

THE WHITE HOUSE

WASHINGTON

October 12, 1994

Honorable Judith E. Heumann
Assistant Secretary of Education
Office of Special Education and
Rehabilitative Services
Department of Education
330 C Street, S.W.
Room 3006
Washington, D.C. 20202

Dear Judy:

Thank you so much for hosting our "Back to School" meeting of the Administration's appointees with disabilities. Your briefing paper, presentation, and hospitality made for a warm and informative gathering. It was good to have a change of pace and vista, and I know that the other participants also enjoyed visiting with you.

Sincerely,



Carol H. Rasco
Assistant to the President
for Domestic Policy

CHR:sh

EXECUTIVE OFFICE OF THE PRESIDENT

16-Mar-1994 03:09pm

TO: Stanley S. Herr

FROM: Carol H. Rasco
Economic and Domestic Policy

SUBJECT: RE: Joni Fritz's letter concerning the Davisson(IA) terminat
SUBJECT: _____

ion

I would suggest that you hook the parents up with the law professor at this point and I will simply ask Kevin Thurm, chief of staff to have it looked at from HHS standpoint. I will tell Kevin that you are referring the parents to a resource they can contact in legal system. Thanks.

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

08-Aug-1994 11:21am

TO: Kathryn J. Way
TO: Jeremy D. Benami

FROM: Stanley S. Herr
 Domestic Policy Council

CC: Frances E. Walden

SUBJECT: meeting with Connie Garner

Connie Garner, the Executive director of the Interagency Coordinating comm., is coming to brief us on Thursday Aug. 11th at 9:45am on the coordination of programs for infants and toddlers with disabilities. She also may be able to answers some of our questions on the SSI children's program.

Jeremy FYI, Kathi and I had discussed this on Friday. I thought you might find it interesting as well. She is in DE but has a good grasp of the range of supports for disabled kids and their families.

Cookie, could you kindly confirm on Kathi's schedule, and do a wave in. Ms. Garner's DOB is P6/(b)(6) thanks.

THE WHITE HOUSE
OFFICE OF DOMESTIC POLICY

AUG 16 REC'D

CAROL H. RASCO
Assistant to the President for Domestic Policy

To: Stan

Draft response for POTUS
and forward to CHR by: _____

Draft response for CHR by: _____

Please reply directly to the writer
(copy to CHR) by: _____

Please advise by: _____

Let's discuss: _____

For your information: _____

Reply using form code: _____

File: _____

Send copy to (original to CHR): _____

Schedule? Accept Pending Regret

Designee to attend: _____

Remarks: Call me

August 11, 1994

Dear Ms. Rasco,

Thank you so much for your past support in finding me a position with the Clinton/Gore Administration. Sally Dudley sent you a copy of my proposal on January 5, 1994 and I've included a revised copy of the same proposal with this letter.

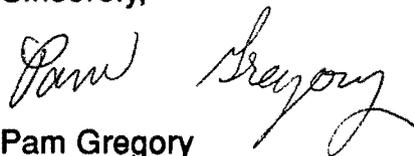
Other than acknowledge of receiving the proposal, I did not receive any interest in the proposal. Naturally, this was very disappointing to me. The Civil Rights Division of the Justice Department is doing such a great job litigating cases involving noncompliance with the ADA, yet the Administration continues to be inaccessible. A recent example is the Health Care Bus Tour. There were no interpreting services provided and the *major* concern of the Deaf Community and health care reform is lack of accessibility due to the nation wide shortage of interpreters.

When I went to the weekly radio address July 2, President Clinton asked me to interpret future televised addresses. Later, when I completed all the paperwork via the White House Volunteer Office, I was told that he wasn't serious about the request. Now I am at a point where I am thoroughly confused and convinced that I am not talking to the right people.

I really need any help or guidance you can provide. Obviously, I am not doing something right. I would greatly appreciate a meeting or a phone call with you. I will be at home in Little Rock August 23 through September 7 at [REDACTED] otherwise I can be reached at [REDACTED] I realize how incredibly busy you are and that my schedule is more flexible than yours.

Thank you so much and I look forward to hearing from you soon.

Sincerely,



Pam Gregory

EXECUTIVE OFFICE OF THE PRESIDENT

03-Aug-1994 06:05pm

TO: Stanley S. Herr
FROM: Rosalyn A. Miller
Economic and Domestic Policy
CC: Carol H. Rasco
SUBJECT: Call from Pat Wright

Ms. Wright of the Disability Rights & Education Defense Fund called today to talk about four things on her agenda. With Carol's schedule as packed as it is over the next few days, I thought you might be able to return this call. Please let me know if I need to get a message to CHR between meetings.

Ms. Wright's number is (202)986-0375.

Thanks.

I returned call + l. on 8-4-94.

Pat Wynn

ADA event --

Mrs. Hillary -- Melanin
water to tapes
Judy Heuman

right yards --

sub-report

15-20 ~~summary~~ heads up to C/M and
active ~~work~~
WA - American delegation
10 years ago (Nassau)

General
concerning
policy

(only 15 names identified)

Disability ~~committee~~

raise \$ - policy delegate

work on disabilities --

(Sept 95 Beijing)

WH - Dept of Labor
Dept of State

1 - Road to Beijing
request meet
DE (10 days)
after closing

-- reasonable accommodations

Dir - ~~Frank~~ Dept of Labor Disability
State
219-6610 x157

Partners - Orgs of work
- no disability groups
call up

Parents and ~~work~~ identified
as part of delegate

outreach
wheelchair accessible

Judy Heuman

Janet Harvey
Susan Sack
Disability

3. Soc. Cisneros + AIDS

separate acct
all sectors
to ensure all
4 sectors
hand to other
frontline
reception

presumably coming
over weekend AIDS surge
HIV/AIDS Isar when providing
disabled --- ppl
difficult with double
stress

dangerous /
definite req
Adam Bora

separate program

1P Isar, disabled by high
sub grad ADP

traditional daylight cont supp
M/D
darkness fall

None AIDS / disability

isolation / receipts on clusters

saved as c:biggins

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

08-Aug-1994 12:21pm

TO: Rosalyn A. Miller
FROM: Stanley S. Herr
 Domestic Policy Council
CC: Carol H. Rasco
SUBJECT: RE: Call from Pat Wright

Pat Wright just called me back and relayed these concerns she wanted to share with Carol. Her three items were:

1) very good ADA event, but Hillary's remarks on prevention did not sit well with some members of that audience, concern that different right words be found in the future. Since Pat has already had a chance to tell the First Lady and Melanne Vermeer about this personally, she acknowledges that there is nothing more to be done on this point. [FYI the First Lady's remarks were ad libbed, so her speech writer told me last week that this particular theme was spontaneous and not in any stock speech].

3. She was informed that Sec. Cisneros meet with AIDS and AIDS providers groups over the weekend in some public meeting, and gave a favorable reception to the idea of an AIDS tsar at HUD. Her strongly voiced concern was that if there was to be a tsar for facilitation purposes within the Dept., the tsar should be covering all the disabilities with AIDS being a part of that individual's responsibilities. She feels the disability community would not like the separate disabilities approach (An MR tsar, physical disabilities tsar, etc.).

I can elaborate on this if you wish, but she seemed to be asking that these concerns be shared by you with the Secretary.

That was it. The tone was pretty good. She did acknowledge improvements at HUD, and overall satisfaction with the events of July 27th.

EXECUTIVE OFFICE OF THE PRESIDENT

09-Aug-1994 09:00am

TO: Stanley S. Herr

FROM: Carol H. Rasco
Economic and Domestic Policy

SUBJECT: UPDATE: Women's Conference issue

Update to last memo: I saw Veronica this a.m. She says what you need to do is send a memo to her with the woman's comments. That will take care of it. Thanks.

