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MKD-FILE

# THE WHITE HOUSE WASHINGTON

February 10, 1981

Dear Shelly:

Thank you for your recent letter and your recommendation of Judge Ronald George as Solicitor General. I would suggest that he forward his resume to Mr. E. Pendleton James, Director of Presidential Personnel, The White House, Washington, D.C. 20500. In the meantime, I have taken the liberty of forwarding a copy of your letter to Mr. James for his information.

I sincerely appreciate your recommendation and interest in bringing to our attention qualified men such as Judge George.

Again, thank you for writing.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Sheldon H. Sloan 8481 Melrose Place Los Angeles, CA 90069

#### February 4, 1981

Michael K. Deaver, Deputy Chief of Staff The White House Washington, D.C.

Dear Mike:

Despite all the correspondence back and forth, you and I have really not had a chance to sit down and chat about your new job. I am looking forward to that time and want you to know in the interim that Loraine and I are both so very pleased for you and Carolyn.

I have been in contact with Bill Smith regarding the possibility of Judge Ronald George's appointment as Solicitor General.

I know that you will remember Ron and the good work he did in the California Attorney General's Office, particularly in connection with the death penalty.

Ron has been an outstanding Municipal and Superior Court judge and, frankly, despite the fact that he is my friend and close to many others, believe that he would be the best Solicitor General available.

His experience is ideal as he has argued six times before the Court and many many times before the California Supreme Court. The job requires a person like Ron George and I will certainly appreciate anything you can do towards helping him along.

I hope to see you soon.

Kindest personal regards.

Sincerely

SHELDON H. SLOAN

SHS:gc

P.S. It's your turn to buy

## THE WHITE HOUSE

February 10, 1981

Dear Mr. Lack:

Thank you for your kind letter and for the latest news about our Delta Sigma Phi Fraternity.

I sincerely appreciate your interest in serving with President Reagan's administration and since you had included a copy of your resume, I have taken the liberty of forwarding it to the Director of Presidential Personnel, Mr. E. Pendleton James, for his consideration. You will be hearing from his office shortly.

Again, thank you for writing and good luck in your future endeavors.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Steven M. Lack 320 N. Civic Drive #505 Walnut Creek, CA 94596

### Aelta Sigma Phi Fraternity

The Fraternity of Engineered Leadership



STEVEN M. LACK
DISTRICT GOVERNOR XIX
320 N. Civic Drive \$505
Walnut Creek, California 94596
Res: (415) 932-8374

ALLEN JAMES
Executive Director
233 Milwaukee Street
Denver, CO 80206
Telephone: (303) 388-4853

February 4, 1981

Mr. Michael K. Deaver
Deputy Chief of Staff and
Assistant to The President
The White House
Washington, D.C. 20500

Dear Brother Deaver:

This letter is sent to you for two reasons, both of which are associated with the Delta Sigma Phi Fraternity. First I want to convey some great news about the rechartering of your former chapter Gamma Epsilon at San Jose State. Second is to ask your advice, as a Fraternity Brother, regarding applying for certain positions in the Reagan Administration.

As you may have heard, at the Delta Sig Alumni Dinner in December, there was an effort being mounted to restart the Gamma Epsilon Chapter. As District Governor for Northern California, I have the pleasure to inform you that there are six new Gamma Epsilon pledges and that Delta Sigma Phi is back at San Jose State. I hope you will be able to meet these new members of our Fraternity when you return to California.

Your advice would be appreciated regarding a position in Reagan's Administration because you are the most reliable source of information based on your present position and our mutual ties to Delta Sigma Phi. I am most interested in an intergovernmental or Congressional relations position with the Department of Defense, HUD or HHS, at a GS 14 level or above. My location preference is in the San Francisco region where I am presently employed with the Federal Government. I do, however, have mobility.

Mr. Michael K. Deaver February 4, 1981 Page 2 of 2

I have worked in California Republican Politics, working as Scheduling Coordinator for Evelle Younger during his successful Primary Gubernatorial campaign in 1978. I was selected shortly after Younger's victory as a Presidential Management Intern. At this time I am a GS 12 Management Analyst in the Regional Administrators office of the Health Care Financing Administration in San Francisco.

I hope you will have the opportunity to review my attached resume and advise me on how I might best proceed.

Yours in The Bond of Spinx,

Steven M. Just

Steven M. Lack

District Governor XIX

SML/cbl

Attachment

MKD-FILE

#### THE WHITE HOUSE

WASHINGTON

February 10, 1981

Dear Mr. Corti:

Thank you for your letter in support of Mr. Cobb Vaughan as a candidate for the office of Federal Marshal.

I have taken the liberty of forwarding your letter to Mr. E. Pendleton James, Director of Presidential Personnel, for consideration. I sincerely appreciate your recommendation and interest in bringing to my attention qualified men such as Mr. Vaughan.

Again, thank you for writing.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Frank Corti Corti Brothers 5770 Freeport Boulevard Suite 66 Sacramento, CA 95822

# THE WHITE HOUSE

February 9, 1981

Dear Mr. McManus:

Thank you for your letter expressing your interest in the Reagan Administration.

I have taken the liberty of forwarding your resume to Mr. E. Pendleton James, Director of Presidential Personnel. I am sure you will be hearing from his office shortly.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Michael A. McManus, Jr. 500 East 83rd Street New York, N. Y. 10028 Michael A. Mc Manus, Jr.

ATTORNEY AT LAW

500 East 83rd Street

New York, N. Y. 10028

(212) 628-3516

February 3, 1981

Mr. Michael Deaver The White House Washington, DC 20500

Dear Mike:

I understand that you will be one of the members of the new committee to screen appointments for the President. I want you to know of my interest in serving. You are aware of my participation in the convention, the opening and closing events of the campaign and several other significant events. I am enclosing a copy of my professional resume as well. I would be interested in the job of Deputy to Fred Fielding, or General Counsel of Commerce, Treasury or the Synfuels Corp.

