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copy for
Herman

CARTER-MONDALE

Transition Planning Group

P. O. Box 2600
Washington, D. C. 20013

MEMORANDUM

TO: Hamilton Jordan
Jack Watson
Barbara Blum
Landon Butler
Matt Coffey
Stu Eizenstat
FROM: Gene Baroni
Herman Gallegos
David Ushio
DATE: 12/21/76

SUBJ: The Transition Team and Racial/Ethnic Participation

This internal memorandum is being circulated only to the persons indicated.

We, like each of you, strongly believe in Jimmy Carter and have demonstrated our commitment to the hope that his election has brought to the nation. It is in the spirit of mutual commitment and trust that we bring the following issues to your attention.

In recent weeks, we have witnessed a series of disturbing events that can only be described as smacking of eliticism, tokenism, and outright insensitivity toward Asian American, Hispanic, Native American, and Ethnic groups. Any one of these incidents warrants concern; but the possibility that insensitivity, elitism, and tokenism continues demands immediate attention.

We are concerned that if the perceived climate is allowed to continue, it will lead to an open expression of outrage on the part of the excluded groups and of those persons committed to an open, representative administration. This would cause great embarrassment to the President-Elect and to those of us who have been trusted to act responsibly on his behalf.

Politically speaking, a continuation of these attitudes, whether real or apparent, into the Carter administration will seriously jeopardize the broad based national support essential for the success of the administration's policies and programs. Left unremedied, it undermines the credibility of the Carter commitment to affirmative action and could conceivably cause a split in the ranks of Carter supporters. This would prove disruptive to a cooperative and effective beginning of the new administration. Moreover, this will siphon

energy and time from the domestic and international problems which need full attention of the President-Elect.

The events listed below reflect what we have perceived as the prevalent attitude among some Transition personnel. Such incidents viewed individually may appear insignificant, but their frequency and collective weight lead us to conclude that there is widespread insensitivity among the transition staff.

The most disturbing of these has been the negative screening of a minority woman candidate on the basis of her religious views on abortion. (See attached Exhibit A) Transition leaders have been aware that such screening was taking place and apparently never attempted to correct the situation.

The following incidents (sic. incidents) are representative of occurrences encountered among members of the transition staff imply ignorance and a lack of awareness. Examples of such incidents include:

- * A state department transition official scoffs at the idea of a Hispanic candidate for a management position within the State Department. This Hispanic candidate is currently the director of one of the largest agencies in the state government of California.
- * When asked if minority people will be included on the White House staff, a policy analysis staff member answered, "If you can find them with a degree from Harvard or Radcliff, are under 30, and are bright and presentable. They will have a good chance, specially if they are wom.n. Ethnics, thus, could be appeased."
- * When presenting a Japanese American candidate for consideration for a high administration post, the following remark was made. "Do you think this person would be loyal to the U. S. or Japan in a crisis?"
- * When suggesting that the outreach effort to include women in the new administration should also include an effort to recruit women from ethnic and minority groups, the answer given was, "When will you people become Americans?"
- * An inauguration official, after meeting with racial and ethnic community leaders, commented, "If you let in one group, we have to let them all in."
- * One Ethnic minority consultant was asked not to attend future staff meetings. When asked the reason, a member of the staff explained, "It is very difficult when the minority/ethnic consultants know more about what's going on than our people."

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Attitudes such as those described above are not new. Since before the election, the Asian Americans, Hispanic, Native Americans, and the Western and Southern Ethnic members of the campaign have been trying to develop an awareness among the Carter team to our particular needs. The following documentation attests to this (See Appendix):

Memorandum to Jack Watsen dated October 28, 1976 from The Urban Ethnic desk.

Memorandum to Hamilton Jordan dated November 5, 1976 from the Urban Ethnic and Catholic desk.

Memorandum to Hamilton Jordan, Jack Watson, and Barbara Blum date December 14, 1976 from Geno Baroni, Jerry Jasinowski, and Vicki Mongiardo.

Unless we move together to right these wrongs, the participatory and democratic process of a Carter Administration will be meaningless to the excluded groups.

