

FOIA MARKER

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Collection/Record Group: Clinton Presidential Records

Subgroup/Office of Origin: National AIDS Policy Office

Series/Staff Member:

Subseries:

OA/ID Number: 19397

FolderID:

Folder Title:

Admin - Resumes [1]

Stack:

S

Row:

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Section:

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Position:

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Withdrawal/Redaction Sheet

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. resume	re: Edward Pfeffer (Personal) [partial] (1 page)	00/00/0000	b(6)
002. resume	re: Edward Pfeffer (Personal) [partial] [Duplicate of 001] (1 page)	00/00/0000	b(6)
003. resume	re: Brian Daly (Personal) [partial] (1 page)	00/00/0000	b(6)
004. letter	Benjamin Lacen to Nomination Committee re: Council (Personal) [partial] (1 page)	00/00/0000	b(6)
005. resume	re: Benjamin Lacen (Personal) (4 pages)	00/00/0000	b(6)
006. resume	re: Paul Dodd [Personally Identifiable Information] [partial] (1 page)	00/00/0000	b(6)
007. forms	re: Paul Dodd's Army evaluation reports (Personal) (6 pages)	00/00/0000	b(6)

COLLECTION:

Clinton Presidential Records
National AIDS Policy Office

OA/Box Number: 19397

FOLDER TITLE:

Admin - Resumes [1]

2018-0764-F

jm2135

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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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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Admin -
Resumes

DOUGLAS K. WALKER

5306 Chillum Place N.E.
Washington, D.C. 20011
(202) 863-8124 office
(202) 529-3797 home

PROFESSIONAL EXPERIENCE

Democratic National Committee

May 1998-present

Communications Director, Plan strategic message development and dissemination; oversee preparation of message products including press releases, statements, op-eds and speeches; plan and execute press events; cultivate and maintain relationships with national and regional reporters; oversee media activities of DNC chairs, manage staff of eleven including internet and correspondence units, press secretaries and speaker's bureau; serve as DNC spokesperson.

U.S. Office of Personnel Management (OPM)

June 1993-May 1998

Director of Communications, Advised Director of OPM and senior staff in the strategic development, conduct and communication of programs affecting target constituencies. Surveyed and analyzed public opinion relating to OPM's policies and activities. Managed staff of seventeen. Supervised media relations and served as chief agency spokesperson. (March 1997-May 1998)

Deputy Chief of Staff, Analyzed issues and made recommendations on policies, strategies and objectives for managing programs and setting programmatic and budgetary priorities. Prepared and reviewed reports, remarks, memoranda and correspondence to ensure quality, consistency and conformance to the Director's policies. Ensured that agency officials were properly briefed for events, speeches and public appearances. Responsible for crisis management and prevention. Represented director in personal, phone and written interaction with public and private sector officials. (April 1996-March 1997)

Director of Program Management, Advised agency Director and Chief of Staff on a variety of confidential, policy and program issues. Supervised staff support of special task forces, organizational meetings and conferences and coordinated numerous, wide-ranging projects for agency leadership. Managed National Partnership Council staff support. Coordinated day-to-day operations in the Office of the Director. (June 1994-April 1996)

Speechwriter, Prepared speeches, letters and op-ed submissions for agency Director, Deputy Director and other officials. Coordinated event planning and logistics. (June 1993-June 1994)

WAUS-FM

April 1992-June 1993

Development Director, Berrien Springs, Michigan. Responsible for all fund raising activities including expanding listener and corporate support through membership, underwriting and planned giving activities.

Chicago Public Schools

May 1991-April 1992

Public Relations Aide, Chicago, IL. Principle speechwriter for Superintendent of Schools, wrote and edited press releases and material for various publications, organized special events.

Simon for Senate

February 1990-November 1990

Chicago Political Director, Chicago, IL. Planned and implemented city-wide field program for re-election campaign and advised the senator and campaign manager on local political developments.

U.S. Senate/Paul Simon (IL)

March 1989-January 1990

Special Assistant/Director of Community Relations, Chicago, IL. Maintained relationships with elected officials and community leaders, briefed the senator on local matters, represented him as necessary and supervised constituent casework in a number of issue areas.

Democratic National Committee (Election Task Force)

April-November 1988

Deputy Field Director, Illinois Coordinated Campaign, Chicago. Managed field staff and day-to-day operations, compiled and analyzed statistics and supervised political affairs for campaign events. (August-November)

Director, Illinois Campaign '88, Chicago. Assigned to Illinois Democratic Party. Served as liaison between party organizations, individual campaigns and community groups; organized voter registration and turnout programs; staffed state and national conventions. (April-August)

U.S. House of Representatives/Edolphus Towns (NY)

January 1987-March 1988

Legislative Aide, Washington, D.C. Drafted and analyzed legislation, prepared floor statements and press releases and responded to constituent correspondence on a variety of issues.

WRC-TV News

August 1985-December 1986

Desk/Production Assistant, Washington, D.C. Assisted producers with daily newscasts and story planning; assigned and dispatched camera crews and correspondents; coordinated live microwave and satellite feeds; produced coverage at remote sites.

EDUCATION

Harvard University, Cambridge, MA. Completed Program for Senior Executive Fellows at John F. Kennedy School of Government. November, 1995.

Howard University, Washington, D.C. Bachelor of Arts, Communications, Public Relations concentration; Business Administration minor. May, 1987.

REFERENCES

Available upon request.

EDUCATION**University of Southern California***Master of Business Administration, Strategic Marketing/General Management*

Los Angeles, CA

May 1998

University of California at San Diego*Bachelor of Arts, History*

La Jolla, CA

June 1991

EXPERIENCE**Waterstone Medical***National Sales Coordinator*

Falls Church, VA

Nov. 1998 – April 1999

Assisted start up company in marketing and sales coordination to optimize market and representatives.

- Responsible for managing outside sales representation throughout the United States.
- Marketed directly to the end user to initiate need-based analysis and then direct follow through evaluations.
- Aided in product development and infrastructure for bringing products to market and branding the company.
- Redefined sales process and initiated programs for incentives and participation to increase buy in on all levels.

The Sports Business Group*Sports Management Consultant*

Los Angeles, CA

March 1998 - Nov. 1998

Worked on a variety of projects relating to the sports and entertainment industry.

- Involved in the formulation of marketing strategies and business plans for both sports related businesses and individuals.
- Participated with an auto racing enterprise as their marketing team for the purpose of creating marketing packages, analyzing programs, and compiling and sorting data.
- Created models for new business development – marketing, strategic and financial.
- Assisted business development functions, including networking, follow up contact, and negotiating contracts.

Bridgeport Waterfront Investors/Bridgeport Bluefish*Consultant/Acting General Manager*

Bridgeport, CT

Summer 1997

Facilitated the start up of a new professional baseball league and had integral involvement with the team and ballpark in Bridgeport, Connecticut.

- Participated in negotiating the lease between the team's investors and the municipality of Bridgeport regarding the \$19 million facility.
- Developed the proforma and then monthly budgets for the fiscal year, providing detailed revenue and expense streams and capital budgeting needs, thereby establishing the company's cash flows.
- Determined the human resources necessary for the operation and led the nationwide search to fill staffing needs.
- Analyzed marketing information and created and launched marketing plan for inaugural season.

The American Pavilion*Associate Director*

Culver City, CA & Cannes, France

March 1996 - July 1996

Associate Director for business center operating at the Cannes International Film Festival. Assisted in organizing U.S. operations and continued to assist in operations at the festival in a supervisory role.

- Hired and managed 35 multi-lingual employees, including coordination of travel, credentials, and scheduling.
- Maintained records for allocations and made cost based analysis for business purchases in U.S. and France.
- Coordinated corporate sponsorships and provided all services required, e.g. LA Times, Kodak, Blockbuster, WGA.
- Liaison to publicist, supplying background information for and approving all press releases.

New Haven Ravens Baseball Club*Director of Marketing and Media Relations, Group Sales*

New Haven, CT

Nov. 1993 - Nov. 1995

Responsible for allocating and implementing advertising and marketing budget of \$450,000.

- Role included assisting the General Manager in negotiating contracts with the media.
- Developed tracking and reporting systems for all media related activities.
- Analyzed survey information in order to design pre-season and in-season marketing strategies, including all media.

Edward Pfeffer

1550 Jackson-Keller #1106
San Antonio, Texas 78213
pfeffere@aol.com
(210) 979-0734

EDWARD PFEFFER
3010 Stoney Vista
San Antonio, TX 78247 pfeffere@aol.com
(210) 979-0734 495-6817 after April 6, 1998

KEYWORD SUMMARY

Policy compliance; budgetary, regulatory compliance; account reconciliation; contract administration; forecasting; budgeting, budget analysis; strategic planning; financial analysis, planning; trend analysis; study of portfolio analysis; account coordination; automation projects; disbursing, cash management, foreign currency exchange; internal account analysis; Treasury reconciliation; ratio analysis; accounting reporting systems

EDUCATION

M.A.B., Business (Honors)	WEBSTER UNIVERSITY, 1998	St. Louis, MO
B.B.A., Finance (Honors)	CAMERON UNIVERSITY, 1984	Lawton, OK

PROFESSIONAL EXPERIENCE & ACCOMPLISHMENTS

Finance

- Developed budgets up to \$20M for high-level, high-visibility program
- Managed operational accounts of remote subordinate organizations throughout 14 countries
- Spotless management record of federally restricted funds including Environmental Compliance (training and overseas projects), official funds for entertainment of foreign dignitaries, and Defense Nuclear Agency with obligation authority exceeding \$3.5M
- Developed five-year planning forecast through 2002 for costs associated with reorganization of 83 Reserve Component Units
- Unlimited obligation authority up to \$87M

Reconciliation

- Cleared three-year accumulation of unliquidated/mismatched travel disbursements worth more than \$750K from international accounts through research and coordination
- Cleared more than \$100K, 1200 unliquidated supply transactions, accumulated over a four-year period, from domestic accounts through research, follow-up, and persistence
- Reconciled \$75K, two-year backlog of US Treasury charge-backs/unmatched transactions

Operations

- Nine-month project converting/implementing new payroll system with no downtime or delay in meeting payroll to 6700 customers; trained staff of 43
- Coordinated/implemented Total Quality Program including initial PATs and projects
- Automated manual and redundant record-keeping systems, reducing processing and handling time by one-half
- Maintained 100% accountability of assets valued at more than \$13M
- Implemented five automated systems including disbursement, travel reimbursement, supply, pay and entitlements. Reduced staffing from 32 to 15 full-time employees. Average processing time reduced from five to three days. Affected customer base of 19,000.
- Implemented standardized workload metrics resulting in reorganization and reduction of payroll by one-third