Please let me know if you think there is a way in which I could make a significant contribution.

Best personal regards.

Sincerely,

Michael A. McManus, Jr.

Enc.

MICHAEL A. McMANUS, JR.
ATTORNEY AT LAW
500 East 83rd Street
New York, New York 10028
212-628-3516

#### PROFESSIONAL EXPERIENCE:

#### April 1977 -Present

### PFIZER INC. - CORPORATE COUNSEL AND GENERAL COUNSEL OF \$400 MILLION CHEMICALS DIVISION

Generally responsible for corporate acquisitions, financings, licensing and contracts, as well as involvement in matters with the federal government. Also responsible for antitrust, litigation and contractural matters for the Chemicals Division. Recent accomplishments:

- A \$75 million international private placement of notes
- An \$80 million acquisition
- Major licensing negotiations in Japan, England and Germany
- Defense of several multi-million dollar product liability claims

### December 1975 - April 1977

### U. S. DEPARTMENT OF COMMERCE, ASSISTANT TO SECRETARY ELLIOT RICHARDSON

Worked on special assignments as well as being responsible for Commerce activities in the Northeast. Accomplishments include:

- Responsible for administration of \$60 million grant for 1980 Winter Olympics
- Participation in policy plan for \$2.7 billion Public Works Bill
- Participation in Task Force on Questionable Corporate Payments
- Task Force on the Arab Boycott

#### October 1974 -November 1975

### CHIEF OPERATING OFFICER AND CHIEF LEGAL OFFICER OF A \$20 MILLION BICENTENNIAL PROJECT

Responsible for turning around a project on the brink of collapse. Accomplishments include:

- Administering a staff of 150 people in law, finance, marketing and operations
- Negotiated changes saving \$500,000
- Negotiated a \$2.3 million line of credit

## March 1970 - October 1974

### CADWALADER, WICKERSHAM & TAFT, CORPORATE AND SECURITIES LAWYER

- Participated in numerous public and private financing
- Negotiated and drafted domestic and international agreements including acquisition, loan, joint venture and general contracts
- Worked on antitrust and litigation matters
- Prepared all types of SEC filings

#### MILITARY EXPERIENCE:

January 1968 - U. S. Army - Enlisted Man

February 1970 Honorable Discharge at level E-5,

Recipient - Army Commendation Medal

PROFESSIONAL:

1968 Admitted in New York State

1970 Admitted in Federal District Court - SDNY

EDUCATION:

1960 - 1964 University of Notre Dame - B. A. Economics

1964 - 1967 Georgetown Law Center - J. D.

1969 - thru 1976 George Washington University and Pace University - Courses

to M. B. A. in Finance

PERSONAL: Birth Date: March 11, 1943

Health: Excellent Marital Status: Single

ADDRESSES: Home: 500 East 83rd Street, Apartment 9F

New York, New York 10028 Telephone: 212-628-3516

Business: Pfizer Inc., 235 East 42nd Street

New York, New York 10017 Telephone: 212-573-2403

REFERENCES: Will be furnished upon request

## THE WHITE HOUSE

February 9, 1981

Dear Mr. Petersen:

Thank you for your endorsement of Walter Binswanger. I am taking the liberty of forwarding your letter to E. Pendleton James, Director of Presidential Personnel for his information.

Your interest and concern are appreciated.

Again, thank you for writing.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Donald E. Petersen President Ford Motor Company The American Road Dearborn, Michigan 48121

Mach



Donald E. Petersen President

Ford Motor Company The American Road Dearborn, Michigan 48121

February 3, 1981

Mr. Michael Deaver
Assistant to the President
of the United States and
Deputy Chief of Staff
White House
Washington, D.C.

Dear Mr. Deaver:

It has come to my attention that Mr. Walter Max Binswanger is being considered for an appointment in President Reagan's administration.

I am pleased to know that a man of Max's outstanding qualifications is available for public service and I heartily endorse his favorable consideration.

Sincerely, Analy E. Feture

February 6, 1981

Dear Bill:

Thank you for your note forwarding the names of individuals who you highly recommend for consideration with the new administration.

I have taken the liberty of forwarding this list to E. Pendleton James for his information. I appreciate you taking the time to send them to me, and can assure you that careful consideration will be given to them.

Again, thank you for writing.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. William J. Casey The Director of Central Intelligence

## THE WHITE HOUSE

February 6, 1981

Dear Chris:

Thank you for your letter forwarding me your Profile Sheet. I have taken the liberty of forwarding it to the Director of Presidential Personnel, Mr. E. Pendleton James. You should be hearing from his office shortly.

Again thank you for writing.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Christopher L. Stewart 523 West Sixth Street, Suite 200 Los Angeles, CA 90014

February 5, 1981

Dear Mr. Mobley:

Thank you for your letter expressing an interest in the Reagan administration.

I have taken the liberty of forwarding your resume to Mr. E. Pendleton James, Director, Presidential Personnel. You will be hearing from that office shortly.

Again, thank you for writing.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Steven G. Mobley
7104 Bearcreek Drive
Apartment A-3
Louisville, Kentucky 40207

MKO-FILE

# THE WHITE HOUSE

February 4, 1981

Dear Mr. Hollister:

Thank you for your letter and recommendation of Richard Whiston. I have taken the liberty of forwarding your letter to Mr. Edwin Meese, Counselor to the President. I would also suggest that Mr. Whiston send his resume to Mr. Meese for consideration.

Again, thank you for your comments.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. J. James Hollister, III Hollister & Brace 1126 Santa Barbara Street Santa Barbara, CA 93101

February 4, 1981

Dear Mr. Jones:

Thank you for your letter forwarding your resume and request for consideration for employment.

I have taken the liberty of forwarding your information to the Director of Presidential Personnel. You should be hearing from that office shortly.

