

Withdrawal/Redaction Sheet

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. directory	Public Affairs Contact Numbers [partial] (1 page)	00/00/0000	P3/b(3)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Lissa Muscatine
OA/Box Number: 23217

FOLDER TITLE:

First Lady's Press Office Intern Handbook [binder]

2015-0275-S

rc2094

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

Freedom of Information Act - [5 U.S.C. 552(b)]

P1 National Security Classified Information [(a)(1) of the PRA]
P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
P3 Release would violate a Federal statute [(a)(3) of the PRA]
P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

b(1) National security classified information [(b)(1) of the FOIA]
b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

*FIRST LADY'S
PRESS OFFICE
INTERN HANDBOOK*

**FIRST LADY'S
PRESS OFFICE
INTERN HANDBOOK**

PRESS

- Related Calls and Correspondences
directed to Marsha Berry's Office:
Office of the First Lady Press
Rm. 103, OEOB
The White House
1600 Pennsylvania Ave., N.W.
Washington, D.C. 20500

Phone: (202) 456-2960

Fax: (202) 456-7805

(Newspapers, magazines, television
stations, etc.)

Office of the First Lady

Office of the First Lady
The White House
1600 Pennsylvania Ave., N.W.
Washington, D.C. 20500

Phone: (202) 456-6266

Fax: (202) 456-6244

E-Mail:

firstlady@whitehouse.gov

LETTERS

- How to Address the First Lady
“First Lady Hillary Rodham Clinton”
(Salutation) “Mrs. Clinton”
- Correspondence for Mrs. Clinton
Office of the First Lady Correspondence
Room 18, OEOB
The White House
1600 Pennsylvania Ave., N.W.
Washington, D.C. 20500

Fax: (202) 456-5199

SCHEDULING

- Direct requests to Patti Solis Doyle's Office:
Office of the First Lady Scheduling
Rm. 185 1/2, OEOB
The White House
1600 Pennsylvania Ave., N.W.
Washington, D.C. 20500

Phone: (202) 456-5309
(Invitations, etc.)

MILLENNIUM AND NATIONAL TREASURES

- Related Calls and Correspondences
directed to Ellen Lovell's Office:
Office of the Millennium
708 Jackson Place
Washington, D.C. 20503
Phone: (202) 395-7200
Fax: (202) 395-7234

AGENCY LIAISON: (202) 456-7486

FAX 456-2461

- Deals with individual casework that falls under a Federal Agency

- Caller must put request / complaint in writing to The White House, Office of the First Lady Agency Liaison, Rm 6 WDC 20500

(We can not take any action w/o their written request to look into their casework.)

PUBLIC LIAISON: (202) 456-2930

- Promotes Presidential priorities and communicates with different constituency groups

COMMENT LINE: (202) 456-1111

- Callers who want to voice an opinion or issue

OPERATOR: (202) 456-1414

Clinton Presidential Records Digital Records Marker

This is not a presidential record. This is used as an administrative marker by the William J. Clinton Presidential Library Staff.

This marker identifies the place of a tabbed divider. Given our digitization capabilities, we are sometimes unable to adequately scan such dividers. The title from the original document is indicated below.

OFL STAFF

Divider Title: _____

**OFFICE OF THE FIRST LADY
STAFF LIST (12/03/98)**

Room 100 - OEOB

		<u>PHONE</u>	<u>FAX</u>
Melanne Verveer	Assistant to the President and Chief of Staff to the First Lady	66266	66244
Katy Button	Assistant to the Chief of Staff to the First Lady	66266	66244
Eric Woodard	Office Manager	66266	66244

Room 101 - OEOB

Shirley Sagawa	Deputy Assistant to the President and Deputy Chief of Staff to the First Lady	66266	66244
MaryEllen McGuire	Assistant to the Deputy Chief of Staff to the First Lady	66266	66244

Room 102 - OEOB

Huma Abedin	Special Assistant to the First Lady	66266	66244
Carol Beach	Column Assistant	(301) 951-9643	(301) 951-0340

Room 103 - OEOB

Marsha Berry	Deputy Assistant to the President and Director of Communications for the First Lady	62960	67805
Julie Mason	Deputy Press Secretary to the First Lady	62960	67805
Toby Graff	Deputy Press Secretary to the First Lady	62960	67805
Jennifer Smith	Press Coordinator	62960	67805

Room 185.5 - OEOB

Patti Solis Doyle	Deputy Assistant to the President and Director of Scheduling and Advance for the First Lady	66266	65340
Evan Ryan	Deputy Director of Scheduling for the First Lady	66266	65340
Wendy Arends	Scheduler to the First Lady	66266	65340
Molly Buford	Scheduler to the First Lady	66266	65340

Room 188 - OEOB

Whitney Williams	Trip Director for the First Lady	66266	66244
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Room 174 - OEOB

Kelly Craighead	Deputy Assistant to the President and Director of Special Projects	66266	66244
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Room 190 - OEOB

Laura Schiller	Special Assistant to the President and Senior Speechwriter	66266	66244
Christy Macy	Senior Speechwriter	66266	66244

Room 98 - OEOB

Noa Meyer	Researcher	66266	62581
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Room 197 - OEOB

Brenda Costello	Associate Director of Research	66266	66244
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Room 18 - OEOb

Alice Pushkar	Director of Correspondence for the First Lady	62941	65199
Jody Kaplan	Staff Assistant	62941	65199
Key German	Staff Assistant	62941	65199
Kathy Casey	Staff Assistant	62941	65199

Second Floor - West Wing

Pamela Cicetti	Special Assistant to the First Lady	62369	69412
Jennifer Klein	Special Assistant to the President for Domestic Policy	62599	69412
Nicole Rabner	Associate Director for Domestic Policy	67263	69412
Neera Tanden	Associate Director for Domestic Policy	66275	69412

First Floor - East Wing

Magaret Whillock	Deputy Director of the Visitor's Office	66306	62370
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Second Floor - East Wing

Capricia Marshall	Deputy Assistant to the President and Social Secretary	67136	66771
Kim Widdess	Deputy Social Secretary	67136	66771
Sharon Kennedy Gill	Deputy Social Secretary for Communications	67136	66771
Laura Schwartz	Event Coordinator	67136	66771
Eric Hothem	Special Assistant to the First Lady	67064	66771
Missy Kincaid	Special Assistant to the First Lady	66321	66771

Bronson Frick	Staff Assistant to the Social Secretary	67136	66771
Deborah McGinn	Staff Assistant	67136	66771
Karen Peterson	Staff Assistant	67136	66771
Danielle Westphal	Staff Assistant	67136	66771
Ann McCoy	Director of Personal Correspondence	62957	54198
Mildred "Milli" Alston	Deputy Director of Personal Correspondence	62957	54198

