

FOIA MARKER

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Presidential Library Staff.**

Collection/Record Group: Clinton Presidential Records
Subgroup/Office of Origin: National Service
Series/Staff Member: Shirley Sagawa
Subseries:

OA/ID Number: 24268
FolderID:

Folder Title:
Calendars, - Sagawa - July 1996 [2]

Stack:
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Row:
66

Section:
1

Shelf:
9

Position:
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Sagawa, Shirley

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Events for Tuesday, July 16, 1996:

7:00	
:30	
8:00	NATIONAL TRNG CONFERENCE FOR NSSC, Washington, DC
:30	
9:00	Decision meeting L&S new grants 8410
:30	
10:00	
:30	
11:00	
:30	Harris/Susan S/Terry R /Jay T & staff w/Carter Eskew in 8414
12:00	
:30	Susan S for a bit of lunch/coffee
1:00	Zeigler Seminar 8410
:30	
2:00	
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3:00	
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4:00	
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5:00	Terry R/Debbie J/ & Eric Mogilnichi
:30	2445 M Street NW, 8th Fl. 202/663-6410)
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Other appointments:

Task (Active):

Sagawa, Shirley

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Events for Wednesday, July 17, 1996:

7:00	
:30	
8:00	NATIONAL TRNG CONFERENCE FOR NSSC, Washington, DC
:30	
9:00	
:30	
10:00	Mrs. Clinton addresses the Senior Conference Sheraton Ballroom, Washington Sheraton 2660 Woodley Road NW
:30	
11:00	
:30	
12:00	
:30	
1:00	Jack at day care
:30	
2:00	Frank Sippola/Paul Weiss, Center for Human Resources and either Roger Sperry of the Center for Management Studies or Nancy Tate, NAPA's CEO of the National Academy for Public Administration (NAPA) w/Gary K/Frank B & Terry R. Room 8501
:30	(see attached info)
3:00	
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4:00	
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5:00	
:30	Eli & Cameron at 2315 Bancroft Pl. NW
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Other appointments:

Task (Active):

Sagawa, Shirley

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Events for Wednesday, July 17, 1996:

7:00	
:30	
8:00	NATIONAL TRNG CONFERENCE FOR NSSC, Washington, DC
:30	National & Community Service: A New Bargain?
9:00	
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10:00	
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11:00	
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12:00	Meet Peter's Manceri 202 554-4765 - Make
:30	
1:00	Track at School
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2:00	National Academy for Public
:30	Adm Gork / Frank D +
3:00	Terry 8561
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Other appointments:

Task (Active):

Sagawa, Shirley

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Events for Thursday, July 18, 1996:

7:00	
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8:00	
:30	Grantmakers Forum on Community & National Service, Hyatt Regency, 400 NJ Ave NW (Capitol Hill) (202/737-1234)
9:00	Matt appointment at home w/Cecilia (Greg)
:30	
10:00	
:30	Ex Dir's Team leaders (small)
11:00	Policy Working Group (Jim E will join w/diversity specialist) & Harris 8414
:30	
12:00	
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2:00	
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4:00	South Cluster Networking 8410
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8:00	
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Other appointments:

Anelia out July 18 & 19

Task (Active):

Sagawa, Shirley

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Events for Thursday, July 18, 1996:

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Other appointments:

Contractors for in on Community & until service
 - 9:00 Hyatt Regency, Capital Hill, address in
 Hist. & Leg
 400 NJ Ave NW, update
 (202) 737-1234

Audition out
 July 18 + 19th

Task (Active):

4-6 South Cluster
 net working -

Terry/Gay K
Nat'l Academy
Public Administration

NATIONAL AND COMMUNITY SERVICE: A NEW BARGAIN?

Wednesday, July 17, 1996
Hyatt Regency Hotel on Capitol Hill
400 New Jersey Avenue, N.W.
Washington, DC

