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<tr>
<td>32</td>
<td>29</td>
<td>n.d.</td>
<td>Memo</td>
<td>List of White House Staff &quot;Mess Requirements&quot; and assignments, 7 pgs.</td>
</tr>
<tr>
<td>32</td>
<td>29</td>
<td>01/08/1969</td>
<td>Memo</td>
<td>From Haldeman to VP-elect Agnew, memo concerning White House Fellows' activities, 1 pg.</td>
</tr>
<tr>
<td>32</td>
<td>29</td>
<td>01/08/1969</td>
<td>Memo</td>
<td>From Haldeman to Finch, memo concerning White House Fellows' activities, 1 pg.</td>
</tr>
<tr>
<td>32</td>
<td>29</td>
<td>01/08/1969</td>
<td>Memo</td>
<td>From Haldeman to Rogers, memo concerning White House Fellows' activities, 1 pg.</td>
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<tr>
<td>32</td>
<td>29</td>
<td>01/08/1969</td>
<td>Memo</td>
<td>From Haldeman to Maury Stans, memo concerning White House Fellows' activities, 1 pg.</td>
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<tr>
<td>32</td>
<td>29</td>
<td>01/08/1969</td>
<td>Memo</td>
<td>From Haldeman to Dr. Kissinger, memo concerning White house Fellows' activities, 1 pg.</td>
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<td>32</td>
<td>29</td>
<td>01/08/1969</td>
<td>Memo</td>
<td>From Haldeman to John A. Volpe, memo concerning White House Fellows' activities, 1 pg.</td>
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<tr>
<td>32</td>
<td>29</td>
<td>01/08/1969</td>
<td>Memo</td>
<td>From Haldeman to John Mitchell, memo concerning White House Fellows' activities, 1 pg.</td>
</tr>
<tr>
<td>32</td>
<td>29</td>
<td>01/08/1969</td>
<td>Memo</td>
<td>From Haldeman to Clifford M. Hardin, memo concerning White House Fellows activities, 1pg.</td>
</tr>
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<td>01/08/1969</td>
<td>Memo</td>
<td>From Haldeman to David M. Kennedy, memo concerning White House Fellows' activities. 1 pg.</td>
</tr>
<tr>
<td>32</td>
<td>29</td>
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<td>Memo</td>
<td>From Haldeman to Schultz, memo concerning White House Fellows' activities, 1 pg.</td>
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<tr>
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<td>29</td>
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<td>Memo</td>
<td>From Haldeman to George Romney, memo concerning White House Fellows' activities, 1 pg.</td>
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<td>32</td>
<td>29</td>
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<td>From Haldeman to Mel Laird, memo concerning White House Fellows' activities, 1 pg.</td>
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<td>32</td>
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<td>32</td>
<td>29</td>
<td>01/08/1969</td>
<td>Memo</td>
<td>From Haldeman to Dr. Lee Dubridge, memo concerning White House Fellows' activities, 1 pg.</td>
</tr>
<tr>
<td>32</td>
<td>29</td>
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<td>Memo</td>
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<tr>
<td>32</td>
<td>29</td>
<td>12/18/1969</td>
<td>Memo</td>
<td>From Wilkinson to Haldeman, re: Joe Califano's assessment of Doris Kearns, 1 pg.</td>
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<tr>
<td>32</td>
<td>29</td>
<td>12/16/1969</td>
<td>Memo</td>
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</tbody>
</table>
MESS REQUIREMENTS

1. Group II people can bring Group I people to lunch.
2. Group II people can eat in Group I time period.
3. No guests without approval - both groups get equal #'s.
4. C.O. WHCA - goes to Group I when command is changed.
5. Should be able to provide dinner for mess members working late and for all mess members during crisis situations.
6. Chairman of EEOC should be moved to Group I when and if he's relieved.
WHITE HOUSE MESS - GROUP I

Higby, Lawrence  
Brown, John  
Wilkinson, Jay  
Bull, Stephen  
Hofgren, Daniel  
Whitehead, Thomas  
Suart, Charles  
Gavin, William  
Eagleburger, Lawrence  
Sloan, Hugh  
Costello, Paul  
Krogh, Egil (Bud)  
Melencamp, Noble  
Huebner, Lee  
Elbourne, Timothy  
Morgan, Ed  
Fleming, Harry  
Cole, Kenneth  
Touer, Albert  
Hess, Stephen  
Ziegler, Ron (top assistant)  

Staff Assistant

Ratchford, John  
Youngblood, Rufus  
Weaver, Glenn  
Taylor, Robert  
Roberts, Emory  
Hutcheson, Lt Col. Harold  
Howell, Carson  
Hill, Clinton  
Gilmore, Orris Lt. Col.  
Fauver, Edwin  

