

## Assassination Records Review Board Final Determination Notification

AGENCY : HSCA  
RECORD NUMBER : 180-10068-10317  
RECORD SERIES : STAFF PAYROLL RECORDS  
AGENCY FILE NUMBER :

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**December 8, 1995**

**Status of Document:** Postponed in Part

**Number of releases of previously postponed information:** 10

Reason for Board Action: The Review Board's decision was premised on several factors including: (a) the significant historical interest in the document in question; (b) the absence of evidence that the release of the information would cause harm to the United States or to any individual.

**Number of Postponements:** 5

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Postponements: All the postponements in this document represent Social Security numbers.

Reason for Board Action: The text is redacted because the public disclosure of the redaction could reasonably be expected to constitute an unwarranted invasion of personal privacy, and that invasion of privacy would be so substantial that it outweighs the public interest.

Substitute Language: SSN

Date of Next Review: 2017

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**Board Review Completed:** 10/24/95

JFK ASSASSINATION SYSTEM

IDENTIFICATION FORM

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AGENCY INFORMATION

AGENCY : HSCA  
RECORD NUMBER : 180-10068-10317

RECORDS SERIES :  
STAFF PAYROLL RECORDS

AGENCY FILE NUMBER :

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DOCUMENT INFORMATION

ORIGINATOR : HSCA  
FROM :  
TO :

TITLE :

DATE : 12/29/76  
PAGES : 12

SUBJECTS :  
HSCA, ADMINISTRATION  
BROWN, CLAIRE, L.

DOCUMENT TYPE : PRINTED FORM  
CLASSIFICATION : U  
RESTRICTIONS : 3  
CURRENT STATUS : P  
DATE OF LAST REVIEW : 07/07/93

OPENING CRITERIA :

COMMENTS :

Box #: 1.

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[R] - ITEM IS RESTRICTED



CLAIRES L. BROWN  
5021 Seminary Road, #1104  
Alexandria, Virginia 22311

(703) 379-1379

Voting Residence: Georgia

#### CAREER OBJECTIVE

To develop and improve communication, understanding, programming, and/or policy between the Federal Government and State and local agencies and associations.

#### EXPERIENCE SUMMARY

- Extensive experience evaluating and interpreting Federal education legislation and regulations to determine the impact on State and local educational agencies.
- Congressional and Executive liaison to Senate, House, and education associations responsible for analyzing and evaluating legislation and Federal regulations.
- Related experience in curriculum planning and educational research and in library and education programming on the local, State, and Federal level.
- Reviewed with education association executives, the impact of pending legislation on their interest group.
- Five years experience as a public school librarian and teacher.

#### EDUCATION

Henry Grady High School, Atlanta, Georgia, 1965.

B.S., Ohio State University, 1969. (Education)

M.S., Boston University, 1970. (Library Science) (Audio-Visual Education)

#### PROFESSIONAL EXPERIENCE

PROGRAM ASSISTANT, Office of Libraries and Learning Resources, U.S. Office of Ed., Washington, D.C. Researched and analyzed completion reports, compiled statistical information, and wrote a comprehensive national summary of public library construction from Federal funds. (1976)

LIBRARIAN, Office of Career Education, U.S. Office of Education, Wash., D.C. Implemented a resource center of available career education materials from all over the U.S. Wrote annotated bibliographies of specialized materials on women and on the mentally and physically handicapped. (1976)

CONSULTANT, D.A. Lewis Associates, Inc., Clinton, Maryland. Researched, wrote, and developed contract proposals in response to U.S. Gov't. R.F.P.'s, particularly in library and Indian education programs. (1976)

ADMINISTRATIVE ASSISTANT, Committee for Full Funding of Education Programs, Washington, D.C. Served as principal personal assistant to the Exec. Dir. and worked with him in all phases of the operation. Worked as liaison with Executive and Legislative branches of government for other groups interested in educational funding (public schools, universities, libraries, handicapped, etc.) to coordinate an effort for full funding of education programs on a Federal level. Initiated legislative communications (phone & letter) to inform members and association executives of pending bills. Attended hearings and meetings, reviewed and analyzed Congressional Records and Federal Registers, and managed the financial records of the Committee. Collected and organized bills, reports, and background materials on pending education appropriations and budget legislation. (1975)

LANDLORD-TENANT INVESTIGATOR, City of Alexandria, Alexandria, Virginia.