- 9:00 - 9:15 a.m.** **Introduction and Welcome**
Will Marshall, President, Progressive Policy Institute
Leslie Lenkowsky, President, Hudson Institute
- 9:15 - 10:30 a.m.** **Not Just Another Government Program? National Service's Potential**
Leslie Lenkowsky, Moderator
Will Marshall, Progressive Policy Institute
Adam Meyerson, Policy Review
John P. Walters, Project for the New Citizenship
Mike Brown, City Year
- 10:30 - 11:45 a.m.** **Making National Service a Catalyst for Civic Enterprise**
William Galston, University of Maryland, Moderator
Jeffrey Eisenach, Progress and Freedom Foundation
Michael Gerson, Office of Senator Dan Coats
*Benjamin Barber, Rutgers University**
Fred B. Ailes, Montgomery County Police Department
- Noon - 1:15 p.m.** **Luncheon and speech**
Senator Sam Nunn
- 1:30 - 2:45 p.m.** **Redesigning National and Community Service**
Ed Kilgore, Progressive Policy Institute, Moderator
Steve Waldman, Corporation for National Service
*Charles Moskos, Northwestern University**
Bill Lock, Community Enterprises of Milwaukee
Reatha Clark-King, General Mills Foundation
- 2:45 - 4:00 p.m.** **Striking a New Bargain**
*Rep. Chris Shays, Moderator**
Harris Wofford, Corporation for National Service
Rep. Peter Hoekstra
Rep. Joseph Kennedy
*Rep. Jerry Lewis**
- 4:00 - 4:45 p.m.** **Questions from the audience**

* invited

Sponsored by the Grantmaker Forum on Community and National Service, Hudson Institute,
and Progressive Policy Institute

THE VOICE OF PHILANTHROPY: PARTNERS OF COMMUNITY AND NATIONAL SERVICE

Thursday, July 18, 1996
Hyatt Regency on Capitol Hill
Valley Forge Room
7:30 am - 2:00 pm

AGENDA

- 7:30 - 8:00** **Coffee & Danish**
- 8:00 - 8:10** **Introductions**
Presenter: *Chris Kwak, W.K. Kellogg Foundation*
- 8:10 - 8:20** **Welcoming Remarks**
Presenter: *Dot Ridings, Council on Foundations*
- 8:20 - 8:30** **Reflections on the July 17th Symposium**
Presenter: *Nick Bollman, The James Irvine Foundation*
- 8:30 - 9:00** **Context for Action: Historical Perspective & Legislative Update**
Presenters: *Joel Orosz, W.K. Kellogg Foundation, Pre-1990 History of Service*
Shirley Sagawa, Corporation for National Service, Legislative Update
- Beginning with a brief review of the pre-1990 history of community and national service in America and the roles played both by philanthropy and government in that history, this discussion will explore the potential and the limits of a strictly privately or publicly funded service program. We will move on to a summary of the 1990 and 1993 legislation and the systems that have developed. This discussion will touch on how and whether the current structure enhances or inhibits multi-sector partnership opportunities.
- 9:00 - 10:15** **Small Group Concurrent Discussions:**
Funding Service: Implications of Partnership
Facilitator: *Nancy Peterson, Consultant*
- The Structure of Service: Implications of Partnership*
Facilitator: *Rick Stamberger, National Strategies*
- 10:15 - 10:30** **Break**
- 10:30 - 11:45** **Reconvene - Reports from Discussion Groups - Building Consensus**
Facilitator: *Nick Bollman, James Irvine Foundation*
- 11:45 - 12:30** **Working Lunch**
Guest Speaker: *Gregg Petersmeyer: A Preview of the President's Summit*
- 12:30 - 12:45** **Communication Strategies - Leveraging Our Resources**
Presenter: *Rick Stamberger, National Strategies*

*Grantmaker Forum on Community and National Service
Partners Meeting - July 18, 1996*

12:45 - 2:00

Principles Emerge - Options and Actions - Next Steps

Facilitator: *Nick Bollman, The James Irvine Foundation, and Co-chair of the Steering Committee, Grantmaker Forum on Community and National Service*

- What can individual foundations/corporations do to expand opportunities to serve—promoting service as a strategy applicable across a broad spectrum of program areas?
- What can the philanthropic community do to enhance and strengthen its presence in the field of service? What can the Forum do to secure an appropriate role for philanthropy in a government funded community and national service program?
- What can philanthropy do to cultivate broader support across sectors—public and private—to build stronger collaborative relationships for stronger and more sustainable program efforts?