Again, thank you for writing.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Raymond A. Jones P.O. Box 2422 Dallas, Texas 75221

MKO-FILE

#### THE WHITE HOUSE

WASHINGTON

February 4, 1981

Dear Max:

I'm sorry we missed each other when you were in town. However, you certainly left a number of admirers while you were here.

I've sent a note to Pen James urging him to give you an assist. However, it will be a few weeks before we really get into Ambassadorships.

Keep me posted and say hello to Evelyn.

Warm regards,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Walter Max Binswanger 74710 Old Prospector Trail Palm Desert, CA 92260

February 3, 1981

Dear Mr. Fallen:

Thank you for your letter expressing your interest in the Reagan Administration.

I have taken the liberty of forwarding your letter and resume to Mr. E. Pendleton James, Director of Presidential Personnel. I am sure you will be hearing from him soon.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Aston A.F. Fallen 1625 North Utah Street Arlington, VA 22207

February 3, 1981

Dear Mr. Ambassador:

Thank you for your letter forwarding the letter and resume on Mr. Sam George.

I have taken the liberty of forwarding your letter to Mr. E. Pendleton James, Director of Presidential Personnel. I am sure you will be hearing from him soon.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

The Honorable Walter H. Annenberg Triangle Publications, Inc. 100 Matsonford Road PO Box 750 Radnor, PA 19088

February 3, 1981

Dear Mr. McCarthy:

Thank you for your letter concerning your interest in the Reagan Administration.

I have taken the liberty of forwarding your letter and resume to Mr. E. Pendleton James, Director of Presidential Personnel. I am sure you will be hearing from him soon.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Vern I. McCarthy, Jr. 8 Brighton Lane Oak Brook, Illinois 60521

THE WHITE HOUSE WASHINGTON February 3, 1981 Dear Eleanor: Thank you for your letter and kind words of congratulations. I have taken the liberty of forwarding your resume to Mr. E. Pendleton James, Director, Presidential Scheduling. You should be hearing from him soon. Sincerely, MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff Ms. Eleanor Lyons Williams

500 23rd Street, N.W. Washington, DC 20037



500 23rd street, n.w. washington d. c. 20037 telephone (202) 293-2375

O Samo

December 31, 1980

Dear Mike The the on your appointment and all good wakes and to Trajetime mention of the state of the dising in helping for the manging of th

I would like to submit my name for the position of Deputy or Special Assistant to the President for Business Liaison at the level of Senior Executive Service 6 non career, as I understand after 3 years an SES6 can apply for career status. An alternative choice would be assistant U.S. Trade Representative for Business and Industry Liaison.

For the last year and 3 months I have worked as Vice Chairman-Finance for Reagan for President and now as Vice Chairman, Presidential Inaugural National Finance Committee on a volunteer basis since April.

Through past associations as covered in the attached resume, and always I have had an interest and been involved in the free enterprise system. I feel strongly that it must be supported and encouraged even in these difficult domestic and international times. I am sure this is a priority for the Reagan administration and would like to play an active role.

Your backing will be deeply appreciated. Can help?

Best wishes for a very happy New Year.

Sincerely,

Eleanor Lyons Williams

Enclosure

500 23RD STREET, N.W. WASHINGTON, D.C. 20037 202-293-2375

ELEANOR LYONS WILLIAMS, III

OBJECTIVE:

Representative for multinational corporation where communication skills, a knowledge of business, political and diplomatic interaction, and the ability to "open doors" can contribute to the overall success of an organization.

PROFESSIONAL EXPERIENCE IN:

Coordination

Administration

International Travel

Staff Training

Protocol

Problem Solving

Fund Raising

Conference Planning

ACCOMPLISHMENTS:

As Vice Chairman-Finance for a presidential candidate, personally brought in substantial contributions to campaign.

As Washington Representative for group of international companies, made possible multi-million dollar banking loans.

As Special Consultant and Assistant to Chairman of national political committee, raised funds and recruited business leaders for Presidential boards and commissions.

As Assistant to President of multinational corporation, served as primary liaison between chief executive officer and other top officials and participated in world-wide inspection of offices, management meetings, world business congresses and social events, royal and state functions.

CAREER HISTORY:

Vice Chairman - Finance, Reagan for President Campaign Committee, Washington, D.C., and Vice Chairman, Presidential Inaugural National Finance Committee (1979 to present)

Washington Representative, McMullen Group, Washington, D.C. (1973 - 1979)

Office of Director of Communications, The White House, Washington, D.C. (Feb. to May 1973)

Assistant to Chairman / Speical Consultant, Republican National Finance Committee (1969 to 1973)

Special Assistant - Finance, Republican Presidential Campaign and Presidential Transition Committee, Washington, D.C. (1968 - 1969)

Assistant to President, American Express Company, New York, N.Y. (1949 to 1968)

EDUCATION:

William & Mary College Columbia University University of Miami

PERSONAL:

Single. Born in Norfolk, Virginia. Excellent health

REFERENCES:

Upon request.

February 3, 1981

Dear Miss Nazeer:

Thank you for your letter expressing your interest in the Reagan Administration.

I have taken the liberty of forwarding your letter and resume to Mr. E. Pendleton James, Director of Presidential Personnel. I am sure you will be hearing from his office shortly.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Miss Freda Nazeer 1260 21st Street, NW Apartment 606 Washington, DC 20036

N-Jan

1260 21st Street, NW Apartment 606 Washington, D.C. 20036 14 Jan. 1981

Mr. Michael K. Deaver
Ass't to the President and
Deputy Chief of the White House Staff
OFFICE OF THE PRESIDENT-ELECT
Washington, D.C. 20270

Dear Mr. Deaver:

The opportunity of working in the new administration interests me very much. I am looking to advance my career in government and international affairs.

