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# FOIA MARKER

**This is not a textual record. This is used as an  
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Library Staff.**

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**Record Group/Collection:** George H.W. Bush Presidential Records  
**Collection/Office of Origin:** Chief of Staff, White House Office of  
**Series:** Card, Andrew, Files  
**Subseries:**

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**OA/ID Number:** 02719  
**Folder ID Number:** 02719-005b

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**Folder Title:**  
Resumes - File 3 [2]

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**Stack:**

**G**

**Row:**

**15**

**Section:**

**21**

**Shelf:**

**6**

**Position:**

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## Withdrawal/Redaction Sheet (George Bush Library)

| Doc. No. / Type | Subject/Title                                                                          | Date     | Restriction | Classification |
|-----------------|----------------------------------------------------------------------------------------|----------|-------------|----------------|
| 01. Form        | Chase Untermeyer to William Abbott, re: Personnel application information. (1 pp.)     | 06/08/89 | (b)(6)      |                |
| 02. Memo        | To Governor Sununu, re: Sam Watson. (1 pp.)                                            | 05/22/89 | (b)(6)      |                |
| 03. Memo        | Andy Card to Chase Untermeyer, re: Personnel guidance. (1 pp.)                         | 05/04/89 | (b)(6)      |                |
| 04. Resume      | Re: Willar (Bill) Phillips, Jr.; contains Personally Identifiable Information. (6 pp.) | n.d.     | (b)(6)      |                |

Page 1 of 1

**Collection:**

**Record Group:** Bush Presidential Records  
**Office:** Chief of Staff, Office of the  
**Series:** Card, Andrew A., Files  
**Subseries:**  
**WHORM Cat.:**  
**File Location:** Resumes - File 3 [2]

**Pinksheet Number:** RML16099  
**OA/ID Number:** 02719-005b  
**Date Closed:** 2/28/2025  
**FOIA/Sys Case #:** 2025-0373-S  
**Re-review Case #:**  
**P-2/P-5 Review Case #:**



file

THE WHITE HOUSE

WASHINGTON

July 7, 1989

Dear Rey,

Thank you for your letter of June 29, 1989, and your kind remarks about my participation at the New England States briefing.

Please know that I will be happy to contact the Office of Presidential Personnel regarding J. Dennis Delaney's interest in a position with the Department of State.

With best wishes,

Sincerely,



Andrew H. Card, Jr.  
Assistant to the President  
and Deputy to the Chief of Staff

Mr. Rey Post, Director  
Corporate and Political Affairs  
Macro Systems, Inc.  
Suite 300  
655 - 15th Street, N.W.  
Washington, D.C. 20005

June 29, 1989

The Honorable Andrew H. Card, Jr.  
Assistant to the President, and  
Deputy to the Chief of Staff  
The White House  
Washington, D.C. 20500

Dear Andy:

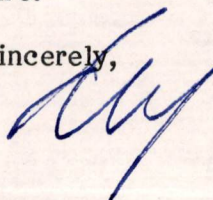
I very much enjoyed hearing your remarks on the President's current issue agenda during this week's White House briefing for the New England states. I only wish I had had a chance to say hello to you following your presentation.

The new president of the 1994 soccer World Cup Organizing Committee has just about completed his move from California to Washington, and we will very soon be meeting with others on our management team to plot our activities for the remainder of 1989. I'll keep you apprised of our actions.

On another matter, I just want to plug a Vermonter who is seeking an appointment at State. He has gone through all the "171 et al" drills and Ron Kaufman knows him, so my message in case you hear about him is that he has been a loyal supporter/campaign worker for the President (re: J. Dennis Delaney).

I look forward to speaking with you in the future.

Sincerely,



Rey Post  
Director, Corporate and  
Political Affairs

RP:lw



8 July 89

THE WHITE HOUSE  
WASHINGTON

AC has seen ✓

TO: Andy Card

FROM: CHASE UNTERMEYER  
Assistant to the President  
and Director of Presidential Personnel

re Basil Battaglia

I responded to  
Castle on his questions  
(copy available if you'd  
like).

But Elsie Hillman  
won the Delaware River  
contest with her  
Penn. candidate.

Chase



THE WHITE HOUSE  
WASHINGTON

Date: 6/30

FOR: Chase

FROM: ANDY CARB

*Andy*

☒ Action

☐ Your Comment

☐ Let's Talk

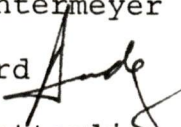
☐ FYI

*Anything new on this?*

MEMORANDUM

THE WHITE HOUSE  
WASHINGTON

April 21, 1989

TO: Chase Untermeyer  
FROM: Andy Card   
SUBJECT: Basil Battaglia

Attached is a copy of a letter I received from Governor Mike Castle (R-Delaware) inquiring about the possibility of appointing Basil Battaglia, State GOP Chairman, to a Commission.

Would your office be good enough to provide me with the answers to the questions listed so that I may respond to the Governor.

Thank you.

Attachment

GOVERNOR  
DOVER, DE 19901



STATE OF DELAWARE  
OFFICE OF THE GOVERNOR

MICHAEL N. CASTLE  
GOVERNOR

April 17, 1989

Andy Card, Special Assistant to the President  
Intergovernmental Affairs  
The White House  
1600 Pennsylvania Avenue  
Washington, D.C. 20500

Dear Andy:

I was wondering if you might be able to help resolve some questions regarding the Commission appointment for Basil Battaglia that we talked about last week. We need to find out this information so that we can determine whether or not this is a suitable appointment for him. They are as follows:

- (1) As you know, Basil is State GOP Chairman here in Delaware. Do positions on this Commission fall under the Hatch Act?
- (2) Are these positions considered full or part-time jobs? How much time is required to be spent in Washington.
- (3) Are Commission members provided with an office and office staff?
- (4) Are health benefits and a pension attached to this position?
- (5) What is the salary of Commission members?

Andy, I would very much appreciate your help in finding these answers. We have had some difficulty in trying to do so ourselves. Thank you very much, and I look forward to hearing from you soon.

Sincerely,

A handwritten signature in cursive script, appearing to read "Mike".

Michael N. Castle

MNC/cck



8 July 1989

THE WHITE HOUSE  
WASHINGTON

AC has seen ✓

TO: Andy Card

FROM: CHASE UNTERMEYER  
Assistant to the President  
and Director of Presidential Personnel

re Greg Evans

No joy for Evans on  
the DAS job at  
Interior. (A woman  
was selected.)

My staff is continuing  
to work with him.  
We consider him  
hi-pri due to his  
GB support.

Chase

# Gregory C. Evans

8400 Oakford Drive  
Springfield, Virginia 22152  
(703) 644-1227

June 1, 1989

Mr. Andrew Card, Jr.  
6815 Brisbane Street  
Springfield, VA 22153

Dear Andy:

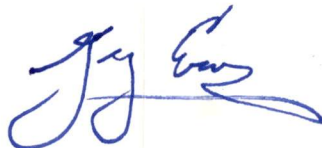
I would appreciate it if I could ask your assistance on a matter. I am a candidate for the position of Deputy Assistant Secretary for Water & Science at the Interior Department and would like to fast track the appointment, if possible.

I received White House clearance and high priority status in April and was solicited by Interior shortly thereafter. To-date, I have interviewed with Ms. Peggy Venable, the White House liaison at Interior, and Dr. Harlan Watson, Science Advisor to the Secretary. One of my sponsors, Mr. Dick Richards, the former RNC Chairman, has subsequently talked with Ms. Venable and advised me that he thought the appointment would occur but he did not know the timing.

Since beginning the paper work at Interior in May, I have recused myself from consulting assignments that could represent a potential conflict-of-interest situation. As such, the delay is beginning to have an adverse financial impact on me and my family.

I would like to return to public service and believe, because of my background, that I can make a contribution as the Deputy Assistant Secretary for Water & Science. I would welcome the opportunity, but I cannot afford to remain in an uncertain status for much longer. If there is something you could do, I would appreciate it. I have taken the liberty of enclosing biographical material on me for your information. Thank you.

Sincerely,



Enclosures

## Gregory C. Evans Talking Points

- Interested in being considered for position of Principal Deputy Assistant Secretary for Water & Science at the Department of Interior.
- 13 years experience in the environmental and energy fields managing efforts at the federal government level and in the private sector.
- Served most recently as Associate Director of Public Liaison at the White House with responsibility for the business community. Primary staff contact on energy and environmental issues.
- As a Project Officer at the U.S. Synthetic Fuels Corporation, directed and/or served on teams charged with evaluating, technical, financial, environmental and marketing feasibility of mega-energy projects employing new coal, oil shale and tar sands technologies. Also dealt with water rights and ground water contamination issues.
- Before joining the White House, spent preceding two years with small company discussing water quality in the developing world and introducing a point-of-use water purification technology through international assistance agencies.
- Spent three years as a Congressional staff person in the House serving as a specialist on energy and environmental issues.
- Experienced working with Congress, Executive branch agencies, private domestic and international companies, foreign government representatives, and international agencies.
- Member of 1980 transition team at the U.S. Synthetic Fuels Corporation and of the White House team responsible for preparing President's Board nominees for Senate confirmation.
- Long-time Republican political activist, serving in various Party and/or campaign roles since moving to Fairfax County, Virginia in 1978.
- Served as Bush Coordinator for 22 precinct magisterial district in Virginia, as Senior Advisor to Bush/Quayle '88 Voter Coalitions Group, and as a fundraiser for Victory '88 in Virginia.



GREGORY C. EVANS

8400 Oakford Drive  
Springfield, VA. 22152  
O: (202) 296-5950  
H: (703) 644-1227

PROFILE OF QUALIFICATIONS

More than 13 years progressive experience and training in:

- Business Development
- Political Liaison
- Resource Management
- Coalition Building
- Reorganizing
- Negotiation

EXPERIENCE

WHITE HOUSE

Associate Director, Office of Public Liaison - Representative for President to the Business Community - Coordinate industry interests to advance Administration policy - Communicate business agenda to White House policy staff and executive agencies - Internally, coordinate function of business section with other executive branch offices, particularly, legislative affairs.  
1987 - 1989

MARKET TRUST INTERNATIONAL/INTERNATIONAL HEALTH SYSTEMS, LTD

Vice President of Operations - Directed functions of water purification systems manufacturer/marketer - Represented Company before international development assistance agencies and foreign government officials - Negotiated off-shore manufacturing capability and international sales contracts.  
1985 - 1987.

U.S. SYNTHETIC FUELS CORPORATION

Project Officer - Directed corporate outreach effort to encourage companies to sponsor projects - Supervised project review teams charged with evaluating multi-million dollar project proposals - Served on two task force/special committees on policy formulation and as troubleshooter for Senior Vice President.  
1982 - 1985.

Assistant Vice President, External Relations - Directed daily operations of division having liaison responsibility with Congress, Industry, State and Local Governments, Media and general public - Developed and administered \$1 million budget.  
1981 - 1982.

U.S. HOUSE OF REPRESENTATIVES

Senior Research Associate, House Republican Study Committee - Advised Members of Congress on energy and environmental issues - Analyzed and wrote on energy and environmental subjects - Advised on impacts of proposed legislation, drafted alternatives - Served on three special private/public task forces on energy policy and organization.  
1978 - 1981.

## NATIONAL ASSOCIATION OF MANUFACTURERS

Staff Analyst, Legislative Information - Drafted NAM position paper on divestiture of domestic energy companies - Edited weekly newsletter - Researched, wrote and published study on industry lobbying techniques reported on in Business Week, National Journal, and trade publications - Served as Liaison between NAM field personnel and Washington staff.  
1977 - 1978.

## RHODE ISLAND STATE GOVERNMENT

Equal Employment Opportunity Manager/Contract Compliance Officer - Supervised department-wide effort in Governor's Office and State Commissions to revise personnel policies to meet federal and state E.E.O. requirements - Directed effort resulting in first Affirmative Action plan for department ever signed by a Governor.  
1975 - 1976.

## SELECTED ACCOMPLISHMENTS

REBUILT three service organizations; EXPANDED membership; REORGANIZED management structure; INCREASED SERVICES; FORGED COALITIONS with similar entities.

PLANNED, STRATEGIZED, and IMPLEMENTED counter-strategy in hostile congressional hearing setting for national quasi-public organization; recruited assistance of organization's natural constituencies; EXPANDED INTELLIGENCE-gathering FUNCTIONS; prepared executives for line of questioning.

