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Mary Alice Hedge Reszetar

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November 6, 1989

TO: Daniel H. Carter, Chair
NCLIS Advisory Committee on the White House Conference

FROM: Mary Alice Hedge Reszetar, NCLIS Associate Director and
NCLIS Designated Federal Official to the Advisory Committee

RE: Advisory Committee's White House Conference Executive
Director Selection Subcommittee

Thank you for your October 19, 1989, memorandum responding to the issues involved with convening a closed Subcommittee meeting for the purpose of interviewing candidates and selecting an Executive Director of the White House Conference.

This is to notify you that as NCLIS Designated Federal Official to the Advisory Committee, I cannot approve holding the meeting of the Advisory Committee's White House Conference Executive Director Selection Subcommittee until such time as the appropriate concurrences are obtained and public notification is completed. There are additional issues relating to this Subcommittee which must be resolved by NCLIS prior to the Subcommittee meeting.

If a meeting of the Advisory Committee's White House Conference Executive Director Selection Subcommittee is convened without adhering to the abovementioned appropriate procedures, as the Designated Federal Official, I am obligated to adjourn the meeting, be it open or closed.

GSA has recently advised that they have determined that this Advisory Committee is primarily advisory to NCLIS and is not primarily operational. The Department of Education's General Counsel concurs.

Your memo also demonstrates that there is confusion about the functions and responsibilities of the Designated Federal Official and the Advisory Committee Chair. In order to improve the operations and management of the Advisory Committee, perhaps a meeting is necessary to eliminate this confusion. I would recommend that Jerald Newman, Sue Martin, you, appropriate officials from the GSA and the Department of Education, and I meet as soon as possible, if this confusion persists. As the NCLIS Designated Federal Official, it is my responsibility to ensure that the operations and management of NCLIS' Advisory Committee conform to the procedures and practices of FACA, the Sunshine Act, FOIA and GSA's Federal Advisory Committee Management Regulations (41 CFR Part 101.6).

I continue, to the best of my ability, to supervise and facilitate smooth and efficient NCLIS Advisory Committee operations to assure that you and the NCLIS Advisory Committee members have a productive and worthwhile experience.

cc: Hon. Jerald C. Newman, NCLIS Chairman
Dr. Susan K. Martin, NCLIS Executive Director