

## Section IV.-Organization and Operations

---

Created by the Technology Assessment Act of 1972 (86 Stat. 797), OTA is a part of and is responsible to the legislative branch of the Federal Government. OTA received funding in November 1973 and began operations as the second session of the 93d Congress convened in January 1974.

The act provides for a bipartisan Congressional Board, a Director, and such other employees and consultants as maybe necessary to conduct the Office's work.

The Congressional Board is made up of six Senators, appointed by the President pro tempore of the Senate, and six Representatives, appointed by the Speaker of the House, evenly divided by party. In 1982, Sen. Ted Stevens (R-Alaska) and Cong. Morris Udall (D-Arizona) served as the Chairman and Vice Chairman, respectively, of the Board. The two posts alternate between the Senate and House with each Congress. The Board members from each House select their respective officer.

The Congressional Board sets the policies of the Office and is the sole and exclusive body governing OTA. The Board appoints the Director, who is OTA's chief executive officer and a nonvoting member of the Board.

The act also calls for a Technology Assessment Advisory Council comprised of 10 public members eminent in scientific, technological, and educational fields, the Comptroller General of the United States, and the Director of the Congressional Research Service of the Library of Congress. The Advisory Council advises the Board and the Director on such matters as the balance, comprehensiveness, and quality of OTA's work, and OTA's nongovernmental resources.

In providing assistance to Congress, OTA is to: identify existing or probable impacts of technology or technological programs; where possible, ascertain cause-and-effect relationships of the applications of technology; identify alternative technological methods of implementing specific actions; identify alternative programs for achieving requisite goals; estimate and compare the impacts of alternative methods and programs; present findings of completed analyses to the appropriate legislative authorities; identify areas where additional research or data collection is required to provide support for assessments; and undertake such additional associated activities as may be necessary.

### Initiation, PROCESSING, AND FLOW OF ASSESSMENTS

OTA's primary function is to provide congressional committees with assessments or studies that identify the range of probable consequences,

social as well as physical, of policy alternatives affecting the uses of technology. Requests for OTA assessments may be initiated by:

- the chairman of any standing, special, select, or joint committee of Congress, acting alone, at the request of the ranking minority member, or a majority of the committee members;
- the OTA Board; or
- the OTA Director, in consultation with the Board.

The authorization of specific assessment projects and the allocation of funds for their performance is the responsibility of the OTA Board. The Board early establishes priority areas of study, and approves individual assessment projects within those areas. To help in making these decisions, the Board considers recommendations and plans developed by OTA staff, and applies the following general selection criteria developed in consultation with the Advisory Council:

- Is this now or likely to become a major national issue?
- Can OTA make a unique contribution, or could the requested activity be done effectively by the requesting committee or another agency of Congress?
- How significant are the costs and benefits to society of the various policy options involved, and how will they be distributed among various affected groups?
- Is the technological impact irreversible?
- How imminent is the impact?
- Is there sufficient available knowledge to assess the technology and its consequences?
- Is the assessment of manageable scope—can it be bounded within reasonable limits?
- What will be the cost of the assessment?
- How much time will be required to do the assessment?
- What is the likelihood of congressional action in response to this assessment?
- Would this assessment complement or detract from other OTA projects?

Assessment reports emerge from the combined effort of a staff with appropriate expertise, citizen advisory panels of experts, consultants, contractors, and other congressional information agencies. A particular assessment project may involve exploratory meetings, workshops or advisory panels, staff analyses, and consultant studies.