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

11-Aug-1994 09:03am

TO: Stanley S. Herr

FROM: Carol H. Rasco
 Economic and Domestic Policy

SUBJECT: RE: Women's conference

You only need to supply it via email....when we get double - both email and hard copy - it gets very confusing. We'll let you know anytime you send via email if we need the hard copy to come from you.

I passed on the Cairo trip, not sure how I'll feel about Beijing..thanks for including my name.

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

08-Aug-1994 10:32pm

TO: Stanley S. Herr

FROM: Carol H. Rasco
Economic and Domestic Policy

CC: Rosalyn A. Miller

SUBJECT: RE: draft reply re US Space and Rocket Center letter-copy fo
SUBJECT: _____

llows

Roz: Let's prepare letter for signature. Thanks, Stan.

EXECUTIVE OFFICE OF THE PRESIDENT

08-Aug-1994 10:24pm

TO: Stanley S. Herr

FROM: Carol H. Rasco
Economic and Domestic Policy

CC: Patricia E. Romani

SUBJECT: RE: National Parent Network on disabilities

Pat, see me with the request on Tuesday. Also, print out Stan's latest message to keep with the request. Thanks, Stan, for the background. We'll notify you once we look at date again.

EXECUTIVE OFFICE OF THE PRESIDENT

19-Aug-1994 09:18am

TO: Stanley S. Herr

FROM: Carol H. Rasco
Economic and Domestic Policy

SUBJECT: Council on Disability

I don't know if we mentioned it yesterday but I would really appreciate a quick memo from you after the meeting today so that I will be up to date on the issue for my visit with the COD on Wednesday in Seattle. The agenda I have seen shows Alioto speaking for about ten minutes Tuesday a.m. on ADA and the Administration's commitment to it. I assume she isn't going to talk about other issues but even if she does ten minutes worth or so can't step too much on what I would say. I intend for most of mine to be q and a after I cover the things they have asked me to do.

EXECUTIVE OFFICE OF THE PRESIDENT

19-Aug-1994 04:38pm

TO: Carol H. Rasco

FROM: Stanley S. Herr
Domestic Policy Council

SUBJECT: response to tasks -- status

1. I spoke with Kate Seelman at NIDRR and the topic that she had mentioned for future disability appointee meeting discussion is accessibility/accommodations in the federal Government, particularly the availability of information in alternative formats (disks, etc). I told her that the broad topic would be discussed at our Sept. 21st meeting under the heading of the Federal Disability Accommodations Working Group. I suggested that she may wish to raise this sub-issue in the discussion that follows.

We may want to also invite Susan Brummell (the GSA specialist on assistive technology) to that meeting, or the November meeting for more in-depth treatment of the alternative format question. Kate recommended Susan for such a purpose.

2. I called Jackie Brand to tell her that you were "thrilled and delighted" to have spoken to her group, and rec'd her letter with its suggestion of a "Mothers of Invention" meeting. (it sounds like the name of a rock group --am I forgetting something?).

She said your speech "took their breath away," that there was such a connection between you and the audience, etc. And she's quite happy to learn of your interest in a reunion/ get together. She gave me Janice Nakayama's phone number P6/(b)(6) and I already placed a call to her. Jackie will also follow-up to Janice to let her know that I hope to speak to her after Labor Day.

3. Jeremy, the two OMB folks, and I had a good working lunch, and are discussing some groundwork to get the big disability policy review off to the right start. I'm really excited about IT.

4. I tried to reach you about Pam Gregory's letter. Reading it made me wonder whatever happened to Judy Heumann's extensive job descriptions for two white House interpreters (which I gave you some critique on). Will this wait till I get back from break? If not, please feel free to call me at home P6/(b)(6) up to 11:30 am Monday about this or anything else. (David, poor fellow, took 8 stitches on his eyelid and we visit an MD at 12:45 to get them out).

Cheer!!!!

EXECUTIVE OFFICE OF THE PRESIDENT

18-Jul-1994 03:31pm

TO: Carol H. Rasco

FROM: Stanley S. Herr
Domestic Policy Council

CC: Patricia E. Romani

SUBJECT: Three tasks done and two questions generated

1. I've completed the agenda papers for tomorrow (June 19th) meeting per your comments. Your personal agenda includes a note re Judy Heumann's paper for discussion at the next meeting in September. I'll bring these papers over shortly.

Query One: Paul Miller called me this afternoon to suggest that Deidre Davis be invited to join this meeting and group. Deidre, an EEOC attorney and wheelchair user, has been detailed to Presidential Personnel for 6 months or so to handle the disability outreach that Paul formerly did. I've met her once and would concur in the recommendation, even though it comes a bit late.

2. Also delivering a few additions and amendments to your talking points for tomorrow's speech to the Technology Alliance. Can/should I accompany you?

3. Re the question you posed about the appropriate person to brief the DPC on the ADA event, I spoke to Steve Silverman, who deferred to Jennifer O'Connor, who said that Mike Lux would be the right person. Cabinet Affairs would feel fine about that. Jennifer only asked if Mike might defer to Alexis Harman. (Mike didn't mention that when I first ventured such a request to him). I understand where waiting on the DPC July 25th scheduling, so I'll wait for further direction from you. ✓

Thanks.

Stanley S. Herr

EXECUTIVE OFFICE OF THE PRESIDENT

19-May-1994 07:44am

TO: Rosalyn A. Miller
FROM: Carol H. Rasco
Economic and Domestic Policy
CC: Stanley S. Herr
SUBJECT: Meeting to set up

Roz, please work with Stan next week to set up a meeting with Stan and me with Bobbie Silverstein on the Hill. We will be happy to go to his office or I would be delighted to have him come here and we have a working lunch or regular meeting in my office. Should allow one hour for the meeting, may or may not take that long...don't book me right before and after the meeting. This meeting can't take place on my schedule before June 20. Thanks.

MEMORANDUM TO CAROL H. RASCO

FROM: Stanley S. Herr

SUBJ: Three items

DATE: July 14, 1994

1. Enclosed is your set of "Disability Programs Review" papers that Roz sent to me on Monday re attending the OMB review. From our point of view, I think the options and the discussion on childhood disability benefits were not very sympathetic. See pages 14-15.

2. Attached is a preliminary agenda for the Teusday, July 19th meeting with disability appointees to update you on the status of speakers. We're in pretty good shape on this.

3. Finally we have nice color reprints of your Exceptional Parent article and the accompanying letter. I'll be happy to do a thank you note -- for your signature or mine? When I see you at noon, I'll bring most of the reprints for your use and distribution.

Welcome back!

P.S. Since our noon meeting is cancelled, I'll walk the reprints over to you. I've decided to do a thank you note to the publisher since he addressed the letter to me and since you're so jammed.

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

12-Jul-1994 12:25pm

TO: Stanley S. Herr

FROM: Carol H. Rasco
 Economic and Domestic Policy

SUBJECT: RE: Three tasks

Thanks for the report...sounds like ADA event under control and Marchand learning the White House can be reasonable.

I will look forward to the disability memo from Jeremy following ya'lls (don't you love that word!?!?!) attendance at Monday's meeting. Thanks.

THE WHITE HOUSE
WASHINGTON

June 30, 1994

John R. Corson
Integrated Visual Learning
11828 Canon Blvd, Suite E
Newport News, VA 23606

Dear Mr. Corson:

Thank you for your letter describing the IVL Process in treating children regarded as learning disabled.

I understand that Assistant Secretary of Education Judith Heumann only received your letter this week. Staff inform me that she intends to have someone from their Office of Special Education Programs contact you and arrange to meet with you.

I appreciate your bringing to my attention your process for improving the skills of children with certain disabilities.

