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United Jewish Appeal International Leadership Presidential
Briefing 10/16/1985 (2 of 2)

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THE WHITE HOUSE

WASHINGTON

UTILIZATION OF STAFF PEOPLE AND UJA STAFF

- #1 assigned to walk people down the hallway to use other elevator
- #2 assigned to 4th Floor to direct people to Room 474 (Indian Treaty Room)
- #3 assigned to buses/outside to prevent jamming of the lobby.
- #4 assigned to checking people's names off clearance list upon arrival into the building to guarantee

WH STAFF

Charlotte: Room 450 to check off the names coming into room

~~Jocelyn~~ ^{Klugman}; Indian Treaty Room

Nancy: Clearance level

Zev: Clearance level

NOTE:

Once seating is done, UJA Staff people Ralph, Melinda and Bunny and Judy will stay in Indian Treaty Room

UJA PRESIDENTIAL EVENT MASTER CHECK LIST

Rooms Secured

Confirm with Don(Room 450) the maximum amount of chairs (i.e. in the aisles) is 240. X6073

Check with Audio of WHCA to set up for the hookup for the entire time. X4220 Greg DOSTIN / John Welden

Check with Advance when "Sweep " is so GSA can set up room.

tell them clearance is 12:40

Clearance ✓ Memo SENT

Get names and information for everyone. 212 757-1500
Reiterate need to arrive on time, with photo id and no handbags.

Request extra staff to assist in quicker clearance(i.e. wrong name on list, or if not on list, has to be called in. Staff person upstairs to direct extra people into Room 474(Indian Treaty Room)to prevent heading off into areas not for them.

Program Request Security for special exception: to let both gates open for quicker clearance. X4497 ✓

Confirm McFarland's attendance. 6742 3491

Determine stage set up.(Who will be on stage) Note that Sprinkle has asked to be on stage the entire time.
Review program to determine specifics(ie. MG's participation)Will RR be announced off stage or by LC?

Background info for Sprinkle and McFarland(Covey) on UJA

Advance Work

Make time to go over with Advance the scenario. *Stephanie*
Questions to include: when is the sweep? will they have agents assigned to Room 474 to prevent mass exodus(people going into the halls to see RR coming down the hall)Can people enter when the President is speaking?

RR Remarks

Touch base with speechwriter's office(See memo earlier this week) UJA is sending down information on themselves. See if Max Fisher will be in attendance(possible inclusion in remarks) Same goes for other key leaders(ask Max to decide appropriateness)

Briefing Paper

To be done next weekend.

PRESS

Per my understanding, the group has asked for no press. Need to confirm with Press Office, otherwise the room size is reduced due to the Press Pool's presence. *Denny Breslow*

UIN #768810
DATE = 12/16/88
CICR ROOM = 452 AND 474
COMMENTS = K2164

MODIFIED
TIME = 1230

NUMBER OF VISITORS = 1279
VISITFF = POTUS
REQ BY = LEWIS

VISITOR	TIME/FT	TIME/FT	TIME/FT
ABRAMSON, ALBERT	/	/	/
ABRAMSON, GARY	/	/	/
ABRAMSON, PENNAIE	/	/	/
ABRAMSON, RUTH	/	/	/
ADLER, JUDY	/	/	/
ADLER, MICHAEL	/	/	/
AKMAN, LARRY	/	/	/
AKMAN, MCAIE	/	/	/
AVI-EAI, AVRAHAM	/	/	/
AVI-EAI, BENRIETTA	/	/	/
BAKER, DONALD	/	/	/
BAKER, SHELLEY	/	/	/
BANK, AVRA	/	/	/
BANK, MCICRE	/	/	/
BANK, MCAROE	/	/	/
BANK, NORMAN	/	/	/
BANK, RAY	/	/	/
BARIAS, DAVID	/	/	/
BAPLAS, SANDRA	/	/	/
BECK, ANTHONY	/	/	/
BECK, OLIVE	/	/	/
BECK, GRAHAM	/	/	/
BECK, RICHARD	/	/	/
BELFFER, ARTHUR	/	/	/
BELFFER, LIANE	/	/	/
BELFFER, EATLI	/	/	/
BELZBERG, BARBARA	/	/	/
BELZBERG, FRANCIS	/	/	/
BELZBERG, HYMAN	/	/	/
BELZBERG, JENNY	/	/	/
BELZBERG, LISA	/	/	/
BELZBERG, MARG	/	/	/
BELZBERG, SAMUEL	/	/	/
BELZBERG, WILLIAM	/	/	/
BENAROCYA, BECKY	/	/	/
BENAROCYA, JACK A	/	/	/
BERLAND, ARLENE	/	/	/
BENSTEIN, MELILLA	/	/	/
BESER, EVA	/	/	/
BESER, MARCUS	/	/	/
BOFSKY, IVAN	/	/	/
BOFSKY, SEENA	/	/	/
BRINDER, GTRDA	/	/	/
BRUHLER, JOSEPH	/	/	/
BRUHLER, LISA	/	/	/
BRUHLER, STEVEN	/	/	/
BRUHLER, WIGAL	/	/	/

