

Dear Staff:

There has been much criticism of the "Jackson office" recently. 10 days ago there was a meeting in Jackson called for the purpose of "re-organizing" the office. The minutes of this meeting are under this cover letter. Unfortunately, the minutes were not well taken and the spirit of the meeting, as well as a considerable amount of the discussion that took place during the meeting, are missing.

The Jackson office will no doubt and should be discussed at this staff meeting. It would be helpful if the discussion were guided along constructive lines rather than having the entire staff hurl all their brick-brats at the Jackson office.

As it is presently staffed, this is what the Jackson office is supposed to be doing:

1. Communications
 - A. informing field of what is taking place on other projects
 - B. keeping Northern contacts informed
 - C. dealing with the press
 - D. files and records
2. Financial Distribution
 - A. money for budgets
 - B. money for leasing of houses
 - C. money for emergencies
3. Transportation
 - A. assigning of cars
 - B. money for repairing of cars
4. Food and Clothing (no staff person)
 - A. procuring of food and clothing from the North
 - B. distributing food and clothing throughout the projects
5. Legal Assistance (Henry Aronson)
this has been moved to the legal office
6. Program Coordination
 - A. Freedom Schools (Liz Fusco)
 - B. Community Centers (Lois Chaffee, Lorne Cress)
 - C. FDP (Lawrence Guyot)
 - D. Federal Programs (Jane Adams)
 - E. Voter Registration (?)
7. WATS Line
 - A. taking information from projects
 - B. relaying messages for projects
8. Personnel
 - A. soliciting for new people
 - B. orienting new people
 - C. assigning new people
 - D. handling complaints about "volunteers"

To discuss the Jackson office meaningfully and constructively, the staff will have to make suggestions as to how the above areas can be made to function better than they have. To use Jackson as a scapegoat for all the field's shortcomings is rather dishonest and will get us nowhere.

Jesse Morris