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ID # 292 197

WHITE HOUSE  
OFFICE OF RECORDS MANAGEMENT  
WORKSHEET

- ☐ X-MEDIA  
☐ H-INTERNAL

Name of Document: BRIEFING PAPERS  
FOR PRESIDENT'S  
SCHEDULED  
APPOINTMENTS FOR

JUN 25 8 4

Subject Codes:

P	R	0	0	7	-	0	1
P	R	0	1	7	-		
H	U	0	1	3	-	3	0
P	E	0	0	2	-	0	1
B	E	0	0	4	-		
L	A	0	0	2	-		
H	U	0	1	0	-		
B	E	0	0	6	-		
F	O				-		
A	G				-		
S	P				-		
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1) Subject: Audio taping session for Citizens for America Dinner

2) Meeting with the Administration's Black appointees to discuss:

- A) The Economy
- B) Jobs and Job Training
- C) Civil Rights Developments
- D) Minority Business Development
- E) Foreign Policy

3) Address to the Agricultural Communicators' Congress

4) Meeting with Reagan-Bush Advisory Council

5) Video taping session for Republican Senate Incumbents and Challengers

ROUTE TO:		ACTION		DISPOSITION		
Office/Agency	(Staff Name)	Action Code	Tracking Date YY/MM/DD	Type of Response	Code	Completion Date YY/MM/DD
RMHENL		RSZ			C	

Referral Note:

# THE SCHEDULE OF PRESIDENT RONALD REAGAN



Monday, June 25, 1984

9:00 am (30 min)	<u>Staff Time</u> (Baker/Meese/Deaver)	Oval Office
9:30 am (15 min)	<u>National Security Briefing</u> (McFarlane)	Oval Office
9:45 am (15 min)	<u>Senior Staff Time</u>	Oval Office
10:00 am (90 min)	<u>Personal Staff Time</u>	Oval Office
11:20 am (5 min)	<u>Audiotape for Citizens for America Dinner</u> (Darman)	Oval Office (TAB A) (draft remarks available later)
11:30 am (10 min)	<u>Drop by Briefing for Black Appointees</u> (Fuller/Herrington)	East Room (TAB B)
12:00 m (60 min)	<u>Issues Briefing Lunch</u> (Darman/Fuller)	Cabinet Room (distributed separately)
1:00 pm (30 min)	<u>Personal Staff Time</u>	Oval Office
1:30 pm (15 min)	<u>Address to Agriculture Communicators' Congress</u> (Fuller/McManus)	South Lawn (TAB C)
2:00 pm (60 min)	<u>NSPG Meeting</u> (McFarlane)	Situation Room
3:00 pm (60 min)	<u>Personal Staff Time</u>	Oval Office
4:00 pm (30 min)	<u>Meeting with Reagan-Bush Advisory Council</u> (Tutwiler)	Cabinet Room (TAB D)
4:30 pm (45 min)	<u>Haircut</u>	West Basement
5:15 pm (30 min)	<u>Videotaping Session for Incumbent GOP Senators</u> (Tutwiler/Duval)	Oval Office (TAB E)

Historical File

UNP 6/22/84  
4:00 pm

✓  
THE SCHEDULE OF  
PRESIDENT RONALD REAGAN



Monday, June 25, 1984

9:00 am (30 min)	<u>Staff Time</u> (Baker/Meese/Deaver)	Oval Office
9:30 am (15 min)	<u>National Security Briefing</u> (McFarlane)	Oval Office
9:45 am (15 min)	<u>Senior Staff Time</u>	Oval Office
10:00 am (1 hr 20 min)	<u>Personal Staff Time</u>	Oval Office
11:20 am * (5 min)	<u>Audiotape for Citizens for America Dinner</u> (Darman)	Oval Office
11:30 am * (20 min)	<u>Drop by Briefing for Black Appointees</u> (Fuller/Herrington)	East Room
12:00 m (60 min)	<u>Issues Briefing Lunch</u> (Darman/Fuller)	Cabinet Room
1:00 pm (30 min)	<u>Personal Staff Time</u>	Oval Office
1:30 pm (15 min)	<u>Address to Agriculture Communicators'</u> <u>Congress</u> (Fuller/McManus)	South Lawn
2:00 pm (60 min)	<u>NSPG Meeting</u> (McFarlane)	Situation Room
3:00 pm (60 min)	<u>Personal Staff Time</u>	Oval Office
4:00 pm (30 min)	<u>Meeting with Reagan-Bush Advisory Council</u> (Tutwiler)	Cabinet Room
4:30 pm (45 min)	<u>Haircut</u>	West Basement
5:15 pm (30 min)	<u>Videotaping Session for Incumbent</u> <u>GOP Senators</u> (Tutwiler/Duval)	Oval Office