CONVINCED three Fortune 100 companies collectively to submit multi-billion dollar project proposal to government corporation; MEDIATED among all parties; kept decision schedule on track.

ANALYZED organizational structure of quasi-governmental entity as appointee to TRANSITION TEAM for U.S. PRESIDENT-elect; RECOMMENDED management and POLICY CHANGES; BRIEFED CONGRESS on recommendations; Met with industry to obtain input. Served on WHITE HOUSE TEAM to prepare President's nominee for Chairman for Senate Confirmation Hearings.

STARTED new business for contract marketing company. DEVELOPED business plan; RAISED initial CAPITALIZATION; HIRED MANAGEMENT team and opened markets. NEGOTIATED international vendor CONTRACTS and established overseas marketing capability.

DIRECTED shareholder communications and administrative matters for specialized, MULTINATIONAL, public communications company. ASSISTED in NEGOTIATION of multi-million dollar option contract with BILLION DOLLAR insurance syndicate and buy-out of company by large firm.

## HONORS

Certificate of Commendation, President of the United States  
Outstanding Young Men in America, 1981 Edition  
Presidential Award of Honor, U.S. Jaycees  
Omicron Delta Kappa National Leadership Honor Society

## EDUCATION

|                                           |                                  |      |
|-------------------------------------------|----------------------------------|------|
| M.B.A.<br>(Business/Government Relations) | The George Washington University | 1978 |
| B.S.<br>(Business Administration)         | Bryant College                   | 1975 |



GREGORY C. EVANS

8400 Oakford Drive  
Springfield, VA. 22152  
O: (202) 296-5950  
H: (703) 644-1227

GEORGE BUSH/REPUBLICAN CAMPAIGN EXPERIENCE

GEORGE BUSH FOR PRESIDENT CAMPAIGN

Bush Coordinator for Springfield District, Fairfax County, Virginia

- Established grassroots campaign organization in 22 precinct magisterial district.
- Ran voter identification canvassing effort and telephone bank.
- Arranged election day, "Get out the Vote" effort and carried every precinct.
- Reference: Honorable Robert Cunningham, 8th District Chairman, Bush/Quayle Campaign.

Senior Advisor -- National Voter Coalition Group, Bush/Quayle '88

- Drafted paper on Reagan/Bush Small Business Record for mailing to National Federation of Independent Businesses membership.
- Helped recruit members for Association Executives for Bush Council and assisted effort to establish a "Get out the Vote" program with the associations.
- Worked with Massachusetts businessmen interested in working with the Bush campaign to identify issues and other volunteers.
- Reference: Ms. Kathleen Lydon, Director, Business and Professional Coalitions; National Voter Coalitions, Bush/Quayle '88.

Victory 88/Fairfax County Republican Finance Committee

- Worked with Virginia Victory 88 officials and County Republican officials on numerous fundraisers throughout the County.
- Served as surrogate speaker to Northern Virginia groups.
- Reference: Mr. Ned Monroe and Mr. Jim Beamer of Victory '88 in Virginia and Mr. Bob Lauterberg, Chairman of the Fairfax County Republican Committee.

ADDITIONAL POLITICAL EXPERIENCE

- Finance Committee, Fairfax Republican Committee, Present
- Operations Chairman, Fairfax County Republican Committee, 1987-1988
- White House team to prepare President's nominees to the Board of the U.S. Synthetic Fuels Corporation for Senate confirmation. 1981
- Transition team for President-elect Reagan. 1980-1981
- Springfield District Vice Chairman, Fairfax County Republican Committee, 1978-1981



THE WHITE HOUSE

WASHINGTON

July 18, 1989

Dear Bill:

Thank you for your letter of July 7th in support of Henry G. Vickers of Medfield.

I will see to it that Mr. Vicker's desire to remain with the Federal Emergency Management Agency either in the region or possibly in a national position is conveyed to the appropriate persons in Presidential Personnel. Again, I appreciate the time you have taken to endorse Henry for reappointment with the Administration.

With best wishes,

Sincerely,



Andrew H. Card, Jr.  
Assistant to the President  
and Deputy to the Chief of Staff

*I'll give you a call soon.*

Mr. William L. Saltonstall  
Room 800  
50 Congress Street  
Boston, MA 02109

WILLIAM L. SALTONSTALL  
50 CONGRESS STREET  
ROOM 800  
BOSTON, MASS. 02109

July 7, 1989

Mr. Andrew H. Card Jr.  
The White House  
Washington, DC 20500

Dear Andy:

You may remember Henry G. Vickers of Medfield who was the Regional Head of the Federal Emergency Management Agency (FEMA). He has been doing this, I believe, since 1984.

Henry tells me he was an active Bush supporter in the '79-80 campaign, as was his wife, Anita, participating in the fundraising.

He, as all your administrators, submitted his resignation to the new President, but I know he hopes that he might remain in FEMA, either here in the region or possibly in a national position.

Henry is, I know, a strong believer in safe nuclear power as part of our national power mix. He has worked hard on many of the Seabrook questions. I understand that in June of last year, he successfully brought about an exercise of off-site plans at Seabrook.

As you may know, last year Henry had a serious health problem but it is my understanding that he has defeated it after major medical treatment and is now as energetic as ever. I know he hopes to remain part of the Bush Administration and would serve it loyally.

With best wishes.

Sincerely,



William L. Saltonstall

md

cc: R. Kaufman

THE WHITE HOUSE

WASHINGTON

July 18, 1989

*Thorn*  
Dear Mr. ~~Mead~~:

Thank you for your letter of June 30 and your interest in serving the Bush Administration.

I have taken the liberty of contacting Presidential Personnel on your behalf to apprise them of your interest in the areas of EPA and HUD.

With best wishes,

Sincerely,

*Andy*  
Andrew H. Card, Jr.  
Assistant to the President  
and Deputy to the Chief of Staff

*Keep in touch! I'll give a special push.*

Mr. Thorn Mead  
57 Webster Street  
Boston, MA 02128



**THORN MEAD**  
57 Webster Street  
Boston, MA 02128  
(617) 569-9593

June 30, 1989

Mr. Andrew Card  
Deputy to the Chief of Staff  
Office of the President  
White House  
Washington, DC 20500

Dear Andy:

I am seeking a federal appointment in the Boston area. My experiences are such that I believe a position at either EPA or HUD would be best. At Andrew Natsios' suggestion, I am writing you to ask for a letter of recommendation for me outlining my efforts in helping to elect George Bush as President. I have enclosed a sample letter for your use if you so desire.

If you have any questions, or would like to speak with me further about this, my home number is 617-569-9593.

Thank you.

Sincererely yours,

A handwritten signature in black ink, appearing to be 'Thorn Mead', written over the closing 'Sincererely yours,'.

Thorn Mead

THE WHITE HOUSE  
WASHINGTON

July 18, 1989

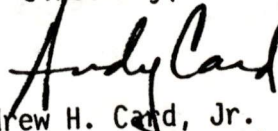
Dear Mr. Desmond:

Thank you for your letter of July 4th and your kind words of support.

Your offer to serve the Bush Administration is greatly appreciated, and I have taken the liberty of forwarding your letter to Presidential Personnel for perusal.

With best wishes,

Sincerely,



Andrew H. Card, Jr.  
Assistant to the President  
and Deputy to the Chief of Staff

Mr. Michael E. Desmond  
Park Merced Towers 6M  
55 Chumasero Drive  
San Francisco, CA 94132

THE WHITE HOUSE

WASHINGTON

July 18, 1989

Dear Mr. Jenness:

Thank you for sending me your resume along with enclosures.

Your offer to serve the Bush Administration is greatly appreciated, and I have taken the liberty of forwarding these materials to Presidential Personnel for perusal.

With best wishes,

Sincerely,



Andrew H. Card, Jr.  
Assistant to the President  
and Deputy to the Chief of Staff

Mr. Alfred J. Jenness  
50 Tenth Street, #10  
Colusa, CA 95932



Republican Central Committee  
of Colusa County



ALFRED JENNESS  
Correspondent/Press Secretary  
(916) 458-4066  
50 Tenth Street, Space 10

P.O. Box 269, Colusa, California 95932

LFRED J. JENNESS  
Tenth Street, # 10  
sa, California 95932  
916) 458-4066 Home  
6) 674-7746 Message

**OBJECTIVE** : To secure a challenging position which will give me the opportunity to utilize my education and previous experience.

**EMPLOYMENT** :

|             |                                                                                       |
|-------------|---------------------------------------------------------------------------------------|
| 1986        | Geosource/Gearhart, Inc. - Hanford, CA.<br>Driller / Laborer                          |
| 1984 - 1986 | Nugget Casino - Reno, NV<br>Chief of Security                                         |
| 1982 - 1983 | Self-Employed                                                                         |
| 1980 - 1981 | Moho Backhoe Company - Martinez, CA.<br>Backhoe Operator / Plumber                    |
| 1978 - 1979 | Crow's Tires, Inc. - Concord, CA.<br>General Manager                                  |
| 1976 - 1976 | Litton Security - Concord, CA.<br>Bonded Courier                                      |
| 1973 - 1976 | Gary's Union 76 - Lafayette, CA.<br>Don's Union 76 - Rheem, CA.<br>Auto Mechanic      |
| 1969 - 1971 | Department of Corrections, State of CA.<br>- San Quentin, CA.<br>Correctional Officer |

**MILITARY SERVICE** :

|             |                                       |
|-------------|---------------------------------------|
| 1971 - 1973 | U.S. Army / California National Guard |
| 1965 - 1971 | U.S. Navy / U.S. Navy Reserve         |

**EDUCATION** :

|             |                                                                                                                                          |
|-------------|------------------------------------------------------------------------------------------------------------------------------------------|
| 1988 - 1989 | Yuba College - Marysville, CA.<br>A.S. ; Business Administration; Accounting;<br>Word Processing<br>A.S. anticipated in Computer Science |
| 1975 - 1988 | Sacramento State University - Sacramento, CA.<br>B.A. : Criminal Justice                                                                 |
| 1973 - 1975 | Diablo Valley Junior College - Pleasant Hill, CA.<br>A.A. : Administration of Justice                                                    |
| 1961 - 1965 | Red Bluff Union High School - Red Bluff, CA.                                                                                             |

- TECHNICAL** : Familiar with basic office procedures; skilled in computer operation as well as word processing.
- PROFESSIONAL** : Instrumental in organizing the Northern Nevada Security Assoc.
- COMMUNITY** : Coordinator of Big Brother / Big Sister Organization of Contra Costa County, California for three years (counseled disturbed and troubled youths).
- Fish and Game Commissioner of Colusa County, California for two years.
- PERSONAL** : Honest, bondable, well organized, meticulous, and tactful; strong interpersonal skills.

REFERENCES AVAILABLE UPON REQUEST

THE WHITE HOUSE

WASHINGTON

July 18, 1989

Dear Bob:

Thank you for sending me a copy of your June 23, 1989, letter to the President urging the appointment of John P. Harris to be Regional Administrator of the Federal Emergency Management Agency for Region I.

Please know that I will be happy to make sure the Office of Presidential Personnel knows of your support of Mr. Harris. Your recommendation is appreciated.

With best wishes,

Sincerely,



Andrew H. Card, Jr.  
Assistant to the President  
and Deputy to the Chief of Staff

Mr. Robert T. McHugh, Jr.  
31 Turner Street  
Salem, Massachusetts 01970



Rec'd. 6/26/89  
Lb

23 June 1989  
31 Turner Street  
Salem, MA 01970

President George H.W. Bush  
The White House  
Washington, D.C. 20050

Dear Mr. President:

As Republican State Committee members and local party leaders on Boston's North Shore, we urge you to appoint John P. Harris of Andover, Massachusetts, as Regional Administrator of the Federal Emergency Management Agency for Region 1 (Boston).

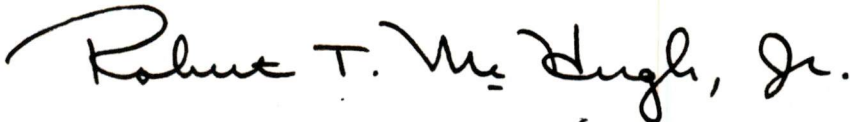
We've all personally seen the unselfish commitment which John has given to helping rebuild the Republican Party here in Massachusetts over the last decade. Whether it was re-activating The Essex Club, gathering signatures for nominating petitions, or lending advice and support to Republican candidates, John has always been there when we needed him.

He ran a highly credible race in 1986 for Governor's Council in which he was the only Republican to gain the endorsement of the major daily papers in the county. He brought favorable attention to himself and the Party in general by the tenor of his campaign.

We know of John's experience in emergency planning at nuclear power plants around the nation and his efforts to educate the voters of Massachusetts on important issues through his frequent columns in regional newspapers. This experience makes him undoubtedly the most qualified local Republican to assist your Administration in this sensitive policy area. While we would be temporarily losing an effective activist for the local Party, we know he would make a significant and positive impact on events in the region if appointed to FEMA.

John Harris has the enthusiastic support of the Massachusetts' Republican Party activists signing this letter who are anxious to see "one of our own" nominated to serve in your Administration. We hope that you will appoint him to this important and highly visible post or other position where his talents can serve the nation.

Sincerely yours,



Robert T. McHugh, Jr.  
Co-Chairman, Bush Campaign - Beverly, MA.  
and the individuals listed on following pages

cc: Raymond Shamie  
J. Bonnie Newman  
Andrew H. Card, Jr. ✓



National Aeronautics and  
Space Administration

Washington, D.C.  
20546

AC has seen ✓

Reply to Attn of: NPM

JUL 7 1989

Mr. Andrew H. Card, Jr.  
Assistant to the President  
and Deputy to the Chief of Staff  
The White House  
Washington, DC 20500

Dear Mr. Card:

Your letter to Pete Clements regarding John Bartlett's interest in employment opportunities at the NASA Kennedy Space Center has been referred to my office.

We have forwarded Mr. Bartlett's resume to the Personnel Director at the Kennedy Space Center and have requested that he reply directly to Mr. Bartlett with any information that would be helpful to him in applying for appropriate vacancies for which he qualifies.

Mr. Bartlett's interest in NASA is appreciated.

Sincerely,

Ann Bradley  
Assistant Associate Administrator  
for Personnel Management

AC has seen ✓



July 14, 1989

William Reilly, Administrator  
Environmental Protection Agency  
401 "M" Street SW  
Washington, DC 20460

Dear Mr. Reilly:

At its meeting of July 12, the Board of Directors of the Associated General Contractors of Massachusetts voted to send a letter of support for the appointment of Paul G. Keough as Region I Administrator for the Environmental Protection Agency.

The Board took this action because Paul has worked at the Agency for the past 18 years - the last six as Michael Deland's deputy administrator, and knows the construction industry in this area and its needs. He is an extremely competent individual, highly qualified, and well balanced in his approach to the issues. Paul is highly respected by all who have had the opportunity work with him over the past several years.

The AGC Board believes that Paul Keough will serve with distinction as Regional Administrator for the EPA. We strongly urge your serious consideration of his appointment.

Sincerely,

A handwritten signature in cursive script that reads "Robert L. Petrucci".

ROBERT L. PETRUCCELLI  
Executive Director

RLP:jlpl

cc: Andrew Card ✓  
Henry Habicht





AC has seen ✓

HAROLD R. DEMOSS, JR.  
2900 SOUTH TOWER PENNZOIL PLACE  
HOUSTON, TEXAS 77002

July 7, 1989

Governor John Sununu  
Chief of Staff  
The White House  
Washington, D.C. 20500

Re: Ron Dear for Board of Legal Services Corporation

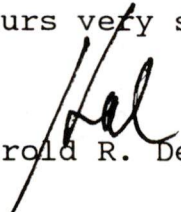
Dear John:

I am writing to urge your favorable consideration of Ron Dear for appointment to the Board of Directors of the Legal Services Corporation. As you know, I did a brief nine month tour of duty on the board of that corporation back in 1983; and consequently feel that I have a better than average sense of what it takes to be an effective member of that board and the directions in which the board should lead that corporation.

I have discussed these matters at some length with Ron Dear, and in my judgment, he would make an outstanding board member. His sense of where the Legal Services Corporation should go is completely consistent, in my opinion, with that of the President. Ron has had a unique opportunity to deal with public agencies of all sorts during his experience with County Judge Lindsay; and I am certain that he could make a very meaningful contribution to the functioning of the Legal Services Corporation.

Best personal regards.

Yours very sincerely,

  
Harold R. DeMoss, Jr.

HRD/db

Governor John Sununu  
July 7, 1989  
Page 2

cc: Mr. Andrew H. Card, Jr.  
Deputy to the Chief of Staff  
The White House  
Washington, D.C. 20500

HRD\DAILY  
00070084.LTR

AC has seen ✓

MEMORANDUM

THE WHITE HOUSE  
WASHINGTON

May 25, 1989

TO: RON KAUFMAN  
FROM: ANDY CARD *AC/ls*  
SUBJECT: General Services Administration

The Uniformed Division Officer who sits outside the Vice President's Office in the OEOP, Mr. Jackson, has a wife who works at GSA and was named an Acting GS-15 earlier this year. Evidently, now she has been bumped back down to a GS-14.

Could you please look into this. Officer Jackson served in the OEOP on the Vice President's detail when the President was there, and I thought this might be worth supporting.

Attachments

*Andy -  
I looked into this and there is more  
than meets the eye, and little we  
can do to help. Union and company will  
do what they can.  
The*



① The Acting Administrator  
of GSA is Richard Austin  
(from Chicago). Tel # 535-0800

② The Acting Deputy Administrator  
of GSA is David Godfrey.  
(attended school with George  
Bush Jr.) Godfrey's Tel # 566-1126

③ The Chief of Staff is Jim  
Latmaster (from Chicago)  
Tel # 566-1216.



④ George Cordes is the Commissioner of GSA's Public Building Service. He has no authority over the position except his office fund certain staff offices. This position has already been funded.

I understand the agency officials need to place Schedule C appointees from the previous Administration (Reagan) in many of the career jobs.



I am currently a GM-14. I acted as the Director of the Office of Small and Disadvantaged Business Utilization from Sept 16, 1988 - Feb 16, 1989. The Director is under the Senior Executive Service (SES-3). During this period I also continued to perform the duties in which I am permanently assigned. I was paid at the GM-15 level for one (1) month Feb 11 - March 12, 1989, only after the White House called on my behalf.

Thanks for your help!!

Munda Jackson

tel # 523-1390 Direct line

566-1021 Secretary

Note: I have a history of outstanding performance awards, cash awards, etc.



GSA Personnel was instructed by George Carles,  
PBS Commissioner (Tel# 566-1100) to Cancel this



*Vacancy Announcement  
almost immediately!*

VACANCY NUMBER

AU-89-006

ISSUE DATE

05/09/89

CLOSING DATE

05/30/89

## VACANCY ANNOUNCEMENT

### GENERAL SERVICES ADMINISTRATION

RELOCATION EXPENSES WILL BE PAID

POSITION: Supervisory Procurement Analyst, GM-1102-15

LOCATION: Office of Small and Disadvantaged Business  
Utilization, Washington, DC

AREA OF CONSIDERATION: Nationwide - GSA Applicants Only

PROMOTION POTENTIAL: None

*The Administrator  
of GSA is Richard Austin  
Tel# 535-0800  
Deputy Administrator  
is David Godfrey  
Tel# 566-1126*

**DUTIES:** The incumbent of this position serves as the Deputy Director, Office of Small and Disadvantaged Business Utilization. Duties include, but are not limited to: Planning, developing and providing overall direction of policies and programs to govern GSA acquisition actions in accordance with Public Law 95-507 and other public laws and regulations applicable to small business, labor surplus businesses, minority (disadvantaged) businesses, women-in-business, mandatory sources, subcontracting and urban area programs; reviewing Procurement Preference Program policy developed by the Services and Staff Offices to ensure uniform and consistent formulation; developing proposed legislation for the agency procurement preference acquisition programs; studying, analyzing and resolving policy problems associated with the conduct of procurement preference acquisition activities; and planning and reviewing work products, evaluating performance, hearing and resolving complaints, recommending selection of staff, and identifying training needs.

**QUALIFICATION REQUIREMENTS:** Applicants must be current GSA employees on a career or career-conditional appointment and must meet time-in-grade and qualification requirements within thirty (30) days after the closing date of this announcement. Applicants must possess Specialized Experience as outlined below:

1 Year Specialized Experience Equivalent to GS-14

**SPECIALIZED EXPERIENCE** is experience which is in or directly related to contracting work and which equipped the applicant with the specific knowledge, skills and abilities to perform successfully the duties of the position to be filled, such as: developing, preparing, and presenting terms and conditions in bids or proposals related to the award of contracts; negotiating and awarding contracts and/or subcontracts; administering the terms and conditions of contracts, including such aspects as contract modifications, evaluation of performance under the



contract, and contract termination; analyzing proposed prices or costs, including such aspects as evaluating technical and audit reports, forecasting price trends, evaluating economic factors, promoting efficiencies in production, and evaluating methods of allocating costs through various types of overhead and general and administrative expense; and formulating policies for the acquisition of goods or services, participating in procurement management reviews and contract clearance, or developing positions on claims and protests related to contracts.

**QUALITY RANKING FACTORS:** The knowledge, skills and abilities listed below have been identified as important for successful performance of this position and will be used to identify the best qualified candidates. It is important that you present this information as fully as possible as it is the basis upon which you will be evaluated. Please provide on a separate sheet of paper, clear, concise examples in terms of education, experience, training, self-development activities, etc. Your statement should be supported by education and experience listed in your SF 171.

#### QUALITY RANKING FACTORS

1. Knowledge of contracting and procurement regulations and practices.
2. Leadership - Effectiveness in getting ideas accepted and in guiding a group or an individual toward the accomplishment of tasks.
3. Planning and Organizing - Ability to efficiently establish an appropriate course of action for self and others to accomplish specific goals and objectives, to set priorities, to make proper assignments of personnel, and to appropriately utilize resources.
4. Problem Analysis and Decisiveness - The ability to identify problems and possible causes, secure relevant information to make decisions and then commit oneself to the necessary action.
5. Written communication - Ability to express succinct, organized ideas clearly and in proper grammatical form.
6. Oral communication - Ability to effectively express ideas or facts in individual or group situations.

---

**HOW TO APPLY:** All applicants must submit a current SF 171, a GSA Form 3413, Supervisory Appraisal of Demonstrated Performance or Potential (attached), and respond in writing to the Quality Ranking Factors, showing how and when they were used. GSA applicants should also submit GSA Form 2422, Merit Promotion Vacancy Application. Failure to respond to the factors may result in not receiving full consideration.

**SEND APPLICATIONS TO:** General Services Administration  
Staff Offices Branch (CPSS)  
18th & F Streets, NW, Room 1100  
Washington, DC 20405

ALL FORMS MUST BE POSTMARKED OR RECEIVED BY THE CLOSING DATE TO BE CONSIDERED. USE OF POSTAGE PAID GOVERNMENT ENVELOPES TO FILE JOB APPLICATIONS IS A VIOLATION OF FEDERAL LAW AND REGULATIONS. ALL APPLICATIONS WILL BE RETAINED IN THIS OFFICE.

