

# Assassination Records Review Board

## Final Determination Notification

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AGENCY : HSCA  
RECORD NUMBER : 180-10070-10164  
RECORD SERIES : STAFF PAYROLL RECORDS  
AGENCY FILE NUMBER :

Released under the John F.  
Kennedy Assassination  
Records Collection Act of  
1992 (44 USC 2107 Note).  
Case#:NW 68261 Date:  
09-01-2022

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**December 8, 1995**

**Status of Document:** Postponed in Part

**Number of releases of previously postponed information: 18**

Reason for Board Action: The Review Board's decision was premised on several factors including: (a) the significant historical interest in the document in question; (b) the absence of evidence that the release of the information would cause harm to the United States or to any individual.

**Number of Postponements: 8**

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Postponements: All the postponements in this document represent Social Security numbers.

Reason for Board Action: The text is redacted because the public disclosure of the redaction could reasonably be expected to constitute an unwarranted invasion of personal privacy, and that invasion of privacy would be so substantial that it outweighs the public interest.

Substitute Language: SSN

Date of Next Review: 2017

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**Board Review Completed: 10/24/95**

## JFK ASSASSINATION SYSTEM

## IDENTIFICATION FORM

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AGENCY INFORMATION

AGENCY : HSCA  
RECORD NUMBER : 180-10070-10164

RECORDS SERIES :  
STAFF PAYROLL RECORDS

AGENCY FILE NUMBER :  
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## DOCUMENT INFORMATION

ORIGINATOR : HSCA  
FROM :  
TO :

TITLE :

DATE : 11/08/76  
PAGES : 24

SUBJECTS :  
HSCA; ADMINISTRATION  
THORNELL, JOAN TALBERT

DOCUMENT TYPE : PRINTED FORM  
CLASSIFICATION : U  
RESTRICTIONS : 3  
CURRENT STATUS : P  
DATE OF LAST REVIEW : 07/16/93

OPENING CRITERIA :

COMMENTS :

Box 3.

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[R] - ITEM IS RESTRICTED

July 11, 1977

Mrs. Joan Thornell  
Special Assistant to the Treasurer  
Office of the Treasurer of the  
United States  
Washington, D.C. 20220

Dear Mrs. Thornell:

I am sorry you feel that you were not treated fairly upon termination of your services with the Committee.

When I received your letter, I asked Tom Howarth to give me a memorandum outlining the terms of your settlement. Enclosed is a copy.

I am sure that after you read the memorandum, you will agree that the Committee was more than fair, especially in light of the fact there was no official leave policy at the time and thus, no obligation to pay any terminating compensation at all.

As to your main area of concern, the one-day break in service, Mr. Howarth's memorandum points out that such a break has no effect whatsoever on the transfer of your benefits.

I wish you every success in your new position with the Administration.

Sincerely,

Louis Stokes  
Chairman

LS/thj

cc: Honorable Walker E. Fauntroy, M.C.

MEMORANDUM

TO: CHAIRMAN STOKES

FROM: THOMAS HOWARTH  
BUDGET OFFICER *TH*

DATE: JUNE 14, 1977

RE: JOAN T. THORNELL, LETTER RE LEAVE

Mrs. Thornell left at the close of business on Friday, May 13, 1977. As the Committee had no leave policy at that time, she made her termination effective Sunday, May 15, 1977, at my suggestion, so that she would receive two days extra in pay.

Mrs. Thornell began employment November 8, 1976 and left May 13, 1977. Under the Clerk of the House's leave policy, she would be entitled to 5 days, no credit being given for a fraction of a month when hired or a fraction of a month when terminated.

The Clerk's policy further states there are no provisions to permit reimbursement to an employee upon termination for any accumulation of leave. However, to the extent possible and practicable, every effort should be made to consider such accumulation when submitting a recommendation for termination.

Twelve Committee Staff Members with a total of 42 days accumulated leave who have terminated, including one who terminated the same day as Mrs. Thornell, were given no credit for their leave because the Committee had no policy at that time.

This fact and the fact that Mrs. Thornell was paid for six days past May 13, in my opinion, discredits Mrs. Thornell claim to "the punitive nature of the decision." The facts clearly show that Mrs. Thornell was given special consideration.

