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Mr. Cushman

MEMO TO: Project Relocation Office

DATE: December 22, 1943

SUBJECT: Report of the Relocation Staff Meeting held 12/21/43 (*minutes*)

PLACE: Unit II Relocation Office

The first part of the meeting was devoted to a discussion of publicity. Mrs. Brown of the Reports Division made a statement regarding the assistance her division can give to the relocation program, including the use of the Chronicle for articles and news items on relocation. After some discussion of this, the job offer bulletin was discussed and the following recommendations were made:

1. The job offer bulletin should continue to be printed and distributed in the same manner as at present. Henceforth those job offers which are substandard should not be included. Where there are insufficient job offers to fill up a page, special feature items should be included, such as articles about hostels, specific areas for relocation, etc. Especially good offers should be published more often than once so as to give special emphasis to them. They might be worded differently each time they are repeated.

2. Mrs. Brown agreed to have especially good job offers printed in the Chronicle whenever the Relocation Division submits them, and she would like to have several job offers regularly once a week for Thursday's paper.

Another feature which the Chronicle will include is the printing of excerpts from letters from persons who have relocated. The relocation staff will keep on the lookout for such letters received by members of the staff or other persons in the Project. Such letters will be channeled through Ichiro Nakajima who will be responsible for seeing that the Chronicle secures them.

One additional feature that the Chronicle wishes to have is a regular article once a week on some aspect of relocation, and an attempt will be made to have these translated in Japanese for the Japanese edition. Occasionally, a special article written by an Issei person in Japanese directed especially to the Isseis will be included if this article can be secured. The relocation staff should attempt to secure such articles. The Chronicle will also print regular statistics on departures and also on leave hearings.

The second point on the agenda was a report by Mr. Olds on the advantages of relocating in small towns. At the conclusion of this report, there was some discussion of the need for W.R.A. to change its policy with respect to leaves. There has been considerable feeling on the part of the evacuees that either short term leaves ought to be extended to six or ten months and that a person could work while on short term, or else an additional leave category be set up to make it possible for a person to go out and work for at least six months before changing to indefinite leave. It was pointed out that many people feel

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that they do not want to go out on indefinite leave because they are afraid of not being able to return to the Project in good standing. A suggestion was made that a recommendation be submitted to Washington that some provision be made so that a person could go out for a period of at least six months as a trial period and then convert to indefinite leave.

After a brief discussion of the weekly report form prepared for discussion at a previous meeting, it was decided that each unit will start using this form and submit the report to the Project Office not later than the Monday following the close of the week.

Copy to: J. D. Crawford
Edward Nossoff
W. Allen Cushman
Hidemi Ogawa
Fred Okamoto
Ichiro Nakajima
Charles Hirata

Dorothy Stevick
J. G. Hunter -- Camp 1 office
C. B. Ojds -- Camp 2 office
Joe Owashi -- Camp 3 office
Yutaka Shimahara

cc: Reports Office

CBO:dm

Copy

WAR RELOCATION AUTHORITY
Colorado River War Relocation Project

December 30, 1943

MEMORANDUM TO: Walter Balderston & John Powell

SUBJECT: Staff Meeting

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The next meeting of the Relocation Division Staff will be held at 2:00 p.m. sharp, January 5, 1944, in the Unit III Relocation Reading Room. Please note that the meeting day has been changed from Tuesday to Wednesday, because of the heavy flow work on the January 4 departure. Transportation will be provided from the Project and Camp II offices. Block 27 staff delegates should be at the project office no later than 1:30 p.m.

AGENDA

- I. Evacuee Property in Relation to Relocation
 - a. Talk by R. W. Schmitt or T. Momita of the Evacuee Property Office.
 - b. Please prepare questions in advance and submit to Edward Nossoff no later than 5:00 p.m. Monday, January 3rd.
- II. Seasonal Leave
 - a. Continuation of discussion started at previous meetings.
 - b. Each Unit Office is requested to bring a resolution to the meeting on its determination of the types of leave needed to further the progress of relocation, especially on new types of leave.
- III. Relocation Team Proposal
 - a. Discussion of usefulness of team and methods to be employed.
 - b. Report on community response to plan.
- IV. Surprise
 - a. Each person will participate
 - b. Concretization of previous discussion.
- V. Announcements and Other Business

Please arrange to be ready for transportation promptly so meeting may be held on time.

/s/ James D. Crawford
Relocation Program Officer

Balderston & Powell

Report of the Relocation Staff Meeting Held, January 5, 1944

Place: Unit III Relocation Library

The meeting was opened with the introduction of Mr. R. W. Schmitt, Evacuee Property officer, by Mr. Nessoff. Mr. Schmitt presented problems of the evacuees, arising from their property in California, such as land, leases, rents, saleable buildings, tenants problems. Mr. Schmitt stated that although some amount of difficulties have been encountered, due to the lack of details through papers lost, etc., his department has gone a long, long way in ironing out a lot of problems for the evacuees. In some cases, through the services of the department, the evacuees were able to obtain better deals than they had anticipated. Actual examples of such cases were cited. Most of the problems to date have been those arising from farm families. Mr. Schmitt expressed a desire that the evacuees be encouraged to utilize the services of his office, which are entirely free of charge, to a greater degree. Whether through ignorance of the existing facilities open to the evacuees, or mistrust created in part by the confusion and unpleasant experiences of evacuation, people still fail in or are hesitant in making use of the department. The nature of all business conducted through his office are kept secret. Mr. Schmitt maintained that one of the principal reasons for the lack of response and the reluctance on the part of evacuees towards relocation may be attributed to the fact that they have something in California that have yet to be taken care of--whether they be in the form of real or personal property stored in government warehouses. Mr. Schmitt concluded his talk with the following statement:

"I believe that it would be more profitable and much more satisfactory for the evacuee to dispose of his property and automobile in California, than to attempt to take the automobile to the relocated area, with the rare exception of those who are going into work where an automobile would be an absolute necessity--farming and war work where the use of an automobile would be approved of. This is in reference to farm property, business property--everything except personal property in California. We do not know how near we are to the end of the war. We all have hopes, but unless a really satisfactory deal now exists for the rental of, or the management of that property, I would not consider it wise for these people to continue to hang on to their property. Values of the property on the Pacific Coast will probably be higher now than for years to come--bringing higher prices than at any future time. When these people can go back to the Coast and operate their property is a very uncertain factor. I am just thinking out loud; this is not a recommendation. We will do everything we can to dispose of the property for the evacuees so that they can start in anew. We hope that your relocation offers prove to be satisfactory enough in one to five years from now, when the evacuees will not care to return to California."

A general discussion on transportation of evacuee property in the event of relocation, government allocations, etc., followed. The following are some of the questions asked:

- Q: Is there a limit to the tonnage of personal property that may be taken from the Relocation Center to the point of relocation without cost?
- A: At the present time, an evacuee can move out of the project, free of charge, any amount up to 500 lbs. of personal property, provided he and his family have utilized all the baggage facilities they are allowed on their tickets.

That is exclusive of the lot brought in from California that might have weighed 500 lbs. The exception to this is where an evacuee has caused the government no expense in bringing in his property to the project. He, then by applying to the Property Officer and making out an affidavit, can have the 500 lbs. limit and, in addition, an unlimited amount of baggage can be shipped from the Relocation Center to the point of destination.

Q: Does that mean, in addition to the 500 lbs. allowed here at the Relocation Center?

A: Yes, if evidence of a freight bill attached to an affidavit is produced, that they paid for the freight.

Q: What is personal property and what commercial?

A: Personal property is the household stuff and farm equipment would be commercial.

Q: Will the government act as an agent? Can one sell through the government?

A: No, we have no authority to act as agent. We appoint an agent for the evacuee who acts, with or without commission; banks, in many cases act as the agent.

Q: Are there any circumstances where the government will pay transportation for commercial property?

A: Not for the evacuee. The amount of estimate for the shipment is forwarded to the evacuee and if the actual amount is less, then the balance is refunded to the evacuee.

Q: What of the case in which an evacuee was forced to rent his machinery and when he relocates and wishes to use them on his new farm?

A: He will have to live up to the lease he made.

