FEDERAL AGENCY REPRESENTATIVES MEETING
SPECIAL FACILITIES DIVISION

Minutes, January 13, 1966

Attending:
Mr. J. Leo Bourassa, Chairman
Mr. Kenrick W. Hackett
Dr. Roy Butler
Mr. Sylvester Coe
Mr. Herbert Crawford
Mr. John Curran
Mr. John Davis
Mr. B. T. Gallagher
Mr. Thomas Hagan
Mr. Walter Handy
Mr. Dale Johnson
Mr. Terence McCracken
Mr. Walter Mc Eldowney
Mr. John McIntire
Mr. Charles Miller
Mr. Charles Moore
Mr. George Moore
Mr. E. L. Morrissey
Dr. Lehman Nickell
Mr. Wallace Oliver
Mr. Sylvester Ridge
Mr. Edgar Smith
Col. John Therrell
Dr. Isaac Zigler

The Chairman announced that he would brief Mr. Webb of NASA, sometime during the week of the 24th, on the operation of the Special Facilities Division and that Mr. Webb will visit the facility when he returns from Europe. Two other groups are scheduled to visit in February: one from the National Science Foundation and one from NORAD.

The Chairman also announced that Mr. Hackett is proceeding with the reallocation of space, but it would still take six to eight weeks for completion because of the necessity for an orderly change over of telephone service to insure no loss of communications during this period of transition. Mr. Hackett requested the Federal Agency Representatives to review the move as it pertains to their operation and introduce any questions or problems at this time, as the physical act of moving has now begun.
Mr. Bourassa stated that in response to an NREC request for more space in Area A, he has investigated all possibilities and will discuss the matter with Dr. Coker.

Col. Therrell announced that a new station list (unclassified telephone book) was distributed as a New Year's present and that this will be updated in the future on a quarterly basis.

A request was made to install ladders for the upper bunks in the barracks and suites. This will be investigated.

Dr. Zigler stated that he was receiving requests for large amounts (500 to 1000) of aspirin from various sections; he felt that he should not honor these requests. The Chairman was in complete agreement with Dr. Zigler on this subject.

The Federal Agency Representatives indicated an interest in a five-minute Intelligence Briefing at the FAR meeting; such a briefing will be initiated at next week's meeting (January 20).

It was re-emphasized that emergency help for private vehicles on the installation will continue to be supplied by the Motor Pool in accordance with current directives.

Dr. Butler gave a report on a "sticky" HEW communications problem.
Minutes, January 20, 1966

Attending:
Mr. J. Leo Bourassa, Chairman
Mr. Kenrick W. Hackett
Mr. Sylvester Coe
Lt. Col. Amos Ewing
Mr. B. T. Gallagher
Mr. Gordon Grimwood
Mr. Thomas Hagan
Mr. Walter Handy
Mr. Dale Johnson
Mr. John Larson
Mr. Walter McEl Downey
Mr. Charles Miller
Mr. Charles Moore
Dr. Lehman Nickell
Mr. Wallace Oliver
Mr. Douglas Stone
Col. John W. Therrell
Dr. Isaac Zigler

A five-minute intelligence briefing was presented by Mr. Gallagher, Chief, Plans and Programs Branch, SFD.

The Chairman briefed on the procedures followed by the Special Facilities Division concerning the nuclear weapons incident in Florida. He announced that a special team from JCS was visiting today (January 20) to discuss the inter-relationship of actions at the NMCC and the Special Facilities Division during the Northeast power failure. He also announced that General Train (Commanding General, U. S. First Army) will visit the Special Facilities Division in the near future.

Lt. Col. Ewing discussed the physical aspects of the move resulting from the near future arrangements concerning office space; Col. Therrell announced that although some telephones will necessarily be repositioned, as far as possible phone numbers will not be affected.

In response to a statement by Mr. Handy, Col. Therrell stated that "overlapping" telephone conversation incidents should be reported at the time of happening; steps will be taken to eliminate or minimize these incidents.
FEDERAL AGENCY REPRESENTATIVES MEETING
SPECIAL FACILITIES DIVISION

Minutes, January 27, 1966

Attending:
Mr. J. Leo Bourassa, Chairman
Mr. Kenrick W. Hackett
Dr. Roy Butler
Mr. Sylvester Coe
Mr. Herbert Crawford
Mr. George Devine
Mr. William Elder
Mr. Arthur Frey
Mr. B. T. Gallagher
Mr. Robert Gallagher
Mr. Thomas Hagan
Mr. Walter Handy
Mr. Dale Johnson
Mr. Terence McCracken
Mr. Charles Miller
Mr. Charles Moore
Dr. Lehman Nickell
Col. John Therrell
Dr. Isaac Zigler

The weekly Intelligence Briefing was conducted by Mr. Gallagher.

Mr. Bourassa made the following announcements:

1. He and Mr. Hackett would brief Mr. Webb and key staff at NASA tomorrow, January 28.

2. Mr. Albert Riley, a new employee of OEP Region Three, will arrive at the Special Facilities Division Monday for indoctrination and briefings.

3. It now appears that there is a good prospect of obtaining the necessary funds to renovate the Main Briefing Room, including the acquisition of a new and improved Iconorama.

4. The OEP Mail Room has been changed from Room 011, Executive Office Building, to Room 125, Executive Office Building Annex (Winder Building).
5. Requests from personnel to sleep in the executive suites during periods of severe weather were denied because of the possibility of such things as heart attacks, illness, or fire occurring without anyone having knowledge of who was quartered there.

Col. Therrell discussed the telephone cross talk troubles and the actions being taken. He also announced that USAICA is investigating a small pocket size alert receiver which shows promise.

Mr. Crawford, of the Weather Bureau, briefed on the possibility of another snow storm in this area by Saturday or Sunday.

Mr. McCracken stated that an Executive Order pertaining to the delegation of responsibility for emergency construction to DOD is being circulated in final form by the Bureau of Budget. He further stated that the Department of Commerce would like support for the delegation of this responsibility to Commerce.

Mr. Moore said that the FCC personnel who visited the Special Facilities Division on Tuesday were well pleased, and expressed his appreciation for the tour and briefing.

Mr. Robert Gallagher informed the group that Gen. Train (Commanding General, First U.S. Army) would probably visit the SFD during the first week in March.
Minutes, February 3, 1966

Attending:
Mr. J. Leo Bourassa, Chairman
Mr. Kenrick W. Hackett
Dr. Roy Butler
Mr. Sylvester Coe
Lt. Col. Amos Ewing
Mr. B. T. Gallagher
Mr. Thomas Hagan
Mr. Walter Handy
Mr. Dale Johnson
Mr. John Larson
Mr. Walter McEldowney
Mr. Charles Miller
Mr. Charles Moore
Mr. E. L. Morrissey
Dr. Lehman Nickell
Mr. Edgar Smith
Col. John Therrell
Dr. Isaac Zigler

The Intelligence Briefing was not conducted this week due to delay in delivery of materials caused by the storm.

The Chairman briefed on actions taken to quell rumors that Loudoun County Highway Department snow removal crews were committed to support of the Special Facilities Division, thereby neglecting other areas. He commented on the fact that the storm did not affect the operational capability of the SFD and had high praise for personnel who worked throughout the weekend and on Monday. The problems of leave for personnel not being able to get to work were discussed, and will be handled strictly in accordance with appropriate regulations.