JUN-25-96 TUE 15:05

HUDSON INSTITUTE

FAX NO. 3175451384

P.02

Community and National Service Conference

July 17, 1996

Attending as of 06/25/96

1. Mr. Paul Aaron	Benton Foundation
2. Ms. Suzanne Gaba Aisenberg	APSCO
3. Ms. Mary Burris Babson	Arthur Anderson
4. Mr. David Battey	Youth Volunteer Corps of America
5. Mr. Gregg Behr	Indiana Commission on Community Service
6. Ms. Jeanne Bernard	Montgomery County Police Dept.
7. Ms. Sarah Bokland	Alliance for Justice
8. Mr. Nick Bollman	The James Irvine Foundation
9. Ms. Lynn Bopp	Maryland Governor's Commission on Service
10. Ms. Marcia Bullard	USA Weekend
11. Ms. Katie Burnham	Society for Nonprofit Organizations
12. Ms. Allison Burris	Association of Farmworker Opportunity
13. Mr. Dick Carver	MST America
14. The Hon. Elaine L. Chao	United Way of America
15. Ms. Jennifer Coker	Office of Rep. Tony Hall
16. Mr. Robert Collier	Council of Michigan Foundations
17. Ms. Leslie Crutchfield	Kellogg Foundation
18. Mr. Jimmie Lou DeBakey	Natl. Society for Experiential Education
19. Ms. Carolyn Elliot	Arkansas Department of Education
20. Ms. Kathleen Felz	National Assoc. of Service & Conservation Corps
21. Ms. Linda Forsyth	CA Commission-Improving Life Through Service
22. Dr. Renny Golec	Points of Light Foundation
23. Mr. Sam Halperin	American Youth Policy Forum
24. Mr. Richie Harrell	Youth Service America
25. Ms. Leslie Kleban	Magic Me
26. Ms. Mary Elizabeth Larson	Office of Senator Kassebaum
27. Ms. Judith Kline Leavitt	Generations United
28. Ms. Eloise Meadows Rouse	The Meadows Foundation
29. Ms. Sara Melendez	Independent Sector
30. Mr. David Miller	Policy Review
31. Ms. Anne Morrison	Butler Family Fund
32. Mr. Arthur Naparstek	DC Urban Institute
33. Mr. Paul Nathanson	The FBN Company
34. Ms. Cate Nelson	Pennsylvania Citizen Service Project
35. Ms. Margaret O'Neill	Maryland Student Service Alliance
36. Ms. Kathy Paal	Magic Me
37. Ms. Claudia Pharis	Office of Representative Patah
38. Mr. Richard Winner	I Have a Dream Foundation
39. Dr. Joel Oroz	W.K. Kellogg Foundation
40. Ms. Martice H. Parente	The Kresge Foundation
41. Mr. Jim Pitofsky	Nat'l Association of Partners in Education
42. Ms. Jane Polin	GE Fund
43. Mr. Rich Rainaldi	Piton Foundation
44. Mr. Tom Reis	W.K. Kellogg Foundation
45. Ms. Cynthia Richardson	Institute for Higher Education Policy
46. Ms. Sylvia Robinson	Ewing Marion Kauffman Foundation
47. Mr. Fran Rothstein	Youth Volunteer Corps of America
48. Ms. Lori Rottenberg	Association of Farmworker Opportunity
49. Ms. Mary Louise Schweikert	Natl. Assoc. of Foster Grandparent Program
50. Mr. Bob Shireman	Office of Senator Paul Simon
51. Mr. Harry C. Silcox	The Pennsylvania Citizen Service Project
52. Mr. Joe Smith	Indiana Commission on Community Service
53. Ms. Marilyn Smith	Maryland Governor's Commission on Service
54. Mr. Chuck Supple	Public Allies

JUN-25-96 TUE 15:06

HUDSON INSTITUTE

FAX NO. 3175451384

P.03

55. Ms. Lynn Thornton	Georgia Comm. for Natl. & Comm. Service
56. Ms. Caroline Tower	Northern California Grantmakers
57. Ms. Nicole Wallace	Association of Farmworker Opportunity
58. Ms. Jon Ann Wild	Alliance for Justice
59. Mary Brown	Hudson Institute
60. Debbie Boylan	Progressive Policy Institute
61. Ed Kilgore	Progressive Policy Institute
62. Leslie Lenkowsky	Hudson Institute
63. Will Marshall	Progressive Policy Institute
64. Fred B. Ailes	Montgomery County Police Department
65. Benjamin Barber	Rutgers University*
66. Mike Brown	City Year
67. Jeffrey Eisenach	Progress and Freedom Foundation
68. William Galston	University of Maryland Moderator
69. Michael Gerson	Office of Senator Dan Coats
70. Senator Charles Grassley*	
71. Rep. Joseph Kennedy	
72. Reatha Clark King	General Mills Foundation
73. Rep. Jerry Lewis*	
74. Bill Lock	Community Enterprises of Greater Milwaukee
75. Adam Meyerson	Policy Review
76. Charles Moskos	Northwestern University*
77. Senator Sam Nunn	
78. Rep. Chris Shays*	
79. Steve Waldman	Corporation for National Service
80. John Walters	Project for the New Citizenship
81. Harris Wofford	Corporation for National Service