708 Jackson Place

Ellen Lovell	Deputy Assistant to the President and Advisor to the First Lady on the Millennium	62000	57234
Anne Donovan	Deputy Director of the Millennium Council	62000	62008
Ginger Cearley	Staff Assistant	62000	62008
Leela de Souza	White House Fellow	62000	62008
Sarah Howes	Agency Representative Department of Education	62000	62008
Lisa McCann	Agency Representative National Park Service	62000	62008
Caroline Croft	Director of International Programs Agency Representative - USIA	62000	62008
Amy Hickox	Agency Representative Department of Defense	62000	62008
Stephanie Madden	Agency Representative National Endowment for the Arts	62000	62008
Jane Engelstad	Administrative Manager Department of Education	62000	62008

Ben Kirby	Information Systems Coordinator Department of Education	62000	62008
Joe Voeller	Administrative Assistant Department of Education	62000	62008
Jo Velasco	Agency Representative Department of Education	62000	62008

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BASICS

Divider Title: _____

MEMORANDUM TO JOHN PODESTA AND MARIA ECHAVESTE

FROM: MELANNE VERVEER

RE: OFFICE OF THE FIRST LADY MISSION STATEMENT

DATE: DECEMBER 3, 1998

The mission of the Office of the First Lady is to assist the First Lady in advancing important issues at home and abroad and to uniquely convey American culture, history, and hospitality through White House social events.

The objectives for the Office of the First Lady for the next two years are-- through speeches, events, travel, convenings, and engagement with other White House offices, federal agencies, and nongovernmental organizations to:

Domestic issues

- Improve the lives of children and their families by advancing issues such as child care quality and affordability, early childhood development, foster care and adoption, after-school programs, national service, and community-wide efforts for children.
- Strengthen the quality of education available through Head Start and America's public schools, and to oppose efforts to undermine public education through vouchers.
- *-- Promote economic security for women through a strong Social Security system, an increased minimum wage, and programs like microenterprise that help women move from welfare to work.
- Advocate for universal access to health care, promote initiatives affecting children's and women's health, and support funding for research and prevention of specific diseases.
- Be the Administration's voice on issues affecting the District of Columbia.
- Ensure the future vitality of the National Endowments for the Arts and Humanities, and the Legal Services Corporation.

International

- Call attention to and promote specific programs that address both human rights and the needs of people around the world, particularly vulnerable populations of women and children.
- Strengthen democratic participation, especially women's political participation, and promote
- Planned trips include the Middle East, an address in Berlin to NGO representatives from

Central and Eastern Europe and the NIS on best practices in promoting civil society, a keynote address to the Vital Voices conference for the Baltic region, and a keynote address at the UN family planning conference in the Netherlands.

Social Office

-- Convey the unique style of the President and First Lady through events in the White House with a special focus on showcasing America's best from a spectrum of artistic disciplines, creative presentation, welcoming people of accomplishment from diverse backgrounds, and seeking innovative coverage to open the White House to a wider audience.

Millennium Council

The mission of the White House Millennium Council is to inspire Americans to commemorate our history and celebrate the new millennium in ways that leave a lasting legacy for ourselves and our children.

The objectives for the White House Millennium Council for the next two years are to:

- Develop, coordinate and promote national millennium projects which "Honor the Past -- Imagine the Future," with a special focus on Saving America's Treasures with the help of private sector partners.
- Encourage organizations and individuals to participate in national projects, replicate them at a local level and make their own contributions to mark the millennium.
- Lead a national celebration at the turn of the century, including developing, coordinating, and promoting government and nongovernmental millennium projects.
- Keynoting a conference in Rome on World Cultural Heritage, Preservation, and Social Development.

THE FIRST LADY'S PRESS OFFICE

GENERAL STUFF:

This is a pretty fast paced office and the press can be rude, so hang in there and don't let it get to you. This is usual; feast or famine in here.

If you are working on a project that you are unable to finish, please let the person who gave you the project know where you had to leave off. That way, if someone is able to finish up, or if we need something, we'll know where to look.

Never be afraid to ask questions, how can you know it all? No one does!!!

The sodas in the refrigerator in the press office and in the front office are up for grabs, so help yourself.

GUIDELINES FOR THE TELEPHONES:

Our telephone calls vary dramatically; we get all kinds of questions, many of which do not have simple answers and many that have simple answers. Because the telephone is our link to the outside and the press, it is a critical tool for this office.

Telephones should be answered "First Lady's Press Office, May I help you?"

It is very, very important to answer all incoming calls, therefore you may find yourself answering "First Lady's Press Office, Could you please hold?", "First Lady's Press Office, Could you please hold?," etc -- Do this until all incoming calls are answered. Always try to answer incoming calls on the first or second ring. Then go back and handle calls appropriately. If you are on another line and you hear the phone ringing, politely put the person you are speaking with "on hold" and answer the ringing phones -- This cannot be stressed enough.

When a person calls, find out who is calling and what the call is regarding. If they specifically ask for Marsha, ^{Tobi}~~Scoop~~, Julie or ^{Sandra}~~Sandra~~ let them know you will check and see if that person is available, then put them "on hold" and ask that person if she or he is available to take the call. If the person is out of the office, let the caller know that.

When taking messages, make sure you write down the full name of the person who called, the time, date and what the call was regarding. Many times people will say we will know what it's regarding, try to find out why they called anyway. Put all messages in the message slots on the press assistant's desk. Please make sure that

your message is legible.

Because we have reporters who are usually working on a story when they call, it is important to let them know that you are not a person who can speak on the record or "officially" answer their question. They may push, but just take a message.

One of the most common questions is whether or not Mrs. Clinton has a public schedule for the day or an upcoming day. When there is a public schedule that has been released, you can read it or fax it to the person. Read the item in this memo on Mrs. Clinton's daily schedule for information on the difference between the public and private schedule.

We often get calls from non-press persons with generic questions. Please listen to the question and try to be as helpful as you can in forwarding that person to the appropriate office.

VOICEMAIL (AUDIX):

1. Press AUDIX button
2. At prompt, put in our 5 digit extension - 62960
3. Put in 6 digit password -222222#
4. Dial 2 to retrieve messages
5. Dial "0" to listen to messages, hit "0" to replay
6. *D erases the message
7. Hang up when done

Please check messages throughout the day. Sometimes we don't realize the message light is on, so be sure to check periodically.

FAX MACHINES:

We have two machines in the press office. One is primarily for outgoing faxes: 202-456-7806. The other is primarily for incoming faxes: 202-456-7805.

HRC'S DAILY SCHEDULE:

Mrs. Clinton has a schedule that is done daily by our scheduling office. Patti Solis, is the First Lady's scheduler. ^{herdy friends, even Ryan, Julie, Hoffman} are her ^{two} deputies. This is Mrs. Clinton's **private** schedule. The events on Mrs. Clinton's schedule are public and private. When there is a public event, the press office will release a press advisory. This is the **public** schedule for Mrs. Clinton which will list the events on her schedule that are open to the press. If you are unsure about whether or not something is open or closed to the press, please feel free to ask, Marsha, Scoop, Julie or Sandy.

