Extent

15 folders, approximately 686 pages

Summary

This collection consists of records related to Cynthia A. Metzler and the Department of Labor. In the first Clinton Administration, Cynthia Metzler served as acting Deputy Secretary of Labor, Assistant Secretary of Labor for Administration & Management, Associate Administrator for Administration at GSA, and Associate Director of Presidential Personnel. Metzler served as Acting Secretary of Labor from January 1997 until her resignation in May 1997. This collection consists of articles, forms, letters, memoranda, and press releases.

Scope and Content Note

The materials in FOIA 2012-0739-F are a selective body of documents responsive to the topic of the FOIA. Researchers should consult the archivist about related materials. This collection consists of records related to Cynthia A. Metzler and the Department of Labor. This collection consists of articles, forms, letters, memoranda, and press releases. Materials in this collection concern Metzler’s appointment as the Assistant Secretary and Deputy Secretary in the Department of Labor. The collection also regards Metzler’s resignation as Acting Secretary of Labor. In addition, the collection contains letters authored by Metzler as Acting Secretary of Labor. Email responsive to this request is similar in description to the released material from staff and office files and subject files. Email also includes meeting confirmation sent and received by the WAVES operations center.

Biographical Note

In the first Clinton Administration, Cynthia Metzler served as acting Deputy Secretary of Labor, Assistant Secretary of Labor for Administration & Management, Associate Administrator for Administration at GSA, and Associate Director of Presidential Personnel. Metzler served as Acting Secretary of Labor from January 1997 until her resignation in May 1997. At this time, Alexis Herman became Secretary of Labor.

Record Type

Textual

System of Arrangement

Records that are responsive to this FOIA request were found in these collection areas – Clinton Presidential Records: White House Office of Records Management (WHORM) Subject Files, Clinton Presidential Records: White House Staff and Office Files, Clinton Presidential Records: ARMS Emails, and Clinton Presidential Records: TRP Emails. The White House Office of Records Management (WHORM) contains a variety of series created to organize and track documents and correspondence. The WHORM Subject file was compiled by the White House Office of Records Management and is a series of categories designated by a letter/number combination. Staff and Office files were maintained at the folder level by staff members within their individual offices and document all levels of administration activity. WHORM files are processed at the document level; whereas, Staff and Office files are processed at the folder level, that is, individual documents are not selected and removed from a folder for processing. While this method maintains folder integrity, it frequently results in the incidental processing of documents that are not wholly responsive to the subject area. The Automated Records Management System (ARMS) is a database that contains email records of the Executive Office of the President. This system maintained unclassified Presidential email. The ARMS dataset is comprised of 6 sub-series of email records called “Buckets.” The buckets include NPR, OPD, POTUS, WHO, CEA, and Default. ARMS emails are arranged chronologically by creation date. The Tape Restoration Project (TRP) is a database consisting of restored emails from the Automated Records Management System

from July 1994 through June of 2000. The TRP is a database that contains email records of the Executive Office of the President. This system maintained unclassified Presidential record email. The TRP dataset is comprised of 6 sub-series of email records called “Buckets.” The buckets include NPR, OPD, POTUS, WHO, CEA, and Default. ARMS emails are arranged chronologically by creation date. FOIA 2012-0739-F includes WHORM records from these subject files: FG Federal Government - Organizations RS Reports - Statistics.

Access

Collection is open to all researchers. Access to Clinton Presidential Records is governed by the Presidential Records Act (PRA) (44 USC 2201) and the Freedom of Information Act (FOIA) (5 USC 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 USC, 101) 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).

Organization Names

United States. Department of Labor

Processed by

Staff Archivist, 2012. Previously restricted materials are added as they are released.

Last Modified Date

2012-10-17

Container List

The following is a list of documents and folders processed in response to FOIA 2012-0739-F:
Box 1
Clinton Presidential Records: WHORM: Subject File
Category Case Number
FG021 074466SS
FG021 217631
RS 212946
Clinton Presidential Records: White House Staff and Office Files
Counsel’s Office
Mauton, Cliff
Metzler, Cynthia A. [OA/ID 2877]
O’Connor, Mike
Metzler, Cynthia A. [OA/ID 13637]
Reynolds, Stacy
Metzler, Cynthia [OA/ID 9718]
Legislative Affairs
Hilley, John
Team Act [OA/ID 13051]
Clinton Presidential Records: Automated Records Management System [Email]
OPD [OA/ID 250,000]
[Cynthia Metzler]
[01/03/1997 – 04/24/1997]
WHO [OA/ID 500,000]

[Cynthia Metzler]
[01/02/1997 – 03/26/1997]
[03/26/1997 – 04/01/1997]
[04/03/1997 – 05/14/1997]
CEA [OA/ID 950,000]
[Cynthia Metzler]
[03/10/1997]
Default [OA/ID 1,100,000]
[Cynthia Metzler]
[03/19/1997 – 05/01/1997]
Clinton Presidential Records: Automated Records Management System [Email]
OPD [OA/ID 250,000]
[Cynthia Metzler]
[03/10/1997]
Default [OA/ID 1,100,000]
[Cynthia Metzler]
[01/27/1997 – 04/14/1997]