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C A B I N E T M E E T I N G

Monday 9:00 A. M.
September 14, 1942

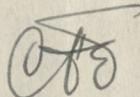
DIRECTOR'S OFFICE
Central Utah Project

The first cabinet meeting will be held as indicated above. The following persons are requested to be in attendance.

Baker	Hondrich
L. Bell	Niesse
R. Bell	Noftzger
Cornwall	Owen
Fridley	Potter
Hughes	Dr. Ramsay
Hull	B. Watson

The agenda will be:

- A. Budgets for next quarter
Discussion Leader - Niesse
- B. Staff Organization
Discussion Leader - Hughes



Charles F. Ernst
Project Director

CFE:lc

C A B I N E T M E E T I N G

Monday 3:00 P. M.
September 21, 1942

MOBILIZATION

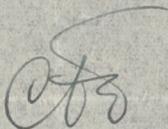
Director's Office
Central Utah Project
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The second Cabinet Meeting will be held as indicated above, instead of at 9:00 A. M. as announced at the last meeting. The following persons are requested to be in attendance:

Baker	Hondrich
L. Bell	Niesse
R. Bell	Noftzger ✓
Cornwall	Ower
Fridley	Potter
Hughes	Dr. Ramsay
Hull	B. Watson

The agenda will comprise matters arising out of the recommendations of the Planning Board.

Should any member find it necessary to be absent from this meeting, notice should be given to the Director in advance.



Charles F. Ernst
Project Director

Ernst:lc
CC: above men

Noftzger

SCHEDULE OF MEETINGS

1. CABINET--All members in the Director's Office.

Wednesday, Sept. 16, 5:00 P.M. to 6:00 P.M.
Monday, Sept. 21, 9:00 to 10:00 A.M.

2. PLANNING BOARD--All members in the Director's Office.

Thursday, Sept. 17, 3:00 P.M.

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CABINET MEETING

The Cabinet Meeting of September 28, 1942 was held in the Project Director's office with Mr. Charles F. Ernst, as chairman.

The following subjects were discussed:

1. Boundary fences
 2. Statistics--Number of prospective workers eligible for unemployment compensation, etc.
 3. Dust Control
 4. Workers' identification
 5. Posting of city and total project area
 6. Migrating diners and identification cards -- wide use of cards.
 7. Identification of caucasian paid staff -- requires photograph.
 8. Miscellaneous emphasis on getting things started -- various jobs discussed.
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CABINET MEETING

The Cabinet Meeting was held on October 5, 1942, at 9:00 a.m. in the office of the Project Director.

All members of the cabinet were present. Dillon S. Myer, National Director, and Colonel Erle M. Wilson, who is attached to the National WRA Office were present as visitors.

The overloading of the city's wiring system was discussed. Mr. Cornwall and a committee composed of Mr. Owen, Mr. Fridley and Mr. Noftzger, asked to make a recommendation on controlling peak loads during evenings.

Mr. Cornwall reported that he will concentrate more time and attention on furlough's for workers in line with the policy set forth by Director Myer.

Mr. Hull and Mr. L. Bell will make a study of problems in Block 2 and suggest recommendations, such as non-use of latrines by residents and workers.

Mr. Noftzger asked to expedite installations of walls in apartments of residents.

Fire prevention was discussed with a view of getting active assistance of all persons to cooperate in this effort. A schedule of collecting waste from this center was called for.

The problem of garbage and sanitation was discussed and Mr. Bell asked to study means of getting resident workers to handle garbage collection properly. The problem of collecting ashes was brought up for discussion, and Mr. Noftzger was requested as chairman of the committee to prepare instructions for handling ashes.

Mr. Owen, Baker, and Noftzger were asked to handle the problem of fireproofing in Block 2; to remove or wrap studding which is too close to stove flues.

Fence building plans were discussed. It was announced that a four-wire barbed wire fence with at least six gates has been planned.

It was suggested that Lt. Nail be invited to be a member of the Cabinet.

Mr. Myer was given time as he saw fit to give the Cabinet any information he wished to give. He suggested that the City Council be given some responsibility in handling such problems as garbage disposal and etc. He gave information on new leave regulations, and announced that he expects records to be centralized in Washington D.C. rather than being distributed by Regions. Mr. Ernst thought it advisable to give each person a physical examination and social study before releasing them on furloughs. Dr. Ramsey suggested re-examination up return to the city in order to protect the residents within.

Lt. Nail was given an opportunity to review his problem of preventing visiting and fraternizing between residents and Military Police detail. Sentries on duty are not allowed to talk outside line of duty.

Dr. Ramsey was asked to make a continuous survey of public health conditions in connection with water, warehousing, etc.

Mr. Myer suggested that an analysis of fears among residents should be studied in order to alleviate their worries. Mr. Myer offered to send us a mimeographed report of surveys made in other centers regarding fears and cycles, from his main office. He also stressed the importance of preventing rumors and fears by using positive methods.

Mr. Myer stated that each Project Director may use discretion as to whether the apartments to be used by the staff are constructed by contract or by evacuee labor. Materials for such buildings will be obtained under the A-3 rating.

It was discussed that there are about 127,000 Japanese-Americans in the United States, and about 110,000 of the citizens are in relocation centers.