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

Human Resources Development

- Rewrote 160-page organization and functions manual, impacting more than 2400 people, to accurately reflect staffing and operations based on restructure of 83 Army Reserve units
- Developed, published, and executed strategy for annual employee giving program. Per capita gift increased by 40% over last eight year average
- Implemented training in 50 customer organizations to reduce payroll submission errors with 98% success rate

Accounting

- Developed internal controls, accounting procedures, and policies for procurement of expendables valued at \$1.1M using purchase cards and General Supply Agency (GSA)
- Maintained 100% accuracy in accountability for negotiable instruments exceeding \$1.1M including foreign currency and US Treasury Check stock
- Ensured conformance to public policy through preparation of managerial reports, monitoring of account coding and aging, and management of accounting and reporting systems

SPECIAL SKILLS

- Troubleshooting: Problem identification, rectification, and establishing procedures to prevent recurrence
- PC Skills: Lotus 1-2-3, Excel, MSWord, PowerPoint, WordPerfect, Delrina FormFlow, dBase, Internet experience for financial research
- Conversion of legacy systems: payment, disbursing, and reimbursement
- Anticipating and meeting demands of short turnaround deadlines

PROFESSIONAL TRAINING

Planning, Programming, Budgeting Systems - two weeks • Financial Management and Budgeting - two weeks • Professional Military Comptroller School - six weeks (Executive skills, Economic Analysis, Management) • Defense Resources Management Course - four weeks (Quantitative tools, Risk analysis, and Decisionmaking) • Contracting Fundamentals - four weeks • Disbursing Operations - four weeks • Governmental Accounting - four weeks • TQM Trainer/Facilitator - four weeks

EMPLOYMENT HISTORY

1996-present	Management Analyst	Fifth United States Army, San Antonio, TX
1995-1996	Resource Manager	European Command, Stuttgart, GE
1993-1995	Budget Analyst	Army Central Command, Atlanta, GA
1992-1993	Management Analyst	Army Central Command, Atlanta, GA
1990-1992	Chief, Pay and Examination	17 th Finance Support Unit, Ansbach, GE
1989-1990	Disbursing Officer	17 th Finance Support Unit, Ansbach, GE
1986-1988	Assistant Finance Officer	Army Missile Command, Huntsville, AL

PROFESSIONAL AFFILIATIONS

American Society of Military Comptrollers

(b)(6)

[001]

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PROFESSIONAL AFFILIATIONS

American Society of Military Comptrollers

(b)(6)

[002]

CURRICULUM VITAE

NAME: Patricia Mwiinga Ndele

MARITAL STATUS: Married with three children

NATIONALITY: Zambian

ADDRESS:

School of Medicine
Department of Post Basic Nursing
P.O. Box 50110
LUSAKA
Telephone: 250554 – Home

POSITION: Lecturer

EDUCATION

1968 – 72

Registered Nurse
Bachelor of Science in Nursing
Adelphi University
New York – USA

1976 –77

Master of Science in Nursing
Boston University
Massachusetts – USA

PROFESSIONAL QUALIFICATIONS

1968 – 1972

Registered Nurse BSc N- New York
Psychosocial Counsellor for HIV/AIDS

SHORT COURSES

1986

Blat Teaching Methodology- Lusaka

1987

Curriculum Development for training in
Primary Health Care and Child Survival
Strategies University of Honolulu Hawaii.

1988

Writers Workshop – Certificate.- Lusaka

1988	Psychosocial Counselling for HIV/AIDS - Certificate.
1992	Health Systems Research - Certificate
1993	Monitoring and Evaluation Course of HIV/AIDS Programmes – Certificate.
1996	Basic Computer UNZA 2-12 th Sept.
1997	Advanced Computer Appreciation Course August 1997

WORK EXPERIENCE

1972 – 1975	Staff Nurse/Staff Nurse Senior on Surgical and Orthopaedic Ward – New York Medical Center, New York.
1975 –1976	Clinical Instructor – Medical-Surgical Nursing at Chainama Hills Hospital – Psychiatric Training School.
1978 to date	Lecturer in Medical Surgical Nursing, Mental Health and Psychiatric Nursing, Nursing Research Supervisor 1995 to date.
1981-1991	Head of Department of Post Basic Nursing
1996 Jan –1997 Nov.	Acting Head of Department

HIV/AIDS ACTIVITIES

	Society for Women and AIDS in Africa. Regional Co-ordinator for Southern Africa 1990-1997.
	To help Countries in Sub Region to open SWAA Branches and organise women against HIV/AIDS.
	Secretary General Zambia Branch 1990-1997
<u>Society for Women and AIDS in Africa.</u>	I am involved in the following activities: • Mobilizing Women against HIV/AIDS in Work places

- Focus group discussions with Market Women on HIV/AIDS
- Giving Health Education talks on STD/HIV/AIDS to School children Primary and secondary in Lusaka.
- Counselling families in SWAAZ Paediatric Home Based Care Program.
- Resource Person to National Psychosocial Counselling training Programm.
- UNDP Consultancy SPR Project. Incorporating HIV/AIDS in Development programm, 1992 New York.
- Participated at national consensus Workshop for MTP2 – June 1992 Livingstone.
- Member of MOH/WHO Steering Committees Developing HIV/AIDS Programs for Youth and Women.

ACADEMIC AND RELATED ACTIVITIES

- External Examiner, Kamuzu College of Nursing University of Malawi. 1984-1986.
- External Examiner, National Health Institute Gaborone – Botswana. 1991 – 1992.
- Founder Member of the Regional College of Nursing – Member of Adhoc Committee that worked on establishment of ECSACON.
- Chairperson Clinical Practice – ECSACON 1992 – 1994 Regional College of Nursing.

- Involved in Counselling of clients with HIV/AIDS 1984 – 1986.
- Member of the University Teaching Hospital home Care Team 1988 – 1995.
- Resource Person to the National Psychosocial Counselling Training Program 1988 to date.
- Resource person to the Zambia Nurses Association Regional College of Nursing.

PROFESSIONAL MEMBERSHIP

- Zambia Nurses Association Branch Secretary – 1978 – 1980.
- American Nurses Association.
- Society for Women and AIDS in Africa – Co-ordinator for Southern Africa Zambia Branch – Secretary General 1989 – 1997.

OTHER MEMBERSHIPS

- General Nursing Council of Zambia – Chairman, April 1983 to 1986.
- Health Manpower Development Committee.
- Nursing Manpower Sub-Committee (of above).
- UNZA Women Staff Association.
- Academic Board – Lusaka Campus, 1984-1987.
- WHO Expert Committee – Medical Surgical Nursing, 1983-86.
- National Council for Scientific Research, Medical Committee 1980-1985.

- University of Zambia, Senate 1989 – 1992.
- Foundation Fellow Regional College of Nursing for East Central and Southern African (ESCACON).
- Council of National Representative – Zambia for ESCACON 1985-94.
- Women's Mental Health Association
- Jatilila Women's Association Secretary General..
- University of Zambia Lecturer and Research Union.
- Chairperson – Small Christian Community (St. Maximilian Kolbe) 1996 to date.
- Catholic Women's League.
- Member St. Ignatius Parish Council.

PARTICIPATION AT SEMINARS/CONFERENCES

1. Country Health Planning Workshop, June 29th – July 9th 1979. (WHO sponsored) Lusaka
2. Primary Health care, 15th – 18th April 1980 WHO/ministry of Health sponsored, Lusaka.
3. Critical Examination of Nursing Standards. What are the weakness, Why? May 22nd 1980, Inservice Department U.T.H. Lusaka Presented Paper..
4. " Nursing in Support of H/2000" 16-20 November, 1981 Geneva Switzerland, WHO sponsored. Presented paper.

5. Study tour to West African Health Community (West African college of nursing). December 11th – 21st 1981. For establishment of ECSACON.
6. Inaugural Seminar, Bank of Zambia Chair in Financial Economics March 24th – 26th 1982, sponsored UNZA/BOZ. Lusaka.
7. Women in Research: Tapping Research Resources, June 2nd 1984 – UNZA Lusaka.
8. Third National convention 23rd – 25th July 1984, Lusaka.
9. Modern methodology for teachers of Health Sciences UNZA/BLAT 3rd – 19th August, 1986, Lusaka.
10. Writers Workshop, University of Zambia. Organised by the Department of Post Basic Nursing 5 – 16 September, 1988, Lusaka.
11. Nursing Curriculum Workshop for Institutions of Higher Learning in ECSA Region. Nairobi Kenya June, 1988 Presented Paper.
12. 2nd National STD/AIDS Seminar March 20 – 24th, 1989 Lusaka.
13. National Workshop for In Service Co-ordinators (Trying out the Module for nurses in the Management of HIV/AIDS) 26th – 30th June, 1989.
14. International AIDS Conference – Montreal Canada, July 1989.
15. 1st Scientific Inaugural conference of Regional College of Nursing for East, Central and Southern Africa –

ESCACON 1ST – 7TH August 1990
Zambia – Malawi (Organiser,
Presented Paper). CNR Member -
Zambia

16. 2nd Scientific Conference and
Biennial Meeting of ECSACON 1-
6TH August 1992 – Mauritius.
17. SWAAZ/PANOS International
Conference on AIDS for
Anglophone African Media 2-8
October 1992 Lusaka (Organizer).
18. Quality Assurance Workshop – 1993
Lusaka.
19. National Conference on HIV/AIDS
for Youth – 1993. Lusaka.
20. 3rd Scientific and Biennial Meeting
of ECSACON – Seychelles August
1994 CNR Member - Zambia.
21. Pambili – Conference for Rural
Women, Capetown, South Africa
August 1995 – Presented Paper.
22. Conference on Reproductive Health
May 9th – 11th 1996. Lusaka.
23. National Women Lobby Group
training of Women Candidates
Workshop Lusaka. 31st May, 1996.
Presented Paper: Management of
Stress.
24. Saly Symposium on Social Sciences
and AIDS in Africa November, 1995
– Dakar Senegal. Member Scientific
Committee Chair – conference
Symposium.
25. Needs Assessment for the
development of nurses and midwives

(Southern Province 12-18 Jan. 1997.
WHO consultancy

26. Guidelines Development Workshop
1-6 March 1997 Siavonga: Theme
towards implementing the Nurses
and Midwives Act 1997
27. Women and Mental Health steering
Committee in Zambia. Theme:
Women and Mental Health 13-14
November, 1997. Organizer and
Resource Person.
28. Equity in Health: Policies for
Survival in southern Africa. 13-16
March 1997 – Botswana. Presented
a paper. Contact person for follow up
action Plan for Zambia.
29. Curriculum Review Workshop 1-3
May 1998 Siavonga.
30. UNAIDS meeting Ethical
considerations in HIV/AIDS Vaccine
Trials Geneva 25-26 June 1998.
31. 12th AIDS International Conference
June 25 – July 3rd 1998 Geneva.
32. Initiation Ceremonies Workshop 11-
12 September 1998 River Motel –
Kafue (Organiser: Office of the
President – Cabinet Office Presented
Paper, Resource Person.

