

All Agencies Update
January 20, 1998
REVISED

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| Agency | ARRB | Electronic data Referral Processing and review of records Information (requests for additional information and records) Compliance Transfer to NARA Miscellaneous |
| Libraries, HSCA, WC | | |
| Warren | Reddy Herd | Goals: all WC records completed by March 10 M: Sydney obtain status of referrals from ARRB documents; meeting with Tilley on Jan. 26 to obtain his knowledge on referrals; develop plan for completing review |
| JFKL | Samoluk | P: 100 docs to process at declass session; Appx 230 about to be open in full. R: RFK referrals to CIA have not been returned to JFKL. Tom prepare dunning letter for 18 DOD records for Feb. meeting. Outstanding issues: national security files; oral histories (appx. 10 identified); for undeeded, deeded collections (Schlesinger, Marshall, Smathers) we need to send letters by Jan. 28; Manchester (to be handled at future Board meeting); possible missing records; Microfilm: to be completed by Feb. 1 RFK papers: (a) rescan of 137 EHUs; (b) 7 ARs to be processed. 8 Oral histories to be processed by end of January M: Tom get from Steve all records related to transfer of papers to JFKL (thereafter, we consider whether to request comparable administrative records from JFK Library) C: Jeremy, Tom, Ron decide on compliance program strategy Goal: Completion by March, resolve glitches on RIF numbers |
| LBJL | Marr | E: Chet follow-up e-records P: 100 docs (appx.) ready by Jan. 22. P: 160-70 appx. NSC/OSD by Feb. meeting P: other misc. R: Irene determine whether there should be any additional referrals R: Irene supervise preparation of mandatory review to be completed by Feb. meeting. P: Jackie Kennedy tapes (Irene stay on top of issue) M: Irene: Irene follow-up on 11/10/97 letter; Mildred Steagall, Drew Pearson, etc.; await Tina Houston response to our letter C: Very modified compliance program |
| Eisenhower | Rockwell | Goal: complete Ike by Feb. 17 R: make sure OSD and FBI review |
| Ford | Reddy/Combs/ Herd | Goal: complete Ford by Feb. 17 R: First batch on Jan. 22 agenda; letters to all agencies with outstanding referrals to be sent by 1/9/98. R: Michelle refer second set; discussion with NSA; remainder on Feb. agenda |
| HSCA | Tiernan Freeman | Goal: complete HSCA by March 10 P: numbered files Ben: CIA to be returned by 2/10/98; subjects of referred docs and implement strategy for review; military for joint declass session; all others Feb. 10 return date to Board |

