

CABINET MEETING

September 18, 1956

The Cabinet Meeting was called to order at 1:50 p.m.

Mr. James Kerney spoke on behalf of the Delaware Valley United Fund and asked that the cabinet members urge employees to contribute by means of payroll deduction. He will send lists to the cabinet officers of the employees who contributed last year.

Handling of Referrals

The Governor told the cabinet that he will be sending stationery to them so that suggested replies will be typed on his own stationery and sent back to the Governor's office. He stated that the reason for doing this is that a great number of suggested replies are sent out as drafted and that the drafting on his stationery would eliminate duplication of secretarial work in many instances. He asked that the cabinet officers, when drafting a reply concerning a departmental situation, make it clear that the information contained in the letter is a report from the department and not the personal knowledge of the Governor. Brendan Byrne is to prepare a memo covering various points as to the form of the letter for the Governor's signature.

Annual Message

The Governor asked that the material for the message be forwarded to the Counsel's office not later than November 10. The departmental material should contain not only proposed legislation but a summary of administrative accomplishment in the department.

Low License Plates

The Attorney General read a list of the first thirty or so low license numbers without county designations. It was decided that no action would be taken toward recalling these numbers.

Group Insurance

The Governor stressed the need to have competent departmental representatives go to the group insurance meetings. Mr. Male pointed out that some of the representatives have been unable to answer the employees questions. It was the feeling that many of the women employees who do not contemplate state service on a long basis are discouraging others from seeking group coverage.

Comments of Cabinet Officers

The Governor complimented Commissioner Palmer on his presentation of the highway program to various members of the Legislature.

Mr. Neeld pointed out that no cut-off date has yet been fixed for the end of the Korean War veterans exemption and noted that such a date had been promptly fixed for World War I and World War II veterans.

Commissioner Kelly asked the Governor for permission to okay a half hour lunch period for his employees in Newark so that they could leave work at 4:30 and beat the traffic rush. He said that the A. B. C. has already instituted such a program. The various cabinet members joined in a discussion after which it was agreed that Commissioner Holderman would be Chairman of a Committee to be composed of all cabinet members who had employees in the Newark building and that a uniform policy affecting all employees should be adopted. The Attorney General will speak to Davis with regard to becoming part of a uniform policy. The Governor felt that a one hour lunch period is beneficial to the employee moral and efficiency, but he would favor a staggered starting and stopping hour or an 8:30 opening or a 4:30 closing for offices. Holderman felt that a uniform policy as to coffee breaks should also be instituted.

The Attorney General and the Governor stressed the need for cabinet officers to report immediately to the Attorney General any suspected wrong doing in their department and not wait for the State Auditor's report before undertaking an investigation. It was further suggested that all of the cabinet members should go over the State Auditor's reports which they have received since January 19, 1954 to see if all of the suggestions have either been carried out or rejected for reasons given to the Auditor.

The State Office Building Program was discussed and the cabinet heads involved reported that some interest had been already shown in the program by organizations such as the PTA, etc. who deal with the departments involved.

The meeting was adjourned at 2:55 p.m.

Brendan T. Byrne

Meeting at 1:50.

Mr. Kearney, James.

D.V.U.F - encourage employee
contribution payroll deductions

Agenda

- A.
- ① Gov. will send statement & sugg. reply.
limit distrib.
 - ② Rather than attribute to G.
personal know. - report hood
Cathach statement
 - ③ Preparing reply - - BTB memo.

B. Message.

Get outlines ready for
the Jan. messages
Proposed legis. from dept.
Start to get material - One later
than Nov. 10th.

page should contain 2
has been accomplished
administratively.

- license plates
nothing will be done

Insurance

Meetings are being held.
He said that representatives
not been in a position to
over the go.

and women who are temp
employees are talking perm. emp
of it.

70% Male 50% female.
that has been prepared.

Uniformity -

A.G. says sensible.

G. no extension of 1/2 hr. lunch.

OK if want to & come in earlier.

Uniformity - Holdeman says there should be uniformity

OK 8:30 - 4:30.

coffee breaks.

20 min coffee b.



Dept heads w/ employees in Nuk. get together + report - Holdeman Jan.

AG - talk to Davis.

Rickman

Auditor - if info to dept head. tell A.G. at once.

G. Any evidence of wrongdoing tell AG. at once.

5

Kelly

Not later 11:47.

1/2 hr lunch to 4:30 closing

Adman Pro? - Wouldn't it be strange afternoon

Weld.

Veto. by employees

Stop Korean war expenditure

of \$500.00

W.W. #1.

Nov. 23 1949

W.W. #2

Sept 2, 1945

Korea -

Sept 7, 1945

June 1950.

no cut off

State Auditor sends report
to you.

Palmer wants to be audited
Holdman - says he didn't get
copy of the audit

Male - Finley gets books to
recommend changes.

Suggest dept. heads should go over
to see if suggestions carried
out.

G - go over audits since Jan '54
to see if suggs have been followed

Tranbarger wants Finley to relay
12 day time.

Office bldgs.

Dept heads could encourage
interest.

2:55. ended.