

ASSISTANT DIRECTORS' MEETING

AGENDA

Director's Conference Room, First Floor,  
Administration Building  
on Monday, 5 October 1953 at 1100 hours

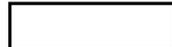
- 
- |  |                 |
|--|-----------------|
| 1. Consultants   | Allen W. Dulles |
| 2. Staffing of Papers  | General Cabell  |
| 3. Nixon Briefing  | General Cabell  |
| 4. <span style="border: 1px solid black; display: inline-block; width: 300px; height: 40px; vertical-align: middle;"></span> | George Carey    |

25X1

**TOP SECRET**



Copy 1 of 1



5 October 1953

25X1  
25X1

STAFF CONFERENCE

Minutes of Meeting Held in Director's  
Conference Room, Administration Building  
Monday, 5 October 1953, at 1100 Hours

Mr. Dulles Presiding

Lieut. Gen. Charles P. Cabell, Deputy Director of Central Intelligence  
Frank G. Wisner, Deputy Director for Plans  
Robert Amory, Jr., Deputy Director for Intelligence  
Col. Lawrence K. White, Deputy Director for Administration  
Lyman B. Kirkpatrick, Inspector General  
H. Marshall Chadwell, Assistant Director for Scientific Intelligence  
Otto E. Guthe, Assistant Director for Research and Reports  
Sherman Kent, Assistant Director for National Estimates  
George G. Carey, Assistant Director for Operations  
Huntington D. Sheldon, Assistant Director for Current Intelligence  
James M. Andrews, Assistant Director for Collection & Dissemination  
James Q. Reber, Assistant Director for Intelligence Coordination  
Col. Matthew Baird, Director of Training

[Redacted] Assistant Director for Communications

Col. Sheffield Edwards, Assistant Deputy, Security Office

George E. Meloon, Acting Assistant Director for Personnel

Edward R. Saunders, Comptroller

[Redacted] Acting Auditor in Chief

James Garrison, Chief of Logistics

Lawrence R. Houston, General Counsel

[Redacted] Deputy Chief, General Services Office

Richard Helms, Chief of Operations

[Redacted] Deputy Chief, Planning and Program Coordination Staff

[Redacted] Acting Chief for Political and Psychological Warfare

[Redacted] Chief for Technical Support

[Redacted] Chief of Administration, Office of DD/P

[Redacted] Chief for Foreign Intelligence

[Redacted]

[Redacted] Executive Assistant to the Director

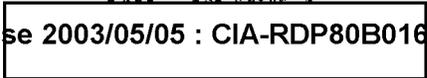
[Redacted] Assistant to the Director

[Redacted] Assistant to the Director

[Redacted] Assistant to the Director

25X1  
25X1  
25X1  
25X1  
25X1  
25X1  
25X1  
25X1  
25X1

**TOP SECRET**



25X1

**TOP SECRET**

25X1

T.S. No. 77668  
Copy 1 of 1

1. Consultants

Mr. Dulles raised the question of consultants who had been employed but never used. He asked Colonel Edwards, Mr. Carey and Mr. Saunders to study the possibility of developing a "twilight area," i.e., get a name check on a proposed consultant which would enable the Agency to talk to the man without actually signing him up. He suggested that such an arrangement should cover a period of about six months. Mr. Wisner expressed ~~some~~ concern over the tendency to allow some consultants to control the actions of projects with which they are connected rather than having them assist the Agency in working up a project.

2. Remarks to the Press

Mr. Dulles, citing a case where <sup>an</sup> ~~some~~ official of CIA made derogatory remarks to the press regarding a private intelligence organization, warned against such actions. He recommended treating these private intelligence organizations in a humorous fashion and letting them "die on the vine." In cases of any doubt where press representatives ask for information, he directed that the facts be passed on to

3. Inspector General

Mr. Dulles stated that there was a tendency in the Agency to discourage employees from going to the Inspector General with complaints. This tendency was wrong. Employees should be allowed to contact the Inspector General without fear of antagonizing their immediate supervisors. Mr. Kirkpatrick stated that he looked upon his office as the safety valve of the Agency where the employees could "blow off steam" inside the organization rather than expressing themselves outside. He advised that a summary of all the individual cases that he had covered was being prepared and would soon be sent to the three Deputies. Ninety percent of the complaints resulted from poor supervision by Branch Chiefs and above. He mentioned also that with the new personnel ceiling there would be cuts and that because of the tendency in the past to give high ratings on Personnel Evaluation Reports it was going to be difficult to dismiss some of the mediocre employees. He asked that the Assistant Directors stress to Branch Chiefs the necessity for making these reports accurate.

4. Staff Work

General Cabell remarked that the staffing of papers has improved very much.

**TOP SECRET**

25X1

~~TOP SECRET~~

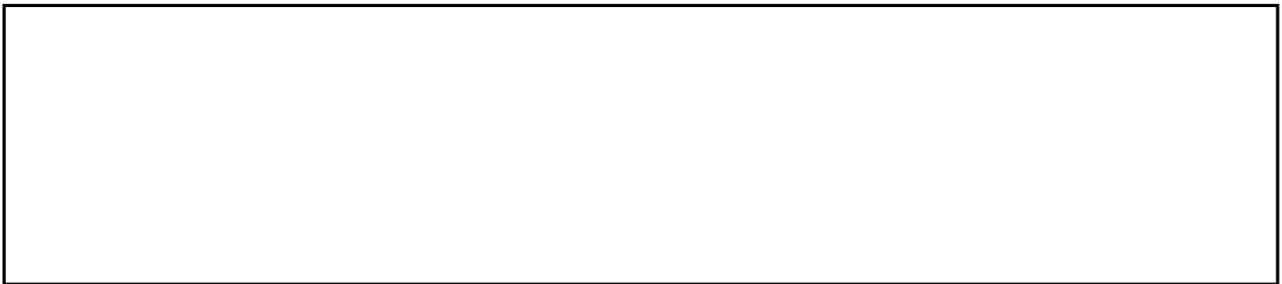
25X1

T.S. No. 77668  
Copy 1 of 1

5. Nixon Briefing

General Cabell stated that Vice President Nixon had been very pleased with the briefing and had asked that all concerned be complimented on the excellent way in which it had been planned.

6. Travel of Agency Personnel



25X1

7. Trip of Colonel Baird

Colonel Baird remarked that on his recent trip to the Far East he received universal complimentary reports on the training of Communications personnel. He also noted that in the Far East the average Case Officer is sent overseas without proper training.

~~TOP SECRET~~

25X1