Glenda.

political & u have to be paid by campaign & if

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

23-Sep-1996 03:07pm

TO: Elizabeth E. Drye

FROM: Dawn Chirwa
 Office of the Counsel

SUBJECT: RE: More travel

Given the facts you've outlined, I believe she, or a staff member, can take as an official trip. Can you fax me a copy of the invitation (x61647) so I can confirm? Thx.

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

07-Oct-1996 06:16pm

TO: Dawn Chirwa

FROM: Elizabeth E. Drye
 Domestic Policy Council

SUBJECT: More travel questions

First, as you may recall, Carol is going to Reno, Nevada to participate in a conference on child care and welfare reform October 23. You cleared that trip earlier. She has asked if she can add two other official events to the Reno trip -- visiting a Gang Resistance Educ. and Training Program, a Treas. Dept.-funded program, (probably at a Middle School), and visiting headquarters of the NATIONAL Council of Juvenile and Family Court Judges. The latter is a council of the 10,000+ judges who decide abuse, neglect, divorce and other family law issues. At the NCJFCJ Carol would like to meet with the Dean/Exec. Dir and perhaps do a roundtable meeting with participants in the organization's training program on child welfare issues. Both the gang and NCJFCJ visits were Carol's idea. Can she nevertheless do them? She would be happy to structure in any way that you're comfortable with (e.g. no press).

Second, Carol has been asked to do a public tv interview in conjunction with her trip to Flint, Mich, Oct. 16 to deliver a speech on children's mental health. Can she do press, as long as she keeps to official topics? She may get other press requests related to this conference. Is it o.k. to accept?

Thanks in advance for your counsel.

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

08-Oct-1996 04:14pm

TO: Elizabeth E. Drye

FROM: Dawn Chirwa
 Office of the Counsel

SUBJECT: RE: More travel questions

She can do the other Reno events, but should stick to no press, since she initiated the events. The Flint interview or other press is ok, so long as her remarks and responses relate directly to the conference and the topics discusses at the conference.

--Dawn.

THE WHITE HOUSE
WASHINGTON

FAX COVER SHEET

OFFICE OF THE ASSISTANT TO THE PRESIDENT FOR DOMESTIC POLICY
SECOND FLOOR, WEST WING
THE WHITE HOUSE
WASHINGTON, DC 20500
(202)456-2216 PHONE
(202)456-2878 FAX

TO: Elizabeth Dyer
FAX #: 6-7028
FROM: CAROL H. RASCO 10/10
NUMBER OF PAGES (including cover sheet): 9
COMMENTS: Re: New Mexico

If you have any problems with the fax transmission, please call _____ at
(202)456-5565.

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September 16, 1996

MEMORANDUM

TO: Carol Rasco

FROM: Marcia L. Hale

RE: National Association of State Health Insurance Plans

NASHIP is having its annual meeting in Santa Fe on October 10, 1996. At this meeting, the group will be focusing on a technical overview of the recently passed Kennedy-Kassebaum legislation and its effect on state high-risk insurance pools.

Governor William Winter has requested a speaker for this event and I feel this is a request we need to honor. I feel you would be an appropriate speaker if your schedule permits. Please contact me as soon as possible so we can discuss this possibility.

Thank you for your assistance.

*Carol,
Gov Winter has specifically
asked for you. Call me when
you get a moment.*

*Marcia
6700*

Dawn Chirwa 6-7963

SEP-19-1996 10:09

WATKINS LUDLAM STENNIS PA

601 949 4804 P.001

WATKINS LUDLAM & STENNIS
P.O. BOX 427
JACKSON, MISSISSIPPI 39205
601-949-4900

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DATE: September 19, 1996

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(Department)

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39664.1/00000.00000

Watkins Ludlam

A Professional

Attorneys

Robert M. Aronson, Jr.
Jeffrey B. Butler
Allen P. Bennett
Newell H. Bonshon
J. Chas. Brown
Whitney B. Byam
Alvino N. Canilla
Carl J. Chaney
H. Mitchell Cowan
C. York Crary, Jr.
Christy Crockett
Thomas W. Crockett
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Mark T. Davis
Michael T. Dawkins
David B. Orlinman
Robert E. Heuberg, Jr.
Kathryn H. Huxer
John H. Holloman III
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Peyton S. Irby, Jr.
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Katharine M. Johnson
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Craig N. Landrum

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W. Whitaker Reynolds
Stephen M. Roberts
Thomas B. Stephens III
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Owen H. Spardone
John Hampton Stennis
Ernest G. Taylor, Jr.
Zachary Taylor III
Jon B. Tobill
Randall B. Wall
Robert H. Weaver
William F. Winter

August 16, 1996

Post-It™ brand fax transmittal memo 7871		# of pages • 1
To	Christy L. Lorton	
Co.	Sandra Tadlock	
Dept.	Phone 949-4795	
Fax #	202/456-6220	Fax 949-4804

Post Office Box 427
Jackson, Mississippi 39205-0427

Telephone (601) 949-4900
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H. Vaughan Watkins
(1884-1944)

Warren V. Ludlam, Jr.
Of Counsel

John B. Little, Jr.
Director of Administration

Writer's Direct No.

(601) 949-4800

VIA FACSIMILE # (202) 456-6220

Honorable Marcia L. Hale
Assistant to the President
& Director of Intergovernmental Affairs
The White House
Washington, D.C.

Dear Marcia:

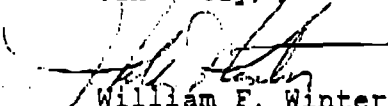
Please assist me in arranging for an appropriate official in the Department of Health and Human Services to address the annual meeting of the National Association of State Health Insurance Plans (NASHIP) in Santa Fe on the afternoon of October 10, 1996.

The special interest of the group is in receiving a technical overview of the recently passed Kennedy-Kassebaum legislation and its particular effect on state high risk insurance pools. NASHIP will, of course, cover all reasonable expenses for the speaker.

My involvement in this request is based on my long standing personal relationship with Mr. Lanny Craft of Jackson, who is a past chair of NASHIP. His address is P.O. Box 13748, Jackson, MS 39236.

Your kindness in putting this in the proper hands for a prompt and favorable response will be greatly appreciated by me.

Sincerely,


William F. Winter

WFW/rb
cc: Lanny Craft
David Martin

165634.1/00000.00000

NASCHIP:

The Organization

The National Association of State Comprehensive Health Insurance Plans (NASCHIP) incorporated as a nonprofit Minnesota corporation in February 1994. NASCHIP has since grown into a national organization of state risk pools.

NASCHIP's main purpose is to advance the principles of state health insurance pools and to foster activities which promote the exchange of information between pools.

For more information about the conference or NASCHIP, call Rocky King at (503) 373-1692 or Patty Jennings at (505) 292-2600.

COMMUNICATING FOR AGRICULTURE

The Co-Sponsor

Communicating for Agriculture (CA) is a nonprofit, nonpartisan rural association representing 80,000 people nationwide.

State risk pools have been one of CA's top legislative priorities since 1975. In fact, CA has testified before more than 30 state legislatures and Congressional committees. For the past nine years, CA has published the definitive guidebook to state risk pools: *Comprehensive Health Insurance for High-risk Individuals: A State-by-State Analysis*.

Hotel Reservations

This year's annual NASCHIP conference will be held in Santa Fe, New Mexico at the Inn at Loretto, located one block from the end of the famous Santa Fe Trail. Its award-winning architecture depicts the style of an ancient Indian Pueblo. On the premises is the renowned Loretto Chapel with its famous "miraculous" staircase. Only a block away is the historic Plaza with its fine galleries, shops and excellent restaurants.