Q: Approximately how much time is required to move personal household stuff back home to the point of destination after the application is made--for instance, from Central California to Chicago?

A: Since this is war time, all freight transportation is slow. What ordinarily takes 7 or 10 days now takes anywhere from two to three weeks. We try our best; we give preference to people who are relocating. If the stuff is stored in a government warehouse, it is faster. It will probably take about 60 days, depending upon the manpower available.

Mr. Schmitt advised:

"All transportation arrangements should be made before the relocation takes place. Copies of freight bills should be preserved. It is unprofitable to have things brought from California into the Center. The warehouses here are unsatisfactory. Evacuees should not bring in things except those that are absolutely necessary. If you have families that have family problems, instead of interest-

ing them in relocation, get them to take care of their property problems. Generally, they take a lot longer than you guess. Then you will have them ready for relocation. We have tried every possible way to let them know of our services but many people do not know yet. Find out what is tying them up in California. You will get every cooperation from our office. People are afraid of the uncertainties ahead, and it is backed up by property interests. We would like to straighten it up for them."

The question as to what constitutes a "family" was raised. There are many families that consist of fifteen to twenty members who pooled together to preserve family ties. Instructions state that the 500 lbs. government allocation on transportation applies to the head of one family only. Questions resulted as to the many new families that have been created since entrance into the project. As allocations are executed according to Family Numbers and no new family numbers may now be assigned, unfairness results. According to instructions, only one shipment of unlimited amount is allowed to one family number, and the rest of the family are on their own. The body agreed on the necessity of obtaining a clearer, more definite explanation of "family".

The Emergency Instruction of December 18 contained in the letter dated December 14, 1943, addressed to John J. McGloy from Director Myer was reviewed. The last paragraph of the aforementioned letter: "We shall not, however, release to the Eastern Defense Command or the Coastal Area of the Southern Defense Command, evacuees who have been processed by the Joint Board and turned down for Eastern Defense Command clearance, even though some of those individuals under our regulations may be eligible for leave to other area." was the subject of much discussion. As to what person or persons would come under this category, remained in question.

Mr. Murray Stebbins of the Havre Relocation Office was introduced to the group as having assumed responsibilities as relocation adviser in the Camp III office.

Discussion of seasonal leave was postponed until the next meeting at Camp II, because of the urgency of the instruction on Eastern Defense Clearance.

A report was made on response of community leaders to the proposed visit of a relocation team from relocation offices; the letter to Mr. Myer was read and discussion ensued with the following recommendations made:

1. The team should hold its first meeting with community representatives.
2. The team should spend more time at Poston because of the size of the project.
3. A modest start with small meetings would be most useful and would obviate some fears of "high pressure."

The meeting was adjourned at 4:30 p.m.

Respectfully submitted,

/s/ Atsuko Aoki
Camp III Relocation Office

Mr. Balderston COLORADO RIVER WAR RELOCATION PROJECT
Poston, Arizona

MEMO TO: Relocation Staff

DATE: January 8, 1944

SUBJECT: Minutes of the Relocation Staff Meeting

The weekly meeting of the Relocation Division staff was held in Unit II on January 8. The following matters were discussed:

1. Mr. Murray Stebbins described job offers in Montana, principally on railroads and share cropping. The railroad job offers are of two kinds: first, for section hands where housing is furnished and pay is 52¢ per hour, the other type of work is more for single person, gang work where the men board and have their bunks on bunk cars. The rate of pay for this work is 50¢ an hour. The board costs about 50¢ a day and bunk \$1.45 a month. Farm work is mainly beets, potatoes and onions on share crop basis. During the discussion it was pointed out that many persons feel that the share crop opportunities are not very favorable since it is difficult to manage on a 50 - 50 basis. If a 60 - 40 proposition were available, more people might accept.
2. There was considerable discussion about the new type of leave, or extension of the provisions of seasonal leave, so that a person could go out to look for job offers and work without taking indefinite leave. It was decided that Mr. Nossoff will write up a specific proposal to be submitted to Washington and this would be sent out to each unit office for changes or additions. It was thought that some action should be taken immediately rather than spend a great deal of time taking this matter up with the various councils and others before submitting the idea to Washington.
3. Because of insufficient time, the discussion on the library was postponed to the next meeting.
4. Mr. Yoshiya Tsujimoto described his trip to the East Coast which he had made on short term leave. He gave some very inspiring descriptions of opportunities for relocation and told how his family has settled on a farm in New York. He stated that he had come back not because he couldn't find work but because he felt he could influence others to go out for relocation opportunities. The staff felt that he will be a great help in promoting relocation and will call upon him from time to time.

The next meeting was scheduled for Unit I on Tuesday, January 15.

CBO:dm

Charles B. Olds
Relocation Advisor, Unit II

cc: Edward Nossoff
James D. Crawford
John G. Hunter & Staff
Dorothy Stevick
Murray Stebbins
Walter Balderston ✓
John Powell

W. Allen Cushman
Hidemi Ogawa
Fred Okamoto
Ichiro Nakajima
Harry Hayashi
Roy Yoshida
Charles Hirata

Joe Owashi
Henry Nakaji
Tosh Kawanami
Reports Office
Evacuee Property
Legal Division
Chronicle

John Powell

COLORADO RIVER WAR RELOCATION PROJECT
Poston, Arizona

January 25, 1944

MEMO. TO: Project Relocation Office
SUBJECT: Report of the Relocation Staff Meeting held 1/19/44
PLACE: Unit I Relocation Office, Block 27

1. The meeting opened with discussion by Mr. Cushman on the subject of pre-departure counselling. He presented the need of those leaving the project being counselled and advised with respect to manners, and behavior in public. It was his thought that this character of counselling would tend to relieve the individual of much probable embarrassment. This is something that was based by him on his actual experiences in serving as escort. Mr. Cushman expressed his willingness to conduct classes respecting etiquette two evenings per week if definite and practical arrangement of class attendance could be arranged. He interposed the question as to whether such counselling should be on a voluntary or compulsory basis. After further discussion on the part of Messrs. Olds, Hunter, Nossoff, Tsujimoto, Takenaga, Nakaji, Balderston, French, and Crawford it was decided that the plan was worthwhile and should be carried out. The detail of such plan would be left with Mr. Cushman with advice and final approval from Mr. Crawford.

2. Mr. Ichiro Nakajima described the present set up of the Relocation Reading room as provided in each of the three camps. He told how information and materials were obtained for the Reading Rooms and suggested the desirability of preparing a folder respecting each of the principal cities where relocation was favored. This folder should show the map of the city and the location thereon of places such as the War Relocation Office, depot, etc., in which the traveler would be most interested.

The Librarian at Camp I and also the one from Camp II stated that people were most interested in obtaining information on living and housing costs and were usually anxious to obtain maps relating to their place of intended destination.

Mr. Harry Hayashi expressed the desirability of making available much more detailed information on farming opportunities in the various sections of the country with the view of affording real and greatly needed help to farming groups with particular consideration for the Issei people. Mr. Crawford stated that such information was now being compiled and also that much help and information was expected to be given in such regard by the counselling teams who are to visit the project in the near future. Mr. Hayashi suggested a special and trained farm adviser as a member of the Relocation Staff would be helpful. General discussion was also given to the desirability of pictures as a stimulant to relocation. Mr. Olds stated the advantages to be obtained in getting farmers who have already relocated to write details of their experiences and problems. He also suggested that case histories accompanied by pictures be compiled and supplied the reading rooms.

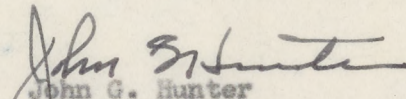
Mr. Nossoff presented the final determination respecting types of leave recommended for the project. This, in effect, was as follows: Short term,

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seasonal and indefinite leave were to be retained as they now are. An additional leave known as interim leave was proposed. This type of leave would allow a person to stay out for six months, thus, affording ample opportunity for necessary exploration of relocation possibilities. He would be required to return to the project at the expiration of that period or convert the interim leave to indefinite. Financial aid now allowed for indefinite leave would be equally applicable to interim leave. However, such grant would only be available one time. In other words, the subject would need make a choice as to whether he desired a grant in going on interim or on indefinite leave. Washington approval of this new type of leave would, of course, be necessary.