PUBLICATIONS

Patricia M. Ndele and Margaret Svennigsen

1. **THE ROLE OF THE NURSE IN PRIMARY HEALTH CARE**
Nursing News 1982
2. Patricia M. Ndele **ECSACON IN THE FUTURE**
Proceedings of the first scientific Conference to the East, Central and southern
African College of Nursing, university of Malawi, Zomba 6th – 10 1990.

3. INTERVENTIONS. Patricia Ndele
Discussions de l'atelier 4 a Conference proceedings Saly Symposium on Social Sciences and AIDS in Africa C.O.D.E.S.R.I.A. Dekar Senegal November, 1995.

UNPUBLISHED PAPERS

1. Patricia M. Ndele
THE APPLICATION OF PSYCHOLOGY TO GENERAL MURSING PRACTICE.
2. Patricia M. Ndele
NURSING, PAST PRESENT AND FUTURE: A ZAMBIAN PERSPECTIVE

IN PROGRESS

1. Mannual

Stress Management for Women
2. Record Keeping: Patient Information Systems – Project
3. Guidelines Towards Implementing the Nurses and Midwives Act of 1997 Co-Author- Guideline for the Nursing Colleges.

HOBBIES

1. Designing and Sewing
2. Gardening
3. Reading
4. Painting (landscapes)
5. Singing (Church Music)

**EXECUTIVE SUMMARY –
EXPERIENCE**

PATRICIA MWIINGA NDELE

Teaching

20 years (1978 to date)

- Giving lectures, theory and clinical practice to Post Basic Nursing Students. Subjects. Medical Surgical Mental Health & Psychiatric Nursing.
- Teaching and Nursing Research Supervising Research Projects (1994-date)
- Supervision of students during field experiences: Teaching practice and Community experience.
- Participating in Academic activities, Nationally and Internationally.
- Participating in Research activities.

Administration

Head of Department 12 years 1981-1991
1975-1977

- Responsible for day to – day running of the Department.
- Supervising Academic and Non-Academic Staff Members
- Co-ordinating Learning and related activities with other Departments of the School of Medicine and other Schools of the University.
- Organising and chairing staff meetings.
- Collaborating with Ministry of Health, General Nursing Council of Zambia, Zambia Nurses Association and related organisations in Nursing, health and related matters.
- Facilitating promotion of the image of the Department at National and International levels.
- Representated the Department and the University at National and International levels.
- Collaborated with other Universities in the region and International in Nursing, health and related matters

STRENGTHS

- Good at public relations
- Positive attitude
- Good at organising events

May 15, 1997



Ms. Sandy Thurman
Director
Office of National AIDS Policy
Washington, DC

Brent Minor
Director of Community Relations

58 L St., S.E. • Washington, D.C. 20003
(202) 863-1825 • Fax (202) 488-0851 • TDD (202) 554-2944
E-mail: bminor@foodandfriends.org

Dear Ms. Thurman,

I am so glad that you have chosen to visit Food & Friends as one of your first actions as the new Director of the Office of National AIDS Policy. I think it is a strong statement about your desire to "roll up the sleeves" and put the power of your office to work on the frontlines.

I have had the distinct pleasure of working at Food & Friends for almost six years and am proud of my association with this wonderful organization. As a person living with HIV for close to ten years, I obviously feel strongly about such organizations and feel a special calling to this work.

I also believe that there is a tremendous need for openly HIV+ people to be part of the whole process whenever possible. Between my work at Food & Friends and the numerous community committees on which I serve, most notably as co-chair of the PWA Committee of the Washington, DC Ryan White Planning Council, I have been given me the rare opportunity to view the AIDS crisis as a provider, community activist and, of course, consumer. It is a hard balancing act at times, but an extremely worthwhile experience.

I am enclosing a copy of my resume for your consideration because I want to use my experience to serve the HIV Community in new and different ways. Your office of National AIDS Policy is where I feel I can best continue to make a contribution to help other people living with HIV/AIDS. I am not sure of your staffing needs, but I can assure you that I am someone who is dedicated and committed to this cause. I would sincerely appreciate the opportunity to speak with you further about my qualifications and experience and how they may help you in your new position.

Again, thank you for your visit this morning. I look forward to speaking with you again soon.

Sincerely,

Brent Minor
2910 Sycamore Street
Alexandria, Virginia 22305
703-836-1162

Brent Tucker Minor
2910 Sycamore Street
Alexandria, Virginia 22305
202-863-1825 (o) 703-836-1162 (h)
202-488-0851 (fax) bminor@foodandfriends.org (E-mail)

WORK EXPERIENCE

Food & Friends

August, 1991 - Present

58 L Street, SE
Washington, DC 20003

Positions Held:

Director of Community Relations

April, 1996 - Present

Coordinate the community and public relations efforts for the agency including press contacts and coverage, community meetings and general inquiries. Represent agency at local and national meetings, events and conferences. Represent agency on Ryan White committees and consortia. Write and edit agency newsletter, Annual Report and other agency-wide publications or articles.

Conference Coordinator

February - November, 1996

1996 AIDS Meals Providers Conference

Directed all conference activities for annual international meeting of AIDS food service providers including fundraising, program development, event planning, publications and site management. Highlights include: Doubled number of participants; Tripled previous fundraising levels; increased number of sessions from 11 to 41.

Program Director

December, 1993 - April, 1996

Directed operations of Program Office to insure accurate daily delivery of meals to over 500 clients (homebound people living with AIDS). Supervised activities of the following departments: Delivery (1200 daily meals); Volunteer Resources (recruitment, coordination and retention of 800 volunteers); and Client Services (management and referrals of 500 monthly clients). Wrote and edited monthly Volunteer Newsletter. Coordinated volunteer-staff events. Represented organization at various functions including fundraisers and consortium meetings. Supervised staff of 13 people.

Volunteer Program Manager (1/93 - 12/93)

Volunteer Coordinator (8/91 - 1/93)

Director of Development

July, 1998-October, 1990

Bishop McNamara High School
Forestville, Maryland

Established and directed development programs including annual giving, major donor solicitations, alumni/parent phone-a-thons and student fundraisers. Created, wrote and edited the Bishop McNamara Bulletin. Established and maintained accounting records for pledges and gifts received. In two years, annual contributions grew from @\$18,000 to @\$76,000.

Associate Director

November, 1986-December, 1987

Ward, Dreshman & Reinhardt, Inc.
Worthington, Ohio

Represented firm as fundraising consultant for two projects: The Episcopal Diocese of Atlanta (\$4 million goal) and The Japanese Cultural Center of Hawaii (\$10 million goal). Participated in development of campaign goals, strategy and organization. Wrote and designed campaign literature for major gift solicitations, grant proposals and general campaign. Organized and directed meetings with substantial number of volunteer groups. Supervised large public kick-off event for both campaigns.

VOLUNTEER EXPERIENCE**Citizen Member**

March, 1991 - Present

Alexandria Task Force on AIDS
Alexandria, Virginia

Serve on city-wide task force that reviews and makes recommendations for all AIDS-related policies for City Council action. Appointed by the Mayor and City Council as Citizen-At-Large member. Served as Chair from September, 1993 - September, 1995.

PWA/HIV Representative

March, 1994 - Present

Metropolitan Regional HIV Health Services Planning Council &
Northern Virginia HIV Consortium

Serve as at-large representative on Planning Council that determines allocation of Ryan White Title I federal funding for designated area which includes Washington, DC as well as large parts of Maryland, Virginia and West Virginia. Planning Council is responsible for determining funding priorities, allocation of funds and program oversight. Current funding responsibility is \$15.8 million.

Serve as at-large representative on the Consortium that determines allocation of Ryan White Title II funding for Northern Virginia. Serve on Title II Grant Application Review Panel. Current funding responsibility is \$1.2 million.

Serve as Co-Chair of the PWA Committee and as a member of the Executive Committee of the Ryan White Planning Council for the Metropolitan Washington area.

Served on Title I Grant Application Review Panel for Baltimore, FY1995 and FY1996.

Served on Title II Grant Application Review Panel for Northern Virginia, FY1996.

Class Representative

1988 - Present

The University of the South
Sewanee, Tennessee

Serve as liaison between university and alumni class of 1981. Oversee general solicitations, major donor prospecting and reunion planning. Write bi-annual class newsletter. Have achieved or exceeded targeted giving levels in 7 of 8 years.

President

1992 - Present

The Minor Foundation
Charlotte, North Carolina

Serve as President of the Board of Directors (7 members) of family foundation. Coordinate research and eligibility of grant applicants, funding distribution and oversight. Chair bi-annual meetings.

EDUCATION

University of the South, Sewanee, Tennessee 37375

B.A. Degree - Awarded May, 1981

Honors and Activities: Speaker, Student Assembly; Honor Council; Order of Gownsmen (academic honorary); Alpha Tau Omega Fraternity.

Woodberry Forest School, Woodberry Forest, Virginia 22989

College preparatory diploma awarded, May, 1977.

ACTIVITIES

Performer with the Washington Opera; Previous volunteer with Whitman-Walker Clinic of Washington, DC; Member, Christ Episcopal Church, Georgetown AIDS Task Force; Extensive volunteer political campaign work; Former *Jeopardy!* contestant; Triathlon enthusiast (Have completed 26 Olympic-distance events - most recently 7/96.)

DOUGLAS HEYL

Post Office Box 10470
Raleigh, North Carolina 27605

Telephone 919-755-6200
Fax 919-821-9068

FAX COMMUNIQUE

DATE:

1/6/97

TO:

Sandy Thurman

FAX #:

202-632-1096

FROM:

Doug Heyl

Pages (including cover sheet)

2

COMMENTS:

Hi again.

NOTICE: - THE INFORMATION CONTAINED IN THIS FAX MESSAGE IS CONFIDENTIAL INTENDED FOR THE ADDRESSEE ONLY. IF YOU RECEIVE THIS BY MISTAKE PLEASE DESTROY AND CALL US WITH OUR ERROR. THANK YOU FOR YOUR COOPERATION.