MEMORANDUM  
CHAIRMAN STOKES  
JUNE 14, 1977  
PAGE 2

For the record, Acting Chief Counsel Al Lewis was paid for no accumulated leave. After Mr. Lewis left the Committee, he was kept on the payroll long enough to recover his back salary which I understand was the Committee's request. (Mrs. Thornell had already recovered her back salary.)

As to Mrs. Thornell's break in service, I have been told by the Finance Office that such a break has no effect whatsoever on the transfer of her benefits.

cc: Honorable Walter E. Fauntroy, M.C.



MAY 31 1977

# THE TREASURER OF THE UNITED STATES

WASHINGTON, D.C. 20220

May 27, 1977

Hon Louis B. Stokes  
Chairman  
Select Committee on Assassinations  
U. S. House of Representatives  
Washington, D. C. 20515

Dear Chairman Stokes:

The circumstances of my departure from the Committee staff have saddened me because of the following:

On May 6, 1977, in writing (enclosed) I advised the then-Acting Chief Counsel and Staff Director, Alvin B. Lewis, Jr., of my intention to leave the staff as of May 15, 1977 plus whatever vacation time I had accrued since my date of entry to service, November 8, 1976.

Since there was no formal leave policy established by the Committee at the date of my notice and since I was aware of leave being extended to the Acting Chief Counsel who was also leaving service at about the same time, I began making inquiries about my own accrued leave.

On Thursday, May 12, Thomas Howarth, the Budget Officer, advised me verbally that he had not yet cleared with you the rate of leave to be extended to me in days accrued per month, but he thought that a rate of one day per month was going to be approved. On that basis, he calculated that I would be allowed 5 1/2 or 6 days of leave.

When I began a new appointment with a Federal agency on Monday, May 23, I called Mr. Howarth from the new personnel office to establish my date of termination in order to comply with the Federal law which prohibits Federal employees from receiving payment from more than one Federal source at a time. In other words, I was attempting to clear the date of May 23 as a starting date for the new employment.

At that time, Mr. Howarth advised that I had been terminated on May 19, based on a calculation of leave beginning May 14 for a total of 6 days -- which included counting weekend days in the leave period. At the time of our initial conversation, how-

ever, I was not advised that weekend days would be counted in the calculation of the leave period.

He further advised that since the House payroll system is based on a 30-day month, for purposes of calculating a termination date he counted weekend days, whereas a vacationing employee who would be returning to work after vacation would not have weekend days counted. (I checked with the Committee on House Administration and learned that though each Committee establishes its own leave policy, it is unusual to penalize a terminating employee by counting in weekend days.)

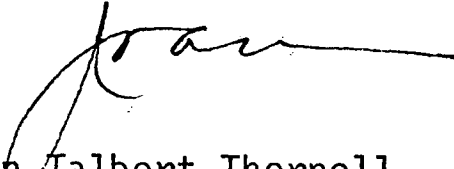
Inasmuch as there was no written leave policy I had no way of anticipating his method of calculating leave. And because of the punitive nature of the decision I have suffered a break in service which may affect seriously my transfer of benefits from the House of Representatives to my new employment. Had I been aware of his method of calculating leave, my dates of departure from the Committee, obviously, would have been different.

I hope that you will review the calculation of my date of departure and act swiftly to rectify the situation to allow my termination date from the Committee to be set at Friday, May 20, 1977, which would reflect 5 working days leave from the Committee.

I have already acted to begin employment at the Department of the Treasury as of May 23. I gladly forfeit the 6th vacation day which would have been May 23.

Thank you in advance for your kind attention to this matter and I look forward to hearing from you soon.

Sincerely,



Joan Talbert Thornell  
Special Assistant to the  
Treasurer-Designate

cc: Hon. Walter E. Fauntroy, M.C.

Enclosure

June 16, 1977

Mrs. Joan Talbert Thornell  
3175 Apple Road, N.E.  
Washington, DC. 20018

Dear Joan:

I want you to know how much the Committee  
and I appreciate your service and how much we  
regret that you will no longer be a member of  
the Staff.

You have our best wishes always.