NEWSPAPERS AND DAILY CLIPS:

Newspapers will be delivered daily to Room 100; if you are an early bird, retrieve our set of papers and place them on Scoop's desk.

CLIPS LIST

OFFICE OF THE FIRST LADY

Direct Extensions

Distribute to
checked names.

✓ Abedin, Huma	62587	Rm 185.5
Alston, Milli	66634	
✓ Arends, Wendy	67007	Rm 185.5
Beach, Carol	(301) 951-9643	
✓ Berry, Marsha	62858	Rm 103
✓ Buford, Molly	65315	Rm 185.5
✓ Button, Katy	67264	Rm 100
✓ Cearley, Ginger	57228	Millennium
✓ Cicetti, Pamela	62369	WW 2nd floor
✓ Costello, Brenda	62131	Research
Craighead, Kelly	62518	
Croft, Caroline	56940	
Donovan, Anne	57106	
Frick, Bronson	67136	
✓ German, Key	65959	Rm 18
✓ Graff, Toby	66266	Rm 103
✓ Greene, Bobbie	62583	→ Deputy Chief of Staff (Shirley) → Rm 100? 101 Sagawa
Hickox, Amy	56954	
Hothem, Eric	67064	
Howes, Sarah	57267	
✓ Kaplan, Jody	62708	Rm 18
Kennedy Gill, Sharon	66749	
Kincaid, Missy	66321	
✓ Klein, Jennifer	62599	WW 2nd Fl
✓ Lovell, Ellen	57201	Millennium Council 708 Jackson Place
✓ Macy, Christy	62935	Speechwriters
Madden, Stephanie	56978	
✓ Marshall, Capricia	62399	Social Office 8W
✓ Mason, Julie	62712	Rm 103
McCoy, Ann	66635	
McCann, Lisa	57104	
✓ Meyer, Noa	62787	Rm 98
✓ Pushkar, Alice	65955	Rm 18
✓ Rabner, Nicole	67263	WW 2nd floor
✓ Ryan, Evan	66751	Rm 185.5
✓ Schiller, Laura	65655	speechwriter
Schwartz, Laura	65655	
✓ Solis Doyle, Patti	62468	Rm 185.5
✓ Tanden, Neera	66275	WW 2nd Fl
✓ Thibadeau, Theresa	65966	Rm 18 (Kathy Casey)
Tijerina, Sandra	62558	
✓ Verveer, Melanne	62538	Rm 100
Widdess, Kim	66330	
Williams, Whitney	66473	
✓ Woodard, Eric	66266	Rm 100

✓ The First Lady
✓ Jen Smith

Usher's Office

✓ one for our files

✓ one for shelf

✓ Mary Ellen McGuire Room 101

Clips need to be done every day. If possible, try to have them done by 9:30am. Use the Clip packet from News Analysis that is delivered to Room 100 at 8:00am.

1. Pull stories pertaining to the First Lady, breast cancer/mammography, child care, women's issues, state dinners, HRC staff, the White House, any Clinton family member or stories relating to current HRC issues.
2. Pull articles from the newspapers that are delivered to our office (Only pull articles that are not in News Analysis clip packet!).
3. Pull stories from the news wire computer (instructions on how to use are given below).
4. Include articles that Marsha, Scoop, Julie give to you. Oftentimes, staffers will send us interesting clips for our packet.
5. Make a cover sheet in this form:

HRC News Clips

Official Seal Placed Here

Tuesday, January, 1 1999-
Monday, January, 7, 1999

5. On machine in room 102 make originals on 8" x 14"(legal) size paper.
6. Submit originals to be okayed, usually by Scoop or Julie.
7. Take the originals to the Print Shop in the basement.
8. Once it is okayed then make 30 stapled copies; all extras go to Room 100 for White House distribution.
9. Distribution will vary. See current distribution list.
10. After the clips have been distributed, they need to be filed. In the file cabinet on the right side, they are filed by publication (for example, Washington Post, Newsweek). In the cabinet on the left side, they are filed by topic (Mammography, Christmas, etc). The subject is **very** important, so if in doubt ask. When you put a

particular item in a folder, put the most recent story in the front of the folder.

NEWS WIRE COMPUTER:

To pull news stories from the news wire computer located on your desk, please follow these brief instructions (for more detailed information on the Generation Wire Computer, please see manual located in the intern handbook)

1. Command Window. Log-on by typing on jel (our username) <Enter>.
2. Command Window should respond with *PSW?* Type *keat* (our password) and <Enter>.
3. You should see a split screen vertical window display. To pull stories related to Mrs. Clinton, type "HillaryClinton" (one word!)
3. To read the stories, press F3
4. Use the <cursor down> and <cursor up> arrow keys for selecting and viewing stories
5. To print a story, press F10

MAIL/FAXES:

Mail is delivered approximately three times a day. We open and sort the mail according to the following guidelines:

Interview requests go in a note book that is compiled on a weekly basis. If it is a request for the current week, or a request with a short deadline, bring it to Marsha's attention ASAP. The interview request book is separated into the type of request (radio, television). Please three hole punch the letter and put it in the book based on the type of request.

Marsha's mail is sorted into folders, each folder is labeled and it's pretty self explanatory. For example, one folder says, "Office Mail", this is for office mail, another says, "Interview Requests", this is for interview requests that are addressed to Marsha. You can put Scoop's mail on his chair and Julie's mail in her in-box on her desk. Use the same procedure for faxes.

TRANSCRIPTS:

Transcripts of Mrs. Clinton's speeches and interviews are kept in notebooks on the book shelf. There is a general speeches and statements note book, and a health care related speeches book. If someone asks for a copy of a speech who is not a White House staff member, try to find out what it is they are planning to do with the speech. NOTE: Speeches that are marked, "For Internal Use Only," may only be used or given to White House Staff, and are not to be reprinted. If a question

MEMORANDUM
OF CALL

Previous editions usable

TO:

☐ YOU WERE CALLED BY— ☐ YOU WERE VISITED BY—

Eric Ladley

OF (Organization)

Trentonian Newspaper

☐ PLEASE PHONE ► (Enter area code, if necessary)

☐ DSN

☐ WILL CALL AGAIN

☐ IS WAITING TO SEE YOU

☐ RETURNED YOUR CALL

☐ WISHES AN APPOINTMENT

MESSAGE

Thurs.