Jennifer Grigas

14 Gaskin Avenue
Spotswood, New Jersey 08884

(732)-251-5758
E-mail: jeliz@worldnet.att.net

Experience:

- 6/97-11/97 Deputy Finance Director, Democratic Finance '97, a division of McGreevey for Governor, Inc. and Campaign '97, the New Jersey Coordinated Campaign, Woodbridge, N.J.
-Part of a finance team which raised 2.8 Million dollars for McGreevey for Governor and 3.4 million dollars for Campaign '97 in five months.
-Organized fundraising efforts with the International and State labor organizations.
-Organized large scale events.
-Set up and met with potential donors and supporters.
-Prospected across the state for new donors.
-Staffed finance chairs who assisted the campaign's fundraising efforts.
-Staffed candidate on finance meetings.
- 5/96-6/97 Deputy Finance Director, N.J. Senate Democratic Majority Committee, Trenton, N.J.
Assisted Finance Director in all aspects of fundraising and development.
-Assisted in reaching fundraising goals through calls and maintaining database.
-Planned large scale fundraising events.
-Assisted in the quarterly compliance of New Jersey Election Law.
-Advised and assisted legislative candidates in their fundraising efforts.
-Assisted in the establishment of candidates' campaigns including campaign plans, fundraising plans, press operation, and hiring of campaign staff.
-Organized a candidate campaign training seminar for Democratic candidates.
- 12/96-6/97 Fundraising Consultant, W. Reed Gusciora for General Assembly, Trenton, N.J.
-Advised on the organization of all fundraising events.
-Handled the compliance reporting in accordance with New Jersey Election Law.
-Maintained and updated all accounts.
- 1/96-5/96 Staff Assistant, N.J. Democratic State Committee, Trenton, N.J.
-Drafted annual campaign manual for statewide circulation to Democratic leaders and officials on all levels of government.
-Assisted Chairman in fundraising and outreach activities.
-Actively participated in the statewide campaign to recruit Democratic candidates for public office.
- 9/94-2/96 Medical Records Clerk, The Peer Review Organization of New Jersey, East Brunswick, N.J.
-Developed thorough knowledge of the Medicare system.
-Assisted in organizing the statewide campaign to promote awareness for flu immunizations and mammogram services.
-Investigated medical records.
- 9/95-12/95 Staff Assistant, U.S. Senator Bill Bradley's Office, Newark, N.J.
-Promoted Statewide events for Senator Bradley
-Provided constituent services for those seeking assistance with federal entitlement programs.
-Monitored federal grant proposals and applications.
- Education:** Rutgers, The State University of New Jersey, New Brunswick, N.J.
B.A., History May 1996
Minor: Political Science

REFERENCES AVAILABLE UPON REQUEST.

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
003. resume	re: Brian Daly (Personal) [partial] (1 page)	00/00/0000	b(6)

COLLECTION:

Clinton Presidential Records
National AIDS Policy Office

OA/Box Number: 19397

FOLDER TITLE:

Admin - Resumes [1]

2018-0764-F

jm2135

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]

BRIAN DALY

2838 Commerce Street • Franklin Park, Illinois 60131 • (847) 455-1824

OBJECTIVE

To apply leadership, communication and organizational skills toward a challenging professional position.

PROFESSIONAL SKILLS

- Communicate effectively with professionals at all levels in a team effort to meet daily work specifications in an accurate and organized manner.
- Dedicated to conforming to all quality standards and safety measures while serving in the military as well as in private industry.
- Prioritize according to need, urgency and special request in order to consistently meet deadlines.

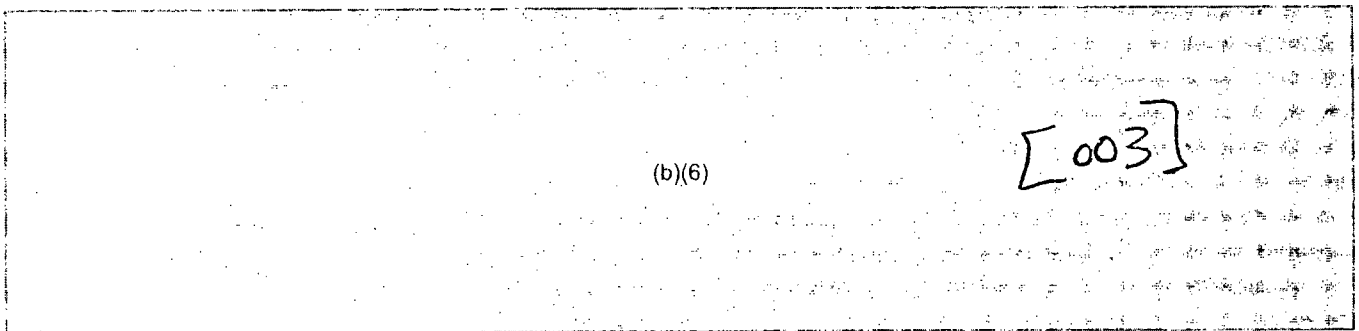
EDUCATION

Bachelor of Arts in Political Science, University of Illinois at Chicago, graduated 1997

- Major GPA: 4.9/5.0; Cumulative GPA: 4.72/5.0
- Member of Golden Key National Honors Society.

University of Illinois at Champaign-Urbana, sophomore year; Triton College freshman year.

MILITARY



EMPLOYMENT

Venue Transportation Manager, Denver Summit of the Eight, 5/97 - 7/31/97

- Created transportation plan for nine venue sites and seventeen hotels, including coordination with various law enforcement agencies, recommendations and instruction on traffic flow, and ongoing responsibility for problem resolution.

Venue Manager, Presidential Inaugural Committee, Washington, D.C., 12/96 - 2/97

- Created transportation plan for ten inaugural ball sites, including coordination with various law enforcement agencies in the Washington metropolitan area, recommendations and instruction on traffic flow, with responsibility for problem resolution.

Field Staff Assistant, Transportation Department, Democratic National Convention, United Center, Chicago, Illinois, 5/96 - 9/96

- Worked with various contractors and sub-contractors in the planning and set up of the satellite office at the United Center.
- Worked with Chicago police and United States Secret Service in establishing perimeter security surrounding the United Center.
- Coordinated transport and logistics of vehicles arriving at and leaving the United Center.
- Aided in development of parking plan to accommodate 1000+ vehicles.
- Helped develop system of V.I.P. dropoffs at United Center, including curb service/security.

Teaching Assistant, University of Illinois at Chicago, 8/96 - 11/96

- Co-taught Liberal Arts and Sciences 100 course to college freshmen.

ROBERT BEASLEY JONES, JR.

2115 West Main Street
Richmond, Virginia 23220
Home: (804) 353-1891 Work: (804) 697-1320
Home E-mail: Trebor7@aol.com Work E-mail: rjones@maysval.com

EXPERIENCE

Attorney, Mays & Valentine, L.L.P., Richmond, Virginia, 1993-98. Principal area of practice is government relations. Representation includes conferring directly with members of Congress and the General Assembly on particular matters of concern, testifying before committees, drafting position papers, developing coalitions to affect legislation, networking with government officials on particular issues, monitoring the legislative process, attending functions for both political parties, and managing political contribution budgets.

Delegate, American Council of Young Political Leaders, 1988-98. Escorted a delegation to Hungary and Bulgaria, 1995. Represented the Commonwealth of Virginia in a study tour of Mexico, 1989. Hosted several international delegations in Virginia and Oregon.

Executive Committee Member, Atlantic Association of Young Political Leaders, 1997-98. A NATO related organization which meets in member countries to discuss NATO issues.

Secretary to the Governor of Virginia's Cabinet, 1989-90. Liaison for the Governor to the Cabinet and the General Assembly.

Special Assistant to the Governor of Virginia, 1989-90. In charge of the coordination and preparation of answers to constituent mail for the Governor and Chief of Staff, and responded directly to constituents' concerns.

Co-author, Small Businessman's Guide to Exporting, 1989. Publication serves as an introduction and a guide to exporting.

EDUCATION

Fellowship, *Virginia Institute of Political Leadership, University of Virginia*, 1995. Charlottesville, Virginia.
J.D., Lewis and Clark, Northwestern School of Law, 1993. Portland, Oregon.

B.S. in Commerce, University of Virginia, McIntire School of Commerce, 1988. Charlottesville, Virginia.

AWARDS

Top 40 Under 40. Selected by a panel of business leaders as one of the top 40 under 40 business leaders in the Richmond area, 1997.

COMMUNITY SERVICE

President (1997-98), **Vice-President** (1996-97), Richmond AIDS Ministry Board of Directors, 1995-98.

President-elect (1998), Barksdale Theatre Board of Directors, 1997-2000.

First Vice-Chair (1995-98), Greater Richmond Environmental Action Trust Board of Directors, 1994-98.

Member, Richmond Renaissance Advocacy Standing Committee, 1996-1998.

Executive Board (1996-98), **Secretary** (1994-96), Shockoe Bottom Association, 1994-98.

Member, Board of Directors of the Central Richmond Association, 1995-96.

Member, Leadership Council to Address Safety and Security in Downtown Richmond, Virginia, 1994-95.