Sincerely,

Carol H. Rasco
Assistant to the President
for Domestic Policy

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

19-May-1994 11:31am

TO: Stanley S. Herr
FROM: Jeremy D. Benami
 Domestic Policy Council
CC: Suzan D. Johnson
SUBJECT: Homeless Council

Stan -

Suzan and I were wondering if you would have some time in the later afternoon today (maybe 3?) to give us your historical knowledge about the zero-funding of the Council and what functions it used to perform that have now been lost.

Let us know.

Thanks.

EXECUTIVE OFFICE OF THE PRESIDENT

18-May-1994 10:48am

TO: Carol H. Rasco

FROM: Stanley S. Herr
Domestic Policy Council

SUBJECT: AAMR Speech and Travel Request

1. For your AAMR speech on June 3rd in Boston, would it be soon enough to prepare talking points by May 27th?
2. I also have presentations to make there at nonplenary sessions on June 1 and 2nd, as well as other meetings and informal information exchanges that will help me with the mental retardation focus to my work here. I'll also be better able to brief you before your speech on issues that may bear mentioning. My travel request was supposed to be forwarded to you earlier this week.
3. I've been in touch with David Braddock, the lead author of that draft "State of the States" report on mental retardation services, that had the table on Arkansas' rank in terms of restrictive, larger settings. You were right to query the zero in terms of individuals with mental retardation residing in 1-6 bed settings in 1992 in Arkansas!
David would like you to know that they now think the number of such individuals is approximately 250. He attributed the glitch to late reporting from the state, and now expects precise data by the end of this month, with final publication by mid-summer. He did not intend to have this draft report disseminated at the PCMR report.
He promised to send me the final publication when it is out.
4. Last but not least, I spoke with Bobbie Silverstein who reminded me of your invitation for us to meet. He would love to do so. His committee, as you know is in markup on the health bill this week. He could give us a good overview on that issue, ADA, and a host of other key disability policy issues. What should I tell him?

Thanks.

EXECUTIVE OFFICE OF THE PRESIDENT

15-Jul-1994 09:40am

TO: Jeremy D. Benami
TO: Stanley S. Herr
FROM: Carol H. Rasco
Economic and Domestic Policy

SUBJECT: Dr. Hampton Howell

POB 118505
Nashville 3722

Jeremy: While in Nashville I was almost run down as I dashed to do an interview at the end by a Dr. Hampton Howell...he wanted to talk about Social Security. I told him I would have you call him in a week or so given the welfare hearings, etc.

Please call early next week: Dr. Hampton Howell, consulting and clinical psychologist. Phone: 615-399-8080.

(disability determination)

Stan: he then also said he had some input about Rehab. Would you call him on that matter. You all might want to coordinate and put through one call, I leave that to you. Thanks.

Focus group

frontline - rather be working
integrates rehab from outset -- DDA Voc. Rehab → (veteran collapse)
overcome apathy
Reward people for applying rank
Weaknesses - strong tag
Disability → job placement
(level self-appraisal)
phobia
Front-line worker
set some help -- one stop
Motivational rewards -- on V. Rehab (12)
timing critical -- separate depart.

Stan -
Per my -
E-mail

See Stan, yes, to
reply for
us -

THE WHITE HOUSE
OFFICE OF DOMESTIC POLICY

CAROL H. RASCO
Assistant to the President for Domestic Policy

To: Stan

Draft response for POTUS
and forward to CHR by: _____

Draft response for CHR by: _____

Please reply directly to the writer
(copy to CHR) by: _____

Please advise by: _____

Let's discuss: _____

For your information:

Reply using form code: _____

File: _____

Send copy to (original to CHR): _____

Schedule ? : Accept Pending Regret

Designee to attend: _____

Remarks: Send packet to Stan
to review & return
all to me.

Stan - Be Sure to Return
to CHR

Carol -- Thanks for sending these items
The writer also sent me a set. The
3.4% of US population was "eye-catching"
Also the convenience and simplicity
of "Don Bank" is a good thing.

to Carol D. ? C.

EXECUTIVE OFFICE OF THE PRESIDENT

17-Mar-1994 08:30pm

TO: Stanley S. Herr

FROM: Carol H. Rasco
Economic and Domestic Policy

CC: Rosalyn A. Miller

SUBJECT: RE: Visit to a center on the use of adaptive technology

Stan, I have forwarded the message on this issue to Roz and am copying her on this response. I would prefer to take the time to go see Dinah this trip and am asking Roz to keep the other places in a "possible trip" file. We will need to do this the week of April 4 and you should get Dinah's number to Roz if she doesn't have it handy and the name of anyone in Dinah's office Roz should visit with if not Dinah. Roz and I will need to talk about some of the schedule that week before a final call is made to Dinah by Roz. I hope you can join me on this outing, Stan. Thanks.

MEMORANDUM TO CAROL H. RASCO

FROM: Stan Herr

SUBJ: Invitation to National Council on Disability meeting

DATE: January 13, 1994

Attached please find a self-explanatory invitation to this federal agency meeting. Would you like to have me attend? Air travel cost would be \$321, and if so authorized I would do so with the minimum time away. Kindly advise.

NATIONAL COUNCIL ON DISABILITY



Facsimile Transmission

Date: 1/13/94

To: Stanley Herr

From: Jack Gannon

Message: _____

Number of pages including cover sheet: 2

Please call us at (202) 272-2004 if any page is unclear.

EXECUTIVE OFFICE OF THE PRESIDENT

14-Jan-1994 10:36am

TO: Stanley S. Herr

FROM: Carol H. Rasco
Economic and Domestic Policy

SUBJECT: Bergman's fax

My faxed copy of Allan's 1-13 memo shows that you were copied. If you did not get yours please let us know. In the meantime, I have simply faxed a note back saying I received it and will make sure it is reviewed by the health care reform policy group. I do need from you sometime next week an update memo (can be brief) on your perspective on the various hot topics among disability groups regarding health care reform. Thanks!

1372

EXECUTIVE OFFICE OF THE PRESIDENT

28-Apr-1994 04:14pm

TO: Stanley S. Herr
FROM: Carol H. Rasco
Economic and Domestic Policy
SUBJECT: RE: Al Kamen column today

people in Arby

1. When you talk with Judy, please tell her that I didn't get home to get her voice mail about Jay Kline until too late last night to call him and my day was fully booked (overbooked to tell the truth) today and that I have an engagement tonight...which is why I had to decline the speech to the banquet you asked me about earlier. Tell her I would love to have a work number for him...thanks.

-- (603) 862-4320

2. Good visit with Jennifer and Steve.

3. A one to two page bullet point summary of this report itself is fine for my current purposes.

Even though you will see Marca tonight, I would like to think on this matter a bit more...seems to me we in our role should perhaps be seeing that there is a coordinative function occurring...let's think on it..do you have any suggestions?

4. I have sent a handwritten note to Gary already congratulating him on the fine meeting.

5. Great.

6. I am really sorry but tomorrow is swamped with Native American meetings, briefings plus a luncheon meeting I had of long standing. Again, I am sorry but I can't do it tomorrow.

Thanks.

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

04-May-1994 04:59pm

TO: Stanley S. Herr

FROM: Carol H. Rasco
 Economic and Domestic Policy

SUBJECT: Thank you!

Thanks for the Addison quote..I love it!

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

04-May-1994 09:46am

TO: Stanley S. Herr

FROM: Carol H. Rasco
 Economic and Domestic Policy

CC: Rosalyn A. Miller

SUBJECT: RE: RCH

You have done exactly right! Thanks.

Carol-- since you ~~are~~ favor Addison,
I thought you might enjoy this quote.
Stan

"Mirth is like a flash
of lightning, that breaks
through a gloom of
clouds, and glitters
for a moment; cheerfulness
keeps up a kind of
daylight in the mind,
and fills it with a
steady and perpetual
serenity."

Joseph Addison, The
Spectator, no 381
(May 17, 1712)

QUESTIONS AND ANSWERS ON NATIVE AMERICANS AND DISABILITY ISSUES

(Prepared by Stanley S. Herr and transmitted to Donsia Strong)

Q: How are the rights of Native Americans being protected in the field of developmental disabilities?