Sagawa, Shirley

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Events for Friday, July 19, 1996:

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10:00	Susan S re President's initiative
:30	
11:00	Address 27 AmeriCorps Member from the Star in Western MD 9520
:30	
12:00	Lunch w/M
:30	Mt. @ Lawson's - close to Hechts
1:00	13th & G?
:30	
2:00	diana A/Hank O & Peg R re ed awards only 8501
:30	
3:00	Nicole Driebe, intern at Office of Domestic Policy Initiatives (new OFP name, as you know)
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Other appointments:

Task (Active):

Used July 17 July 23
5:00 PM
2:30 PM

Russell, Terry

From: Calvo, Cecilia
Sent: Tuesday, June 25, 1996 3:42 PM
To: Sagawa, Shirley; Waldman, Steven; Russell, Terry; Sofer, Gene; Hacaj, Sylvia A.; Hudson, Melinda@CNCS MS Mail S; Stroud, Susan@CNCS MS Mail Ser
Cc: Calvo, Cecilia
Subject: Interview

Please consider taking a few moments to share your perspective on national service and the Corporation with an intern.

Jerome Loughridge, our summer intern in OFP, needs to interview you on the birth of the Corporation and the history of national service.

I suggested that Jerome contact you because of the significant role you played in the development of the Corporation and the perspective that you could offer someone trying to piece together the Commission, the Corporation and ACTION.

Jerome is a Truman Scholar and has spent the last year at Children's Memorial Foundation in Chicago. He graduated from Baylor University in 1995 and will start his Master's program at the Kennedy School in the fall.

As part of his Truman program, Jerome will give a 30 minute presentation to the Truman Foundation and Brookings Institute.

Specifically, he would like to know

- how national service began?
- how it was translated into the Corporation? And,
- how the Corporation and its programs have fared since the launch?

Thanks in advance for taking the time to share your experience with Jerome. Expect a call from him in the next week.

OK

Spitale, Nicole

To: Sagawa, Shirley
Subject: Star of Maryland

Samantha Stern has requested that you address a group of 27 AmeriCorps Members from the Star in Western Maryland program which will be visiting Corporation HQ on Friday, July 19. Samantha would like you to talk about the history of the Corporation. I am holding 11-11:30 am.

yes

no

cc: Avelina

Sagawa

Thompson, Avelina

From: Calvo, Cecilia
Sent: Tuesday, July 02, 1996 8:28 PM
To: Jospin, Debbie; Van der Veer, Gretchen; Hallerman, Karen; Sagawa, Shirley; Waldman, Steven; Connolly, AnnMaura; Sofer, Gene; Hacaj, Sylvia A.; Gray, Tracy@CNCS MS Mail Serve; Hudson, Melinda@CNCS MS Mail S; Stroud, Susan@CNCS MS Mail Ser
Cc: Thompson, Avelina; Trueheart, Blanche; Walker, Elinor; Calvo, Cecilia; Green, Ida; Josephson, Markus@CNCS MS Mail
Subject: Nicole D.

I hope you will share your career experience and professional expertise with Nicole Dreibe, a summer intern in OFP and Learn and Serve. Nicole is a very talented graduate student at Cornell in a Ph.D. program in Human Services Studies and has already done research on the Corporation.

I suggested that Nicole contact you because each of you has a different vantage point on the Corporation and the development of national service.

Nicole would like to meet with you to discuss three items:

- 1) She would like to research the connection between service and leadership-- how are the Corporation and our grantees developing leaders at the community level?
- 2) What are the critical issues facing the Corporation and national service over the next year?
- 3) How did you get where you are in your career? Was it an anticipated path? What advice would you share with someone starting their career with a strong interest in service?

Nicole will contact you to schedule time to meet. Thank you for taking time out of your busy schedule to share your expertise with Nicole.