The suggestion was presented by Mr. Joe Owashi that time would be saved and achievement more definitely attained if matters discussed were carried to completion rather than just carried to the next meeting for further discussion. Furthermore when such subject matter required action or approval from Washington that it be transmitted without undue delay. It was the consensus of opinion that Mr. Owashi's suggestions were constructive and that action concerning business of our meetings should conform thereto.

There was a general discussion as to whether the weekly meeting should continue or whether it would be more desirable for the meetings to take place every two weeks. It was moved and seconded that the meeting be held every other Tuesday. This motion was carried. The meeting was then adjourned.


John G. Hunter
Relocation Adviser

cc: Edward Moscoff
Charles Olds & Staff
Dorothy Stevick
Murray Stebbins
Walter Balderston
John Powell

W. Allen Cushman
Hidemi Ogawa
Fred Okamoto
Ichiro Nakajima
Harry Hayashi
Roy Yoshida

Charles Hirata
Joe Owashi
Henry Nakaji
Reports Office
Evacuee Property
Legal Division
Chronicle

COLORADO RIVER WAR RELOCATION PROJECT
Poston, Arizona

February 5, 1944

MEMORANDUM TO: Project Relocation Office

SUBJECT: Report of the Relocation Staff Meeting Held 2/1/44

PLACE: Unit III Relocation Library

The regular meeting of the Relocation Division Staff was held in Unit III, February 1, 1944. The following matters were discussed:

1. Mr. Hidemi Ogawa presented interesting facts in connection with his trip to Albuquerque, New Mexico and return; the travel by way of Wickenburg. The soil in the Albuquerque area was found to be in various sized tracts of 4, 10, 20, and 40 acres units. The land in these units were all irrigable and very productive. Taking into consideration the heavy production of these units, the water and tax charge was considered to be reasonable. The residents of New Mexico and the Spanish people were found to be real friendly to evacuees. The highlights of Mr. Ogawa's trip was the friendly sentiment of all people that he contacted. This was a surprise to Mr. Ogawa, as, he stated, he left the project with the feeling that public sentiment was just the reverse. Mr. Ogawa stated that agricultural possibilities in New Mexico are favorable.

2. Frank Mizusawa of Chicago is visiting friends on the project, and gave a brief summary of his agricultural observations:

Nebraska. In his opinion, the Tri-County Project in Nebraska has favorable opportunities if worked on a two to three years' basis. Marketing facilities are favorable and will be furthered developed, and over a period of years this project should prove to be successful.

Iowa. This state has many favorable opportunities for evacuees, and it is recommended that anyone interested in agriculture should not pass up checking opportunities in this state.

Illinois. In this area most all kinds of vegetables and truck crops can be profitably produced. There are many good markets, and the soil is fertile, and the growing season is favorable for the production of a variety of truck crops. Mr. Mizusawa stated that Mr. Curtis of Springfield employed thirty Japanese on his farm and that the sentiment in the Springfield area was very favorable.

Michigan. Truck and garden crops do well in the southern part of Michigan and there are many opportunities in southern Michigan where evacuees who are interested in truck gardening and poultry raising. There are many places in Michigan where the soil is good and favorably located to large markets. Mr. Mizusawa personally is going to give the Tri-County Nebraska Project another careful checking, and he will either definitely settle in that area or close to Chicago, where he will engage in the production of vegetable and truck crops.

3. Mr. Hugh Doi reported on sharecropping of sugar beets and stated that, in general, sharecrop contracts were written on a fifty-fifty basis. He proved that this was unfair to the laborer, and that sharecrop contracts

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should be on the basis of 60% of the gross earnings to the laborer and 40% to the landowner. If the soil is not first-class and well-cultivated, the percentage should be 65 for the laborer and 35 for the landowner. Mr. Doi further stated that if the evacuee with a family is to relocate and permanently establish himself, it is very desirable that some form of government financing should be provided.

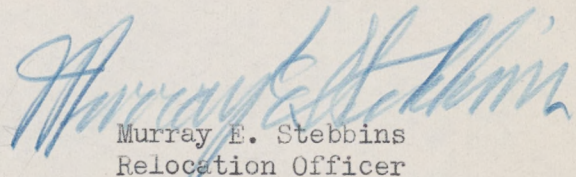
4. Mr. Crawford, following Mr. Doi's remarks, stated that, in his opinion, Mr. Doi had touched upon a very important phase of the relocation program and expressed a desire that each camp select an agricultural committee to meet with Director Mills and formulate a definite agricultural relocation program to be presented to the Washington office. Mr. Crawford stated further that he believed that it would be desirable for the agricultural committee to meet with Director Mills at an early date, and have the agricultural relocation program quite definitely outlined before the Washington relocation team visits the project.

5. Mr. Frank Takenaga reported on his travel through Utah, Idaho, Wyoming, Montana, Colorado, Kansas, Nebraska, and Iowa and return to Poston. Much to Mr. Takenaga's surprise, he found the general sentiment in the various areas very favorable to evacuees. He stated that he left the project with an impression that he would contact places that would be antagonistic to evacuee settlement. The speaker was surprised to find so many favorable opportunities for resettlement of evacuees in the different areas that he visited. He suggested that men with families should check into school sentiment before settling in any certain area.

6. A summary of the bachelor program that has been carried on in Camp III was given by Murray Stebbins. The results showed that eleven different meetings had been held with the total attendance of 146, out of which 45 bachelors definitely stated that they would go out on seasonal work, and about 20 or 25 others said that they thought that they would be interested after thinking it over for a short time. The result of this program was so encouraging that it was suggested that the other camps consider a similar program.

7. Mr. Harry Hayashi's report is attached hereto.

Meeting adjourned.


Murray E. Stebbins
Relocation Officer

cc: Edward Nossoff
Charles Olds & Staff
Dorothy Stevick
Murray Stebbins
John G. Hunter
Walter Balderston
John Powell
W. Allen Cushman

Hidemi Ogawa
Fred Okamoto
Ichiro Nakajima
Harry Hayashi
Roy Yoshida
Charles Hirata
Joe Owashi
Henry Nakaji

Reports Office
Evacuee Property
Legal Division
Chronicle
Frank Mizusawa
Frank Takenaga
Hugh Doi

John Powell

February 23, 1944

MEMO TO: Project Relocation Office

SUBJECT: Minutes of the Relocation Staff Meeting

DATE: February 18, 1944

A special staff meeting was called on February 18 for the purpose of planning with the advance group of the relocation team the program for the relocation team which will come to Poston on February 28. The members of the advance group are the following:

Mr. Simmons of the St. Louis W.R.A. Office
Mr. Buttedahl of the Washington Reports Office

In addition to the members of the advanced group, Mr. Robert Cronin of Baltimore, Maryland was present, having come to Poston as an agricultural specialist to talk to groups and individuals about farming possibilities. Mr. Cronin will be in Poston through February 26.

After the introduction was made, Mr. Buttedahl outlined the plan of the relocation team as follows:

The team is going to be here in Poston on February 28, and will stay here five or six days or longer as deemed necessary, but they are contemplating a six-day program. The relocation team consists of Mr. Harold S. Fistere of the Cleveland area, Mr. Robert Cullum of the New York area, and Mr. Fischler of the Washington Reports Office. As no member of the team can speak Japanese, the project is asked to furnish the translator. The team is planning to hold community-wide evening meetings in auditorium or mess halls each evening. Mr. Fistere and Mr. Cullum will give talks on the conditions outside. They have had great deal of experience and will be very helpful in discussing the advantages and disadvantages of relocation. The team will have moving pictures of evacuees who have relocated from the time of their departure from the relocation center and their life outside. Mr. Fischler will have photographic displays, maps, charts, and still pictures taken of relocated residents of the centers. Also, the team will meet with different groups, such as block managers, community council, teachers, any occupational groups, school, P.T.A., etc. This is usually held during the day. They are planning to have either the morning hours or the afternoon hours open for interviewing center residents, individuals or family groups.