Col. Therrell made the following announcements:

a. The February EBS Test will be conducted from Region 7 on February 7.

b. Berryville telephones will go on the dial system Sunday night; telephone numbers in that area will change.

c. The telephone cascade system was used to inform SFD personnel of road conditions and bus schedules on January 31 and February 1.
Lt. Col. Ewing announced that the Inspector General will have an inspection team here on February 9, 10, and 11.

Dr. Zigler stressed the importance of personnel pacing themselves during snow shoveling operations. He also suggested that during long periods of overtime duty, a constant check should be made for people experiencing undue fatigue. Mr. Bourassa stated that it would be advisable to make announcements of this type over closed circuit television.
FEDERAL AGENCY REPRESENTATIVES MEETING
SPECIAL FACILITIES DIVISION

Minutes, February 10, 1966

Attending:
Mr. Kenrick W. Hackett, Chairman
Mr. Curtis Anderson
Dr. Roy Butler
Mr. Sylvester Coe
Mr. Herbert Crawford
Mr. John Davis
Mr. B. T. Gallagher
Mr. Robert Gallagher
Mr. John Grady
Mr. Thomas Hagan
Mr. Walter Handy
Mr. Dale Johnson
Mr. John Larson
Mr. Terence McCracken
Mr. Charles Miller
Mr. George Moore
Mr. Edgar Smith
Col. John W. Therrell
Dr. Isaac Zigler

The weekly Intelligence Briefing was conducted by Mr. B. T. Gallagher.

Mr. Hackett announced that a group from the National Academy of Sciences would visit the Special Facilities Division for a briefing and tour on February 14. He also said that he would be leaving on the 14th for a trip to Field Command, Defense Atomic Support Agency at Sandia Base, New Mexico; NORAD at Colorado Springs, Colorado; and Region 5 Headquarters at Denton, Texas, returning on February 25.

Col. Therrell stated that the Emergency Broadcast System Test, conducted from Santa Rosa, California on February 7, went according to plan and also that a communications conference is scheduled at the Special Facilities Division on February 24.

Dr. Zigler discussed the problem of the unknown physical condition of personnel relocating to the Special Facilities Division. Mr. Handy suggested that agencies notify the SFD of personnel with special medical problems. Dr. Zigler said he would develop a check list on this subject.

Mr. Anderson discussed possible problems concerning grade limitations for personnel authorized to handle alerting or DEFCOND messages.
FEDERAL AGENCY REPRESENTATIVES MEETING
SPECIAL FACILITIES DIVISION

Minutes, February 17, 1966

Attending:
Mr. J. Leo Bourassa, Chairman
Dr. Roy Butler
Mr. Sylvéste Coe
Mr. Herbert Crawford
Mr. John Davis
Lt. Col. Amos Ewing
Mr. B. T. Gallagher
Mr. Gordon Grimwood
Mr. Thomas Hagan
Mr. Walter Handy
Mr. Dale Johnson
Mr. John Larson
Mr. Terence McCracken
Mr. Walter McEldowney
Mr. Thomas McEwan
Mr. Charles Miller
Mr. Charles Moore
Mr. George Moore
Mr. E. L. Morrissey
Mr. Wallace Oliver
Col. John W. Therrell
Dr. Isaac Zigler

The weekly Intelligence Briefing was conducted by Mr. Gallagher.

Mr. Bourassa noted that on March 3 the first training session will be conducted for the Group B augmentees. This will involve one-day training every six months. State Department is planning the same type program and the Chairman requested that any other agencies making similar plans please coordinate so that schedules will not conflict, i.e., transportation, briefing rooms, etc.

Col. Therrell discussed changes in the new Communications System which will be operational on May 1. Circuit testing will start on March 7 and network testing on March 14. He also announced that because of administrative problems the Communications Officers' Conference scheduled for February 24 has been rescheduled for March 10. As 75 people are involved, he requested the use of the Main Briefing Room.
Col. Therrell also stated that he is having an amendment published to Par. 6 of the telephone directory which will deal with reporting trouble due to "cross talk" on telephone conversations. At the same time, a new Par. 14 will be added concerning radio-wire interconnect.

Mr. Handy expressed his desire to be notified of any actions taken during alerts or exercises such as the DESKTOP series. This prompted a lively discussion, as some agencies were in agreement and others did not desire notification. The problem will be handled on an individual basis, with the Special Facilities Division Duty Officer notifying the agencies desiring this information.

Dr. Zigler announced that the influenza epidemic on the West Coast is a sub strain of the Asian Flu and those who received flu shots this year should be afforded protection. Some vaccine is still available for those who have not received this immunization and desire to do so.
Minutes, February 24, 1966

Attending:
Mr. J. Leo Bourassa, Chairman
Mr. Curtis Anderson
Dr. Roy Butler
Mr. William Carey
Mr. Sylvester Coe
Mr. Herbert Crawford
Mr. John Devlin
Mr. B. T. Gallagher
Mr. Robert Gallagher
Mr. Thomas Hagan
Mr. Dale Johnson
Mr. John Larson
Mr. Charles Miller
Mr. Charles Moore
Dr. Lehman Nickell
Mr. Edgar Smith
Lt. Col. Harold Whitfield
Dr. Isaac Zigler

The weekly Intelligence Briefing was conducted by Mr. B. T. Gallagher.

Mr. Bourassa announced that the training program for the Group B augmentees would commence on Thursday, March 3, and would be a continuing program of one day every six months. He also stated that the operational procedures of the Operational Information Processing Center (OIPC) were being revised and the Federal Agency Representatives would be given an opportunity to view the Center and be briefed on the overall operation in the very near future.

Dr. Zigler discussed the draft of a document he has written which is being forwarded to Mr. Bourassa for coordination. This document will request relocatees to indicate any special medications they are taking. The purpose of this information, of course, would be to enable the medical facility to obtain necessary medications not normally stockpiled. (Feb. 10 FAR Meeting)

Mr. Miller brought up the subject of communication difficulties over DEFCORD. Lt. Col. Whitfield made arrangements to discuss this subject with Mr. Miller.

Dr. Butler stated that the radio interference problem he had been experiencing (Jan. 13 FAR Meeting) had cleared up.
FEDERAL AGENCY REPRESENTATIVES MEETING
SPECIAL FACILITIES DIVISION

Minutes, March 3, 1966

Attending:
Mr. Kenrick W. Hackett, Chairman
Mr. Curtis Anderson
Mr. Sylvester Coe
Mr. John Devlin
Mr. B. T. Gallagher
Mr. Robert Gallagher
Mr. John Grady
Mr. Dale Johnson
Mr. John Larson
Mr. Thomas McEwan
Mr. Charles Miller
Mr. Charles Moore
Mr. George Moore
Mr. Edgar Smith
Mr. Douglas Stone
Lt. Col. H. N. Whitfield
Mr. William Wright

The weekly Intelligence Briefing was conducted by Mr. B. T. Gallagher.

The Chairman, Mr. Hackett, made the following announcements:

1. REX-66 has been officially cancelled.

2. Group B augmentees participated in their first training session earlier in the day.

3. Generals Train and Hartel will visit the Special Facilities Division on April 14.

The Chairman also gave a short briefing on his trip to NORAD Headquarters and OEP Regions 5 and 6 Headquarters, including his evaluation of the Cheyenne Mountain complex.