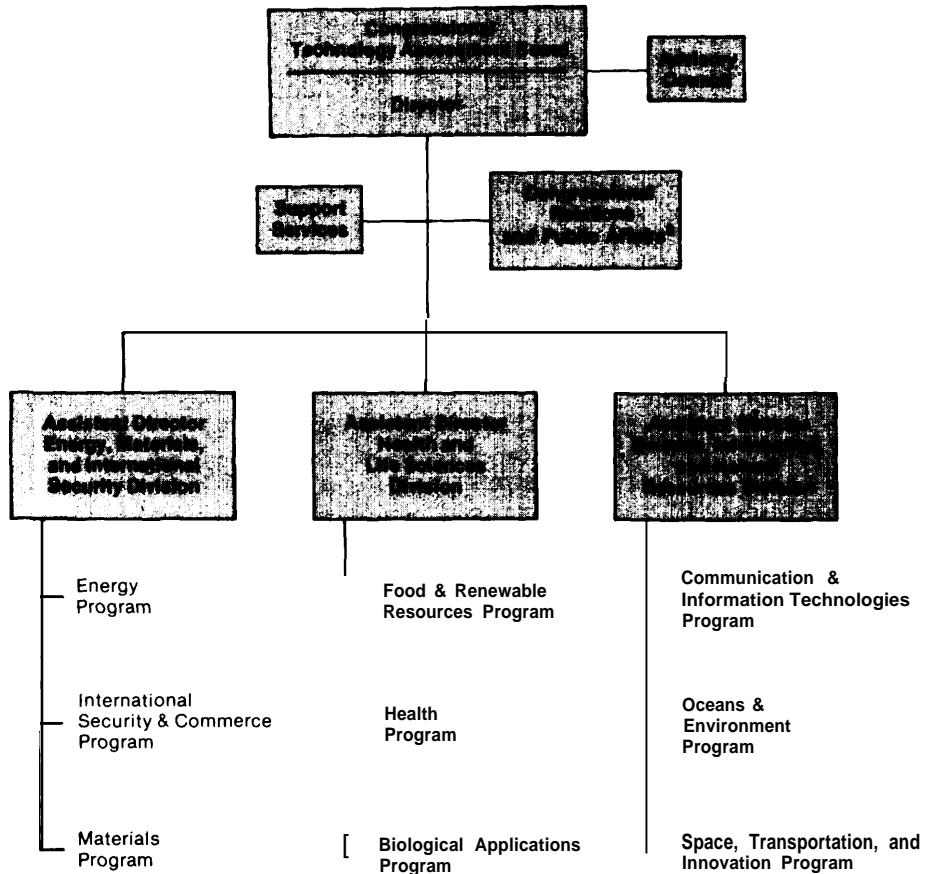
Different approaches are used. The method employed, personnel involved, and the skills tapped depend on the technology under study, the requesting client, the nature of the issues at stake, and the time available for and the setting of the project. Required to consider the needs of Congress, the vast range of technological issues, and the resources available for a study, OTA remains flexible in its assessment methods.

All OTA assessments strive to be objective, fair, nonpartisan, and authoritative. They must also be timely so as to meet congressional schedules.

## ORGANIZATIONAL STRUCTURE

The Office is organized into three operating divisions, each headed by an assistant director. The three divisions are Energy, Materials, and International Security; Health and Life Sciences; and Science, Information, and Natural Resources. They encompass assessments grouped in the areas of energy; international security and commerce; materials; biological applications; food and renewable resources; health; communication and information technologies; oceans and environment; and space, transportation, and innovation. See chart detailing OTA's organizational structure.

### OTA ORGANIZATION CHART



\*Effective January 1983

Staff professionals represent a wide range of disciplines and backgrounds, including the physical, biological, and environmental sciences, engineering, social sciences, law, and public administration. Professionals from executive branch agencies, detailed to OTA on a temporary basis, and participants in several congressional fellowship programs also contribute to the work of the Office.

## Public Involvement

The private sector is heavily involved in OTA studies as a source of expertise and perspectives while an assessment is in progress. Contractors and consultants are drawn from industry, universities, private research organizations, and public interest groups.

OTA works to ensure that the views of the public are fairly reflected in its assessments. OTA involves the public in many ways—through advisory panels, workshops, surveys, and formal and informal public meetings. These interactions provide citizens with access to information and help OTA identify contrasts between the perspectives of technically trained and lay citizens.

## OPERATIONS

### PUBLISHING ACTIVITIES

During 1982, OTA delivered 55 published documents to Congress. These included: 18 assessment reports, 15 summaries, 3 technical memorandums, 9 background papers, 5 working papers (appendixes), 1 interim draft, and 4 administrative reports.

#### ***Requests for Publications***

The OTA Publishing Office received and processed 37,972 separate telephone and mail requests (an average of 150 per day) for publications during calendar year 1982 (this figure almost tripled that of calendar year 1981). Of these, 3,529 were requests from congressional offices (increased by more than 61 percent from 1981; an average of 14 per day); and 34,443 requests from noncongressional sources. A majority of the noncongressional requests were referred to the Government Printing Office for purchase of OTA documents. Additional requests were processed by OTA program offices and the OTA Congressional and Public Communications Office and are not included in the above statistics.

