

ASSISTANT DIRECTORS' MEETING

AGENDA

Director's Conference Room, First Floor
Administration Building
on Monday, 13 September 1954, at 1100

Brief Report on Trip	Mr. Dulles
Security	General Cabell
Local Telephone Calls	Colonel White
"Fringe Employment Benefits"	Mr. Saunders
Government Life Insurance	Mr. Saunders

[Redacted]

13 September 1954

STAFF CONFERENCE

Minutes of Meeting Held in Director's Conference Room, Administration Building Monday, 13 September 1954, at 1100 Hours

Mr. Dulles Presiding

Gen. Charles P. Cabell, Deputy Director of Central Intelligence
Robert Amory, Jr., Deputy Director for Intelligence
Frank G. Wisner, Deputy Director for Plans
Col. Lawrence K. White, Deputy Director for Administration
Lyman B. Kirkpatrick, Inspector General
Richard Bissell, Special Asst. to the Director for Plans and Coordination
Harrison G. Reynolds, Assistant Director for Personnel
Matthew Baird, Director of Training

[Redacted] for the Assistant Director for Communications
Executive Assistant to the Director

[Redacted] Assistant to the Director
[Redacted], Assistant to the Director
[Redacted] Assistant to the Director

Richard Helms, Chief of Operations, DD/P
John Warner, for the General Counsel
Sherman Kent, Assistant Director for National Estimates

Col. J. C. King, Chief, Western Hemisphere Division
[Redacted] Assistant Deputy Director Administration

Walter Pforzheimer, Deputy General Counsel
John Richardson, Chief, Southeast Europe Division

Kermit Roosevelt, Assistant Deputy Director [Redacted]
Edward R. Saunders, Comptroller

[Redacted], for Chief of Administrative Staff, DD/P
[Redacted] the Asst. Dir. for Current Intelligence
[Redacted] Chief, Foreign Intelligence Staff

Dr. John R. Tietjen, Chief, Medical Staff
James M. Andrews, Assistant Director for Collection and Dissemination
George Aurell, Chief, Far East Division

[Redacted]
[Redacted] for Chief, Planning and Program Coordination Staff
[Redacted] Chief, Western Europe Division

[Redacted], for the Chief, Eastern Europe Division
George Carey, Assistant Director for Operations

[Redacted], Assistant Director for Scientific Intelligence
[Redacted] Chief, Soviet Russia Division

Col. Sheffield Edwards, Director of Security
[Redacted] Auditor in Chief

James A. Garrison, Chief, Logistics
[Redacted], Chief, Technical Services Staff

[Redacted] for the Acting Chief, Near East and Africa Division
Otto E. Guthe, Assistant Director for Research and Reports

[redacted]
13 September 1954

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1. Report on Trip

Mr. Dulles said that on his recent trip to Europe he gained the general impression that more expansion may be needed in certain fields. He pointed out that Communist penetrations were becoming more successful, particularly in [redacted]

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[redacted] He noted the problem of education of dependents, and Mr. Reynolds added that some legislation may be required on this. Mr. Dulles said Career Service notices had not reached the field by the time of his visit.

2. Security

General Cabell reported on a recent serious breach of security, stating that, particularly at the level of those present, "we must live, talk, and breathe security." He charged each supervisor to conduct his own campaign of security. Mr. Dulles added that security is a life and death proposition for CIA, adding that cases of violations will be dealt with very vigorously.

3. Telephone Calls

Colonel White reported "dial 9" calls were showing a steady decrease, but asked for continued effort toward improvement.

4. Fringe Benefits

Mr. Saunders reported that the new "fringe benefit bill" recently passed, may double the Agency's overtime pay costs. He said these increased costs would have to be absorbed in the current budget. Mr. Amory pointed out that such absorption would be difficult in places like ONE, where "high level" employees must work unusual hours which cannot be forecast.

5. Government Insurance

Mr. Saunders reported that CIA's participation in the new Government Insurance Program would cost a sizeable amount [redacted] which must also be absorbed in the current budget. A need for a notice (which is being prepared) clearly explaining the two new insurance programs was expressed.

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