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**MEMO TO THE FILE**

**CASE:** STATE VS Billy Lee Oatney C962556CR  
**TO ATTORNEY:** John P. Manning  
**DATE:** 10 February 1997  
**RE:** activities

On this date I spent the morning organizing the Lompoc records into chronological order for both the master file as well as preparing the client's life history for mitigation purposes and experts. While doing so, I compiled a list of names of prison staff members that client came into contact with while at Lompoc, and prepared file folders and/or labels for these individuals.

In the afternoon I went over to Lompoc and spoke with the Warden's secretary, Michelle. I presented credentials, etc., and made arrangements to return tomorrow. In reviewing my list of names, we discovered that several people are no longer with the institution, or are in Washington D.C. for training.