#### ***Private Sector Reprinting***

Through calendar year 1982, 34 OTA publications have been reprinted (in whole or in part) by commercial publishers or private organizations for various audiences. Among the publications reprinted during calendar year 1982 are:

- **Springer Publishing Co.**  
Technology and Handicapped People  
The Management of Health Care Technology in Nine Countries
- **Congressional Information Services**  
Use of Models for Water Resources Management, Planning, and Policy
- **University of Oregon, THE COMPUTING TEACHER**  
Summary, Informational Technology and Its Impact on American Education
- **Lawyers Co-operative Publishing Co. and Bancroft-Whitney Publishers**  
Selected Electronic Funds Transfer Issues: Privacy, Security, and Equity
- **Association for Computing Machinery**  
Summary, Computer-Based National Information Systems
- **Banbury Center, Cold Spring Harbor Laboratory**  
Impacts of Applied Genetics
- **State University, Sydney, Australia**  
The Direct U-se of Coal

Additionally, OTA's publication *Computer-Based National Information Systems* was used as a textbook for a course offered by the University of Maryland.

### **Sales of Publications**

Government Printing Office.—Sales of OTA publications by the Superintendent of Documents continue to increase. In 1981 the number of titles put on sale was 138 and GPO sold 26,206 copies. In 1982, the number put on sale was 117, and GPO sold 26,506, an increase of 300 copies with 21 fewer titles.

#### **Summary of Cumulative Sales of OTA Publications Through the Superintendent of Documents, GPO (July 1976 through December 1982)**

	As of 12/81	As of 12/82	12 mos. difference
Number of individual titled publications put on sale to the public . . . . .	136	117	-21
Total number sold . . . . .	150,995	177,501	+26,506
Estimated GPO gross receipts from sales* . .	\$749,442	\$880,393	+\$130,951

\*Based on a single copy selling price.

National Technical Information Service. -NTIS sells scientific reports and papers that are, generally, not in great demand but are useful for scientific researchers. NTIS is the outlet for OTA's assessment working papers and contractor reports, plus those reports that are out of print by GPO. NTIS has sold 20,147 copies of OTA reports through December of 1981.

## Organizational Roster of OTA Staff as of December 1982

## OFFICE OF THE DIRECTOR

John H. Gibbons, *Director*  
 Sue Bachtel, *Executive Assistant*  
 Holly Gwin, *Secretary*  
 Barbara O'Bryan, *Secretary*

Congressional Relations and  
Public Affairs Office

Edwin K. Hall,\* *Director of CRPA*  
 Patricia Halley, *Secretary*  
 Jean McDonald, *Press Officer*  
 Annette Taylor, *Assistant to the  
 Press Officer*  
 Eugenia Ufholz, *TAB/TAAC  
 Relations*

## Medical Services

Rose McNair, *Resident Nurse*

ENERGY, MATERIALS, AND  
INTERNATIONAL SECURITY  
DIVISION

Lionel S. Johns, *Assistant Director*  
 Beth Alexiou, *Division Assistant*  
 Henry Kelly, *Senior Associate*

## Energy Program

Richard Rowberg, *Program Manager*  
 Thomas Bull, *Senior Analyst*  
 Virginia Chick, *Secretary*  
 Alan Crane, *Project Director*  
 Nancy Naismith, *Project Director*  
 Steve Plotkin, *Project Director*  
 Mary Procter, *Senior Analyst*  
 Pidge Quigg, *Administrative  
 Assistant*  
 Jenifer Robison, *Project Director*  
 James Ryan, *Senior Analyst*  
 Edna Saunders, *Secretary*  
 Joanne Seder, *Analyst*  
 David Strom, *Analyst*  
 Richard Thoreson, *Senior Analyst*

International Security and  
Commerce Program

Peter Sharfman, *Program Manager*  
 John Alic, *Project Director*

Bruce Blair, *Project Director*  
 Martha Harris, *Project Director*  
 Helena Hassell, *Secretary*  
 Nancy Lubin, *Analyst*  
 Dorothy Richroath, *Editorial  
 Assistant*  
 Jacqueline Robinson, *Administrative  
 Assistant*  
 Ray Williamson, *Project Director*

## Materials Program

Audrey Buyrn, *Program Manager*  
 Lance Antrim, *Project Director*  
 Patricia Canavan, *Secretary*  
 James Curlin, *Project Director*  
 Carol Drohan, *Administrative  
 Assistant*  
 Iris Goodman, *Research Analyst*  
 Julie Gorte, *Analyst*  
 Joel Hirschhorn, *Project Director*  
 Karen Larsen, *Senior Analyst*  
 Suellen Pirages, *Senior Analyst*