THE WHITE HOUSE
WASHINGTON

October 15, 1985

MEMORANDUM FOR ZEV LEWIS

FROM: SHELBY SCARBROUGH 
SUBJECT: PRESIDENTIAL BRIEFING OF UNITED JEWISH APPEAL IN 450
OEOB, WEDNESDAY, OCTOBER 16, 1985

Press Coverage:

At this time there is no Press Coverage.

Manpower:

280 people take quite a bit of manpower especially since they must be directed to two separate areas. I estimate you will need up to 6 people to help you to insure a smooth and efficient program.

- 1 Bus Off-Loading (controls number of people entering OEOB lobby)
This person could also double as an usher on the 4th floor once all buses are off-loaded. (As I suggested you could eliminate this person if you staggered the bus arrival times).
- 1 Penn. St. lobby entrance (Checklist and direct to elevator)
- 1 Greeter: 450 entrance/top of elevator (Checklist and direct to 450) Prior to the start of the program, I also suggest either yourself or Max be posted outside this door to serve as a trouble shooter.
- 2 Ushers: Direct those to be seated in The Indian Treaty Room.
- 1 Posted with Checklist outside Indian Treaty Room door.

I will be there and available to help solve problems. I may bring one other person from our office. However, we prefer to serve as troubleshooters rather than being locked into a position. We are glad to help you out.

Program:

Mr. McFarlane would like to accompany The President to the Indian Treaty Room, therefore, that will necessitate either a break in your program, or a "filler" speaker for approximately 3 mins.

As we discussed, Linda Chavez or Max Green could announce that there will be a brief pause while Mr. McFarlane accompanies The President to the Indian Treaty Room and that the program will resume once Mr. McFarlane has returned. Unless you can think of a cleaner solution, this seems to be the better of the evils.

Please refer to the attached scenario.

Cues:

I am willing to either cue Max Green who would then cue Linda Chavez when The President is to arrive, or I can cue Linda Chavez directly as long as she knows who is the definitive source.

I will escort Mr. McFarlane back to 450 OEOB after he departs The Indian Treaty Room.

THE WHITE HOUSE

WASHINGTON

October 15, 1985

MEETING WITH UNITED JEWISH APPEAL
INTERNATIONAL LEADERSHIP REUNION

DATE: October 16, 1985
LOCATION: Room 450 and 474
TIME: 2:00-2:10pm

FROM: Linda Chavez

I. PURPOSE

To recognize the outstanding philanthropic commitment the guests have made to the world Jewish community by their financial and personal donations to their local United Jewish Appeal campaigns.

II. BACKGROUND

The United Jewish Appeal is the worldwide fundraising body for the Jewish community, that distributes funds to religious, educational and social organizations throughout the free world. This group comes from 11 countries in the free world and represents the philanthropic leadership of the Jewish community.

The International Leadership Reunion is open to all contributors who have given a minimum of \$250,000 to their local United Jewish Appeal campaign.

III. PARTICIPANTS

Linda Chavez, Deputy Assistant to the President for Public Liaison
Robert McFarlane, Assistant to the President for National Security Affairs
Beryl Sprinkel, Chairman, Council of Economic Advisors
Max Green, Associate Director, Office of Public Liaison
Approximately 300 delegates of the United Jewish Appeal International Leadership Reunion

IV. PRESS PLAN

White House Photographer

V. SEQUENCE OF EVENTS

2:00pm You are announced by offstage speaker.
2:01pm You deliver remarks.
2:07pm You conclude remarks.
2:08pm Proceed to room 474 to greet overflow crowd.
2:10pm Conclude drop-by.

THE WHITE HOUSE

WASHINGTON

UJA BRIEFING: ROOM 450 & 476: WEDNESDAY, OCTOBER 16

12:30 pm Clearance

1:50 pm ... Beryl Sprinkel arrives in the holding room. Wait for Linda Chavez to arrive.

1:55 pm Linda Chavez arrives

1:56 pm Max Green introduces Linda Chavez and recognizes Dr. Sprinkel (full introduction of him later)

Linda Chavez speaks. *Included by Shelby (Advantaged in President's arrival. (Max should be on the outlook)*
1:59 pm Presidential seal affixed to podium *and* Presidential announcement made

2:00 pm President arrives with Robert McFarlane

(subject to change) 2:06 pm President finishes and proceeds to Room 474. *with Robert McFarlane. McFarlane returns and is introduced*
2:08 pm Robert McFarlane is introduced by Linda Chavez

2:20 pm McFarlane fields questions

2:30 pm McFarlane finishes. *Linda Chavez* Max Green thanks him, and introduces Beryl Sprinkel.