My studies have given me a keen knowledge of communication, journalism, program initiatives and business and government affairs. In addition, my most recent experience of Washington operations, particularly on the Hill, gives me a unique familiarity with the international and national affairs of our country.

I believe my background in public relations and public administration, as well as in international business, development and administration would be an asset to the new administration.

At your convenience, I would like to discuss the possibility of working for the Reagan administration. Thank you for your consideration. I am looking forward to hearing from you, and would appreciate your confidentiality in this matter.

Congratulations in your new post.

Sincerely, Nagel

Enclosure: Resume

TELEPHONE: (202) 887-0963

FREDA NAZEER
1260 21st Street, N.W.
Washington, D.C. 20036

DATE & PLACE 18 June 1946 of BIRTH: Karachi, Pakistan

NATIONALITY: American LANGUAGES: Urdu & French

PROFESSIONAL OBJECTIVES:

Business-Government. . .to utilize skills effectively in communications, organization, analytical writing and independent research. Primary area of interest is the inter-relationships between governments, industries and international organizations in respect to development or legislation. To apply skills in legislative analysis, lobbying, problem solving and strategy development.

EDUCATION:

1979- Master of Public Administration Degree (MPA): area International Administration/Development; American University, Washington, D.C.

1975- Master Certificate in Public Relations: area
Business & Government; American University, Washington, D.C.
1972- Bachelor of Arts Degree: International Relations;

College of Potomac, Virginia

WORK EXPERIENCE:

General Federation of Women's Clubs, Washington, D.C.; July 1978 - Present Position: Director of Legislation and Research Responsibilities Include:

• Interpreting legislative policies and proposals

Assessing impact of proposed legislation

Analyzing intent of resolutions
Researching and summarizing bills

• Attending and preparing statements for Congressional Commit-

• Writing "Legislative Update" column for monthly magazine

Grassroots lobbying efforts

· Coordinating support network for passage of legislation

Conducting legislative workshops
 Drafting and reviewing resolutions

• Amending Constitution, Bylaws, standing rules and resolu-

• Maintaining Archives of Organization

Position: Assistant Researcher - the Division of Energy, Foster Associates, Inc., Washington, D.C. November 74 - August 75

Position: Researcher & Professor's Assistant - International Business Program, School of Business Administration The American University, Washington, D.C.

June 69 - May 75

Position: Administrative Assistant for the Division of Epidemiology School of Public Health (working with government grants), Columbia University, New York, NY May 74 - September 74

Position: Assistant to the Administrator - Oak Meadow Nursing Home, Inc., Alexandria, VA;

June 67 - June 69

A Read Services

February 27, 1981

Mike Deaver
The White House
Washington D.C.

Dear Mike:

Thank you for passing on my recommendations about Mike Fitz-gerald for Director of the Bureau of Land Management to Mr. E. Pendleton James.

It looks as though a slight mix-up in communication has occured. For your convenience, I have enclosed copies of your letter to me, and Mr. James responce. I have also included a copy of a letter Mike Fitzgerald recently sent to the Federal Appointments Coordinating Council.

I want you to know, there are alot of us working with wholehearted support, to produce the results, that you, and the entire administration say needs to be done.

Thank you for being there.

Sincerely,

Danny O'Neill

## THE WHITE HOUSE

February 3, 1981

Dear Mr. O'Neill:

Thank you for your letter in support of Mr. Mike Fitzgerald as Director of the Bureau of Land Management.

I have taken the liberty of forwarding your comments on to Mr. E. Pendleton James, Director of Presidential Personnel. I am sure you will be hearing from him soon.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Danny O'Neill 7625 Lost River Road Klamath Falls, Oregon 97601

February 2, 1981

Dear Jeff:

It was good to hear from you.

I can't add anything to what you already know. You will, no doubt, be hearing from E. Pendleton James regarding a decision on a position in the Reagan Administration.

Good luck to you, Jeff.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Jefferson D. Yohn 217 Country Place, No. 141 Sacramento, CA 95831

all material forms

cc/cr

#### THE WHITE HOUSE

WASHINGTON

February 2, 1981

Dear Bob:

Thank you for your letter indicating your strong and unqualified support for Leon Kendall for Chairman of the Federal Home Loan Bank Board. I appreciate the input.

I have taken the liberty of forwarding a copy of your letter to Mr. E. Pendleton James, Director of Presidential Personnel. Although I can't predict when he may contact you, please be assured Mr. Kendall will be seriously considered as we seek the most qualified team to serve President Reagan.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Robert R. Dockson Chairman of the Board and Chief Executive Officer California Federal 5670 Wilshire Blvd. Los Angeles, CA 90036

MKD-FILE

# THE WHITE HOUSE

February 2, 1981

Dear Mr. Kohlenberg:

Thank you for your letter in support of Donna Miller Casey for the position of Director of International Communication Agency Reception Center in San Francisco.

This position will be filled by Mrs. Robin Orr when the present directors term is up.

I appreciate your input, Mr. Kohlenberg.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Fred Kohlenberg 2900 Vallejo Street San Francisco, CA 94123

cc/cp

MR. PENN JAMES

### THE WHITE HOUSE

WASHINGTON

February 2, 1981

Dear Joe:

Thanks for your letter submitting the names of those you feel should have a spot in the Reagan Administration.

I have taken the liberty of forwarding a copy of your letter to Mr. E. Pendelton James, Director of Presidential Personnel, and I am sure he will give serious consideration to each and every one. Hopefully, these people have already submitted resumes.