Sincerely yours,

Louis Stokes  
Chairman

LS:t1e



May 6, 1977

MEMORANDUM

To : Alvin B. Lewis, Jr.  
From : Joan Talbert Thornell

It has been my pleasure to serve as your Special Assistant for Administrative Projects. Your recent assignments in the areas of affirmative action and staff review are nearing completion.

I will be leaving the staff of the Select Committee on Assassinations as of May 15, 1977 (plus any vacation time that may have accrued to me since November, 1976).

I wish you all the best in your new undertakings and I have appreciated your sensitivity during a difficult time.

Thanks.

MEMORANDUM

TO: CHAIRMAN STOKES

FROM: THOMAS HOWARTH  
BUDGET OFFICER

DATE: JUNE 14, 1977

RE: JOAN T. THORNELL, LETTER RE LEAVE

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Mrs. Thornell began employment November 8, 1976 and left May 13, 1977. Under the Clerk of the House's leave policy, she would be entitled to 5 days, no credit being given for a fraction of a month when hired or a fraction of a month when terminated.

The Clerk's policy further states there are no provisions to permit reimbursement to an employee upon termination for any accumulation of leave. However, to the extent possible and practicable, every effort should be made to consider such accumulation when submitting a recommendation for termination.

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This fact and the fact that Mrs. Thornell was paid for six days past May 13, in my opinion, discredits Mrs. Thornell claim to "the punitive nature of the decision." The facts clearly show that Mrs. Thornell was given special consideration.

MEMORANDUM  
CHAIRMAN STOKES  
JUNE 14, 1977  
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cc: Honorable Walter E. Fauntroy, M.C.



MAY 31 1977

THE TREASURER OF THE UNITED STATES  
WASHINGTON, D.C. 20220

May 27, 1977

Hon Louis B. Stokes  
Chairman  
Select Committee on Assassinations  
U. S. House of Representatives  
Washington, D. C. 20515

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Since there was no formal leave policy established by the Committee at the date of my notice and since I was aware of leave being extended to the Acting Chief Counsel who was also leaving service at about the same time, I began making inquiries about my own accrued leave.

On Thursday, May 12, Thomas Howarth, the Budget Officer, advised me verbally that he had not yet cleared with you the rate of leave to be extended to me in days accrued per month, but he thought that a rate of one day per month was going to be approved. On that basis, he calculated that I would be allowed 5 1/2 or 6 days of leave.

When I began a new appointment with a Federal agency on Monday, May 23, I called Mr. Howarth from the new personnel office to establish my date of termination in order to comply with the Federal law which prohibits Federal employees from receiving payment from more than one Federal source at a time. In other words, I was attempting to clear the date of May 23 as a starting date for the new employment.

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ever, I was not advised that weekend days would be counted in the calculation of the leave period.

He further advised that since the House payroll system is based on a 30-day month, for purposes of calculating a termination date he counted weekend days, whereas a vacationing employee who would be returning to work after vacation would not have weekend days counted. (I checked with the Committee on House Administration and learned that though each Committee establishes its own leave policy, it is unusual to penalize a terminating employee by counting in weekend days.)

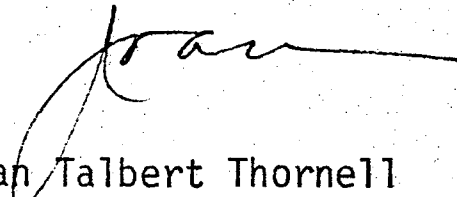
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I hope that you will review the calculation of my date of departure and act swiftly to rectify the situation to allow my termination date from the Committee to be set at Friday, May 20, 1977, which would reflect 5 working days leave from the Committee.

I have already acted to begin employment at the Department of the Treasury as of May 23. I gladly forfeit the 6th vacation day which would have been May 23.

Thank you in advance for your kind attention to this matter and I look forward to hearing from you soon.

Sincerely,



Joan Talbert Thornell  
Special Assistant to the  
Treasurer-Designate

cc: Hon. Walter E. Fauntroy, M.C.

