

MEMORANDUM

March 2, 1998

TO: Jeremy Gunn
cc: Ron Haron

FROM: Laura Denk

SUBJECT: March 2, 1998, Meeting with Linda Stiff, Bill Lovelace, and Lynnette Platt of the Internal Revenue Service

Jeremy, Ron and I met with the above-referenced representatives of the IRS on Monday morning. We discussed the following issues.

(1) Areas of Responsibility

IRS will have a "JFK Team" that will consist of Bill Lovelace, an as-yet-unnamed IRS field office employee who will be assigned to HQ to work with Bill Lovelace, and Lynnette Platt. Bill Lovelace will work full-time on JFK issues and he will answer directly to Linda Stiff. Lynnette Platt works for John Cummings, the Chief Counsel of IRS, and will advise IRS on legal matters arising as part of JFK Act compliance.

Linda Stiff would like for Bill Lovelace and me to have a status conference, either by telephone or in person, at least once every two weeks until IRS completes its responsibilities under the Act.

(2) Search for Records and Timing of Initial Compliance Statement

Linda Stiff explained that, at the time that the JFK Act was passed, IRS conducted a search for assassination records, but it is now impossible to document how that search was conducted. IRS will now conduct a new search at HQ and in the field. Once Linda Stiff receives certifications from the field that the search is complete, she will be able to certify to us that the search is complete. IRS would like for us to come up with a list of names and subjects that we would like IRS to use in conducting its search.

She anticipates that IRS will be finished with its search by mid-April. She plans to file the Initial Statement of Compliance with us by mid-April.

IRS had several questions concerning the search for records. Jeremy explained that a “rule of reason” should prevail. For example, IRS has a number of files that are now in the basement at 1111 Constitution. IRS is currently organizing and cataloguing the basement files, but they expect that the project will take two years. Jeremy explained that the IRS could promise, as part of their final compliance statement, to process and transfer to the Archives any assassination records the IRS finds in its project to organize the basement files.

(3) Inventory/Index of IRS Records

We agreed that the IRS would create RIFs for any assassination records that it finds during its search. Even if a record is withheld entirely because it contains only information protected by § 6103, the IRS will create a RIF for the record. Although RIF creation is likely to eliminate a need for the IRS to create a separate index or inventory of IRS records, Ron explained that he would like for the IRS to include in its compliance statement those major groups of records that are subject to § 6103 and thus do not become part of the Collection.

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