HEALTH AND LIFE SCIENCES  
DIVISION

David Banta, *Assistant Director*  
 Ogechee Koffler, *Division Assistant*

## Biological Applications Program

Gretchen Kolsrud, *Program Manager*  
 Lynne Alexander, *Secretary*  
 Susan Clymer, *Research Analyst*  
 Jeff Karny, *Project Director*  
 David McCallum, *Project Director*  
 Teri Miles, *Secretary*  
 Nanette Newell, *Project Director*  
 Frank Packer, *Research Analyst*  
 Fatimah Taylor, *Administrative  
 Assistant*  
 Louise Williams, *Senior Analyst*

Food and Renewable Resources  
Program

Walter E. Parham, *Program Manager*  
 Phyllis Balan, *Administrative  
 Assistant*  
 Nellie Hammond, *Secretary*  
 Alison Hess, *Research Analyst*

\*Appointed effective January 1983.

Barbara Lausche, *Project Director*  
 Michael Phillips, *Project Director*  
 Bruce A. Ross, *Project Director*  
 Phyllis Windle, *Analyst*

#### Health Program

Clyde Behney, *Program Manager*  
 Anne Kesselman Burns, *Project Director*  
 Virginia Cwalina, *Administrative Assistant*  
 Hellen Gelband, *Analyst*  
 Michael Gough, *Project Director*  
 Mary Harvey, *Secretary*  
 Gloria Ruby, *Analyst*  
 Pamela Simerly, *Secretary*  
 Jane Sisk, *Project Director*

#### SCIENCE, INFORMATION, AND NATURAL RESOURCES DIVISION

John Andelin, *Assistant Director*  
 Doris Smith, *Division Assistant*  
 John Burns, *Senior Editor*

#### Communication and Information Technologies Program

Rick Weingarten, *Program Manager*  
 Prudence Adler, *Analyst*  
 Marjory Blumenthal, *Project Director*  
 Beth Brown, *Senior Analyst*  
 Elizabeth Emanuel, *Administrative Assistant*  
 Linda Garcia, *Analyst*  
 Shirley Gayheart, *Secretary*  
 Zalman Shaven, *Project Director*  
 Jean Smith, *Analyst*  
 Donna Valtri, *Analyst*  
 Fred Wood, *Project Director*

#### Oceans and Environment Program

Robert Niblock, *Program Manager*  
 Chris Ansell, *Research Analyst*  
 William Barnard, *Project Director*  
 Kathleen Beil, *Administrative Assistant*

Rosina Bierbaum, *Analyst*  
 Thomas Cotton, *Senior Analyst*  
 Robert Friedman, *Project Director*  
 Peter Johnson, *Project Director*  
 Daniel Kevin, *Analyst*  
 Jacqueline Mulder, *Secretary*  
 Kay Senn, *Secretary*  
 Paula Stone, *Senior Analyst*

#### Space, Transportation, and Innovation Program

William Mills, *Program Manager*  
 Phil Chandler, *Analyst*  
 Marsha Fenn, *Administrative Assistant*  
 Karen Gamble, *Analyst*  
 Larry L. Jenney, *Project Director*  
 Paul Phelps, *Project Director*  
 Paula Walden, *Research Analyst*  
 John Young, *Project Director*

#### OPERATIONS DIVISION

Bart McGarry, *Operations Manager*  
 Ann Woodbridge, *Management Analyst*

#### Administrative Services

Thomas P. McGurn, *Administrative Officer*  
 Susan Carhart, *Director of Contracts and Legal Counsel*  
 Alexandra Ferguson, *Contract Specialist*  
 Edith Franzen, *Conference Center Coordinator*  
 Lisa Raines, *Contract Specialist*

#### Budget and Financial Operations

Jane Easton, *Budget and Finance Officer*  
 Joan Camino, *Budget and Accounting Assistant*  
 Loretta O'Brien, *Data Base Administrator*

Information Center

Martha Dexter, *Manager,*  
*Information Services*  
Suzanne Boisclair, *Information*  
*Technician*  
Vermille Davis, *Information*  
*Technician*  
Diane Rafferty, *Asst. Manager,*  
*Information Services*

Personnel Office

William Norris, *Personnel Officer*  
Lola Craw, *Personnel Specialist*  
Denise DeSanctis, *Personnel*  
*Assistant*

Publishing Office

John C. Holmes, *Publishing Officer*  
John Bergling, *Graphic Designer/*  
*Illustrator*  
Kathie S. Boss, *Assistant Technical*  
*Specialist*  
Debra Datcher, *Administrative*  
*Assistant*  
Joe Henson, *Deputy Publishing*  
*Officer*