

**NR\_key\_name:** BC437AAEF861DEC4852566040037D8E9

**SendTo:** CN=Cathy Rodriguez/O=ARRB @ ARRB  
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**BlindCopyTo:** CN=R ecord/O=ARRB

**From:** CN=Jeremy Gunn/O=ARRB

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**ComposedDate:** 05/14/1998

**ComposedDate\_Time:** 6:10:00 AM

**Subject:** Re: final report question  
see comments below to Jeremy Gunn/ARRBCC: Michelle Combs/ARRB FROM: Cathy Rodriguez/ARRB  
Date: 05/13/98 04:53:42 PM Subject: Final report question  
I was looking at the Timetable for Completion of the Final Report which you had me hand out today, I have several questions from page two of the timetable handout Under Appendices: A. Names of all staff members - you also asked under chapter 3 in page 1, section b (Eileen's section) for Staff, so is this a duplication or not? We need to have one master list of all staff members with dates of service and job title (last title held) for the appendix. Presumably, all staff members will not be named in Eileen's chapter. Tracy is the best source for this. B. Statistical summary of records ?????????? Please be more specific on what you want here, unless you have already explained this to Michelle, I have no specific idea what you want on this one. You are home free on this one. Chet, Pete, Michelle, and I will be working on this. C. List of Depositions / interviews I am working on this, and will have it completed or very near complete on Friday at 1000 for the meeting. D. List of Donations to the JFK Collection - Unless you tell me otherwise, I plan to create a list of people and the dates they donated items from the Deed of Gift Files in the 3 series. Let me know if there is also somewhere else I need to look. The deed of gift list is only a small part of the gifts. Please make the best list you can, by name, and then circulate it to staff members to see what else people can remember. Chapter 6 also identifies some examples. E. list of principal staff memos: Question 1: each staff memo is filed under the subject to which it pertains, such as if it is a memo to the NSA file it would be filed under 4.14.3 or a memo regarding the JFK autopsy would be under 4.0.2 JFK medical. My point is, there is no single file specifically devoted to only staff memos. Additionally, I do not recall all staff memos that were written. I propose that I send out an email to ALL asking each person to recall, or even provide me with, copies of "principal" memos they have written. Then I could put this into a list format for you. Please let me know if u think this proposal will work to provide us with what you want. Counter proposal: please make a list based upon the staff memo index and then circulate it. Many of the memos were written by staff members who are no longer here. Regarding F. - Outline of Board's filing system Question 2: Could u please be more specific? Do you mean the papers Jerrie maintains for the Board in the 2 series, or do you mean the files we have here in general, completely, such as 1 - 10 series? In either case, would a printout of the files plan be what you want? Don't worry about this now. Regarding G. - Requests for Additional Information and Records from Agencies Do you want this in a list format? such as the following: CIA - 1 Request for Information on John Doe CIA - 2 Request for Information on Susie Smith Yes. Also - please be aware that every agency in the four series does not have additional information

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