Lt. Col. Whitfield announced that, as a result of the installation of the dial system in Berryville, a new telephone information card will be issued in the near future.
FEDERAL AGENCY REPRESENTATIVES MEETING
SPECIAL FACILITIES DIVISION

Minutes, March 17, 1966

Attending:
Mr. J. Leo Bourassa, Chairman
Mr. Kenrick W. Hackett
Dr. Roy Butler
Mr. Sylvester Coe
Mr. Herbert Crawford
Mr. William Elder
Lt. Col. Amos Ewing
Mr. B. T. Gallagher
Mr. Gordon Grimwood
Mr. Thomas Hagan
Mr. John Larson
Mr. Charles Miller
Mr. Charles Moore
Mr. Edgar Smith
Col. John W. Therrell
Dr. Isaac Zigler

The weekly Intelligence Briefing was conducted by Mr. Gallagher.

Mr. Bourassa, the Chairman, discussed actions taken during the Los Angeles Watts area disturbance this week. He also advised that Mr. Farris Bryant, former Governor of Florida, had been nominated by the President to be the new Director of OEP. He announced that Mr. Waters and party from the State Department visited the Special Facilities Division today and were given a briefing and tour.

Mr. Hackett re-emphasized the need for complete utilization of all sleeping accommodations on a two-shift basis in an emergency. He advised that two groups will visit the Special Facilities Division next week on the 22nd and 25th. They will receive the tour and briefing.

Col. Therrell stated that in the future his responsibilities will be mission oriented rather than geographically oriented.

Dr. Butler announced that three people from DHEW will visit the Special Facilities Division on the 22nd.
Minutes, March 31, 1966

Attending:

Mr. J. Leo Bourassa, Chairman
Mr. Kenrick W. Hackett
Mr. Curtis Anderson
Dr. Roy Butler
Mr. Sylvester Coe
Mr. John C. Curran
Mr. John Devlin
Mr. William Elder
Mr. Robert Gallagher
Mr. Thomas Hagan
Mr. Walter Handy

Mr. Dale Johnson
Mr. John Larson
Mr. Terence McCracken
Mr. Charles Miller
Mr. Charles Moore
Mr. George Moore
Dr. Lehman Nickell
Mr. William J. Noonan
Mr. Wallace Oliver
Col. John W. Therrell
Dr. Isaac Zigler

The Chairman:

1. Discussed the impact of the wildcat railroad strike on SFD activities.

2. Announced the following visits:

   a. April 1 - Group from NORAD
   b. April 7 - Second group from NORAD
   c. April 13 - Labor Advisory Committee
   d. April 14 - Lt. Gen. Train
   e. As yet indefinite - Gov. Farris Bryant

Dr. Nickell indicated that the briefing and tour of State Department officials (including Dep. Asst. Secy. Trimble) had been favorably received.

Mr. Handy commented on the condition of Route 601 and requested action be taken to remove the snow. Mr. Curran indicated that the State Highway Dept. had been contacted.

Mr. Charles Moore complimented Mr. George Moore on the form and content of the monthly "Emergency Readiness Newsletter" issued by BPR. The group, as a whole, agreed that the BPR brochure is an excellent job.
Minutes, April 7, 1966

Attending:

Mr. J. Leo Bourassa, Chairman
Mr. Kenrick W. Hackett
Dr. Roy Butler
Mr. William Carey
Mr. Sylvester Coe
Mr. Herbert Crawford
Mr. John Davis
Mr. B. T. Gallagher
Mr. Robert Gallagher
Mr. Thomas Hagan
Mr. Walter Handy
Mr. Dale Johnson
Mr. John Larson
Mr. Charles Miller
Mr. Charles Moore
Mr. George Moore
Dr. Lehman Nickell
Mr. Wallace Oliver
Mr. Edgar Smith
Mr. Douglas Stone
Col. John W. Therrell
Dr. Isaac Zigler

The weekly Intelligence Briefing was conducted by Mr. B. T. Gallagher.

The Chairman discussed Governor Bryant's visit on Wednesday and announced that two other groups had received the briefing and tour this week: one from NORAD and one from the Industrial College of the Armed Forces.

Mr. Charles Moore announced that copies of the report on The Effects on Communications caused by the North East Power Failure are available to anyone interested.
FEDERAL AGENCY REPRESENTATIVES MEETING
SPECIAL FACILITIES DIVISION

Minutes, April 14, 1966

Attending:
Mr. J. Leo Bourassa, Chairman
Mr. Kenrick W. Hackett
Dr. Roy Butler
Mr. Herbert Crawford
Mr. John Davis
Lt.-Col. Amos Ewing
Mr. B. T. Gallagher
Mr. Thomas Hagan
Mr. John Larson

Mr. Terence McCracken
Mr. Walter McEldowney
Mr. Charles Miller
Mr. Charles Moore
Mr. E. L. Morrissey
Dr. Lehman Nickell
Mr. Joseph Sahm
Dr. Isaac Zigler

The weekly Intelligence Briefing was conducted by Mr. B. T. Gallagher.

The Chairman announced that two groups had visited the Special Facilities Division during the week:

1. The Labor Advisory Committee on April 13.

He also noted that a group from the Public Health Service would visit on April 25.

Dr. Zigler informed those present that he would be attending a medical meeting in New York next week but that it will in no way affect the operation of the dispensary.

Mr. Hackett initiated a discussion concerning the problems of the alert receivers. Mr. Sahm commented on the present status of this equipment.

A discussion was held on the "need to know" of various groups visiting the Special Facilities Division.

Mr. Davis emphasized that the Labor Advisory Committee which visited on Wednesday had no connection with the Department of Labor.

Mr. McEldowney requested a minor change to the telephone test procedures.
FEDERAL AGENCY REPRESENTATIVES MEETING
SPECIAL FACILITIES DIVISION

Minutes, April 21, 1966

Attending:
Mr. J. Leo Bourassa, Chairman
Mr. Curtis Anderson
Dr. Roy Butler
Mr. William Carey
Mr. Sylvester Coe
Mr. Herbert Crawford
Mr. John Davis
Mr. William Elder
Mr. B. T. Gallagher
Mr. Thomas Hagan
Mr. Dale Johnson
Mr. John Larson
Mr. Terence McCracken
Mr. Walter McEldowney
Mr. Charles Miller
Mr. Charles Moore
Dr. Lehman Nickell
Mr. Wallace Oliver
Mr. Edgar Smith
Mr. Douglas Stone
Col. John W. Therrell

The Chairman opened the meeting by explaining that there would be no Intelligence Briefing because Mr. Gallagher had been working on another project for the Government Readiness Office and time did not permit preparation of this briefing.

The Chairman briefed that the Russian Embassy had rented property in the local area. (As discussed in the local newspapers and radio broadcasts.)

Col. Therrell discussed the status of communications and the new communications equipment location. He also made a brief statement about Kineplex which was elaborated on by Mr. Oliver.
FEDERAL AGENCY REPRESENTATIVES MEETING
SPECIAL FACILITIES DIVISION

Minutes, April 28, 1966

Attending:
Mr. J. Leo Bourassa, Chairman
Mr. Kenrick W. Hackett
Dr. Roy Butler
Mr. Sylvester Coe
Mr. Herbert Crawford
Mr. John Davis
Mr. B. T. Gallagher
Mr. Robert Gallagher
Mr. Thomas Hagan
Mr. Dale Johnson
Mr. John Larson

Mr. Terence McCracken
Mr. Walter McEldowney
Mr. Charles Miller
Mr. Charles Moore
Mr. B. L. Morrissey
Dr. Lehman Nickell
Mr. Wallace Oliver
Mr. Joseph Sahm
Mr. Edgar Smith
Mr. Douglas Stone
Dr. Isaac Zigler

The weekly Intelligence Briefing was conducted by Mr. B. T. Gallagher.

The Chairman made the following comments:

1. A group of OEP employees will visit the Special Facilities Division on Monday and receive the standard briefing and tour.