RECEIVED BY

DATE

TIME

NSN 7540-00-634-4018
50363-111
UNICOR FPI-SST

OPTIONAL FORM 363 (Rev. 7-94)
General Services Administration

1. Scohen (username)
2. password: scoop

arises, please ask one of the staff. The office of White House publications sends out copies of Mrs. Clinton's speeches to general public who request copies. They need only call: 395-7332 and request a copy of a given speech. If they have called and publications does not have the speech, it may mean that it was a speech that was not released, or it may simply not have been transcribed yet. Just ask.

PAGING:

If you ever have an emergency and cannot find Marsha, Scoop, or Julie, page us. We always wear our pagers, don't be shy, that's what they're for. To page someone, call the signal operator at : 757-5000, and tell them whom you wish to page with a brief message.

IMPORTANT ADDRESSES

PRESIDENT/FIRST LADY
THE WHITE HOUSE
1600 PENNSYLVANIA AVENUE
WASHINGTON, DC 20500

OFFICE OF THE FIRST LADY
OLD EXECUTIVE OFFICE BUILDING
ROOM 100
WASHINGTON, DC 20502

FIRST LADY'S PRESS OFFICE
OLD EXECUTIVE OFFICE BUILDING
ROOM 100
WASHINGTON, DC 20502

TITLES

Marsha Berry
Deputy Assistant to the President
Director of Communications to the First Lady

Steve Cohen
Deputy Press Secretary to the First Lady

Julie Mason
Deputy Press Secretary to the First Lady

INFORMATION REQUESTS

INTERVIEW REQUESTS:

Any requests for Mrs. Clinton to do an interview with a member of the press must be sent or faxed in writing and addressed to Marsha Berry, Director of Communications to the First Lady.

Marsah Berry
First Lady's Press Office
Old Executive Office Building, Room 100
Washington, DC 20500
202-456-7805 (fax)

SCHEDULING:

Any requests for Mrs. Clinton to attend an event, speak at an event, commencement, etc (not press related) should be formally sent or faxed in writing and addressed to Patti Solis-Doyle, Director of Scheduling for the First Lady.

Patti Solis-Doyle
Office of Scheduling and Advance
Old Executive Office Building, Room 185.5
Washington, DC 20502
202-456-7560 (tel)
202-456-2317 (fax)

BOOK INQUIRES:

Inquires regarding Mrs. Clinton's book, other than general questions should be referred to:

Victoria Meyer
Simon & Schuster
1230 Avenue of the Americas
New York, NY 10020
212-698-7530 (tel)
212-698-7336 (fax)

Sue Vogelsinger
202-347-2666 (tel)
202-393-6504 (fax)

Information Requests Continued

BOOK SIGNING/BOOK PLATE REQUESTS:

If members of the public call about getting their book(s) signed by the First Lady, please explain to the caller that Mrs. Clinton appreciates the caller's interest, however, the book is not a White House project. Members of the public who call about getting their book signed can receive a book plate that has been purchased using non-federal funds. The bookplate will have the First Lady's signature. Please discourage the caller from mailing their books to the White House. If the caller wishes to receive a bookplate for their book they should either call First Lady's Correspondence at 202-456-2941 or write to:

Office of First Lady's Correspondence
The White House
Washington, D.C. 20502
Fax: 202-456-5199

MRS. CLINTON WEEKLY COLUMN INQUIRES:

Inquires regarding Mrs. Clinton's weekly column other than general questions should be referred to:

Creator's Syndicate
5777 West Century Blvd., Suite 700
Los Angeles, CA 90045
310-337-7003 (tel)
310-337-7625 (fax)

to order a W. H. Egg - 1800 273-5071

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PHONE NUMBERS

Divider Title: _____

Photo ~~fax~~

395 - 5247

QUICK ACCESS PHONE LIST

(As of 4/28/97)

Agency Liaison	x67486	Points of Light	606-5000
Cafeteria	x56132	1100 Vermont Avenue, NW	
		Washington, DC 20525	
Comment Line	x61111	Page/Signal	x75000
Control Center	x57797	Photo Office	x66709
(Burn Bags)		Room 475	
Curator's Office	x62550	Presidential	x67610
		Correspondence	
Domestic Policy	x62216		
Gates	x52020	Public Liaison	x62930
17th & G	x54269	Publications	x57332
		(Speech Requests)	
General Fax Number	x62461		
(Presidential Mail)		Repair Contacts	x62500
Gift Unit	x67133	Secret Service	x54497
Room 457 OEOB			
Mrs. Gore's Office	x66640	Sodas	x71282
Room 200 OEOB		Supply Room	x52622
GSA	x53154	VP Office	x62326 <i>FAL</i>
(Housekeeping)		Visitor's Office	x62322
Greetings	x62724	Fax	x62370
Intern Coordinator	x62742	Volunteer Office	x67756
		Dir. Shelly Walker	
Library (OEOB)	x57000	WAVES	x66742
		Fax	x55349
Mailroom	x57005		
Mailroom (NEOB)	x53333	Women's Office	x67300
Children's Mail	x67734		
White House Mess	x56377		

saved as: quick.acc

QUICK ACCESS PHONE LIST

Balcony Door (Secret Service Door)	X54497
Cafeteria	X56132
Counsel's Office	X67900
Mark Fabiani (Whitewater questions)	X67909
Meredith McCabe	67984
Comment Line	X61111
	X62461 FAX
Domestic Policy	X62216
Electric Shop	X53599
Engineering	X53364
Facilities	X52335
Room 578 OEOB	
Gates	
17 & G Streets	x54269
Pennsylvania Avenue	X62697
Northwest	X54404
General Fax Number	X62461
Presidential Mail	
Gift Unit	X67133
Room 457 OEOB	
Mrs. Gore's Office	X66640
Room 200 OEOB	
General Services Administration	X53154
Government Printing Office	783-3238
(Call for government publications)	
Greetings	X62724
Internships:	
Madge Henning, Director	X62742
Room 4	
Chris Jennings	X65560
(Health Care Legislation)	X67739 FAX
Room 213	

Quick Access Phone List Continued

Liaison	X67486
Mailroom --OEOP	X57005
Mailroom --NEOB	X53333
<i>Media Affairs</i>	<i>X67150</i>
White House Mess	X56377
Photo Office Room 475	X66709
Preservation Office	X53680
Presidential Correspondence Director	X67610
Messages	X67487
Room 93 OEOP	
President's Press Office	X62100 X62580
Public Liaison	X62930
Publications	X57332
Records Management	X62240
Repair Contacts:	<i>Pick-up → X62242 (Search & File)</i> <i>Box</i>
Fax	X62500
Phone	X69611
Xerox	X51573
Computer	X57370
Secret Service	X54497
Secret Service Store	X54119
Signal Operator (To page people)	757-5000
Speech Requests	X57332
Student Correspondence Room 597 OEOP	X67734
Supply Room	X52622
Travel Office	X62250
Usher's Office	X62650