Enclosure

**PAYROLL AUTHORIZATION FORM**(Please Use Typewriter  
or Ballpoint Pen)**U.S. HOUSE OF REPRESENTATIVES**  
Washington, D.C. 20515(Any erasures, corrections, or changes  
on this form must be initialed by the  
authorizing official.)**To the Clerk of the House of Representatives:**

I hereby authorize the following payroll action:

<b>Employee Name (First-Middle-Last)</b>	<b>Effective Date</b>
Joan Talbert Thorne11	5/19/77
<b>Employee Social Security Number</b>	<b>Type of Action</b>
JFK Act 5 (g) (2) (D)	<input type="checkbox"/> Appointment
<b>Employing Office or Committee</b>	<input type="checkbox"/> Salary Adjustment
Assassinations	<input checked="" type="checkbox"/> Termination (At close of business on effective date)

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

<b>Position Title</b>	<b>Gross Annual Salary</b>

(If Committee Employee, complete appropriate item below.)

- ☐ Standing Committee: Staff—☐ Clerical or ☐ Professional.
- ☒ Special or Select Committee: Authority—H. Res. 465 of 95th Congress.
- ☐ Joint Committee.

(If Employee of an Officer of the House, complete item below.)

Position Number \_\_\_\_\_ If applicable, Level \_\_\_\_\_ Step \_\_\_\_\_

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date May 16, 19 77

(Signature of Authorizing Official)

Louis Stokes

(Type or print name of Authorizing Official)

Chairman

(Title—If Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED: \_\_\_\_\_

Chairman, Committee on House Administration

Office of Finance use only:

Office Code \_\_\_\_\_

Monthly Annuity \$ \_\_\_\_\_ .00

Copy for Initiating Office or Committee

# PAYROLL AUTHORIZATION FORM

(Please Use Typewriter  
or Ballpoint Pen)

U.S. HOUSE OF REPRESENTATIVES  
Washington, D.C. 20515

(Any erasures, corrections, or changes  
on this form must be initialed by the  
authorizing official.)

## To the Clerk of the House of Representatives:

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last)	Effective Date
Joan Talbert Thorne11	5/15/77
Employee Social Security Number	Type of Action
JFK Act 5 (g) (2) (D)	<input type="checkbox"/> Appointment <input type="checkbox"/> Salary Adjustment <input checked="" type="checkbox"/> Termination (At close of business on effective date)
Employing Office or Committee	
Assassinations	

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

Position Title	Gross Annual Salary

(If Committee Employee, complete appropriate item below.)

- ☐ Standing Committee: Staff—☐ Clerical or ☐ Professional.
- ☒ Special or Select Committee: Authority—H. Res. 465 of 95th Congress.
- ☐ Joint Committee.

5/1-8 - 1055.56  
 5/9 - 416.67  
 5/9-15 486.11  
 1541.67

5 11 77 PM 2:58

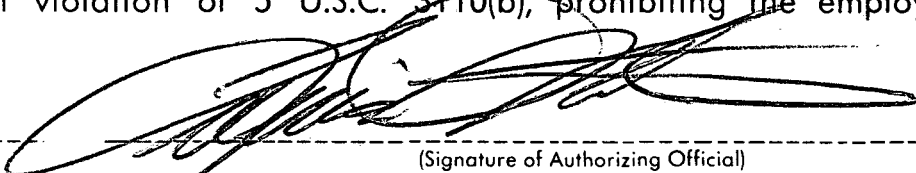
U.S. HOUSE OF REPRESENTATIVES  
OFFICE OF THE CLERK

(If Employee of an Officer of the House, complete item below.)

Position Number \_\_\_\_\_ If applicable, Level \_\_\_\_\_ Step \_\_\_\_\_

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date May 10, 19 77



(Signature of Authorizing Official)

Louis Stokes

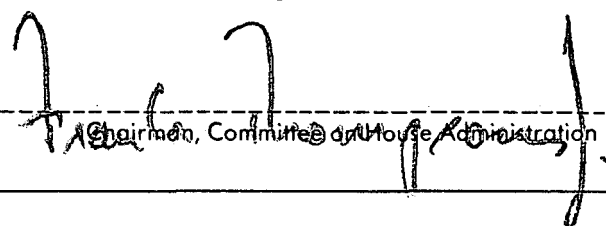
(Type or print name of Authorizing Official)

Chairman

(Title—If Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED: \_\_\_\_\_



(Chairman, Committee on House Administration)

Office of Finance use only:

Office Code \_\_\_\_\_

Monthly Annuity \$ \_\_\_\_\_ .00

**PAYROLL AUTHORIZATION FORM**(Please Use Typewriter  
or Ballpoint Pen)**U.S. HOUSE OF REPRESENTATIVES**  
Washington, D.C. 20515(Any erasures, corrections, or changes  
on this form must be initialed by the  
authorizing official.)**To the Clerk of the House of Representatives:**

I hereby authorize the following payroll action:

<b>Employee Name (First-Middle-Last)</b>	<b>Effective Date</b>
Joan Talbert Thornell	5/15/77
<b>Employee Social Security Number</b>	<b>Type of Action</b>
JFK Act 5 (g) (2) (D)	<input type="checkbox"/> Appointment
<b>Employing Office or Committee</b>	<input type="checkbox"/> Salary Adjustment
Assassinations	<input checked="" type="checkbox"/> Termination (At close of business on effective date)

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

<b>Position Title</b>	<b>Gross Annual Salary</b>

(If Committee Employee, complete appropriate item below.)

- ☐ Standing Committee: Staff—☐ Clerical or ☐ Professional.
- ☒ Special or Select Committee: Authority—H. Res. 465 of 95th Congress.
- ☐ Joint Committee.

(If Employee of an Officer of the House, complete item below.)

Position Number \_\_\_\_\_ If applicable, Level \_\_\_\_\_ Step \_\_\_\_\_

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date May 10 19 77

(Signature of Authorizing Official)

Louis Stokes

(Type or print name of Authorizing Official)

Chairman

(Title—If Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED: \_\_\_\_\_

Chairman, Committee on House Administration

Office of Finance use only:

Office Code \_\_\_\_\_

Monthly Annuity \$ \_\_\_\_\_ .00

FO 5/11

Copy for Initiating Office or Committee



**PAYROLL AUTHORIZATION FORM**(Please Use Typewriter  
or Ballpoint Pen)**U.S. HOUSE OF REPRESENTATIVES**  
Washington, D.C. 20515(Any erasures, corrections, or changes  
on this form must be initialed by the  
authorizing official.)**To the Clerk of the House of Representatives:**

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last)	Effective Date
Joan Talbert Thorne11	5/9/77
Employee Social Security Number	Type of Action
JFK Act 5 (g) (2) (D)	<input type="checkbox"/> Appointment
Employing Office or Committee	<input checked="" type="checkbox"/> Salary Adjustment
Assassinations	<input type="checkbox"/> Termination (At close of business on effective date)

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

Position Title	Gross Annual Salary
	\$25,000

(If Committee Employee, complete appropriate item below.)

- ☐ Standing Committee: Staff—☐ Clerical or ☐ Professional.
- ☒ Special or Select Committee: Authority—H. Res. 465 of 95th Congress.
- ☐ Joint Committee.

(If Employee of an Officer of the House, complete item below.)

Position Number \_\_\_\_\_ If applicable, Level \_\_\_\_\_ Step \_\_\_\_\_

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date May 10, 19 77

(Signature of Authorizing Official)

Louis Stokes

(Type or print name of Authorizing Official)

Chairman

(Title—If Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED: \_\_\_\_\_

Chairman, Committee on House Administration

Office of Finance use only:

Office Code \_\_\_\_\_

Monthly Annuity \$ \_\_\_\_\_ .00

FO 5/11

Copy for Initiating Office or Committee

**PAYROLL AUTHORIZATION FORM**(Please Use Typewriter  
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Washington, D.C. 20515(Any erasures, corrections, or changes  
on this form must be initialed by the  
authorizing official.)**To the Clerk of the House of Representatives:**

I hereby authorize the following payroll action:

<b>Employee Name (First-Middle-Last)</b>	<b>Effective Date</b>
Joan Talbert Thorne11	4/1/77
<b>Employee Social Security Number</b>	<b>Type of Action</b>
JFK Act 5 (g) (2) (D)	<input type="checkbox"/> Appointment
<b>Employing Office or Committee</b>	<input checked="" type="checkbox"/> Salary Adjustment
Assassinations	<input type="checkbox"/> Termination (At close of business on effective date)

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

<b>Position Title</b>	<b>Gross Annual Salary</b>
	\$47,500

(If Committee Employee, complete appropriate item below.)