It was good seeing you at the Inauguration.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Joe M. Rodgers P.O. Box 121086 Nashville, Tenn. 37212

### Joan, Rodgers

January 23, 1981

Mr. Mike Deaver White House Washington, DC

Dear Mike:

As you can imagine, I have received numerous requests from people throughout the United States asking that I recommend them for positions in the new Administration. Confidentially, out of the many names I have submitted, the following are those I feel strongly about:

- (1) John Sloan Administrator of SBA
- (2) Phil Abrams Assistant Secretary for Housing of HUD
- (3) John Trimmer Federal Apprenticeship Committee or Board of National Institute of Building Science or both
- (4) Hal McCormick Ambassador to Saudi Arabia
- (5) Dick Heffner Ambassador to Denmark
- (6) Dr. Bill Banowsky Commission on Presidential Scholars or Board of Foreign Scholarships
- (7) John Saucier Environmental Protection Agency Region IV Administrator

Mike, let me assure you that each of these people carries heavy credentials and is truly qualified for the position I have listed. I realize you are very busy but if you could have someone make sure that these people are being given serious consideration and that they know of my effort in their behalf, I would appreciate it.

Enjoyed seeing you at the Inauguration.

STAcerely,

Joe M. Rodgers

JMR: br

WASHINGTON

February 2, 1981

Dear Bob:

3

Thanks for the congratulatory letter.

Yes, it would be fun to sit down someday with you, Win, Betsy, Margaret and all the others, to discuss what has happened since 1967.

Bob, I've taken the liberty of forwarding both Mr. Sharmavs and your resumes to Mr. E. Pendleton James, Director of Presidential Personnel. I'm sure they will both get careful consideration.

Again, Bob, thanks for writing.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Robert Marvin Clark Erwin & Anderholt 74-090 El Paseo Post Office Box 789 Palm Desert, CA 92261 ERWIN & ANDERHOLT

74-090 EL PASEO
POST OFFICE BOX 789

PALM DESERT, CALIFORNIA 92261

January 20, 1981

TELEPHONE
AREA CODE 714
568-2611
OF COUNSEL
RIBTON M. WADE

Mr. Michael K. Deaver Deputy Chief of Staff The White House Washington, D. C. 20500

RE: William J. Sharman

Dear Mr. Deaver:

DAVID J. ERWIN J. JOHN ANDERHOLT

DAVID M. FRANKLIN

STEPHEN A. SINDONI

GREGORY A. SWAJIAN NEOMA R. KNITTER

ROBERT MARVIN CLARK

JEFFERY S. R. PATTERSON MICHAEL J. ANDELSON DOUGLAS S. PHILLIPS

Congratulations on your success, current and over the years since we last talked, and specifically on your appointment as President Reagan's Deputy Chief of Staff. It has taken long enough to get all of you there, and please accept my best wishes for continued and even greater success during at least the next four years.

It would be fun someday to sit down with some of the people we used to know - Win Adams, Betsy Brumfield, Margaret Leete, etc - and discuss the ups and downs since 1967. Maybe someday, that will occur.

However, at this time I would like to bring to your attention an individual by the name of William J. Sharman. A copy of his resume is enclosed for your information. As you can see Mr. Sharman is a superior individual who will soon complete his first year at the Harvard Business School. When he receives his M.B.A. from Harvard next year he is interested in working in Washington in the Office of the President, Secretary of Defense or related areas.

If there will be any summer jobs open this year in the White House or Defense Department for graduate students such as Mr. Sharman, I know he would be interested in applying for them. I strongly recommend him to you and to the Reagan Administration.

If you have any questions regarding him, please contact me.

Good luck, Mike, and keep up the good work.

Sincerely yours,

ROBERT MARVIN CLARK

RMC:sk

cc: Mr. William J. Sharman

MKO-FILE

#### THE WHITE HOUSE

WASHINGTON

February 2, 1981

Dear Maryann:

Thanks for your congratulatory letter and for the resume.

I have taken the liberty of forwarding your resume to Mr. E. Pendleton James, Director of Presidential Personnel. I'm sure you'll be given special consideration in light of all your past good work for us.

Warm regards,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Miss Maryann Urban 1111 30th Street, N.W. Apartment #606 Washington, D.C. 20007



## Presidential Inaugural Committee - 1981

Second and T Streets, SW Washington, DC 20599 (202)382-8250

15 January 1981

Mr. Michael K. Deaver Deputy Chief of Staff TRANSITION OFFICE Washington, D.C.

Dear Mike:

Congratulations on your new position. It must give one a great feeling of satisfaction to have reached this point. I know how I feel and it must be multiplied greatly for you.

This is to let you know that I would be very interested in a position with the White House. You may be aware of some of my recent positions in both scheduling and advance and I am including a detailed resume for your review of my years between the Governor's Administration and this one.

Hope to hear from you. My office telephone number is 382-8168 and my home telephone is 338-1343.

I will be the Site Coordinator at the Kennedy Center Inaugural Ball so I hope to see you and Carolyn that evening.

Sincerely,

Maryann L\ Urban

Enclosures

MKO -1-166

# THE WHITE HOUSE WASHINGTON

February 2, 1981

Dear Mrs. Stern:

Thank you for your kind welcome. We are looking forward to an enjoyable stay here in Washington.

I have taken the liberty of forwarding your resume directly to the White House personnel office for review.

Again, thank you for writing.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Rennie Stern 6309 Huntover Lane Rockville, Maryland 20852 January 16, 1981

Mr. Michael Deaver 4521 Dexter Street N.W. Washington, D. C. 20007

Dear Mr. Deaver:

I wish to take this opportunity to welcome you and your family to Washington. Although you do not know me, you do know my sister, Bea Little (Sacramento). When Bea told me that you would be moving here, I wanted to extend our hospitality to you. Having lived here for the past 15 years, there are many suggestions which I would make to you which may make your stay here more enjoyable...especially for your children. I understand that one of your girls is close in age to our youngest (11). It would be our pleasure to acquaint you with some of the off-the-beaten path attractions of the area. Please feel free to call us.

The second reason for contacting you is to offer my services to the Reagan Administration. My resume has been filed with Mr. James at the Transition Headquarters and is under consideration, but I felt that perhaps you might be aware of some specific opportunities in which I may help.