2. Mr. Quindlen, Director of the Program Evaluation Office of OEP, will present a briefing on the Status of Preparedness of Civil Government at the Federal and Regional Level on May 19, 1966.

3. Funds have been made available to restore the Iconorama Display System to 100% operational capability.

Mr. Hackett announced that the OEP document "Guidance for Civil Emergency Preparedness" is now available for all Federal Agency Representatives.

Mr. Sahm noted that the new alert receiver had been approved and should be available within three months.

Mr. McCracken asked Mr. Oliver about Kineplex; Mr. Oliver replied that Mr. Canfield is preparing a paper clarifying the Kineplex situation.

Mr. Moore requested information concerning status of agency moves and Mr. Bourassa replied that they should be completed within two weeks.
Minutes, May 5, 1966

Attending:
Mr. Kenrick W. Hackett, Chairman
Mr. Sylvester Coe
Mr. Lee Collins
Mr. Herbert Crawford
Mr. Robert Gallagher
Mr. Thomas Hagan
Mr. Walter Handy
Mr. Terence McCracken
Mr. Walter McEldowney
Mr. John McIntire

Mr. Charles Miller
Mr. Charles Moore
Mr. George Moore
Mr. E. L. Morrissey
Mr. Wallace Oliver
Mr. Edgar Smith
Mr. Douglas Stone
Col. John W. Therrell
Dr. Isaac Zigler

The Chairman made the following announcements:

1. An Able Exercise will be conducted prior to the end of the fiscal year.

2. On May 19, Mr. Eugene Quindlen, Director, Program Evaluation Office, will conduct a briefing in Room 406. Subject will be "Status of Readiness of Federal Government." A small group is desired, but this does not preclude Agency Representatives from inviting associates with an interest in this subject.

3. Space re-allocation should be completed by May 13.

A discussion was held on the publicity recently appearing in the local newspapers.

Col. Therrell stated:

1. Sometime after May 11 a three-day communications exercise will be conducted, utilizing the new system.

2. USAICA will pick up the old equipments, which have been replaced by new, from agency relocation sites between June 6 - 12.

3. DCA has taken up the problem of Kineplex maintenance at relocation sites as of May 4. Discussions with interested agencies will presumably follow.
Minutes, May 12, 1966

Attending:

Mr. J. Leo Bourassa, Chairman
Mr. Kenrick W. Hackett
Dr. Roy Butler
Mr. William Carey
Mr. Sylvester Coe
Mr. Herbert Crawford
Mr. John Davis
Mr. John Devlin
Mr. B. T. Gallagher
Mr. Robert Gallagher
Dr. Herschel C. Gore, Jr.
Mr. Gordon Grimwood
Mr. Thomas Hagan

Mr. Dale Johnson
Mr. John Larson
Mr. Charles Miller
Mr. Charles Moore
Mr. George Moore
Mr. E. L. Morrissey
Dr. Lehman Nickell
Mr. Edgar Smith
Mr. Douglas Stone
Mr. Paul L. Sundberg
Col. John W. Therrell
Dr. Isaac Zigler

The weekly Intelligence Briefing was conducted by Mr. B. T. Gallagher.

The Chairman:

1. Announced that a bulletin will be issued this week indicating the liability period for the proposed exercise SUMMER WIND.

2. Stated that, in his opinion, Mr. Cosgrove's statement at the IEPC Meeting concerning the recent newspaper publicity was appropriate; nothing is to be gained by "pointing the finger" or re-hashing the matter.

A discussion followed.

Col. Therrell stated:

1. A USAICA memorandum concerning Intercept Service for office telephones will soon be replaced by a SFD memorandum.

2. The new ICS will be operational Monday, May 16. During the period May 24 - 26 an Exercise (SPRING FEVER) will be conducted to test this communications network. (Since the meeting, dates for SPRING FEVER have been changed to June 1 - 3.)

3. New solid state alert receivers will be procured shortly, and will be in the hands of users by autumn.

Mr. Stone queried Col. Therrell on Three-Channel Mobile Radio Service for the Assistant Secretaries of HUD. Mr. Stone was referred by both Col. Therrell and the Chairman to Mr. Robert Y. Phillips - should he choose to pursue the matter further.
Minutes, June 2, 1966

Attending:
Mr. J. Leo Bourassa, Chairman
Dr. Roy Butler
Mr. William Carey
Mr. Sylvester Coe
Mr. Lee Collins
Mr. John Davis
Mr. John Devlin
Mr. Robert Gallagher
Mr. Thomas Gibson
Mr. Thomas Hagan
Mr. John Larson
Mr. John McIntire
Mr. Charles Miller
Mr. Charles Moore
Mr. George Moore
Mr. Joseph Sahm
Mr. Edgar Smith

The Chairman announced a request from the Commanding Officer, USAICA, for members to generate some message traffic to help with the play of Exercise NEW JUNE.

The Chairman stated that he had talked with the Director, OEP, and he was quite pleased with the recent ABLE Exercise, SUMMER WIND. A critique will be held early next week.

The Chairman briefly covered the additional responsibilities that OEP/SFD staff has been given re the state of preparedness of government.

Mr. Joseph Sahm reported on the telephone cascade breakdowns of Exercise SUMMER WIND. He also reported on the new alert receivers; they are out for procurement and are to be transistorized and battery powered in case of power failures. He also covered briefly Exercise NEW JUNE and its objectives and goals.

Mr. Charles Miller displayed a sample of a new badge the Post Office Department is experimenting with, which uses a recording computer.

The Chairman again announced concern of the fact that a few individuals are speeding on Route 601.
FEDERAL AGENCY REPRESENTATIVES MEETING
SPECIAL FACILITIES DIVISION

Minutes, June 9, 1966

Attending:

Mr. J. Leo Bourassa, Chairman
Mr. Kenrick W. Hackett
Mr. Sylvester Coe
Mr. William Cook
Mr. John Davis
Mr. John Devlin
Mr. B. T. Gallagher
Mr. Robert Gallagher
Mr. Thomas Gibson
Mr. Thomas Hagan
Mr. Walter Handy
Mr. Dale Johnson

Mr. John Larson
Mr. Terence McCracken
Mr. Walter McEldowney
Mr. Charles Miller
Mr. Charles Moore
Mr. E. L. Morrissey
Mr. Wallace Oliver
Mr. Joseph Sahm
Mr. Edgar Smith
Mr. Douglas Stone
Mr. Paul Sundberg
Col. John W. Therrell
Dr. Isaac Zigler

The Chairman announced that the regular Intelligence Briefing would be omitted in order to present a Special Communications Briefing.

Mr. Joseph Sahm of the USAICA delivered a briefing on the new Interagency Communications System and he and Col. Therrell answered numerous questions on this subject.

A lengthy discussion ensued concerning the Communications Exercise NEW JUNE; it was a consensus that this exercise was exceedingly productive and rewarding for all concerned.

Mr. McCracken reported that Western Union will not accept messages addressed to Agency Relocation Sites because they do not know the addresses. Mr. Sahm indicated awareness of the problem and stated that action is being taken to find a solution.

Mr. Hackett made the following announcements:

1. Next week's FAR Meeting will be held at 0900 hours.

2. DOD personnel will visit the SFD Monday, June 13, and will be given the standard briefing and tour.
3. Dr. Blee, the new Deputy Director of OEP, will visit the SFD on Tuesday and Wednesday, June 14 and 15, and at 0950 hours on Tuesday will meet for coffee with interested Federal Agency Representatives in the Main Briefing Room. All concerned will be notified by telephone if any change to this schedule is necessary.