A: On April 6th, President Clinton signed the Developmental Disabilities Assistance and Bill of Rights Act Amendments of 1994 which includes new provisions for the American Indian Consortium protection and advocacy projects to enable targeted activities to pursue legal, administrative and other remedies by two or more recognized American Indian tribes with a combined total population of 150,000 enrolled members and contiguous territory of Indian lands in two or more States.¹

Caveat: implementation of such projects are contingent on new appropriations which have not yet been made at this time).

Q: Are we making any special efforts to prevent Fetal Alcohol Syndrome which is now the leading known cause of mental retardation?

A: The Administration recognizes the gravity of this national problem and its diverse consequences for the various tribes. On February 2nd, President Clinton issued a proclamation intended to foster greater awareness and action on the prevention of this disabling condition. A pilot project is now underway in Aberdeen, South Dakota that involves the tribal council there in activating "community response teams" to get the message out to those at risk and to potentially affected persons.

Caveat: The leader of the National Organization for Fetal Alcohol Syndrome reports that budget cuts in the Indian Health Service's Department of Drug Abuse have compromised our efforts to prevent and ameliorate this syndrome. For a Federal perspective on those efforts, you can call Shirley Poorthunder 301 443-6958 at IHS (who was not available today).

4-27-94 10:35am

cc: Carol Rasco, FYI on the general FAS issue.

¹ Public Law 103-230, Sections 103, 303.

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

11-Apr-1994 04:55pm

TO: Stanley S. Herr

FROM: Carol H. Rasco
 Economic and Domestic Policy

SUBJECT: RE: Annenberg and Disability appointees meeting

Thanks for the feedback. I've left note for Rosalyn to look at meeting with Bobbie S. in a month or so....I have to see how this session of Congress is going.

EXECUTIVE OFFICE OF THE PRESIDENT

16-Mar-1994 05:20pm

TO: Carol H. Rasco
FROM: Stanley S. Herr
Domestic Policy Council
SUBJECT: Misc.

1. To complete what we were talking about when the B-day bash began, you've accepted an invitation to speak to the Annenberg Washington Program on 4-11-94. You have the morning blocked off for that purpose. They want you to be one of four panelists. I today spoke with the convenor, Peter Blank, who is a law and AAMR colleague of mine. He plans to conduct it as a very informal Q & A approach with his playing the moderator. He may want to come back to you to ask if you would like to do 15 minute keynote ~~as well~~ ^{intend}. If so, he will ask in about a week.
2. I have a call in to Dinah F. Cohen of the Defense Medical Systems Support Center re the tour you wanted as preparation for the above event.
3. On the Davisson matter in which I contacted the law professor, he informs that they have retained counsel, have managed to keep their son in the residential facility pending the outcome of further appeals, and he will take the Davisson's call if they want his further help. Also he tells me that a class action is about to be filed challenging restrictive residency rules in Iowa of the type that affected this family.

MEMORANDUM TO CAROL H. RASCO

FROM: Stanley S. Herr

SUBJ: Annenberg Conference -- April 11 -- Preliminary Briefing

DATE: April 4, 1994

I have had numerous telephone conversations from Professor Peter Blanck, an Annenberg Fellow and the convener of this conference. There is one immediate logistical question: you are currently scheduled for the Panel Session, "Communications Technology: Extending Opportunities to People with Disabilities into Business and the Community" from 11:45 to 12:45. I gather that Roz has you scheduled there through to 1 p.m..

Peter intends to conduct that session as an informal discussion panel with you, Paul Miller, Bobbie Silverstein, and Katherine Seelman (our new director of NIDRR as panelist) and he as the questioner and "genial host." He would direct the opening question to you and it would be a slow-ball pitch along the lines of:

"Ms. Rasco, would you please discuss your views on the Clinton Administration's agenda to facilitate the inclusion into society of people with disabilities, in part through the development of accessible communications technology."

Presumably he has opening questions for the other three panelists, and then will let some type of conversational flow take place among the five of you.

However, he has also discussed with me the possibility of his inviting you in the more prominent role of keynote speaker at the luncheon. I noted this in my E mail "Misc" dated March 16th (copy to be messengered with highlights). The keynote address is scheduled from approximately 1:30 to 2 p.m. on that same day (April 11th). Can you please advise me if you have any preference between the two, assuming the latter invitation is extended by tomorrow? While you certainly can wait until tomorrow, if I have a signal from you before then I can help negotiate your preferred presentation and can gear preparations toward a 15-30 minute talk versus the give-and-take of an hour panel discussion.

Blank informs me that they expect the print media, may have C-SPAN, and a full invited audience (some 100 disability, education, and media leaders).

The opening session of their program may also be interesting to you: actual demonstrations with students with varied disabilities of "accessible cutting-edge communications technologies in mainstream education settings."

Thanks for any direction on this.

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

27-Jan-1994 04:22pm

TO: Kathryn J. Way

FROM: Stanley S. Herr
 Domestic Policy Council

SUBJECT: Starkloffs

Thanks for sharing the meeting with the Starkloffs. They were quite upbeat and happy that we spent the time with them. It was fun teaming up with you. I'm eager to know what are the dimensions of the disabled AFDC and willing to lend a hand if I can be of any help to you there.

Cheers!

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

21-Mar-1994 09:13pm

TO: Stanley S. Herr

FROM: Carol H. Rasco
 Economic and Domestic Policy

SUBJECT: RE: HUD's new delays with homeless report

If any of us ever understand HUD and their reasoning it would be a miracle of the first order. I imagine they are in part sulking that the President is not going to do an event surrounding the release of the report which Cabinet Affairs reported to them at the end of last week. Anyway, the White House has done their job on this and if there is any inquiry as to why the delay HUD can answer it. I'd say just leave it alone.....sigh.....

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

21-Mar-1994 11:03am

TO: (See Below)

FROM: Janet R. Forsgren
 Office of Mgmt and Budget, LRD

SUBJECT: Homeless Plan

According to Jacquie Lawing, HUD has decided to delay the release of the homeless plan until after its national conference on community development at the end of this month. However, Jacquie did promise to go over the copy edited version with me tomorrow (Tuesday). I'll keep you posted of further developments.

Distribution:

TO: Christopher F. Edley, Jr
TO: Paul J. Weinstein, Jr
TO: Suzan D. Johnson
TO: Stanley S. Herr

CC: Kenneth F. Ryder, Jr.
CC: Francis S. Redburn
CC: Joseph Firschein
CC: Matthew J. Welbes
CC: Margaret R. Shaw

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

21-Mar-1994 04:49pm

TO: Carol H. Rasco

FROM: Stanley S. Herr
Domestic Policy Council

SUBJECT: HUD's new delays with homeless report

Suzan and I wanted you to be aware of HUD's reverse of signals here. I also made a query in response to OMB's E-mail that Suzan first looked at, agreed with, and will join in her own message. After over a month of mixed messages on getting this report out as soon as we can, this latest word is a bit perplexing. The HUD conference is on March 30-31st so I dont know how deep into April they want to push this. This is an FYI I felt you should have.

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

22-Mar-1994 11:38pm

TO: Stanley S. Herr

FROM: Carol H. Rasco
 Economic and Domestic Policy

SUBJECT: April 28

I am booked for that evening...sorry.

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

22-Mar-1994 02:33pm

TO: Stanley S. Herr

FROM: Carol H. Rasco
 Economic and Domestic Policy

SUBJECT: Bowen call

There was originally stuff from Heuman, I'll have to ask folks over here what they did with it as they were supposed to send it to you. In the meantime, why don't you call they guy, listen and if we don't find the Heuman stuff we can re-ask...sorry.