The address of the hotel is:

The Inn at Loretto
211 Old Santa Fe Trail
Santa Fe, NM 87501

Reservations: 800-727-5531 or (505) 988-5531

•50 rooms are being held at \$130.00 single, \$145.00 double, and \$15.00 for each additional person. Call the Inn at Loretto ASAP at 800-727-5531 or (505) 988-5531.

•All airlines flying into and out of Albuquerque International Airport sell out quickly. It will be difficult to book reservations in September so do so now.

•All rental cars sell out for the month of October. If you want one—call now!! Shuttle Jack runs between the airport and Santa Fe at various times throughout the day. Call them for details and to make reservations at (505) 241-3244. The commute takes around 90 minutes and costs \$20.00 each way.

The 1996 Annual Meeting of the
National Association of State
Comprehensive Health
Insurance Plans
(NASCHIP)



October 9-11
The Inn at Loretto
Santa Fe, New Mexico

Sponsored by:



NASCHIP

&



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The 1996 Annual Meeting of the
National Association of State
Comprehensive Health
Insurance Plans
(NASCHIP)



October 9-11
The Inn at Loretto
Santa Fe, New Mexico

Sponsored by:



NASCHIP



Things Are Moving

Think about it. We have Kassebaum-Kennedy on the federal level, national HMO capitation wars, a Presidential election, and a myriad of state legislative health insurance reforms. What's going on in your state? What's going on in other states? What will Congress have in store for health insurance? With so much happening at once, how can you get an accurate snapshot update?

Simple. Come to Santa Fe in October and attend the annual NASCHIP conference. You'll mingle with peers, participate in workshops, listen to experts, and receive last-minute updates on the shifting landscape of health insurance reform, all in the rustic beauty of historic New Mexico.

NASCHIP and CA are committed to providing you with the most productive environment for maximum learning in minimum time with emphasis on developing and fostering open dialogue with peers from around the country—the contacts made here may help you and your risk pool in the future. This conference is about more than just information, it's about vision of how risk pools will develop and about what the future holds in general. The landscape is shifting, but there are recognizable landmarks.

On the back of this brochure is the conference agenda and the registration form. Please complete the form, send it in and call for your hotel reservations and we'll have a place waiting for you in Santa Fe.

High pools in health care. The past, the present, and the future

Wednesday, October 9

5:00-6:30 p.m.

Welcoming reception.

The Inn at Loretto Conference Center.

Light appetizers and no-host bar. Excellent opportunity to meet your peers. Dinner is on your own.

Thursday, October 10

7:30-8:30 a.m.

New Mexico Breakfast and Registration

8:30-8:45

Welcome and Introduction

8:45-9:15

NASCHIP Business Meeting

9:15-10:15

State-by-State Overview of High Risk Pools

10:15-10:30

Break

10:30-11:45

Concurrent Workshops:

1. Organizing a New Pool
2. TPA Round Table
3. Impact of Declining Enrollment

11:45-1:00

Lunch and Entertainment

1:15-2:30

Kassebaum and Kennedy—Federal Legislation and Its Impact on High Risk Pools

2:30-3:15

Concurrent Workshops

1. Roundtable Discussion of the Future of State Risk Pools Under Health Insurance Reform Legislation
2. Funding, Subsidies, Other Options
3. TPA Contracts/RFPs

3:15-3:30

Break

3:30-4:15

Repeat of Above Concurrent Workshops

4:15-5:00

Repeat of Above Concurrent Workshops

Friday, October 11

7:00-8:00 a.m.

Continental Breakfast

Discussion on the NASCHIP Repository

8:00-9:00

State Risk Pool Innovations and Initiatives

9:00-9:45

Concurrent Workshops

1. Consumer/Customer Satisfaction, Medicare Supplements, Benefits
2. HMO/PPO & Cost Containment
3. Drug Purchasing Programs and Arrangements

9:45-10:00

Break

10:00-10:45

Repeat of Above Concurrent Workshops

10:45-11:30

Repeat of Above Concurrent Workshops

11:30-12:30

Workshop Wrap-ups and Closing Comments

12:30-2:00

NASCHIP Board Meeting and Lunch

Entertainment

On Your Own

Santa Fe has five wonderful museums, is warmly elegant and is known as the "City Different." It has many "local" cuisine restaurants and plenty of Wild Western artifacts to check out.

Also, the conference will be held at the same time as the Albuquerque Balloon Fiesta, the world's largest gathering of hot air balloons. The fiesta is a spectacular event where people from around the world bring their balloons, enjoying the two weeks of festivities. The bright blue skies of New Mexico are a fabulous backdrop for the mass ascension of balloons each morning. At night, the balloons stay grounded but hold "night glows" which is just stunning.



P.003

601 949 4804

WATKINS LUDLAM STENNIS PA

SEP-19-1996 10:11

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The White House

67028: # 8

Registration

Name _____
Organization _____
Title _____
Telephone _____
Address _____
City _____ State _____ Zip _____

TOTAL P. 003

Additional attendees from your organization

Name _____
Title _____
Name _____
Title _____
Name _____
Title _____

Cost of the conference:

NASCHIP members: \$155 (after October 1st
\$185)

Non-members: \$205 (after October 1st
\$230)

Payment enclosed:

of people attending _____ at \$ _____ = \$ _____

- ☐ Check Enclosed (payable to
NASCHIP) and mail to:
Eileen Mallow
Office of the Commissioner of
Insurance, P.O. Box 7873
Madison, WI 53707

The registration fee includes the
1996 Communicating for Agri-
culture State-by-State Analysis, the
index of all information available at
the NASCHIP repository, two con-
tinental breakfasts, and two luncheons



WILLIAM J. JEFFERSON
SECOND DISTRICT, LOUISIANA

WASHINGTON OFFICE:
240 CANNON HOUSE OFFICE BUILDING
WASHINGTON, DC 20515-1802
(202) 225-4638

LIONEL R. COLLINS, JR.
CHIEF OF STAFF

DISTRICT OFFICE:
1012 HALL BOGGS FEDERAL BUILDING
501 MAGAZINE STREET
NEW ORLEANS, LA 70130
(504) 588-2274

★ EED ★

CONGRESS OF THE UNITED STATES
HOUSE OF REPRESENTATIVES
WASHINGTON, DC 20515-1802

September 24, 1996

COMMITTEES:
NATIONAL SECURITY
SUBCOMMITTEE:
PROCUREMENT

HOUSE OVERSIGHT
JOINT COMMITTEE ON PRINTING
DEMOCRATIC STEERING AND
POLICY COMMITTEE
WHIP AT-LARGE

Ms. Carol H. Rasco
Assistant to the President for Domestic Policy
The White House
Washington, D.C. 20500

Dear Ms. Rasco:

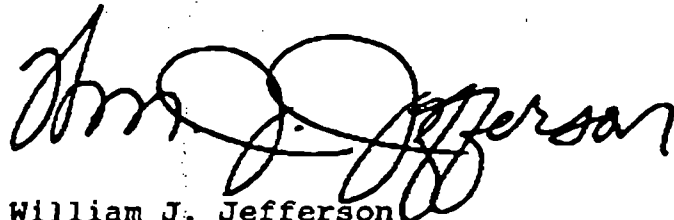
The University of New Orleans, which is in my district, has the pleasure of hosting the semi-annual meeting of the Presidents of the Urban 13, a group of 21 of the most eminent public universities in the United States. The meeting will be held at the University of New Orleans October 10-12, 1996.

I would like to invite you to be the luncheon speaker on Friday, October 11. I believe you would be the key person to give a general overview of the President's domestic policy goals and how universities might be able to participate in these goals.

The group is interested in learning more about how they can assist even further in the urban initiatives than they already do. They are particularly interested in helping to create public/private partnerships to address the need for more and better jobs for urban residents. As the major cities of the country fare, so fare these universities. They fully recognize how integrally their future is tied to the urban centers where they are located and they have developed a strong capacity to assist in community development. The presidents would like to have a conversation which would permit an even more extensive and useful involvement in federal urban initiatives.