I have a degree in Education and have practical background in business administration plus a strong aptitude for writing and working with people. Of particular concern to me are the areas of education and human relations with special emphasis on women and aging.

Although I am aware of the Administration's goal of alleviating unnecessary expenditures, I feel that thorough study and practical solutions can be made without exceeding budget limitations. It is my conviction that much can be done for and by these particular groups without tremendous financial outlay by revision of current practices into more productive channels with more direct results. Visable concern for these groups would also result in broader support for Mr. Reagan's Administration.

Having worked for the government as a consultant in the past as well as having experience in the private sector, I feel that I have gained much insight into the strengths and weaknesses of both. I am a dedicated worker with a strong conviction that a hard day's work can produce results.

It is with this in mind that I offer my services to the Reagan Administration and ask for your assistance in this endeavor.

,

Rennie Stern

6309 Huntover Lane

Rockville, Maryland 20852

(301) 468-1680

WASHINGTON

February 2, 1981

Dear Mr. Corsi:

Congressman Gene Chappie has forwarded your letter to me concerning your interest in working with this Administration. I have taken the liberty of forwarding your resume to Mr. E. Pendelton James, Assistant to the President for Presidential Personnel. You should be hearing from that office shortly.

Again, thank you for your interest.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Joe Corsi S.R. 2 Box 14 Susanville, CA 96130

cc: Congressman Gene Chappie

February 2, 1981

Dear Mr. Woodroff:

Thank you for your letter expressing the concern of the Airline Pilots Association towards the F.A.A. and your resume.

I have forwarded your resume to the Office of Presidential Personnel. You should be hearing from that office shortly.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Claude H. Woodroof, Jr. 338 W. Avenue J-8 #1 Lancaster, CA 93534

WASHINGTON

February 2, 1981

Dear Tom:

I wish to thank you for the complimentary subscription of Human Events for the President.

I have forwarded a copy of your letter to Mrs. Anne Higgins who will be handling subscriptions from the Office of the President.

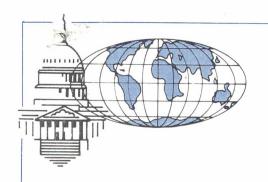
I have also taken the liberty of forwarding Louise Brunsdale's resume to Mr. E. Pendleton James, Director of Presidential Personnel. I am sure Mr. James will give Louise Brunsdale's resume careful consideration.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Thomas S. Winter Editor, Human Events 422 First Street, S.E. Washington, DC 20003

NOTE: Cy fuel to Consuspondence for Thank you from RR.



# **HUMAN EVENTS**

The National Conservative Weekly

January 23, 1981

Mr. Mike Deaver The White House Washington, D.C. 20500

Dear Mike:

Enclosed is President Reagan's copy of this week's HUMAN EVENTS, plus several other copies that you can distribute to other members of the staff if they are interested.

We have entered a complimentary subscription for the President which should begin with next week's issue. At the same time, we have put his own paid subscription on a suspension status since I figured he did not want copies piling up at San Onofre Drive. When he goes back to California in eight years we can then resume sending the unfulfilled balance of this subscription.

I don't know how you people want to handle HUMAN EVENTS subscriptions for the White House, but I'll tell you what was done in the Nixon and Ford administrations. They each entered a bulk subscription order for 15 copies to be delivered to the Executive Office of the President. At our present group rates such a subscription would cost \$330 a year. If you are interested in placing such an order, it should be addressed to Mrs. Patricia Wasson, Manager of Subscriber Services.

As you can tell from this week's issue, we think things appear to be going very well, certainly a lot better than when we met at Blair House.

Cordially,

Thomas S. Winter

Editor

# THE WHITE HOUSE WASHINGTON

January 29, 1981

Dear John:

Thanks for your letter. I have sent my recommendations over to E. Pendelton James, Director of Presidential Personnel, so you should now deal directly with the appointments section.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. John Hvasta President American Public Research Council 10701 Marbury Road Oakton, VA 22124

Reconverdation feli January 29, 1981 Mr. Don DeFore 2496 Mandeville Canyon Road Los Angeles, ££A90049 Dear Don: Please pardon my very delayed response to your letter letting me know of your desire to serve as a "Public Delegate" on the United Nations Delegation. With being laid up in the hospital for much of December with a bad case of pneumonia, followed by the Inaugural activities earlier this month, I am only now getting to things that should have been done long ago. Don. I will be happy to submit your request to Ron; in fact, I will see to it that it is personally delivered to our new President. You would make an excellent envoy of these United States. My assistant tells me that there are five "Public Delegate" positions with the U. N. Delegation. Two of these are filled by Congressmen, and the remaining three are open to the public. The terms begin in September, so the State Department does not begin filling them until June. However, I will not delay, but will personally relay your message to the President just as soon as I possibly can. Thank you for your patience and understanding. I trust this letter finds you well and enjoying the new year. Sincerely. Holmes Tuttle



500 23rd street, n.w. washington d. c. 20037 telephone (202) 293-2375

January 29, 1981

The Hon. Elizabeth Hanford Dole Special Assistant to the President The White House Washington, D. C. 20500

Dear Elizabeth,

Here's an idea you might like to consider.

I could fill an opening that exists right now at the Export Import Bank so that I could start now on detail to the White House and could come with my own secretarial support at no cost to the White House.

I could help you by beginning recovery work with business leaders who may not have had every attention they expected at the Inauguration and by contacting other friends in the business community who gave great support in the Presidential campaign and Inauguration, expressing appreciation for their efforts and interest in their concerns about the economy, etc.

Does this appeal to you? If so, I believe it can be arranged instantly.

Sincerely,

Elanot

cc: Messrs. Meese
Baker
Deaver
James



500 23rd street, n.w. washington d. c. 20037 telephone (202) 293-2375

December 31, 1980

I would like to submit my name for the position of Deputy or Special Assistant to the President for Business Liaison at the level of Senior Executive Service 6 non career, as I understand after 3 years an SES6 can apply for career status. An alternative choice would be assistant U.S. Trade Representative for Business and Industry Liaison.