Sagawa, Shirley

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Events for Monday, July 22, 1996:

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10:00	Management Working Group 8501
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11:00	
:30	Sr. Staff 8410
12:00	
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3:00	
:30	
4:00	Diana A/Terry R/Peg R re 97 guidelines 8501
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5:00	
:30	
6:00	Reception/S.African Embassy, iho DepPres. Thabo Mbeki.
:30	Kennedy Center, Roof Terrace, Hall of Nations
7:00	
:30	
8:00	
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Other appointments:

4:30AM-5:30AM
Sr. Staff Room 9520
4:30AM-5:00AM
Sr. Staff Room 9520

Task (Active):

Sagawa, Shirley

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Events for Tuesday, July 23, 1996:

7:00	
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9:00	
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10:00	Executive Director's Team Leaders (LARGE) 8410
:30	
11:00	Interview w/ Jerome Loughridge, intern at L&S (15 minutes)
:30	
12:00	Lunch w/ Yasmina Vinci (202/393-5501) <i>lunch</i>
:30	
1:00	
:30	
2:00	
:30	Peg R re Unified State Plan
3:00	
:30	3:30 - Coffee w/ Lance
4:00	
:30	SHIRLEY LEAVES EARLY
5:00	
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Other appointments:

Task (Active):

ARCT
3:15 pm 8721
orientation

*Make every August 4
 other this day*

Sagawa, Shirley

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Events for Wednesday, July 24, 1996:

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9:00	
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10:00	
:30	15 minutes interview w/Jerome Longhrise, interns at L&S
11:00	
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12:00	
:30	Brown bag w/Greg Petersmeyer (202/223-9186), 1737 H Street NW, 1st F (near Starbucks)
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4:00	Mariah N re files for Library
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Other appointments:

1:00AM-1:30AM
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Task (Active):

Sagawa, Shirley

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Events for Wednesday, July 24, 1996:

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10:00	
:30	Interview w/ Jerome Longhite, intern at LaS
11:00	
:30	Lunch w/ Elinor →
12:00	↑ Lunch w/ Mariah - farewell
:30	→ Brown bag w/ Peles Meyer
1:00	1737 H ST. NW (Starbucks)
:30	1st floor
2:00	
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4:00	↑ Mariah re fees for Library
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Other appointments:

1:00AM-1:30AM

x

Shirley
NY

Task (Active):

Sagawa, Shirley

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Events for Thursday, July 25, 1996:

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Thurs appt ^{w/ R. Cecilia} at home

Donna Martin re Evelyn Grimes
(301) 365-0384

Lunch w/ Susan and others

Pay R on Federal Register
Thurs re files for Library

Other appointments:

Ad 2 meetings
for American
Evelyn Center
8:30-4:30 pm

Task (Active):

Avelin at Trng Committee
3:00-4:30 pm.

7/24/96
S. Sagawa
Donna Martin
CLO investigator
(301) 365-0384

Evelyn Grimes
re Complaint of DISCRIMINATION
Thurs & Friday am. — A —

Shirley S

Thompson, Avelina

From: Thompson, Avelina
Sent: Monday, July 22, 1996 6:29 PM
To: Jospin, Debbie; London, Diana; Scheibel, James A.; Potter, Lance; Wilson, Larry; Heinaru, Peter; Waldman, Steven; Endres, Tom; Russell, Terry; Rymph, David; Scott, Donald; Kowalczyk, Gary; Sofer, Gene; Coles, Mal; Gray, Tracy@CNCS MS Mail Serve; Algra, Diana@CNCS MS Mail Serv; Stroud, Susan@CNCS MS Mail Ser; Kenefick, Mike@CNCS MS Mail Se; Rosenberry, Peg@CNCS MS Mail S; *@CNCS MS Mail Server
Cc: Trueheart, Blanche; Walker, Elinor; Bowman, James; Nguyen, Mariah; Spitale, Nicole; Carpenter, Patricia; Clay, Reggie; Raines, Susan; Green, Ida; Moreland, Kia; Sheridan, Mary; Perdue, Patricia; Josephson, Markus@CNCS MS Mail; Harrison, Rosa@CNCS MS Mail Se; Gale, Jeffrey@CNCS MS Mail Ser
Subject: FW: Future Policy Working Group Meetings

Subject: RE: Future Policy Working Group Meetings

THIS IS AN UPDATED AGENDA FOR THE UPCOMING POLICY WORKING GROUP MEETING ON FRIDAY, JULY 26.

THE POLICY WORKING GROUP MEETING SCHEDULED FOR TOMORROW. THURSDAY, JULY 18 HAS BEEN CANCELLED.

THE NEXT MEETING WILL BE ON FRIDAY, JULY 26 AT 10:00 A.M. PRECEDED BY A SMALL TEAM LEADERS MEETING AT 10:00 A.M. THE AGENDA WILL BE:

1. Criminal background investigations/records checks (there is a memo being circulated to the group about this).
2. Criteria for Evaluating State Commissions
3. Strategy for future policy meetings.