Thank you in advance for your consideration. Please contact my Chief of Staff Lionel Collins at 202-225-6636 if you have any questions. I look forward to having you in my district.

Sincerely,



William J. Jefferson
Member of Congress

WJJ:bmp

Fax

From the office of:

Libby Richards
Mott Children's Health Center
806 Tuuri Place
Flint, MI 48503

Phone: 767-5750, ext. 368

FAX: 239-8167

To:

*Jill Pizzuto**Carol Racco*

Organization:

White House - Office of the Asst to the President - Domestic Policy

FAX:

(202) 456-2878

Total number of pages:

5

Comments:

Hope you're comfortable with all of this.
*It was good to talk with you!**Libby*

If you have any difficulty in receiving this fax, please call the number listed above as soon as possible.

*9-24**fyi CHR:*

*- great detailed
memo outline
- everything for
Flint, MI.*

*cc: EED / speech prep.
CR-W*

*Copy of letter
sent 9/23*

September 23, 1996

Ms. Carol Rasco
Assistant to the President for Domestic Policy
White House
West Wing - 2nd Floor
Washington, D.C. 20502

Dear Ms. Rasco:

As the Tuuri Day conference approaches, it is time to update you on our progress with the conference planning and finalize your arrangements.

The conference brochure (enclosed) was mailed a week ago and already we have received 60 reservations and many phone calls. Clearly the topic "Ensuring Mental Health for Children: Putting the Pieces Together" is of great interest to the Flint community.

You will note on the schedule that the time of your keynote speech has been shortened to 45 minutes as you requested. We are still hopeful that this will include time for a few questions. We can provide cards for written questions so that the Q and A period can be handled smoothly. Is this agreeable with you?

*(CHR
9:00-9:45 AM)*

Each conference participant will receive a large notebook with a more complete program schedule, biographical information on each presenter and materials related to each presentation. These could include the presentation outline, copies of the overheads or visuals you will be using, related articles, bibliography, etc. Any materials that you would like duplicated and inserted in the conference notebooks must be received by October 4, 1996. If you prefer, you are welcome to bring copies and distribute them at your presentation. The attached form also requests your equipment and/or audio-visual needs.

At the Sarvis Center during the conference, a Resource Fair sponsored by a local book store will be held. It will feature materials related to our Tuuri Day subject. If there are materials/books that you wish to have sold or distributed at the Resource Fair, please let me know so it can be arranged with the book store.

Hotel reservations in your name have been made for the night of October 15 at the Holiday Inn Gateway Centre, 5353 Gateway Centre, Flint, MI 48507. MCHC will be billed directly for your room costs (excluding personal expenses). Holiday Inn has a shuttle service from Bishop Airport, which will arrive to pick you up five to ten minutes after you call them, (810) 232-5300.

Ltr/C. Rasco
September 23, 1996
Page 2

Health Center staff will assist with transporting you on October 16 to the conference in the morning and back to the airport for your departure. For this reason, your travel information is requested on the attached form.

We at Mott Children's Health Center are so pleased that you will be joining us for Tuuri Day. Please call me if I can answer any questions regarding the conference or accommodations (810-767-5750, ext. 368).

I look forward to meeting you.

Sincerely,

Libby Richards
Conference Coordinator

kap
attach.

[illegible]

Conference fee is \$50 for professionals and \$25 for students (includes continental breakfast, lunch and materials).

complete by **October 9, 1995**, and mail to:
TUGN DAY MORT CHILDREN'S HEALTH CENTER
 505 TUGN PLAZA - FM1, MI 48663

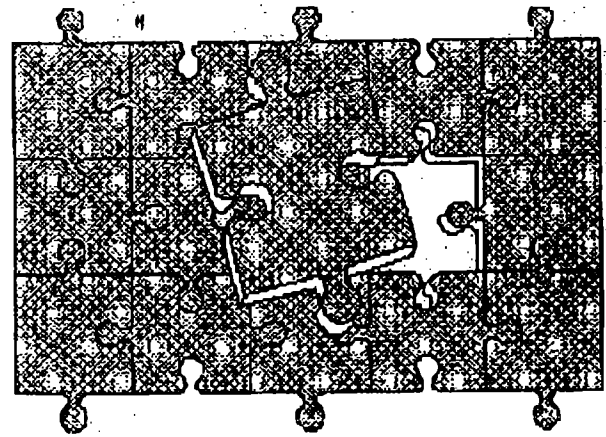
Make check payable to Matt Children's Health Center. For more information, call (610) 767-3750, extension 292.

Organization _____ Title _____
Address _____
City _____ State _____ Zip _____
P () Account-Enlosed

If you need accommodations to participate in the conference, please call (810) 767-5750, extension 299.

Non-Profit Org.
U.S. Postage
PAID
Flint, MI
Permit No. 382

**Mott Children's Health Center
806 Tuurl Place
Flint, Michigan 48503**



**Mott Children's
Health Center**

24th Annual Tuuri Day Conference

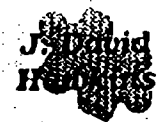
“Ensuring Mental Health for Children: Putting the Pieces Together”

**October 16, 1996
8 a.m. – 4 p.m.
Sarvis Center**



Carol Hampton Rasco, M.A., serves as President Clinton's top domestic policy advisor at the White House.

In this role, Carol directs the President's Domestic Policy Council, which consists of Cabinet Secretaries and heads of domestic agencies, and is responsible for helping to shape, implement and articulate the President's domestic policy agenda. In addition, Carol monitors the legislative process and implementation of initiatives.



J. David Hawkins, Ph.D., is professor of Social Work, and Director of the Social Development Research Group, University of Washington,

Seattle. Dr. Hawkins' research focuses on understanding and preventing child and adolescent health and behavior problems. His work involves not only identifying risk and protective factors for problem behaviors but also testing comprehensive prevention strategies. Dr. Hawkins is co-author of "Preparing for the Drug (Free) Years," a prevention program which empowers parents to strengthen family bonding and reduce the risks for drug abuse in their families, and of the nationally recognized model for community youth development, Communities That Care.



Jim Wotring, M.S.W., is the Director for Programs for Children with a serious Emotional Disturbance with the Michigan Department of Community Health. Mr. Wotring

is also the Coordinator for the Michigan Interagency Family Preservation Initiative. In addition, he is a member of the Behavior Health Care Team which is part of the state's Managed Care Initiative.

PROGRAM

"Ensuring Mental Health for Children:
Putting the Pieces Together"

8-8:30 a.m. Registration/Continental Breakfast

8:30-9 a.m. Opening Remarks

9-9:45 a.m. Keynote
"Strengthening the Mental Health System for Children"
Carol Rasco, Assistant to the President for Domestic Policy

9:45-10 a.m. Break

10 a.m.-12 "What Works - Effective Interventions"
10-11 a.m.

"Effective Interventions" - J. David Hawkins, Ph.D.,
Director of the Social Development Research Group,
University of Washington, Seattle

11 - 12 noon "Programs That Work" (workshops)

- a) New Haven, Connecticut, School-Based Models
- b) Collaborative Systems Model - Stark County, Canton, Ohio
- c) Neighborhood-Based Models - Wayne County Human Services Coordinating Body (HSCB)
- d) Hawaii's Healthy Start - Home-Based Early Intervention Program
- e) Follow-Up Discussion: "Effective Interventions"

12:15-1:15 p.m. Lunch

"What It Takes: A Personal Perspective" -
Nathel Burtley, Ph.D., former Superintendent, Flint Community Schools

1:15-2:15 p.m. "Programs That Work"
(Workshops a, b, c, d)

2:30-3:30 p.m.

"Improving the Mental Health System Under Managed
Care: Different Perspectives"

2:30-3 p.m. Federal/State - Jim Wotring, M.S.W.