UNP      REVISED  
6/25/84  
9:30 am

1984 JUN 25 AM 9 42

JCF

THE SCHEDULE OF  
PRESIDENT RONALD REAGAN



Monday, June 25, 1984

9:00 am (30 min)	<u>Staff Time</u> 9:03 (Baker/Meese/Deaver)	Oval Office
9:30 am (15 min)	<u>National Security Briefing</u> 9:27-9:50 (McFarlane), Bush, E.A., MRD, POWERS	Oval Office
9:45 am (15 min)	<u>Senior Staff Time</u>	Oval Office
10:00 am (1 hr 20 min)	<u>Personal Staff Time</u> 9:50 -	Oval Office
11:20 am (5 min)	* <u>Audiotape for Citizens for America Dinner</u> (Darman)	Oval Office
11:30 am (20 min)	* <u>Drop by Briefing for Black Appointees</u> (Fuller/Herrington)	East Room
12:00 m (60 min)	<u>Issues Briefing Lunch</u> 12:16 - (Darman/Fuller)	Cabinet Room
1:00 pm (30 min)	<u>Personal Staff Time</u>	Oval Office
1:30 pm (15 min)	<u>Address to Agriculture Communicators'</u> <u>Congress</u> 1:31-1:40 (Fuller/McManus)	South Lawn
2:00 pm (60 min)	1:42-2:00 PER. TIME <u>NSPG Meeting</u> 2:02-3:41 (McFarlane)	Situation Room
3:00 pm (60 min)	<u>Personal Staff Time</u> 3:41 -	Oval Office
4:00 pm (30 min)	<u>Meeting with Reagan-Bush Advisory Council</u> (Tutwiler) 4:14-4:43	Cabinet Room
4:30 pm (45 min)	<u>Haircut</u> 4:44 -	West Basement
5:15 pm (30 min)	<u>Videotaping Session for Incumbent</u> 5:17-5:45 <u>GOP Senators</u> (Tutwiler/Duval)	Oval Office

UNP      REVISED  
6/25/84  
9:30 am

# REQUEST FOR APPOINTMENTS

To: Officer-in-charge  
Appointments Center  
Room 060, OEOB

June 25

84

Please admit the following appointments on \_\_\_\_\_, 19\_\_\_\_

for The President of The White House  
(NAME OF PERSON TO BE VISITED) (AGENCY)

The Vice President's Office

✓ The Vice President  
✓ Admiral Daniel J. Murphy

State:

✓ Secretary George P. Shultz  
✓ Mr. Michael Armacost  
✓ Mr. Langhorne Motley

Defense:

✓ Secretary Caspar W. Weinberger  
✓ Dr. Fred Ikle

OMB:

✓ Dr. Alton Keel

CIA:

✓ Mr. William J. Casey  
✓ Mr. Duanne Clarridge

USUN:

✓ Ambassador Jeane J. Kirkpatrick

JCS:

✓ General John W. Vessey, Jr.  
✓ Admiral Arthur S. Moreau

White House:

✓ Mr. Edwin Meese, III  
✓ ~~Mr. James A. Baker, III~~  
✓ ~~Mr. Michael K. Deaver~~  
✓ Mr. Robert C. McFarlane  
✓ Admiral John M. Poindexter

NSC:

✓ Mr. Constantine C. Menges

## MEETING LOCATION

Building West Wing White House

Requested by Victoria M. Lara

Room No. Situation Room

Room No. 372 Telephone 3044

Time of Meeting 2:00

Date of request June 25, 1984

Additions and/or changes made by telephone should be limited to three (3) names or less.

APPOINTMENTS CENTER: SIG/OEOB - 395-6046 or WHITE HOUSE - 456-6742





THE WHITE HOUSE

WASHINGTON

BRIEFING MEMORANDUM FOR THE PRESIDENT

SUBJECT: Audio Taping for CITIZENS FOR AMERICA Dinner

Monday, June 25, 1984  
11:30 a.m. (5 minutes)  
The Oval Office

FROM: RICHARD G. DARMAN *RD*

I. PURPOSE

To express appreciation and thanks for the policy support shown by CITIZENS FOR AMERICA.

II. BACKGROUND

On Tuesday, June 26th CITIZENS FOR AMERICA is having a fundraising dinner in Los Angeles. Ambassador Kirkpatrick will be the guest of honor, and Holmes Tuttle is the dinner chairman. Lew Lehrman has requested that you tape a three minute audio message.

III. PARTICIPANTS

The President

IV. SEQUENCE OF EVENTS

Standard audio taping set up.