Godfrey, Arthur  
Adams, Lt. Col. James  
McCafferty, Arthur  
Anderson, Martin  
Safire, William  
Buchanan, Pat  
Price, Ray  

Staff Assistant

Staff Assistant

Staff Assistant

Staff Assistant

Staff Assistant

Staff Assistant

Staff Assistant

Staff Assistant

Staff Assistant

Staff Assistant

Assistant to Counsel

Assistant for Correspondence

Staff Assistant

Spec. Assistant

Special Assistant

Special Assistant

Special Assistant

Staff Assistant

Staff Assistant

Staff Assistant

Air Force Aide

Navy Aide

Army Aide

WH Physician

WH Physician

Records Officer

Deputy Director (PF) USSS

SAK V.P. Detail

Dep. Assistant Director (PF) USSS

Assistant to SAK, WH Detail USSS

Operations Officer, WHCA

Fin. & Accounts Officer

SAK WH Detail USSS

Assistant Operations Officer, WHCA

Transportation Officer

Tech. Asst. to Dir OS&T

Dep. SAK WH Detail USSS

C.O. - DCOU

NSC Staff

Special Assistant

Special Assistant

Special Assistant

Special Assistant
<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
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<tbody>
<tr>
<td>Haldeman, H. R. (Bob)</td>
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</tr>
<tr>
<td>Harlow, Bryce</td>
<td>Assistant to President</td>
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<td>Ehrlichman, John</td>
<td>Counsel to President</td>
</tr>
<tr>
<td>Kissinger, Henry</td>
<td>Assistant to President</td>
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<td>Ellsworth, Robert</td>
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<tr>
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<tr>
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<td>Secretary to Cabinet</td>
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<tr>
<td>Klein, Herbert</td>
<td>Mgr. for Communications</td>
</tr>
<tr>
<td>Wilkinson, Bud</td>
<td>Special Assistant to President</td>
</tr>
<tr>
<td>Timmons, William</td>
<td>Deputy Congressional Liaison</td>
</tr>
<tr>
<td>Belieu, Kenneth</td>
<td>Deputy Congressional Liaison</td>
</tr>
<tr>
<td>DuBridge, Lee</td>
<td>Science Advisor</td>
</tr>
<tr>
<td>Keogh, James</td>
<td>Special Assistant</td>
</tr>
<tr>
<td>McCracken, Paul</td>
<td>Chairman of Economic Advisors</td>
</tr>
<tr>
<td>Woods, Rose Mary</td>
<td>Secretary to President</td>
</tr>
<tr>
<td>Winchester, Lucy</td>
<td>Social Secretary to 1st Lady</td>
</tr>
<tr>
<td>Van der Heuval, Gerry</td>
<td>Press Secretary to 1st Lady</td>
</tr>
<tr>
<td>Mayo, Robert</td>
<td>Director of Budget</td>
</tr>
<tr>
<td>Hughes, Donald</td>
<td>Air Force Aide to President</td>
</tr>
<tr>
<td>Ziegler, Ronald</td>
<td>Press Secretary</td>
</tr>
<tr>
<td>Sears, John</td>
<td>Deputy Counsel</td>
</tr>
<tr>
<td>Chapin, Dwight</td>
<td>Special Assistant</td>
</tr>
<tr>
<td>Dent, Harry</td>
<td>Deputy Counsel</td>
</tr>
<tr>
<td>Brown, Robert</td>
<td>Special Assistant</td>
</tr>
<tr>
<td>Davies, John</td>
<td>Staff Assistant</td>
</tr>
<tr>
<td>Grubb, Dale</td>
<td>Staff Assistant</td>
</tr>
<tr>
<td>Loomis, Dale</td>
<td>Deputy Assistant to President</td>
</tr>
<tr>
<td>Butterfield, Alex</td>
<td>Deputy Assistant to President</td>
</tr>
<tr>
<td>Hopkins, William</td>
<td>Executive Assistant to President</td>
</tr>
<tr>
<td>Blair, Stanley</td>
<td>Assistant to Vice President</td>
</tr>
<tr>
<td>Taosch, Walter</td>
<td>Member Council of Economic Advisors</td>
</tr>
<tr>
<td>Moynihan, Daniel P.</td>
<td>Executive Secretary to NSC</td>
</tr>
<tr>
<td></td>
<td>Assistant to President</td>
</tr>
</tbody>
</table>
TRAY SERVICE (by mess boys)

Haldeman
Harlow
Timmons
Belieu
Kissinger
Ehrlichman
Chapin
Blair
Whitaker
Moynihan
Ash
Butterfield
Ziegler
Loomis