**PERSONNEL CONTACT:** Barbara Jackson or JoAnn Lashley  
(202) 566-0370  
TDD No. 566-0545

---

Background Investigation required  
Bargaining Unit Position  
Supervisory Managerial 1 Year  
Probationary period required

| Yes      | No       |
|----------|----------|
| <u>X</u> | <u>X</u> |
| <u>—</u> | <u>—</u> |
| <u>X</u> | <u>—</u> |



# SUPERVISORY APPRAISAL OF DEMONSTRATED PERFORMANCE OR POTENTIAL

|                                      |                                                                                                                                                                                                                                                                                                                                                                                         |
|--------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ANNOUNCEMENT NUMBER<br><br>AU-89-006 | POSITION<br><br>Supervisory Procurement Analyst, GM-1102-15                                                                                                                                                                                                                                                                                                                             |
| NAME OF APPLICANT                    | INSTRUCTIONS: Please have this appraisal completed by your supervisor and submit it with your application (SF 171). If the appraisal is submitted directly by the supervisor the applicant will be permitted to review and/or obtain a copy of the appraisal request.<br><br>SUPERVISOR: Take into consideration the employee's annual performance appraisal when completing this form. |

## SECTION I - DEMONSTRATED PERFORMANCE OR POTENTIAL

| BASIS FOR APPRAISAL<br>(Check one) |                        |                 |           | RANKING FACTORS<br><i>(Knowledge, skills, abilities and other characteristics)</i>                                                                                                                                                                                 | LEVEL OF PERFORMANCE<br>(Check one) |   |   |   |   |
|------------------------------------|------------------------|-----------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|---|---|---|---|
| OUTSIDE ACTIVITIES                 | ON-THE-JOB PERFORMANCE | FORMAL TRAINING | POTENTIAL |                                                                                                                                                                                                                                                                    |                                     |   |   |   |   |
|                                    |                        |                 |           |                                                                                                                                                                                                                                                                    | 4                                   | 3 | 2 | 1 | 0 |
|                                    |                        |                 |           | 1. Knowledge of contracting and procurement regulations and practices.                                                                                                                                                                                             |                                     |   |   |   |   |
|                                    |                        |                 |           | 2. Leadership - Effectiveness in getting ideas accepted and in guiding a group or an individual toward the accomplishment of tasks.                                                                                                                                |                                     |   |   |   |   |
|                                    |                        |                 |           | 3. Planning and Organizing - Ability to efficiently establish an appropriate course of action for self and others to accomplish specific goals and objectives, to set priorities, to make proper assignments of personnel, and to appropriately utilize resources. |                                     |   |   |   |   |
|                                    |                        |                 |           | 4. Problem Analysis and Decisiveness - The ability to identify problems and possible causes, secure relevant information to make decisions and then commit oneself to the necessary action.                                                                        |                                     |   |   |   |   |

CONTINUED ON NEXT PAGE

## SECTION II - NARRATIVE STATEMENT

BRIEFLY EVALUATE THE CANDIDATE'S OVERALL ABILITY TO PERFORM THE DUTIES AND RESPONSIBILITIES OF THE POSITION  
(Narrative comments are required for all factors. If additional space is needed, use reverse side.)

CAPACITY OF APPRAISER FOR MAKING APPRAISAL (Check one)

- |                                                       |                                                       |                                                |
|-------------------------------------------------------|-------------------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> PRESENT IMMEDIATE SUPERVISOR | <input type="checkbox"/> PRESENT 2ND LEVEL SUPERVISOR | <input type="checkbox"/> OTHER (Specify) _____ |
| <input type="checkbox"/> FORMER IMMEDIATE SUPERVISOR  | <input type="checkbox"/> FORMER 2ND LEVEL SUPERVISOR  |                                                |

|                                                        |      |                  |
|--------------------------------------------------------|------|------------------|
| PERIOD DURING WHICH APPRAISER SUPERVISED THE APPLICANT | FROM | TO               |
| SUPERVISOR'S SIGNATURE                                 | DATE | TELEPHONE NUMBER |
| EMPLOYEE'S SIGNATURE                                   | DATE |                  |

## SUPERVISORY APPRAISAL OF DEMONSTRATED PERFORMANCE OR POTENTIAL

|                                               |                                                                                                                                                                                                                                                                                                                                                                                         |
|-----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ANNOUNCEMENT NUMBER<br><br>AU-89-006 (CONT'D) | POSITION<br><br>Supervisory Procurement Analyst, GM-1102-15                                                                                                                                                                                                                                                                                                                             |
| NAME OF APPLICANT                             | INSTRUCTIONS: Please have this appraisal completed by your supervisor and submit it with your application (SF 171). If the appraisal is submitted directly by the supervisor the applicant will be permitted to review and/or obtain a copy of the appraisal request.<br><br>SUPERVISOR: Take into consideration the employee's annual performance appraisal when completing this form. |

### SECTION I - DEMONSTRATED PERFORMANCE OR POTENTIAL

| BASIS FOR APPRAISAL<br>(Check one) |                        |                 |           |                                                                                                                 | RANKING FACTORS<br><i>(Knowledges, skills, abilities and other characteristics)</i> | LEVEL OF PERFORMANCE<br>(Check one) |   |   |   |   |
|------------------------------------|------------------------|-----------------|-----------|-----------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------|---|---|---|---|
| OUTSIDE ACTIVITIES                 | ON-THE-JOB PERFORMANCE | FORMAL TRAINING | POTENTIAL |                                                                                                                 |                                                                                     |                                     |   |   |   |   |
|                                    |                        |                 |           |                                                                                                                 |                                                                                     | 4                                   | 3 | 2 | 1 | 0 |
|                                    |                        |                 |           | 5. Written communication - Ability to express succinct, organized ideas clearly and in proper grammatical form. |                                                                                     |                                     |   |   |   |   |
|                                    |                        |                 |           | 6. Oral communication - Ability to effectively express ideas or facts in individual or group situations.        |                                                                                     |                                     |   |   |   |   |
|                                    |                        |                 |           |                                                                                                                 |                                                                                     |                                     |   |   |   |   |
|                                    |                        |                 |           |                                                                                                                 |                                                                                     |                                     |   |   |   |   |
|                                    |                        |                 |           |                                                                                                                 |                                                                                     |                                     |   |   |   |   |
|                                    |                        |                 |           |                                                                                                                 |                                                                                     |                                     |   |   |   |   |
|                                    |                        |                 |           |                                                                                                                 |                                                                                     |                                     |   |   |   |   |

### SECTION II - NARRATIVE STATEMENT

BRIEFLY EVALUATE THE CANDIDATE'S OVERALL ABILITY TO PERFORM THE DUTIES AND RESPONSIBILITIES OF THE POSITION  
*(Narrative comments are required for all factors. If additional space is needed, use reverse side.)*

|                                                        |                                                       |                                                |
|--------------------------------------------------------|-------------------------------------------------------|------------------------------------------------|
| CAPACITY OF APPRAISER FOR MAKING APPRAISAL (Check one) |                                                       |                                                |
| <input type="checkbox"/> PRESENT IMMEDIATE SUPERVISOR  | <input type="checkbox"/> PRESENT 2ND LEVEL SUPERVISOR | <input type="checkbox"/> OTHER (Specify) _____ |
| <input type="checkbox"/> FORMER IMMEDIATE SUPERVISOR   | <input type="checkbox"/> FORMER 2ND LEVEL SUPERVISOR  |                                                |
| PERIOD DURING WHICH APPRAISER SUPERVISED THE APPLICANT |                                                       | FROM _____ TO _____                            |
| SUPERVISOR'S SIGNATURE                                 | DATE                                                  | TELEPHONE NUMBER                               |
| EMPLOYEE'S SIGNATURE                                   | DATE                                                  |                                                |



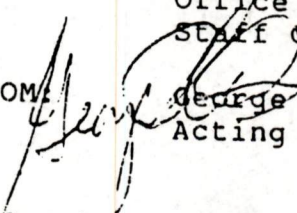


General Services Administration  
From the Desk of the Commissioner, PBS

Memorandum

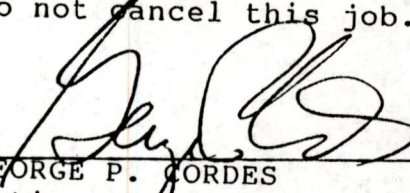
May 18, 1989

NOTE FOR: Joann Lashley - CPSS  
Office of Personnel  
Staff Offices Branch

FROM:  George P. Cordes  
Acting Commissioner - P

Effectively immediately, please cancel\*  
announcement number AU-89-006,  
Supervisory Procurement Analyst  
GM-1102-15.

\*Please disregard these instructions.  
Do not cancel this job.

  
\_\_\_\_\_  
GEORGE P. CORDES  
Acting Commissioner

5/19/89  
\_\_\_\_\_  
Date



THE WHITE HOUSE  
WASHINGTON

Date: 6-28-89

FOR: Chase Untermeyer

FROM: ANDY CARD *Andy*

re. Deborah S. Chang

☒ Action

☐ Your Comment

☐ Let's Talk

☐ FYI

*Ms. Chang is not looking for a paid job, but would serve "pro-bono" in an AIDS related area.*

DEBORAH S. CHANG  
208C Brittany Farms Road  
New Britain, Connecticut 06053  
(203) 275-0118

Deborah  
came to my office 6/28/89  
per Dick Morris.

She is interested in being  
a WH fellow. In the  
meantime she would  
offer services "pro-bono"  
for AIDS related work.

Andy Card

**ADMITTED  
TO BAR**

Connecticut, 1986  
United States District Court, District of Connecticut, 1987

**PROFESSIONAL  
EXPERIENCE**

August 1987 -  
present

**Associate**  
**DAY, BERRY & HOWARD**, CityPlace, Hartford, Connecticut 06103-3499

General litigation practice in the State's largest law firm, including products liability, insurance coverage, medical malpractice defense, civil rights, constitutional law, employment law, arbitration disputes and appellate advocacy. Jury trials in state and federal courts; argued before the Connecticut Supreme and Appellate Courts.

Lead counsel on litigation and discovery team in major civil rights class action on behalf of all prisoners with AIDS in the State of Connecticut's maximum security prison; formulated policies and procedures relating to housing, programming, and medical treatment of prisoners with AIDS.

Drafted and lobbied for legislation relating to the release of terminally ill prisoners on medical parole; testified before the Connecticut General Assembly on AIDS-related legislation.

Proposed and instituted trust fund with the Stewart B. McKinney Foundation for individuals who wish to pursue a career in the medical care and treatment of patients with AIDS; fundraising and promotion of fund.

Member, AIDS Legal Network for State of Connecticut; responsible for recruitment of attorneys and law firms for assistance in AIDS-related issues and litigation on pro bono basis.

Panel participant/Speaker, AIDS Discrimination Forum in Hartford, Connecticut; Wallingford Community Blueprint for Action on AIDS in Wallingford, Connecticut; training and education sessions with AIDS Project Hartford.

1987 -  
present

**Instructor**  
**UNIVERSITY OF CONNECTICUT LAW SCHOOL**, Hartford, Connecticut

Instructor for Moot Court Interterm class concentrating on components of appellate advocacy, including the researching and writing of appellate briefs and the presentation of oral arguments in appellate court setting.

Advisor for independent study courses, including Albany Law School's Domenick L. Gabrielli Family Law Competition, March 1989, and individual paper requirements.

June 1986 -  
July 1987

**Judicial Law Clerk**, Chief Judge Antoinette Dupont  
**CONNECTICUT APPELLATE COURT**, Hartford, Connecticut.

Research and drafting of judicial opinions and motion memoranda.

June 1985 -  
April 1986

### **Law Clerk**

**UNITED STATES ATTORNEY'S OFFICE**, Southern District of Iowa, Des Moines, Iowa

Research and writing of trial memoranda and briefs to the Eighth Circuit Court of Appeals; extensive preparation work in civil and criminal trials; represented the United States in arraignment and sentencing hearings; attended depositions, hearings and trials.

September 1983 -  
December 1984

### **Mediator/Administrative Legal Intern**

**IOWA CIVIL RIGHTS COMMISSION**, Des Moines, Iowa

Mediated civil rights complaints, conducted mediation meetings between complainants and respondents, drafted settlement agreements, selected for top priority mediations, served on Screening and Planning Committees; trained mediation interns, wrote briefs for Assistant Attorney General, Civil Rights Division. Author, "Mediation Profile," *Iowa Civil Rights Communicator* (February 1984)

## **LEGAL EDUCATION**

### **DRAKE UNIVERSITY LAW SCHOOL**

Des Moines, Iowa

Doctor of Jurisprudence, *with Honors*, May 1986 (top 13th percentile)

### **Honors and Activities**

*Drake Law Review*, 1984-1986

Case Note Editor, *Drake Law Review* Editorial Board, 1985-1986

Author, "Civil Rights - State's Interest in Eradicating Sex Discrimination Justifies Compelling the All Male United States Jaycees to Accept Women as Regular Members and Does Not Abridge the Male Members' First Amendment Rights of Association - *Roberts v. United States Jaycees* (U.S. Sup. Ct. 1984)," 35 *Drake L.Rev.* 227 (1985-1986).