Mr. Simmons explained that there seems to be an antagonistic feeling among the residents that they are being pushed out, but that is not policy of the W.R.A. There will be no pushing out, relocation will all be on voluntary basis; but the W.R.A. feels there should be a certain amount of stimulation

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to get the residents thinking about their future. It is the hope of the relocation team to get some idea of what type of jobs the center residents desire so that they will have something definite to work on. He stated that they were anxious to see the counselling program of the Welfare Division get started. They made it clear that the purpose of the relocation team was not for recruiting, but education; and that the team was coming to give information and also to secure information.

Mr. Simmons, using Minidoka Center at Hunt, Idaho as a typical center, outlined the program they used there as follows:

General meeting each evening from 7:30 to 10:00

Monday:

Morning: Meeting with Block Manager
Afternoon: Meeting with Relocation Planning Commission

Tuesday:

Morning: Meeting with hospital employees
Afternoon: Individual family discussion
Meeting with P.T.A.

Wednesday:

Morning: Meeting with high school
Afternoon: Individual discussion with center residents

Thursday:

Morning: Meeting with another half of the student body
Afternoon: Individual family discussion
Meeting with staff of P.T.A.

When asked whether appointments were made in the other centers, Mr. Buttedahl stated that in most cases, they simply asked any one interested to come in to talk with them; but in Topaz, appointments were made. It was difficult to determine which would work out better, because if people just came in, naturally they would have to be kept waiting, and it was also difficult to determine the length of time needed for each individual.

In most cases, the program of the relocation team was carried on both by the community and the Relocation Division. Mr. Buttedahl stated that in two of the centers, the evacuees, or community, themselves carried on.

Harry Hayashi was asked whether the agricultural group that he and Yoshiya Tsujimoto organized would like to meet with the team. Mr. Hayashi stated that Mr. Tsujimoto might be greatly interested, and also the Agriculture Department.

Discussion as to who should be contacted first was held. It was stated that this meeting was to determine where we could start, who to contact first. After much discussion, it was decided that since the advance group will meet with the Council tomorrow morning, the program will be made out according to the wish of the Council.

Mr. Cronin from Baltimore, Maryland was the next speaker. He is a former Farm Security and Farm Credit Administration man. His specialty is agricultural relocation. Mr. Nosssoff announced his tentative schedule as follows:

Saturday morning and all day Monday	-- Unit I, Block 27 Office
Wednesday, all day	-- Unit II Office
Thursday, all day	-- Unit III Office

Tuesday, Friday and Saturday will be available for Mr. Cronin to come back to the office where he may not have finished all the interviews.

Mr. Cronin stated that he was asked to go around and look into several projects throughout the East which had been discussed for the evacuees. He stated that there is a drastic difference in the method of farming compared to the West. The method of preparing the soil and planting the seed may be the same, but there is no irrigation carried on in the East. He suggested that any person wanting to go to that area to farm should, at least for one year, plan to work for someone else or farm on a share crop basis for the purpose of gaining knowledge and learning the weather conditions there, before investing in anything. He stated that there was no irrigation because of the climatological condition and not because of the lack of water. He stated that if irrigated, the top soil of six to seven inches will run out and under that would be clay. The growing season is about 150 to 180 days. He said he also visited farms outside of Chicago. The growing season there is about five months and the production seems to be very good.

Mr. Simmons stated that the relocation team will appreciate having any questions in advance from any residents of the center.

Discussion on cash grant and change of address was also held.

Meeting was then adjourned.

Charles B. Olds
Relocation Adviser, Unit II

cc: James D. Crawford
Edward Nosssoff
John G. Hunter & Staff
Dorothy Stevick
Murray Stebbins
Walter Balderston
John Powell

W. Allen Cushman
Hidemi Ogawa
Fred Okamoto
Ichiro Nakajima
Harry Hayashi
Roy Yoshida
Charles Hirata

Joe Owashi
Henry Nakaji
Tosh Kawanami
Reports Office
Evacuee Property
Legal Division
Chronicle

Colorado River Relocation Center
Peston, Arizona

May 1, 1944

MEMO TO: Project Relocation Office

SUBJECT: Minutes of Relocation Division Staff Meeting

DATE: April 18, 1944

The meeting of members of the Relocation staffs of Camp I, II, and III, together with a number of representatives from Community Management, Welfare Division, was conducted at Block 27, Unit I, on date of April 18, 1944.

Mr. Frank Takenaga acted as chairman and discussions were in accord with the following agenda:

I. Current Relocation Division Business

II. Special Counseling Program

- a. Talk by John G. Hunter, Relocation Adviser
- b. Discussion

I. Mr. Cushman stressed various matters relating to leave procedures with special attention to the dinner planned by the Women's Club and others for those who are leaving the project within the ensuing week. These dinners are to be given on Saturday noon instead of Sunday as had previously been done. He also made an announcement respecting Selective Service which was in effect that all matters relating to Selective Service had been transferred from Mr. Crawford's Office to his Section and would be under his personal supervision. He further stated that registration for Selective Service, those reaching the age of 18, should be referred to Block Manager's Supervisor where such registration would take place.

Handbook containing all instruction and information relating to special counseling program, as prepared in the office of the Relocation Program Officer, was distributed to those in attendance.

II. Mr. Hunter gave a talk on the general theme of relocation with emphasis on its basic meaning, procedures to be followed, objectives to be attained, etc.

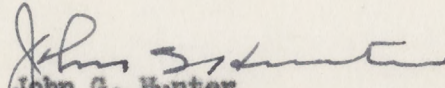
There was a general discussion pertaining to the varied problems relating to counseling with particular attention to the special fields

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Reloc. & Welfare

of work of the Welfare Division, the Relocation Division, and the relation between the two, together with the coordination which should be evidenced at all times.

Meeting adjourned at 5:00 PM.


John G. Hunter
Relocation Adviser, Unit I

cc: Edward Nossoff
W. Allen Cushman
Dorothy Stevick
Charles Olds
Ichiro Nakajima
Joe Owashi
Marjorie Collins
Dr. Balderston
Mr. Adler

Miss Lou E. Butler
Miss Alice Cheney
Miss Alice Grube
Mrs. John Powell
Mrs. Charles Olds
Duncan Mills
Mr. Carter

COLORADO RIVER RELOCATION CENTER
Poston, Arizona

May 6, 1944

MEMO TO: Relocation Division Staff

SUBJECT: Minutes of Relocation Division Staff Meeting

The regular meeting of the Relocation Division Staff, with several members of the Family Welfare and other sections attending, was held on May 2, 1944 at the conference room.

Mr. Edward Nossoff acted as chairman and the meeting was conducted in accord with the following agenda.

- I Progress on the Special Counseling Program
 - (a) Talk by Mr. Charles B. Olds, Relocation
 - (b) Talk by Mr. M. J. Adler, Welfare
 - (c) Talk by Miss Marjorie Collins, Statistics

II Report on Chicago Conference by Mr. James D. Crawford

Mr. Olds stated that he and his staff have been conducting interview with emphasis on relocation, and that information should be obtained from interviewers for the purpose of helping families and not merely for the sake of a record. He described the general mechanical procedure followed in Units II and III as follows:

1. Filling out of face sheets from census records by clerks.
2. Bringing of employment record up to date, also by clerks.
3. Checking leave status.
4. Counseling interview
 - Either on the face sheet or on separate paper.
 - Copies are forwarded to relocation officers for their consideration.
5. Further interview for those interested in immediate relocation.

Mr. Olds, in conclusion, stressed the importance of coordination between the Relocation Division and the Welfare Section in carrying on the Counseling Program and suggested frequent joint conferences by staff members of these two sections.

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Relocation

Mr. Adler presented interesting statistics on interviews the Family Welfare Section conducted to date. The Welfare Section conducted 102 interviews, of which 60 were interviewed as they came in. 58 were actually scheduled but 16 failed to report. It was reported that failures to report were due either to tardiness in receiving the notices or, their jobs. In general, responses were satisfactory. The following table was presented by Mr. Adler as a result of interviews conducted by the Welfare Section:

- 9 interested in relocation and were referred to the Relocation Division.
- 20 interested in relocation but not feasible due to their family problems.
- 21 not interested in relocation although the families have no problems.
- 52 not interested in relocation and not feasible.

