

90 140. 820 110.90 net  
4/5-11 29.10 deductions tax  
4/12-25 kept pay check.

THE  
**Allerton**

"IN THE HEART OF CHICAGO'S MAGNIFICENT MILE"

April 20<sup>th</sup> -

My dear Elsie:

Just a note concerning my salary check. The pay period listed on it was from the 6 to the 12, this is a mistake, as it is due starting the 5th according to the terms of my contract see quotation below:

Article III Payment

3. Contractor's compensation shall commence upon leaving his established residence, see article II, Paragraph 1, in accordance with instructions from JCA, and shall terminate upon his return to his established residence as soon as practicable

upon completion of his assignment."

If it is complicated to change the salary payroll I will simply add the \$20,- for April 5th, to my final account [I think that my per diem will be less than \$500]. -

Everything OK, Mr. Strong arrived this morning, the Sheriff took everybody all over Chicago today, lunch invitation at the County Jail. To-night they are going to see Comedians as guests of the Sheriff. -

Thanks again for all your courtesies in Lansing. -  
Sincerely  
Gene Neilly

April 20, 1959

Mr. Gilbert Shelby  
c/o The Pick-Mark Twain Hotel  
8th and Pine Streets  
St. Louis, Missouri

Dear Gil:

Please find enclosed the personnel and W-4 forms which should be completed by our second interpreter.

Since the phone call did not come until Friday afternoon while I was waiting for my sister at Kellogg, I have a feeling that ICA did not have the opportunity to give the necessary forms to Miss Levy.

Also please find enclosed a letter from Mr. Hoyt for Mr. Huong, received in this office this morning.

Sincerely yours,

Elsie Cunningham  
Administrative Assistant

EC:ms

Enc: Hoyt ltr/Huong dtd April 16, 1959  
Gen. La ltr/Huong

P.S. Please find enclosed your reservations for Washington, D.C. I had made an earlier reservation at the Roger Smith but considering the expense decided we'd better try a cheaper hotel. I have not yet cancelled these reservations if you would prefer to stay at the Roger Smith.

April 21, 1959

TO: John E. Griffin - Chief, Administrative Services Division  
FROM: Elsie Cunningham - Administrative Assistant  
SUBJECT: Police Leaders (#153)

With the complications of re-routing and changing the mode of transportation there will be some refunds coming on the police leaders' tickets. However, College Travel has not attempted to work this out. Their tickets should be refunded upon their return to Saigon.

EC:ms

cc: Howard Hoyt  
Howard Waltman

April 21, 1959

TO: Howard Hoyt, Chief - Police Administration Division  
FROM: Elsie Cunningham - Administrative Assistant  
SUBJECT: Mr. Nguyen Van Huong (#156)

As you probably know by now, Mr. Nguyen Van Huong's son Tiet died while he was on campus. The cable arrived while they were visiting Jackson Prison. I immediately contacted Mr. Huong. He decided to continue on the planned program.

In addition, we arranged for Mr. Huong to spend this past weekend with his niece who is studying at Nazareth College in Kalamazoo. He rejoined the other participants in Chicago on Sunday.

EC:ms

cc: Howard Waltman

April 22, 1959

Mrs. Irene Neelly  
c/o The Pick-Mark Twain Hotel  
8th and Vine Streets  
St. Louis, Missouri

Dear Irene:

With reference to your letter of the 20th, I'm sorry that I was not here to explain the days included in your pay check. I have checked with Doris and also pay-roll and the days that were on this pay period were the 5th to the 11th. Your pay for the 12th will be included on the next check.

I hope that everything is going well in St. Louis and that Shelby has been able to arrange housing for the Vietnamese.

I took my sister on that fast ride to Detroit but given an extra half hour's leeway we had no difficulty in getting to the airport on time.

Sincerely yours,

EC:ms

Elsie Cunningham  
Administrative Assistant

April 24, 1959

Roger Smith Hotel  
18th & Pennsylvania Avenue, N. W.  
Washington 6, D. C.

Attn: Room reservation Clerk

Sir:

Please cancel the reservations for the Messrs. Huong, Phong, Ve,  
and Bay, scheduled for May 8th.

Sincerely yours,

Elsie Cunningham  
Administrative Assistant

EC:ms

# The Pick-Mark Twain

Eighth and Pine Streets  
ST. LOUIS 1, MISSOURI

April 24, 1959

Dear Elsie:

Thanks for your letter...

Miss Toy got here Tuesday, and left early Thursday with Mr Shelby and Mr Phaug. She is very young, cute and extremely nice.

Mr Shelby asked the groups that remained here whether they wanted to change hotels and they preferred to stay on in this one, which they think is nice. Yesterday I had my equipment repaired and this has enabled the groups to attend regular <sup>"in session"</sup> classes they will do it again today and a week from now....

Hope that you will be able to come to Washington soon.

