Extent

400 folders, approximately 21,362 pages

Summary

This collection consists of records from Phil Caplan, White House Staff Secretary. This collection consists of letters, briefing books, memos, reports, speeches, schedules, invitations, government publications, newspaper articles, and handwritten notes from the Staff Secretary files of Phil Caplan from 1994 thru 1999.

Scope and Content Note

This collection contains the Staff Secretary files of Phil Caplan, who served as Assistant to the President, Staff Secretary from 1998 to 1999. Created by President Eisenhower in 1953, the Office of Staff Secretary manages the information flow to and from the Oval Office. As Staff Secretary, Caplan analyzed and summarized President Clinton's paperwork, coordinated the comments of senior staff on decision memoranda, and provided counsel to President Clinton and senior staff on a wide variety of issues. Caplan also served as Deputy Staff Secretary from June 1995 to March 1998. Prior to joining the Staff Secretary's office, Caplan was Deputy Cabinet Secretary from 1993 to 1995. As Deputy Cabinet Secretary, Caplan acted as liaison between the White House and the Cabinet, coordinating a number of policy issues. One example was serving as the primary contact in the White House for the Advisory Committee on Human Radiation Experiments. Caplan convened the interagency meetings and set up the Advisory Committee. After a series of Department of Energy newspaper article revelations in late 1993, President Clinton appointed the Advisory Committee in January 1994 and directed the Committee to uncover the history of human radiation experiments during the period of 1944 through 1974. The purpose was to uncover the extent of experimentation, whether the government committed ethical mistakes during the experiments and establish guidelines for possible future compensation to victims. After an 18-month inquiry, the Committee

issued the final report in October 1995. The Committee uncovered what the federal government did (or did not do) during the Cold War-era and ensured that such experiments did not happen again. Both as Deputy Cabinet Secretary and Deputy Staff Secretary, Caplan was also the designated White House "soccer liaison”. He became the White House staff representative assigned to a variety of soccer issues, including the 1994 and 1998 World Cup, Major League Soccer, and coordinating the Administration's efforts regarding the U.S. bid to host the 1999 Women's World Cup. The records in this collection cover a range of issues during the latter half of the Clinton presidency, including balancing the Federal budget, Social Security reform, international trade, youth violence. climate change, tobacco settlement, men’s and women’s World Cup soccer, and the previously mentioned Advisory Committee on Human Radiation Experiments. The researcher should note that records on the Advisory Committee and soccer date from Caplan’s time as Deputy Cabinet Secretary and later Deputy Staff Secretary. The records contain letters, briefing books, memos, reports, speeches, schedules, invitations, government publications, newspaper articles, and handwritten notes.

Record Type

Textual

System of Arrangement

Records of this systematically processed series were found in Clinton Presidential Records: White House Staff and Office Files, Staff Secretary. This series consists of three subseries: Chron Files, arranged chronologically, and the Advisory Committee on Human Radiation Experiments Files and the Soccer Files, both arranged alphabetically.

Access

Collection is open to all researchers. Access to Clinton Presidential Records is governed by the Presidential Records Act (PRA) (44 U.S.C. Chapter 22, as amended) and the Freedom of Information Act (FOIA) (5 U.S.C. 552, as amended) and therefore

records may be restricted in whole or in part in accordance with legal exemptions.

Copyright

Documents in this collection that were prepared by officials of the United States government as part of their official duties are in the public domain. Researchers are advised to consult the copyright law of the United States (17 U.S.C. Chapter 1) which governs the making of photocopies or other reproductions of copyrighted material.

Provenance

Official records of William Jefferson Clinton’s presidency are housed at the Clinton Presidential Library and administered by the National Archives and Records Administration (NARA) under the provisions of the Presidential Records Act (PRA).

Processed by

Staff Archivist, 2022. Previously restricted materials are added as they are released.

Last Modified Date

2022-06-29

Container List

View all digitized files in the National Archives Catalog (NAC)

Following is a list of folders processed for the Phil Caplan Staff Secretary files:
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Clinton Presidential Records: White House Staff and Office Files
Staff Secretary

Caplan, Phil
Chron Files
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[U.S. Men's National Soccer Team, World Cup Qualifying Match, November 3, 1996]
[OA/ID 13873]
[U.S. Soccer, September 28-October 4, 1997] [OA/ID 13873]
[Videos] [OA/ID 13873]
World Cup [OA/ID 13873]

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