Served as liaison between landlords and tenants in disputes, and as an authority on Virginia housing regulations. Achieved recognition for outstanding negotiations between a tenant and the Virginia Power Co. (VEPCO). Resolved problems dealing with rent increases, utility bills, and the absence of landlord-tenant contract-provided services. (1975)

STAFF ASSISTANT, Senator Herman Talmadge (Ga.), Washington, D.C. Helped to edit the final volume of the Watergate Report, and assisted with bookkeeping concerns on the Watergate Committee. Drafted legislative correspondence for the Senate Agriculture Committee in response to constituent requests. (1974)

ASSISTANT LEGISLATIVE AIDE & CASEWORKER, Congressman Gus Yatron (Pa.), Wash., D.C. Investigated and responded to constituent concerns in legislation, and to their problems with social security and black lung disability benefits. (1974)

SCHOOL LIBRARIAN, DeKalb County School System, Decatur, Georgia. Achieved recognition both locally and system-wide for implementing the "open-library" concept in media centers. Responsible for all reference, acquisitions, cataloging, and processing of materials. Member of curriculum planning committees for all subjects, grades 1-7 and planned course curriculum content for library training. Supervised, managed, and trained a large staff, analyzed school and community needs, and held budget conferences with administrators. Designed and implemented all policies within the library, prepared bibliographies, and conducted special research projects for the principal and led seminars for librarians. (1970-1974)

GRADUATE ASSISTANT, to the Associate Dean for Undergraduate Studies, School of Education, Boston University, Boston, Mass. Collected and organized statistical data used in evaluating various programs at the University, drafted and edited documents, and served as coordinator for public relations activities in relation to the University's centennial celebration. (1969-1970)

TEACHER, Columbus Public School System, Columbus, Ohio. Taught all subjects in the inner-city to low-income 2nd/3rd graders. Worked with different Federal low-income programs and officials, including ESEA, Title I, and Headstart. (1969)

ASSOCIATIONS AND HONORS

Georgia Association of Educators

American Library Association

Pi Lambda Theta, National Education Honor Society

Dean's List

Alumni Associations of Ohio State and Boston Universities

Member and active participant in the Smithsonian Institute and the Kennedy Center

HOBBIES AND INTERESTS

Travel, Current Events, Photography, Guitar, and Reading

References upon request

LOUIS STOKES, OHIO, CHAIRMAN

RICHARDSON PREYER, N.C.  
WALTER E. FAUNTRY, D.C.  
YVONNE BRATHWAITE BURKE, CALIF.  
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HAROLD E. FORD, TENN.  
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SAMUEL L. DEVINE, OHIO  
STEWART B. MCKINNEY, CONN.  
CHARLES THOME, NEBR.  
HAROLD S. SAWYER, MICH.

(202) 225-4624

Select Committee on Assassinations

U.S. House of Representatives

3331 HOUSE OFFICE BUILDING, ANNEX 2

WASHINGTON, D.C. 20515

August 23, 1977

G. Robert Blakey, Chief Counsel and Director  
House Select Committee on Assassinations  
3342 House Office Building, Annex 2  
Washington, D.C. 20515

Dear Professor Blakey:

Pursuant to our conversation of yesterday, August 22, 1977, and my subsequent conversation with Donovan L. Gay, Chief Researcher, of August 23, 1977, I hereby tender my resignation with the House Select Committee on Assassinations effective September 20, 1977.

I have enjoyed my work at the Committee and I hope that my research as well as that of others will aid in finding the truth and in bringing a satisfying end to these investigations.