Sincerely  
Jim Keely



## MICHIGAN STATE UNIVERSITY

VIETNAM ADVISORY GROUP

## OFFICE MEMORANDUM

RHL

TO : Elsie Cunningham *OK* DATE : April 28, 1959  
FROM : H.W. Hoyt, Chief, Police Administration Division  
SUBJECT : Police Leader Participants (Your Memo #151 of 14 Apr)

Thanks for keeping us up to date on the progress of the police leader participants. We felt sure before they left that you would find these men more practical and ready to study and absorb the points you try to make to them. (I am not sure whether you mentioned this or Professors Brandstatter and Turner.)

The purpose of this memorandum is clarification of your final paragraph in the referenced memo. I presume the last sentence is referring to ICA police participants. The whole paragraph is very confusing to me. If you have time and if the subject is important enough, I would appreciate clarification.

cc: Coordinator  
Dr. Smuckler  
Waltman



April 29, 1959

TO: Ralph H. Smuckler  
FROM: Stanley K. Sheinbaum  
SUBJECT: Re: Shelby Report from St. Louis

The following is a copy of the report from Gilbert Shelby from St. Louis, Missouri:

"Every one is doing fine and are happy. Mr. Hounq is working primarily on the lie detector; Bay and Ve more on general coverage. Mrs. Neelly is with the latter two. Major Phong and Miss Levy are in Jefferson City. They have received a sincere welcome there and the Major will learn a great many things, I am sure.

All arrangements have been made for their return here. We were able to visit a large army camp on the way to Jefferson City, (Camp Leonard Wood.) without delay or extra expense.

The men have decided they want to stay at the Y.M.C.A. in Washington. I think you had better make the reservations there or where you see fit. Hounq stated that a former visitor had stopped at the Harrington Hotel which he found good and cheaper than the R. Smith; If you don't find space available at the Y. you might try there, if you like. I would rather not stay at the Y.M.C.A. but will be satisfied at any hotel in the area where the others are staying. We will leave it in your hands and promise not to complain.

I don't believe it is necessary to take both interpreters to New York. If a man from the C.I.A. goes with us to N.Y. it will not be necessary to take either. Has the die been cast on this or should I decided when we are ready to go? If I have a choice it will be Miss Levy. Mrs. Neelly is not working out so well, but I will explain when I return to E. Lansing.

May we ship books or material or small articles to you at E. Lansing for shipment to our offices in Saigon? Are these articles limited and to what extent? Phong shipped outboard motor parts to you for relay to Saigon. Reasons: no duty in Vietnam if to MSU Office; please indicate your attitude toward this practice.

Don't worry about this group - everyone is well, in good spirits and all are enjoying their visits; They are learning a great deal. Did anyone send flowers to Hounq's son's funeral? If not, we can have a few masses said in Saigon at \$1. each. Fini. As ever, G. Shelby"

April 30, 1959

TO: John E. Griffin - Chief, Administrative Services Division  
FROM: Elsie Cunningham - Administrative Assistant  
SUBJECT: Police leaders' tickets (#160)

Please find enclosed original PAA tickets and carbons authorizing routing changes for the police leaders up until their arrival in East Lansing.

EC:ms  
Enc: Carbons

April 30, 1959

Hotel Woodstock  
127 West 43rd Street  
New York 36, New York

Attn: Room Reservation Clerk

Sir:

Please cancel the two single rooms and two twin-bedded rooms reserved for the period of the 14th through the 16th of May for Mr. Gilbert Shelby, Mrs. Irene Neelly and the Messrs. Bay, Ve, Huong and Phong.

Thank you.

Sincerely yours,

EC:ms

Elsie Cunningham  
Administrative Assistant

April 30, 1959

The National Hotel  
1808 Eye Street  
Washington 6, D. C.

Attn: Harold B. Morris, Mgr.

Dear Mr. Morris:

Please cancel the reservations requested in our letter of April 14th for two twin-bedded rooms for the period of May 8th through the 15th for the Messrs. Huong, Phong, Bay and Ve, and the single for Mr. Gilbert Shelby.

Sincerely yours,

EC:ms

Elsie Cunningham  
Administrative Assistant

April 30, 1959

The Y.M.C.A.  
"G" Street, N. W.  
Washington 6, D. C.

Gentlemen:

Please reserve two double rooms for the period from May 8th to the  
15th for the Messrs:

Major Lam Quang Phong  
Le Van Bay  
Vuong Van Ve  
Nguyen Van Huong

Sincerely yours,

EC:ms

Elsie Cunningham  
Administrative Assistant

April 30, 1959

TO: Howard Waltman - Participant Program Director  
FROM: Elsie Cunningham - Administrative Assistant  
SUBJECT: Mr. Chanh (#158)

We are presently working out an itinerary to cover the laboratories in Cleveland, Chicago and Madison.

EC:ms