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AGENDA
Career Service Panel
Office of Research and Development

5 October 1970

0900 hours
Room 607 - Conference Room

25X1A9a

1. Review of agenda for 5 October 1970.
2. Review of minutes for 14 September 1970.
3.
 - a. Promotions
 - b. ORD staff additions and changes
 - c. Advance notice of special ORD training.
4. New business.

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GROUP 1
Excluded from automatic
downgrading and
declassification

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CAREER SERVICE PANEL
Minutes of the Meeting
14 September 1970

Attendees:

[Redacted Name]

Chairman

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[Redacted Name]

Recording Secretary

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Absentees:

[Redacted Name]

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1. The Chairman called the meeting to order at 0905 hours,
2. The following addition was made to the agenda for 14 September 1970:

Nominations for Midcareer Executive Development
Course #26, running from 1 November to
11 December 1970.

3. There were no corrections to the minutes for 3 August 1970. Minutes approved.

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4. [Redacted Name] stated that Item 4 on the agenda for CSP on 14 September 1970, concerning authorization to sign for projects up to \$5,000 - maximum for each division, \$25,000 should be taken up at the Staff Meeting.

5. [Redacted Name] nominated [Redacted Name]/Optics/ORD as a nominee for the Midcareer Executive Development Course #26, running from 1 November to 11 December 1970. Nomination approved.

6. [Redacted Name] stated that he would like to submit the name of [Redacted Name] as the next nominee for the Midcareer Executive Development Course running in January, 1971.

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7. [REDACTED] a former member of the Agency Management Advisory Group, briefed the CSP/ORD on the objectives of the group. This group was set up by Colonel White for the DCI and consisted of three members of each Directorate and three members from the DCI. The group was set up, basically, to take up the problem of communication within the Agency and discuss personnel management, management training, and career development. Some of the highlights of his talk were as follows:

- a. There is no Career Development Program in the Agency.
- b. Each Directorate, with the exception of DDP, stated there was no reason why employees could not transfer from one Directorate to another.
- c. DDP will allow their people to transfer out but will not allow people to transfer in to the Directorate.
- d. Eighty percent of the group's discussion centered on the problems of DDP.

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8. [REDACTED] stated, at the conclusion of [REDACTED] briefing, that he would like to see a report on what [REDACTED] had told the CSP sent to the younger employees of ORD. [REDACTED] stated that it was the decision of the group that there would be no "report back" done on the activities of the group.

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9. [REDACTED] MBSD/ORD then briefed the CSP on his work with the committee established to handle a request from the President as to how young people are being utilized within the Agency. One man from each Directorate was appointed to come up with prudent information. [REDACTED] stated that he had requested statistics from Office of Personnel on those people, 35 years and under, GS-8 and above, who entered on duty with the Agency in 1965, 1966 and 1967. He wanted to find out how many of these people were still with the Agency in the spring of 1970. He said he found the average age for an employee entering on duty with the Agency at that time averaged about 27 years old. [REDACTED] also stated he would guess that in most cases it was not their first job. In the final analysis, he found that 30% of DD/S&T people, who came to the Agency between 1965 and 1967, turned around and left the Agency. The most cited reasons, accounting for 70%, fell in the general category of job dissatisfaction; with a subcategory of insufficient challenge. The question was, after this information was obtained, whether this percentage rate of turnover was too high or too low.

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10. [REDACTED] stated that he was very impressed by the presentation made by both [REDACTED]. He felt that he had learned a great deal from them and felt that the CSP might benefit by having ORD people come in on an ad hoc basis and talk about their views.

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25X1A9a It was felt, after discussion, that both [REDACTED] had been involved in a particular program and if the CSP were to follow this suggestion they might get a discussion of views of a single individual without any background detail.

25X1A9a 11. [REDACTED] reported the following:

ADDITIONS:

25X1A9a [REDACTED] Phys Scien-Res., Ph.D in Space Physics and Plasma Physics - Brigham Young University for RP/ORD on 31 August 1970 as GS-12, step 1.

25X1A9a [REDACTED] B&F/ORD transferred to ORD from DDS/OF on 10 Aug 70 - GS-13, step 5.

25X1A9a [REDACTED] Phys Scien-Res transferred to ORD from OS - RP/ORD on 24 August 1970. GS-12, step 3.

25X1A9a [REDACTED] C/PMS/ORD transferred from OSP on 31 August 1970 to replace [REDACTED]

25X1A9a [REDACTED] Secretary Steno, PMS/ORD transferred from OTR on 3 August 1970. GS-6, step 4.

25X1A9a [REDACTED] Secretary Steno, Support Staff/ORD on a temporary basis on 24 August 1970 - GS-5.

25X1A9a [REDACTED] Clerk Steno, GS-4, Support Staff/ORD on a temporary basis on 8 September 1970.

25X1A9a [REDACTED] Secretary Steno, GS-5, Support Staff/ORD on a temporary basis on 8 September 1970.

TERMINATIONS & TRANSFERS:

25X1A9a [REDACTED] Secretary Steno, GS-9, D/ORD retired on 31 July 1970.

25X1A9a [REDACTED] C/B&F/ORD, GS-13, step 5 transferred to DDS/OF from Support Staff/ORD, 14 August 1970.

25X1A9a [REDACTED] Secretary Steno, GS-6 transferred to DDS/Office of Communications from Support Staff/ORD, 3 August 1970.

25X1A9a [REDACTED] Intelligence Clerk, GS-4 for AP/ORD - Summer Employee resigned on 14 August 1970.

25X1A9a [REDACTED] Intelligence Clerk, GS-3 for AP/ORD - Summer Employee resigned on 4 September 1970.

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11. (Continued)

TERMINATIONS & TRANSFERS:

25X1A9a [REDACTED] (USAF) military detailee with Optics/ORD retired from military service on 31 July 1970 and joined Optics/ORD on 3 August 1970 as a regular employee (Reserve Appointment).

PROMOTIONS:

25X1A9a [REDACTED] Admin. Asst from GS-7, step 4 to GS-8, step 3.

QSI:

25X1A9a [REDACTED] Phys Scien-Res - Technical Asst, for Program and Plans/ORD from GS-15, step 6 to GS-15, step 7.

ADVANCE TRAINING

- a. Educational Program in Systematic Analysis
(Comes in October - No nominees last year)
- b. National Institute of Public Affairs and Civil Service Commission -
NIPA Career Education Awards
(Comes up in October - no nominee last year)

25X1A9a 12. The Chairman set the next date for meeting of Career Service Panel on 5 October 1970 at 0900 hours. Since he will not be in the office on this date, [REDACTED] was asked to preside at the next meeting.

13. Meeting adjourned at 1100 hours.

25X1A9a [REDACTED]

Executive Secretary/CSP

APPROVED:

25X1A9a [REDACTED]

Chairman/CSP/ORD

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