- ☐ Standing Committee: Staff—☐ Clerical or ☐ Professional.
- ☒ Special or Select Committee: Authority—H. Res. 465 of 95th Congress.
- ☐ Joint Committee.

(If Employee of an Officer of the House, complete item below.)

Position Number \_\_\_\_\_ If applicable, Level \_\_\_\_\_ Step \_\_\_\_\_

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date April 29, 19 77

(Signature of Authorizing Official)

Louis Stokes

(Type or print name of Authorizing Official)

Chairman

(Title—If Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED: \_\_\_\_\_

Chairman, Committee on House Administration

Office of Finance use only:

Office Code \_\_\_\_\_

Monthly Annuity \$ \_\_\_\_\_ .00

**Copy for Initiating Office or Committee**

**PAYROLL AUTHORIZATION FORM**(Please Use Typewriter  
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Washington, D.C. 20515(Any erasures, corrections, or changes  
on this form must be initialed by the  
authorizing official.)**To the Clerk of the House of Representatives:**

I hereby authorize the following payroll action:

<b>Employee Name (First-Middle-Last)</b>	<b>Effective Date</b>
Joan Talbert Thornell	2-1-77
<b>Employee Social Security Number</b>	<b>Type of Action</b>
JFK Act 5 (g) (2) (D)	<input type="checkbox"/> Appointment
<b>Employing Office or Committee</b>	<input checked="" type="checkbox"/> Salary Adjustment
Select Committee on Assassinations	<input type="checkbox"/> Termination (At close of business on effective date)

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

<b>Position Title</b>	<b>Gross Annual Salary</b>
	\$15,375.

(If Committee Employee, complete appropriate item below.)

- ☐ Standing Committee: Staff—☐ Clerical or ☐ Professional.
- ☒ Special or Select Committee: Authority—H. Res. 11 of 95 Congress.
- ☐ Joint Committee.

(If Employee of an Officer of the House, complete item below.)

Position Number \_\_\_\_\_ If applicable, Level \_\_\_\_\_ Step \_\_\_\_\_

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date 2-28--77, 19\_\_\_\_

(Signature of Authorizing Official)

**Henry B. Gonzalez**

(Type or print name of Authorizing Official)

**Chairman**

(Title—If Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED: \_\_\_\_\_

Chairman, Committee on House Administration

Office of Finance use only:

Office Code \_\_\_\_\_

Monthly Annuity \$ \_\_\_\_\_ .00

**Copy for Initiating Office or Committee**

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Washington, D.C. 20515(Any erasures, corrections, or changes  
on this form must be initialed by the  
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<b>Employee Name (First-Middle-Last)</b>	<b>Effective Date</b>
<b>Joan Talbert Thornell</b>	<b>1/3/77</b>
<b>Employee Social Security Number</b>	<b>Type of Action</b>
JFK Act 5 (g) (2) (D)	<input type="checkbox"/> Appointment
<b>Employing Office or Committee</b>	<input checked="" type="checkbox"/> Salary Adjustment
<b>Select Committee on Assassinations</b>	<input type="checkbox"/> Termination (At close of business on effective date)

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

<b>Position Title</b>	<b>Gross Annual Salary</b>
	<b>\$16,250.</b>

(If Committee Employee, complete appropriate item below.)

- ☐ Standing Committee: Staff—☐ Clerical or ☐ Professional.
- ☒ Special or Select Committee: Authority—H. Res. 11 of 95 Congress.
- ☐ Joint Committee.

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Date \_\_\_\_\_, 19 77

(Signature of Authorizing Official)

**Henry B. Gonzalez**

(Type or print name of Authorizing Official)

**Chairman**

(Title—If Member, District and State)

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APPROVED: \_\_\_\_\_

Chairman, Committee on House Administration

Office of Finance use only:

Office Code \_\_\_\_\_

Monthly Annuity \$ \_\_\_\_\_ .00

# PAYROLL AUTHORIZATION FORM

(Please Use Typewriter  
or Ballpoint Pen)

U.S. HOUSE OF REPRESENTATIVES  
Washington, D.C. 20515

(Any erasures, corrections, or changes  
on this form must be initialed by the  
authorizing official.)