Miss Collins indicated that additional information is available in her office if such information is necessary for counseling purposes. She also stated that her department appreciate advance notices in checking out folders as such notices will facilitate the operation of that department.

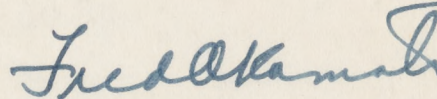
The discussion followed the talks by these three speakers. Almost entire discussion was devoted to the possible resentments by evacuees and to the means through which evacuees, who refuse to be interviewed, may be contacted. No solution on this problem was made, however.

The meeting was concluded by an interesting reports on the Chicago Conference by Mr. Crawford, who reviewed the opening speech made by Director Myer, that the relocation program is the prime objective of the W. R. A. today, that it will continue to be of voluntary nature, that relocation has shifted from relocation of individuals to that of family groups and that the W. R. A. cannot provide additional financial assistance to relocating evacuees. Mr. Myer also stated, according Mr. Crawford, that the knowledge of the W. R. A. policies and instructions by both appointed and evacuee staff is essential in carrying on the program. Other highlights of Mr. Crawford's report were:

- 1. In the future, as many individuals already relocated as possible will be contacted by the Relocation Offices and results of these interviews will be reported to Centers.
- 2. The leave assistance grants procedures will be revised to standardize railroad rates specified, by both centers and relocation offices.

3. The W. R. A. will assist group relocation in small groups, but will not promote extensive colonization.
4. The state of Arizona is under the jurisdiction of the Director as far as leaves in that area are concerned and will not be handled by field offices.
5. Hereafter if individuals out on seasonal or short term leave failing to return to centers as soon as their leaves expires, will be converted to indefinite, after appropriate notice.
6. Qualified Isseis will be considered to work in field offices of the W. R. A.
7. Individuals on the reserve list of the Army are not eligible for leave assistance grants unless they are members of a relocating family.
8. Effective immediately, soldiers visiting centers will not be charged subsistence.

The meeting was adjourned at 5:00 p.m.



Fred Okamoto
Executive Secretary
Relocation Program Office

cc: Edward Nossoff
W. Allen Cushman
John G. Hunter
Dorothy Stevick
Charles Olds
Joe Owashi
Marjorie Collins
Yon Hamai
James D. Crawford
M. J. Adler
John Powell
Walter Balderston

Alice Cheney
Alice Grube
Harriet Powell
Doris Olds
Pauline Bates Brown
Duncan Mills ✓
Frank Takenaga
Ken Sato
Unit I Welfare Staff
Unit II Welfare Staff
Unit III Welfare Staff

108-1
102-1
Minutes--Staff Meeting

The In-Service Training Staff meeting of the Unit I Relocation Division was held in the Block 27 Relocation Reading Room at 2:45 p.m., October 25, 1944. The meeting was called to order by Miss Agnes Corrigan with the entire Unit I Relocation Staff members present. Mr. Corlies Carter, Assistant Relocation Program Officer, was a guest.

The minutes of the previous meeting were read by Mrs. Kay Shimonishi and as there were no corrections, they stood as approved.

The only item of old business was on who could be included on the original application to return to California. Mrs. Harriet Powell reported on the result of the Administrative Staff's decision on the matter which indicated that while separate applications would have to be filed for separate families, the reasons showing could be the same and thus combine the members of the various family groups. It was decided that the instructions on the filing of applications would be set up in a folder for the general file in the Interviewing Department and that all materials would be in the one file and available to the entire staff in order that the services would be complete.

Mrs. Kay Shimonishi made a report on the departures for the week as follows: Only twelve left on indefinite leave out of the fourteen that were scheduled. Among them were only two family groups. There were two trial indefinites and out of the twelve that left, nine went to Chicago. One of the persons who had cancelled was going to join the Cadet Nurse Corps.

The most interesting job offers for the week were reported by Stella Wada and Mrs. Shimonishi.* Attention was called to a request that had been received by Dr. Alexander, a Naval Medical Officer from Pasadena, to fill a position in a Japanese book store which serves the University and military groups.

Mr. Carter offered the following corrections about Seabrook Farms. The wages had been raised from fifty-five cents to sixty cents an hour. Also the idea that a person could get any position he wanted was corrected. He stated that a person gradually could work up to the position for which he was fitted but that until that time he would be obliged to work in whatever positions were open and wait till the position he wanted was opened.

Mr. Frank Takenaga gave an interesting report on his visit to the Tooele Ordnance Depot which substantiated the material on file.

Mr. Matsumoto indicated an interest in having explained to him, a rumor he had received indicating that many people returned to the Center because they could not make a "go" outside and were disappointed about living conditions and salaries. Mr. Carter elected to discuss the following facts: He stated that of the people that have gone out on indefinite, only 6% have returned, that includes boys who have gone out on

* Copies of offers attached

040-11

indefinite and have had their physicals and returned to stay with their parents until their active duty call came in. This was a small per cent in comparison with the great numbers of people that leave camp continuously. He also stated that people in professional business and those who had had their own businesses and were doing pretty well, should not expect to go out to living conditions that were as up to par as were the conditions under which they had lived.

Mr. Hunter encouraged the staff to utilize the services being offered by the Adult Education in business English, and shorthand. Mr. Carter offered an idea in regard to the same subject. He suggested that the members of the staff sign a petition to attend classes in shorthand, typewriting, business English and such other subjects that would help them in their work here as well as on the outside. He remarked that the Relocation Staff in Camp #2 had done this and that it was working out quite well.

Mr. Carter also announced a new Project Policy as follows: Any person going out by private car will be allowed to take 150 pounds per person by express. This would make it easier for families with babies as they would need the baby's crib, bath and such as soon as they reached their destination. However, the limit was 500 pounds. *per family*

He also announced the plans that were under way for a farewell party for Mr. Crawford who is leaving the Project soon to resume work with the Indian Service. He said that he hoped that everyone would attend to help make it a success.

Since there was no further business, the meeting was adjourned at 3:35 p.m.

Respectfully submitted,

Agnes B. Corrigan
Assistant Relocation Advisor

Colorado River Relocation Center
Poston, Arizona

W.B.

RELOCATION DIVISION
ORIENTATION MEETING - MAY 10, 1945, 2:00 P.M.

In opening the meeting, Mr. Carter said as follows:

"This is our first meeting, which is to be orientation toward in-service training, learning a new job--the meshing together of the functions of the two former offices (Relocation and Welfare) into one. We have arranged for Mr. Hollenbeck to give a resume or analysis of the functions of the former Relocation Division and for Mrs. French to give an analysis of the functions of the previous Welfare Section. We hope to have time enough for discussions, questions, etc., so that we may clarify things in our minds to a considerable extent.

"We are moving along reorganization. As far as the changing of offices is concerned, Miss Butler, Miss Stevick and I will be in the Administration Building together. In Camp III, we are arranging to switch the former Relocation Office for one-half of the Agricultural Building, where the clerical pool will be located, next door to where the Welfare Office has been. In Camp II, there will be no change in buildings, except that the professional people will be in the old Welfare Office and the clerical pool will be in the Relocation Office. In Camp I, we are moving together the clerical help into one pool, with the exception of one unit: the Leave Process Unit, which does not fit into ordinary work. This will also keep people away from the stenographic pool. What has been the Project Relocation Office will be the coordinative office, where the Leave Office and the Administrative Assistant will be. Actual physical moves will take place this week. Mr. Wells, the Administrative Assistant, is already working in Camp I.

"I have drawn up a job description for the Assistant Relocation Adviser. I believe this will be something of a guide to you."

(Mr. Carter then read the job description)

* * * * *

"In trying to draw one up for the Relocation Advisers, the only thing I could think of was that the Advisers are responsible for the day-to-day close supervision of the Assistant Advisers. I have already mentioned the meetings of the Advisers and Assistant Advisers which are to take place. This meeting is to be a period of trading ideas--an orientation study in itself. The Relocation Advisers, in turn, are responsible to the Assistant Relocation Program Officers for administrative supervision.

"Are there any questions? If some occur to you at a later point, don't hesitate to ask them.

"I will now call upon Mrs. French to give us her lecture on Welfare Services."