3-3:15 p.m. Local - Mike Vizena, Genesee CMH

3:15-3:30 p.m. Children and Family Advocates

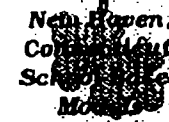
3:30-4 p.m. Wrap-Up

• Results of Questionnaire - Local Children's Mental Health

• Where Do We Go From Here? - Dr. Fennell, Priority '90s - A Community Roundtable

4 p.m.

WORKSHOPS



Developed in collaboration with the New Haven, Connecticut, Board of Education: Department of Children and Families, school-based mental health program of Yale University Child Study Center Outpatient

Clinic provides mental health evaluation and treatment services 80% of the schools in the New Haven community, extending from Head Start programs to high schools. This model, which is a component of the outpatient clinic, works in partnership with Dr. Jar Comer's School Development Program and the Yale Child Study Center (YCSC). Paula Armbruster, M.A., M.S.W., Director YCSC Outpatient Services, who will spotlight the program nationally recognized for her expertise on school-based mental health services.



Stark County, Canton, Ohio - Stark County Family Council is a community collaborative of all of the child serving systems in a partnership with parents. This collaborative serves as community infrastructure for the federally

funded Children's Mental Health Demonstration project. Known as a national model of collaboration, Stark County has been blending categorical dollars into a pooled fund for over six years with very impressive results. Beth Daguerre, M.A., Director of Stark County Family Council, serves on many state and national boards related to family support and children's mental health.



Wayne County Human Services Coordinating Body (HSCB) - The Wayne County HSCB has developed programs with Wayne County agencies and key state initiatives (Strong Families/Safe Children, Wraparound and Early On) in three Wayne County

communities: Highland Park, Southwest Detroit and Taylor. Within each neighborhood initiative is unique, all stress family involvement, building on assets and prevention activities. J. Abbey, consultant to the HSCB, Debra Usher, Wayne County Family Independence Agency, and Opal Page, Wayne County Human Services Coordinating Body, will share lessons learned on their road to community driven services for children and families.



Home-Based Early Intervention Program
Hawaii's Healthy Start is a home-based early intervention program designed to achieve the following goals for families deemed to be at risk of child abuse and neglect: 1) to improve

family coping skills and function, 2) to promote positive parent skills and parent-child interaction, and 3) to promote optimal child development. Michael Foley, Children's Charter of the County of Michigan, will provide information on the Healthy Start program.

Also, Kent County, Kay Kearly, A County they have customized the model to meet their needs.

N T
N T

EXECUTIVE OFFICE OF THE PRESIDE
EXECUTIVE OFFICE OF THE PRESIDE

17-Sep-1996 11:30am

TO: Dawn Chirwa
FROM: Elizabeth E. Drye
Domestic Policy Council
SUBJECT: Carol's travel

September 17, 1996

MEMORANDUM FOR DAWN CHIRWA

FROM: Elizabeth Drye
SUBJECT: Carol Rasco's Travel

The purpose of this memo is to document your and Cheryl Mills' decisions that the trips listed below are official. Thank you for your guidance on these trips. Please respond to confirm that you have approved this list. Also, please let me know if you need to clear draft remarks. THanks.

9/23-24: event: Opening of Audubon Area Family Development Center, Owensboro, Kentucky
role: Featured speaker at the center's opening. (note: participation confirmed).

9/25-26: place: Florida Network of Youth and Family Services' Convention, Orlando, Florida.
role: Keynote speaker. Will also meet with conference participants on site to discuss children's issues. (note: participation confirmed.)

9/27-28: place: One Year Commemoration of the UN Fourth World Conference on Women in Beijing, Tallahassee, Florida.
role: Keynote speaker. Will also meet with state officials on children's issues (note: participation confirmed. A private organization is paying for this trip).

10/7-9: place: Wingspread Conference organized by the National Assn. of State Directors of Special Ed. on "Assuring Accountability in Special Education," Wingspread site in Racine,

Wisconsin.
role: Conference participant. (note: participation tentative).
10/15-16: place: Mott Children's Health Center, Flint, MI
role: Keynote speaker at the 24th Annual Tuuri Day Conference, "Ensuring Mental Health for Children." (confirmed.)

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

17-Sep-1996 04:52pm

TO: Elizabeth E. Drye

FROM: Dawn Chirwa
 Office of the Counsel

SUBJECT: RE: Carol's travel

Yes. This list of trips is official in nature. I do not need to see remarks before hand, unless you think that they are skirting the edge of advocating for the President's re-election as opposed to sticking to, e.g. children's issues and the Administration's accomplishments on such.

If you have any other questions, please feel free to call or e-mail.

--Dawn.

TO: ELIZABETH DRYE
FROM: JILL PIZZUTO
RE: CAROL RASCO'S UPCOMING TRIPS

In the enclosed you will find the requested information on Ms. Rasco's upcoming trips. The information included contains the appropriate dates as well as destination.

If you have any questions, please feel free to contact me with any questions.

OWENSBORO, KY

SEPTEMBER 23-24

Audobon Area Family Development Center opening and
ribbon cutting

- Please find invitation attached



Owensboro Community College

4800 New Hartford Road • Owensboro, KY 42303
Telephone 502/686-4400 • FAX 502/686-4594

SEP - 9 1996

September 6, 1996

Ms. Carol Rasco, Deputy Secretary for Domestic Policy
Office of Domestic Policy
White House
West Wing, Second Floor
Washington, DC 20502

Dear Ms. Rasco,

Thank you on behalf of the Rolling Heights Family Development Advisory Council for agreeing to be our featured speaker at the ribbon cutting and official opening of the Audubon Area Family Development Center. Enclosed are brochures and newspaper articles concerning the center's mission and the vital role it plays within our community. We hope that the information helps in your preparation for the event.

We would like you to send information concerning your professional background so that we may introduce you to our community. You can fax this information to Suzanne Collier, board member and Director of Development & Public Relations at Owensboro Community College. The fax number at the College is (502) 686-4496.

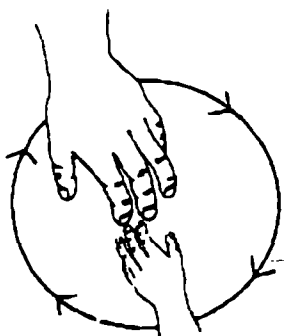
Please do not hesitate to call me at (502) 686-4402 should you need any further information. We are looking forward to your visit.

Sincerely,

Suzanne
Suzanne Collier

CAROL:

- ① will hold for briefing Book
- ② will get speaking @ copy
- ③ will call field of Suzanne already received Bic. (I had faxed last week or week before)



Rolling Heights Family Development Center

2161 East 19th Street
Owensboro, Kentucky 42303
(502) 683-5573

June 7, 1996

Advisory Council

Members:

Mark Berry
Linda Board
Ann Cloyd
Suzanne Collier
Mimi Davis
Phyllis Duel
Christi Eversole
Renes Fergguson
Cornelia Glenn
Joyce Gruenewald
Sister Jeanette Haas
I : Yvonne Hatchett
Suzanne Hays
Ken Hazelwood
Chirsty Kramer
Sylvia Lovett
Bill Machin
Edith McGuire
Terry Payne
Susan Rust
Ridley Sandidge
Helen Sears

Ex-Officio:

Sonja Jewell
Aubrey Nehring
R : Roby
Patti Rayburn

Friends of Rolling Heights:

Daniel Burlew
John Wright

Ms. Carol H. Rasco
Assistant to the President
for Domestic Policy
The White House
1400 Pennsylvania Ave.
Washington, D.C. 20502

Dear Carol:

I was delighted when speaking with Mimi Mitchell Davis (formerly of Little Rock) to learn there is a real possibility of your coming to Owensboro when you are in Kentucky. Although we are the third largest city in the state (and home of Senator Wendall Ford), we do not enjoy the recognition of Louisville or Lexington; however, our county reaches out to encompass over 100,000 people!