Sincerely

*Claire L. Brown*

Claire L. Brown

**PAYROLL AUTHORIZATION FORM**(Please Use Typewriter  
or Ballpoint Pen)**U.S. HOUSE OF REPRESENTATIVES**

Washington, D.C. 20515

(Any erasures, corrections, or changes  
on this form must be initiated by the  
authorizing official.)**To the Clerk of the House of Representatives:**

I hereby authorize the following payroll action:

<b>Employee Name (First-Middle-Last)</b>	<b>Effective Date</b>
Claire L. Brown	9
<b>Employee Social Security Number</b>	<b>Type of Action</b>
258-72-6151	<input type="checkbox"/> Appointment <input type="checkbox"/> Salary Adjustment <input checked="" type="checkbox"/> Termination (At close of business on effective date)
<b>Employing Office or Committee</b>	
Assassinations	

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

<b>Position Title</b>	<b>Gross Annual Salary</b>
Researcher	\$15,000

(If Committee Employee, complete appropriate item below.)

1.  Standing Committee: Staff -  Clerical or  Professional.
2.  Special or Select Committee: Authority - H. Res. 465 of 95th Congress.
3.  Joint Committee.

(If Employee of an Officer of the House, complete item below.)

Position Number \_\_\_\_\_ If applicable, Level \_\_\_\_\_ Step \_\_\_\_\_

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date September 15 1977

(Signature of Authorizing Official)

Louis Stokes

(Type or print name of Authorizing Official)

Chairman

(Title - If Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations; the Committee on the Budget; and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED:

Chairman, Committee on House Administration

Office of Finance use only:

Office Code \_\_\_\_\_

Monthly Annuity \$ \_\_\_\_\_.00

**Copy for Initiating Office or Committee**

**PAYROLL AUTHORIZATION FORM**(Please Use Typewriter  
or Ballpoint Pen)**U.S. HOUSE OF REPRESENTATIVES**  
Washington, D.C. 20515(Any erasures, corrections, or changes  
on this form must be initiated by the  
authorizing official.)**To the Clerk of the House of Representatives:**

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last)	Effective Date
Claire L. Brown	5/1/77
Employee Social Security Number	Type of Action
258-72-6151	<input type="checkbox"/> Appointment <input checked="" type="checkbox"/> Salary Adjustment <input type="checkbox"/> Termination (At close of business on effective date)
Employing Office or Committee	
Assassinations	

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

Position Title	Gross Annual Salary
	\$15,000

(If Committee Employee, complete appropriate item below.)

1.  Standing Committee: Staff— Clerical or  Professional.
2.  Special or Select Committee: Authority—H. Res. 465 of 95th Congress.
3.  Joint Committee.

(If Employee of an Officer of the House, complete item below.)

Position Number \_\_\_\_\_ If applicable, Level \_\_\_\_\_ Step \_\_\_\_\_

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date

May 10, 1977

(Signature of Authorizing Official)

Louis Stokes

(Type or print name of Authorizing Official)

Chairman

(Title—if Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED:

Chairman, Committee on House Administration

FD 5/11

Office of Finance use only:

Office Code \_\_\_\_\_

Monthly Annuity \$ \_\_\_\_\_ .00

Copy for Initiating Office or Committee

**PAYROLL AUTHORIZATION FORM**(Please Use Typewriter  
or Ballpoint Pen)**U.S. HOUSE OF REPRESENTATIVES**

Washington, D.C. 20515

(Any erasures, corrections, or changes  
on this form must be initiated by the  
authorizing official.)**To the Clerk of the House of Representatives:**

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last)	Effective Date
Claire L. Brown	4/1/77
Employee Social Security Number	Type of Action
<b>250 72 6151</b>	<input type="checkbox"/> Appointment <input checked="" type="checkbox"/> Salary Adjustment <input type="checkbox"/> Termination (At close of business on effective date)
Employing Office or Committee	
Assassinations	

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

Position Title	Gross Annual Salary
	\$30,000

(If Committee Employee, complete appropriate item below.)