Jeff Kamen

PUBLIC AFFAIRS CONSULTANT, CORRESPONDENT, ANCHOR, WRITER, PRODUCER
202-338-6397/2965 (fax) jkamen@aol.com

Highlights of Qualifications

- Office of National Drug Control Policy, Acting Deputy Director of Public Affairs 1995, Consultant and filmmaker for ONDCP and its Counterdrug Technology Assessment Center responsible for strategic and tactical media planning and execution, including the Drug Czar's TV Public Service Announcements. Currently providing full range of services from press release writing to liaising with news media, to advising senior Government officials
- Emmy and other Awards for Excellence in Reporting and Documentary Production
- Confident, Coherent, Creative Story Telling; Strong Interviewing Skills; Attentive Listener
- High Q, Strong Audience Response
- More than 20 years superb On-Camera & Behind Scenes Performance
- Profound Understanding of Politics, Mass Media, Defense, based on career as Anchor, Correspondent, Producer for: INN (1980-1990), NPR (one of the founding reporters of ATC), NBC News (Chicago, New York & London), WPIX-TV New York, CBS Radio, ABC Radio

Book

Final Warning: Averting Disaster in the New Age of Terrorism
with Robert H. Kupperman (Doubleday '89)

Recent Work

- Law Enforcement Counterdrug Technology Workshops, narcotics police training films, prepping International Symposium on Counterdrug Technologies (Chicago, August 1997)
- CONUS, FOX, Tribnet, ABC Radio and CBC Radio--Hard News and Enterprise Reporting
- Director of Documentary Film "Warrior Hearts" which is in international distribution
- WWRC (Washington, DC) Radio Talk Show Host

Global Reporting, Analysis and Documentaries 1968-Present

Reporting from U.S. inner cities to the U.S. Capitol, the State Department and the White House, to arenas of conflict in Europe, Central America and the Middle East. Since 1990, when his long-time employer, Independent Network News (INN) TV went off the air, he has been a freelance journalist. From 1968-1982, he was reporter, anchor, documentary producer for NBC News, National Public Radio, WNEW Radio, CBC Radio, WPIX TV (New York City)

Academic Experience and Participation in Institutes

- Member of Council, Institute for the Study of Terrorism and Political Violence 1995
- Member, Critical Incident Advisory Group (created by Michigan State University in 1994 to monitor and advise media and government during Waco-like incidents)
- Associate Professor, Adjunct Faculty, Department of English (Journalism), CUNY '75-'78

Recent Publications

- Washington Times Op-Ed: Fighting Terrorism Aug. 12, 1996
- Men's Health Magazine: Vasectomy Reversal 1995
- Newsday Op-Eds on Terrorism 1995
- Die Zeit (The Times of Germany) Op-Ed on Terrorism 1995
- American Journalism Review Articles on Waco 1993, CNN 1991, Race Relations 1990

References

Tim Rudell CONUS 202-467-5600
Bob Weiner, Director of Public Affairs,
White House Drug Policy 202-395-6626

Vic Ratner ABC News, 202-222-7777

FAX COVER SHEET

TO: Sandy Thurman

FAX NUMBER: 202.632.1096

FROM: Chris Bley

FAX NUMBER: 310.396.8206

DATE: 7/7/97

July 6, 1997

Dear Sandy,

I hope you had a great July 4th weekend. Things were pretty tough out here in L.A. On Thursday it was 75 degrees, followed by three straight days of the 80's for the weekend. Needless to say I spent the the whole vacation either at the beach or at parties on the edge of the sand.

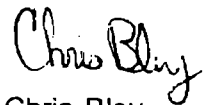
Other than that not much new out here. I just finished being an assistant teacher to kids with learning disabilities about two weeks ago. I am in the midst of deciding what to do for the summer. What do you think of professional beach goer? Unfortunately, I have yet to hear from the Peace Corps. When I last spoke to my recruiter I was told that they have until September 10th to inform of where I will be going. I believe I told you about the Baywatch shoot over the phone the last time we spoke. Well, I filmed it two weeks ago. It is about a radio DJ who exposes the private lives of the Baywatch lifeguards. Let me tell you, it was rough--between filming on the sand, in the water, and with beautiful women in bikinis; I was obviously just dead tired when it was all done. The producers still haven't set an air date for the show, they probably won't know until early to mid-August, but when I find out I will be sure to let you know. Just think, if Baywatch is shown where the Peace Corps sends me I could end up a celebrity at my future home. Speaking of celebrities, I was babysitting a couple of Saturday's ago and saw your interview on MSNBC, it looks as if I may have some competition.

Lastly, I have enclosed the resume of a friend of mine, Andy Buczek. We recently went to Las Vegas (yes, I lost) and he mentioned to me that he had sent your office a copy of his resume. I don't know if it reached your desk or not, but I thought I might help him out. Andy worked directly with me in the Transportation Department last year in Chicago. Initially, he assisted me (as a volunteer) in organizing our United Center training sessions. He was then hired on as staff and after proving his abilities was given the job of scheduling 500 volunteer drivers for last year's Convention. He worked with Cameron Moody in the Fleet Department. Andy has been trying to get to D.C. for about four months now and is interested in public policy. He was a life-saver to me as a volunteer (we spent a full week working from 9AM-midnight organizing the volunteers into their respective departments--Fleet, Bus, and Special Services) and was always calm under pressure. During the week of the Convention he had to constantly manage schedule changes and find substitute drivers.

That is about it, if you have questions you can call me at 310.450.5889. Any help you can give Andy would be greatly appreciated.

I hope you are doing well and as soon as I find out about the Peace Corps I will let you know. Looking forward to our next communication--because that means the wait, the tension and the anxiety are over because I'll know where the heck I'm going!

Take care,



Chris Bley

Andrew J. Buczek
1063 W. Columbia, Apt. 409
Chicago, IL 60626
(773) 381-2128

Work Number (312) 902-4300

EDUCATION:

Loyola University of Chicago
Bachelor of Science, May 1996
Majors: Political Science and Criminal Justice
Cumulative GPA: 3.92/4.0

WORK EXPERIENCE:

Contact/Chicago, Chicago, IL

Present

- Office Manager at one of Chicago's leading destination management companies.
- *responsible for booking all portions of programs
- *maintain program calendar with added programs, canceled programs and meetings
- *develop actual client proposals based upon research of venues, food, etc.

Democratic National Convention Committee, Chicago, IL

Summer 1996

- Promoted from volunteer to full-time staff in the Transportation Department
- *responsible for scheduling more than 500 volunteer drivers for the Convention
- *assisted in organizing volunteer pool of 1,300 applicants for the entire Transportation Department
- *developed training program for volunteers
- *drove DNCC vehicles for visitors and guests as needed

Audio Visual Services, Loyola University Chicago

1993-1996

- Promoted from delivery person to supervisor of night shift
- *responsible for the delivery of equipment to classrooms
- *handle questions and complaints of professors
- *organize delivery schedule for the following day

INTERNSHIPS:

Chicago 96, Chicago, IL

Spring 1996

- *recruited and interviewed potential volunteers
 - *supervised and assigned tasks to current interns and volunteers
 - *evaluated volunteer applications and made specific task assignments
- District office of Congressman James Barcia, Bay City, MI**
- *clarified issues and outlined the Congressman's position in telephone discussions and letters to constituents
 - *researched and responded to constituent inquiries and casework
 - *updated Washington D.C. office of local developments

Summer 1996

Washington D.C. office of Congressman James Barcia, Bay City, MI

Summer 1995

- *responded to constituent letters regarding numerous issues
- *attended meetings on behalf of the Congressman's office
- *aided in tabulating and responding to constituent questionnaires

ACTIVITIES AND ACCOMPLISHMENTS

- *Volunteer with the Presidential Inaugural Committee 1997
- *Selected Outstanding Graduate in Criminal Justice 1996
- *Dean's list at Loyola University Chicago 1992-1996
- *Member of Phi Beta Kappa Honor Society 1995-1996
- *Vice President of Alpha Sigma Nu, Jesuit Honor Society 1995-1996
- *Selected as delegate to Student Conference on U. S. Affairs at the U. S. Military Academy Nov. 1995
- *Selected as Outstanding Junior in Criminal Justice 1995
- *Selected as Emerging Leader at Loyola University 1992
- *Member of Residence Hall Government 1992-1993
- *Captain of Loyola University Baseball Club 1993-1996

July 16, 1997

MEMORANDUM FOR THOMAS SHEA

FROM: Daniel Montoya, Executive Director

RE: Presidential Advisory Council on HIV and AIDS

I am enclosing a resume sent to me by Benjamin Narvez Lacen for your information. I will be calling you later this week to discuss potential nominees for the Council.

cc: Sandra L. Thurman
Eric Goosby, MD
R. Scott Hitt, MD
Betsy D'Jamoos

*file
resumes*

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
004. letter	Benjamin Lacen to Nomination Committee re: Council (Personal) [partial] (1 page)	00/00/0000	b(6)

COLLECTION:

Clinton Presidential Records
National AIDS Policy Office

OA/Box Number: 19397

FOLDER TITLE:

Admin - Resumes [1]

2018-0764-F

jm2135

RESTRICTION CODES

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

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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(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

Presidential Advisory Council
Nominations Committee
Washington, D.C. 20005

Dear Nominations Committee:

[004]

This letter serves to indicate my desire to be favorably considered for inclusion on the Presidential Advisory Council on HIV/AIDS.

(b)(6)

San Juan continues to be one of the hardest hit cities in the U.S. as it pertains to HIV/AIDS. The impact of the Puerto Rican epidemic upon the Mainland, and vice a versa, is inseparable. It is, therefore, important that the peculiarities and commonalities experienced by the non-Mainland United States be reflected in the advise, guidance and plans provided to the White House and the Nation.

In recent years, my HIV-related service and experiences have broadened to the international context, especially as it relates to both Latin America and the Caribbean. During a U.S. Agency for International Development (USAID) "town meeting" recently held in Chile, I was called upon to share with Latin American partners the lessons learned from the Puerto Rican and American response to HIV. Most recently, I have become a charter member for the multinational Caribbean Regional Network of People Living with HIV/AIDS (CRN+). These important "Lessons Without Borders" opportunities reflect the reality that we as American people have instrumental roles and impact upon HIV/AIDS both within and around our borders.

Whether for the representation of issues specific to people who live with HIV, or of Puerto Ricans or other non-Mainlanders, or american people of color, or those of us who are actively part of the "global village", or just as another significant voice in the American mosaic, I believe I would be of significant service to the Committee. I trust the enclosed information will provide a fuller context of my experience and expertise.

Should further information be desired, please do not hesitate to contact me.

Sincerely,

Benjamín Narváez Lacén
Benjamín Narváez Lacén

Withdrawal/Redaction Marker

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DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
005. resume	re: Benjamin Lacen (Personal) (4 pages)	00/00/0000	b(6)

COLLECTION:

Clinton Presidential Records
National AIDS Policy Office

OA/Box Number: 19397

FOLDER TITLE:

Admin - Resumes [1]

2018-0764-F

jm2135

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]
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- P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
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C. Closed in accordance with restrictions contained in donor's deed of gift.

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RR. Document will be reviewed upon request.

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

Set -

As requested

DEM

Lynne M. Cooper, D.Min.

**4385 Maryland Avenue
St. Louis, MO 63108**

EDUCATION

Doctor of Ministry, Eden Seminary, St. Louis, MO. Emphasis on supervision and counseling. Completed in 1990.

A.C.P.E. 7 units (2 Supervisory, 4 Advanced, 1 Basic) of Clinical Pastoral Education. Barnes Hospital, St. Louis, MO, Southern Baptist Hospital, New Orleans, LA. Completed in 1988.

Master of Arts, Theology, University of Notre Dame, Notre Dame, IN. Completed in 1986.

Youth Ministry Certification, The Northeast Center for Youth Ministry, Patterson, NJ. Completed in 1984.

