

MEMORANDUM

August 17, 1995

To: Jeremy Gunn, David Marwell

cc: Phil Golrick, File

From: Joan Zimmerman

Re: List of items for follow- up letter to Secret Service

1. Confirm Basham's promise not to destroy any Secret Service material regarding presidential protection for the period 1958 to 1969. (We should expand this to say *any* Secret Service material for this time period.) We might add any material from 1977-1978 (to include the HCSA). Direct Secret Service to Section 5 (a) (2) Add assurance that compliance with JFK Act in no way compromises his central mission to protect the President. An accurate understanding of our Act should allay his fears.

2. We need the information requested in our August 7, 1995 letter (e.g. names and titles of people who participated in decision to destroy Boxes 1 and 6 of Accession 87-75-4) to include in our report required by Section 7 (j) (D). Machado said there were no notes or memoranda from the meetings where destruction was discussed. In fact, Tilley sent us material including notes about Accession 87-75-4--it is not clear whose notes they are. We should formally request notes, memos, etc. again.

3. Confirm that the Secret Service will review what it claimed as "110 cubic feet" of material from Centre Pointe and Suitland under the terms of our Act. Section 5(a)(1)

4. Instruct the Secret Service to review HSCA material at College Park that is open to the public. This should accomplish two goals:

a. Latita can ensure that she has not redacted information that is already open. (I should add that as an example, Anne Buttimer checked autopsy documents that are open at College Park. At my request she reviewed autopsy documents from Legislative Archives (Secret Service documents in the HSCA) and found copies of the same documents in both collections). Direct Secret Service to Section 5 (a) (3)

b. Machado can find photocopies of the correspondence between Secret Service Counsel Robert Goff and Robert Blakey from 1977-1978 including HSCA requests at College Park. (Eric did this before he had his clearance.). Direct Secret Service to Section 3 (2)

5. Instruct the Secret Service to review materials in their own Archives. This should include, but is not limited to, the two boxes marked "John F. Kennedy Assassination." For Phil's sake, we should emphasize that these boxes do not contain newsclips--as Machado insisted--but several folders as

described in my memo on my visit to the Secret Service Archives.

6. Instruct the Secret Service to forward to us the RIFs for the shift reports Machado sent to NARA in December, 1992. We should ask Machado where the originals are. We should request copies of the originals. Direct Secret Service to Section 5 (b) (1) or (2) and 5(d)(2)(B). We should specifically ask where the originals are *now*.

7. We should reiterate our request for *all* 135s, the *complete* "01" list, copies of inventories of *all* Secret Service material. Section 5(c)(2)(H)

8. Machado mentioned a folder on Andrews Air Force Base in Latita's HSCA material. We should ask him to provide us with a copy of the contents of this folder.

9. Machado mentioned a New York file dated 11-8-63. We should ask for this complete file.

10. We should ask Machado to explain what he meant by the "historical accession" at the Secret Service.

11. We should explain the steps the Secret Service needs to take to comply with the JFK Act. This should include establishing written criteria for review of their materials; composing written explanations for any postponements; forwarding copies of redacted and unredacted documents to the Review Board; forwarding RIFs to the Review Board for every document they send to the NARA. Tell them they can make presentations to the Review Board regarding material they do not think is assassination related or material that in their view would compromise their protection of the President if released.

12. Instruct the Secret Service to complete its review of the briefing book Latita showed us several months ago.

13. Make sure we set a date certain for the materials we want.