

Chris, Mike, Cynthia, Tom, Josh, Diana —  
 We have an internal meeting on  
 Friday. Start thinking about  
 "non-budgetary policies" and set  
 your "clear time lines" in order.

October 14, 1997

Bruce —  
 Did you  
 get this?  
 Elena  
 Race Initiative

**MEMORANDUM FOR RACE INITIATIVE WORKING GROUP MEMBERS**

**FROM: SYLVIA MATHEWS AND JUDITH WINSTON**

**SUBJECT: Follow-up on Last Friday's Meeting**

First of all, we would like to thank you for all your work in preparation for last Friday's meeting with Erskine Bowles and other White House staff. We made a lot of progress over the past few weeks.

At 3:00 p.m., on Thursday, October 23, we will meet again with Erskine. In the meantime, there are a number of follow-up actions to complete in response to last Friday's meeting. Also, there are a number of other items on which we need to follow through to accomplish some near-term goals. The list below details those items which need follow-up.

On Monday, October 20, we will hold a meeting with the team leaders to review our progress on near-term goals and Bowles follow up. This meeting also will help us prepare for the meeting with Erskine next Thursday.

**Specific tasks to be completed by the dates indicated:**

**All Working Groups:**

By October 20, each group should further develop their work plans so that clear time lines are established and tasks are assigned. Refined and detailed work plans should be prepared by and brought to the Monday meeting.  
 Please bring approximately 30 copies of each work plan to the meeting.

**Promising Practices:**

By October 20, determine the criteria for reviewing promising practices, and create and implement a process for review and set a realistic deadline for getting practices on the Web: *Susan, Lin, Kevin.*

**Dialogue:**

By October 20, establish a theme for the first Town Hall meeting, propose a site and mix of attendees: *Ann, Claire, Michael.*

**Policy/Enforcement:**

By October 23, identify non-budgetary policies that can be announced in the short term: *Elena, Lin.*

Starting this week, include a section on race in the DPC's weekly report to the President: *Elena.*

By October 23, discuss the possibility of creating a cross-cut on race for FY 99 budget: *Elena, Frank, Gene, Judy, and Sylvia.*

#### **Recruiting Leaders:**

By October 20, determine the criteria for selecting and vetting leaders and determine specifically the things the leaders will be asked to do: *Maria, Mickey, and Mike.*

#### **Hard Questions/Tough Issues:**

By October 17, outline the difficult issues that the President and the Race Initiative will attempt to address: *Chris, Sid.*

#### **Communications:**

By October 20, develop talking points on what the Initiative has accomplished to date: *Ann, Claire.*

#### **Outreach:**

By October 23, get a structure up and running to engage the corporate sector. Be ready to announce our corporate effort by October 28: *Maria, Mike.*

By October 23, convene a meeting with conservatives/Republicans to get them engaged in the Race Initiative: *Maria, Janet.*

By October 20, touch base with Roger Wilkins: *Maria.*

#### **Cabinet Affairs:**

By October 23, meet with Blacks in Government and other groups to identify affirmative measures the Initiative can pursue: *Goody.*

By October 23, develop a plan, process, and structure to pursue the "At the table" idea: *Goody, Michele.*

#### **Miscellaneous:**

Starting this week, communicate with the working groups and submit a draft weekly report for the Race Initiative to Judy and Sylvia every Thursday evening: *Jacinta*.