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| | | P: other records (6 boxes) Kevin sorts out, puts on same timetable as numbered files P: index cards: Bob check CIA proposed redactions; Kevin remind FBI it must be completed by Feb. 28 P: tape recordings; Bob check on status of tapes referred to CIA; Kevin verify status of tapes |
| Miscellaneous | | |
| All agencies | | C: request from agencies, as appropriate, internal guidelines on processing records |
| CIA | Skwirot Combs | M: Michelle set appointment with Cohen. Bob review on weekly basis P: Monster and OPR memos statistics to be sent to Board for Jan. meeting C: Bob, Jeremy, Michelle, Ron discuss draft compliance and prepare response |
| FBI | Denk | M:Laura draft BRILAB motion by Jan. 15; Jeremy talk to Art Goldberg P: Grand Jury policy decision by January 22; Laura drafts recommendations by Jan. 15; Laura stay on top of pace of review; P: foreign-- all letters out by Jan. 30 I: process is ongoing (5 to close out each month); send letter to PD Scott on "Harvey Lee Oswald" results by Jan. 27; Church Comm. bulkies need to be reviewed R: HSCA referrals to FBI to be completed by end of February; Laura keep track of dunning letters C: Jeremy, Laura, Ron discuss compliance program goals. |
| NSA | Legaspi Marr | T: 114 records to be sent to NARA P: Pre-Board ARs (all numbers appx): 30 for Board (negotiate five documents with NSA (complete); refer 9 AF records; 2 DIA records ((complete) 20 ready for Board); Manuel advise Jeremy number of records for Board in Jan.); put Carachristi interview and ARRB questions for Jan. meeting); 1 doc. w/FBI equities; 1 mis-identified record I: send out request no. 4 for post-assassination analysis, task force to be sent by January 26 R: 80 FBI referrals return by Feb. 28 R: confirm WC-NSA records are completed R: Manuel check status of LBJL records R: Manuel and Irene send memo to NSA requesting status on all referrals C: Send response to initial compliance statement |
| State | Marr | E: Steve Tilley provided new set of State disks. Chet will create new database with these disks containing updated data. R: Irene check whether there are any outstanding State-originated records that are on referral at other agencies. Non-RIFed State records at FBI to be processed by Feb. 28. P: put outstanding records for Board in Jan. meeting M: Irene complete review records identified from SF 135s. I: Michelle stay on top of Webster passport file C: Final due March 2, 1998 |
| IRS | Denk/Haron | M: Laura speaks to Bill; C: Ron prepares compliance letter |
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| SSA | Denk/Haron | C: Complete (but verify physical transfer of records to JFK collection); M: Obtain IRS authorization to release Oswald employer records. |
| LOC | Haron | C: Tom call Pugh re CBS; Ron call Pugh by Jan. 21 to obtain update/status M: Awaiting LOC response from E. Pugh |
| DEA | Haron | Determine what DEA must do to close out JFK Act obligations |
| USSS | Herd | M: Kim contact Machado about response to our comprehensive letter to Vezeris; make decision on <i>Record</i> P: Records will be available for Jan. meeting C: Develop plan to obtain Final Compliance Stmt. From SS |
| Postal | Combs | COMPLETE |
| GSA | Haron | C: Final Compliance Statement due. |
| NARA | | M: designate ARRB person to handle NARA E: Chet develops long-term plan to get NARA updates on all e-records; Chet requests disks from numerous agencies C: Set compliance meeting |
| DOD | | |
| OSD | Horne | C: awaiting compliance statement due 2/28/98; M: Ron interview J. Kester. |
| Joint Staff | Horne | M: Doug review records in SCIF by end of January; ARRB has tasked Joint Staff to complete document review of Mongoose and FOIA material by mid April 1998, and deliver to declass session by mid April. C: Compliance statement reviewed and response sent. |
| Army IRR | Horne | M: Jim Goslee is reviewing documents as we receive them from IRR. |
| Army CIC | Horne | COMPLETE |
| AFIP | Horne | COMPLETE we need to prepare five RIFs |
| Navy/ONI/ Marines | Horne | M: Letter sent requesting meeting with ONI; ONI will review defector records in FEB. in concert with other agencies. Doug draft follow-up letter C: Navy's Final Compliance Stmt. must be reviewed; awaiting ONI Compliance Statement; Jeremy stay on top of Pike issue. |
| Bethesda | Horne | COMPLETE |
| Air Force | Horne | E: RIF logbook M: review compliance statement and then Doug makes recommendation on handling AF |
| DIA | Horne | M: DIA is reviewing 31 records C: Final Compliance Statement due 2/28/98 |

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| DOJ | | |
| INS | Haron | C: Ron prespares letter re: INS tasks ro be completed |
| Civil | Haron | M: FOIA files for review. |
| Civil Rights | Haron | COMPLETE |
| Criminal | Haron | M: Initiate review of internal security files; monitor processing of organized crime records that were designated. R: Laura sends final dunning letter on referrals |
| Leadership | Haron | P: DOJ must complete review, creation of RIFs; Ron call Pustay |
| OLC | Haron | M: COMPLETE (but confirm physical transfer of OLC assassination records to JFK Collection) |
| White House | | |
| NSC | Combs | P: NSC completing review C: send compliance letter in February |
| WHCA | Horne/Haron | M: Awaiting Final Compliance Statement and supplementary information re: 1963-64 WHCA organization. |
| PFIAB | Combs | M: Michelle & Jeremy review records on Jan. 27 |
| Treasury | | |
| Main | Haron | P: Main needs to process files C: Awaiting Compliance Statement M: Jessica complete review of Dillon files at NARA by Jan 31 |
| ATF | Haron | COMPLETE |
| Customs | Denk | COMPLETE |
| Congress | | |
| HUAC | Haron/Combs | M: Ron draft letter for Clerk |
| Abzug | Haron/Combs | M: ditto |
| Edwards | HaronCombs | M: ditto |
| Pike | Haron/Combs | Ron leads team to review Pike records; on Jan. 28. Prepare proposal for completing review of records |
| Church/SSCI | Combs/Haron | M: obtain index of records/establish working contact with Wolf P on 10+ black binders: Bob implement plan; Kevin request LuAnn review volumes and mark other agency equities; Kevin ask Chris to prepare RIFS for unriffed records; Bob apprise Barry of upcoming quick review of Church volumes needed |

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| | | P: Awaiting additional transcripts from Church Committee (promised for delivery on 1/20/98) M: Need to locate subject card index |
| Eastland | Tiernan | Complete review and draft memoby Feb. 15. |

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