Graduate coursework in theology, divinity, and psychology (22 hours), The University of Notre Dame 1986; Loyola University of Chicago 1977; St. Louis University 1974-76.

Bachelor of Arts, English, Fontbonne College, St. Louis, MO. Completed in 1973.

**PROFESSIONAL
EXPERIENCE**

- | | |
|------------------------|--|
| 1996-
1989- | President
Executive Director , DOORWAYS, An Interfaith AIDS Residence Program. St. Louis, MO. |
| 1986-1988 | Chaplain; Chaplain Resident; Supervisor in Training , Barnes Hospital, St. Louis, MO. Clinical Specialties include HIV/AIDS, organ transplant, bone marrow transplant and neurosurgery. |
| 1981-1985 | Pastoral Associate , St. Francis Church, Cartersville, GA.
Youth Ministry Consultant and Site Director , Rural Education and Family Life Team, "3 Cs" Area, NW Rural Deanery, Archdiocese of Atlanta, GA. |
| 1976-1981 | Teacher, English and Personal Counselor , Roncalli High School, Indianapolis, IN. |

FEDERAL GRANTS

- 1994 HUD 811: \$2.7 million for Persons with HIV.
- 1993 Supportive Housing: \$2.35 million for a residential care facility
- 1991 HUD 811: \$2.9 million set aside for persons with HIV
- 1990 Supportive Housing Demonstration Program, Permanent Housing for the Handicapped Homeless: \$261,803 Renewal, 1993: \$554,375

ACTIVITIES

- 1997 St. Louis 2004, Regional Committee to transform St. Louis region by the anniversary of the 1904 World's Fair
- 1997 ASK (Adults Supporting Kids) civic committee for endorsement and selection of local school board candidates
- 1996 National AIDS Housing Coalition Board of Directors
- 1995-1996 Leadership St. Louis (now Focus St. Louis)
- 1995- Fontbonne College Founder's Day Award
- Spirit of Deaconess Award
- St. Louis Regional HIV/AIDS Planning Council
- Leadership St. Louis (now Focus St. Louis)
- National Consultant on AIDS Housing Issues
- 1993- Member, Missouri AIDS Council
- Recipient, Administrator's Citation, Health Care Financing Administration, United States Department of Health and Human Services
- 1992- Member, Missouri Ryan White Advisory Committee
- Member, Committee Chair, St. Louis Ryan White Care Consortium
- 1990- Instructor, "Psycho-social and Spiritual Issues of AIDS," AIDS Pastoral Care Training, Thompson Center, St. Louis
- Member, Washington University School of Medicine AIDS Clinical Trial Unit Community Advisory Council
- 1989 Member, St. Louis AIDS Network
- Member, Metropolitan AIDS Task Force
- Instructor, "Staff Stress and AIDS Care Issues," St. Mary's Health Center
- Workshop Coordinator/Instructor, *Are Religious Communities Immune?*
- Workshop for Roman Catholic Religious Community, St. Louis
- Presenter, St. Louis University Medical Center, *AIDS Update: Medical, Legal, and Ethical Dilemmas*
- 1988-1989 Member, Board of Directors (Secretary, Executive Board), DOORWAYS, the Interfaith AIDS Residence Program
- 1987- Member, St. Louis AIDS Interfaith Network, Chair, Education Committee
- Speaker on "AIDS, Psycho-Social Issues" and "AIDS and Stress for the Caregiver" for numerous religious and health service related groups
- Coordinator, Trainer, St. Louis AIDS Pastoral Care Group
- 1986 Ethics Faculty: Barnes Hospital Nurses' Refresher Course, St. Louis

MIGUEL A. MILANES

Home: 1917 SW 18th Street
Miami, Florida 33145
(305) 854-6607

Office: 1444 Biscayne Boulevard, Suite 350
Miami, Florida 33132
(305) 377-5022
Fax: (305) 377-5108

QUALIFICATIONS SUMMARY:

Twenty years experience in program administration, planning, public relations and supervision of multi-cultural staff. Skilled in the preparation, review, evaluation and management of budgets, grants, and contracts. Extensive program development experience at the federal, state, and local levels. Outstanding communications skills.

PROFESSIONAL EXPERIENCE:

1995- Present FLORIDA DEPARTMENT OF HEALTH
Office of HIV/AIDS Services
Miami, Florida
HIV/AIDS Program Coordinator-Dade/Monroe counties

Responsible for the overall supervision of health education risk reduction activities, community based HIV prevention initiatives, contracted minority AIDS prevention initiatives, professional HIV/AIDS training (104, 501, AIDS in the workplace, safer sex), community planning for HIV prevention, HIV anonymous counseling and testing, community planning for patient care, and AIDS Drug Assistance Program in Dade County. Provides technical assistance and consultative support to the Executive Administrator to improve the quality and availability of HIV/AIDS services. Coordinates with appropriate offices the development and implementation of the annual budget, grant proposals, and management information systems. Represents the program in national, state and local conferences and meetings and serves as spokesperson to the community and other agencies. Provides technical assistance regarding programmatic and client issues and assists in interpreting rules, policies and standards. Provides direction, counsel, and assistance to administrators, program managers, and staff in Dade and Monroe counties in the management of HIV/AIDS related issues. Serves as the liaison between the Bureau of Disease Intervention in Tallahassee and the health departments in Dade and Monroe counties. Responsible for overall supervision of nine professionals and twenty-one non-professionals.

**1993- 1995 DEPARTMENT OF HEALTH AND REHABILITATIVE SERVICES
AIDS Program Office
Miami, Florida
Operations and Management Consultant II**

Responsible for the supervision of patient care contracted services in Dade and Monroe counties, including contract management and monitoring. Responsible for the assessment of the effectiveness and appropriateness of AIDS contracted services. Supervised the activities of the Ryan White Title II South Florida AIDS Consortium and its committees to ensure compliance with applicable federal and state guidelines. Supervised contract management staff. Served as the District AIDS Coordinator's assistant. Represented the District AIDS Coordinator and the District Administrator in state and district meetings. Supervised three employees.

**1991-1993 DEPARTMENT OF HEALTH AND REHABILITATIVE SERVICES
AIDS Program Office
Miami, Florida
Human Services Program Manager**

Responsible for the development, negotiation, processing, and management of AIDS contracts. Provided technical assistance on contract management procedures and requirements to AIDS service providers. Served as District spokesperson in matters relating to AIDS contracts. Coordinated with Grants and Fiscal offices to ensure monthly reconciliation of contract expenditure logs. Provided technical assistance to county public health units regarding AIDS contract development and management. Developed requests for proposals, programmatic monitoring tools and client satisfaction surveys.

**1990-1991 DEPARTMENT OF HEALTH AND REHABILITATIVE SERVICES
Grants Office
Miami, FL
Grants Specialist IV**

Responsible for providing technical assistance to contract managers regarding the Department's contract management system. Performed administrative monitoring of contracted providers to ensure compliance with applicable rules and regulations. Responsible for reviewing and maintaining over 76 contracts and rate agreements. Conducted contract management training for contract managers. Answered inquiries from program staff regarding purchases of services and administrative and financial procedures. Reviewed requests for proposals to ensure compliance with rules and regulations.

1988- 1989 DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
Supportive Housing Demonstration Program
Washington, DC
Special Assistant to the Director

Processed, reviewed, and made recommendations on housing proposals received from states, local governments and non-profit organizations. Prepared contracts and financial reports for funded projects. Provided guidance, technical assistance and interpretation of federal regulations and policies to program applicants, participants and Departmental staff. Assisted in the development of training materials, operational manuals and application packets. Responsible for preparing weekly reports on homeless housing activity for publication in the Federal Register. Drafted responses to correspondence received by the President, Department Secretary and members of Congress on housing and homeless issues. Developed and implemented federal government's major effort for determining the suitability of surplus properties to assist the homeless.

1976-1988 THE HISPANIC CENTER
Oklahoma City, Oklahoma
Assistant Director

Responsible for the administration and coordination of educational, employment, immigration, community development and citizen participation activities serving over 5000 clients annually. Directed and maintained fiscal department, including developing annual operating budgets, interfacing with funding sources, and executing all contracts. Directed fund raising efforts, including securing new sources of funding, preparing grant applications, and supervising fund raising events. Developed and supervised the State's first scholarship program for Hispanic high school students. Developed curriculum, and taught a nationally acclaimed Spanish course for law enforcement officers. Supervised nine professional staff members.

EDUCATION:

- 1989 BARUCH COLLEGE/CITY UNIVERSITY OF NY**
New York, NY
Master of Public Administration
- 1974 OKLAHOMA CITY UNIVERSITY, OKLAHOMA CITY, OK**
Bachelor of Arts

ORGANIZATIONS:

1996	Metropolitan Dade County HIV Health Services Planning Council
1997	US Department of Health and Human Services Office of Minority Health- National HIV Minority Plan Workgroup

NATIVE AFFAIRS & DEVELOPMENT GROUP

CHARLES W. BLACKWELL, J.D. PRESIDENT & DIRECTOR

BUSINESS DEVELOPMENT • GOVERNMENT AFFAIRS • LEGAL AFFAIRS
PUBLIC RELATIONS • CULTURAL PRESERVATION

Biography of Charles W. Blackwell, J.D.

Charles W. Blackwell (Chickasaw/Choctaw) is the founder of Native Affairs & Development Group in Washington D.C. and serves as its President and Director. Mr. Blackwell is also the Chickasaw Nation Ambassador to the United States of America by appointment of the Chickasaw Governor with confirmation by the Chickasaw Legislature. In addition to the Chickasaw Nation, Native Affairs & Development Group represents the Pueblo of Picuris, the Pueblo of San Juan, and the Eight Northern Indian Pueblos Council in their general Washington affairs. In the last year, he has handled special matters for the Hopi Board of Education, the Osage National Council of Oklahoma, and the Mohegan Tribe of Connecticut. Since 1976, Blackwell has been widely recognized for strongly protecting the Federal-Tribal trust relationship and the sovereignty of American Indian tribes, while also developing strong tribal economies.

Mr. Blackwell was selected by the Secretaries of Commerce, Agriculture, and Interior to serve on the Western States Drought Coordination Council; he is a member of the EPA Director's National Clean Air Action Advisory Committee; and, he serves as the Co-Chairman of the White House Roundtable on Native American HIV/AIDS Policy. Blackwell lectures periodically at the University of Virginia School of Law, The Kennedy School of Government at Harvard and University of Oklahoma School of Law.