Mrs. French: "I shall try to give a description of the functions of the Junior Counselor. The thing which is of most importance is planning with dependency cases which grew out of our participation in the program of initial interviewing carried on last fall. In addition to the actual problem of dependency, we must work out answers to any other problems existing in the family, involving health, property, child welfare, etc., which hold up relocation. Whenever possible we try to arrange for solutions outside of the center, but there are many things which must be taken care of before the family leaves.

"In planning with dependency cases, the first job is to identify the cases. Last fall, when Miss Steele visited the Project, a card file was set up. Since then, as we have worked with this file, we have both added to it new cases and subtracted from it those cases which have proved not to be dependency cases. After a dependency case is identified, it is necessary to conduct a series of interviews with the family in order to work out whatever plans they may wish to make. In connection with the interview, it is necessary to see that the head of the family completes Form WRA-76 A. This must be submitted with any request for financial assistance outside of the center. We must also obtain, if possible, proof of legal residence. This is particularly true when the reference given by the evacuee lives in the center. If it is a former employer or landlord, we get the statement from him and send it with the summary. After obtaining the necessary information, it is necessary to write a description of the problems of the family and send it to the field. This must include a statement of legal residence and references who can verify it, names of pertinent relatives concerned in the plan or close relatives who may or may not be concerned in the plan, and statement of resources. When the summary is complete, correspondence is carried on with the Relocation Adjustment Adviser in the appropriate Area Office until the plans have been completed. The Area Office contacts agencies and arranges with them the disposition of the case.

"In addition to the planning with dependency cases, there are a great many miscellaneous problems. Family counseling is often needed by families other than those in which we are working on dependency problems; it may involve contact with other offices on the project. There are some cases in which it is necessary for us to contact the Legal Office or the Evacuee Property Section. We also have contacts with the Health Section. We help to get birth certificates. Also in this category falls the relocation of minors. We are responsible for correspondence with the district office in order to assure that plans are approved by the Welfare Agency in the state to which they are going.

"We also handle public assistance. This falls in two categories:

- (1) Money for clothing and incidentals to residents in the center;
- (2) Special grants for emergencies in connection with medical problems or crises in the family; and also emergency relocation grants where relocation seems impossible without a grant being made on the project.

In both cases it is our responsibility to determine the eligibility for the

(4879-a)

grants.

"We also have contacts with a number of agencies outside the WRA. The Immigration and Naturalization Service, an office of the Department of Justice, has authorized Welfare to accept applications for duplicate alien registration papers and in some cases new registration papers. We also carry on investigations and make reports to the Immigration and Naturalization Service when they request information regarding persons on the project.

"We are in contact with Alien Enemy Control Unit, also our office of the Department of Justice, through Mr. Stauber of Washington, who is liaison officer between WRA and the State Department and the Department of Justice. We can now make recommendations for consideration by the Department of Justice of certain individuals for a change in status.

"We have indirect contact with the Army. We correspond with the Office of Dependency Benefits in connection with families making application for family allotments. In some cases we are asked to certify statements they have made on their applications. We also have had a few contacts with the Army Service Forces at camps where Nisei are stationed, especially where the director has become interested in a particular soldier.

"We have no direct contact with the WDC but offer advice and assistance to people who apply for hearings and have questions about their status with WDC.

"I have included in Red Cross under the Army as our contacts with it are entirely in connection with service men and their families. We handle furlough extensions and emergency furloughs. In both cases the initial action must come from the soldier, and we provide confirmation through the Pacific Area Office of the American Red Cross. We also refer to Red Cross families of service men for help in applying for a dependency discharge. In families where an allotment has already been made, the family is referred to Red Cross for assistance in filing a change of status form when they go outside the center.

"We have contacts with the State Department in connection with clarification of requests for exchange to Japan, previously submitted only to the Protecting Power. We still take withdrawals of repatriation and expatriation requests in cases in which application was originally made through WRA.

"We have contacts with such agencies as the Social Security Board and the Railroad Retirement Board; we offer services to evacuees making application for Old Age Pensions or retirement pensions.

"The Junior Counselors are responsible for the maintenance of records, both narrative case records and monthly statistical reports.

Mr. Carter: "Are there any questions?"

Mr. Morocco: "Don't we help in making out the soldier's application
(4879-b)"

form for a family allowance?"

Mrs. French: "Yes. We help to fill out those forms."

Miss Starkoy: "With reference to Red Cross -- you were not referring to the local Red Cross on the project, were you?"

Mrs. French: "No--I was referring to the Area Office of Red Cross. These matters are not handled by the Red Cross in Poston but by the Pacific Area Office."

Mr. Carter: "In clothing allowance -- there are changes in families from time to time with the relocation of parts of a family, what do the Junior Counselors do?"

Mrs. French: "It is the responsibility of the Clothing Clerk to post changes in the family composition on the card. The Junior Counselor will see it, but it is for her own information."

Mr. Carter: "What happens if the person whose employment made clothing allowance possible relocates?"

Mrs. French: "We used to get a list from the Clothing Section of those who were ineligible, but this list was very late. Ordinarily they will come into the office of their own accord when the wage earner leaves the center. People automatically get the clothing allowance but do not automatically get public assistance."

Mr. Hollenbeck: "Can Public Assistance funds be used for travel?"

Mrs. French: "For emergency travel--if family must accompany a patient going outside for medical care we use public assistance money. It must have Mr. Mills' authorization. Recommendations must come from either the hospital or Evacuee Property, etc., depending on the nature of the problem."

Mr. Carter: "Miss Butler, do you have any cases where you have made foster home placements or arranged for guardianship on the project?"

Miss Butler: "No, we don't have any."

Mr. Carter: "Any orphans?"

Miss Butler: "No."

Mr. Carter: "They tried to collect the orphans at the beginning from all the centers and sent them to Manzanar--we probably don't have any here."

Miss Peavy: "There may be some with living relatives, but they generally assume responsibility."

Miss Stevick: "In Public Assistance -- they have to come in monthly. How is that handled?"

Mrs. French: "It was recently decided that was not necessary to see everyone every month. Now we see only those persons whose situation or plans might have changed and also anybody with whom we are working."

Stevick: "Is it up to the Advisers or Counselors to call them in?"

Mrs. French: "Yes, we also asked them to let us know if any change occurred which we didn't catch by another method--whether they were taken ill or something of that sort. Ordinarily the Block Manager will cooperate very well in reporting anything that happens or in helping people themselves to report it."

Mr. Carter: "In connection with the job description, mention is made of the Assistant Advisers' Control file--the intention of that is that the Assistant Advisers as they work will keep the file up to date at all times. The advisers will receive daily summaries to go direct to the Assistant Advisers showing departures, etc., and we are arranging that the same information that was routed to Clothing Allowance Unit before will be routed to Advisers and Assistant Advisers so that they will be able to keep the Control File current. The whole key is going to rest in these Control Files--there should not be more than a two to three day lag between something happening and the receiving of the information."

Mr. Hollenbeck: "Under the new setup, is all correspondence to be signed by the person writing the letter. Are we to use our present system in Relocation, with certain letters prepared for Mr. Mills' signature and certain letters prepared for Mr. Carter's signature, but most of the letters to be signed by the person signing the letter?"

Mr. Carter: "So far as we are concerned the titles go right straight down: Relocation Program Officer, Assistant Relocation Program Officers, Relocation Advisers, Assistant Relocation Advisers. As far as former P-2 and P-3 classifications are concerned, we will simply change the title but there will be no change in classification. For some of the CAF classifications there will be a change in classification but not in title."

Miss Butler: "Would you explain signatures of letters?"

Miss Stevick: "All this will go in an instructional memorandum."

Mr. Carter: "As a guide to Assistant Advisers, all routine correspondence to district offices pertaining to the relocation of people should be prepared for your signature appearing under the name and title of Relocation Program Officer. However, all letters are still to be reviewed by the Advisers and the Assistant Relocation Program Officers. This puts the responsibility in your hands of having to deal with the client directly. As a result, the reply generally comes back marked 'attention of so-and-so,' which is helpful. We should draw up a complete Divisional Memorandum on it. I am not always sure whether Mr. Mills or I should sign a letter."