American Jurisprudence Award, Labor Law, Summer 1984

Winner, First Place, C. Edwin Moore Intramural Moot Court Competition, Fall 1984

Midwest Appellate Advocacy Moot Court Team, Spring 1985

Second Place Team - Midwest Moot Court Competition,  
Omaha, Nebraska, Spring 1985

Selected for National Appellate Advocacy Moot Court Team, Fall 1986

Order of the Barristers

Moot Court Board, 1985-1986

Recipient, Davis, Hockenberg, Wine, Brown & Koehn Appellate Advocacy  
Award, Spring 1986

Student Bar Association President's Award for Extraordinary Contribution  
to the Law School Student Body, Fall 1985, Spring 1986

Dean's Service Award for Outstanding Service to the Law School, Spring 1986

Phi Alpha Delta Legal Fraternity

Recipient, Outstanding Young Women of America Award, 1985

## **UNDERGRADUATE EDUCATION**

**KANSAS UNIVERSITY**, Lawrence, Kansas

Bachelor of Arts, May 1983 (Major in American History)

## **PROFESSIONAL AFFILIATIONS**

Connecticut Bar Association

Legal Aid Committee

Executive Committee of the Human Rights and Responsibilities Section

Young Lawyers Section

Hartford County Bar Association

Hartford Association of Women Attorneys

## **REFERENCES**

Available Upon Request



THE WHITE HOUSE

WASHINGTON

June 15, 1989

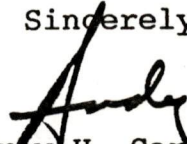
Dear Gwen:

Thank you for your letter of June 9, 1989,  
recommending Deedie Runkel to be Director of  
Congressional Relations at the Peace Corps.

I will be happy to pass along your comments  
about Deedie who sounds well-qualified for the  
position.

Hope all is well with you.

Sincerely,



Andrew H. Card, Jr.  
Assistant to the President  
and Deputy to the Chief of Staff

Mrs. Gwendolyn S. King  
Gogol & Associates  
1701 K Street, N.W.  
Suite 400  
Washington, D.C. 20006

THE WHITE HOUSE

June 23, 1989

Dear Ms. Chang -

I enjoyed talking with you when you visited my office earlier today. The work you have done with regard to the AIDS issue and your resume are impressive.

Thank you for your interest in serving with the Administration. Your willingness to contribute pro-bono is commendable. I'll share your resume with others here.

Please let me know about the White House fellow situation. - Keep in touch. Sincerely, Andy Card

Andy Card  
THE WHITE HOUSE  
WASHINGTON

Ms. Deborah S. Chang  
208 C Brittany Farms Road  
New Britain, Connecticut  
06053

# DAY, BERRY & HOWARD

*Counsellors at Law  
Hartford, Stamford and Boston*

Deborah Chang  
275-0118

CityPlace  
Hartford  
Connecticut 06103-3499  
Telephone (203) 275-0100  
Telex 99324

June 30, 1989

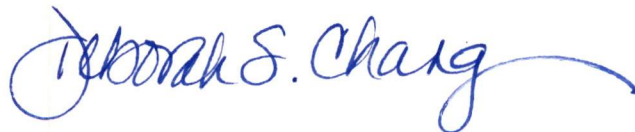
Andrew H. Card, Jr.  
Assistant to the President  
and Deputy to the Chief of Staff  
The White House  
1600 Pennsylvania Avenue  
Washington, D.C.

Dear Mr. Card:

Thank you for taking the time to see me yesterday. It was a pleasure meeting with you at the White House. I appreciate your advice and comments on the White House Fellowship program, and I will apply for that program. In the meantime, I would very much like to serve in any capacity and offer any assistance to the administration in its efforts to address AIDS and AIDS-related issues. Please contact me if there is anything I can do for you.

From time to time, I will send you materials or information on AIDS-related issues that may be of interest to you. Thank you again for your time and consideration.

Very truly yours,



Deborah S. Chang

DSC/dd



Mr. Henry E. Clements  
Executive Officer  
NASA Headquarters  
Washington, D.C. 20546

THE WHITE HOUSE  
WASHINGTON

Dear Pete:

June 19, 1989

Dear Pete:

I have enclosed a copy of Mr. John Bartlett's resume and accompanying letter indicating his interest in obtaining a position with NASA at the Kennedy Space Center.

John is a hard worker and would be an asset to the Space Center in Florida. I would very much appreciate your putting John in touch with the appropriate people in Florida so that he might interview for any suitable openings there might be.

Thanks you for your consideration.

With best wishes,

Sincerely,



Andrew H. Card, Jr.  
Assistant to the President  
and Deputy to the Chief of Staff

Mr. Henry E. Clements  
Executive Officer  
NASA Headquarters  
Washington, D.C. 20546

cc: John Bartlett



John Bartlett

541 Gilbert Dr. N.E.

Palm Bay, Fla. 32907

Hon. Andrew Card

Deputy Chief of Staff

White House

Washington, D.C. 20500

June 11, 1989

Dear Andy,

Congratulations on your appointment as Deputy Chief of Staff. My boys were really impressed when they saw you standing next to Governor Sununu at one of President Bush's press conferences.

I have been talking to Ron Kaufman's office, after you had sent them my resume and they informed me that his office only handled executive appointments, and could not help me locate a job at Kennedy Space Center.

I have enclosed another copy of my resume. Do you think it would be possible for you to write a letter of reference and send it with my resume to NASA. People at the Space Center said that is the best way to get anything accomplished.

Thank you for any help you may be able to give me. Best of luck in your new job I am sure you will be a great asset to the President.

Sincerely,

John Bartlett



541 Gilbert Drive  
Palm Bay, Florida 32907

(407) 728-0870

---

**OBJECTIVE**

Seeking a career position that will fully utilize my ability and experience while providing challenge.

**EXPERIENCE**

10/88 to Present **Installations**, R&S Soft Water, Palm Bay, FL.

Interim position installing soft water systems.

1987 to 1988 **Owner/Operator**, Reliable Water Systems, Cambridge, MA.

Responsible for all aspects of operation including promotional development, accounts payable/receivable, and training of sales and installations staff. Sold upon relocation to Florida.

1973 to 1987 **Turbine Operator**, Cambridge Electric, Cambridge, MA.

Monitored operations of turbines and boilers, including start-up when station was required to go on-line.

1974 to 1981 **Steward**, Utility Workers Union of America, Local 392, Cambridge, MA.

Drafted and negotiated collective bargaining agreements for the union's 300 members and Cambridge Electric. Was instrumental in the establishment of salary/benefits package and ensuring a safe work environment (familiar with OSHA standards). Additionally handled grievances and employee related problems.

**AFFILIATIONS/COMMUNITY SERVICE**

- \* Vice Chairman, Burlington Republican Town Committee, 1983.
- \* Burlington Housing Authority, 1982 to 1986. Vice Chairman, 1984 to 1986.
- \* Holds Real Estate License and has worked with various Real Estate companies.
- \* Holds Massachusetts Boiler Operator's License.
- \* Director, Burlington Santa Program.  
Established Burlington's most successful charity that provided needy children with toys, food, and clothing as well as heating oil to the elderly. Developed fund raising campaign (raising over \$60,000 in 3 years), determined need, disbursed moneys, and distributed goods.
- \* Established fund for Burlington's 4th of July Parade.  
Raised \$13,000 to save Massachusetts' largest traditional parade that was threatened by budget cutting legislation.
- \* Burlington Business Round Table.
- \* Board of Directors, Burlington Baseball Association.  
Vice President, 1987, 1988.
- \* Past Master, Masons. Simond's Lodge, Burlington.
- \* Aleppo Shrine, Wilmington, MA.
- \* Football Coach, Burlington Pop Warner.

**PERSONAL**

Married, 3 children. Interests include sports, literature, and politics.

REFERENCES AVAILABLE UPON REQUEST



THE WHITE HOUSE  
WASHINGTON

FL

**DATE:** May 10, 1989

**TO:** Chase Untermeyer

**FROM: ANDY CARD**

The attached for your information and action.  
Please see my note relaying Governor Sununu's  
instructions.

Thanks.



THE WHITE HOUSE  
WASHINGTON

Date: MAY 5, 1989

TO: CHASE UNTERMEYER

FROM: JAMES W. CICONI  
Assistant to the President and  
Deputy to the Chief of Staff

- ☐ Information
- ☐ Action
- ☐ Let's Discuss

Please follow-up with an info  
note back to the President.

Thank you.

for JWS 5/5/89

Hillary really  
deserves and  
would do a  
good job, but  
she wants to stay  
in WA " - ? Commission  
Andy

Mrs. James C. Cleveland  
Main Street, R. R. 2, Box 480  
New London, New Hampshire 03257

THE PRESIDENT HAS SEEN

May 4, 1989

President George H.W. Bush  
The White House  
Washington, DC

Dear Mr. President:

Knowing how busy you are, I have hesitated writing to you personally. However, it has come to my attention that you plan to appoint three men as representatives on the International Joint Commission-United States and Canada.

On November 23, 1988, Jim wrote to Chase Untermeyer (letter attached) telling him of my interest in the position. I filled out the appropriate forms and forwarded my resume. I feel that I am qualified to serve as U.S. Representative on the International Joint Commission for the following reasons:

- (1) I completed my graduate work in international relations, writing my thesis on "International Maritime Boundaries".
- (2) I have taught political science at Colby-Sawyer College, including courses in comparative government and international relations, since 1955.
- (3) All my relatives on my mother's side are Canadian. My first cousin married Arnold Heeney, former Canadian ambassador to the United States who also served as a Canadian member of the International Joint Commission.
- (4) I live in New Hampshire which borders on Canada and have taken a great interest in Canadian affairs.
- (5) I am a woman and you have urged qualified women to seek positions in your administration.
- (6) I have the support of your Chief of Staff, Governor John Sununu (letter attached).

*Chase*  
*I'd like this*  
*done!!!*  
*Please have*  
*me contacted*  
*GB*  
*SS*



President George Bush  
May 4, 1989  
Page Two

All members of the New Hampshire delegation know of my interest in this position, but I specifically refrained from asking them to intercede on my behalf.

Thank you for your consideration.

Sincerely,

Hilary P. Cleveland  
Hilary P. Cleveland

Enclosures

CLEVELAND, WATERS AND BASS, P.A.

ATTORNEYS AT LAW

~~100 NORTH MAIN STREET~~

~~CONCORD, NH 03302-1137~~

CONCORD, NEW HAMPSHIRE 03302-1137

603-224-7761

TELECOPIER 603-224-6457

ROBERT P. BASS, JR.  
MICHAEL C. MOYERS  
ROBERT J. LLOYD  
DAVID W. RAYMENT  
CHARLES W. HEARD  
ROGER G. BURLINGAME  
WAYNE C. BEYER  
CRAIG L. STAPLES  
JOSEPH F. McDONALD III  
CYNTHIA A. SZOPA  
DENNIS N. PERREAULT  
JONATHAN S. SPRINGER  
MARK VENTOLA  
DAVID K. FRIES

OF COUNSEL  
JAMES C. CLEVELAND  
WARREN E. WATERS

MAIN ST., P.O. BOX 425  
NEW LONDON, NH 03257  
603-526-2890

JAMES C. CLEVELAND

CONFERENCE ROOMS  
AVAILABLE IN:

NASHUA, NH  
PETERBOROUGH, NH  
PORTSMOUTH, NH  
WOLFEBORO, NH

November 23, 1988

Mr. Charles Untermeyer  
Office of the President Elect  
1852 Connecticut Avenue  
Washington D.C. 20270

Re: Hilary Paterson Cleveland

Dear Mr. Untermeyer:

It is my understanding that your office is the proper place to send applications for people seeking positions in the Bush Administration. On behalf of my wife I am filing with you an application for her to be appointed as one of the three American representatives on the International Joint Commission - United States and Canada.

Eight years ago, my wife applied for this position but at the time had a rather full teaching schedule and we did not press the matter. Hilary now has a very light teaching schedule and would like to serve on the Commission.

Her resume is enclosed. We would offer as references, Governor John Sununu of New Hampshire and my wife is personally known to both the President Elect and his wife, Barbara. She served as the NH Finance Chairman for Bush in 1980 and was a member of his NH Finance Committee in 1988.

One additional bit of information that I think is pertinent to this request is the fact that Hilary's mother's family came from Canada and in fact her first cousin was married to Arnold Heeney who served with great distinction for many years as a Canadian member of the Commission. In addition, during the Carter Administration a lady from Hanover, NH, Jean Hennessey, served on this Commission.

I trust that this application will receive proper and serious consideration.

Respectfully submitted,

THE WHITE HOUSE  
WASHINGTON

DATE: June 22, 1989

TO: John Simpson

FROM: ANDY CARD 

Governor Sununu is doing this as a favor to Governor Kay Orr. He does not know the individual and, therefore, is not asking for any unusual attention.