For the last year and 3 months I have worked as Vice Chairman-Finance for Reagan for President and now as Vice Chairman, Presidential Inaugural National Finance Committee on a volunteer basis since April.

Through past associations as covered in the attached resume, and always I have had an interest and been involved in the free enterprise system. I feel strongly that it must be supported and encouraged even in these difficult domestic and international times. I am sure this is a priority for the Reagan administration and would like to play an active role.

Your backing will be deeply appreciated.

Best wishes for a very happy New Year.

Sincerely,

Eleanor Lyons Williams

Enclosure

ELEANOR LYONS WILLIAMS, III

500 23RD STREET, N.W. WASHINGTON, D.C. 20037 202-293-2375

OFJECTIVE:

Representative for multinational corporation where communication skills, a knowledge of business, political and diplomatic interaction, and the ability to "open doors" can contribute to the overall success of an organization.

PROFESSIONAL

EXPERIENCE IN:

Coordination

Administration

International Travel

Staff Training

Protocol

Problem Solving

Fund Raising

Conference Planning

ACCOMPLISHMENTS:

As Vice Chairman-Finance for a presidential candidate, personally brought in substantial contributions to campaign.

As Washington Representative for group of international companies, made possible multi-million dollar banking loans.

As Special Consultant and Assistant to Chairman of national political committee, raised funds and recruited business leaders for Presidential boards and commissions.

As Assistant to President of multinational corporation, served as primary liaison between chief executive officer and other top officials and participated in world-wide inspection of offices, management meetings, world business congresses and social events, royal and state functions.

CAREER HISTORY:

Vice Chairman - Finance, Reagan for President Campaign Committee, Washington, D.C., and Vice Chairman, Presidential Inaugural National Finance Committee (1979 to present)

Washington Representative, McMullen Group, Washington, D.C. (1973 - 1979)

Office of Director of Communications, The White House, Washington, D.C. (Feb. to May 1973)

Assistant to Chairman / Speical Consultant, Republican National Finance Committee (1969 to 1973)

Special Assistant - Finance, Republican Presidential Campaign and Presidential Transition Committee, Washington, D.C. (1968 - 1969)

Assistant to President, American Express Company, New York, N.Y. (1949 to 1968)

EDUCATION:

William & Mary College Columbia University

University of Miami

PERSONAL:

Single. Born in Norfolk, Virginia. Excellent health

REFERENCES:

Upon request.

#### MKD. FIZE

#### THE WHITE HOUSE

WASHINGTON

January 28, 1981

Dear Rick:

It was nice to hear from you after all the months of hard work and campaigning. I appreciate your thoughtfulness in sending me names for consideration in the Interior Department. I have taken the liberty of forwarding the list to Mr. E. Pendelton James, Assistant to the President for Presidential Personnel.

Again, thanks for writing and good luck with your home in King's Canyon.

Sincerely,

MICHAEL K. DEAVER Assistant to the President Deputy Chief of Staff

Mr. Rick Deeter P.O. Box 840 King's Canyon National Park California 93633 Memo for Record:

Names included: Ernie Mobley
Charles Cushman
Rick Davidge
Larry Adams
Vicki Sheesley
Bob Sheesley
Fern Tripp

PAVESTOCKMAN



## NORTH HOLLYWOOD GLASS CO.



Distributors

11050 CHANDLER BOULEVARD P. O. BOX 111 NORTH HOLLYWOOD, CALIFORNIA 91603 (213) 877-5437

January 26, 1981

Mr. Holmes Tuttle Holmes Tuttle Enterprises 145 North LaBrea Los Angeles, Ca. 90036

Dear Holmes:

For your careful consideration, I would like to bring to your attention the name of Carl Olson, for a staff position with the Reagan Administration's Office of Management and Budget. He possesses not only the professional financial background, but also has repeatedly demonstrated his political desire to reduce the Federal bureaucracy, budget, and burden on the American people.

As you can see by the enclosed resume, Carl has a graduate degree in accounting and many years of budget management experience. He will not be a newcomer to Washington, since he spent a year as a management auditor for the U.S. General Accounting Office, prior to joining the navy.

Significant and sestained volunteer commitments to the cause of Republican politics have been Carl's hallmark. He has been a successful candidate on two out of three public races. His Assembly District Republican Central Committee supported a very active headquarters in Woodland Hills, where Carl was not only Treasurer of the Committee, but also served as precinct volunteer director for about 150 volunteers on election day in November. We is a member of the significant financial contributors of the United Republican Finance Committee's Lincoln Club. As a three-year member of the Board of Directors of the San Fernando Valley Business and Professional Association, he has continuously served on the Good Government Committee, which evaluates candidates and ballot measures, for their promotion of the free enterprise system.

Your assistance in placing Carl Olson's name in serious contention for a position with the Office of Management and Budget, would be very welcome. I can recommend him from at least four years of personal experience.

Warm regards,

Dick Gulbranson

REG/pi encl.

Thirty-Eighth Assembly District Republican Central Committee P. O. BOX 120 - A, RESEDA, CA. 91335 (213) 705-4331

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PAUL PRIOLO Assemblyman

ROD WALSH Cong. Candidate

**ALTERNATES** 

VIRGINIA BLASHILL
DAVE BOTKIN
BEN COOPER
ERNIE DYNDA
TONY ELLSWORTH
GRACE KRUM
DIANA LANDEEN
GARY LAWRENCE
BARBARA LOGAN
PATRICIA MURRAY
SUSAN ROSSI

4623 San Feliciano Drive Woodland Hills, CA. 91364 213-883-1675, 840-3202 16 January 1981

Mr. Holmes Tuttle
Holmes Tuttle Enterprises
361 N. La Brea
Los Angeles, CA. 90036

Dear Mr. Tuttle:

At the suggestion of Mr. Richard Gulbranson, I am writing you about my desire to join the Reagan Adminstration as a staff executive in the Office of Management and Budget under Director David Stockman.