Quick Access Phone List Continued

Vice President's Office	X62326
Vice President Gore's Press Office	X67035
Visitor's Office	X62322
Volunteer Office	X67756
Claude Taylor	
Room 77 OEOB	
WAVES	X66742
	X55349 FAX
WHCA (Audio Services)	X71289
	X 71234
WHCA (Video Services)	X72610
WHCA (WH T.V.)	X67491
White House Fellows	X54922
White House Photo Office	X66709
Women's Office	X67350

Main Telephone Numbers

Department	Telephone Extension
Advance.....	67560
Agency Liaison.....	67486
Cabinet Affairs.....	66280
Chief of Staff.....	66797
Communications (Media).....	67150
Communications (Press).....	62100
Communications (Speechwriters).....	62777
Correspondence.....	67610
Council to the President.....	62632
Deputy Chief of Staff.....	66797
Domestic Policy.....	62216
First Lady's Office.....	66266
Intergovernmental Affairs.....	67060
Legislative Affairs (House).....	66620
Legislative Affairs.....	66493
Management.....	62861
National Economic Council.....	66630
National Service.....	606-5000
Office of the Vice President.....	62326
Office of Environmental Policy.....	66224
Political Affairs.....	66257
Presidential Personnel.....	66676
Public Liaison.....	62930

Main Telephone Numbers Continued

Scheduling.....67560
17th & G Street Gate.....395-4269
Staff Secretary.....62072
Visitor's Office.....62322
WAVES.....66742

C:\WORK\WP51\MAIN

The White House Public Tour

White House Visitors' Center

15th & E Streets

Commerce Center

Visitors must get tickets from the WHVC

The Visitor's Center opens 7:30am

Individuals can get up to four tickets

No tours on Sundays and Mondays

Time stamped for the day

(202)456-2322

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FIRST FAMILY

Divider Title: _____

BIOGRAPHY OF FIRST LADY HILLARY RODHAM CLINTON

Hillary Diane Rodham was born in Chicago, Illinois, on October 26, 1947. The daughter of Dorothy Rodham and the late Hugh Rodham, she and her two younger brothers grew up in Park Ridge, Illinois, as part of a close-knit family. After graduating from Wellesley College in 1969, Hillary enrolled in Yale Law School, where she developed a strong concern for protecting the interests of children and families, and met Bill Clinton, a fellow law student.

Hillary married Bill Clinton in 1975. Their daughter, Chelsea, was born in 1980. While her husband served as governor of Arkansas, Hillary founded Arkansas Advocates for Children and Families, introduced Arkansas' Home Instruction Program for Preschool Youth, and worked tirelessly on behalf of children and families, while practicing law in Little Rock. She served on boards of organizations including the Children's Defense Fund and the American Bar Association Commission on Women in the Profession.

Upon taking office in 1993, President Clinton made health care reform one of the highest priorities of his Administration. He asked the First Lady to chair the Task Force on National Health Care Reform, and she continues to be a leading advocate for improving health care quality and providing health insurance for the uninsured and the underinsured. Her deep commitment to children has led the First Lady to champion an ambitious effort to increase immunizations for preschool-age children, push for an expansion of children's health insurance coverage, advocate for innovative prenatal care, and raise awareness of the impact of tobacco on children.

In 1996, the First Lady authored It Takes a Village and Other Lessons Children Teach Us, a national call for all sectors of society to take responsibility for our children. In her book, the First Lady emphasizes that while parents are the most important influence in their children's lives, and have the primary responsibility in raising them, society also plays an important role in rearing our nation's children. She stresses that ultimately children will thrive only if all of society provides for them. In addition, since 1995, the First Lady has penned a weekly syndicated newspaper column, "Talking It Over". In this column, she draws upon her experiences as First Lady and on her observations of women, children, and families she has met across the country and around the world.

In 1997, the First Lady, along with the President, hosted two important conferences on children's issues. The First Lady played a strong role at the *White House Conference on Early Childhood Development and Learning*, where experts emphasized that the success a child has in reaching their full potential is influenced by what they experience during their critical early years. The *White House Conference on Child Care* drew attention to the struggles our nation's working parents face in finding child care they can afford, trust and rely on. This conference played an important role in developing the President's historic child care initiative - - the largest investment in child care in our nation's history - - to make child care better, safer, and more affordable for America's working families.

The First Lady has also worked tirelessly to reform our nation's foster care system and promote adoption. Through meetings with adoptive families and children in foster care, writings and speeches, the First Lady has focused on making it easier for children to move from foster care to permanent homes, and on increasing the number of adoptions. The First Lady played an important role in legislative reform, and was central to the passage of the Adoption and Safe Family Act of 1997.

In addition to her work at home, the First Lady serves as a goodwill ambassador for the United States during her visits abroad. From Europe to Asia, Africa to Latin America, the First Lady takes her message of human rights, health care, and economic empowerment for women across the globe. During her trips, the First Lady has advocated for human rights, promoted microcredit as a means to economic self-sufficiency, pushed for equality in education for girls and boys, and spoken of the importance of health care with an emphasis on meeting the critical needs of women and children, including family planning and safe motherhood. She has also been a leading voice for democracy building, for women's rights, and for the developing of a voluntary sector in emerging democracies.

Like her predecessors, First Lady Hillary Rodham Clinton brings to the role of First Lady of the United States her own special talents, experience, and interests.

###



BIOGRAPHY OF PRESIDENT BILL CLINTON

Bill Clinton is the 42nd President of the United States of America. He was sworn in on January 20, 1993.

Elected Attorney General of Arkansas in 1976, President Clinton ran for Governor two years later and won, and the people of Arkansas reelected him four more times. He served as Governor longer than all of his predecessors except one.

President Clinton has served as chair of the National Governors' Association, the Education Commission of the States, the Lower Mississippi Delta Development Commission, the Southern Growth Policies Board, the Democratic Governors' Association, and the Democratic Leadership Council.

A fifth-generation Arkansan, President Clinton was born on August 19, 1946. He spent the first years of his life in Hope and then moved with his family to Hot Springs, where he graduated from high school.

The President earned a Bachelor's degree from Georgetown University in 1968 and a law degree from Yale Law School in 1973. He also studied at Oxford University as a Rhodes Scholar from 1968 to 1970. The President was an attorney in private practice in Little Rock from 1981 to 1982 and has also served on the law school faculty at the University of Arkansas at Fayetteville.

The President is married to Hillary Rodham Clinton, and they have a daughter, Chelsea. He is an avid reader, enjoys jogging and golf, and occasionally plays the saxophone.