As Mimi has told you, we are very excited about being involved in "welfare reform" prior to 1990! In 1989 we opened Rolling Heights Family Development Center (RHFDC) in eastern Owensboro. This is a day care center and family support system for low income families, primarily single women. We opened with a HUD grant when forty such centers were opened at federal housing projects across the U.S. We understand that most of these have been unable to stay open because of the lack of community support.

This fall we are excited about opening at a second site-- a federal housing project in western Owensboro, where there have been some serious racial and drug problems. At this time there are several collaborative efforts to promote better living conditions in the community (the "village") such as a "Free to Grow" program, a Family Resource Center, and the local police are working hard to create a safe environment.

At both sites, in order for their child to be enrolled, the family involved must be in school, at work, or in vocational training-- working their way out of the welfare cycle. Thus the parent who is making a real effort to be self-supporting knows her child is safe, loved and is learning. We have received the National Academy of Education for Young Children (NAEYC)

accreditation, the highest rating for early childhood education.

Harry Smith Family Daycare Center (HSFDC), the second site, will be open in early October (a beautiful time in Kentucky!). We would like so very much to invite you, as well as the First Lady, to be a part of that grand occasion in any manner that you would deem appropriate. We can demonstrate that here our federal dollars are working; along with good community support-- it works! We are always struggling to raise money with the community. If it would seem appropriate, it would be a tremendous event for us, if Mrs. Clinton could consider a book sale in this area with RHPDC/HSFDC receiving the proceeds. (I understand that Mrs. Clinton is doing this for other groups.) This is such a clear picture of all of us (both government and private citizen) joining to make something work for "our" children.

We realize we are asking for time very close to the election. However, we are, of course, open to any time available. The early October opening of HSDFC could be good timing in many ways.

Carol, RHPDC does work; HSFDC is going to work. When the whole "village" comes together and works together to provide support and care, we can solve many problems facing families living in poverty. We appreciate your interest in our community and are in hopes that you will pay us a visit.

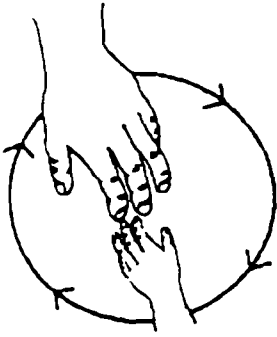
Sincerely,

Helen Sears

Helen Sears
Chairman, Advisory Council
Rolling Heights Family
Development Center

Rolling Heights Family Development Center

2161 East 19th Street
Owensboro, Kentucky 42303
(502) 683-5573



August 18 1996

Advisory Council

Members:

Mark Berry
Linda Board
Ann Cloyd
Suzanne Collier
Mimi Davis
Phyllis Duel
Christi Eversole
Renee Fergusson
Cornelia Glenn
Joyce Gruenewald
Sister Jeanette Haas
Diane Yvonne Hatchett
Suzanne Hays
Ken Hazelwood
Chirsty Kramer
Sylvia Lovett
Bill Machin
Edith McGuire
Terry Payne
Susan Rust
Ridley Sandidge
Helen Sears

Ex-Officio:

Sonja Jewell
Aubrey Nehring
Roxie Roby
Patti Rayburn

Friends of Rolling Heights:

Daniel Burlew
John Wright

Ms. Carol Rasco
Assistant to the President
for Domestic Policy
The White House
Washington, D.C. 20502

Dear Carol:

In an earlier letter (letter attached), dated June 7, 1996, we invited you to be the keynote speaker at the opening of Harry Smith Family Development Center in Owensboro, Kentucky.

I am delighted to be able to say the daycare facility renovation is very near completion and we would like to reiterate our very enthusiastic invitation to you to be our speaker. We would like to set the "opening date" at your convenience, to be between September 20th and October 10th. The center will actually be accepting children as early as the second week in September, and we have a waiting list now.

I will be out-of-town from September 3rd to the 16th and hope to get this "nailed down" before I leave town. We anxiously await your affirmative reply that you will be with us in Owensboro to celebrate another step in good, workable, welfare reform.

Very truly yours,

Helen Sears

Helen Sears
Chairman, Advisory Council
Rolling Heights/Harry Smith
Family Development Council

3340 Wilson Lane
Owensboro, KY 42303
(502) 683-1504

ORLANDO, FL

SEPTEMBER 25-26

Florida Network of Youth and Family Services' Convention
Presentation

- Please find invitation attached.

FLORIDA KEYS CHILDREN'S SHELTER, Inc.

JELSEMA CENTER
and FKCS Administrative Office
73 High Point Road
Tavernier, Florida 33070
(305) 852-4246
FAX: (305) 852-6902



KEY WEST CENTER
2221 Patterson Avenue
Key West, Florida 33040
(305) 294-4202
FAX: (305) 294-8089

7/09/96

Ms. Carol Rasco
The White House, West Wing
Washington, D.C. 20500

Dear Carol:

I understand that your schedule is set only two months in advance but a speaking request has surfaced that you may want to consider at this time.

The Florida Network of Youth and Family Services is planning a convention for September 25, 26, and 27, 1996. The theme of the convention is *Families and Communities Together: Prevention Works*, which will highlight organizations that provide various youth prevention programs throughout Florida. Some of the areas addressed will include substance abuse, truancy, cultural differences, youth gangs, depression and suicide, and family therapy. I have enclosed information about the convention and the Florida Network of Youth and Family Services, the sponsor of the convention.

The Florida Network has invited Governor Lawton Chiles to act as one of the Keynote speakers for the convention. In conjunction with Governor Chiles, we would like to propose that you and the governor address the convention together to open our conference on Wednesday, September 25, 1996 at a 6:00 p.m. session and reception. After the governor's and your presentation, there would be a few questions from the audience, followed by a reception. We could be flexible with your schedule and place you on the agenda for September 26 or September 27, if Wednesday is not possible.

A presentation from Carol Rasco and Governor Chiles would be promoted as an opportunity to hear of policy from the top policy makers in the federal and the state government. You, as the director of the Domestic Policy Council and a top Presidential advisor, are fully knowledgeable of the administrations view on various prevention issues. In Florida, Governor Chiles has placed children in the forefront and can address the same issues from a state prospective. By providing the audience with two of the nations top government officials, I believe we could provide an extremely informative program.

Carol confirmed
for attending
& speaking
Thurs, 9/26

12-1

If you are able to participate in this convention, I will assist in your preparation to attend this event. As I stated earlier, I understand that this is an early request but the possibility of Governor Chiles participating seemed to warrant a request at this time.

As I told you last year, I, as well as the Florida Network, would be honored to have you at the convention. I would certainly understand if you cannot attend but I know you would be a tremendous asset if you can attend the conference. Thank you in advance, Carol, for your consideration.

Sincerely,



David McDonald

cc: Ms. Angela Allen, Florida Network
2728 Pablo Avenue
Tallahassee, FL 32308
1 (800) 733-8988

Enclosures:
Florida Network information

TALLAHASSE, FL

SEPTEMBER 27-28

Internaitonal Women's Media Foundation's Year Commeraation of the
UN Fourth World Conference on Women in Beijing

-Please find related invitation attached.