Thanks.



THE WHITE HOUSE  
WASHINGTON

June 20, 1989

Dear John,

Governor Kay Orr has asked that I contact you with regard to an agent on her protective detail, Tim O'Brien, a candidate for the Secret Service.

While I do not know Mr. O'Brien personally, I do know the type of character and skills that are required to serve as a member of a Governor's Executive Protection detail.

As a former Governor, I depended on officers, like Mr. O'Brien, to protect myself and my family. But even more, I relied on their judgement in precarious situations, their tactfulness in dealing with the public, their constant professionalism, and, in many cases, their friendship.

I respect Governor Orr's judgement and am confident that she has recommended a candidate of impeccable qualifications.

Thank you for considering his request to join the Secret Service.

Sincerely,



John H. Sununu  
Chief of Staff

Mr. John Simpson  
Director, U.S. Secret Service  
1800 G Street, N.W.  
Washington, D.C. 20223

THE WHITE HOUSE  
WASHINGTON

June 20, 1989

Dear John,

Governor Kay Orr has asked that I contact you with regard to an agent on her protective detail, Tim O'Brien, a candidate for the Secret Service.

While I do not know Mr. O'Brien personally, I do know the type of character and skills that are required to serve as a member of a Governor's Executive Protection detail.

As a former Governor, I depended on officers, like Mr. O'Brien, to protect myself and my family. But even more, I relied on their judgement in precarious situations, their tactfulness in dealing with the public, their constant professionalism, and, in many cases, their friendship.

I respect Governor Orr's judgement and am confident that she has recommended a candidate of impeccable qualifications.

Thank you for considering his request to join the Secret Service.

Sincerely,



John H. Sununu  
Chief of Staff

Mr. John Simpson  
Director, U.S. Secret Service  
1800 G Street, N.W.  
Washington, D.C. 20223

THE WHITE HOUSE

WASHINGTON

July 7, 1989

Dear Rey,

Thank you for your letter of June 29, 1989, and your kind remarks about my participation at the New England States briefing.

Please know that I will be happy to contact the Office of Presidential Personnel regarding J. Dennis Delaney's interest in a position with the Department of State.

With best wishes,

Sincerely,



Andrew H. Card, Jr.  
Assistant to the President  
and Deputy to the Chief of Staff

Mr. Rey Post, Director  
Corporate and Political Affairs  
Macro Systems, Inc.  
Suite 300  
655 - 15th Street, N.W.  
Washington, D.C. 20005



June 29, 1989

The Honorable Andrew H. Card, Jr.  
Assistant to the President, and  
Deputy to the Chief of Staff  
The White House  
Washington, D.C. 20500

Dear Andy:

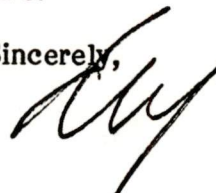
I very much enjoyed hearing your remarks on the President's current issue agenda during this week's White House briefing for the New England states. I only wish I had had a chance to say hello to you following your presentation.

The new president of the 1994 soccer World Cup Organizing Committee has just about completed his move from California to Washington, and we will very soon be meeting with others on our management team to plot our activities for the remainder of 1989. I'll keep you apprised of our actions.

On another matter, I just want to plug a Vermonter who is seeking an appointment at State. He has gone through all the "171 et al" drills and Ron Kaufman knows him, so my message in case you hear about him is that he has been a loyal supporter/campaign worker for the President (re: J. Dennis Delaney).

I look forward to speaking with you in the future.

Sincerely,



Rey Post  
Director, Corporate and  
Political Affairs

RP:lw

THE WHITE HOUSE

6/19/89

Jim.

Thank you for your note and for  
your continued interest in serving as  
Special Assistant to the Assistant  
Secretary of State for Inter-American Affairs.  
I will share your resume with the  
appropriate people.

Keep in touch.

Andy Card

THE WHITE HOUSE  
WASHINGTON

James A. Meszaros  
2016 N. Adams St. #712  
Arlington, Virginia  
22201

JAMES A. MESZAROS

June 16, 1989

The Honorable  
Andrew H. Card, Jr.  
Assistant to the President  
and Deputy to the Chief of Staff  
The White House  
Washington, D.C. 20500

Dear Andy,

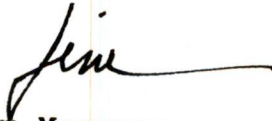
As I mentioned to you some time ago, I am interested in being considered for the position of Special Assistant to the Assistant Secretary of State for Inter-American Affairs.

I believe I can bring to this position a good background of U.S. policies in Latin America and the Caribbean Basin, as well as excellent communication and political skills.

It is my understanding that Mr. Bernard Aronson will soon be focusing on personnel matters at ARA, following his swearing-in as Assistant Secretary later this month. The White House has sent my name and resume to him. I would greatly appreciate anything you can do to ensure that my interest is given serious consideration at the earliest possible opportunity.

Thank you.

Sincerely,



Jim Meszaros

*Hope all is going  
well for you.  
Respectfully,  
Jim*



THE WHITE HOUSE  
WASHINGTON

June 23, 1989

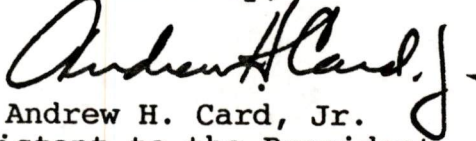
Dear Mr. McGovern:

On behalf of Governor Sununu, thank you for your letter of June 19, 1989, in which you indicate your interest in a position with the White House Staff.

Please be advised that at the present time the White House is fully staffed. However, I am taking the liberty of sharing your resume the Office of Presidential Personnel for consideration for any appropriate openings in the federal departments and agencies.

With best wishes,

Sincerely,



Andrew H. Card, Jr.  
Assistant to the President  
and Deputy to the Chief of Staff

Mr. James W. McGovern  
Attorney and Counsellor at Law  
968 Rankine Road  
Niagara Falls, New York 14305

AC has seen ✓

THE WHITE HOUSE

WASHINGTON

June 15, 1989

MEMORANDUM FOR ANDY CARD

FROM: THOMAS F. KRANZ

SUBJECT: JAMES L. MARTIN

*Andy*  
*Tom*

Thank you for your letter of June 6 recommending James L. Martin for a position in the Bush Administration.

We appreciate your bringing this candidate's credentials to our attention. We have begun our review process and will contact these individuals in the near future.

We hope that you will continue to contact us regarding candidates of the highest caliber to serve in the Bush Administration.

TFK/pah

Will Abbott  
7 Tanglewood Drive  
Henniker, New Hampshire 03301

June 13, 1989

Mr. Chase Untermeyer  
Assistant to the President and  
Director of Presidential Personnel  
The White House  
Washington, D.C. 20500

Dear Mr. Untermeyer:

Enclosed are the materials you requested. I have answered questions 3, 4, and 5 in more detail in an appendix attached to your form.

Thank you for your consideration of my interest in the Region 1 Regional Administrator's position at the Environmental Protection Agency.

Sincerely,

Will Abbott  
Executive Director

*Andy*  
*FYT*  
*Bennett*



# Withdrawal/Redaction Sheet

## (George Bush Library)

| Document No.<br>and Type | Subject/Title of Document                                                          | Date     | Restriction | Class. |
|--------------------------|------------------------------------------------------------------------------------|----------|-------------|--------|
| 01. Form                 | Chase Untermeyer to William Abbott, re: Personnel application information. (1 pp.) | 06/08/89 | (b)(6)      |        |

**Collection:**

**Record Group:** Bush Presidential Records  
**Office:** Chief of Staff, Office of the  
**Series:** Card, Andrew A., Files  
**Subseries:**  
**WHORM Cat.:**  
**File Location:** Resumes - File 3 [2]

|                                     |                                 |
|-------------------------------------|---------------------------------|
| <b>Date Closed:</b> 2/28/2025       | <b>OA/ID Number:</b> 02719-005b |
| <b>FOIA/SYS Case #:</b> 2025-0373-S | <b>Appeal Case #:</b>           |
| <b>Re-review Case #:</b>            | <b>Appeal Disposition:</b>      |
| <b>P-2/P-5 Review Case #:</b>       | <b>Disposition Date:</b>        |
| <b>AR Case #:</b>                   | <b>MR Case #:</b>               |
| <b>AR Disposition:</b>              | <b>MR Disposition:</b>          |
| <b>AR Disposition Date:</b>         | <b>MR Disposition Date:</b>     |

### RESTRICTION CODES

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

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

**Deed of Gift Restrictions**

C(1) Closed by Executive Order 13526, governing access to national security information  
C(2) Closed by statute or by the agency which originated the information  
C(3) Closed in accordance with restrictions contained in donor's deed of gift [formerly listed as only C]  
PRM. Removed as a personal record misfile

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

P-2 Relating to the appointment to Federal office [(a)(2) of the PRA]  
P-5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]

## APPENDIX

Will Abbott  
7 Tanglewood Drive  
Henniker, NH 03242

RACCNr:21539  
BATCH#:W159

3. My principal involvement was in the New Hampshire Primary campaign, where I worked for Campaign Chair John Sununu, Regional Political Director Andrew Card, and Northeast Campaign Director Ron Kaufman. As political director for the New Hampshire campaign, I was responsible for putting the campaign organization together and making it work.

I served the Fund For America's Future as its full time New England Political Director from January of 1986 to February of 1987. I reported to Ron Kaufman.

In addition, as a volunteer in the fall 1988 campaign, I assisted the President's New Hampshire campaign, Governor Gregg's gubernatorial campaign, and several state senate and state rep candidates. I organized an environmental issues advisory committee for the Governor, and worked with Conservationists for Bush in networking support for the President in the conservation community.

4. My first serious political activity began in July of 1979 when I took a leave of absence to work in George Bush's New Hampshire primary campaign as a full time volunteer. I reported to former NH Governor Hugh Gregg, and worked with Neil Bush and four other field organizers full time for eight months before the February 1980 NH primary.

|           |                     |                       |
|-----------|---------------------|-----------------------|
| Contacts: | The Hon. Hugh Gregg | 603-882-4763 (home)   |
|           |                     | 603-886-1743 (office) |
|           | Neil Bush           | 303-623-2001 (office) |
|           |                     | 303-388-2874 (home)   |

After the 1980 primary campaign, I worked as a full time field organizer in Judd Gregg's campaign for Congress. Judd ran to fill a vacancy left by former Congressman James C. Cleveland. I reported directly to Bonnie Newman, who served as campaign manager. I worked for Judd from January 1981 to January 1986, running his Concord District office, handling his environmental legislative work, and dealing with major State issues. I reported directly to Bonnie who served as Chief of Staff and to the Congressman.

|           |                     |                       |
|-----------|---------------------|-----------------------|
| Contacts: | J. Bonnie Newman    | 202-456-2861 (office) |
|           | Governor Judd Gregg | 603-271-2121 (office) |

I also serve presently as the GOP Town Chairman in Henniker, New Hampshire and on the Executive Committee of the Republican State Committee as an appointee of the Governor.



5. My interest in the Regional Administrator's position stems from a personal interest in environmental issues, ten years of contact with environmental interest groups in public policy making, and considerable detail work I've done for legislative initiatives on acid rain, RCRA, CERCLA, and other major issues while on Congressman Judd Gregg's staff. Over the past year I have run one of the nation's more innovative land protection programs.

In April of 1988 Governor John Sununu appointed me to serve as the Executive Director of the New Hampshire Land Conservation Investment Program, a \$20 million program to purchase land and interests in land with exceptional conservation or recreation value. Over the past year, the LCIP has obligated \$19 million to protect over 63,000 acres of land with a fair market value of more than \$41 million. Our success can be measured by the New Hampshire legislature's commitment of another \$20 million to the program in the session just concluded.

One very unique aspect of this program is that all of its administrative expenses are paid for by a private, non-profit organization called the Trust for New Hampshire Lands (TNHL). Many talk about partnerships --- this is a working public/private partnership, in that the Trust staff works for the LCIP in providing administrative and field support services. The Trust raised \$3 million in private money to support the administrative costs (including my state salary) of the program over 6 years. The State has provided \$40 million (of \$50 million over 6 years) for actual land acquisition. And, the goal of protecting exceptional land from development is being met.

With this administrative, political, and public policy background I believe I can assist the President in meeting his environmental agenda by providing leadership at EPA's Region 1 office.