# THE WHITE HOUSE

WASHINGTON

June 22, 1984

## BRIEFING FOR BLACK APPOINTEES

Date: June 25, 1984  
Location: East Room  
Time: 11:45 A.M. (10 minutes)  
  
From: Craig L. Fuller

### I. PURPOSE

To enhance the capability of the Black appointees to elaborate on the Administration's policies and programs in formal forums as well as in their day-to-day contact with the public.

### II. BACKGROUND

With increasing frequency, the Administration's Black appointees are being queried by the public on issues of paramount concern to Black Americans. The briefing is intended to enable them to address these issues with a maximum degree of credibility.

The briefing will focus on the following issues: The Economy; Jobs and Job Training; Civil Rights Developments; Minority Business Development; and Foreign Policy.

### III. PARTICIPANTS

Ed Meese  
Secretary Regan  
Secretary Donovan  
Bud McFarlane  
Clarence Thomas, Chairman, Equal Employment Opportunity  
Commission  
Brad Reynolds, Assistant Attorney General, Civil Rights  
Division  
Henry Wilfong, Associate Administrator, Minority Business  
Development  
Mel Bradley, Special Assistant to the President

### IV. PRESS PLAN

White House Press

V. SEQUENCE OF EVENTS

- 9:00 - Opening Remarks - Edwin Meese III
  - 9:05 - Overview of the Economy - Secretary Regan
  - 9:30 - Civil Rights Development - Brad Reynolds  
Clarence Thomas
  - 10:00 - Minority Business Development - Henry Wilfong
  - 10:20 - Coffee Break
  - 10:50 - Jobs and Job Training - Secretary Donovan
  - 11:15 - Foreign Policy - Bud McFarlane
  - 11:45 - The President
- You will make brief remarks and depart.

SEQUENCE OF EVENTS:

BRIEFING  
Black Appointees  
Monday, June 25, 1984

TIME:

8:30 a.m. - Noon


LOCATION:

East Room

NUMBER OF GUESTS:

200

FROM:

Gahl L. Hodges 

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8:15 a.m. Guests begin to arrive the Diplomatic Entrance via the Southeast Gate and proceed to the East Room via the Grand Staircase.

Guests are seated in the East Room.

9:00 a.m. Welcoming Remarks by The Honorable Edwin Meese, III, Counsellor to The President.

9:01 a.m. Remarks by The Honorable James Sanders, Administrator, Small Business Administration.

9:30 a.m. Remarks by The Honorable David Stockman, Director, Office of Management and Budget.

10:00 a.m. - Coffee break in the Grand Foyer.  
10:30 a.m. (NOTE: Color Rooms are closed off.)

Guests return to their chairs in the East Room.

10:30 a.m. Remarks by The Honorable Raymond Donovan, Secretary of Labor.

11:00 a.m. Remarks by The Honorable Robert McFarlane, Assistant to the President for National Security Affairs.

MONDAY, JUNE 25, 1984

11:30 a.m. At the conclusion of Mr. McFarlane's remarks, the Members of the Press are ushered into the East Room.

11:45 a.m. THE PRESIDENT arrives the State Floor and proceeds to the East Room via the Cross Hall.

Announcement.

THE PRESIDENT proceeds to the platform in the East Room.

Remarks by THE PRESIDENT.

Noon At the conclusion of his remarks, THE PRESIDENT departs the East Room enroute the elevator.

12:05 p.m. Guests depart the East Room enroute the Diplomatic Entrance via the Grand Staircase.



## THE WHITE HOUSE

WASHINGTON

June 22, 1984

### AGRICULTURAL COMMUNICATORS CONGRESS

Date: June 25, 1984  
Location: South Lawn  
Time: 1:30 P.M. (15 minutes)  
  
From: Craig L. Fuller

#### I. PURPOSE

To address the first Agricultural Communicators Congress, providing an opportunity for you to reach the nation's farmers.

#### II. BACKGROUND

On June 24-27, the first Agricultural Communicators Congress will be held in Washington, D.C. at the new J.W. Marriott Hotel. This meeting will bring together the top agricultural communicators from across the Nation. It is a combined meeting of five major agricultural communication organizations.

The groups are the American Agricultural Editors' Association, the National Association of Farm Broadcasters, the Agricultural Relations Council, the Agricultural Communicators in Education, and the Cooperative Editorial Association. The audience served by these groups include nearly every farmer and agribusiness person in America.

You met with the American Agricultural Editors' Association on March 22, 1982 and announced your policy on export embargoes which has proven to be very popular with the farmers and agricultural interests.

#### III. PARTICIPANTS

Dick Lyng, Deputy Secretary of Agriculture  
Willard F. McCracken, President, Agricultural Relations Council  
Len Richardson, President, American Agricultural Editors' Association  
Anne Warring, President, Cooperative Editorial Association  
Art Sechrest, President, National Association of Farm Broadcasters  
Joann Pierce, President, Agricultural Communicators in Education



IV. PRESS PLAN

White House Press

V. SEQUENCE OF EVENTS

- Prior to your arrival, Deputy Secretary Lyng will make remarks.
- You will greet the dais guests, make remarks and depart.