INTERNATIONAL
WOMEN'S MEDIA
FOUNDATION

BOARD OF DIRECTORS

Maureen Bunyan, Co-Chair
MCB Communications

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Frankfurter Allgemeine

Susan King
IWMF Co-Founder

Reiko Kinoshita
Journalist, Washington, DC

Carolyn Lee
The New York Times

Kerry Smith Marash
ABC News

Marianne Means
Hearst Newspapers

Robert Merry
Congressional Quarterly

Bailey Morris
The Independent/London

Wilma Jean Randle
Chicago Tribune

Margaret Scott Schiff
The Washington Post

Mary Anne Sharkey
Journalist, Cleveland

Carole Simpson
ABC News

Cynthia Tucker
The Atlanta Constitution

Linda Wertheimer
National Public Radio

Nancy Woodhull
The Freedom Forum
Media Studies Center

Judy Woodruff
CNN

Sherry Rocky
Executive Director

July 30, 1996

Dear Colleague :

The enclosed document, "*Empowering Women in the Media*," is being sent to you because of the leadership role you play in communications.

This document offers background on, and concrete suggestions for, empowering women in and through the media. It is based on "Section J: Women in the Media" of the Platform for Action which was presented at the U.N. Fourth World Conference on Women in Beijing this past September, and a meeting in March of more than 50 individuals representing major print and broadcast media companies, media and women's nongovernmental organizations, educators and government officials.

We ask that you please read this document carefully, reflect on its contents, and consider what actions you can take to strengthen the role of women in the media. We would also appreciate learning your thoughts through the survey at the end of the document. Your valuable feedback will not only enable the International Women's Media Foundation to continue its work to pursue a national strategy to strengthen the role of women in the media, but will also help us compile and disseminate current data on efforts to empower women in the media.

We look forward to hearing from you.

Sincerely,

Maureen Bunyan
IWMF Co-Chair
MCB Communications

Narda Zacchino
IWMF Co-Chair
Los Angeles Times

FLINT, MI

OCTOBER 15-16

Mott Children's Health Center's 1996 Tuuri Day on "Ensuring
Mental Health for Children - Putting the Pieces Together"
Keynote Address

-Please find attached invitation.

Mott
Children's
Health
Center

June 24, 1996

Mrs. Tipper Gore
c/o Skila S. Harris, Chief of Staff to Mrs. Gore
Office of the Vice President
Old Executive Office Building
Washington, D.C. 20501

Dear Mrs. Gore:

Mott Children's Health Center is holding its 24th Annual Tuuri Day Conference on October 16, 1996 in Flint. This year's topic is "Ensuring Mental Health for Children."

Recognizing your national leadership on children's mental health issues and advocacy for more integrated systems of care, I would like to invite you to be our Tuuri Day conference keynote speaker. Background information on Mott Children's Health Center and previous Tuuri Day topics and speakers is attached. We expect an attendance of 250 persons representing health, human service and community agencies, schools, neighborhoods, business, government, foundations, families and the faith community. Our attendance grows more diverse each year.

The conference is scheduled from 8 a.m. to 4 p.m. with the keynote session scheduled from 9-10 a.m. However, if it is possible for you to join us anytime during the morning, we would try to accommodate your schedule. If you are not able to attend, we would appreciate having Carol Rasco, White House Director of Domestic Policy, represent you.

Despite the negative publicity fueled by Michael Moore's "Roger and Me" and low ratings on national quality of life rankings, Flint and Genesee County have accomplished a great deal on behalf of children and families from launching PRIORITY '90s - an advocacy coalition for children recognized statewide for its effectiveness to implementing many innovative programs in the area of child and adolescent health. Your speaking at our conference about ways to improve the mental health system for children will provide a great service and inspiration to our community in improving outcomes for children and families.

We look forward to hearing from you. Any questions or concerns can be directed to me or Libby Richards, Tuuri Day Coordinator at MCHC (810) 767-5750.

Sincerely,



Roy E. Peterson
President

LR/kap
encs.

RACINE, WI

OCTOBER 7-9

Wingspread Conference for the National Association of State
Directors of Special Education

-Please find attached invitation.



National Association of State Directors of Special Education, Inc.

King Street Station I, 1800 Diagonal Road, Suite 320, Alexandria, VA 22314

Tel: 703/519-3800 • Fax: 703/519-3808 • TDD: 703/519-7008 • SpecialNet: NASDSE

August 20, 1996

The Honorable Carol Rasco
Assistant to the President for Domestic Policy
The White House
Second Floor, West Wing
Washington, DC 20500

Dear Ms. Rasco:

The National Association of State Directors of Special Education (NASDSE) is pleased to have been selected by the Johnson Foundation to convene a Wingspread Conference. NASDSE and the Johnson Foundation are dedicated to maximizing educational outcomes through enhancing the productivity of learning. Inasmuch, the conference topic features a key issue in the field, **"Assuring Accountability in Special Education."** Conferees will engage in activities designed to **examine the implementation of the Individual Education Program (IEP) for children with disabilities and recommend changes which will make the IEP more useful for both instruction and accountability.**

On behalf of NASDSE and the Johnson Foundation, I am extending this invitation to you as a member of a select group of 25 prominent individuals in the field. Wingspread participants will interact, synthesize and provide specific recommendations within a work session format for improvements to the IEP. Essential to the work session format will be full participation of all conferees for the duration of the conference.

The conference is scheduled to commence on October 7, 1996 at 4:00 pm and conclude on October 9, 1996 at 1:00 pm at the Wingspread site located in Racine, Wisconsin. Wingspread is the last built of Frank Lloyd Wright's Prairie Houses and the largest single family residence. Featured on the grounds are a series of lagoons and ponds that flow into nearby Lake Michigan thus framing the house that is a reflection of the wooded landscape. This setting will provide conferees with a relaxed and supportive setting for creative responses to issues regarding improving the IEP process.

Funding for the conference furnished by NASDSE, The Johnson Foundation and other supporters will provide the following amenities to participants:

- ☐ Food - lunches and dinners at the conference site

August 20, 1996

Page 2

- ☐ Ground transportation - local transportation between airports, hotels, and the conference center
- ☐ Lodging - two nights at a local facility.
- ☐ Observers - including Wingspread fellows identified from outstanding college undergraduates in the upper Midwest
- ☐ Hospitality - beverages and light snacks each evening at the hotel

Participants will be responsible for airfare and other incidental costs at the hotel site.

Attached please find an initial confirmation form that must be faxed back no later than August 23, 1996. In addition, Johnson Foundation staff will forward hotel information and the conference agenda to confirmed participants in August.

I look forward to this exciting experience in the Wingspread setting and hope to share the experience with you.

Sincerely,



Martha J. Fields, Ed.D.
Executive Director

Enclosure

THE WHITE HOUSE
WASHINGTON

FEBRUARY 1, 1996

Elizabeth

Drye OEOB

213

MEMORANDUM FOR: ALL STAFF OF THE WHITE HOUSE, THE EXECUTIVE
OFFICE OF THE PRESIDENT, THE OFFICE OF
MANAGEMENT AND BUDGET, THE OFFICE OF THE VICE
PRESIDENT AND THE EXECUTIVE RESIDENCE

FROM: JOHN M. QUINN *jm q*
COUNSEL TO THE PRESIDENT

JANE C. SHERBURNE *JCS*
SPECIAL COUNSEL TO THE PRESIDENT

SUBJECT: Subpoena from the House Government Reform &
Oversight Committee

The House Committee on Government Reform and Oversight has subpoenaed certain White House records in connection with its investigation into the "White House Travel Office matter."¹ Please review your "records,"² and retrieve the following White House records created on or before January 11, 1996:

1. "All records related to the General Accounting Office review of the White House Travel Office."
2. "All records related to the Justice Department's Office of Professional Responsibility review of the White House Travel Office."
3. "Any records related to American Express obtaining the White House Travel Office business including all records related to any contact with GSA or American Express."

¹ For purposes of responding to the subpoena requests, please use the definition of "White House Travel Office matter" appearing in the attached "Definitions and Instructions" of the Committee subpoena (see Attachment 1).

² For purposes of responding to the subpoena requests, please use the definition of "records" appearing in the attached "Definitions and Instructions" of the Committee subpoena (see Attachment 1).