WILLIAM GEORGE ABBOTT IV  
7 Tanglewood Drive  
Henniker, New Hampshire 03242  
Home Phone: (603) 428-3893 Office: (603) 271-2367

#### WORK EXPERIENCE

April 1988- EXECUTIVE DIRECTOR, NH LAND CONSERVATION INVEST-  
Present MENT PROGRAM

Appointed by Gov. John Sununu, 4-3-88;  
responsible for \$20 million land protection  
program, which purchases easements and fee  
interests in land with exceptional conservation  
value; reports to 15 member public Board; executed  
acquisition of 64,000 acres of land with a fair  
market value of \$40 million; land protected in  
perpetuity for public use and benefit.

March 1988- NEW HAMPSHIRE BUSINESS & INDUSTRY ASSN, Concord,  
April 1988 NH, Consultant

Worked with NH BIA to arrange annual meeting  
(and 75th anniversary celebration); and,  
worked with legislative lobbying team to  
research and develop BIA positions on key  
legislation.

February 1987- GEORGE BUSH FOR PRESIDENT, Washington, D.C.  
March 1988 New Hampshire Political Director.

Responsible for establishing field organization  
for the Vice President's presidential campaign.  
Work directly with media on press relations, with  
the public arranging Vice Presidential travel  
into New Hampshire, and with Governor Sununu,  
Congressman Gregg and the national campaign  
to plan and execute campaign strategy.

January 1986- FUND FOR AMERICA'S FUTURE, Washington, D.C.  
January 1987 Regional Political Director.

Manager for Political Action Committee founded  
by Vice President Bush, in New England Area;  
responsibilities include scheduling of political  
trips by the Vice President, working with volunteer  
steering committees recommending PAC contributions  
to federal, state and local GOP candidates in the  
1986 elections, and supervising staff of 3 in  
various Committee activities.

January 1981- CONGRESSMAN JUDD GREGG, Concord N.H.  
December 1985 Staff Assistant.

Responsible for liason with state, county, local officials; for direct constituent services; for scheduling Mr. Gregg in New Hampshire; for representing him in District; for responding to any and all requests for assistance from constituents. Managed and researched environmental issues and organized legislative effort on acid rain.

May 1980- JUDD GREGG FOR CONGRESS COMMITTEE, Nashua, N.H.  
December 1980 Field Organizer.

Travelled the Second District organizing supporters to identify and get out the vote in both the primary and general election campaigns.

July 1979- GEORGE BUSH FOR PRESIDENT, Arlington, Va.  
March 1980 Field organizer.

Worked for George Bush's New Hampshire and Massachusetts Primary campaigns.

January 1973- FOLLETT CORPORATION, Chicago, Illinois  
June 1979 Retail Store Manager.

Manager of college bookstores for Follett's College Stores Division. Manager of Follett Stockton State Bookstore in Pomona, NJ (1977-79), with P&L responsibility for \$800,000 per year in retail sales; assistant manager of Follett's SUNY Albany Bookstore (1975-77) with P&L responsibility for \$1.2 million per year in textbook sales; manager of Follett's University of Baltimore Bookstore, oversight \$900,000 per year in sales; clerk at the Follett Johns Hopkins Store while a student.

EDUCATION Johns Hopkins University, 1971-73  
Kent School, Kent, Connecticut, 1967-71

AFFILIATIONS Board of Directors, Belknap-Merrimack Community Action Program, 1980-1986  
Henniker Rotary Club, Henniker, NH,  
Member, Henniker Zoning Board of Adjustment

APPOINTMENTS September 1988; by Governor Sununu; to 12 member Northeast Forest Lands Study, as the Governor's representative; a Congressionally mandated group to advise Congress on public policy governing large privately-owned timberland resources in New York, Vermont, New Hampshire and Maine.

REFERENCES Available on request.



# Withdrawal/Redaction Sheet

## (George Bush Library)

| Document No.<br>and Type | Subject/Title of Document                   | Date     | Restriction | Class. |
|--------------------------|---------------------------------------------|----------|-------------|--------|
| 02. Memo                 | To Governor Sununu, re: Sam Watson. (1 pp.) | 05/22/89 | (b)(6)      |        |

**Collection:**

**Record Group:** Bush Presidential Records  
**Office:** Chief of Staff, Office of the  
**Series:** Card, Andrew A., Files  
**Subseries:**  
**WHORM Cat.:**  
**File Location:** Resumes - File 3 [2]

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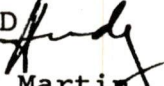


THE WHITE HOUSE

WASHINGTON

June 6, 1989

MEMORANDUM FOR CHASE UNTERMEYER

FROM: ANDY CARD   
SUBJECT: James L. Martin

Jim Martin who is currently Legislative Counsel and Director of the Office of State-Federal Relations at the National Governors' Association has expressed interest in an SES-level position in the foreign policy area, especially to encourage religious freedom.

Attached is a copy of his biography. Please see if there might be an appropriate fit for Jim somewhere in the system.

Attachment

THE WHITE HOUSE  
WASHINGTON

DATE: May 16, 1989

TO:

FROM: ANDY CARD

Jim Martin -  
Candidate development  
services SES ?

Interest foreign policy  
esp. as encouraging  
religious freedom.

current NGA salary \$80K

---

Reg. Ind.



**JAMES L. MARTIN.** Since 1967, James L. Martin has served as senior counsel to the executive director of the National Governors' Association (NGA), in which capacity he is responsible for coordinating the Governors' legislative agenda with the White House, Congress, and fiscal committees, and for carrying out all intergovernmental liaison and action. In addition, he serves as policy coordinator and liaison to the 35 Washington offices of individual Governors. He also serves as staff coordinator of the State and Local Coalition, an organization of the presidents of the five national organizations of state and local elected officials. In his twenty years at NGA, he has held a number of other positions with broad legislative and administrative responsibilities in such areas as welfare reform, health care cost containment, grant reform, revenue sharing, and the budget process. He is the 1978 recipient of the award for Distinguished Service to State Government. Mr. Martin holds a bachelor's degree and a master's degree in economics from the University of Maryland and a master's degree in theology from the Dallas Theological Seminary.

**1989 Government Relations Award, Association of Community College Trustees.** February, 1989. The association's annual award to recognize an individual outside the community college sector who has contributed exceptional national leadership resulting in the development of policies that support education, training, and postsecondary learning. Previous winners include Joseph S. Murphy, Chancellor of the City University of New York, Dallas Martin, executive director of the National Association of Student Aid, and Susan Frost, executive director of the Committee for Education Funding.

**Association Management Magazine.** July, 1988, Vol. 40, No. 7. Feature article on James L. Martin as "The Lobbyist."

**1988 Donald C. Stone Award** for significant contributions to intergovernmental administration and management. May, 1988. The award is in recognition of long-term leadership and understanding of issues facing state governments and mentorship to practitioners in advancing an appreciation of the capabilities and responsibilities of states in the federal system. Previous winners include Arizona Governor Bruce Babbitt, Vermont Governor Richard Snelling, and Senator David Durenberger.

**National Governors' Association Special Award** for twenty years of distinguished service to the National Governors' Association. July, 1987.



**JAMES L. MARTIN**

3748 Jenifer Street, N.W.  
Washington, D.C. 20015

Office: 202/624-5315

Home: 202/686-0444

**SUMMARY**

Extensive experience in association and coalition management, government liaison, and lobbying, involving a wide range of legislative and administrative responsibilities. Major roles as Director and Staff Coordinator in several major national organizations dealing with all facets of Federal, State and local relations. Broad background on major government issues of mutual concern to executive and legislative organizations at State and local levels.

- o Experience as Deputy Director includes personnel, budget, work plans, organization, management, meetings/conferences, and the development and implementation of policies.
- o As Director of lobbying operations, and State-Federal Relations, experience includes developing contacts, policy development, issue papers, draft speeches, coalition packages and vote counts.

**EMPLOYMENT HISTORY**

**NATIONAL GOVERNORS' ASSOCIATION**

March, 1967 - Present

Legislative Counsel and Director  
Office Of State-Federal Relations  
Staff Coordinator, The State and Local Coalition  
Washington, D.C.

Full responsibility for coordination of the governors' legislative agenda, especially with the White House, Congressional leadership and fiscal committees. Responsible for all policy development and intergovernmental liaison and action. Serve in a back-up capacity to all Standing Committees in times of staff turnover, absence or overload. Advisor to Executive Director on all policy aspects of managing the Association.

Staff Coordinator and Counsel in 1979 and 1980 directly to the seven Executive Directors of the national organizations and State, county and city governments (BIG SEVEN). Staff Director of The State and Local Coalition, since 1973 which is composed of the elected Governors, State Legislators, County Executives and Mayors who are the leaders of their national organizations.

In addition to the NGA activities, these positions included full responsibility for developing and expressing the combined state and local views to the Administration and Congress on issues such as welfare reform, health cost containment, grant reform, revenue sharing and the budget process. As Staff Coordinator for the Big Seven, functions included extensive contacts, interviews, analysis, meetings, and implementation of joint policies. Liaison activities have resulted in extensive contacts with numerous public officials at the local, state, and national levels. Responsibilities as staff coordinator involved identifying common concerns surrounding major issues, leading Big Seven staff, and conducting follow-up for implementation through legislation and/or regulation.

As the senior staff member of the 105-person National Governors' Association staff, major role involved advising the Director on all initiatives taken by NGA and carrying out many of them. Extensive responsibilities have involved liaison work with all Cabinet officers and Congressional Committee members. In addition, as Director of State-Local Relations, functioned as liaison with all organizations that are affected by State government. During 1978, while serving in these capacities, began position as Staff Coordinator of The Big Seven Directors and Staff Director of the State and Local Coalition. Lead lobbyist for the following issues on behalf of the Governors:

- o First, second, third, and fourth Revenue Sharing Acts.
- o Anti-recession Fiscal Assistance Act.
- o 1986, 1984, 1982, 1981 and 1978 Tax Reform Acts.
- o Out-of-State Sales Tax Collection.
- o Infrastructure Finances.
- o Budget Reform.
- o Welfare Reform.
- o Deferred compensation law.
- o Civil Service Reform Act.
- o State and local response to anti-inflation program.
- o Intergovernmental Cooperation Act.
- o Intergovernmental Personnel Act.
- o Joint Funding Simplification Act.
- o Safe Streets Act.
- o Land and Water Conservation Fund.

NATIONAL ASSOCIATION OF COUNTIES  
Assistant Director — Federal Relations  
Washington, D.C.

1963-1967

Assistant Director representing policies of NACO before Congress and the Administration in all issues of Federal-local relations. Founded the County Federal Aid Coordinators.

CONGRESSIONAL RESEARCH SERVICE  
Research Assistant in Foreign Affairs  
Washington, D.C.

1962-1963

BALTIMORE POLYTECHNIC INSTITUTE  
Baltimore, Maryland  
Mathematics Instructor

1957

### **PUBLICATIONS AND TEACHING**

Author of variety of position papers, reports and other publications. Frequent Lecturer and consultant on American Federalism for public and private agencies and academic institutions.

### **EDUCATION AND AWARDS**

B.A. Economics, University of Maryland (1957)  
Th.M Theology, Dallas Theological Seminary (1961)  
M.S. Economics, University of Maryland Graduate School (1967)  
Distinguished Service to State Government (1978)  
Treasurer, Cardigan Welsh Corgi Club of America (1970-1975)



AC--

I sent original to Chase.

A copy was given to the Governor.

Any further action on your part at this point?

Y ☐

N ☒

*I've talked  
to the President  
about this. And*

**Document Originally  
Attached to  
Following Page**



JAMES R. THOMPSON  
GOVERNOR

**DOUG RICHARDSON**  
DIRECTOR

STATE OF ILLINOIS SUITE 210  
WASHINGTON OFFICE 444 NORTH CAPITOL STREET  
PHONE: 202/624-7760 WASHINGTON, D.C. 20001





STATE OF ILLINOIS  
**OFFICE OF THE GOVERNOR**  
SPRINGFIELD 62706

JAMES R. THOMPSON  
GOVERNOR

May 22, 1989

The President  
The White House  
Washington, D.C. 20500

Dear Mr. President:

In the early stages of the 1988 Republican Presidential Primary, Illinois loomed as the decisive battle. In the fall of 1987, you and I approached Illinois State Senator James "Pate" Philip to endorse your candidacy. As the State Senate Republican Leader and as Chairman of the DuPage County Republican Central Committee, Pate Philip's active support was crucial to an Illinois victory.