IMPORTANT ADDRESSES:

PRESIDENT/FIRST LADY
THE WHITE HOUSE
1600 PENNSYLVANIA AVENUE
WASHINGTON D.C. 20500

OFFICE OF THE FIRST LADY
OLD EXECUTIVE OFFICE BUILDING
ROOM 100
WASHINGTON D.C. 20502

FIRST LADY'S PRESS OFFICE
OLD EXECUTIVE OFFICE BUILDING
ROOM 100
WASHINGTON D.C. 20502

IMPORTANT NUMBERS:

OFFICE OF THE FIRST LADY: 456-6266
FIRST LADY'S PRESS OFFICE: 456-2960
PRESS OFFICE FAX: 456-7805

CLINTON FAMILY SPECIAL OCCASIONS

HILLARY RODHAM CLINTON'S BIRTHDAY:	10/26/47
PRESIDENT CLINTON'S BIRTHDAY:	08/19/46
CHELSEA CLINTON'S BIRTHDAY:	02/27/80
CLINTON'S WEDDING ANNIVERSARY:	10/11/75

Ann Blackman *Jim*
861-4069

<u>Name</u>	<u>News Organization</u>	<u>Office Number</u>
Angle, Jim	Fox	638-5655
Auster, Bruce	USNWR	955-2439
Baker, Peter	Washington Post	334-4455
Ball, Karen	NY Daily News	467-6670
Ballou, Jeff	CONUS	624-1884
Bazinet, Ken	UPI	898-8100 (Booth)
Bedard, Paul	Washington Times	636-3152
Bennet, James	NY Times	862-0357
Berger, Catherine	ABC	222-7715
Blitzer, Wolf	CNN	638-5234 (Booth) SKYGRAM 2294898
Braver, Rita	CBS	457-4461
Breslau, Karen	Newsweek	626-2032
Broder, David	Washington Post	334-7444 (Bureau)
Broder, John	Los Angeles Times	861-9250 (Bureau)
Carlson, Margaret	TIME	861-4013 (Bureau)
Carney, Jay	TIME	861-4056
Compton, Ann	ABC	222-7715 or 6817 (Booth)
Cooper, Matt	Newsweek	626-2046
Cornwell, Susan	Reuters	628-7633 or 6413; 898-8300 (Booth)
Cratty, Carol	CNN	638-5234
Devroy, Ann	Washington Post	334-7459 (Bureau) Rick Dunham
Dougherty, Jill	CNN	638-5234 (Booth) 383-2216
Duffy, Michael	TIME	861-4059 (Bureau)
Enda, Jody	Knight-Ridder	383-6051
Farrell, Jack	Boston Globe	857-5121 (Bureau)
Feeney, Susan		
Fournier, Ron	AP	776-9463 (Bureau) 703-536-2857 (Home)
Frisby, Mike	Wall Street Journal	862-9221 (Bureau)
Gibbons, Gene	Reuters	682-7633 or 6413 or 898-8392 (Booth)
Hall, Mimi	USA Today	703-276-5491
Harris, John	Washington Post	334-7401
Steve Holland	Reuters	628-7633 or 6413 or 898-8392 (Booth)
Hume, Brit	ABC	222-7715 or 6815 (Booth)
Hunt, Terry	AP	776-9494 or 347-9362 (Booth)
Kamen, Al	Washington Post	334-7450
Knoller, Mark	CBS	457-4461
Kondracke, Morton	Roll Call	289-4900
Kovaleski, Serge	Washington Post	334-7228
Leubsdorf, Carl	Dallas Morning News	662-7589 (Booth)
Lewis, Kathy	Dallas Morning News	662-7586
Liasson, Mara	National Public Radio	414-3313 (Booth) or 2254 (Bureau)
Maer, Peter	Westwood One/NBC Radio	638-1888 or 1889
McAllister, Jef	Time	861-4018 home: (703) 450-9045

Gretchen Cook
AFP 414-0599

Rick Dunham
383-2216

Gwen Hall
885-4004

Ann Blackman
334-5314

McGrory, Brian	Boston Globe	857-5112 pager: 800-581-0343
McGrory, Mary	Washington Post	334-7583 (Bureau)
McQuillan, Larry	Reuters	628-7633 or 6413 or 898-8392 (Booth)
McManus, Doyle	Los Angeles Times	861-9231 (Bureau)
Miklaszewski, Jim	NBC	885-4363 (Booth)
Mitchell, Alison	New York Times	862-0357 (Bureau)
Mitchell, Andrea	State Department	885-4835
Morgan, Dan		334-7236
Neikirk, Bill	Chicago Tribune	824-8214
Nelson, Jack	Los Angeles Times	861-9217
Nichols, Bill	USA Today	703-276-6585 (Bureau)
Page, Susan	USA Today	703-276-5897 (Bureau)
Peterson, Jon	LA Times	861-9290
Plante, Bill	CBS	628-8440 (Booth)
Pooley, Eric	TIME	861-4035
Powell, Stewart	Hearst	298-6920
Purdum, Todd	New York Times	862-0364
Rankin, Bob	Knight-Ridder	383-6017
Raum, Tom	AP	828-6497 or 347-9362 (Booth)
Richter, Paul	Los Angeles Times	861-9233 (Bureau) or 638-5622 (Booth)
Russert, Tim	NBC	885-4548
Schweid, Barry	AP (State)	776-9498
Sciolino, Elaine	New York Times	862-0317 (Bureau)
Scully, Steve	C-SPAN	626-7956 or 347-1009 (Bureau)
Shipman, Claire	CNN	898-8100 (Booth)
Stout, Hillary	Wall Street Journal	862-9233
Strobel, Warren	Washington Times	628-1184 (Booth)/636-3155 (Bureau)
Temple-Raston	Bloomberg	624-1884
Thomas, Helen	UPI	898-8100 (Booth)
Tumulty, Karen	TIME	861-4055
Turque, Bill	Newsweek	626-2092 (Bureau)
Walcott, John	USNWR	955-2077 (Bureau)
Walsh, Ken	USNWR	955-2502 (Bureau)
Wartzman, Rick	Wall Street Journal	862-9284 (Bureau)
Weisberg, Jacob	Slate	521-4046

Cindy Myers Examiner 415-777-7771

Withdrawal/Redaction Marker

Clinton Library

DOCUMENT NO. AND TYPE	SUBJECT/TITLE	DATE	RESTRICTION
001. directory	Public Affairs Contact Numbers [partial] (1 page)	00/00/0000	P3/b(3)

COLLECTION:

Clinton Presidential Records
First Lady's Office
Lissa Muscatine
OA/Box Number: 23217

FOLDER TITLE:

First Lady's Press Office Intern Handbook [binder]

2015-0275-S
rc2094

RESTRICTION CODES

Presidential Records Act - [44 U.S.C. 2204(a)]

- P1 National Security Classified Information [(a)(1) of the PRA]
- P2 Relating to the appointment to Federal office [(a)(2) of the PRA]
- P3 Release would violate a Federal statute [(a)(3) of the PRA]
- P4 Release would disclose trade secrets or confidential commercial or financial information [(a)(4) of the PRA]
- P5 Release would disclose confidential advice between the President and his advisors, or between such advisors [(a)(5) of the PRA]
- P6 Release would constitute a clearly unwarranted invasion of personal privacy [(a)(6) of the PRA]

C. Closed in accordance with restrictions contained in donor's deed of gift.

PRM. Personal record misfile defined in accordance with 44 U.S.C. 2201(3).