4. On Thursday, June 16, the JCS Briefing Team will visit the SFD and be given the standard briefing and tour. (This visit has subsequently been postponed and is now scheduled for June 22.)

Mr. Miller announced that a 25 minute film on the computer system used by the Post Office Department will be shown at 2 p.m. today, June 9, and again at the NREC Meeting on June 22. He invited all those interested to attend. Col. Therrell commented that there might be some interest in a similar system now in use at Ft. Ritchie.

Mr. Miller objected to the announcement of police radar use on the local radio net.
FEDERAL AGENCY REPRESENTATIVES MEETING
SPECIAL FACILITIES DIVISION

Minutes, June 16, 1966

Attending:
Mr. Kenrick W. Hackett, Chairman
Dr. Roy Butler
Mr. Sylvester Coe
Mr. John Davis
Mr. John Devlin
Mr. William Elder
Lt. Col. Amos Ewing
Mr. B. T. Gallagher
Mr. Thomas Gibson

Mr. Thomas McEwan
Mr. Charles Miller
Mr. Charles Moore
Mr. George Moore
Dr. Lehman Nickell
Mr. Wallace Oliver
Mr. Joseph Sahm
Mr. Douglas Stone
Dr. Isaac Zigler

The weekly Intelligence Briefing was conducted by Mr. B. T. Gallagher.

The Chairman made the following announcements:

1. Mr. Bourassa left Monday night to attend the funeral of his father who passed away that day. He will return Friday morning, June 17.

2. Dr. Blee appeared impressed by all that he observed at this location, and we feel fortunate that he took so much time from a busy schedule to spend it with us.

3. The briefing and tour for the JCS Briefing Team originally scheduled for today has been rescheduled for June 22.

Mr. Gallagher requested all Federal Agency Representatives to review the two memorandums now in effect concerning Emergency Message Distribution Procedures. One of these is un-numbered and dated January 5, 1962; the other is Memorandum No. 62-12 dated August 28, 1962. A study of this subject is now being made by USAICA and a new memorandum will be published in the near future.

Col. Ewing announced that today, June 16, is Engineers Day but that the celebration will take place tomorrow. Col. Frank W. Rhea, District Engineer, Baltimore, will be here and all are invited to attend the ceremonies in the lounge of Building 435 starting at 2 p.m. - continued shuttle service will be available from 1:30 p.m.
Mr. Oliver commented on the interest shown by Dr. Blee during his visit on Wednesday.

Dr. Butler led a lively discussion on the following subjects:

1. Biological sensors.
2. Placement of communications equipment.

Mr. Miller requested information on the call directors.

Mr. Hackett announced that he would be on annual leave for the remainder of the week, and, as Mr. Bourassa was not here, Mr. Gallagher would be acting in his place.
Minutes, June 23, 1966

Attending:
Mr. J. Leo Bourassa, Chairman
Mr. Kenrick W. Hackett
Dr. Roy Butler
Mr. Sylvester Coe
Mr. John Davis
Mr. Robert Gallagher
Mr. Thomas Gibson
Mr. Thomas Hagan
Mr. Dale Johnson

Mr. John Larson
Mr. James I. Mason
Mr. Walter McEldowney
Mr. Charles Miller
Mr. Charles Moore
Mr. E. L. Morrissey
Dr. Lehman Nickell
Mr. Joseph Sahm
Mr. Douglas Stone

The Chairman:

1. Announced the showing of a film on the Viet Nam conflict at 1500 hours.

2. Requested those FAR's who had not yet filed "releasing officer" signature cards with USAICA to do so.

Mr. Sahm stated that negotiations were taking place this date with the supplier of the new alert receiver sets.

Mr. Davis suggested that greater participation by FAR's in Midway Association activities - specifically the picnic scheduled for June 25 - would be desirable.

A discussion (initiated by Mr. Davis) developed concerning possible solutions to the "dependent care" problem; a suggestion was made to Mr. McEldowney, a member of the IEPC subcommittee concerned with that problem, for consideration.
The weekly intelligence briefing was conducted by Mr. B. T. Gallagher.

The Chairman explained Mr. Bourassa's absence from the meeting and announced that Dr. Blee had made an unannounced visit to NREC yesterday.

Mr. McEldowney made a few comments on the matters discussed at the recent meeting of the IEPC sub-committee on care of dependents. He stated that a survey will be made to determine what each Federal Agency has done or is currently doing in this area.

Mr. Miller inquired about the procedures for operating entry and exit devices.

Mr. McCracken requested that the present Telephone Intercept Service procedures (outlined in SFD memorandum number 12 dated May 25, 1966) be changed. A request was made for some form of coverage for short periods. Suggestions included automatic recorders, switches, secretarial service and expanded intercept service. Mr. Hackett agreed to have this matter explored and modifications made if economically feasible.
Minutes, July 7, 1966

Attending:

Mr. J. Leo Bourassa, Chairman
Mr. Kenrick W. Hackett
Dr. Roy Butler
Mr. Sylvester Coe
Mr. William Elder
Mr. B. T. Gallagher
Mr. John Grady
Mr. Thomas Hagan
Mr. Walter Handy
Mr. Dale Johnson

Mr. John Larson
Mr. James Mason
Mr. Walter McEldowney
Mr. Charles Moore
Mr. George Moore
Mr. E. L. Morrissey
Mr. Douglas Stone
Mr. Paul Sundberg
Col. John W. Therrell
Dr. Isaac Zigler

The weekly Intelligence Briefing was conducted by Mr. B. T. Gallagher.

The Chairman requested an expression of opinion on holding the FAR meetings on a biweekly rather than weekly basis during the summer months. There was a consensus that the meetings should continue to be held weekly.

The subject of Telephone Intercept Service which was brought up at the previous meeting was again discussed at great length. The Chairman stated that the cost of this service for short periods of time was much too expensive for the convenience to be provided. However, further investigation will be made into other systems which may prove more economical. No change will be made in the provisions of SFD Memorandum No. 12 at the present time.
FEDERAL AGENCY REPRESENTATIVES MEETING
SPECIAL FACILITIES DIVISION

Minutes, July 14, 1966

Attending:

Mr. J. Leo Bourassa, Chairman
Mr. Kenrick W. Hackett
Dr. Roy Butler
Mr. William Carey
Mr. Sylvester Coe
Mr. Herbert Crawford
Mr. John Davis
Mr. John Devlin
Mr. B. T. Gallagher
Mr. Thomas Hagan

Mr. John Larson
Mr. Thomas McEwan
Mr. Charles Miller
Mr. Charles Moore
Mr. George Moore
Dr. Lehman Nickell
Mr. Walter Oliver
Mr. Edgar Smith
Col. John W. Therrell
Dr. Isaac Zigler

The weekly intelligence briefing was conducted by Mr. B. T. Gallagher.

The Chairman gave a brief resume of the major events of the past week which called for after duty actions by the Special Facilities Division. These included power failures and severe weather situations. He then made the following announcements:

1. Publicity is still being given to the recent Clark County property acquisition by the Soviet Embassy.

2. Mr. Dale Johnson of PHS leaves this month and his replacement, Mr. John Moses, has arrived.

3. There has been some misunderstanding concerning paragraph 2 of SFD Memorandum No. 18, dated July 8, 1966. The list of personnel referred to in this paragraph should be furnished by the Federal Agency Representative connected with the Special Facilities Division.

