



White House Office of Advance

Steven (Steve) Atkiss – General Files

Position: Special Assistant to the President and Deputy Director of Advance

Date Ranges: 2001-2004 (bulk 2003-2004)

Extent and Forms of Material: 5 linear inches

Abstract: This series consists of planning materials for presidential events around the United States.

Repository: George W. Bush Presidential Library, National Archives and Records Administration, Dallas, TX gwbush.library@nara.gov (214) 346-1557

Access: Access to Bush Presidential Records is governed by the Presidential Records Act (PRA) (44 USC 22) and the Freedom of Information Act (FOIA) (5 USC 552 as amended) and therefore records may be restricted in whole or part in accordance with legal exemptions.

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Custodial History: Official records of George W. Bush's presidency are housed at the George W. Bush Presidential Library and administered by the National Archives and Records Administration (NARA) under the provisions of the Presidential Records Act (PRA).

Processing note: Processed by Neelie Holm, archivist, July 2013.

Preferred Citation: Type of document; names of sender and recipient, or title of document; date; folder title or White House Office of Records Management Subject Code and case number; box number; Collection Title and series/subseries, George W. Bush Presidential Library.

Biographical History: Steven A. Atkiss earned a bachelor's degree in Political Science from the University of Florida and later completed programs at George Washington University's Graduate School of Political Management and the Institute for International Mediation and Conflict Resolution.

Mr. Atkiss served as Special Assistant to the President and Deputy Director of Advance from January 2001 – January 2004, where he was responsible for negotiating, planning, and executing the President's global travel.

In January 2004, Mr. Atkiss went on to serve as Special Assistant to the President for Operations. While there, he helped to arrange events for military, law enforcement, and civilian groups that offer support to the President.

From May 2006 to October 2007, Steve Atkiss worked for the U.S. Customs and Border Protection (CBP) as Chief of Staff. At CBP, Mr. Atkiss was an advisor on issues such as trade, security, and international affairs. He also worked to organize the relations between CBP, the White House, Department of Homeland Security, state and local governments, and the media.

Steve Atkiss is currently a Principal and founding partner of Command Consulting Group, a global security and intelligence consulting company.

Sources:

http://commandcg.com/pdf/Atkiss,_Steve_Bio.pdf

http://www.linkedin.com/profile/view?id=24857315&authType=NAME_SEARCH&authToken=62nb&locale=en_US&srchid=497958871386631474486&srchindex=1&srchtotol=3&trk=vsrp_people_res_photo&trkInfo=VSRPsearchId%3A497958871386631474486%2CVSRPtargetId%3A24857315%2CVSRPcmt%3Aprimary

Scope and Content Note: Materials relate to the duties of Steve Atkiss during the George W. Bush administration. The General Files cover the planning of presidential domestic trips made between March 31, 2003 and June 17, 2003. Included are Schedules of the President, correspondence, news clippings, schedule proposals, research on event sites, Approved Presidential Activity forms, trip books, travel vouchers, and event budget information. Events take place in Pennsylvania, South Carolina, Maryland, Missouri, Ohio, Michigan, California, Arkansas, Nebraska, New Mexico, Indiana, Washington, D.C., Illinois, Connecticut, New Jersey, and Virginia.

System of Arrangement: The series is arranged chronologically.

Series 1, General Files

Container List:

Box 1

Atkiss, Steven (Steve) - General Files

- 1 03/31/2003 Philadelphia, PA [1]
- 2 03/31/2003 Philadelphia, PA [2]
- 3 04/03/2003 Camp Lejeune
- 4 04/10/2003 Bethesda, MD
- 5 04/16/2003 St. Louis, MO
- 6 04/24/2003 Canton and Lima, OH
- 7 04/28/2003 Dearborn, MI

8 05/01/2003 - 05/02/2003 USS Lincoln and Santa Clara, CA
9 05/05/2003 Little Rock, AR
10 05/09/2003 University of South Carolina
11 05/12/2003 New Mexico
12 05/12/2003 Omaha, NE
13 05/13/2003 Indianapolis, IN
14 05/21/2003 Coast Guard Academy
15 05/26/2003 Memorial Day, Arlington
16 05/27/2003 HIV/AIDS Bill Signing [EMPTY]
17 06/11/2003 Chicago, IL
18 06/13/2003 Connecticut
19 06/16/2003 Parsippany, NY
20 06/17/2003 Bush - Cheney, Hilton
21 06/17/2003 Unemployment