RR. Document will be reviewed upon request.

Freedom of Information Act - [5 U.S.C. 552(b)]

- b(1) National security classified information [(b)(1) of the FOIA]
- b(2) Release would disclose internal personnel rules and practices of an agency [(b)(2) of the FOIA]
- b(3) Release would violate a Federal statute [(b)(3) of the FOIA]
- b(4) Release would disclose trade secrets or confidential or financial information [(b)(4) of the FOIA]
- b(6) Release would constitute a clearly unwarranted invasion of personal privacy [(b)(6) of the FOIA]
- b(7) Release would disclose information compiled for law enforcement purposes [(b)(7) of the FOIA]
- b(8) Release would disclose information concerning the regulation of financial institutions [(b)(8) of the FOIA]
- b(9) Release would disclose geological or geophysical information concerning wells [(b)(9) of the FOIA]

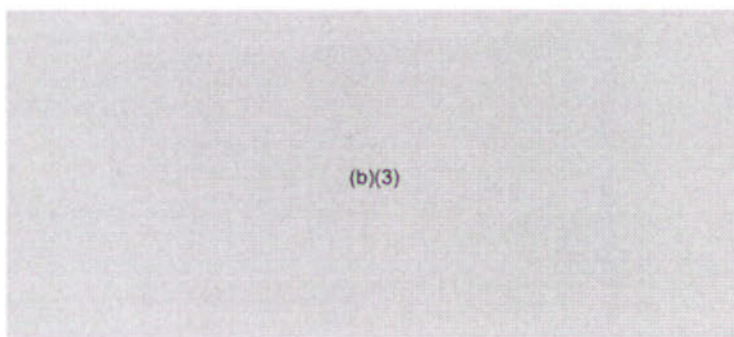
PUBLIC AFFAIRS CONTACT NUMBERS

Agriculture

Tom Amontree	720-4625
Communications Director	fax: 720-5043
	pager: 800-800-7759
Jim Petterson	720-7033
Deputy Press Director	pager: 800-800-7759

AIDS Policy

Richars Sorian	632-1090
Public Affairs Director	fax: 632-1096



Commerce

Maria Cardona	482-4883
	fax: 482-5168

Defense

Ken Bacon	(703)697-9312
Assistant Sec Public Affairs	fax: (703)6954299
	pager: (800)916-4149
	home: 337-0330

Cliff Berneath	(703)697-0713
Principle Deputy	

Michael Doubleday	(703)697-6647
Deputy	pager: (703)512-0299

Douglass Wilson	(703)695-3381
Affairs	

703-697-5131 information
office

DNC

Amy Weiss-Tobe
Communications 488-5048
fax: 488-5081
pager: 800-SKY-TEL2-138-2214

Peter Greenburger 588-5048
Press Secretary pager: 800-SKY-TEL2-802-1545

John Wax 488-5064
Deputy Press Secretary pager: 800-SKY- TEL2-802-1558

Drugs (ONDCP)

Robert Weiner 395-6618
Chief of Pree Relations fax: 395-6730

Education

David Frank 401-3026
Communications Director fax: 401-0596

Edward Fujimoto 401-3554
Deputy Director fax:401-3130

Tracy Collins 401-0058

Energy

Carmen MacDougall 586-4940
Deputy Director fax:586-9987
pager: (800)593-8479

Brooke Anderson 586-4940
Press Secretary fax: 586-5823
pager: (800)946-4646 255-6165

EPA (Environment)

Loretta Ucelli 260-9828
Press Secretary fax: 260-3684
pager: 260-0479

Stephanie Kutter 260-9828
Deputy Press Secretary pager: (800) SKY-PAGE 471-0548

FEMA

Val Bunting 646-4273
Director of Media Affairs fax:646-4086

Morrie Goodman 646-4213
Strategic Communications

FDA

Jim Ottara 301-827-6250

HHS

Melissa Skolfield 690-7850
Assistant Secretary fax: 690-6247
pager: (800)800-7759

Laurie Beder 690-7850

Victor Zonana 690-6343
pager: 1-800-7759

Campbell Gardett 690-6343

HUD

Particia Enright 708-0980
Dep. Assistant of P.A

David Enger 773-4823

Interior

Michael Gauldin 208-6416
page: (800)SKY-PAGE 895-3563

Lisa Guid 208-6416
page: (800)SKY-PAGE 190-2382

Mary Thompson 208-6416
page: (800)SKY-PAGE 996-0142

Justice

Bert Brandenburg 616-2777
Public Affairs Director pager: (800)SKY-PAGE 895-4608

Myron Marlin 616-2777
Deputy Director pager: (800)SKY-PAGE 895-5388

Labor

Susan King 2195502
Assistant Secretary fax: 219-8699
pager: (800)SKY-PAGE 174-2278

National Performance Review

Phyllis Anderson 632-0150 X133
pager: (800)SKY-PAGE

Mike Russell 632-0150 X153

OMB

Larry Haas 395-7254
Communications fax: 395-7298

Small Business Administration

Wendy Goldberg 205-6915
Deputy Chief of Staff page:(800)SKY-PAGE 188-4224

State

Suzy George 647-9547
fax: 736-4495

James Rubin 647-7191
Asst. Sec of P. Affairs fax: 647-5939

Lee McClenny 647-2492
Director of P. Relations fax: 647-4993

Transportation

Steven Akey 366-4531
Asst. To Secretary pager:(800)225-0256
home:(703)318-9839

Bill Schulz 366-4531
pager: (800)SKY-PAGE 801-0563

Treasury

Howard Schloss 622-2910
Asst. Secretary pager: (800)819-0686
fax:622-2808
cell phone: 494-8807
home: (703)318-9839

Susan Fallet 622-2920
Deputy Asst. Secretary pager: (800)622-2920

Michelle Smith 622-2960
Director Public Affairs pager: (800)921-5870

Treasury continued

Kelly Crawford 622-2013
Deputy Public Affairs

UN

Calvin Mitcell (212)415-4050
Communications Director fax: (212)415-4244 or -4053
After hours: (212)415-4444

USIA

Marthena Cowert 619-4355
Director of Public Liason fax: 619-6988 or 205-2943
pager: 901-3421
William Brent 619-4373
Deputy

USTR (Trade)

Jay Ziegler 395-3350
Assistant Rep for Public fax: 395-7226

Veterans

Kathy Jurado 535-8159
Asst. Sec. Public Affairs fax: 273-5717
Intergovernment Affairs pager:(800)SKY-PAGE 347-6819