The White House
Washington

FAX COVER SHEET

OFFICE OF DOMESTIC POLICY

Old Executive Office Building
Washington, DC 20500
FAX: (202) 456-7028

TO: Roz Miller and Carol Rasco

FAX No. _____

FROM: Stan H. PHONE: 65570

DATE: 3-22-94

NUMBER OF PAGES (Including cover sheet) 4

COMMENTS:

Carol said she needed
to check her schedule
on this request.

Thanks.



UNITED STATES

OFFICE OF CONSUMER AFFAIRS

1620 L ST. NW Suite 700, Washington, D.C. 20036

TO: Stan Herr

Tel.# 456-2372 Fax # 456-7028

FROM: Paul Steven Miller

Tel.# 634-9610 Fax # (202) 634-4135

MESSAGE: As we discussed,



2 pages attached

NCIL

National Council on Independent Living

2111 Wilson Blvd., Suite 408
Arlington, VA 22201
Voice (703) 628-3406
TDD (703) 628-3407
FAX (703) 628-3409

March 22, 1994

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Carol H. Rasco
Assistant to the President on
Domestic Policy
The White House
1600 Pennsylvania Avenue
Washington, DC 20500

Dear Ms. Rasco,

On Thursday, April 28, 1994, the National Council on Independent Living will host a Fund-Raising gala reception and dinner in Washington, DC. We are coming together on this evening to celebrate the tremendous importance of health care reform and its relationship to citizens with disabilities. We believe your participation is vital to enhance the significance of this event. Therefore, please accept this as an invitation to be our Keynote Speaker at the dinner which will be held at the Hyatt on Capitol Hill.

The National Council on Independent Living (NCIL) is an organization run by and for people with a variety of disabilities. The accomplishments of NCIL over the past ten years is due to the tireless energy and commitment of its membership, volunteers and allies across the nation. It has established itself as the national voice for the independent living movement, the independent living centers and people with disabilities who are leaders in the disability rights movement. NCIL played a direct role in building a grassroots commitment to the passage of the Americans with Disabilities Act (ADA). Members have dedicated many hours in Washington and at home in educating the Congress and the public about the importance of the ADA. NCIL has taken a leadership position in the reauthorization of the Rehabilitation Act, and has been directly involved in other related disability laws.

Recently, NCIL has opened an office in Washington, DC. As you are aware, the cost of running a national office and

Rasco, Page 2

providing information and services to its membership throughout the nation is high. Therefore, we have embarked on a fund raising campaign to supplement our limited resources, so that we can better serve our membership and increase our involvement in assuring a greater quality of life for all Americans with Disabilities.

Your commitment to universal health care, which includes people with disabilities is applauded by all of us in the movement. This upcoming dinner and meeting is the big event for persons with disabilities, and as the Keynote Speaker, you will be communicating with the cross-disability leadership. Our membership will also have the opportunity to share with you their concerns about health care reform. The needs of citizens with disabilities in the area of health care is crucial. By you coming together with us we can jointly address the many health care issues which relate to disabled individuals.

It is our hope that you can accept our invitation. Your participation can make a meaningful change in the lives of all people with disabilities. I will contact your office shortly to discuss further details.

Thank you for your attention to our request. We at NCIL look forward to this wonderful opportunity.

Sincerely,



Denise A. Figueroa
President

TOTAL P.02

THE WHITE HOUSE
WASHINGTON
February 28, 1994

Ms. Judy Foil

P6/(b)(6)

Dear Ms. Foil:

Thank you for your recent letter to Carol Rasco, who asked me to respond to your concerns about Medicaid funding and the proposed Health Care Security Act. I know that she also appreciates your kind remarks about her work.

This bill, now before Congress, would provide for residential care under existing Medicaid programs and includes a new long-term care benefit.

In regard to your inquiry about who to contact for further information and how to assure continued funding for the type of program your daughter receives, I recommend that you write to Mr. Paul Marchand at the Arc (formerly Association for Retarded Citizens), 1522 K Street, N.W. Suite 516, Washington, DC, 20005. Mr. Marchand would be well-equipped to answer those types of questions you may have.

Again, thank you for your encouraging letter. Please continue to work with us to support the Act as it goes through the legislative process to ensure that individuals with disabilities and their families receive a fair and equitable share of health-care resources. We appreciate your help and dedication.

Sincerely,



Stanley S. Herr
Kennedy Public Policy Fellow

cc: Carol H. Rasco

February 24, 1994

Ms. Marianne Valle
United Cerebral Palsy of Hudson County, Inc.
8814 Kennedy Boulevard
North Bergen, N.J. 07047

Dear Ms. Valle:

Thank you for your recent letter regarding the Health Security Act. I have shared it with my aides as we work to fine-tune this legislation.

The Act, now before Congress, offers many positive features for individuals with disabilities. Universal coverage will provide health benefits for those who were not insured in the past or whose coverage might otherwise be at risk in the future. The Act also offers a variety of safeguards to ensure quality care and to protect the civil rights of persons with disabilities by extending the protections of the Americans with Disabilities Act to our health care reform proposal. In particular, the Act specifically recognizes the importance of outpatient rehabilitation services. Many outpatient rehabilitation services will be provided in either existing Medicaid programs or in our new long-term care benefit. We are also reviewing the extent of outpatient rehabilitation coverage in the basic benefit to ensure an equitable result. We also appreciate concerns and suggestions about durable medical equipment.

The Health Security Act will not cover all health and rehabilitation needs. Yet I would like to emphasize that, like you, this Administration places a premium on continuing to improve services to people with disabilities in a manner designed to foster independence. We urge you to work with us to support this Act as it goes through the legislative process to ensure that individuals with disabilities and their families receive a fair share of health-care resources.

Again, thank you for sharing your concerns with us.

Sincerely,

Carol H. Rasco
The Assistant to the President
for Domestic Policy

THE WHITE HOUSE

WASHINGTON

March 14, 1994

Mary E. Inskeep

P6/(b)(6)

Dear Mary:

Thank you for your letter. I understand that Stan Herr of my staff was able to reach you by phone last week and extend our apologies for the length of time before your letter was forwarded here. I am glad to hear of your daughter's progress and the fine special education director in her high school.

Thank you for bringing your concerns to our attention. I am glad that you now have Stan's correct address and, again, I am sorry for the delay in our reply.

Sincerely,



Carol H. Rasco
The Assistant to the President
for Domestic Policy

E X E C U T I V E O F F I C E O F T H E P R E S I D E N T

16-Mar-1994 01:52pm .

TO: Carol H. Rasco

FROM: Stanley S. Herr
Domestic Policy Council

SUBJECT: Joni Fritz's letter concerning the Davisson(IA) termination

Carol - This is a tragic case which may be contrary to Federal Medicaid rules. 42 CFR 436.403 appears to prohibit denial of eligibility "to an individual in an institution ... on the grounds that the individual did not establish residence in the State before entering the institution." The information we have before is sketchy on whether they managed to get Legal Services, whether their 47-year old son is still in the institution, etc.

I have managed to get an excellent law professor at the University of Iowa who is willing to refer them to appropriate local legal resources. I would be quite happy to make that connection for these parents.

Do you also want me to contact someone in the Medicaid program to look into this case? Please advise.

THE WHITE HOUSE

WASHINGTON

~~EYES ONLY~~ *rw*

March 11, 1994

MEMORANDUM FOR CAROL H. RASCO

FROM: STANLEY S. HERR *SH*
SUBJECT: OSERS Note on Communication Access

You asked for my reactions to Judy Heumann's note and accompanying twelve pages of job descriptions. One position is titled, "The White House Interpreter." The other is "Interpreter/Communication Access Coordinator." There seems to be considerable overlap in the duties and expectations of the two positions. One distinction is that the Coordinator organizes "technical communications access devices through the White House communications access contract." (pg. 11 of fax). Since I am not familiar with that contract for assisted notetaking, real time captioning and assistive learning devices, I can't evaluate whether a new position is needed or how well and by whom those tasks are now performed.