My professional budget management background is extensive with a master's degree in accounting and seven years of experience, including a year in Washington, D.C., as a management auditor for the U.S. General Accounting Office.

As indicated on the stationery, I am the outgoing Treasurer of the Republican Central Committee for the 38th Assembly District. My political background stretches back to the Goldwater campaign of 1964, heavy involvement in YR and YAF organizations, and winning two public elections in 1978—as Director of the Topanga-Las Virgenes Resource Conservation District and as a member of the Republican Central Committee.

Two Congressmen, Barry Goldwater Jr. and Bobbi Fiedler, are writing letters of recommendation.

The vision that David Stockman has shown in his intentions to cut the Federal budget and bureaucracy is something that I want to be part of. It is a tide that needs to run full course with dedicated and experienced people making sure it is not deflected.

Whatever assistance you may provide in advancing my application would be very much appreciated.

Sincerely,

Carl Olson

#### RESUME

Carl L. Olson
4623 San Feliciano Drive
Woodland Hills, Calif. 91364
(H) 213-883-1675, (W) 213-840-3202
Age: 36 Single

#### POSITION DESIRED

Office of Management and Budget staff executive

#### EDUCATION

M.B.A. (Accounting), Columbia University, 1969 M.S. (Journalism), Columbia University, 1968 B.A. (Economics-Engineering), Pomona College, 1966

#### EMPLOYMENT HISTORY

Administrator, Capital Planning, National Broadcasting Company, Burbank January 1974 to present Develop capital appropriation requests, administer acquisition purchases, conduct cost-benefit and buy-lease analyses

U.S. Naval Officer, Yokosuka, Japan April 1970 to September 1973 Shipboard engineering officer (supervised 15 men), 15 months Staff intelligence officer, 18 months

Management auditor (GS-9), U.S. General Accounting Office, Washington, D.C. February 1969 to April 1970

#### CURRENT MEMBERSHIPS

Lieutenant Commander, U.S. Naval Reserve, NISO 2819 Unit, Long Beach Member, Board of Directors, San Fernando Valley Business and Professional Assn. Member, Motion Picture and Television Controllers Association

#### POLITICAL PARTICIPATION

1965	President, Pomona College Republican Club
1966	Intern. Republican State Central Committee of California
1967-69	Member, Board of Directors, Columbia University Young Republicans
	Member, San Fernando Valley Young Republicans (President 1976-77)
1975-80	Member, Sail Fernando Variey Today Republicants (22002110011)
1978-80	Chairman, Los Angeles County Young Republicans
1978-80	Regular member, Republican State Central Committee of California
1978-80	Publicly-elected member (Treasurer) Republican Central Committee of
	Los Angeles County, 38th Assembly District
1978-82	Publicly-elected Director, Topanga-Las Virgenes Resource
	Conservation District
1980	Candidate in June primary for State Assembly
1966-80	Member, Young Americans for Freedom (currently on California Board)

#### EXECUTIVE BRANCH

## EXECUTIVE OFFICE OF THE PRESIDENT—Continued

#### OFFICE OF MANAGEMENT AND BUDGET

Location	Position	Incumbent	Type of appoint- ment	Grade or salary	Tenure	Ех
Do	Director	James T. McIntyre, Jr	PAS PAS PAS C C C C C C C C C C C C C C C C C C C	Level II		
Do	do	Erzell G. Brockman Glenda A. Desjardins Rose E. McPherson Vacant  Joseph E. Blair Joseph E. Blair John Helmer Walker F. Nolan Alice N. Rogoff David A. Benson Sue Grabowski Anne S. Morrison Donald T. Rotunda Paul E. Reeves Carroll H. Thornton	CCCCCCBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBBB	GS-10 GS-10 GS-10 GS-10 GS-9 GS-9 GS-9 GS-15 GS-15 GS-14 GS-14 GS-14 GS-14 GS-14 GS-14 GS-13 GS-13	VP	

#### CENTRAL INTELLIGENCE AGENCY

Washington, D.C	Director of Central Intelligence Deputy Director of Central Intelligence	Stansfield TurnerFrank C. Carlucci	PAS PAS	Level II	(1) (2)	
Do	Deputy Director of Central Intelligence.	Frank C. Carlucci	PAS	Level III	(2)	

Admiral, U.S. Navy; retired.

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ashington, D.C.	Chairman	Charles L. Schultze George C. Eads	PAS PAS	Level IV	
Do	Council Member	Stephen M. Goldfeld	PAS	do	
Do	Expert (Economist)	Robert A. Leone	$_{ m PL}$	\$50,112 \$50,112	
	do	Elinor Y. Sachse Charles L. Trozzo	PL	\$50.112	
Do	do	Susan J. Irving	PL	\$48,700	
Do	Expert (Statistician)	Catherine H. Furlong William T. Boehm	PL PL	\$47,900	
Do	Expert (Economist)	David C. Munro	PL	\$46,280	
Do	do	Val Louis Koromazay	PL	\$44,000	
Do	do	Stephen H. Brooks Jose A. Gomez-Ibanez	PL PL	\$42,000	
	do	Geoffrey O. Carliner	PL	\$41,000	
	do	Susan Č. Nelson	$_{ m PL}$	\$38,000	
Do	Secretary to the Chairman	Linda Ann Reilly	C	GS-12	
Do	do	Lisa A. Stockdale		GS-10 GS-11	
Do	Secretary to the Member	Patricia A. LeeAlice H. Williams	C	GS-11	

<sup>&</sup>lt;sup>2</sup> Formerly FSO, U.S. Ambassador, Department of State.