It is within this context that, at a minimum, we urge the following for immediate action:

1. The imposition of individual staff biases and prejudices regarding the religious beliefs of potential candidates must be addressed. Steps must be taken to rectify the harm done and to further ensure that this doesn't happen again.
2. All transition staff must accept their full share of responsibility for the inclusion of Asian Americans, Hispanics, Native Americans, and Eastern and Southern European Ethnics in the transition process. This means active outreach and continual recruitment of these diverse groups which have been traditionally left out.
3. The public relations style of the Carter-Mondale transition must recognize Hispanics, Asian Americans, Native Americans, and Eastern and Southern Europeans in their releases. We must be pluralistic and inclusionary.
4. A conscious effort must be made by the transition staff to provide for meaningful participation by the racial, cultural, and ethnic consultants. The consultants accept the fact that oversight and present budget constraints have precluded their compensation, however, we feel that consultant participation must extend beyond the mere submission of names.
 - Their involvement must be more than a nominal presence just to give credibility to a transition staff seriously lacking full participation of these groups. In order to effectively

consultant (sic. have consultation) from these groups in promoting sensitivity and awareness among the transition personnel, their roles must be officially recognized and participation expanded into other areas including the following:

- (a) Policy analysis and liaison with departments and agencies.
- (b) Planning and reorganization of the White House Staff.
- (c) Participation in meetings with appointed Cabinet officers.
- (d) Monitoring of staffing patterns in all agencies and (words missing) compliance with Affirmative Action mandates.
- (e) Full participation in all functions where transition staff members are included.

We, like you, have looked forward to the Carter Administration as an open one. We urge you not to close it before it has begun.

We feel that to ignore, neglect, and to tokenize Ethnic, racial, and cultural groups is to jeopardize the broad base of public support that will be needed to endorse the Carter Presidency's Policy and Programs.

FORUM of NATIONAL HISPANIC ORGANIZATIONS

1725 "Eye" Street, N.W.-Suite 210

Washington, D.C. 20006

(202) 659-1251

January 5, 1977

President-Elect Jimmy Carter
c/o Carter/Mondale Transition Team
P.O. Box 2600
Washington, D.C. 20013

Dear President-elect Carter:

We, the undersigned leadership of the Hispanic community, wish to call to your attention the apparent pattern of neglect toward the Hispanic community implicit in your staff's actions since the election. We do so, on behalf of a community that already numbers over 16 million, is in fact, the fastest growing ethnic/racial group in America and which will be this nation's largest minority within a decade.

This pattern of neglect that we perceive is evidenced by both specific actions and/or omissions as well as less tangible indications and attitudes. Some of the concrete examples of our concern include:

The paid Hispanic staff of the transition team is less than 1% of the total paid staff.

In spite of the announcement that a Hispanic federal judge from Texas declined consideration of a position in the Justice Department, we have no evidence to indicate that there was any serious consideration of Hispanics for cabinet level appointments as pledged by your campaign.

We have been carefully scrutinizing the newspaper accounts of people being invited to Georgia to consult with the President-elect on many issues; we have yet to read of a Hispanic that was included in those talks.

There appears to be very little outreach for Hispanic candidates for appointments by the transition team. Most of the outreach has been accomplished by our collective efforts.

WOMEN'S INFORMATION SHEET

Prepared by: Joan Tobin

Re: Grace Oliver

N.B. She is a strong, active Right to life supporter + so should be brought about VERY carefully if she is being considered for a job that will in any way concern abortion and related subjects. Consider all angles.

To: Her file

BROKEN PROMISES

In 1964, the Civil Rights Act provided the second largest minority group — Spanish-speaking Americans — with a ray of hope.

In November 1970, President Nixon launched a 16-point program, through press release, to increase the number of Hispanic employees in the federal service. The hope for equality was nourished by both the act and the President's action.

The need for such a program was evident, but the necessity for immediate action was particularly underscored by the issuance of the November 30, 1969 Civil Service Commission report on minority group employment in the federal government. This report showed that of the more than 2.6 million civilian workers only 2.8 percent were Spanish surnamed. Moreover, most of them were concentrated in the lower grade levels and blue collar positions.

The Hispanic representation was not enough to sensitize adequately the massive bureaucracy to the needs and problems of the Hispanic community, much less to provide solutions to them.