CARRY-OUT SERVICE

Cole
Higby
Bull
Brown
Keogh
Stuart
Wilkinson
Hess

SECRETARY CARRY-OUT SERVICE

1 girl per day in the offices of men authorized carry-out or tray service.
<table>
<thead>
<tr>
<th>Name</th>
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<tr>
<td>Ziegler, Ron</td>
<td>Press Secretary</td>
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</tbody>
</table>
WEST EXECUTIVE PARKING PLACES

Higby, Larry
Brown, John
Wilkinson, Jay
Bull, Stephen
Hofgren, Daniel
Whitehead, Thomas
Stuart, Charles
Gavin, William
Eagleburger, Lawrence
Sloan, Hugh
Costello, Paul
Krogh, Egil (Bud)
Huebner, Lee
Elbourne, Timothy
Morgan, Ed
Fleming, Harry
Cole, Kenneth
Chapin, Dwight
Toner, Al
Hess, Stephen
Ziegler - top assistant
Buchanan, Pat
Price, Ray
Sears, John
Dent, Harry
Brown, Robert
Safire, William
Grubb, Dale
Loomis, Henry
Blair, Stanley
Butterfield, Alex
Warren, Gerry

Hold 4 in reserve
WHITE HOUSE CARS

GROUP B

Same as now - we will provide list of key staff

In some cases necessary to extend services beyond 5 p.m. for prestige purposes.

Continue to use for telephone operators and secretaries.
January 8, 1969

MEMORANDUM

TO: VICE PRESIDENT-ELECT AGNEW
FROM: BOB HALDEMAN

Enclosed herewith is a brief statement by the White House Fellow currently assigned to your office.

We asked each of the White House Fellows to write such a statement describing his activities since September when he started on this assignment and his thoughts regarding ways in which he could be helpful in the new administration.

I hope you will find this helpful and I am sure you will be able to put your White House Fellow to productive work.

H. R. Haldeman

P.S. - As I believe I mentioned to you, Drake is a loyal Nixon man who was born in Yorbalinda and has supported RN over the years.

encl:
Memo from Hudson Drake
January 8, 1969

MEMORANDUM

TO: BOB FINCH
FROM: BOB HALDEMAN

Enclosed herewith is a brief statement by the White House Fellow currently assigned to your department.

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H. R. Haldeman

HRH:ds

encl:
Memo from Glen Wegner
January 8, 1969

MEMORANDUM

TO: BILL ROGERS
FROM: BOB HALDEMAN

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H. R. Haldeman

HRH:ds

encl:
Memo from John W. Woodmansee, Jr.
January 8, 1969

MEMORANDUM

TO: MAURY STANS
FROM: BOB HALDEMAN

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H. R. Haldeman

HRH:ds
encl:
Memo from Tom R. Williams
January 8, 1969

MEMORANDUM

TO: DR. KISSINGER
FROM: BOB HALDEMAN

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H. R. Haldeman

HRH:ds
encl:
Memo from Robert L. Sansom
January 8, 1969

MEMORANDUM

TO:        JOHN A. VOLPE
FROM:      BOB HALDEMAN

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H. R. Haldeman

HRH:ds
encl:
Memo from Laurence L. Moss
January 8, 1969

MEMORANDUM

TO: JOHN MITCHELL
FROM: BOB HALDEMAN

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H. R. Haldeman

HRH:ds

encl:
Memo from David C. Miller
January 8, 1969

MEMORANDUM

TO: CLIFFORD M. HARDIN
FROM: BOB HALDEMAN

Enclosed herewith is a brief statement by the White House Fellow currently assigned to your department.

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H. R. Haldeman

HRH:ds

encl:
Memo from Caro E. Luhrs
January 8, 1969

MEMORANDUM

TO: BOB FINCH
FROM: BOB HALDEMAN

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H. R. Haldeman

HRH:ds

encl:
Memo from David K. Lelewer
January 8, 1969

MEMORANDUM

TO: DAVID M. KENNEDY
FROM: BOB HALDEMAN

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H. R. Haldeman

HRH: ds

encl:
Memo from Robert L. Joss
January 8, 1969

MEMORANDUM

TO: GEORGE SCHULTZ

FROM: BOB HALDEMAN

Enclosed herewith is a brief statement by the White House Fellow currently assigned to your department.

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H. R. Haldeman

HRH:ds

encl:
Memo from Richard T. Johnson
January 8, 1969

MEMORANDUM

TO: GEORGE ROMNEY
FROM: BOB HALDEMAN

Enclosed herewith is a brief statement by the White House Fellow currently assigned to your department.