We apologize for the change and look forward to seeing you on the 26th.

From: Spitale, Nicole
Sent: Tuesday, July 16, 1996 6:01 PM
To: Thompson, Avelina; London, Diana; Scheibel, James A.; Potter, Lance; Wilson, Larry; Heinaru, Peter; Waldman, Steven; Russell, Terry; Rymph, David; Scott, Donald; Kowalczyk, Gary; Sofer, Gene; Coles, Mal; Endres, Tom; Gray, Tracy@CNCS MS Mail Serve; Jospin, Debbie@CNCS MS Mail Se; Algra, Diana@CNCS MS Mail Serv; Stroud, Susan@CNCS MS Mail Ser; Kenefick, Mike@CNCS MS Mail Se; Rosenberry, Peg@CNCS MS Mail S
Cc: Trueheart, Blanche; Bowman, James; Lamphear, Laura; Nguyen, Mariah; Carpenter, Patricia; Clay, Reggie; Raines, Susan; Walker, Elinor; Green, Ida; Sheridan, Mary; Perdue, Patricia; Josephson, Markus@CNCS MS Mail; Harrison, Rosa@CNCS MS Mail Se; Gale, Jeffrey@CNCS MS Mail Ser
Subject: RE: Future Policy Working Group Meetings
Importance: High

The next meeting is scheduled for Thursday, July 18 at 10:30-12 noon in room 8410. The topic of the discussion will be:

1. Criminal background investigations/records checks (there is a memo being circulated to the group about this).
2. Strategy for future policy meetings.

Please let me know if you will not be able to attend. Thank you.

From: Thompson, Avelina
Sent: Wednesday, June 19, 1996 1:21 PM
To: London, Diana; Scheibel, James A.; Potter, Lance; Wilson, Larry; Heinaru, Peter; Waldman, Steven; Russell, Terry; Rymph, David; Scott, Donald; Kowalczyk, Gary; Sofer, Gene; Coles, Mal; Endres, Tom; Gray, Tracy@CNCS MS Mail Serve; Jospin, Debbie@CNCS MS Mail Se; Algra, Diana@CNCS MS Mail Serv; Stroud, Susan@CNCS MS Mail Ser; Kenefick, Mike@CNCS MS Mail Se; Rosenberry, Peg@CNCS MS Mail S
Cc: Trueheart, Blanche; Bowman, James; Lamphear, Laura; Nguyen, Mariah; Spitale, Nicole; Carpenter, Patricia; Clay, Reggie; Raines, Susan; Walker, Elinor; Green, Ida; Sheridan, Mary; Perdue, Patricia; Josephson, Markus@CNCS MS Mail; Harrison, Rosa@CNCS MS Mail Se; Gale, Jeffrey@CNCS MS Mail Ser
Subject: Future Policy Working Group Meetings

Below is the schedule of policy working group meetings.

Thursday, July 18 at 10:30-12 noon
Monday, July 29 at 2-4 p.m.
Tuesday, August 6 at 11-12:30 p.m.
Tuesday, August 20 at 11-12:30 p.m.
Wednesday, September 4 at 11-12:30 p.m.
Wednesday, September 18 at 11-12:30 p.m.
Tuesday, October 8 at 11-12:30 p.m.
Tuesday, October 22 at 11-12:30 p.m.

Harris will attend all these policy meetings. These are dates that Susan and Avelina have worked out after a long process and are the times when Harris is available. So, please put on your agendas. After agendas have been developed for the Policy Working Group, Nicole will follow up with topics for each meeting. Hopefully, these will stay on schedule and we can plunge ahead. Thanks for your patience.

July 11, 1996

TO: Terry Russell
Acting Executive Director

FROM: Larry Wilson
Chief Operating Officer

CORPORATION
FOR NATIONAL
★ SERVICE

SUBJECT: Criminal Background Investigations/Records Checks

This is in response to your memorandum dated July 8, 1996, to the Corporation Policy Leadership Working Group members.

