

THE WHITE HOUSE
WASHINGTON

August 13, 1969

MEMORANDUM FOR

HONORABLE ROBERT P. MAYO
DIRECTOR, BUREAU OF THE BUDGET

I concur in the recommendations of the report on Federal Executive Boards submitted by you and the Chairman of the Civil Service Commission.

Act immediately to carry out those recommendations. Federal Executive Boards can be an effective means of implementing a wide range of Administration policy. They should give renewed emphasis to promoting cooperative action by Federal agencies in three primary areas:

- First, Government-wide policies requiring the full cooperation of all agencies can be carried out more effectively through Federal Executive Board leadership. Examples include equal employment opportunities and summer youth programs.
- Second, the Federal Executive Boards can serve the community in Community Chest Campaigns, blood donor drives, and other continuing and emergency community needs.
- Finally, the Federal Executive Boards can help improve efficiency of operations, service to the public, sharing of space and equipment, and employee recognition.

The fifteen existing Federal Executive Boards have proven their worth; it is time to establish new Boards in the 10 cities named in your report.

Please convey to the Heads of Departments and Agencies and to Federal Executive Boards my support for this means of creating a more effective Federal Government, and of developing a new sense of partnership between the Federal Government and States and communities.



EXECUTIVE OFFICE OF THE PRESIDENT
BUREAU OF THE BUDGET
Washington, D. C. 20503

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July 22, 1969

MEMORANDUM FOR THE PRESIDENT

Subject: Evaluation of Federal Executive Boards (FEBs)

In November 1961, President Kennedy created in ten of the largest cities (now 15) Federal Executive Boards, consisting of the top Federal officials representing both civilian and military establishments in the area. The FEBs were designed to improve cooperation and coordination among the agencies and to provide a rapid avenue for communication of Presidential concerns directly to the field. The Chairman of the Civil Service Commission and the Director of the Bureau of the Budget have furnished guidance to FEBs.

Recently, the Civil Service Commission and the Bureau of the Budget conducted a joint evaluation of the FEBs, to analyze their effectiveness and to bring into sharper focus their future role. We recommend your endorsement of the following five major conclusions:

1. The FEBs have performed a valuable function at the field level in undertaking a variety of projects in the areas of Government-wide policy implementation, service to the community, and improvement in the quality of the Federal Government. They should be continued.
2. The broad mandate originally given to FEBs should be redefined to take into account the development of Government-wide coordination devices since the creation of the Boards and to expand the potential of the Boards to render services to the community.
3. Additional FEBs should be established in ten large metropolitan areas where there are significant concentrations of Federal activity (Albuquerque, Baltimore, Buffalo, Cincinnati, Detroit, Miami, Newark, New Orleans, Pittsburgh, Portland, Oregon), in lieu of the less formal Federal Executive Association approach in these cities.
4. Primary responsibility for the Secretariat functions of FEBs should be placed in the Bureau of the Budget in order to more closely relate them to other recently established instruments of field coordination such as Regional Councils.

- 5. The effectiveness of individual FEBs should be improved by modifying their internal organization and procedures.

We recommend that you endorse these conclusions by signing the attached memorandum to the Director, Bureau of the Budget, to implement the recommendations in the Report. This expression of your interest and support is essential to insure the continued vitality of the FEBs.

/s/ Robert P. Mayo
 Robert P. Mayo
 Director, Bureau of the Budget

/s/ Robert E. Hampton
 Robert E. Hampton
 Chairman, U.S. Civil Service
 Commission

Attachment