4. "All records related to the Peat Marwick review of the White House Travel Office and any subsequent reviews such as that performed by Tichenor and Associates and any records reflecting any contacts, communications or meetings with any Peat Marwick attorneys or officials."³
5. "Any records of any contacts or communications related to any IRS matter regarding UltraAir and/or any IRS matter regarding any other White House charter company, any IRS matter related to any of the fired seven travel office employees, or any other IRS matter related to the White House Travel Office and any records of contact or communications with IRS Commissioner Peggy Richardson by Mack McLarty, Webb Hubbell, Bruce Lindsey, Vince Foster, Bill Kennedy, or any other member of the White House Counsel's office⁴ from May 1, 1993 to" January 11, 1996."
6. "All records related to the Treasury Inspector General's investigation of the IRS audit of UltraAir. (The investigation requested by Rep. Frank Wolf in May 1993)."
7. "Any records relating to any proposal to use independent financing or unused Presidential Inaugural Committee funds to assist anyone on the White House staff, outsource White House duties or tasks, or otherwise assist White House operations. This would include records regarding any efforts, both inside and outside the White House to explore, evaluate or implement such proposal. It would also include records of any subsequent analysis of such efforts."
8. "Any records relating to or mentioning the finding of the note in Mr. Foster's briefcase or any other location following his death, any Travel Office records of Mr. Foster's and any records relating to the finding or existence of or explanations of

³ We are aware that at least the following KPMG Peat Marwick employees were involved in some aspect of the White House Travel Office matter: Larry Herman, Dan Russell, Leslie Casson, Carolyn Rawdon, Nicholas DiCarla, Charles Siu and John Shutkin.

⁴ For a list of employees serving in the White House Counsel's Office from January 20, 1993 to the present, see Attachment 2.

Employees, issues of nepotism, the use of volunteers or any efforts to obtain Office of Legal Counsel opinions on any of these matters and any records of any contacts with Mr. James Hamilton, Lisa Foster, Harry Thomason, Susan Thomases, James Lyons about Vincent Foster records."

9. "Any records relating to Mr. Thomason, Mr. Martens, Ms. Penny Sample, Ms. Betta Carney and Mr. Steve Davison and any other World Wide Travel employees including, but not limited to, all records indicating what these individuals did while at the White House, any documents relating to issues arising out of any actions they took while at the White House, any personnel records, requests for passes or pass forms, requests for office space and any forms related to office space, phone or other equipment, and any records relating to any actions taken by these individuals regarding the White House Travel Office. (For Ms. Sample, this request would also include all trip files for trips she had any involvement with while at the White House.)"
10. "All records about problems or allegations or wrongdoing in the Travel Office from January 20, 1993 to" January 11, 1996.
11. "All tapes or videotapes produced by Mr. Thomason or any associates of his for the White House, the Bill Clinton for President Committee or the Clinton/Gore '92 Committee and all billings and financial statements relating to such work."
12. "All records relating to Travel Office funds and/or documents being placed in the White House military office and all records of any inquiries about related events."
13. "All records of any contacts with David Watkins or Bill Kennedy from the time they ended their employment at the White House to" January 11, 1996.⁵

⁵ Bill Kennedy's effective date of resignation was 11/21/94. David Watkins' effective date of resignation was 6/17/94.

14. "All Executive Order documents located in Mr. Foster's Travel Office files and/or his briefcases."
15. "All records related to Harry Thomason and/or Darnell Martens discussing pursuing contracts with GSA, all records related to ICAP (Interagency Committee on Aviation Policy), and any records of the White House Counsel's office analyzing the issues raised by Mr. Thomason and Mr. Martens actions at the White House."
16. "All records related to any sexual harassment complaints about Mr. David Watkins during the Clinton/Gore 1992 campaign or during his tenure at the White House and any records of meetings, actions, or communications regarding such complaints and all records related to the \$3000 per month retainer provided to Mr. Watkins by the Clinton for President campaign."
17. "All records of any contacts, communications or meetings regarding the 'Watkins memo' produced to the Committee on January 3, 1996 and the chain of custody of this memo."
18. "All indices or catalogues of Vincent Foster's office, tapes, computer and documents and who received each document from his office."
19. "All records relating to the actions of Mr. Watkins at the White House regarding the use of White House helicopters, the names of all individuals in the two helicopters used in May 1994 for Mr. Watkins golf outing and all records relating to his departure from the White House."
20. "All records relating to the matter of United States of America v. Billy Ray Dale, any investigation by the Justice Department into the White House Travel Office matter (as defined in the accompanying "Definitions and Instructions"), and all records relating to Billy Ray Dale as well as any records of talking points prepared about Mr. Dale."
21. "All records related to the gathering of documents for any review or investigation related to the White House Travel Office matter (as defined in the accompanying "Definitions and Instructions"). This includes, but should not be limited to, the White House Management Review, the IRS internal

review, the GAO Travel Office review, the OPR (Office of Professional Responsibility) investigation, the Public Integrity investigation, the Treasury IG investigation, the FBI internal review, Independent Counsel Robert Fiske, and Independent Counsel Kenneth Starr."

It is extremely important that staff members conduct a thorough search for responsive documents. Each Assistant to the President or Department head should ensure that his or her staff members conduct such a search.

We recognize that, in many respects, the House subpoena is identical to the December 19, 1995 document request previously sent to you by the Counsel's Office. You do not need to provide any documents which have already been produced to the Counsel's Office in response to the December 19, 1995 request, or any other prior request. But for all other responsive records that fall within the above categories, please provide such materials to Associate Counsel Elena Kagan in Room 125 OEOB no later than February 7, 1996.

If you have any questions regarding the House subpoena request, please call Jane C. Sherburne (6-5116) or Associate Counsel Natalie Williams (6-5079).

Thank you for your cooperation.

ATTACHMENT 1

Definitions and Instructions

(1) For the purposes of this request, the word "record" or "records" shall include but shall not be limited to any and all originals and identical copies of any item whether written, typed, printed, recorded, transcribed, punched, taped, filmed, graphically portrayed, video or audio taped, however produced or reproduced, and includes but is not limited to any writing, reproduction, transcription, photograph, or video or audio recording, produced or stored in any fashion, including any and all computer entries, memoranda, diaries, telephone logs, telephone message slips, tapes, notes, talking points, letters, journal entries, reports, studies, drawings, calendars, manuals, press releases, opinions, documents, analyses, messages, summaries, bulletins, e-mail (e-mail are limited to those specified in particular requests or that have been reduced to hard copies and are responsive to any of the outlined requests), disks, briefing materials and notes, cover sheets or routing cover sheets or any other machine-readable material of any sort whether prepared by current or former employees, agents, consultants or by any non-employee without limitation. "Record" shall also include redacted and unredacted versions of the same record.

(2) For purposes of this request, "The White House Travel Office matter" refers to all events leading to the May 19, 1993 firings of the White House Travel Office employees and includes all information provided about the White House Travel Office and any employees of the White House Travel Office at any time from January 1, 1993 to the present; the activities of Harry Thomason, Darnell Martens and Penny Sample at the White House; all allegations of wrongdoing concerning the Travel Office employees; actions taken by the Federal Bureau of Investigation and the Department of Justice, both prior to and after the firings (including the actions by any field office personnel and any White House involvement in coordination or attendance of interviews), including but not limited to U.S. v. Billy Ray Dale; all investigations and subsequent reviews of the Travel Office firings by any agency including, but not limited to the White House Management Review, the

FBI Weldon Kennedy/I.C. Smith review, the FBI OPR review, the Justice Department OPR review, the IRS internal review, the Treasury Inspector General review, the General Accounting Office review, the proposed U.S. House of Representatives "Resolution of Inquiry" considered and voted on in the House Judiciary Committee in July 1993; and all actions relating to or describing the criminal investigations into the White House Travel Office matter including any subsequent action or activities of any kind as a result of the above mentioned events by the White House, the Treasury Department, the IRS, the General Services Administration, the General Accounting Office, the Federal Bureau of Investigation, the Independent Counsel (both Mr. Fiske and Mr. Starr) and the Department of Justice up to the date of this request unless otherwise limited.