Beryl Sprinkel speaks. *X*

3:00 pm Sprinkel fields questions.

3:20 pm Max Green thanks Dr. Sprinkel and thanks the group for coming. CONCLUSION

*→ is Linda introducing McFarlane
→ break or Q+A or just*

THE WHITE HOUSE

WASHINGTON

October 16, 1985

NOTE FOR DONALD T. REGAN

THROUGH: WILLIAM HENKEL

FROM: JAMES L. HOOLEY *JLH*

SUBJECT: DROP-BY BRIEFING FOR UNITED JEWISH APPEAL IN OEOB 450.

On Wednesday October 16, The President will make remarks to the United Jewish Appeal in 450 OEOB. Although he will address a crowd of 220, his remarks will be heard by an overflow group of 60 in The Indian Treaty Room. Upon conclusion of his remarks, The President will proceed to the door of The Indian Treaty Room to greet the overflow United Jewish Appeal members. After this brief greeting, The President will return to The Oval Office.

10/16/85 8:00 a.m.

THE WHITE HOUSE

WASHINGTON

SCENARIO

DROP-BY BRIEFING FOR UNITED JEWISH APPEAL

WEDNESDAY, OCTOBER 16, 1985

450 OEOB

12:30 p.m. Guests begin arriving Pennsylvania St. Entrance and are escorted via elevator to 450 OEOB.

1:50 p.m. Program begins with Linda Chavez making opening remarks.

1:55 p.m. THE PRESIDENT, accompanied by Robert McFarlane, departs Oval Office en route 450 OEOB.

THE PRESIDENT, accompanied by Robert McFarlane, arrives 450 OEOB holding room.

NOTE: SHELBY will cue LINDA (MAX) of President's arrival
Linda Chavez concludes remarks.

Announcement (off-stage).

2:00 p.m. THE PRESIDENT proceeds to podium and makes remarks.

OFFICIAL PHOTOGRAPHER ONLY
(The photo will be THE PRESIDENT making remarks)

2:06 p.m. THE PRESIDENT concludes remarks and, accompanied by Mr. McFarlane, departs stage en route The Indian Treaty Room.

NOTE: Brief program pause while Mr. McFarlane and The President proceed to The Indian Treaty Room to greet overflow crowd.

Linda remain in the room.
THE PRESIDENT, accompanied by Mr. McFarlane, pauses outside The Indian Treaty Room to greet United Jewish Appeal overflow group.

OFFICIAL PHOTOGRAPHER ONLY

2:10 p.m. THE PRESIDENT departs The Indian Treaty Room and proceeds en route The West Wing.

NOTE: Mr. McFarlane returns to 450 OEOB and briefs United Jewish Appeal audience.

2:15 p.m. THE PRESIDENT arrives Oval Office.

10/16/85 8:00 a.m.

THE WHITE HOUSE

WASHINGTON

SCHEDULE PROPOSAL

August 21, 1985

TO: FREDERICK J. RYAN, JR., DIRECTOR OF
PRESIDENTIAL SCHEDULING AND APPOINTMENTS

FROM: LINDA CHAVEZ, DIRECTOR OF THE OFFICE OF
PUBLIC LIAISON

REQUEST: Presidential drop-by at a reception for the
12th Annual International Leadership
Conference for the United Jewish Appeal.

PURPOSE: To recognize the outstanding philanthropic
commitment the guests have made to the world
Jewish community by their financial and
personal donations to their local United
Jewish Appeal campaigns.

BACKGROUND: The United Jewish Appeal is the worldwide
fundraising body for the Jewish community,
that distributes funds to religious,
educational and social organizations
throughout the free world. This group comes
from 11 countries in the free world and
represents the philanthropic leadership of
the Jewish community.

This group has routinely met with the Prime
Minister or head of state in whichever
country they meet. Thus, in the past 6 years
they have been greeted by Giscard d'Estang,
Prince Phillip, Mrs. Thatcher, the Canadian
Prime Minister and President Botha.

The 12th Annual International Leadership
Conference of the United Jewish Appeal is
open to all contributors who have given a
minimum of \$250,000 to their local United
Jewish Appeal campaign.

PREVIOUS
PARTICIPATION: None

LOCATION: East Room or Indian Treaty Room (474 OEOB)

DATE & TIME: Open. Preferably October 14, 15, or 16.
Ten minute drop-by at an afternoon reception.

PARTICIPANTS: The President, selected Cabinet members,
Senators and Congressmen.