The White House Interpreter position certainly sounds like both a valid and a highly demanding task. As described, such an individual would have to be a paragon of technical competence, diplomacy, stamina, managerial skill, adaptability, and self-direction. It's a big country so I assume someone fits that description, but in places this description does seem a bit inflated and unduly complex.

Because of the overlap between the two positions and the possible rivalry/friction that might arise, I wonder if one starts with the White House Interpreter position and have that individual or that individual's support person then coordinate the fulfillment of communication access needs.

I hasten to add the caveat that I'm not familiar with many of the technical terms used in this document or the way we now use contract interpreters and assistive technologies.

Please let me know if you want me to do any further investigation or analysis or get experts to look at such additional questions that this proposal raises, such as:

~~EYES ONLY~~ *rw*

- o How does one know folks using sign-language are coming to the White House meetings so that the service will not look superfluous or merely symbolic?
- o Which televised or large public audience events now have or require such translation?
- o What assistive technologies are we now using and who coordinates their use?
- o Should we be serving Congress as page 5 of the fax suggests?
- o Why the limitation to "mid-level negotiations" (page 6 of fax)?
- o Would the person be hired and supervised by the WH Communications Office (page 7)?

FEB 15 REC'D

FACSIMILE

UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF SPECIAL EDUCATION AND REHABILITATIVE SERVICES

TO Carol Rasco
The White House

NUMBER OF PAGES TRANSMITTED INCLUDING THIS COVER SHEET 16

RECEIVING FAX # 202-456-2878

COMMENTS _____

FROM Judy Heumann
PHONE # 202-205-5465

IF RE-TRANSMISSION IS NECESSARY, PLEASE TELEPHONE PAULA
202/205-9439

FAX: 202/205-9252



UNITED STATES DEPARTMENT OF EDUCATION
OFFICE OF SPECIAL EDUCATION AND REHABILITATIVE SERVICES

FEB 14 1994

TILD ASSISTANT SECRETARY

Note to Carol Rasco

Dear Carol:

The Office of Special Education and Rehabilitative Services (OSERS) is pleased to respond to your request for assistance in addressing the communication access needs of persons who are deaf or hard-of-hearing. Our Administration has consistently stood for an inclusive America, and we are most pleased that the White House is providing effective and equitable communication access to our country's leaders and for all Americans, including those who use sign language, or some language or modality other than spoken English, to communicate.

Because OSERS' primary mission is to address the needs of disabled persons, other components of this Department and of the Federal government at large often consult with us to determine how best to meet the diverse needs of disabled individuals. The issue of equity and access for all disabled Americans must, however, be a priority for all facets of the government, and we welcome the opportunity to work with you and the White House to help determine how best to provide equitable and effective communication access.

Over the years OSERS has worked to address the communication needs of our professional and support staff who are hearing impaired, and of hearing impaired citizens who wish to communicate with OSERS staff. We have developed strategies that include both technology and interpreters to meet the diverse needs of both groups of individuals, and we are happy to share our experiences with you.

As the White House plans to use the services of interpreters to provide communication access to individuals who are deaf or hard of hearing, it is important to consider the communication needs of persons who have different requirements. Hard-of-hearing persons for the most part, do not use sign language and need to be provided with assistive technology (amplification, auditory loop systems, computer-assisted notetaking, real-time graphic display systems, etc.). Still other persons may require different communication technological aids.

400 MARYLAND AVE., S.W. WASHINGTON, D.C. 20202-2500

Our mission is to ensure equal access to education and to promote educational excellence throughout the Nation.

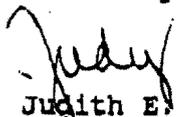
Page Two

I am uncertain as to the specific communication issues that you wish to address at this time but based on our preliminary conversation, I asked staff to develop two position descriptions for staff whose primary responsibilities relate to communication access for persons who are hearing impaired. One describes the duties and functions of a highly skilled and trained interpreter. The other focuses on the broader issue of communication needs of diverse constituencies. Both position descriptions provide a basis for meeting some of the unique communication requirements of the White House. It is our experience that clear expectations regarding the role of interpreters and interpreter/coordinators is critical to help ensure that the dignity and communication needs of each hearing impaired individual are respected and met.

Thank you for the opportunity to assist you with this important task. The White House efforts to provide communication access is consistent with the spirit of the Americans with Disabilities Act and demonstrates the Administration's exemplary leadership for the rest of the country.

Please let me know if I can be of further assistance whether by helping identify potential candidates for interpreter positions, or in screening applicants to ensure the highest caliber of applicants.

Sincerely,



Judith E. Heumann

Enclosures

Communication Access

Through the enactment of the American with Disabilities Act, the United States is the only country in world that has attempted to make special accommodations to ensure equal access for all citizens with disabilities.

President Clinton has demonstrated sensitivity and leadership by making inclusion of persons who are deaf, hard-of-hearing, and those with special communication needs a major policy of his administration. Throughout President Clinton's presidential campaign, inauguration, and many public appearances, sign language interpreters were highly visible along side, translating his speeches and the dialogue to his audience.

As the White House plans to use the services of interpreters to provide communication access to individuals who are deaf or hard of hearing, it is important to consider the communication needs of persons who have different requirements. Hard-of-hearing persons for the most part, do not use sign language and need to be provided with assistive technology (amplification, auditory loop systems, computer-assisted notetaking, real-time graphic display systems, etc.). Still other persons may require different communication technological aids.

The attached two proposed position descriptions attempt to address the basic needs of interpreting services. The other document focuses on the broader issue of communication access for a diverse population other than those with hearing impairment.

POSITION DESCRIPTION

The White House
Interpreter

I. INTRODUCTION

This position is located in the [REDACTED] Office of the White House. The incumbent in this position serves primarily as an interpreter under the supervision of the [REDACTED]. Incumbent handles high-level interpreting assignments and assists the Office of Communication in addressing the communicative needs of persons with hearing loss and other communicative disabilities for the White House staff, including service for the Cabinet, Assistant Secretaries, diplomats, visitors, and national and international dignitaries.

DUTIES

- Interprets/transliterates using the consecutive and the simultaneous techniques, using ASL, MCE, PSE, Oral, or Tactile interpreting, on a broad range of general assignments and on more difficult assignments. The rank of the persons served includes but is not limited to the Cabinet, the President, the Vice-President, Congress, diplomats, national and international dignitaries, and visitors.
- Serves as simultaneous interpreter in formal and semi-formal situations, including international conferences, public addresses, press conferences, summits, and _____.
- Serves as chief interpreter at the site of a meeting or conference staffed by professional interpreters for the deaf and hard-of-hearing.
- Serves as escort interpreter for White House staff, mid-level and high-ranking foreign deaf leaders of delegations or on escort assignments of considerable difficulty or sensitivity.
- Ensures effective interpreting/transliterating through the use of seating arrangements, lighting, communication assessments, etc.
- As required, performs administrative duties, such as planning the assignment of contract interpreters as needed; executes attendant follow-up reviews/evaluations and required reporting.
- Develops, implements, and monitors contracts for interpreting services.

- Carries out a variety of assignments as an integral part of the White House Staff.