Miss Butler: "In connection with all dependency cases, we correspond with Area Adjustment Advisers."

(4879-d)

Mr. Carter: "We will continue to deal directly with Area Adjustment Adviser for the present. It may change in the near future."

Mrs. McGee: "Dependency cases as dependency cases still go to the Adjustment Adviser, but not resettlement assistance."

Miss Corrigan: "Do you have any idea as to the element of time--do we know if it is going to take 2, 3 or 4 weeks before hearing from the District Office?"

Mr. Carter: "If there is any deadline, be sure to say so in the letter. We are dependent on offices which sometimes are under-staffed and cannot take as quick action as we wish. The only thing to do is point out that there is a deadline and that the plan collapses if the deadline is not met."

Miss Corrigan: "Where the grandfather or the granddaughter is the respective dependent in the family, does everything have to go through the area office or can the part not on the dependent go through the district?"

Mr. Carter: "The Area will notify the District when they receive the summary. We should send duplicate for coordinative purposes."

Miss Millings: "In regard to the time element--sometimes we have to wait quite a while to hear from the Area....."

Mr. Carter: "We have discussed the matter with Mr. Dolins and Miss Steele. They told us if at any time we feel we are not getting proper service, we are to notify the Washington Office, because generally it means that they are being over-worked in that district and need more staff. Let's keep that in mind. I will now call upon Howard Hollenbeck to give his talk on Relocation."

* * * * *

Mr. Hollenbeck: "I am not going to be able to cover all of the Relocation procedures single-handedly, but I will try to cover some of them * * * The following are some of the things with which the Relocation Division is concerned, and some of the procedures which we follow:

1. Terminal
2. Short Term Leave
3. PMGO Clearance - WDC
4. Paroled Aliens (worked through L.A. Immigration & Naturalization service)
5. Return to Hawaii (special procedure)
6. Military Permit for Travel to West Coast when on Exclusion or Segregation List.
7. Process for Getting off Segregation or Exclusion List
8. Appeal for PMGO Clearance (after clearance denied)
9. WDC identification Card (Some residents ask for and think it advisable to have identification card when traveling to West Coast Area.

10. Second Travel Grant
11. Hostels (Giving hostel advice, etc.)
12. Interest in job offers aside from plan
13. Visitors

"Terminal Leave. A resident comes in with a plan made, needs no assistance, but does want travel grant and also wants the \$25.00. The resident is interviewed, and we try to make the exit interview as short as possible. It has been customary in Unit I and in Unit III to have that person report to a very highly specialized clerical staff. Before being interviewed all the forms are processed--application for cash assistance and other essentials. First, the cash assistance forms (303Rev.) are completed in triplicate. One copy is retained in the Unit Office and two copies are sent to the Leave Office. Two copies of the Departure Advice are prepared--both go to the Leave Office. The Departure Advice passes the resident out of the gate. Two copies of the Property Release Form (86) are completed. Block Manager sees that all furniture and other Project and Government property remains in same place when resident prepares to leave; and the employer sees that all Government property used by the resident in connection with his work also remains at the place of employment. Block Manager's and employer's signatures must appear on Form 86 (two copies signed). Those two copies must be brought to the Departure Station at the time of departure from the project. Rule is they cannot leave project without those two signatures.

"The resident is then given an instruction sheet, advising how to approach WRA office, OPA, etc. He is also given a form on which he must list the baggage which the baggage boys will "pick up"; also must list express baggage and freight on form given to them in Unit office. A baggage information sheet tells what to do with baggage, what is going to happen to baggage, and how to process baggage in train stations, etc. Residents are asked if they need ropes and boxes for freight. If ropes and boxes needed, the residents are then given a copy of the Departure Notification -- Form 61, and the copy is taken to Evacuee Property Office. If they don't need ropes and boxes, they don't take the form to Evacuee Property Section, but the form is forwarded in usual manner. Eight copies of Departure Notification are made, going to the following offices: (1) Finance; (2) Evacuee Property; (3) Block Manager's Supervisor; (4) School Principal; (5) Welfare Section; (6) Library; (7) Post Office (8) Ration Section. All of the foregoing offices are thus notified when a person leaves the center.

"A person 17 years of age, or under, must get parents' consent slip. This must be signed (when he is traveling alone), verifying that it is all right for him to leave the Center.

"Bus tickets must be issued. Bus tickets are needed to get on "pick up" busses on the night or morning of departure.

"The interview is supplemented by the Form 329 (Family Face Sheet), previous welfare interview or previous relocation interview. Such are scanned hastily and the interview is "cut" as short as possible. Certain basic material is obtained (sort of work resident does, housing, how many people are going, etc.). Then interview (depending on type of questions person

may have) develops in regard to how to get on train--time, train schedules, having someone meet relocatee at other end, etc. The advisors do the interviewing--the Leave Processing Section takes care of the processing.

"No advance approval is necessary except in the case of minors 16 years of age and under--in California 21 and under. In the state of Minnesota and Chicago, minors 17 years of age and under require advance approval.

"The Health Check List must be checked. Anyone on this list (Hospital List) must be checked for health. He must be referred to the Hospital before he can leave.

"Short Term Leave. We have begun to interview people leaving on short term. We may be able to "tie in" the thinking behind the short term leave with total family plans. The system gives contact with the family which we might not have otherwise. However, we must remember people don't want to be talked to too long.

"In processing short term leave, we need two copies of the application; two copies of notice of decision. On application itself we need two signatures: Block Manager's and employer's. These should appear on the application itself and not on a separate form. If the resident wants his ration book for short term, he must request ration book; in terminal leave the ration book is automatically given to him, or at least a request for one to the Ration Board outside the Center.

"Short term leave at present is limited to three short-term leaves of over five-day periods. If the resident wants to go to Parker for shopping, he can go to Internal Security and ask for a pass to Parker. If too many passes to Parker have been issued during the past twenty-four hours, another will not be issued. In going to Phoenix for two days, the resident must go to the Unit Administrator's Office, where he will receive a permit for shopping purposes.

"People can leave the Center for short term leave, and, before the 30-day period comes to an end, can convert to terminal leave, and need not come back to the Center. They can make contact with the field office for cash assistance, and the field office will send the necessary forms to us. We process the forms here and forward the money to the field office. The field office gives the money to the resident who left on short term and converted to terminal.

"PMGO Clearance. Eight copies of the clearance form are completed. Applicants can, of course, go to the plant in which they want to work, and apply for PMGO clearance from there. However, it is a risk, since it is uncertain as to whether or not they will receive the clearance. We give them one copy of the form to complete; they complete it in either ink or pencil and bring it in to us, after which we make the eight copies by typewriter. They are then sent to the Project Office to Harry Yagi (Outside Employment). Four copies of Form 60 are also sent to him, and he takes care of the situation from that point.

Mr. Carter: "If a person is interested in obtaining work in a defense plant, for example in the Chicago area, prepare forms and send them to the Chicago Office, and they will submit them to the plant. If he quits and goes to another plant, he must go through the same procedure for clearance to work in that plant. In other words, if he passes for one plant (Toocle) he can probably pass for another; however he will have to make specific application for other plants."

"Paroled Aliens. There are some aliens who have been interned in internment camps and then were paroled to the Colorado River Relocation Center. If they want to leave the center for a period of over 10 days they must fill application for permit to travel. (If less than 10 days, no approval necessary). Five copies of application for permission to travel are sent to Del Guercio's office (Office of Immigration and Naturalization). Del Guercio's office in Los Angeles issues the permit to travel for period of over ten days. Philadelphia is the central office of Immigration and Naturalization Service. Copy of letter and application must go to Philadelphia. Covering letter addressed to Del Guercio, must contain certain information in addition to what appears on application: Name, address, family number, alien registration number, type of leave (short term or terminal), when and where person was interned, and when and where paroled. All of this information must go into covering letter.

"Certain aliens (not necessarily paroled, but aliens under deportation proceedings) in order to leave center, must, in addition, have 3 copies of change of address form AC-PS-9. These also are forwarded to the Los Angeles Office of Immigration and Naturalization Service (Del Guercio). An alien can be under deportation proceedings even though he may not be a paroled alien.