Col. Therrell announced that a study has been made of the Telephone Intercept Service Problem (FAR Meeting Minutes June 30, 1966 and July 7, 1966). All methods investigated have proved uneconomical for short periods. SFD Memorandum No. 12, dated May 25, 1966 remains valid.
Minutes, July 21, 1966

Attending:

Mr. J. Leo Bourassa, Chairman
Dr. Roy Butler
Mr. Sylvester Coe
Mr. Herbert Crawford
Mr. John Davis
Mr. William Elder
Lt. Col. Amos Ewing
Mr. B. T. Gallagher
Mr. Gordon Grimwood
Mr. Thomas Hagan
Mr. John Larson

Mr. Terence McCracken
Mr. Walter McEldowney
Mr. Thomas McEwan
Mr. Charles Miller
Mr. Charles Moore
Mr. George Moore
Mr. E. L. Morrissey
Mr. John Moses
Mr. Joseph Sahm
Mr. Douglas Stone

The weekly Intelligence Briefing was conducted by Mr. B. T. Gallagher.

The Chairman briefed on the actions of the OEP/SFD Staff during the past week.

Lt. Col. Ewing made the following announcements:

1. Extra security patrols are checking for personnel utilizing unauthorized areas after duty hours.

2. Air conditioning tests will be conducted during the next month and temperature recorders will be placed in strategic locations.

Mr. Sahm advised that the new alert receivers should be available by October 15.

Mr. Davis noted that an Intelligence Briefing on Viet Nam was presented to IEPC members last week.
Minutes, July 28, 1966

Attending:
Mr. Kenrick W. Hackett, Chairman
Dr. Roy Butler
Mr. Sylvester Coe
Mr. Herbert Crawford
Mr. B. T. Gallagher
Mr. Thomas Hagan
Mr. Walter Handy
Mr. James Mason
Mr. Terence McCracken
Mr. Walter McEldowney
Mr. Thomas McEwan
Mr. Charles Miller
Mr. Charles Moore
Mr. George Moore
Mr. E. L. Morrissey
Mr. John Moses
Dr. Lehman Nickell
Mr. Wallace Oliver
Mr. Sylvester Ridge
Col. John W. Therrell
Dr. Isaac Zigler

The weekly Intelligence Briefing was conducted by Mr. B. T. Gallagher.

The Chairman made the following announcements:

1. The Senate markup for OEP is due out of subcommittee on August 2, full committee on August 4 and floor vote on August 8.

2. On August 16 a State Department group will visit the SFD. Any agencies with new assignees to the cadre are welcome to have them visit during these summer doldrums and receive the standard briefing and tour.

Mr. Miller asked if there was any information concerning the future assignment of a Department of Interior Representative to the Special Facilities Division. The Chairman indicated that he had no knowledge of any positive action up to this time.

Mr. Handy initiated discussions on the following:

1. Requests from BDSA to departments and agencies for certain communications information.

2. Status of communications at OEP/OCD Regional installations, with particular reference to Region 5.

3. Impact of air conditioning failure on communications equipment at ERS.

Col. Therrell discussed NACOM 1 and 2. He also advised that he has requested assistance from DCA in generating hard copy traffic, and asked the cooperation of the Federal Agency Representatives in increasing their utilization of this system.
Minutes, August 4, 1966

Attending:

Mr. J. Leo Bourassa, Chairman
Mr. Kenrick W. Hackett
Dr. Roy Butler
Mr. Sylvester Coe
Mr. John Davis
Mr. B. T. Gallagher
Mr. Thomas Gibson
Mr. Thomas Hagan
Mr. John Larson
Mr. James Mason

Mr. Walter McEldowney
Mr. Thomas McEwan
Mr. John McIntire
Mr. Charles Miller
Mr. Charles Moore
Mr. George Moore
Mr. David Moses
Mr. Wallace Oliver
Lt. Col. H. N. Whitfield

The weekly Intelligence Briefing was conducted by Mr. B. T. Gallagher.

The Chairman clarified the relationship between SFD Memorandums and Bulletins and those of other organizations as they apply to personnel assigned to this location.

Mr. Davis discussed a news item in the Clarke County Courier concerning the Soviet Embassy and Clarke County.
Minutes, August 11, 1966

Attending:

Mr. J. Leo Bourassa, Chairman
Dr. Roy Butler
Mr. Sylvester Coe
Mr. John Davis
Mr. William Elder
Mr. Arthur Frey
Mr. B. T. Gallagher
Mr. Thomas Gibson
Mr. John Larson
Mr. Walter McEldowney

Mr. Thomas McEwan
Mr. John McIntire
Mr. Charles Miller
Mr. Charles Moore
Mr. E. L. Morrissey
Mr. David Moses
Dr. Lehman Nickell
Mr. Douglas Stone
Col. John W. Therrell
Dr. Isaac Zigler

The weekly Intelligence Briefing was conducted by Mr. Gallagher.

The Chairman gave a brief resume of the IEPC Meeting and then made the following announcements:

1. OCD personnel have moved into their new offices.

2. Standard briefings and tours will be conducted next week for personnel of the following agencies or organizations:

   Monday - Health Education and Welfare
   Tuesday - State Department
   Wednesday - United States Information Agency
   Friday - National Military Command Center

Mr. Davis announced that NREC would soon be assuming additional responsibilities and requested a briefing from Mr. McEwan on this subject. Mr. McEwan obliged.
Minutes, August 18, 1966

Attending:

Mr. J. Leo Bourassa, Chairman
Dr. Roy Butler
Mr. Sylvester Coe
Mr. John Davis
Lt. Col. Amos Ewing
Mr. B. T. Gallagher
Mr. Thomas Gibson
Mr. Walter Handy
Mr. John Larson
Mr. Terence McCracken

Mr. Walter McEldowney
Mr. Thomas McEwan
Mr. Charles Miller
Mr. Charles Moore
Mr. George Moore
Mr. E. L. Morrissey
Mr. David Moses
Dr. Lehman Nickell
Dr. Isaac Zigler

The weekly Intelligence Briefing was conducted by Mr. B. T. Gallagher.

The Chairman gave a brief report on Mr. Hackett's condition and then made the following announcements:

1. Major General William W. Wisman and party from the J-3 Division of JCS will arrive tomorrow and receive the standard briefing and tour, as will a State Department Group on Tuesday, August 23.

2. During the past week, briefings were presented to personnel from the State Department, Department of Health Education and Welfare, and United States Information Agency.

Mr. McCracken expressed an interest in the status of Kineplex. This subject will be discussed at the next meeting.
No FAR

Meeting 8/25

Account visit
by Mr. Phillips
& Col. Peirce

re: Budget Meeting
FEDERAL AGENCY REPRESENTATIVES MEETING
SPECIAL FACILITIES DIVISION

Minutes, September 1, 1966

Attending:
Mr. J. Leo Bourassa, Chairman               Mr. Charles Miller
Dr. Roy Butler                               Mr. Charles Moore
Mr. Sylvester Coe                             Mr. E. L. Morrissey
Mr. John Curran                              Dr. Lehman Nickell
Mr. John Davis                               Mr. Wallace Oliver
Mr. B. T. Gallagher                           Mr. Joseph Sahm
Mr. Thomas Gibson                             Mr. Edgar Smith
Mr. Walter Handy                              Mr. Douglas Stone
Mr. John Larson                               Dr. Isaac Zigler

The weekly Intelligence Briefing was conducted by Mr. Gallagher.

The Chairman made the following announcements:

1. Mr. Hackett's condition is improving.

2. Major General William W. Wisman, Deputy Director for NMCS of the Joint Chiefs of Staff, will visit on Friday, September 9, and receive the standard briefing. He will then be briefed by NREC.

