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DIGEST OF THE DIRECTOR'S
STAFF CONFERENCE
30 NOV 1954

TO: Chiefs of Offices
and Staff Divisions

FROM: Chief of Staff

1. CHIEF OF STAFF

Announced that the Director's Monthly Staff Conference will be moved up one week from 28 December to 21 December. Col. A. W. Kellond, USAF, Chief, NSA-95, will be the guest speaker.

2. ADJUTANT GENERAL

a. Reported on the contemplated change in codewords effective 1 January 1955. All who "need to know" have been informed.

b. Stated that the new telephone directory has been delivered. Changes or omissions should be referred to ACP's immediately so that future publications may be complete.

c. Announced that improvements to the "Red" telephone system have been completed. A supplement to the telephone directory containing new Red numbers is being distributed and should be included in the directory for ready reference.

3. COMMUNICATIONS

Requested all concerned to be as reasonably sure of telephone locations at Fort Meade as is possible. Following the relocation at the new site, no changes will be made for approximately six weeks except for emergencies.

4. P/P

a. Announced that Colonel Winn Zeller, Deputy SUSLO, is here for a short visit. Anyone who has problems that can be taken up with him may arrange to do so by calling P/P.

b. Dr. Robert Weidman, Deputy Chief, NSAFE, will arrive Friday, 3 December, for a short visit. Anyone who has problems involving NSAFE may also contact Dr. Weidman through P/B.

5. INSPECTOR GENERAL

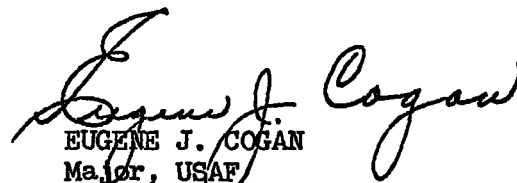
Reported on his trip to Europe.

6. DIRECTOR

a. Referred to his trip to Europe: "I witnessed considerable change as I traveled around our installations. It isn't all sweetness and light, but in general, we have improved materially. We are commending to give our installations guidance and they have begun to look to us for this guidance. Now this does not behoove complacency on our part, but increased effort. It behooves bringing up these rough spots and places where we have either missed because of no action or because of poor action. When you are a leader and people are looking to you for commands, nothing happens if you don't issue them.

"I found in general that our stations are making an effort to serve our consumers; relations between our personnel and commanders are happy. As yet, however, the Services do not realize the implications of our long-range decentralization program. We will be adding materially to the load we place on them; this will pay dividends later on."

b. "I would like to remind you again that we are going to make an interim move. Moves are just as good as the planning that goes into them and the will with which you execute your plans. I expect this move to go off with the minimum amount of confusion. You must set up a solution for your problems and be sure everyone knows what you are doing. How we are going at this move will depend on how well we know our operations. Anyone who has any responsibility in this move must be reviewing his requirements daily. I don't want a single flop on this move; a reasonably good plan aggressively put into action with the required trouble shooters will assure us of complete success."


EUGENE J. COGAN
Major, USAF
Asst. to the C/S

Distribution:
Special