Therefore, in addition to the obvious objective of the program — to increase Hispanic employment — it was also expected that by increasing the number of Hispanics in the work force, the Hispanic community would benefit from the sensitivity to its problems and needs.

The figures currently released by CSC depict an improvement of Hispanic representation in the federal work force. Such representation has not yet increased by one full percentage point, nor have the problems and needs of the Hispanic community been adequately met.

On November 30, 1975, data was released on minority group representation in the federal work force. This date also marks the five-year lapse of existence of the 16-point program. It is safe to state that Hispanic representation will not reach the 3.8 percent mark, which would represent a full percentage point increase from the 1969 figures. A need exists to find out why the program has not been successful.

The seriousness of the problems Hispanics face is obviated by the very fact that special attention was devoted to solve a problem which should have been avoided, or should have been resolved, through the ordinary day-to-day processes of government and society.

The realities of the Hispanic American situation are: They are over 15 million in number and the second largest and fastest growing minority group in our nation. They are traditionally poor, undereducated, discriminated against, unemployed, underemployed, thought of last when opportunities materialize, and suddenly remembered when wars break out. They are promised

equal opportunity every two or four years, but the promises never materialize. Even when national policy dictated that equality was to be the law of the land, the policymakers neglected or rejected the thought of remedy for past damages.

Furthermore, the government's policy of equal opportunity, in the future, seems to capriciously resemble the Hispanic stereotyped adage of "manana" — but tomorrow never comes. The implementation of equal opportunity by the government obviously lacks something, when even with special emphasis directed at only one area — employment — the inequality persists.

Employment statistics show that Hispanics represented 3.3 percent of the federal work force as of August 1976. They also represented 6.1 percent of the wage systems employment. Also, 60 percent of the Hispanics in federal government are found in the wage system (blue collar jobs) or in those general schedule positions earning less than \$10,000 (GS-1 to 6 inclusive). In the higher general schedule positions, GS-16, 17 and 18, which are the policymaking for the government, Hispanics represents 0.6 percent of the total number of employees.

This means that Hispanics are only trickling into the federal government, even with the supposedly advantageous impact of a "special emphasis" program such as the existing 16-point Spanish-speaking program.

At the current rate of increase, the Hispanic community will be able to boast by the year 2025 A. D. that they have finally reached parity. This is a sad statement when one considers that the federal work force, with 2.8 million employees and approximately 13 percent turnover rate hires almost half a million employees annually (171,000). By hiring the population parity figure (6 percent) for five years, which should happen if discrimination does not exist in the federal government with respect to Hispanic hiring, parity in the federal work force would be reached by the year 1980.

As noted above, the largest number of Hispanic federal employees are concentrated in blue collar positions. Few Hispanics have found their way into managerial, policymaking, personnel, budget and other positions which influence the decisionmaking processes of the Executive Branch.

The results of the employment stance is obvious. Efforts by Hispanic employees of Spanish-speaking program coordinators and services are met with a disinterested, patronizing attitude at best.

There is a complete separation of equal opportunity for Hispanics from operational functions. The EEO program is devoid of Spanish origin directors and deputies. This

The writer, Gil Chavez, president of IMAGE, a national organization concerned with government employment of Hispanic Americans. He also serves as director of the office for Spanish speaking American affairs in the Department of Health, Education and Welfare's U.S. Office of Education.

should not be. The impediment created in many instances by the Hispanics' language barrier should not deter the federal government from providing Hispanics with public programs and services. Yet because of the lack of Spanish-speaking persons in public contact positions especially in those areas with heavy densities of Hispanics, many Hispanics are barred from participation in public programs or services.

The data compiled by the Equal Employment Opportunity Commission from local and state governments as well as private industry presents an alarming situation. Both state and local governments and private industry have better representation of Spanish-origin persons in their respective work forces than does the federal government. Nevertheless, the Civil Service Commission and federal agencies spend millions of dollars each year advising non-federal employers on how to provide equal employment opportunity and assure civil rights compliance.

This situation is particularly alarming because of CSC's role with respect to equal employment opportunity. CSC in conjunction with other federal agencies is developing uniform guidelines for selection of employees through testing. CSC, because of its sources, has assumed the leadership role in this endeavor.

Regrettably, federal agencies are alleging that they cannot achieve equal employment opportunity or hire more Hispanics, even in those occupations where examinations are not required. The excuse is that Spanish-surnamed persons are not being referred or certified by the CSC registers from examinations.

However, many registers do not require examinations. Minority groups agree in this area with federal agencies. The CSC PACE examination, the entry test for professional, admin

B10 THE WASHINGTON POST
Thursday, January 13, 1977

Carter to Name Hispanic Aide After Protests

By Lee Lescaze

Washington Post Staff Writer

The first appointment of a Hispanic American to a post in the Carter administration was scheduled for today after a storm of protest from Hispanic Americans at the rejection of their candidate for assistant secretary of state for inter-American affairs.

Joe Aragon will be named a "domestic ombudsman," a transition team source said last night. Aragon was director of the national voter registration effort for the Democratic National Committee.

His brother, Manuel, is deputy mayor of Los Angeles.

During his campaign, Jimmy Carter promised that Hispanic Americans would be consulted on appointments to the White House staff, the State Department and the Justice Department.

However, Hispanic American leaders became increasingly frustrated as the weeks of the transition passed with none of their candidates receiving jobs.

When it was learned yesterday that United Auto Workers official Esteban Torres was not going to be named assistant secretary of state for inter-American affairs despite a strong lobbying campaign on his behalf, the tide of protest swelled.

Manuel Fierro, president of the National Congress of Hispanic American Citizens, was polling members of the committee formed to advise Carter on Hispanic issues last night to organize a protest. Some committee members reportedly wanted to resign.

Herman Gallegos, a San Francisco police commissioner who has been working at the Carter transition office finding and passing on names of Hispanic American candidates for office said yesterday before the Aragon appointment became known "we're very disappointed."

He added, however, "the ballgame is not over and I believe good things will begin to happen."

Gallegos said the national Hispanic organizations had been cooperative with the Carter team and were now very frustrated.

MIKE CAUSEY

HEW Checks Gang Agley

Every other Tuesday at Health, Education and Welfare is something of an occasion because that's the day the Department's 23,000 aides here get paid for doing whatever they have been doing for the previous two weeks. Wages slaves in and out of government appreciate and will understand the significance of pay day.

This Tuesday was like any other at our town's third largest employer except for 3,300 unlucky souls who got nothing when their colleagues names were being called at check time. The

The Federal Diary

panic started around noon, the time many persons celebrate with a better-than-usual lunch, rush to the bank to make deposits or call home with the good news that "we're temporarily in the money again."

The problem this week, officials say, was that the Christmas week had only four days. Some time cards didn't make it to the master payroll office in time and the result was that nearly one of every five employees here failed to get his or her biweekly pay.

Among the units here missing checks were the Social and Rehabilitation Service, Office of Education and even the Office of the Secretary although he did get his check on time.

By noon Wednesday, officials say, employees who missed out Tuesday had either gotten their checks or at least the checks were being delivered. We print this not to point a finger at HEW's payroll office, but rather as a clip-and-show alibi for HEW workers whose housemates might not have believed their story about a payroll foulup, especially when friends and coworkers got their checks.

An HEW official points out that every cloud has a silver lining. While it is true that 3,300 workers didn't get their checks on time, it is only fair to note that 147,000 other HEW employees did get theirs on time. That's called balanced news coverage.

Inauguration Day: We keep getting requests from federal workers to confirm that Jan. 20 is indeed a holiday for civil servants. It is, really! The Thursday off for inauguration day is a local federal holiday only. Government workers in other cities don't get the day off.

Citizens Arrest: A Southeast Wash-

ington woman became so upset by the indifferent (she feels) treatment the Smithsonian Institution gave her job-hunting nephew that she asked her husband, the detective, to check it out.

A week later and on his own time, the detective-husband has uncovered all sorts of interesting items that could—in her words—make the situation "a federal case," the woman reports. No details given.

The nephew is coming back for another interview, she has advised Smithsonian types, and this time he expects better treatment.

Hispanics: Gilbert Chavez, president of IMAGE, Inc., says the Carter administration isn't looking very promising to the nation's Spanish-speaking minority. IMAGE, a nationwide organization devoted to upgrading Hispanics in government, claims that the Latin vote helped put the President-elect over the top in key states like Texas. Many Spanish-speaking groups had hoped the Carter administration would recruit and promote more Latinos for mid-level and top policy jobs.

But IMAGE says that its experience with the Carter transition team—which incidentally is swamped with job applications—has been unhappy. As of last week, an IMAGE spokesman said, only 125 of the 4,200 resumes it spot-checked in the transition talent bank had been identified as belonging to persons with Latin names, or who were Spanish-speaking.

IMAGE charges that it may be significant that Grace Olivarez, who it says was the only paid Hispanic member of the transition team assigned to a major (HEW) function, has left the team.

The Carter people, incidentally, believe there are many qualified Hispanics in their talent bank and promise that their resumes—and all others—will be examined in detail. They point out that most of the resumes came from individuals and were not collected by the Carter team.

Look Out EAR: The American Federation of State County and Municipal Employees union at Law Enforcement Assistance Administration puts out one of the snappiest, most readable publications in town. It's called The Guardian, and has introduced a gossip-type column called The Nose. AFLCIO's AFSCME LEAA was inspired by the Ear column at the O.P. Is that clear?

Hispanics Fear Being Passed Over Again

By BILL ANDRONICOS

A number of organizations are showing deep concern over the almost total absence of Hispanic Americans on the transition team of President-elect Jimmy Carter and his running mate Walter F. Mondale.

Gil Chavez, national president of IMAGE, an organization concerned with government employment for Hispanic Americans, told *Federal Times* that of some 200 persons on the Carter-Mondale transition team, only one is a Hispanic aide.

"We are very concerned about this situation," Chavez said, adding that IMAGE and other Hispanic groups are seeking a meeting with Jack Watson, Carter's transition coordinator, or Barbara Diam, transition director, to discuss it.

"Very soon, the government will be losing its 37 Schedule C appointees and Hispanics are hoping that they won't have to wait four or eight years to land some of these posts," Chavez said.

In a related matter, IMAGE already has sent a proposal to President-elect Carter, asking that he increase sharply the appointment of qualified Spanish-speaking Americans to significant government positions.

Such a move, in the opinion of IMAGE, would boost dramatically the quality of programs for improving the general welfare of Hispanic people in the nation.

The proposal, drawn up and forwarded to Carter by Edward Valenzuela, former IMAGE president, contends the present Sixteen Point Federal Spanish Speaking Program — which is intended to provide opportunities for Hispanics — "has increased [their employment] by a dismal rate of only five-tenths of one percent."

To emphasize this point, IMAGE cited statistics showing that in 1971, Hispanics held 2.6 percent of all federal jobs — and in November 1975, only 3.3 percent.

At the same time, it is estimated that Chicanos, Puerto Ricans and other Latinos comprise eight percent of the U.S. population.

"It is clear that this program has not been singularly successful," IMAGE said. "Congress enacted and amended civil rights legislation and in the 12 years since passage of the Civil Rights Act of 1964, there has been little progress in the elimination of employment discrimination against Spanish-speaking."

IMAGE added that significant court decisions regarding equal employment opportunity "have failed to impact positively on Hispanics as they have on other minorities and women."

Spanish-speaking Americans of the United States, specific steps must be taken at this time to demonstrate his commitment to all Americans by the appointment of qualified Hispanics to the various key positions in the executive branch," IMAGE said.

Noting that numerous exempted, non-competitive policy-making jobs in government are filled at the pleasure of the President — and that many of these are filled without examination, IMAGE said: "The success of the Spanish-speaking program in the federal sector has been dependent to a great extent on the commitment of the incumbents of these positions."

"In order for the Spanish-speaking to participate significantly at the highest levels of government administration and as a means of making the fullest possible use of

the talents that are needed in the nation's service, the President is urged to issue a memorandum to his staff to develop and implement a plan to recruit and appoint qualified Hispanic Americans to fill up to ten percent or 857 of the 8449 non-competitive policy-making and supporting positions," IMAGE said. "If only five percent or 428 positions were filled, it would represent an increase of over 400 percent."

IMAGE recommended that these positions be filled by Hispanics within the next four years.

"It can be expected that with the increase of Hispanics in the presidential and exempted appointive positions, there will be a corresponding increase in the civil service competitive positions held by Chicanos, Puerto Ricans and other Latinos," IMAGE said.