FACTOR 1. KNOWLEDGE REQUIRED BY THE POSITION

- Professional knowledge of the principles and general practices of consecutive and simultaneous interpretation. Fluent spoken command of the English vocabulary and one or more forms of manual languages, including ASL, MCE, PSE, Oral, and/or Tactile interpreting, covering a wide range of standard and non-standard terminology. Knowledge of applicable research methods to acquire familiarity with new subjects.
- Knowledge of the White House and Administration policies, goals, and objectives. Adequate knowledge of the operations of Congress, political groups, government agencies, history and culture of the United States and of the cultural diversity among the source and target languages/countries.
- Ability to use manual interpreting systems and specialized knowledge of the technical procedures and applicable technology and equipment for supplementary interpreting aids.
- Adequate interpreting aptitude to perform the service at formal national and international meetings, diplomatic conferences or at mid-level negotiations with clarity, accuracy and professional poised delivery.
- Adequate knowledge to assess and coordinate the communication needs (interpreting and technological, e.g., assistive listening devices, loop systems, notetaking, and Computer assisted real-time captioning systems) of different individuals participating in meetings and conferences.
- Assumes responsibility for planning additional interpreting services and evaluates the adequacy of such services through the White House interpreter contract, obtains qualified interpreters for meetings, conferences, and similar endeavors. This includes both regular interpreter services and special services, such as deaf-blind interpreters.
- Ability to handle complex logistics and to perform liaison and coordination work with White House, government agencies, and private organizations staff.

FACTOR 2. SUPERVISORY CONTROLS

- Communicator
- Incumbent is supervised by and reports directly to the White House Office, but works independently on assigned tasks.
 - _____ informs the Interpreter of the nature, starting time and duration of the assignment and usually provides a contact person.
 - Based on those instructions, the Interpreter contacts the user, independently does the necessary research, completes needed administrative or technical arrangements (e.g. travel documents, briefing papers, portable interpreting equipment, assistive devices, and technology needed) and carries out the assignment without further supervision.
 - Incumbent interprets, selects work methods or modifies them when circumstances change, provides professional and logistical guidance to contract interpreters, and resolves problems that cannot be passed on to the supervisor.
 - Incumbent informs the supervisor at the earliest opportunity of any far-reaching problems or controversies that might impair the successful completion of the assignment.
 - After the completion of assignment, the technical and conceptual soundness of the performance and the interpreter's adherence to stated general policy objectives are evaluated, mainly through reports from the user of the service.
 - Even for administrative work performed within the White House Office, incumbents do not receive day-to-day supervision, but are responsible for proper planning and the timely execution of such duties as the delegation of contract interpreters to various assignments.

FACTOR 3. GUIDELINES

- The typical work of the interpreter is governed only by the general administrative requirements of the White House, the general policy objectives of the Federal Government or ad hoc general objectives stated before an assignment (e.g. the desired tenor of a public statement or the goals to be reached in a negotiation), against which the interpretation must constantly be checked.

Page 4 of 6

- The successful completion of most assignments requires constant personal initiative in reviewing protocol, policy, adapting research, planning and, above all, execution to constantly changing circumstances, personalities and work environments. Incumbents are frequently subjected to new situations for which no useful precedent exists and must be resourceful in rapidly devising a suitable approach which not only solves the specific problem but also does not violate the general objectives or is contrary to White House policy.

FACTOR 4. COMPLEXITY

- White House staff interpreter is frequently given assignments of great difficulty, sensitivity, and complexity. These assignments require not only deep analyses in order to correctly understand the substance of the original message but also great attention to detail and nuances, due to the importance of the matter discussed or negotiated, the high rank of the participants and because part of the work is performed in formal surroundings and/or in public.
- Incumbent must not only cope with the many complications common to all difficult interpreting situations but, as consecutive interpreters, may need to bear the additional burden of having to adjust their methodology to the requirements of protocol and to working in conjunction with other foreign language interpreters. This constantly requires devising new approaches in order to keep up with a host of conflicting requirements which keep changing from one assignment to the next.

FACTOR 5. SCOPE AND EFFECT

- The work involves tracing, analyzing and defining previously unknown concepts or technologies and researching and/or developing equally sophisticated counterparts in manual language which have the equivalent meaning and impact in a different cultural environment.
- Some of the work (e.g., discussion on disability applications for high technology developed for weapon systems, medical research efforts or collaborative foreign-based research) transcends national boundaries and the quality of the service and the interpreting product are essential to success or may contribute to failure, thus having far-reaching effect.

Page 5 of 6

- The quality of interpreting at meetings which bring the Congress, Cabinet Officers, political and legal advisors, top experts of a particular field together, all of whom are well familiar with the basic substance, but where the finer shadings, complexities and subordinated relationships are of overriding importance, has a substantial impact on the successful development of new approaches or programs by the experts.

FACTOR 6. PERSONAL CONTACTS

- The personal contacts of interpreter with individuals or groups cover a great variety of federal agencies, national and international organizations, the judiciary, and private enterprise. They vary from moderately to highly structured settings.
- Incumbent typically will make face-to-face contacts with government officials at the higher levels, including the President, the Vice-President, Congress, the Cabinet, State governors, Chairs of international conferences and the leading experts in many professional fields and political arenas.
- Due to the rapidly changing work environments, most contacts are first encounters where the roles of both parties are not preset but develop in the course of the meeting.

FACTOR 7. PURPOSE OF CONTACTS

- Interpreters at this level must be able to deal with contacts who hold divergent opinions, follow different policies, pursue different objectives or, who may even be uncooperative or hostile. Considerable skill must be used in the interpreting, public relations, and mediating roles vis-a-vis such groups or individuals so as not to jeopardize policies and program objectives and in order to obtain the desired results.
- When assigned as team leaders or chief interpreters, incumbents must be able to motivate other interpreters, particularly when unfavorable circumstances develop or when the service has to be performed in difficult work environments.

FACTOR 8. PHYSICAL DEMANDS

- The work entails occasional prolonged standing and frequent travel under strenuous conditions.

Page 6 of 6

- Incumbents may encounter travel periods of several consecutive days, with the need to carry luggage plus occasionally portable interpreter support equipment. The typical luggage includes clothing for different work environments, for formal and informal occasions.
- The physical strain is compounded by the daily exertion brought on by the need for intense mental concentration during the long periods of interpreting.
- Interpreter may have to interpret for a period of one hour alone. In the event that the interpreting assignment requires more than one hour, two interpreters should be assigned so they can relieve each other at 20-30 minute intervals. The purpose for this support is to reduce fatigue and reduce the likelihood of Repetitive Motion Injuries, including carpal tunnel syndrome and tendinitis.

FACTOR 9. WORK ENVIRONMENT

The work is carried out primarily in an office or conference setting. On occasion, it will be necessary to work for short periods of time in other similar settings.

POSITION DESCRIPTION

The White House
 Interpreter/Communication Access Coordinator

I. INTRODUCTION

This position is located in the [REDACTED] Office of the White House. The incumbent in this position serves primarily as an interpreter and communications access coordinator under the supervision of the [REDACTED]. Incumbent also handles high-level interpreting assignments and assists the Office of Communication in addressing the communicative needs of persons with hearing loss and other communicative disabilities for the White House staff, including service for the Cabinet, Assistant Secretaries, diplomats, visitors, and national and international dignitaries.

DUTIES

- Assesses and coordinates the communication accessibility needs of the White House. Addresses these needs by providing appropriate communications access for people with disabilities at White House functions. These accommodations may include, but are not limited to interpreters/transliterators, oral interpreters, tactile interpreters, computer assisted notetaking, computer assisted real time captioning, loops, assistive listening devices, braille, large print, voice output, communication boards, etc.
- Responsible for providing technical communication access devices through the White House communications access contract. This contract provides such services as computer assisted notetaking, computer assisted real time captioning, and assistive listening devices for meetings, conferences, and similar endeavors.
- Supervises White House staff who provide communication access including interpreters.
- Interprets/transliterates using the consecutive and the simultaneous techniques, using ASL, MCE, PSE, Oral, or Tactile interpreting, on a broad range of general assignments and on the most difficult assignments. The rank of the persons served includes but is not limited to the President, the Vice-President, Congress, the Cabinet, diplomats, national and international dignitaries, and visitors.
- Serves as simultaneous interpreter in formal and semi-formal situations, including international conferences, public addresses, press conferences, summits, and

*meetings w/ , couple
 w/ King
 ...*

Page 2 of 6

- Serves as liaison officer or chief interpreter at the site of a meeting or conference staffed by professional interpreters for the deaf and hard-of-hearing.
- Serves as escort Interpreter for White House staff high-ranking foreign deaf leaders of delegations or on escort assignments of considerable difficulty or sensitivity.
- Ensures effective interpreting/transliterating through the use of seating arrangements, lighting, communication assessments, etc.
- Performs administrative duties, such as managing the contract providing additional contract interpreters; executes attendant follow-up reviews and required paperwork.
- Carries out a variety of assignments as an integral part of the White House staff.