Pate had never endorsed a candidate in the Presidential primary, but he endorsed the Bush campaign on August 27, 1987. You will recall the trip you made to DuPage County to receive Pate's endorsement at the St. Andrews Golf Club in the pouring rain. For months prior to his public endorsement, Pate was organizing slates of Bush delegates. His role was imperative because Lee Daniels, the House Republican Leader, was organizing the State for the Dole campaign. On March 17th, when Illinois delivered the "knock-out punch" to Senator Dole's candidacy, you received the benefit of Pate's hard work.

On one of your trips to Illinois during the fall campaign, I informed you of Pate Philip's interest in serving the Bush Administration on the U.S.-Canada International Joint Commission. Your reaction was favorable with the understanding that no decision would be made until after the election. Since the election, I have discussed this appointment with you and other members of your staff.

Recently, I was informed that appointments to this Commission are earmarked for other individuals. It also appears that Pate was not considered during this process. The request for Pate's appointment was made early -- before the election, and his importance to your campaign ranks at the highest level. I believe that Pate should be considered before a final decision on the Commission is made.

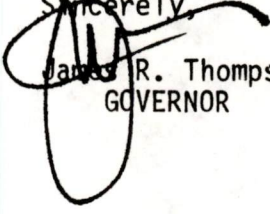
Hand-delivered  
5/26/89  
→ Chase II.  
6/2/89  
→ CCI JHS

The President  
May 22, 1989  
Page Two

Mr. President, no one could be more deserving of an appointment to the U.S.-Canada International Joint Commission than Pate Philip. He has worked very hard on your behalf and will play a key role again in 1992. He came out for the Bush candidacy long before you were the clear victor, and his support and efforts were vital to an Illinois Bush victory in both the primary and general election.

I encourage you to give personal consideration to the appointment of Pate Philip to the Joint Commission. A copy of his resume is attached. As the Illinois Senate Minority Leader and as Chairman of the DuPage County Republican Central Committee, Pate has a long and distinguished record of outstanding public service. He would make an excellent appointment to the Commission.

Sincerely,



James R. Thompson  
GOVERNOR

27 May 89

THE WHITE HOUSE  
WASHINGTON

TO: *Andy Card*  
FROM: CHASE UNTERMEYER

☒ FYI

☐ Action

*See my STAFF note  
re Rust.*

*Chase*



# Withdrawal/Redaction Sheet

## (George Bush Library)

| Document No.<br>and Type | Subject/Title of Document                                      | Date     | Restriction | Class. |
|--------------------------|----------------------------------------------------------------|----------|-------------|--------|
| 03. Memo                 | Andy Card to Chase Untermeyer, re: Personnel guidance. (1 pp.) | 05/04/89 | (b)(6)      |        |

**Collection:**

**Record Group:** Bush Presidential Records  
**Office:** Chief of Staff, Office of the  
**Series:** Card, Andrew A., Files  
**Subseries:**  
**WHORM Cat.:**  
**File Location:** Resumes - File 3 [2]

|                                     |                                 |
|-------------------------------------|---------------------------------|
| <b>Date Closed:</b> 2/28/2025       | <b>OA/ID Number:</b> 02719-005b |
| <b>FOIA/SYS Case #:</b> 2025-0373-S | <b>Appeal Case #:</b>           |
| <b>Re-review Case #:</b>            | <b>Appeal Disposition:</b>      |
| <b>P-2/P-5 Review Case #:</b>       | <b>Disposition Date:</b>        |
| <b>AR Case #:</b>                   | <b>MR Case #:</b>               |
| <b>AR Disposition:</b>              | <b>MR Disposition:</b>          |
| <b>AR Disposition Date:</b>         | <b>MR Disposition Date:</b>     |

### RESTRICTION CODES

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

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

**Deed of Gift Restrictions**

C(1) Closed by Executive Order 13526, governing access to national security information  
C(2) Closed by statute or by the agency which originated the information  
C(3) Closed in accordance with restrictions contained in donor's deed of gift [formerly listed as only C]  
PRM. Removed as a personal record misfile

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

P-2 Relating to the appointment to Federal office [(a)(2) of the PRA]  
P-5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]

AC has seen ✓

**CHARLES M. SHELTON**

SUITE 450, 101 SOUTH STRATFORD ROAD  
WINSTON-SALEM, NORTH CAROLINA 27104  
TELEPHONE 919/722-2829

May 23, 1989

Mr. John Sununu  
Chief of Staff to the President  
of the United States  
The White House  
Washington, DC 20270

Dear Mr. Sununu:

Enclosed is a resume from Mr. Willard (Bill) Phillips, Jr., of which I am requesting your utmost consideration. Mr. Phillips is seeking the position of Federal Co-Chairman for the Appalachian Regional Commission.

I have known Bill Phillips since the early 1970's when he was Administrative Assistant to Wilmer D. Mizell, and have always been impressed with his ability, character and sense of responsibility.

I strongly urge you to consider Bill Phillips qualifications and candidacy for the position which he is applying.

Please do not hesitate to call on me if I can offer further recommendation of Mr. Phillips, or if I may be of service to you at anytime.

Yours truly,



Charles M. Shelton

CMS:jf  
Enclosure

cc: Mr. Andy Card

WILLARD (BILL) PHILLIPS, JR.

POSITION SOUGHT: Federal Co-Chairman  
Appalachian Regional Commission

QUALIFICATIONS:

- o City councilman of small community in Appalachia--  
Elkins, West Virginia (1965-67)
- o Special Assistant to Federal Co-Chairman  
Appalachian Regional Commission (1969-70)
- o Administrative Assistant to Member of Congress  
serving on the House Public Works subcommittee  
with jurisdiction over Appalachian Regional  
Commission (1970-75)
- o Special Assistant to Assistant Secretary  
of Commerce for Economic Development (1975-79)
- o Responsible for Governmentwide rural policy  
at U.S. Department of Agriculture (1982-86)



# Withdrawal/Redaction Sheet

## (George Bush Library)

| Document No.<br>and Type | Subject/Title of Document                                                              | Date | Restriction | Class. |
|--------------------------|----------------------------------------------------------------------------------------|------|-------------|--------|
| 04. Resume               | Re: Willar (Bill) Phillips, Jr.; contains Personally Identifiable Information. (6 pp.) | n.d. | (b)(6)      |        |

**Collection:**

**Record Group:** Bush Presidential Records  
**Office:** Chief of Staff, Office of the  
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**Subseries:**  
**WHORM Cat.:**  
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| <b>AR Disposition:</b>              | <b>MR Disposition:</b>          |
| <b>AR Disposition Date:</b>         | <b>MR Disposition Date:</b>     |

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MEMORANDUM

THE WHITE HOUSE

WASHINGTON

May 25, 1989

TO: RON KAUFMAN  
FROM: ANDY CARD *AC/LL*  
SUBJECT: General Services Administration

The Uniformed Division Officer who sits outside the Vice President's Office in the OEGB, Mr. Jackson, has a wife who works at GSA and was named an Acting GS-15 earlier this year. Evidently, now she has been bumped back down to a GS-14.

Could you please look into this. Officer Jackson served in the OEGB on the Vice President's detail when the President was there, and I thought this might be worth supporting.

Attachments



Requested by George Carles,  
(Tel# 566-1100) to Cancel this  
Vacancy Announcement  
Immediately! *M. J. [Signature]*

# VACANCY ANNOUNCEMENT

## GENERAL SERVICES ADMINISTRATION

VACANCY NUMBER

AU-89-006

ISSUE DATE

05/09/89

CLOSING DATE

05/30/89

RELOCATION EXPENSES WILL BE PAID

POSITION: Supervisory Procurement Analyst, GM-1102-15

LOCATION: Office of Small and Disadvantaged Business Utilization, Washington, DC

AREA OF CONSIDERATION: Nationwide - GSA Applicants Only

PROMOTION POTENTIAL: None

DUTIES: The incumbent of this position serves as the Deputy Director, Office of Small and Disadvantaged Business Utilization. Duties include, but are not limited to: Planning, developing and providing overall direction of policies and programs to govern GSA acquisition actions in accordance with Public Law 95-507 and other public laws and regulations applicable to small business, labor surplus businesses, minority (disadvantaged) businesses, women-in-business, mandatory sources, subcontracting and urban area programs; reviewing Procurement Preference Program policy developed by the Services and Staff Offices to ensure uniform and consistent formulation; developing proposed legislation for the agency procurement preference acquisition programs; studying, analyzing and resolving policy problems associated with the conduct of procurement preference acquisition activities; and planning and reviewing work products, evaluating performance, hearing and resolving complaints, recommending selection of staff, and identifying training needs.

QUALIFICATION REQUIREMENTS: Applicants must be current GSA employees on a career or career-conditional appointment and must meet time-in-grade and qualification requirements within thirty (30) days after the closing date of this announcement. Applicants must possess Specialized Experience as outlined below:

1 Year Specialized Experience Equivalent to GS-14

**SPECIALIZED EXPERIENCE** is experience which is in or directly related to contracting work and which equipped the applicant with the specific knowledge, skills and abilities to perform successfully the duties of the position to be filled, such as: developing, preparing, and presenting terms and conditions in bids or proposals related to the award of contracts; negotiating and awarding contracts and/or subcontracts; administering the terms and conditions of contracts, including such aspects as contract modifications, evaluation of performance under the

The Administrator  
of GSA is Richard Austin  
Tel# 535-0800  
Deputy Administrator  
is David Godfrey  
Tel# 566-1126



Blue  
sheeted

THE WHITE HOUSE

WASHINGTON

May 24, 1989

Dear Bill:

On behalf of the President, thank you for your letter of May 21, 1989, which you gave him at Logan Airport regarding your desire to be the Secretary of Labor's New England area representative.

Please know that I will make sure the Office of Presidential Personnel has your name on file for consideration for this or other appropriate positions.

Again, thanks for your interest in serving the Bush Administration. The President appreciates your support.

With best wishes,

Sincerely,



Andrew H. Card, Jr.  
Assistant to the President  
and Deputy to the Chief of Staff

(This is boilerplate. - I'll help!)

Mr. William A. Lisano  
227 Mill Street  
Burlington, Massachusetts 01803

*Given to  
the President  
5/21 @ Logan Airport.  
The President read and  
asked me to follow up.  
Andy Card*

William A. Lisano  
227 Mill Street  
Burlington, MA 01803  
(617) 272-5733

May 21, 1989

Mr. George H.W. Bush  
President of the United States  
The White House  
1600 Pennsylvania Avenue  
Washington, DC 20500

Dear Mr. President:

I write to express my interest in serving in your administration as the Secretary of Labor's Representative for the New England area. I spoke recently with Andy Card who encouraged me to seek this position. As you know, Mr. President, I have an extensive background in law enforcement. I also have a very good relationship with organized labor.

I am eager to serve you in this capacity but am available for any other position where you feel I could better assist you or your administration.

Very truly yours,



William A. Lisano



THE WHITE HOUSE

May 23, 1989

Dear Mr. Shelton-

Thank you for your note. We look forward to working with Amanda and Lydia.

Thank you, too, for the support you have shown the President.

Please keep in touch.

Sincerely,  
Andy Card

Andy Card  
THE WHITE HOUSE  
WASHINGTON

Charles M. Shelton  
Suite 450  
South Stratford Road  
Winston-Salem, North Carolina  
27104



AC has seen ✓

CHARLES M. SHELTON  
SUITE 450, 101 SOUTH STRATFORD ROAD  
WINSTON-SALEM, NORTH CAROLINA 27104  
TELEPHONE 919/722-2829

May 15, 1989

Mr. Andrew H. Card, Jr.  
Assistant to the President, and  
Deputy to the Chief of Staff  
The White House  
Washington, DC 20500

Dear Andy:

I want to thank you for the effort you put forth in getting my daughter, Amanda, and Ed's daughter, Lydia, each summer internships at the White House. Both girls are extremely excited about coming to Washington and are looking forward to their first encounter with the working of our government.

Again, thank you for helping to bring this about, and I hope to see you sometime during the summer months.

Yours truly,

A handwritten signature in dark ink, appearing to read "Charles", with a stylized flourish extending from the end of the name.

Charles M. Shelton

CMS:jf