"Return to Hawaii. It is the resident's responsibility to write to WDC asking for permission to return to Hawaii. We can compose the letter for the evacuee's signature. In case of Issei, we usually have to do that. The letter must contain the following material:

1. Date and place of birth.
2. Place of residence in Hawaii prior to December 7, 1941.
3. Name, relationship and address of each member of the immediate family in the United States and in Hawaii.
4. Former employers in Hawaii and place of employment.
5. Date of arrival on Mainland.
6. Purpose of visit to mainland, and activities since date of arrival.
7. Reason for wishing to return to Hawaii at this time.
8. Names of sons and daughters, as well as their serial numbers, in Armed Services of United States.

"Military Permit to Visit West Coast. If a resident is on the Exclusion List, it is his responsibility to obtain his own military permit to travel to the West Coast. We can aid the resident by composing a letter for his signature. It usually consists of one or two paragraphs, saying he wishes a military permit.

(4879-h)

"If the resident is on the segregation list or the exclusion list and wishes to get off the segregation or exclusion list, it is the resident's responsibility to apply to the WDC for removal from the list. We can help him to compose his letter for his signature.

"Appeal for PMGO Clearance (after denial). When a resident has been denied PMGO clearance and wishes to appeal, we have been authorized by PMG office to write a letter in behalf of the resident. State all reasons, including all personal relationships, etc. A statement signed by the Center employer can also be enclosed.

"WDC Identification Cards. Some residents want identification cards when returning to the West Coast. The resident's finger prints are taken in our Leave Office. Then two copies of index finger prints only, two photographs, and an application form are sent to the Presidio of San Francisco. After a period of about two weeks an identification card is sent to the resident.

"Second Travel Grant. If residents have been reinstated into the project with the approval of the outside office and have some evidence of approval, they are eligible for a second travel grant. If they have not (and most people haven't) advance approval, the policy is that if they can set a definite departure date for the family to leave the Center, (setting of that date is as a result of planning by visitor or re-inductee) then they are eligible for second travel grant. However, they must set a definite date for the family to relocate. If the resident was reinstated before July 20, 1943, approval of the Relocation Officer was not necessary; therefore, he is eligible for grant without outside approval if he was reinstated before that time.

"When a person is allowed to obtain a second travel grant, the Leave Office must know so that there will be no confusion. We attach two copies of a memorandum, written and signed by the Assistant Relocation Adviser, to the Cash Assistance papers. One copy of the memorandum is forwarded by the Cash Assistance Section to Mr. Carter for his information and approval.

"Hostels. When residents desire hostel reservations in other cities, we can wire direct to the hostel, unless the WRA office in a particular city concerned has requested that we wire the WRA office instead of the hostel. However, most of the field offices want us to wire directly to the hostel. Give person's name, age, approximate date of arrival, and approximate length of time he or she is going to be in the hostel. We now have approximately eight or nine hostels. They are in Brooklyn, N. Y., Philadelphia, Minneapolis, Cleveland, Des Moines, Cincinnati, Los Angeles, Pasadena, and the Drexel Blvd. Home in Chicago, which is not really an organized hostel. Recently hostels have also been opened in Watsonville and in San Jose. Residents must have ration books, blankets, sheets, pillow cases; and they must have definite reservations before they can go to the hostel. One thing more, an extra copy of the wire to the hostel must go to the Leave Office for the person in charge of hostels.

"Interest in Job Offers. When residents state that they are interested

in certain jobs, wire the WRA office and ask if the job is still open. In each Unit Office there is a file of jobs available. This can be done before the complete interview is made, or before the summary is written.

"Visitors. Save for another meeting."

* * * *

Mr. Carter: "At first all these procedures, regulations, etc. will seem pretty complex, but not too long--we have experts in almost every phase of this in the Leave Process Office. As time goes on, it becomes automatic to you. Don't worry about complications too much. Let's have a few questions."

Miss Peavy: "In military permits for people on Exclusion Lists, is an escort required?"

Mr. Carter: "An escort may or may not be required, but it is the responsibility of the evacuee to furnish him, when he is required. WRA does not furnish one unless it is an emergency.

"We will have another meeting next Wednesday afternoon in the same place (Ward 7 of the Hospital) at 2:00 P.M."

Copy also under Staff meetings

RELOCATION STAFF MEETING

Relocation Office
June 22, 1945
Friday, 4:00 P. M.

PRESENT: Mr. Pratt, Assistant Relocation Program Officer; Mr. Sekerek, Administrative Assistant; Mr. Dingley, Mrs. Jenkins, Miss Mack, Mr. Earle, Area Supervisors; Miss McNeese, Mrs. H. Dingley, Miss Atkinson, Miss Seymour Mr. Enlow, Mr. Williams, Mr. Miho, Miss McCluskey, Miss Castor, Mrs. Garrison, Mr. Yoshida, Miss Light, Miss Long, Mrs. Yoshida, district workers; Mr. McConnell Acting Evacuee Property Officer; Mr. Hoffman, Project Director; Miss Dickinson, Relocation Program Officer; Mr. Young, Center Liaison Section, Washington, D. C.

Mr. George Young of the Washington WRA office, who has been at Topaz for several days described the work he is doing. He is interviewing residents who were previously in domestic service on Bay Area. (1) To find out if they have been in contact with their former employers and with what result. (2) If they desire to take up their former employment again. Following this survey at the center Mr. Young will go into the Bay Area and interview these former employers to ascertain their attitude concerning the re-employment for these residents.

Mr. Young has interviewed already around 50 persons in the center with good response. He has explained this project to the block managers and to the Community Council. He expects to finish up this end of the work by Saturday, June 23.

Miss Dickinson outlined the contents of Director Myer's teletype on center closure. It was agreed in this group that the relocation job could be finished as well by December 1, as by December 31. However, it was pointed out by Mr McConnell, transportation may be even tighter in July and August than now and that housing in the San Francisco Bay Area is our major problem. Many residents are ready to go, but are waiting for their leases to expire. Mr. McConnell and Mrs. Hunter also pointed out that there is not enough publicity about the June 28 special car. Mr. Sekerek will follow up on this.

There was a discussion concerning the possible curtailment of Short-term-leave because of the transportation difficulty. It was agreed that Short-term-leave applications to local areas such as Utah, Idaho and Nevada should be referred back to district workers. Mr. Sekerek will prepare letters to the Community Council and to the Block Managers on this. Mrs. Hunter will see that each area supervisor receives a daily list of departure application so that they may be aware of persons going out on Short-

term-leave from their district.

Mr. Pratt spoke on the necessity of completing Dependency Summaries. He called attention to the changes in Administrative Notice number 263 as outlined in recent letter from Mrs. Lane. He urged that district workers complete their Dependency Summaries as soon as possible. Many of these summaries are nearly complete. Even if the family is uncertain as to their plan, we should complete the verification of residence, references, etc. Many applications for public assistance could be completed as family summaries with a little added effort. District workers were urged to use a part of their office hour time to do home visiting on Dependency rather than wait at the office for office interviews.

In answer to a question, Mr. Pratt stated that in cases of those persons on Dependency list who wish to resettle in other than the state of their residence, we should send summaries to that locality and await results. However, the reference and legal residence verification for the pre-evacuation addresses should be obtained anyway. If there is still a question or a rejection in these cases from the state of application this summary should be sent in to Washington.

Since we do not seem to have much information on state residence requirements, it was agreed Mr. Pratt would begin to build a file on each state for the use of area supervisors. We will ask each area supervisor to get information for us concerning the state residence laws as they apply to categorical relief.

Mr. Pratt also explained resettlement assistance as it pertains to dependency cases. We should assume that welfare agencies in any locality may make use of resettlement funds to assist in resettling families in localities other than their state of residence where there is justification or in case where the pre-evacuation residents can not be proved.

In cases where persons refuse to sign the form 76A, workers are advised to complete working up a case and send the summary through anyway.

Miss Dickinson explained that we have two definite priorities in the next few months if we are to meet our deadline. During July and August, district workers should concentrate on the problems of families with school children to see that these families relocate in time for the opening of school terms in outside communities. At the same time it is necessary that we complete as many as possible of the Dependency Summaries.