Jim Holly 273-5710
Dep Asst. Sec. P.Affairs fax: 273-5719
pager: 996-5267 or 516-2105

John Hanson 273-5760
Dep Asst Secretary fax: 273-5716
pager: (800)SKY-PAGE 123-6416

updated 11/11/97
saved "contacts" on a disk

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ALUMNI #'S

Divider Title: _____

ALUMNI
(As of 2/20/98)

NAME	ADDRESS	BIRTHDAY
Ann Bartley	3580 Clay Street San Francisco, CA 94118 (415) 931-0684 (415) 931-2847 (f)	June 15
Joyce Bonnett	618 Bennington Drive Silver Spring, MD 20910 (310) 589-8441	June 13
Ron Books	Apartment 204 801 North Wayne Street Arlington, VA 22201 (703) 525-5457	September 21
Debby Both	3411 33rd Street Place, NW Washington, D.C. 20008 (202) 363-9250	May 28
Liz Bowyer	1763 Willard Street, NW Washington, D.C. 20008 (202) 387-5811	October 2
Lisa Caputo	Apartment 37 U 20 West 64th Street New York, NY 10023 (212) 579-8470 (h) (212) 975-8088 (o)	January 13
Kelly Carnes	3114 Tennyson Street, NW Washington, D.C. 20015 (202) 363-7063	November 22
Helen Dickey	1670 34th Street, NW Washington, D.C. 20007 (202) 338-1229	September 20
Robyn G. Dickey	7549M Lakeside Village Dr. Falls Church, VA 22042 (703) 641-4982	September 19

ALUMNI
(As of 2/20/98)

Karen Fahle	1413 S Street, NW Washington, D.C. 20009 (202) 232-7816	August 11
Sarah Farnsworth	Number 2 3732 Manor Road Chevy Chase, MD 20815 (310) 652-2979	January 19
Karen Finney	Apartment 302 3807 Rodman Street Washington, D.C. 20016 (202) 966-7132	August 15
John Funderburk	3710 Jennifer Street, NW Washington, D.C. 20015 (202) 244-7969	February 14
Carrie Greenstein	Apartment 813 1255 New Hampshire Ave, NW Washington, D.C. 20036 (202) 887-1808	May 31
Sara Grote	Number 5 2021 Kalorama Road, NW Washington, D.C. 20009 (202) 483-6661	November 2
Julie Hopper	1763 Willard Street Washington, D.C. 20008 (202) 387-5811	February 24
Carolyn Huber	2111 Jefferson-Davis Hwy. Apartment 323N Arlington, VA 22202 (703) 418-0897	October 14
Tracy LaBreque	Number 402 2144 California Street Washington, D.C. 20008 (202) 667-6710	September 29

ALUMNI
(As of 2/20/98)

Neel Lattimore	Number 1 122 12th Street, NE Washington, D.C. 20002 (202) 544-6573	January 6
Peggy Lewis	Apartment 618 6101 16th Street, NW Washington, D.C. 20011 (202) 726-1164	June 18
Evelyn Lieberman	3216 Newark Street, NW Washington, D.C. 20008 (202) 244-8441	July 9
Diane Limo	6978 Mayfair Terrace Laurel, MD 20707 (310) 497-0243	February 15
Lissa Muscatine	2238 49th Street, NW Washington, D.C. 20007 (202) 337-3171	August 23
Holly Nichols	Apartment 811 3001 Park Center Drive Alexandria, VA 22302 (703) 931-2483	May 6
Jaycee Pribulsky	18 9th Street, NE Apartment 302 Washington, D.C. 20002 (202) 544-4123	July 20
June Shih	1616 16th Street, NW Washington, D.C. 20009 (202) 986-1772	June 17
David Shipley	4102 Rosemary Street Chevy Chase, MD 20815 (301) 654-5526	June 10

ALUMNI
(As of 2/20/98)

Ann Stock	521 Duke Street Alexandria, VA 22314 (703) 549-6489	June 3
Isabelle Tapia	7120 Sea Cliff Road McLean, VA 22101	
Marge Tarmey	4201 Cathedral Avenue, NW 919 West Washington, D.C. 20016 (202) 244-9029	June 22
Kim Tilley	2801 Quebec Street, NW Washington, D.C. 20008 (202) 364-5331	November 17
Wendy Towber	Apartment 813 1616 18th Street, NW Washington, D.C. 20009	May 25
Lisa Villareal	Apartment 205 1844 Columbia Road Washington, D.C. 20009	
Setti Warren	1117 Independence Ave., SE Washington, D.C. 20003 (202) 547-8318	August 25
Esther Watkins	1823 S Street, NW Washington, D.C. 20009 (202) 483-6050	March 26
Maggie Williams	1730 New Hampshire Ave. Washington, D.C. 20009	December 25

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Publications have not been scanned in their entirety for the purpose of digitization. To see the full publication please search online or visit the Clinton Presidential Library's Research Room.

EMERGENCY
NUMBERS
(see inside cover)

Executive Office of the President

Telephone Directory

DIRECTORY
OF SERVICES

PRESIDENT'S
CABINET

EOP AGENCY ZIP
CODES

ORGANIZATION &
FAX NUMBERS

WHO

OVP

CEA

CEQ

NSC

OA

OMB

ONDCP

OPD

OSTP

PFIAB

USTR

OTHER SERVICE
ORGANIZATIONS

ALPHABETICAL
LISTING

TELEPHONE
INSTRUCTIONS

GENERAL
INFORMATION

November 1998

Here is a list of Newspapers in California which carry Mrs. Clinton's column, it appears on Thursdays.

The India Post - Artesia, CA

Paradise Post - Paradise, CA

Health and Fitness Connection - Santa Cruz, CA

The Press Democrat - Santa Rosa, CA

Clinton Presidential Records Digital Records Marker

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This marker identifies the place of a tabbed divider. Given our digitization capabilities, we are sometimes unable to adequately scan such dividers. The title from the original document is indicated below.

ADDRESSES

Divider Title: _____

Black Enterprise
Eric Smith
130 Fifth Avenue, 10th Floor
New York, NY 10011

Black Entertainment Television
Donna Foster
One BET Plaza, 1900 West Place, NE
Washington, DC 20018

Black Perspective
Tyrone Bynum
Post Office Box 2267
Ann Arbor, MI 48106

Minorities and Women in Business
Brett Murchison-Smith
2446 Reedie Drive, Number 5
Wheaton, MD 20902

America's Black Forum
Byron Lewis, Jr., Producer
1710 Connecticut Avenue NW, Third Flo
Washington, DC 20009

Crisis
D'Nesh D'Souza
1814 1/2 N Street, NW
Washington, DC 20036

Minority Business Entrepreneur
Jeanie Barnett
3528 Torrance Boulevard, Number 101
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