To the Clerk of the House of Representatives:

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last)	Effective Date
Joan Talbert Thornell	11/8/76
Employee Social Security Number	Type of Action
JFK Act 5 (g) (2) (D)	<input checked="" type="checkbox"/> Appointment
Employing Office or Committee	<input type="checkbox"/> Salary Adjustment
Select Committee on Assassinations	<input type="checkbox"/> Termination (At close of business on effective date)

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

Position Title	Gross Annual Salary
Special Assistant	\$25,000

(If Committee Employee, complete appropriate item below.)

- ☐ Standing Committee: Staff—☐ Clerical or ☐ Professional.
- ☒ Special or Select Committee: Authority—H. Res. 1557 of 94th Congress.
- ☐ Joint Committee.

(If Employee of an Officer of the House, complete item below.)

Position Number \_\_\_\_\_ If applicable, Level \_\_\_\_\_ Step \_\_\_\_\_

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date November 8 1976

(Signature of Authorizing Official)

Thomas N. Downing, Chairman

(Type or print name of Authorizing Official)

Select Committee on Assassinations

(Title—If Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED: \_\_\_\_\_

Chairman, Committee on House Administration

Office of Finance use only:

Office Code \_\_\_\_\_

Monthly Annuity \$ \_\_\_\_\_ .00

Copy for Initiating Office or Committee

M E M O R A N D U M

TO: All Staff Employees  
FROM: Budget Officer  
DATE: January 3, 1977  
RE: Payroll Certification

Starting with the January, 1977 payroll, the certification to the House Finance Office requires, among other things, the relationship, if any, of each staff employee to any current Member of Congress (those taking office January 3, 1977).

The following are the relationships to be included in the certification:

father  
mother  
son  
daughter  
brother  
sister  
uncle  
aunt  
first cousin

nephew  
niece  
husband  
wife  
father-in-law  
mother-in-law  
son-in-law  
daughter-in-law

brother-in-law  
sister-in-law  
stepfather  
stepmother  
stepbrother  
stepsister  
half-brother  
half-sister

All staff employees are requested to complete this form and return it to the Budget officer.

Approved  
Richard A. Sprague

I am not related ☒

I am related by the following relationship \_\_\_\_\_

Paul Albert Thorne  
Signature of Employee

January 11, 1977  
Date

122 Sixth Street, S. E.  
Washington, D. C. 20003  
543 - 7785

JFK Act 5 (g) (2) (D)

25  
8 Nov

EDUCATION & TRAINING

Valedictory, 1956, Dunbar High School; Washington, D.C.  
A.B., Psychology, 1960, George Washington University; Washington, D.C.  
Professional Training in Dance Therapy, 1958-61, St. Elizabeths Hospital

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- 4/73 - Assistant to the President for Special Projects  
2/75 The National Urban Coalition  
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Planning national and local conferences and meetings,  
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public relations strategy; liaison with the Chairman,  
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- 9/71 - Staff Director  
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City Council, Berkeley California  
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- 1/71 - Director, District Office of  
6/71 Hon. Willie L. Brown, Jr.  
State Assemblyman and Chairman, Ways and Means Committee San Francisco, California  
Liaison with Sacramento office; administration of district office with four employees and over 100 volunteers.
- 3/70 - Consultant, Self-employed. New York City  
12/70 Speech writing, editing and research; program planning, development and evaluation.  
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- 1/69 - New York Urban Coalition  
3/70 2. Special Assistant to the Executive Vice President for Education and Manpower, Lincoln O. Lynch  
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1. Assistant to the Executive Director, Coalition JOBS, William Kaufmann. Conference coordination and staff supervision (52 employees).
- 1/68 - Volunteer Community Work  
11/68 New Haven, Connecticut  
Chairman, Black Women of Greater New Haven  
Board of Directors, Black Coalition of New Haven  
Executive Committee, Board of Directors, Community Housing, Inc., non-profit housing development corporation  
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10/65

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4/65

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Maternity Leave

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R E F E R E N C E S

M. Carl Holman  
President  
The National Urban Coalition  
1201 Connecticut Avenue, N. W.  
Suite 400  
Washington, D. C.  
331-2447

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Chairman  
Committee on the District of Columbia  
House of Representatives  
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Washington, D. C. 20515  
225-2261

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965-9400

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letters out

10/7

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