- - -

In case rain is predicted for Monday, the event will be held at the J.W. Marriot Hotel. The decision will be made by Presidential Advance on Sunday at noon.



# THE WHITE HOUSE

WASHINGTON

June 22, 1984

## MEETING WITH REAGAN-BUSH ADVISORY COUNCIL

DATE: Monday, June 25, 1984  
LOCATION: Cabinet Room  
TIME: 4:00 p.m.  
FROM: Margaret Tutwiler *M.D.T.*

### I. PURPOSE

To express appreciation and thanks for the guidance and support which this group is providing to the President's re-election effort.

### II. BACKGROUND

The Reagan-Bush '84 Advisory Council is comprised of stalwart Reaganites who have been supporters of the President for many years. This 29 member group, considered the "olde garde" of the Reagan campaign, was created to give these individuals a way of contributing their experience and expertise to Reagan-Bush '84. This group, looked to as senior advisers, works directly with Senator Laxalt.

The members of the Advisory Council will be in town for a day-long briefing session on the activities of Reagan-Bush '84. A brief meeting with the President will culminate their session.

### III. PARTICIPANTS

Reagan-Bush Advisory Council (please see attached list)  
Senator Paul Laxalt  
Edwin Meese  
James Baker  
Michael Deaver  
Margaret Hance  
Ed Rollins  
Lee Atwater  
Lyn Nofziger  
Ollie Kinney, RNC  
Ed Allison, Administrative Assistant to Senator Laxalt

### IV. PRESS PLAN

White House Photographer only

REAGAN-BUSH ADVISORY COUNCIL

Ernest Angelo, Chairman	George Klein
Anne Armstrong	Vlastimil Koubek
John Autry	Hon. Manuel Lujan, Jr.
Milan Bish	James Lyon
Henry Cashen	C.M. "Mac" McLean
Tom Evans	Betty Southard Murphy
Max Fisher	Dr. James O'Rourke
John Gnau	Nancy Reynolds
Robert Gray	Richard Richards
Michel Halbouty	Raymond Shafer
Marcia Wilson Hobbs	Ted Stivers
Max Hugel	Meldrim Thomson
Dan Hughes	Dr. Gloria Toote
Pat Jacobson	Henry Zenzie
Dee Jepsen	Ron Crawford



THE WHITE HOUSE

WASHINGTON

June 22, 1984

VIDEO-TAPING SESSION FOR REPUBLICAN SENATE INCUMBENTS  
AND CHALLENGERS

DATE: Monday, June 25, 1984  
LOCATION: Oval Office  
TIME: 5:15 p.m.  
FROM: Margaret Tutwiler *MDT*

I. PURPOSE

To provide Republican Senate incumbents and challengers the opportunity to be filmed with the President.

II. BACKGROUND

Of the thirty-three Senate seats which are up this fall, 17 seats are held by Republican incumbents and 12 seats are held by Democrat incumbents, each of whom is seeking re-election to office. There are 4 open seats where no incumbent is seeking re-election.

During this video-taping session, the President will be filmed with 14 Republican incumbent Senators and 8 Republican challengers to Democrat incumbents. Each candidate will coordinate directly with the National Republican Senatorial Committee to utilize the video-tape footage in their respective general election campaigns.

III. PARTICIPANTS

Please see attached list.

IV. PRESS PLAN

Taping crew and still photographer from NRSC;  
White House Photographer.

V. SEQUENCE OF EVENTS

- Participants enter the Oval Office individually and are seated next to THE PRESIDENT at his desk.
- When his or her taping segment is completed, each participant departs the Oval Office as the next participant enters.

VIDEO-TAPING SESSION FOR REPUBLICAN INCUMBENT SENATORS  
AND CHALLENGERS

PARTICIPANTS

Senator Rudy Boschwitz	MN
Senator Bill Cohen	ME
Senator Pete Domenici	NM
Senator Jesse Helms	NC
Senator Gordon Humphrey	NH
Senator Roger Jepsen	IA
Senator Nancy Kassebaum	KS
Senator Jim McClure	ID
Senator Charles Percy	IL
Senator Larry Pressler	SD
Senator Alan Simpson	WY
Senator Ted Stevens (accompanied by his wife, Katherine Stevens)	AK
Senator Strom Thurmond	SC
Senator John Warner	VA
Ed Bethune	AR
John Burris	DE
Chuck Cozzens	MT
Nancy Hoch	NB
Barbara Leonard	RI
Mitch McConnell	KY
Mary Mochary	NJ
John Raese	WV