Mr. Davis queried other agency representatives concerning their plans for participation in CDEX-66. During this discussion the subject of augmentation was raised and investigated at some length. The subject will be debated further in the near future.

Mr. Handy announced that a film on the activities of the various Bureaus of the Treasury Department will be presented on closed circuit TV Friday afternoon immediately following the news.

Mr. Davis initiated a discussion on telephone pre-emption. He announced that he will be attending the Executive Reserve Conference in Cleveland during the next week.

Dr. Zigler informed the group that he will be unavailable for the next month, as he will be attending the Army Chemical, Biological and Radiological Course at Dugway, Utah. Medical coverage will be provided during this period by members of the medical cadre.
Minutes, September 8, 1966

Attending:

Mr. J. Leo Bourassa, Chairman
Mr. Sylvester Coe
Mr. John Curran
Mr. John Davis
Mr. John Devlin
Mr. William Elder
Mr. B. T. Gallagher
Mr. Thomas Gibson
Mr. Thomas Hagan
Mr. Walter Handy

Mr. John Larson
Mr. Terence McCracken
Mr. Thomas McEwan
Mr. John McIntire
Mr. Charles Moore
Mr. George Moore
Mr. E. L. Morrissey
Mr. Wilbur Scarborough
Col. John W. Therrell

Mr. Gallagher conducted the weekly Intelligence Briefing.

The Chairman passed out a document on the National Legislative Leaders Conference of June 15-16 and copies of the August Bulletin of the National Association of State Civil Defense Directors.

The Chairman reported on his attendance at the IEPC Meeting of September 7 and there followed a discussion of the formation of new IEPC Committees, the reduction of delegate agencies' funds in the recent 1968 appropriation, and the new emphasis on Limited War.

There was a discussion regarding possible effects on Federal Agency Representatives by the change from past procedures in delegation of monies.

The Chairman said WVAO and USAICA will have some handicaps as a result of funds voted for 1968, and there followed a discussion of future budget implications.

The Chairman revealed that there had been a curtailment of the tour scheduled for September 9 of Maj. Gen. Wisman's party, including OEP's Deputy Director, Dr. Myron R. Blee, and Government Readiness Director, Mr. Robert Y. Phillips.

Col. Therrell said he expects the new alert receivers to be delivered in October.
The Chairman made the following announcements:

1. Mr. Hackett is expected to leave the hospital soon.

2. There will be a redesign of SFD exercises the remainder of the year and no telephone alerts, pending revision of alerting cascades.

Mr. Devlin led a discussion on CDEX-66, scheduled for Nov. 27 - Dec. 1, in which it was revealed there would be national, regional and state relocation. The Chairman requested as much advance information as possible. Mr. Devlin invited inspection of the plans to be exercised and said if Federal Agency Representatives wished copies, they were available in his office.

Col. Therrell announced there would be a communications exercise Sept. 20-21, the first of three to be held annually thereafter.
FEDERAL AGENCY REPRESENTATIVES MEETING
SPECIAL FACILITIES DIVISION

Minutes, September 15, 1966

Attending:
Mr. J. Leo Bourassa, Chairman
Mr. Sylvester Coe
Mr. John Curran
Mr. John Devlin
Mr. B. T. Gallagher
Mr. Thomas Gibson
Mr. Gordon Grimwood
Mr. Thomas Hagan
Mr. Walter Handy
Mr. John Larson
Mr. Thomas McEwan
Mr. Charles Miller
Mr. Charles Moore
Mr. E. L. Morrissey
Mr. Douglas Stone
Col. John W. Therrell

Before the meeting, the FARS viewed on TV receivers the landing of the Gemini 11.

Mr. Gallagher conducted the weekly Intelligence Briefing.

The Chairman announced the following new schedule of visits:

1. September 16 - STRATCOM briefing with State Department and Public Health Service visitors.
2. September 21 - OEP briefing associated with NREC activities.
3. September 22 - GSA briefing with 15 visitors and OEP Deputy Director, Dr. Myron R. Blee and OEP Government Readiness Director, Mr. Robert Y. Phillips attending.
4. September 23 - GSA briefing with 16 visitors.
6. September 29 - State Department group.

The Chairman reported Mr. Hackett is expected to return to the area from the Lynn, Massachusetts hospital at the end of September and return to his duties, at least part time, early in October.
Col. Therrell announced: (1) the new alert receivers will be picked up on September 28; (2) the September Communications Exercise will be held on Wednesday and Thursday of next week; (3) a new OEP policy paper on exercises is being distributed to USAICA and Defense Coordinators, and that the recipients will contribute to the paper.

In response to a request from Mr. Handy for more lead time for Defense Coordinators to participate in communications exercises, Col. Therrell said he would investigate. The Chairman said some delay in announcing planned exercises may be expected in the future because of economy considerations.

In response to a question from Mr. McEwan, the Chairman said the present schedule of one courier service to and from Washington would be continued, and there followed a discussion of the curtailed service.

Mr. McEwan suggested sound absorption material should be added to Room 406, and the Chairman said the matter would be considered.

Mr. Handy said a Treasury Department Regional Coordinator would be a visitor on September 26.

Mr. Devlin said CDEX-66 was still scheduled.
Minutes, September 22, 1966

Attending:
Mr. J. Leo Bourassa, Chairman
Dr. Roy Butler
Mr. Sylvester Coe
Mr. John Curran
Mr. John Davis
Mr. William Elder
Mr. Thomas Gibson
Mr. Thomas Hagan
Mr. Walter Handy
Mr. John Larson
Mr. Walter McEldowney
Mr. John McIntire
Mr. Charles Moore
Mr. David Moses
Mr. Wallace Oliver
Col. John W. Therrell

The Chairman repeated from his announcement of September 15 that there will be a GSA briefing on September 23; a Bureau of Public Roads briefing on September 28 and a State Department briefing on September 29.

The Chairman made a few remarks on the subject of consideration being given to possible consolidation of activities of OEP.

Colonel Therrell discussed the communications exercise of September 21 and 22 and made several suggestions for improvements in the methods of preparing messages, etc.

The Chairman announced a coffee would be held at 2:30 p.m. on September 28 in the Cafeteria, Building 15, for Dr. Butler, who will be retiring shortly.
September 29, 1966

FAR MEETING CANCELLED THIS WEEK
DUE TO VISIT AND BRIEFING FOR
STATE DEPT. GROUP.
Minutes, October 6, 1966

Attending:

Mr. B. T. Gallagher, Chairman
Mr. Sylvester Coe
Mr. John Curran
Mr. John Davis
Mr. William Elder
Mr. Thomas Gibson
Mr. Thomas Hagan
Mr. Walter Handy
Mr. Elmo Jensen
Mr. John Larson
Mr. Walter McEldowney
Mr. Charles Miller
Mr. George Moore
Mr. E. L. Morrissey
Mr. David Moses
Dr. Lehman Nickell
Mr. Douglas Stone
Col. John W. Therrell
Dr. Isaac Zigler

The Chairman announced Mr. Bourassa has been in Washington the last three days attending OEP Regional Directors Conferences in EOBA and a DASA course in the Pentagon.

The Chairman announced the following schedule of visits:

1. October 12 - State, Commerce and DCA
2. October 18 or 20 - State
3. October 21 - FAA

He recalled the dates for Exercise HIGH HEELS and there followed a discussion of the possible Exercise of JEEP.