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H. R. Haldeman

HRH:ds

encl:
Memo from Robert D. Haas
January 8, 1969

MEMORANDUM

TO: MEL LAIRD
FROM: BOB HALDEMAN

Enclosed herewith is a brief statement by the White House Fellow currently assigned to your department.

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H. R. Haldeman

HRH:ds

encl: Memo from Gerald G. Garbacz
January 8, 1969

MEMORANDUM

TO: BOB MAYO
FROM: BOB HALDEMAN

Enclosed herewith is a brief statement by the White House Fellow currently assigned to your department.

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H. R. Haldeman

HRH:ds

encl:
Memo from James E. Connor
January 8, 1969

MEMORANDUM

TO: DR. LEE DUBRIDGE
FROM: BOB HALDEMAN

Enclosed herewith is a brief statement by the White House Fellow currently assigned to your department.

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H. R. Haldeman

HRH:ds

encl:
Memo from Paul Anderson
January 8, 1969

MEMORANDUM

TO: RED BLOUNT
FROM: BOB HALDEMAN

Enclosed herewith is a brief statement by the White House Fellow currently assigned to your department.

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H. R. Haldeman

HRH:ds

encl:
Memo from J. H. Bockhaus
Hold in youth
MEMORANDUM

December 18, 1968

TO: H. R. Haldeman
FROM: Jay Wilkinson
RE: Joe Califano's Assessment of Doris Kearns

Joe Califano indicated that Doris Kearns is a very bright young girl who has been extremely loyal to President Johnson and, in his opinion, would be extremely loyal to President Nixon as well. She has excellent contacts with younger people, works long hours, and works well with people. Several people have expressed the desire to employ her - one Senator wanted her to be his housing expert.

On the negative side he does feel, however, that her sex might be a liability in dealing with some Cabinet members. In his words, "There is a hell of a big difference if I call, as opposed to her." He also suggested that she needed freedom to be effective, primarily because she had so many good ideas.

He suggested that if we want to keep her we should move quickly, since she plans to leave for Harvard.

To sum up, he recommends her highly and in his words, if we get her we have "a hell of a good asset."

J. W.
MEMORANDUM

December 6, 1968

TO:  H. R. Haldeman
FROM: Jay Wilkinson
RE:  Doris Kearns

Doris Kearns presently functions as a staff assistant to President Johnson. Prior to this appointment, she worked as a White House Fellow in the Department of Labor under Secretary Wirtz, at which time she wrote a scathing attack against the President; whereupon he brought her into the White House.

Several White House Fellows had mentioned to me that if RN is concerned about getting the best young talent into the White House and a person knowledgeable of youth, he should definitely encourage her to remain in his Administration.

After having breakfast with her on Wednesday morning, December 4, I concurred in their evaluation and I would urgently request that you consider her. Although President Johnson hopes she will go with him to Texas, at this time, she plans to return to Cambridge, Massachusetts. I regret that I do not have a memorandum about her, however, I do know that she received a scholarship to graduate school at Harvard and has received her Ph.D.

J. W.
December 16, 1968

TO: BOB HALDEMAN
FROM: JAY WILKINSON
RE: BRUCE CHAPMAN

I met this morning with Bruce Chapman for about an hour. He has a fine mind, an excellent understanding of the problems of youth, and a desire to see that younger people on the college campuses participate in the Nixon Administration the next four years. We spoke in rather vague, general terms about RN's proposals for youth, but I believe if we made a specific request for him to assist in some capacity in this area, he would do so.

Although he is poised and articulate, he is more of an "idea man" and an intellect, and I would recommend that he be used as a "back-up man" to whoever is designated as the youth advisor should RN decide he wants one. (Again, my personal choice is Doris Kearnes.) But Bruce Chapman would be a tremendous asset to RN, and I recommend him highly.
December 12, 1968

TO: H. R. Haldeman
FROM: Jay Wilkinson
RE: Student Recommendations

Following your request to examine the problems relating to youth, during the past three weeks I have read the White House Fellows and Student Coalition reports and have visited with several young people in Washington, D. C. This brief memo contains four basic recommendations, three of which are largely a result of the two reports and these discussions.

At this time, there is much behind-the-scenes maneuvering by the members of the "New Politics" to develop programs with which Senator Edward Kennedy can identify. If RN does not attempt to bridge the gap quickly with the younger generation, he will be at a total disadvantage in 1972. Regardless of whether the suggestions in this memo are considered, some constructive measures must be taken.