(3) For purposes of this request, the terms "refer" or "relate" and "concerning" as to any given subject means anything that constitutes, contains, embodies, identifies, deals with, or is in any manner whatsoever pertinent to that subject, including but not limited to records concerning the preparation of other records.

(4) For purposes of this request "White House" refers to any and all employees in the Executive Office of the President; employees in the Office of the First Lady; employees in the Office of the Vice-President; consultants, whether paid or not paid; volunteers; and all other employees of the executive branch assigned to, or working at the White House, regardless of designation describing their service at the White House.

(5) For purposes of this request any records requested includes all records in the physical possession of the White House, all records in the possession of any custodians (such as Mr. Kendall) of White House documents, any records maintained in the White House residence, any documents which have been placed into any manner of storage. Unless a time period is specifically identified, the request includes all documents to the present.

Attachment 2

WHITE HOUSE COUNSEL'S OFFICE EMPLOYEES
JANUARY 20, 1993 - PRESENT

Bueno, Edgar D.
Burke, Elayne C.
Castello, James E.
Castleton, Thomas E.
Cerde, Clarissa
Cerf, Christopher D.
Champagne, Florence
Chirwa, Dawn M.
Connaughton, Jeffrey J.
Cutler, Lloyd N.
Demille Wagman, Deborah J.
Denbo, Johnathan Stewart
Dudley, Jennifer D.
Eggleston, W. Neil
Fabiani, Mark D.
Fein, David B.
Fielder, J. David
Foster Jr., Vincent W.
Gorham, Deborah L.
Holland, Carolyn Mary
Holliday, Kimberly A.
Hughes, Edward F.
Johnson, Rochester M.
Kagan, Elena
Kaplan, Eloise D.
Kennedy III, William Holder
Klain, Ronald A.
Klein, Joel I.
Kopp, Johnathan H.
Krislov, Marvin
Lehane, Christopher S.
Lindsey, Bruce R.
Lister, Susan J.
Livingstone, David Craig
Lytton, William B.
MacDonald, Marlene Ann
Madsen, Marna
Markman, Natalie A.

Mauton Jr., Clifford Joseph
Mikva, Abner J.
Miller, Jennifer B.
Mills, Cheryl D.
Mixell, Julie Anne
Murray, Melissa M.
Nemetz, Miriam R.
Neuwirth, Stephen R.
Nolan, Beth
Nussbaum, Bernard W.
O'Leary, Ann M.
Pappas, Peter C.
Pascale, Joseph K.
Pond, Betsy L.
Poole, Cheryl A.
Quinn, John M.
Radd, Victoria
Rapp, Jason Louis
Reynolds, Stacy Elizabeth
Rosenberg, David
Sanborn, Joseph Sullivan
Schmitz, John P.
Schroeder, Robert William
Sherburne, Jane C.
Sloan, Clifford M.
Spell, Frances E.
Stucke, Dorothy
Sweitzer, Cheryl L.
Tripp, Linda R.
Walker, Odetta S.
Wallman, Kathleen M.H.
Warren, Renee A.
Wetzel, Lisa Susanne
Whalen, Kathleen M.
Willey, Kathleen Elizabeth
Williams, Natalie R.
Yarowsky, Jonathan R.
Yates, Sue Alexander

Conversation w/ Dawn Chirca 10/18/96

① Cochair - one of the sponsors
invites you

② Relationship with her before the
event.

OK to accept ^{since} ~~if~~ those two conditions
are met. —

9/18

Carol's female attire — Just one Affair —
Marza Bakery
5101

Garrison St Entr.

202-686-7255

10-6-

TH 10-8

THE WHITE HOUSE

WASHINGTON

2/13 discussion w/ Kathy Wexler

- any events of outside groups must be cosponsored.
- invitations sent jointly
- tied to some official event
(- Carol's briefing O.K.)

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

13-Feb-1996 12:13pm

TO: Elizabeth E. Drye

FROM: Dorothy L. Karayannis
 Domestic Policy Council

SUBJECT: Please discuss w/Carol before calling Counsel's offc

Hello.

Kathy Whalen from the Counsel's office called re: Carol's role in an American Dietetic Association (ADA) reception in the ITR, orchestrated by Wexler Group; reception is next month -- in your box is a letter Kathy faxed to me stating that Carol will brief ADA leaders. Kathy is concerned about legality re: Wexler Group using OEOB, ADA is fully sponsoring reception w/ no co-sponsorship, etc. (ADA has invited Glickman and Shalala, both have declined). I talked to Julie to confirm Carol's involvement. Julie said Carol is orchestrating and that two ADA folks are coming in at 2pm today to check out the ITR. Please call me to discuss this when you get a chance. I wrote this message for Jeremy initially and am not certain this will all make sense to you.

N

- Need to talk to Pat Romani —
- had several conversations w/ legal
counsel —
-

THE WHITE HOUSE
WASHINGTON

February 13, 1996

MEMORANDUM FOR JACK QUINN
JANE SHERBURNE

FROM: CAROL H. RASCO

Subject: Request for Documents

No one on the Domestic Policy Council staff has documents pertaining to your memo dated February 5 (see attached).

Please contact feel free to contact me or my staff if you need further assistance.

*Fgd - this
was sent*

FEB 7 1996

THE WHITE HOUSE

WASHINGTON

FEBRUARY 5, 1996

MEMORANDUM FOR: ALL STAFF OF THE WHITE HOUSE, THE EXECUTIVE
OFFICE OF THE PRESIDENT, THE OFFICE OF
MANAGEMENT AND BUDGET, THE OFFICE OF THE VICE
PRESIDENT AND THE EXECUTIVE RESIDENCE

FROM: JOHN M. QUINN *Jm Q*
COUNSEL TO THE PRESIDENT

JANE C. SHERBURNE *JCS*
SPECIAL COUNSEL TO THE PRESIDENT

SUBJECT: Supplemental Subpoena Request

On February 1, 1996, we circulated a memorandum requesting certain White House records subpoenaed by the House Committee on Government Reform & Oversight in its Travel Office investigation. We have since discovered a duplication error in the memorandum as well as an item that was inadvertently excluded from it. Our February 1 memorandum should be supplemented to include requests for the following White House records **created as of January 11, 1996:**

1. "Any records relating to or mentioning the finding of the note in Mr. Foster's briefcase or any other location following his death, any Travel Office records of Mr. Foster's and any records relating to the finding of or explanations of any files of Mr. Foster's relating to the White House Travel Office matter, Special¹ Government Employees, issues of nepotism, the use of volunteers or any efforts to obtain Office of Legal Counsel opinions on any of these matters and any records of any contacts with Mr. James Hamilton, Lisa Foster, Harry Thomason, Susan Thomases, James Lyons about Vincent Foster's records."
2. "Any tapes, tape recordings or videotapes of any kind related to the White House Travel

¹ The underlined portion was not included in item # 8 of our February 1 memorandum.

Office, the White House Travel Office employees, or any allegations of wrongdoing by anyone in the White House Travel Office or any air charter company or other business doing business with the White House Travel Office."

We apologize for any inconvenience this oversight may have caused. If you have any questions concerning this supplemental request or the House subpoena generally, please call Jane C. Sherburne (6-5116) or Associate Counsel Natalie R. Williams (6-5079).

Thank you for your cooperation.

RASCO, CAROL H.
WHITE HOUSE OFFICE

DOMESTIC POLICY COUNCIL

WH

2FL/WW

Molly -

Please review
prevention /
treatment

- 8/12