The Chairman stated that in the future there could be openings for Defense Atomic Support Agency (DASA) or other courses and asked if any of the FAR's wanted to be apprised of this information. There was evidence of interest by several members and announcement will be made in time for application to be made for attendance.

Col. Therrell reported on results of the September 30 teleconferences and telephone test.

Mr. Morrissey said ten of the new alert receivers would arrive next week and ten more each of the following two weeks. Col. Therrell stated that installation could not be made until all equipment is received.

Dr. Zigler reminded all present that flu shots are being given in the Health Unit.

There followed a discussion of military operations in Viet Nam.
Minutes, October 13, 1966

Attending:

Mr. J. Leo Bourassa, Chairman
Mr. William Carey
Mr. Sylvester Coe
Mr. John Davis
Mr. Thomas Gibson
Mr. Thomas Hagan
Mr. Walter Handy
Mr. Elmo Jensen
Mr. John Larson
Mr. Walter McEldowney

Mr. Thomas McEwan
Mr. John McIntire
Mr. Charles Moore
Mr. George Moore
Mr. E. L. Morrissey
Dr. Lehman Nickell
Mr. Wilbur Scarborough
Mr. Edgar Smith
Col. John W. Therrell

The Chairman presented a short Intelligence Briefing.

The Chairman announced that Atomic Energy Commission had scheduled a visit next week but said that, because of Exercise HIGH HEELS, there would be no air transportation; also, that Federal Aviation Agency had scheduled a visit for October 25.

The Chairman discussed the OEP reorganization.

Col. Therrell said that USAICA planned no participation in Exercise HIGH HEELS beginning Monday but would support the FARS in their participation. He said that AUTOVON would be exercised to some degree.

Col. Therrell displayed one of the new transistorized battery alert receivers and discussed some new features such as battery/AC operated, etc. He said he anticipated a November cutover date for transfer from the old to the new receivers.

Mr. Gibson predicted rain sometime over the weekend.
No FAR Meeting on October 20, 1966
because of Mr. Hackett's funeral.
FEDERAL AGENCY REPRESENTATIVES MEETING
SPECIAL FACILITIES DIVISION

Minutes, October 27, 1966

Attending:

Mr. J. Leo Bourassa, Chairman
Mr. William Carey
Mr. John Davis
Mr. John Devlin
Mr. B. T. Gallagher
Mr. Thomas Gibson
Mr. Thomas Hagan
Mr. Walter Handy
Mr. John Larson
Mr. Terence McCracken

Mr. Thomas McEwan
Mr. Charles Miller
Mr. Charles Moore
Mr. George Moore
Mr. E. L. Morrissey
Mr. David Moses
Dr. Lehman Nickell
Mr. Wallace Oliver
Col. John W. Therrell
Dr. Isaac Zigler

Mr. Gallagher conducted the weekly Intelligence Briefing.

The new OEP organization chart was distributed and there was a discussion.

The Chairman explained the background and future implications of the curtailment of the bus service and the pass exchange and cautioned against unfounded rumors.

Col. Therrell said his application for voluntary retirement February 1, after 28 years in service, had been approved and that announcement of his replacement was expected in a month.
Minutes, November 3, 1966

Attending:

Mr. J. Leo Bourassa, Chairman
Mr. Sylvester Coe
Mr. John Davis
Mr. John Devlin
Lt. Col. Amos Ewing
Mr. B. T. Gallagher
Mr. Thomas Gibson
Mr. Thomas Hagan

Mr. Walter Handy
Mr. John McIntire
Mr. Thomas McEwan
Mr. Charles Miller
Mr. Charles Moore
Mr. E. L. Morrissey
Dr. Lehman Nickell
Lt. Col. H. N. Whitfield
Dr. Isaac Zigler

The Chairman reported on the status of the OEP reorganization and the recent curtailment of bus service and pass exchange.

Mr. Gallagher conducted the weekly Intelligence Briefing.

Lt. Col. Whitfield announced that USAICA switchboard would furnish the correct time to any party calling; that USAICA is now furnishing the Emergency Broadcast System and the power chamber more precise time; and that the paging system would continue to announce the 3:30 p.m. timecheck daily. He also said that the new Special Facilities Division telephone directory will be distributed on December 1.

Lt. Col. Ewing recommended that all Federal Agency Representatives winterize their automobiles as soon as possible. He briefed on the assistance available from the Motor Pool during hazardous weather conditions.
NO FAR MEETING HELD ON NOVEMBER 10, 1966.
FEDERAL AGENCY REPRESENTATIVES MEETING
SPECIAL FACILITIES DIVISION

Minutes, November 17, 1966

Attending:

Mr. J. Leo Bourassa, Chairman
Mr. William Carey
Mr. Sylvester Coe
Mr. John Devlin
Mr. B. T. Gallagher
Mr. Thomas Gibson
Mr. Thomas Hagan
Mr. Walter Handy

Mr. John Larson
Mr. Thomas McEwan
Mr. John McIntire
Mr. Charles Moore
Mr. David Moses
Dr. Lehman Nickell
Col. John W. Therrell

Mr. Gallagher conducted the weekly Intelligence Briefing.

The Chairman and Col. Therrell discussed the new DOD intelligence flagging procedures for records of military personnel now or recently on duty at this installation.

The Chairman reported on OEP Director Bryant's presentation of the philosophy and functions of the new OEP organization at the November 15 OEP General Assembly. He also listed arrangements he and Mr. Gallagher made with OCD the same day for Exercise CDEX-66, November 27 - December 1.

Mr. Carey said investigations are being made of recent complaints of the bus service.

Col. Therrell said problems in connection with OCD communications were being resolved; that all alert receivers were now on hand and may be installed by Christmas, and that there remained a question about maintenance of the 22 Regional Office and ERS kineplex terminals.
Film showing in the Main Briefing Room today replaced the regular meeting of the FAR's. No minutes prepared - Dec. 2, 1966
Thursday, December 8, 1966 -- FAR Meeting Cancelled

because of ODR Orientation Program for OEP Staff
FEDERAL AGENCY REPRESENTATIVES MEETING
SPECIAL FACILITIES DIVISION

Minutes, December 15, 1966

Attending:

Mr. J. Leo Bourassa, Chairman
Mr. Sylvester Coe
Mr. John Curran
Mr. Herbert Crawford
Mr. John Davis
Mr. John Devlin
Mr. B. T. Gallagher
Mr. Thomas Gibson
Mr. Thomas Hagan

Mr. Thomas McEwan
Mr. John McIntire
Mr. Charles Miller
Mr. Charles Moore
Mr. E. L. Morrissey
Mr. Wallace Oliver
Mr. Edgar Smith
Col. John W. Therrell
Dr. Isaac Zigler

The Chairman announced a retirement coffee in the Cafeteria, Building 15, for Mr. Coe and Mr. Crawford will be held at 2:00 P.M. Wednesday, December 21, and that the regular FAR meetings will be suspended for the remainder of the holidays.

The Chairman reported a briefing on the ODR plan for limited war was held for SFD staff December 8 and 9, and that the plan for nuclear war will be completed by June 30, 1967. Arrangements are being made in Area "B" for ODR personnel.

Col. Therrell said ICS 206 manual distributed in May will assist FAR's and their relocation cadres in making telephone calls to and through ICS.

Mr. Gallagher conducted the intelligence briefing.

Dr. Zigler urged FAR's to take precautions on the slippery ice.
FAR Meeting for Thursday, December 22, cancelled because of the holiday.

FAR Meeting for Thursday, December 29, cancelled because of the holiday season.