FACTOR 1. KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of the various communication disabilities and accessibility laws and accommodations.
- Knowledge of professional organizations and associations of and for people with communication disabilities.
- Knowledge of, or ability to learn, contracting procedures and regulations.
- Professional knowledge of the principles and general practices of consecutive and simultaneous interpretation. Fluent spoken command of the English vocabulary and one or more forms of manual languages, including ASL, MCE, PSE, Oral, and/or Tactile interpreting, covering a wide range of standard and non-standard terminology. Knowledge of applicable research methods to acquire familiarity with new subjects.
- Knowledge of the White House and Administration policies, goals, and objectives. Adequate knowledge of the operations of Congress, political groups, government agencies, history and culture of the United States and of the cultural diversity among the source and target languages/countries.
- Ability to use manual interpreting systems and specialized knowledge of the technical procedures and applicable technology and equipment for supplementary interpreting aids.

Page 3 of 6

- Adequate interpreting aptitude to perform the service at formal national and international meetings, diplomatic conferences or at mid-level negotiations with clarity, accuracy and professional poised delivery.
- Adequate knowledge to assess and coordinate the communication needs (interpreting and technological, e.g., assistive listening devices, loop systems, notetaking, and Computer assisted real-time captioning systems, communication boards) of different individuals participating in meetings and conferences.
- Ability to handle complex logistics and to perform liaison and coordination work with White House, government agencies, and private organizations staff.

FACTOR 2. SUPERVISORY CONTROLS

- Incumbent is supervised by and reports directly to the White House Office, but works independently on interpreting and communication access issues.
- Incumbent works under the general supervision of _____ . The supervisor provides administrative direction, makes assignments in terms of broadly defined goals and resources available.
- Incumbent independently develops, implements, and manages a contract to provide additional interpreter coverage as needed.
- Incumbent, when interpreting, contacts the user, independently does the necessary research, completes needed administrative or technical arrangements (e.g. travel documents, briefing papers, portable interpreting equipment, assistive devices, and technology needed) and carries out the assignment without further supervision.
- Incumbent interprets, selects work methods or modifies them when circumstances change, provides professional and logistical guidance to contract interpreters, and resolves problems independently.
- Incumbent is given broad latitude in determining priorities, scheduling assignments, and carrying out assignments.
- Work is reviewed in terms of fulfillment of needs, objectives and effectiveness. Interpreting in particular is evaluated by the degree of satisfaction expressed by those served.

FACTOR 3. GUIDELINES

- The typical work of the Interpreter/Coordinator is governed only by the general administrative requirements of the White House, the general policy objectives of the Federal Government or ad hoc general objectives stated before an assignment (e.g. the desired tenor of a public statement or the goals to be reached in a negotiation), against which the interpretation must constantly be checked.
- The successful completion of most assignments requires constant personal initiative in reviewing protocol, policy, adapting research, planning and, above all, execution to constantly changing circumstances, personalities and work environments. Incumbents are frequently subjected to new situations for which no useful precedent exists and must be resourceful in rapidly devising a suitable approach which not only solves the specific problem but also does not violate the general objectives or is contrary to Department policy. This applies to an even larger degree when the incumbent is assigned as Interpreter/Coordinator.

FACTOR 4. COMPLEXITY

- Interpreter/Coordinator frequently handles assignments of greater difficulty, sensitivity and complexity than those routinely entrusted to contract interpreters. These assignments require not only deeper analysis in order to correctly understand the substance of the original message but also greater attention to detail and nuances, due to the greater importance of the matter discussed or negotiated, the higher rank of the participants and because part of the work is performed in formal surroundings and/or in public.
- Incumbent must not only cope with the many complications common to all difficult interpreting situations but, as consecutive interpreters, may need to bear the additional burden of having to adjust their methodology to the requirements of protocol and to working in conjunction with other foreign language interpreters. This constantly requires devising new approaches in order to keep up with a host of conflicting requirements which keep changing from one assignment to the next.
- The role of simultaneous interpreter is burdened with additional complications when the incumbent is serving as the interpreter and coordinating a variety of communication needs concurrently.

FACTOR 5. SCOPE AND EFFECT

- The work involves coordination with the various offices within the White House to arrange for appropriate meeting/conference/activity communication access. This involves a large amount of networking and communicating with all levels of White House staff.
- The work involves assessing and determining the access needs for the White House functions, and coordinating the implementation and provision of the various forms of accommodation necessary to fill the needs.
- The work involves tracing, analyzing and defining previously unknown concepts or technologies and researching and/or developing equally sophisticated counterparts in manual language which have the equivalent meaning and impact in a different cultural environment.
- Some of the work (e.g., discussion on disability applications for high technology developed for weapon systems, medical research efforts or collaborative foreign-based research) transcends national boundaries and the quality of the service and the interpreting product are essential to success or may contribute to failure, thus having far-reaching effect.
- The quality of interpreting at meetings which bring the Congress, Cabinet Officers, political and legal advisors, top experts of a particular field together, all of whom are well familiar with the basic substance, but where the finer shadings, complexities and subordinated relationships are of overriding importance, has a substantial impact on the successful development of new approaches or programs by the experts.

FACTOR 6. PERSONAL CONTACTS

- The personal contacts of Interpreter/Coordinator with individuals or groups cover a great variety of federal agencies, national and international organizations, the judiciary, universities and private enterprise. They vary from moderately to very structured settings.
- Incumbent typically will make face-to-face contacts with government officials at the higher levels, including the President, the Vice-President, Congress, the Cabinet, State governors, Chairs of international conferences and the leading experts in many professional fields and political arenas.

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- Due to the rapidly changing work environments, most contacts are first encounters where the roles of both parties are not preset but develop in the course of the meeting.

FACTOR 7. PURPOSE OF CONTACTS

- Interpreter/coordinator must be able to access all levels of the White House activity to accurately and effectively plan for appropriate access.
- Interpreters at this level must be able to deal with contacts who hold divergent opinions, follow different policies, pursue different objectives or, who may even be uncooperative or hostile. Considerable skill must be used in the interpreting, public relations, and mediating roles vis-a-vis such groups or individuals so as not to jeopardize policies and program objectives and in order to obtain the desired results.
- Incumbents must be able to motivate other interpreters, particularly when unfavorable circumstances develop or when the service has to be performed in difficult work environments.

FACTOR 8. PHYSICAL DEMANDS

- The work entails occasional prolonged standing and frequent travel under strenuous conditions.
- Incumbents may encounter travel periods of several consecutive days, with the need to carry luggage plus occasionally portable interpreter support equipment. The typical luggage includes clothing for different work environments, for formal and informal occasions.
- The physical strain is compounded by the daily exertion brought on by the need for intense mental concentration during the long periods of interpreting.
- Interpreter/coordinator may have to interpret for a period of one hour alone. In the event that the interpreting assignment requires more than one hour, two interpreters should be assigned so they can relieve each other at 20-30 minute intervals. The purpose for this support is to reduce fatigue and reduce the likelihood of Repetitive Motion Injuries, including carpal tunnel syndrome and tendinitis.

FACTOR 9. WORK ENVIRONMENT

The work is carried out primarily in an office or conference setting. On occasion, it will be necessary to work for short periods of time in other similar settings.

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