1.  Standing Committee: Staff -  Clerical or  Professional.
2.  Special or Select Committee: Authority - H. Res. 465 of 95th Congress.
3.  Joint Committee.

(If Employee of an Officer of the House, complete item below.)

Position Number \_\_\_\_\_ If applicable, Level \_\_\_\_\_ Step \_\_\_\_\_

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date April 29, 1977

(Signature of Authorizing Official)

**Louis Stokes**

(Type or print name of Authorizing Official)

**Chairman**

(Title - If Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees; must be approved by the Committee on House Administration.

APPROVED:

Chairman, Committee on House Administration

Office of Finance use only:

Office Code \_\_\_\_\_

Monthly Annuity \$ \_\_\_\_\_.00

**Copy for Initiating Office or Committee**

**PAYROLL AUTHORIZATION FORM**(Please Use Typewriter  
or Ballpoint Pen)**U.S. HOUSE OF REPRESENTATIVES**

Washington, D.C. 20515

(Any erasures, corrections, or changes  
on this form must be initiated by the  
authorizing official.)**To the Clerk of the House of Representatives:**

I hereby authorize the following payroll action:

<b>Employee Name (First-Middle-Last)</b>	<b>Effective Date</b>
Claire L. Brown	1/3/77
<b>Employee Social Security Number</b>	<b>Type of Action</b>
268-72-6151	<input type="checkbox"/> Appointment <input checked="" type="checkbox"/> Salary Adjustment <input type="checkbox"/> Termination (At close of business on effective date)
<b>Employing Office or Committee</b>	
Select Committee on Assassinations	

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

<b>Position Title</b>	<b>Gross Annual Salary</b>
	\$10,000.

(If Committee Employee, complete appropriate item below.)

1.  Standing Committee: Staff— Clerical or  Professional.
2.  Special or Select Committee: Authority—H. Res. 11 of 95th Congress.
3.  Joint Committee.

(If Employee or an Officer of the House, complete item below.)

Position Number \_\_\_\_\_ If applicable, Level \_\_\_\_\_ Step \_\_\_\_\_

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date \_\_\_\_\_, 19 77

(Signature of Authorizing Official)

Henry B. Gonzalez

(Type or print name of Authorizing Official)

Chairman

(Title—If Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED:

Chairman, Committee on House Administration

Office of Finance use only:

Office Code \_\_\_\_\_

Monthly Annuity \$ \_\_\_\_\_ .00

Copy for Initiating Office or Committee

## DISTRICT UNEMPLOYMENT COMPENSATION BOARD

Sent to Kevin  
Jenem S.S. #

MAIL CLAIM

S. S. No.

Claimant's Name

## PART ONE

1. I claim unemployment insurance benefits for the calendar week which began Sunday, Dec. 26, 1976 and ended Saturday, Jan. 1, 1977.

For the calendar week shown above:

- a. I was available for and actively seeking work \_\_\_\_\_  Yes  No
- b. I was physically able to work \_\_\_\_\_  Yes  No
- c. I claimed or was receiving education, training or subsistence allowance from the Veterans Administration \_\_\_\_\_  Yes  No
- d. I claimed or was receiving unemployment insurance benefits under another Federal or State Law \_\_\_\_\_  Yes  No
- e. I claimed or was receiving a retirement pension or annuity \_\_\_\_\_  Yes  No
- f. I was totally unemployed \_\_\_\_\_  Yes  No

(If your answer to item (f) is "Yes," do not complete item (g) below.)

g. I worked () full time () part time and earned, before deductions, \$ 83.33

2. This claim is filed by mail because:

- a. I became employed. Date of employment Dec. 29, 1976

Employer's Name U.S. House of Representatives, House Select Committee on AssassinationsEmployer's Address 3342 H.O.B. #2, Washington, D.C. 20515

- b. Other than employment. Reason \_\_\_\_\_

**IMPORTANT:** If you started to work during the calendar week claimed in item 1, you must have your employer complete Part Two below.