Beyond his governmental representation of American Indian tribes and the Chickasaw Nation, Mr. Blackwell facilitates the development of mutually beneficial business development relationships between the private sector and the tribal sector. He feels solid tribal economies are at the heart of maintaining American Indian sovereignty and necessary for future tribal generations.

He was raised by his parents and grandparents in southern Oklahoma, northern New Mexico, and in Lakota Country on the Rosebud and Pine Ridge Sioux Reservations. He received his BA ed. from East Central State College in Ada, Oklahoma in 1964. He taught English at Window Rock High School from 1965-68. He is a 1972 graduate of the University of New Mexico School of Law, where he was an attorney at the American Indian Law Center for two years and director of the Special Scholarship Program in Law for American Indians for five years. He finished his tenure there as the Assistant Dean of the University of New Mexico School of Law and as Associate professor of Law.

Mr. Blackwell lives and works in the District of Columbia. He travels and works extensively throughout Indian Country. His son, Geoffrey, and daughter-in-law, Beth, reside in Boston, Massachusetts. His son and daughter-in-law, Jonathan and Jacy, with granddaughter, Montana, live in Tulsa, Oklahoma.

rev. 8/8/97

**United States
Information
Agency**

WASHINGTON DC 20547-0001



May 13, 1997

Dear Sandy:

Congratulations, again, on your appointment as Director of the White House AIDS team. I only regret I didn't get to know you better here at USIA, working with you. You would have been such an asset in the E/P office.

I had mentioned that I have a friend, Dr. Jenny Blaschke, a pediatrician from Palo Alto, who would love to have the opportunity to work in your office while her husband is on sabbatical from Stanford this fall. (He, by the way, is professor of infectious diseases and will be working with an AIDS task force at NIH). I am enclosing Dr. Blaschke's resume. She has written me that she will be in Washington July 19-22 and would love to come in and meet you at that time, if that would be convenient. I can let her know to call you once you have your office and phone address.

Good luck and hope to see you in the future. Don't get swallowed up in the WH!

Best wishes,

Beth Rule

*P.S. Jenny is a good Democrat - supports
the Clinton ~~of~~ agenda wholeheartedly.*

RESUME

Name: Jeannette M. Blaschke, M.D.
Address: 855 Allardice Way, Stanford, CA 94305
Telephone: (415) 493-0290
Citizenship: United States Citizen

EDUCATION

Vassar College	Poughkeepsie, New York	BA, 1961 Physiology
Columbia University College of Physicians & Surgeons	New York, New York	MD, 1968
London School of Hygiene and Tropical Medicine (Combined Course in Medical Statistics and Epidemiology)	London, England	Certificate, 1981

CLINICAL TRAINING

- 1968-1969 Straight Pediatric Internship, University of California Center for the Health Sciences, Los Angeles, California. Program Director: A. Moss

CERTIFICATES, MEDICAL LICENSURE

- Diplomate, National Board of Medical Examiners (NBME), 1969
- California Medical License No. G22758, 1972

EMPLOYMENT HISTORY

- 1961-1962 Research Assistant, Rheumatology Division, Northwestern University Medical School (Frank Schmid, M.D.)
- 1962-1964 Research Assistant, Department of Surgery, Columbia University College of P & S (Frederick Herter, M.D.)
- 1974-1980 Physician, Pediatric, STD and Family Planning Clinics, San Mateo County Department of Health
- 1976-1977 Pediatrician, Gardner Clinic, San Jose, California
- 1981-Present Physician, Pediatric, STD, Family Planning and Tuberculosis Clinics, San Mateo County Department of Health
- 1995- Volunteer Physician, Rotocare Clinic, Cesar Chavez Academy, East Palo Alto, California

Jennifer Grigas

14 Gaskin Avenue
Spotswood, New Jersey 08884

(732)-251-5758
E-mail: jeliz@worldnet.att.net

Experience:

6/97-11/97

Deputy Finance Director, Democratic Finance '97, a division of McGreevey for Governor, Inc. and Campaign '97, the New Jersey Coordinated Campaign, Woodbridge, N.J.

-Part of a finance team which raised 2.8 Million dollars for McGreevey for Governor and 3.4 million dollars for Campaign '97 in five months.

-Organized fundraising efforts with the International and State labor organizations.

-Organized large scale events.

-Set up and met with potential donors and supporters.

-Prospected across the state for new donors.

-Staffed finance chairs who assisted the campaign's fundraising efforts.

-Staffed candidate on finance meetings.

5/96-6/97

Deputy Finance Director, N.J. Senate Democratic Majority Committee, Trenton, N.J.

Assisted Finance Director in all aspects of fundraising and development.

-Assisted in reaching fundraising goals through calls and maintaining database.

-Planned large scale fundraising events.

-Assisted in the quarterly compliance of New Jersey Election Law.

-Advised and assisted legislative candidates in their fundraising efforts.

-Assisted in the establishment of candidates' campaigns including campaign plans, fundraising plans, press operation, and hiring of campaign staff.

-Organized a candidate campaign training seminar for Democratic candidates.

12/96-6/97

Fundraising Consultant, W. Reed Gusciara for General Assembly, Trenton, N.J.

-Advised on the organization of all fundraising events.

-Handled the compliance reporting in accordance with New Jersey Election Law.

-Maintained and updated all accounts.

1/96-5/96

Staff Assistant, N.J. Democratic State Committee, Trenton, N.J.

-Drafted annual campaign manual for statewide circulation to Democratic leaders and officials on all levels of government.

-Assisted Chairman in fundraising and outreach activities.

-Actively participated in the statewide campaign to recruit Democratic candidates for public office.

9/94-2/96

Medical Records Clerk, The Peer Review Organization of New Jersey, East Brunswick, N.J.

-Developed thorough knowledge of the Medicare system.

-Assisted in organizing the statewide campaign to promote awareness for flu immunizations and mammogram services.

-Investigated medical records.

9/95-12/95

Staff Assistant, U.S. Senator Bill Bradley's Office, Newark, N.J.

-Promoted Statewide events for Senator Bradley

-Provided constituent services for those seeking assistance with federal entitlement programs.

-Monitored federal grant proposals and applications.

Education:

Rutgers, The State University of New Jersey, New Brunswick, N.J.

B.A., History May 1996

Minor: Political Science

REFERENCES AVAILABLE UPON REQUEST.

DOUGLAS HEYL

Post Office Box 10470
Raleigh, North Carolina 27605

Telephone 919-755-6200
Fax 919-821-9068

FAX COMMUNIQUE

DATE:

12/23/97

TO:

Sandy Thurman

FAX #:

202-632-1096

FROM:

Doug Heyl

Pages (including cover sheet)

2

COMMENTS:

Sandy,

*Here is Jennifer's resume. She would
love to talk to the DWC but would like to
talk to you about the non profit world.*

See you soon

Doug

NOTICE: - THE INFORMATION CONTAINED IN THIS FAX MESSAGE IS CONFIDENTIAL INTENDED FOR THE ADDRESSEE ONLY. IF YOU RECEIVE THIS BY MISTAKE PLEASE DESTROY AND CALL US WITH OUR ERROR. THANK YOU FOR YOUR COOPERATION.

Paul W. Dodd

Chaplain (Colonel), U.S. Army
Command Chaplain, U.S. Army Medical Command

1012 Gorgas Circle
Ft. Sam Houston, TX 78234
E-Mail: DoddPW@aol.com

Office: (210) 221-6140
Home: (210) 223-9249
Fax: (210) 221-6112

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DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
006. resume	re: Paul Dodd [Personally Identifiable Information] [partial] (1 page)	00/00/0000	b(6)

COLLECTION:

Clinton Presidential Records
National AIDS Policy Office

OA/Box Number: 19397

FOLDER TITLE:

Admin - Resumes [1]

2018-0764-F

jm2135

RESTRICTION CODES

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

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Paul W. Dodd, D.Min. (Candidate)
1012 Gorgas Circle
Fort Sam Houston, TX 78234
Telephone: (210) 223-9249
Cellular: (210) 710-4756

Alternate Address:
%Mrs. Christi Gillum
2010 Turtle Cove
Bryant, AR 72022
Telephone: (501) 847-4396

PERSONAL INFORMATION

- * Present Employment: Command Chaplain (Colonel), United States Army Medical Command.
- * (b)(6) [006]
- * Son of Reverend and Mrs. Ralph D. Dodd (Jane). Both parents deceased.
- * Married to Jane Ann Wood of Greenwood, Arkansas.
- * Father of two daughters, Christi Lynn Gillum, age 29, and Jeanna Beth Dodd, age 25, and grandfather of Caylie Lane, age 4 years, and Christian, 8 months.
- * Entered active duty with the United States Army in June 1977, after having served 10 years in the Army Reserve and National Guard, and 8 years as a full-time pastor.
- * Served four churches as Minister of Music/Youth during college and seminary.
- * Pastoral specialization in clinical ministry, pastoral counseling and psychotherapy, and the spiritual care of people living with HIV/AIDS.

EDUCATIONAL BACKGROUND

- * Quachita Baptist University
Arkadelphia, Arkansas
Major: Speech and Drama
Related Field of Study: Music
ROTC: 2 years
Graduated May 1963, Bachelor of Arts
- * Southwestern Baptist Theological Seminary
Fort Worth, Texas
Theology and Pastoral Care
Graduated May 1968, Master of Divinity
- * Southwestern Baptist Theological Seminary
Fort Worth, Texas
Religious Education
Graduated May 1969, Master of Arts (Religious Education)

EDUCATIONAL BACKGROUND (continued)

- * Garrett-Evangelical Theological Seminary
Evanston, Illinois
Pastoral Counseling and Psychotherapy
Doctor of Ministry (Candidate)
- * Clinical Pastoral Education (Basic and Advanced)
Walter Reed Army Medical Center
Washington, DC
Residency: August 1986-August 1987
- * The Ecumenical Center for Religion and Health, San Antonio,
Texas
Counseling Supervision and Clinical Pastoral Education,
January 1994-Present
- * Licensed Professional Counselor (Texas Temporary License
#53402)

MILITARY SCHOOLS

- * Chaplain Officer Basic Course, 1968
- * Chaplain Officer Advanced Course, 1976 and 1982
(Area of Specialization: Marriage and Family Therapy)
- * Combined Arms and Services Staff School, 1985
- * Command and General Staff College, 1991