There are at least four major issues the Policy Group should discuss:

1. What is the appropriate balance between the Government's legitimate need to know and Privacy Act considerations? Assuming the NCCC process strikes an appropriate balance, then it becomes the model which other CNS programs could adopt.
2. What constitutes a legally defensible "reasonable step" check which would provide adequate insulation for the Corporation and its grantees in the event a Member gets into trouble? Does NCCC's model meet that test?
3. How much would running checks cost? Checks on 20,000 Members would cost \$440,000. While deals with local law enforcement agencies to do checks at reduced cost or free would lower the cost, there would be a somewhat offsetting increase caused by the reality that more people would need to be checked than the funded level of Members. Cost to grantees would presumably become an allowable grant cost, and thus ultimately be covered out of the program budgets. In the final analysis, one lost lawsuit could wind up costing the Corporation, or one of its grantees, far more than the \$440,000 cost of running background checks.
4. Should the Foster Grandparent and Senior Companion Programs be included in the proposed policy? These programs involve Corporation-assisted participants working with children with special needs (including physical, mental, and emotional disabilities and a variety of at-risk factors) and the frail and usually homebound elderly. Most of the Corporation's experience with accusations of child abuse comes from the Foster Grandparent Program.

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Other issues which might be discussed include the role of State Commissions (their own liability, their oversight responsibilities, what they may be doing now to check on potential members), the potential that once a policy on criminal background checks was established there might be pressure to expand into more doubtful areas, EO considerations, and perhaps some other issues.

Recommendation: Assuming the NCCC system meets the need (and it would be useful to find out what NCCC's experience has been), then extend it to A*VISTA, the Corporation's other directly operated full time service program. A draft policy for Corporation-assisted (e.g., grants) programs, including A*State/National, FGP and SCP which would include guidance to grantees on the level of "reasonable precaution" required/recommended (which is an issue the Policy Group should discuss).

Thank you for the opportunity to comment on this timely subject.

Avelina -
call
Mary Ann
Sheridan
re: mtg |
w/ Gen Scott
Shirley
+
Merlene Hazyek
on Strategic planning
maybe Friday?

Sagawa, Shirley

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Events for Thursday, July 25, 1996:

7:00	
:30	
8:00	
:30	Matt Appt w/Cicilia at home
9:00	
:30	
10:00	
:30	
11:00	Donna Martin (301) 365-0384 re Evelyn Grimes
:30	
12:00	Adm Guidelines w/Peg & others 9607
:30	
1:00	Lunch w/Susan and others
:30	
2:00	
:30	Peg R on Federal Register
3:00	Conf call re state unified plan 9607
:30	Mariah re files for Library
4:00	
:30	
5:00	
:30	
6:00	
:30	
7:00	
:30	
8:00	
:30	

Other appointments:

Task (Active):

Sagawa, Shirley

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Events for Friday, July 26, 1996:

7:00	
:30	
8:00	
:30	
9:00	
:30	Goodbye to Sherry Squires in 9520
10:00	Exec Dir's Team Leaders (small)
:30	Policy Working Group 8414
11:00	
:30	
12:00	Lunch w/Janet Peters Mauceri (202/554-4765)
:30	
1:00	<i>note at school</i>
:30	
2:00	
:30	Don S/Marlene M re NCCC strategic planning 8501
3:00	
:30	
4:00	High tea w/Nicole/Avelina & Mariah N
:30	
5:00	
:30	
6:00	
:30	
7:00	
:30	
8:00	
:30	

Other appointments:

1:00AM-1:30AM
c

Task (Active):

3:00 Elan's party
4:30-5:30 out w/Sherry
work of Gaudin
& Avelina for
tea

Sagawa, Shirley

Events for Monday, July 29, 1996:

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

7:00	
:30	
8:00	
:30	
9:00	
:30	
10:00	Management Working Group 8501
:30	
11:00	
:30	Sr. Staff 8410
12:00	
:30	
1:00	
:30	
2:00	
:30	forum team weekly meeting w/Cecilia and others 8501
3:00	Getchen V will take the forum team group through planning exercise
:30	
4:00	
:30	Steve W
5:00	
:30	Linda Melinda H
6:00	
:30	
7:00	
:30	
8:00	
:30	

Other appointments:

4:30AM-5:30AM
Sr. Staff Room 9520
4:30AM-5:00AM
Sr. Staff Room 9520

Task (Active):

Sue Lehman 7/30/96

Tuesday am 10:30 - or
11:00 am

forums, seminars
etc, etc.
(212) 873-7492

Shirley 7/26 new
Steve Culbertson, CEO
youth service

american 7/30
appt. NSRP 3:00 pm
202 296-8889 x43

Thompson, Avelina

From: Sagawa, Shirley
Sent: Wednesday, July 24, 1996 3:39 PM
To: Thompson, Avelina
Subject: FW: LONG-term forum plan

From: Calvo, Cecilia
Sent: Wednesday, July 24, 1996 1:10 PM
To: Van der Veer, Gretchen; Ekstrom, Jim; Spitale, Nicole; Sagawa, Shirley; Connolly, AnnMaura@CNCS MS Mai; Hudson, Melinda@CNCS MS Mail S; Stroud, Susan@CNCS MS Mail Ser
Cc: Josephson, Markus@CNCS MS Mail
Subject: LONG-term forum plan

After our last planning meeting, Gretchen offered to take the group through a planning exercise to clarify which roles are needed and how these would coordinate to form a high functioning team for our forums.