I certify the above statements are true. I am aware that the law imposes penalties for false statements made in connection with this claim.

Claire L. Brown  
Claimant's Signature5021 Seminary Rd. #1104, Alexandria, Va.  
Address1/27/77  
Date  
22311

## PART TWO

**LOW EARNINGS REPORT—To be completed by the employer and delivered to the claimant at his request.**

1. During the CALENDAR WEEK beginning SUNDAY Dec. 26, 1976 and ending SATURDAY Jan. 1, 1977 (NOT your payroll week, if different), this employee worked  FULL TIME  PART TIME

2. His gross earnings payable before deductions, which include tips, cash value of meals, lodgings, and all other remuneration for that week were \$ 83.33.

3. If separated, enter date \_\_\_\_\_ Explain reason for separation \_\_\_\_\_

4. Employer's Name U.S. House of Representatives, Select Committee on Assassinations  
and  
Address Washington, D.C. 20515

Rebecca W. Martin  
(Signature of authorized official)

2720

Jan. 27, 1977  
(Date)Rebecca W. Martin 225-2980  
(Person who may be contacted) (Phone No.)

**PAYROLL AUTHORIZATION FORM**(Please Use Typewriter  
or Ballpoint Pen)**U.S. HOUSE OF REPRESENTATIVES**

Washington, D.C. 20515

(Any erasures, corrections, or changes  
on this form must be initiated by the  
authorizing official.)**To the Clerk of the House of Representatives:**

I hereby authorize the following payroll action:

<b>Employee Name (First-Middle-Last)</b>	<b>Effective Date</b>
Clarence L. Brown	December 29, 1976
<b>Employee Social Security Number</b>	<b>Type of Action</b>
	<input type="checkbox"/> Appointment <input type="checkbox"/> Salary Adjustment <input type="checkbox"/> Termination (At close of business on effective date)
<b>Employing Office or Committee</b>	
Select Committee on Assassinations	

(If type of action is an Appointment or Salary Adjustment, complete the following information.)

<b>Position Title</b>	<b>Gross Annual Salary</b>
Researcher	\$15,300.00

(If Committee Employee, complete appropriate item below.)

1.  Standing Committee: Staff— Clerical or  Professional.
2.  Special or Select Committee: Authority—H. Res. 1570 of 95th Congress.
3.  Joint Committee.

(If Employee of an Officer of the House, complete item below.)

Position Number \_\_\_\_\_ If applicable, Level \_\_\_\_\_ Step \_\_\_\_\_

I certify that this authorization is not in violation of 5 U.S.C. 3110(b), prohibiting the employment of relatives.

Date December 29, 1976

(Signature of Authorizing Official)

Clarence L. Brown, Chairman

(Type or print name of Authorizing Official)

Select Committee on Assassinations

(Title—if Member, District and State)

All appointments and salary adjustments for employees under the House Classification Act and for Committee employees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, must be approved by the Committee on House Administration.

APPROVED:

Chairman, Committee on House Administration

Office of Finance use only:
Office Code _____
Monthly Annuity \$ _____.00

Copy for Initiating Office or Committee

M E M O R A N D U M

TO: All Staff Employees  
FROM: Budget Officer  
DATE: January 3, 1977  
RE: Payroll Certification

Starting with the January, 1977 payroll, the certification to the House Finance Office requires, among other things, the relationship, if any, of each staff employee to any current Member of Congress (those taking office January 3, 1977).

The following are the relationships to be included in the certification:

father	nephew	brother-in-law
mother	niece	sister-in-law
son	husband	stepfather
daughter	wife	stepmother
brother	father-in-law	stepbrother
sister	mother-in-law	stepsister
uncle	son-in-law	half-brother
aunt	daughter-in-law	half-sister
first cousin		

All staff employees are requested to complete this form and return it to the Budget officer.

Approved  
Richard A. Sprague

I am not related

I am related by the following relationship \_\_\_\_\_

Claire L. Brown  
Signature of Employee

Jan. 10, 1977  
Date