

NR_key_name: E4D62A5310D3EDF385256405004149D0

SendTo: CN=David Marwell/O=ARRB @ ARRB

CopyTo:

DisplayBlindCopyTo:

BlindCopyTo: CN=R ecord/O=ARRB

From: CN=Jeremy Gunn/O=ARRB

DisplayFromDomain:

DisplayDate: 12/19/1996

DisplayDate_Time: 6:53:06 AM

ComposedDate: 12/19/1996

ComposedDate_Time: 6:39:02 AM

Subject: Joan's letters, memos, and activities

Although this message to you is prompted by the attachment below, I make this observation as a general matter and not with respect to this particular letter --which you may in fact have asked Joan to draft. The Secret Service is the agency with which we are having the most difficulties, and I have found that Joan contributes to the difficulties rather than ameliorates them. I find that the many drafts of letters that she sends and the memos that she writes confuses the issues rather than clarifies them. I think some changes should be instituted in order for your time, my time, and Joan's time be better spent and so that we have the clearest line of communication possible with the Secret Service. You may wish to establish some procedures for when, how, and under what circumstances Joan drafts SS letters and memos. I am troubled by the number and tone of letters and memoranda. I believe Joan's time could be much better spent reviewing FBI documents than writing letters and memoranda that are not needed nor helpful. I have also experienced many occasions where Joan comes to me to talk about an issue where she did not obtain your agreement. In order to avoid wasting your, Joan's, and my time, I think it would be useful to establish some clear guidelines regarding her responsibilities and to apply them consistently. To: David Marwell/ARRBcc: Jeremy Gunn/ARRB From: Joan Zimmerman/ARRB Date: 12/18/96 09:45:11 AM Subject: letterHere is a letter for Jane Vezeris. Let me know what you think. I will put a copy in your box.

Body:

recstat: Record

DeliveryPriority: N

DeliveryReport: B

ReturnReceipt:

Categories: