

MINUTES

OFFICE OF MEDICAL SERVICES  
CAREER SERVICE BOARD MEETING

Thursday 8 September 1966

Present: Dr. Tietjen (D/MS), Chairman  
[REDACTED] (D/MS), Member  
[REDACTED] (DD/ORD/DDS&T), Member  
[REDACTED] (D), Member  
[REDACTED] (LSD/OSI/DDS&T), Member  
[REDACTED] (PS), Member  
[REDACTED] (AC/CD), Member  
[REDACTED] (AES), Member  
[REDACTED] (SD), Member  
[REDACTED] (OMS), Executive Secretary  
[REDACTED] Recording Secretary

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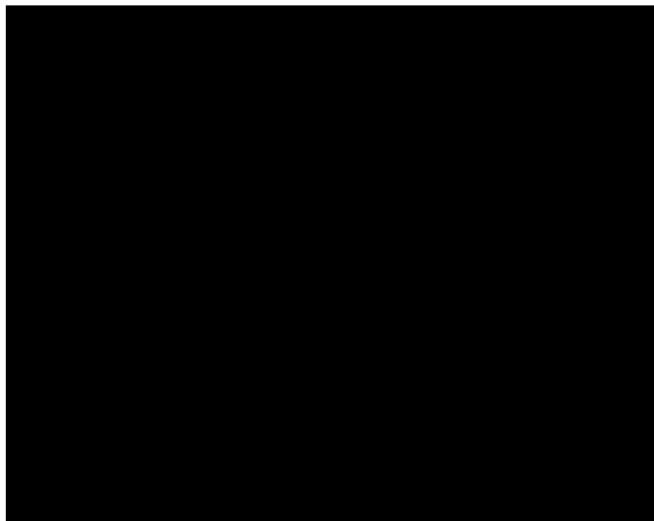
1. Review of Minutes of Previous Meeting

25X1A9a Dr. [REDACTED] requested the following changes be made in the Minutes of the  
Career Service Board Meeting of 12 May 1966: Paragraph 9 (top of page 4),  
25X1A9a change [REDACTED] pointed out" to "it was pointed out"; and Paragraph 4,  
change the date on which Dr. [REDACTED] is to report to duty from 6 December 1966  
to 6 September 1966. With these changes, the Minutes were approved.

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2. Announcements by Executive Secretary

a. Since the last Career Service Board Meeting, the following promotions  
have been effected:



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to whether the Panel should evaluate GS-07 employees. It was the Board's view that the procedure should continue as it has in the past.

6. Discussion - "Continuation of Panel System"

Dr. Tietjen introduced this discussion by asking the Panel Chairmen if, with their experience to date, they felt the Panel system should continue as it is and if it should remain a part of the Career Program. The three Panel Chairmen were unanimous in their opinions that the system is a good one and should be continued.

7. Discussion - "Coordination of Submission of Fitness Reports and Promotion Recommendations"

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At the Career Service Board Meeting of 12 May 1966, Dr. [REDACTED] raised the following question: "What action should be taken when the promotion recommendation is contained in the Fitness Report?" The question was deferred for consideration at today's meeting. It was noted that the Medical Office practice has been to require a promotion recommendation which is separate from the Fitness Report. It was also noted that the Clandestine Services is in the process of instituting a procedure which would require a separate recommendation for promotion. The Board recognized the fact that a delay would be encountered in the promotion of personnel assigned overseas if it were necessary to request a separate document; however, it was also recognized that the Fitness Report and the promotion recommendation are separate personnel actions. After a discussion of this subject, Dr. [REDACTED] made the following proposal: "All promotion actions be separate from Fitness Reports and, in those instances where Fitness Reports are received containing promotion recommendations without the accompanying document, they be returned to the originator with a formal notification that such a statement is required." This proposal was approved by the Board Members.

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8. Discussion - "Career Planning and Development"

The attached memorandum from Dr. Tietjen, dated 16 August 1966, entitled "Career Planning and Development" was distributed to the Members in advance of today's meeting. It had been planned that this memorandum would be the basis of discussion by the three Panels and that the Chairmen would bring to this meeting the views of the Panel Members. However, as noted by Dr. [REDACTED] earlier in the meeting, Panel A has had an opportunity to discuss this subject only in general terms. Therefore, this discussion was deferred until the next meeting of the Career Service Board. D/MS asked that the Executive Secretary call a meeting around mid-October and he requested that the Panel Chairmen be prepared to present the views of their Members on the subject of "Career Planning and Development" at that time.

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Attachment:

D/MS' Memorandum  
(w/orig only)

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