PROFESSIONAL ORGANIZATIONS

- * Member of the Senior Advisory Council, Chief of Chaplains
- * Association for Clinical Pastoral Education (Clinical
Member) - (Will apply for membership in the College of
Chaplains and the American Association of Pastoral
Counselors)
- * American Society of Military Pastoral Educators
- * American Public Health Association-Caucus on Public Health
and Faith Community
- * National Association of Alcoholism and Drug Abuse Counselors
- * Texas Association of Alcoholism and Drug Abuse Counselors
- * The Military Chaplains Association
- * U.S. Army Chaplain Corps Regimental Association
- * The Baptist Peace Fellowship
- * Alliance of Baptists
- * Association of the United States Army
- * Association of Military Surgeons of the United States

MILITARY AWARDS

- * Meritorious Service Medal with Five Oak Leaf Clusters
- * Army Commendation Medal with One Oak Leaf Cluster
- * Army Achievement Medal
- * Army Superior Unit Award
- * National Defense Service Medal
- * Armed Forces Reserve Medal
- * Army Reserve Components Achievement Medal
- * Army Service Ribbon
- * Overseas Service Ribbon
- * Member of the Order of Military Medical Merit,
7 February 1990
- * Appointed "Friend of the Regiment," U.S. Army Medical
Department, by the Surgeon General, February 1990

EXPERIENCE (Military)

June 1994 to Present	Command Chaplain, U.S. Army Medical Command, Fort Sam Houston, Texas
July 1992 to June 1994	Chief, Department of Ministry and Pastoral Care, Brooke Army Medical Center, Fort Sam Houston, Texas
August 1990 to July 1992	Deputy Chief, Department of Ministry and Pastoral Care, Walter Reed Army Medical Center, Washington, DC
August 1987 to August 1990	Chief, Department of Ministry and Pastoral Care, Heidelberg Medical Station Hospital, and 130 th Station Hospital, Heidelberg, Germany
June 1982 to August 1986	Deputy Post Chaplain, Fort Myer, Virginia, Military District of Washington; Deputy Post Chaplain and Senior Protestant Pastor
November 1980 to November 1981	Post Chaplain, Camp Page, Korea Staff Chaplain, Area II Support Activity (Korea); and Pastor of Post Chapel

EXPERIENCE (Military) (continued)

July 1977 to November 1980	Division Support Command Chaplain, Fort Campbell, Kentucky; DISCOM Chaplain, 101 st Airborne Division (Air Assault); and Pastor of South Chapel
March 1971 to July 1977	Battalion Chaplain, 39 th Infantry Brigade (Sep), Arkansas Army National Guard, Little Rock, Arkansas
December 1968 to March 1971	Hospital Chaplain, 94 th General Hospital (USAR), Mesquite, Texas
May 21, 1967	Commissioned 2LT in the Chaplain Candidate Program, USAR

EXPERIENCE (Civilian)

July 1972 to June 1977	West Helena Baptist Church West Helena, Arkansas - Pastor
June 1969 to July 1972	First Baptist Church Tyronza, Arkansas - Pastor
August 1966 to June 1969	Bolivar Baptist Church Bolivar, Texas - Pastor

REFERENCES:

Last three military evaluation reports are enclosed.

Additional References:

Homer Bain, PhD
Ecumenical Center for Religion and Health
8310 Ewing Halsell Drive
San Antonio, TX 78229-3715
Phone: (210) 616-0885

Carl K. Towley, DMin
Berkshire Medical Center
725 North Street
Pittsfield, MA 01201
Phone: (413) 447-2251

Kamal Dyal, MD
Clinical Director, Medical Evaluation Unit
Brooke Army Medical Center
ATTN: MCHE-MDI-4W
3851 Roger Brooke Drive
Fort Sam Houston, TX 78234-6200

George Fitchett, DMin
Dept of Religion, Health, & Human Values
Rush Presbyterian-St. Luke Medical Cen
1653 West Congress Parkway
Chicago, IL 60612-3833
Phone: (312) 942-5000, Ext. 21183

David Hogue, PhD
Garrett-Evangelical Theological Seminary
2121 Sheridan Road
Evanston, IL 60201
Phone: (847) 866-3982/3983

DETAILED JOB DESCRIPTIONS

Command Chaplain, U.S. Army Medical Command, Fort Sam Houston,
Texas

July 1994 - Present

Duties Include: Directs the work of healthcare chaplains throughout the United States Army Medical Command which operates 8 Medical Centers, 47 hospitals, 73 separate clinics, 172 dental clinics, 14 biomedical research academies, employing 74,000 military/civilian employees with an operating budget of over \$5 billion annually. Supervises 96 active duty chaplains, 44 reserve chaplains, 60 enlisted personnel, and the civilian employees, contractors, and volunteers who staff chaplain activities in the United States, Europe, and the Pacific. Serves as Executive Agent for the Army's four fully accredited Clinical Pastoral Education Centers, providing both clinical residency and supervisory programs of instruction. Manages personnel, logistical, and financial resources in support of clinical pastoral care throughout the Army. Serves with the Conference of Senior Federal Health Care Chaplains of the Army, Navy, Air Force, Veterans Administration, Federal Prisons, and the National Institutes of Health in forecasting and responding to future challenges of healthcare ministry. Serves on the Army Chief of Chaplains Senior Advisory Council, and provides guidance to the Surgeon General of the Army in the area of religious support, healthcare ethics, and clinical ministry.

Chief, Department of Ministry and Pastoral Care, Brooke Army
Medical Center, Fort Sam Houston, Texas

July 1992 - June 1994

Duties Included: Chief, Department of Ministry and Pastoral Care, Brooke Army Medical Center. Responsible for planning and coordinating a comprehensive program of pastoral care to the patients and family members of a 474 bed major medical center, and to the supporting staff of 3279 military and civilian personnel. Provided technical supervision to chaplain personnel assigned to community hospitals throughout a sixteen state catchment area and Panama. Led the department in preparation for inspection by the Joint Commission for the Accreditation of Healthcare Organizations (JCAHO), and assured ongoing training and competency of all assigned personnel. Managed personnel, logistical, and financial resources of the department, and advised the Commander on all matters of religion, morale, and ethics within the medical center.

Deputy Chief, Department of Ministry and Pastoral Care, Walter Reed
Army Medical Center, Washington, DC
August 1990 - July 1992

Duties Included: Served as Deputy Chief, Department of Ministry and Pastoral Care for Walter Reed Army Medical Center. Provided comprehensive pastoral care for the 1280 bed major medical center, and to the supporting staff of 7900 military and civilian personnel. Supervised all hospital chaplains and Clinical Pastoral Education staff in an ongoing ministry of pastoral care throughout the medical center. Responsible for overall departmental administration, professional development, patient coverage, and committee assignments. Coordinated around-the-clock, comprehensive pastoral support for injured soldiers returning to Walter Reed for treatment from Desert Storm.

Staff Chaplain, Heidelberg MEDDAC and 130th Station Hospital,
Federal Republic of Germany
August 1987 - August 1990

Duties Included: Chief, Department of Ministry and Pastoral Care of the 130th Station Hospital, Heidelberg, Germany. Provided comprehensive pastoral care to the patients of a 120 bed hospital, 7 outlying clinics, and the 900 assigned military and civilian staff members and their families. Conducted a wide range of religious support activities, including worship, retreats, Bible studies, and professional development activities. Supervised assigned staff and volunteers, and managed the logistical and financial resources of the department.

Deputy Post Chaplain and Senior Protestant Pastor, Memorial Chaple,
Fort Myer, Virginia
June 1982 - August 1986

Duties Included: Senior Pastor to the General Protestant Community of Fort Myer, including personnel assigned to the Pentagon, the 3d U.S. Infantry Regiment ("The Old Guard"), the United States Army Band, and members of the joint services living in the National Capitol Area. Preaching, liturgy, and comprehensive pastoral care for the Fort Myer community and installation chapels. Funerals in Arlington National Cemetery, weddings and ceremonies in the National Capitol Area. Oversight of the installation chaplain's personnel, financial, and logistical resources. Coordination of ecumenical and community-wide events, including retreats, musical events, seasonal services, and prayer breakfasts.

Post Chaplain, Camp Page, Korea
November 1980 - November 1981

Duties Included: Chaplain coverage for the Camp Page/Chun Cheon area and installations, interface with Korean clergy and community leaders, conduct of a full range of congregational programs, pastoral counseling, management of logistic and financial resources, professional development, and coordination of chaplain support for major joint military exercises. Command guidance on all matters relating to the climate of religion, ethics, and morale of American soldiers and their family members assigned to the Area II Support Activity/Korea.

Division Support Command Chaplain, Fort Campbell
July 1977 - November 1980

Duties Included: Comprehensive religious support to the 3600 soldiers and their families assigned to the Division Support Command, 101st Airborne Division(Air Assault). Staff supervision, professional development, preaching and pastoral leadership, religious education coordination, volunteer enlistment, training and utilization, fund and facility management. Conduct of personal effectiveness training seminars, marriage enrichment training, and spiritual retreats.

Battalion Chaplain, 39th Infantry Brigade, Little Rock, Arkansas

Duties Included: Religious services, pastoral counseling, field exercises, annual training, visitation to outlying units, administrative duties as assigned, staff coordination, and initiation of a program of lay volunteers to include recruiting, training, and program coordination.

Hospital Chaplain, 94th General Hospital (USAR)
December 1968 - March 1971

Duties Included: Patient visitation and pastoral counseling, pastoral support to soldiers and staff, religious services, teaching, field exercises, annual training, administrative duties as assigned.

HIV/AIDS MINISTRY

Worked in HIV/AIDS Ministry with the United States Army Medical Command since the fall of 1986, and successfully completed the Army Surgeon General's HIV Educator Certification Course. Presented a specialty session on the "Spirituality of Living with HIV/AIDS" to the 5th Biennial HIV/AIDS Symposium of the Army Surgeon General in June 1994, and a plenary session at the Surgeon General's Sixth Biennial HIV/AIDS Symposium in August 1996. Provided HIV/AIDS instruction at the Army Medical Center and School, Walter Reed Army Medical Center, Brooke Army Medical Center, Eisenhower Army Medical Center, Madigan Army Medical Center, and to numerous other military and civilian groups. Provided individual counseling, formation and conduct of ongoing HIV/AIDS support groups, and networking with military and civilian healthcare providers. Served on the San Antonio Ryan-White Allocation Panel, and presently involved in clinical research with Clinical Investigations, Brooke Army Medical Center, on the "Effects of Spiritual Resources on Quality of Life Issues for HIV/AIDS Beneficiaries in the Military."

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007. forms	re: Paul Dodd's Army evaluation reports (Personal) (6 pages)	00/00/0000	b(6)

COLLECTION:

Clinton Presidential Records
National AIDS Policy Office

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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]

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

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