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MINUTES

Fifth Meeting

of

SUPPORT SERVICES HISTORICAL BOARD

4 October 1967

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1. The Chairman, Mr. [redacted] called the meeting to order at 1400 hours. Present were Mr. [redacted]

vice [redacted]. The Board reviewed Quarterly Reports from DDS offices, and noted that not too much progress had been made during the summer months, with the exception of one office.

a. Mr. [redacted] pointed out that the first part of the Commo history had been completed and that Mr. [redacted] was working on the second part, which would run up until 1951. After completion of this part, he will be unavailable, and Mr. [redacted] feels that they will have to get another contractor.

b. Mr. [redacted] reported little progress in the Office of Training, although there has been a considerable amount of research accomplished. He is retiring in May 1968, but hopes to give full time to organizing the Training histories between now and then.

c. Mr. [redacted], who is taking the place of Mr. [redacted] as the Office of Security member on the Board, reported that he was having a very hard time getting people to write and, as in the case of Commo, the office has a large number of technical personnel who are not writers. It is very hard to separate higher level administrative personnel from their daily duties for writing purposes. He feels that the early history of Security will have to be written under contract, but he thinks that from 1953 on, the history can be written in house.

2. There was a good deal of discussion in regard to the problems inherent to the historical program. Most of

JOB NO. [redacted] BOX NO. [redacted] FLD NO. [redacted] DOC. NO. 71 NO CHANGE
IN CLASS/ DECLASS/ CLASS CHANGED TO: TS S (C) NET. JUST 7-77
NEXT REV DATE 09 REV DATE 12/79 REVIEWER [redacted] TYPE DOC. 39
NO. PGS 3 CREATION DATE [redacted] ORG COMPO3 OPL/11 ORG CLASS S
REV CLASS [redacted] REV COORD. AUTH: HR 70-3

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this boiled down to the difficulty in finding people who have the time to write in addition to other duties.

25X1A9a Mr. [REDACTED] said that at present in the three Directorates -- DDI, DDS and DDS&T -- there were only five people under contract, and that he had no objection to hiring additional independent contractors, although the number should be held to a minimum.

25X1A9a 3. Messrs. [REDACTED] suggested greater use of debriefings. There are many knowledgeable persons in DDS who will retire within the next year or so and possibly have neither the time nor the inclination to write histories. However, if they can be debriefed on tapes, it would be a great step forward. The text can be corrected by later research.

25X1A9a 4. Mr. [REDACTED] brought up the question of completion dates and pointed out that they were unrealistic. No office will meet the original October date. Obviously, the completion dates will have to be moved ahead, but no formal action was taken to establish new dates.

25X1A9a 5. Mr. [REDACTED] passed around a sample of the Quarterly Report form used by DDS&T, and everyone agreed that this would be a help. Mr. [REDACTED] will modify it slightly for use in the Support Services.

25X1A9a 6. Mr. [REDACTED] spoke for a few minutes on Professor [REDACTED] who will shortly come on duty as a consultant for a one-year period to advise on the various historical programs. He said that, as of the moment, he did not know what Professor [REDACTED] approach would be, but he hoped this would be clarified in the next week or so.

25X1A9a 7. Mr. [REDACTED] said a few words about coordination with DDP. He felt it was essential that this be improved, and that when papers are written in regard to support for [REDACTED] etc., they should be closely coordinated with the appropriate DDP personnel. In a number of cases, DDP may want copies of these papers to attach as annexes to their own histories. He suggested that it would be beneficial if all writers stopped in to see him and Mr. [REDACTED] has a vast number of index cards which would be of value to the writers, and they can also be put in touch with the appropriate people in the Clandestine Services.

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8. Mr. [REDACTED] suggested that in the Catalog of Histories being maintained in the office of the DDS, there should be a short, one-page summary of each paper which would briefly describe the contents, give the name of the author, etc. This was agreed to. In addition, two copies of the final approved manuscript should be forwarded to the Board Chairman, who will have it bound in blue covers. One copy will be returned to the originating office; the other will be held by the DD/S.

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9. Mr. [REDACTED] suggested that there should be a change in the proposed numbering system. Originally, he had arbitrarily assigned numbers to the proposed papers in the various office programs. This will be changed. Papers of each office will be numbered chronologically. In other words, the first paper of the Office of Logistics will be OL-1, etc. In the case of over-all narrative histories which will be written in two or three parts, various parts will be numbered OTR-1a., -1b., -1c., etc.

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10. Mr. [REDACTED] suggested that there should be a meeting of all the Support Services Historical Officers in the near future to discuss all the matters considered by the Board today and any others, as appropriate. The Board agreed.

11. The meeting adjourned at 1520 hours.

[REDACTED]

Executive Secretary

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