Gretchen needs about 2 hours with us to do this-- yes, it's lots of time to commit, but will likely yield clarity on the roles and responsibilities for all future forums.

Please let me know if you are available to attend and can do it from 3-5pm on Monday, July 29 immediately after our mini planning meeting.

Thompson, Avelina

From: Calvo, Cecilia
Sent: Wednesday, July 24, 1996 10:52 AM
To: Van der Veer, Gretchen; Ekstrom, Jim; Spitale, Nicole; Sagawa, Shirley; Connolly, AnnMaura@CNCS MS Mai; Hudson, Melinda@CNCS MS Mail S; Stroud, Susan@CNCS MS Mail Ser
Cc: McGowan, Andrew; Thompson, Avelina; Josephson, Markus@CNCS MS Mail
Subject: weekly forum meetings

Shirley would like the forum team to meet on a regular basis to get updates on our planning. These weekly meetings will be a good opportunity to go over quick decisions and set out tasks. The idea is that we will cover all the forums being planned at once (after school, Wingspread--youth serving, mentoring etc.)

To make these meetings productive, please e-mail me any agenda items by Friday noon the week prior . In the rare instance where we have nothing to cover, we can hold off meeting until the following week.

Here are the dates that Avelina has kindly held for us through October 96. Clearly, there will be dates that some of us can not make. In an effort to develop a regular schedule, we will stick to these times unless you are unable to make the majority of these meetings.

Here is the schedule for meetings to be held in 8501. All of these meetings will be held at 2:30 pm and should run approximately 30 minutes, unless we need more time.

Mon	July 29
Mon	Aug 5
Mon	Aug 12
Mon	Aug 19
Mon	Aug 26
Wed	Sept. 4
Mon	Sept 9
Mon	Sept. 16
Mon	Sept. 23
Mon	Sept. 30
Mon	Oct. 7
Mon	Oct. 14
Mon	Oct. 21

Sagawa, Shirley

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Events for Tuesday, July 30, 1996:

7:00	
:30	
8:00	
:30	Matt appt w/Cicilia at daycare
9:00	
:30	
10:00	
:30	Sue Lehman (202/873-7492)
11:00	
:30	
12:00	Lunch w/Ellen Fisher-Durbin (202/835-9043) will pick you up here
:30	
1:00	
:30	<i>James Byron</i>
2:00	<i>State Adm Guidelines 8414</i>
:30	
3:00	Steve Culvertson, new CEO, Youth Service America, (202/296-8889, x43)
:30	
4:00	
:30	
5:00	
:30	
6:00	
:30	
7:00	
:30	
8:00	
:30	

Other appointments:

1:00AM-1:30AM
c

Task (Active):

Sagawa, Shirley

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Events for Tuesday, July 30, 1996:

7:00	
:30	
8:00	
:30	
9:00	Matt appt w/Cicilia at daycare
:30	
10:00	
:30	due Lehman (202) 873-7492
11:00	
:30	
12:00	Lunch w/ Ellen Fisher-Durbin
:30	will pick you up here (202) 835-9043
1:00	
:30	
2:00	
:30	
3:00	Steve Culbertson CEO 296-8889, 9043
:30	Youth Service America
4:00	
:30	
5:00	Susan S / Corne S / David O'Brien
:30	
6:00	
:30	
7:00	
:30	
8:00	
:30	

Other appointments:

1:00AM-1:30AM

c

Task (Active):

Sagawa, Shirley

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Events for Wednesday, July 31, 1996:

7:00	
:30	
8:00	
:30	
9:00	
:30	
10:00	Terry R & Steve W re future Policy Working Group meetings
:30	
11:00	
:30	Nicole on the strategic planning process
12:00	
:30	hold
1:00	
:30	
2:00	
:30	
3:00	
:30	
4:00	
:30	hold
5:00	→ appt for meet
:30	
6:00	
:30	
7:00	
:30	
8:00	
:30	

Other appointments:

Task (Active):

1511 KSF N.W
940