JW:eo
There seem to be three sound suggestions for programs directly related to young people, and all three should be implemented:

a) Opportunities for college students to involve themselves and their academic communities in the social problems of their cities.

b) Opportunities to utilize the top students in federal, state, and local programs: For example, the White House Fellows Association and other intern programs.

c) Opportunities for young people to be more directly involved in the political process itself, i.e., political conventions, campaigns, testifying before Congressional committees, etc.

Most of the recommendations in the White House Fellows and Student Coalition reports dealt with the question of how programs might be established on the federal level to allow more active participation by qualified students. While these recommendations have appeal, it must be understood that they will do little to improve the existing gap and void which now exists between part of the academic communities and the federal bureaucracy. These proposals simply do not afford active participation and involvement by a large number of students to give them, as a group, a real sense of participation. For this reason, my recommendations are as follows:

1. Establishment of the Model Schools Program (Student Coalition Recommendation)—This name should be changed to make it more appealing and exciting and totally identifiable with RN. The strength of this recommendation lies in the fact that it affords young people the opportunity to work out solutions to problems. This is a new program and one which would help bridge the gap between the academic communities and the urban poor and which, if it were well-publicized, would do much to convey the belief that RN has a compassionate care about young people and the disadvantaged.

2. Teachers Corps (Again, the name should be changed)—Most younger people recognize the tremendous disadvantage of ghetto youths due to their poor educational environment. These younger people will be unable to take their rightful place in our society until greater priority is placed on better schools and better teachers for the disadvantaged. There is simply no way that the children in the slums can compete with children in the suburbs and private schools unless programs like the Teachers Corps are implemented so that sympathetic individuals are able to motivate and encourage these children to develop the skills necessary to compete in society. Again, this
single issue—the educational opportunities of the dis-
advantaged—is one with which RN can and must identify.
It should also be noted that the program needs the support
and leadership of the President in order to succeed.

3. The Youth Advisor—It is essential that RN appoint an
individual who will be solely responsible to him for
issues related to youth. (I would recommend a person like
Doris Kearns, presently a White House aide, to be assisted
by someone like John Campbell who wrote the Student Coalition
report and any other bright young political activist. Bruce
Chapman's resume also looks very good.) This individual and
his staff, communicating directly with the President on
youth affairs, would:

a) Assist in the coordination and development of the
Model Schools and Teachers Corps programs.
b) Initiate changes within the federal departments
through some of the suggestions of the White House
Fellows Association and the Student Coalition.
c) Inform RN of the changing moods on the college
 campuses and among young adults so that he can
speak intelligently to them on issues of concern.

4. Establishment of a Commission on Youth—I acknowledge that
this recommendation sounds too much like President Johnson
who always appointed a commission to study successive crises.
However, young people are interested in (1) defining the
problems confronting society and offering alternative solutions
to these problems; and (2) they are concerned about being
integrated into the process to define the solutions. These two
points are inseparable and should be combined. In my opinion,
RN should be totally honest and tell the American public, "Let's
face it, this age group is as alienated as any segment of our
society and they have the poorest voting record. We hope to
develop programs which will enable them to participate in the
defining and solving of the social problems which concern them.
Therefore, I plan to appoint a commission whose function will
be similar to the Kerner and the Civil Rights Commissions. It
will be like the Kerner Commission in the sense that they will
be compiling information about how younger people feel about
society and their suggestions for change. It will be like the
Civil Rights Commission in that the first report will be circu-
lated throughout the country for criticism and suggestions
following which a second report will be written. At this time,
we do not see the necessity of creating another federal
bureaucracy to handle this problem, what we are concerned about
here is what youth sees and suggests. More especially, I charge this commission with the responsibility of facing these questions:

1. The war in Viet Nam.
2. Helping the disadvantaged and the oppressed.
3. A young person's responsibility in a democratic system.
4. How to get young people to participate in the political life of our democracy.
5. What are their priorities of concern?

Through the commission, RN will be structuring an argument and, in effect, will be saying—"If this is the problem, fine, agree or disagree, but make suggestions and participate."

The order in which this would be accomplished would be important. Rather than holding hearings and then establishing a permanent commission, RN would be appointing a fact-finding commission to hold hearings and then dissolve after the completion of its second report. Composition of the commission would be approximately ten individuals representing the geographic, economic and ethnic groupings of our society. The assistant in the White House, directly reporting to RN on youth affairs, would serve as staff director of the commission.

The creation of the commission should be after RN takes office in January, following his announcement of the Model Schools Program and his involvement in the Teachers Corps. It is imperative that he acknowledge his concern with youth through these programs prior to his announcement of the establishment of a commission. If this is not done, the move will be interpreted as a gimmic which lacks authenticity or true purpose.

Jay Wilkinson