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Mr. Charles M. Henderson  
Regional Director, Region 19  
National Labor Relations Board  
1511 Third Avenue  
Seattle, Washington 98101

Dear Mr. Henderson:

We are taking this opportunity to briefly review the matters discussed and understandings reached during our July 9 meeting with you and your staff concerning the telephone equipment now serving your organization.

Our proposals for saving about \$333 per month (about \$4,000 annually) in telephone equipment charges to your agency essentially involve: a reduction in the number of telephone lines and rotarizing a portion of the lines remaining, to provide capacity approximately equivalent to that presently available to your employees. The details of our proposals were included in the working papers provided to your staff at the time of our review.

The reduction in the number of incoming lines will permit a smaller call director to service these lines and other miscellaneous equipment changes proposed should increase the efficiency of your operations.

You informed us that you expect the GSA to review your telephone system very soon and that you plan to defer action on our proposals until after you have evaluated the results of that review.

We wish to thank you and your staff for the courtesy and cooperation shown us during this review. Please let us know what actions are finally taken to modify your present telephone system.

Sincerely yours,

[Telephone Equipment at National Labor Relations Board, Seattle]

Irwin M. D'Addario  
Acting Regional Manager  
PARTICIPATING STAFF: D'Addario  
Davies  
Gibbons

cc: Subject - 36527  
Chron  
Davies  
RCF  
Pending - 8/17/70

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