Mr. Cornwall reported that there will be adequate beds, mattresses, and blankets on the way for the next groups of evacuee.

CABINET MEETING

The Cabinet Meeting of October 12, 1942 was held in the Director's Office at 9:00 A.M.

All members of the cabinet were present with the exception of Mr. Niesse, who was reported ill.

1. The chairman, Mr. Ernst, reviewed recent events.
2. The proposed census received first attention. All population changes were reported to Miss Yoshii from the offices of Dr. Ramsey, Mr. Cornwall, Mr. Fridley, Mr. Lafabregue, etc. Data for a running inventory of population. Recurring actual census' may be taken through block managers, according to Mr. Hughes.
3. Status of parolees from internment camps was not clear. Mr. Cornwall asked to determine status and make a report.
4. Soldiers (Japanese) may now visit the center if proper credentials are had. Lt. Nail reported similar instructions to him.
5. Problem of control of persons on furloughs was discussed, i.d. credentials, escorting, reporting absences, work status, changes, student visiting, county lines, etc.
6. Plan for a in and out visitors' front gate with sentries, parking areas, roads, etc., was submitted by Mr. Hughes, Mr. Fridley, and Lt. Nail.
7. Roscoe Bell introduced guests from WRA, Washington, and Regional Offices of Agricultural Division; and reported that a conference was in progress, covering land use, war crops, labor supply, soil conditions, future activities, livestock purchases, transportation conditions. This project should produce poultry, eggs and hogs, according to Mr. Sabin from the Washington Office. Beef and rabbits are possibilities. Turkeys perhaps next spring. Dairying does not seem to be logical to undertake. No conclusions on special war crops as yet. Would like crops on cooperative plan to give incentive, but no affirmative policy indicated to date.

Mr. Read of Washington D. C. reported on transportation and exchange of vegetables or disposals of surplus. Water supply is not yet determined as to quantity. Labor priorities indicated in the following order:

Subsistence, community services, outside employment, war crops, and others.

The final contingent of Tanforan will arrive here on October 15.

Lt. Nail requested that caucasian females do not fraternize with soldiers or visit the M. P. canteen unescorted.

The Meeting was adjourned at 10 A.M.

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MINUTES OF CABINET MEETING

October 19, 1942

The meeting was called to order by Director Ernst at 9:00 AM.

Mr. Lorne Bell announced opening of schools: High school hours 9:00 AM to 4:00 PM; Elementary 9:00 AM to 2:00 PM. Lowering of requirements will permit hiring of some elementary teachers who do not have Bachelor's degrees. Mr. Hughes stated that custodial functions for schools had been assigned and would be in action as of today.

Mr. Ernst directed Lorne Bell to make recommendation on the use of the ~~Community S.~~ Church bell at Delta so it can be available for school or other purposes.

Stoves are still short and it is probable that the cars which are now supposed to be in Ogden will soon arrive. Survey was made on Saturday.

Assignment was made to Employment Division to clear boys of 18 either for work or school.

Need for a judiciary committee was discussed. Mr. Lorne Bell was advised of the urgency and requested to convey this information to tonight's meeting of the Council.

Idea of Americanization, perhaps geographically, through the City was projected, this as a future objective looking toward eventual accomplishment.

Suggestion was made that Fire Station telephone (No. 40) be manned by operator who speaks English fluently. Lieut. Nail suggested that Military cooperate in furnishing night operator at switchboard. Will work out with Mr. Hughes.

Fire Alarm signal was discussed. Decision was referred to Fire Department with suggestion of first week in November as Fire Prevention Week.

Conservation of supplies was urged by Director.

Burial services contracts were reported by Mr. Niesse, and assignment was made to Mr. Niesse and Dr. Ramsay to clear instructed points.

Census report will be made this week.

Identification cards are in process of preparation. Mr. Hughes will submit samples this week.

Passes were discussed and decision stated that "Director or Authorized Representative" would be interpreted as meaning the responsible head of the Division who determined the need of a pass.

MINUTES OF CABINET MEETING

- 2 -

Only the Director or Assistant Director will be authorized to sign passes for persons to enter the area.

A road is needed around the periphery of the area. Mr. Hughes was asked to plan for its construction.

Hunting within the Project area is prohibited, and the area is posted and patrolled. This announcement is to be released to the press.

Job descriptions will be distributed today for study and correlation. Civil Service forms will be distributed today for those concerned.

Transportation report and car assignments will be forthcoming and rules will be announced.

Systematic release of Recreation buildings now used for other services is to be effected as soon as convenient. Other space is to be provided, however, before any unit is ejected.

A definition of contraband was asked for. A liberal definition was made.

The meeting was adjourned.

Respectfully submitted,

Claude C. Cornwall
Acting Secretary

CCC:TI

CABINET MEETING

Minutes of the Cabinet meeting held Monday, October 26, 1942, at 9:00 A.M. in the Director's office with Mr. Ernst, chairman.

Mr. Sekerak represented Mr. Honderich; Mr. Hutchinson represented the Senior Engineer. Dr. Ramsey was absent.

1. Public relations in Millard County was discussed. Mr. Cornwall requested to meet with County Commissioners to clear up questions of labor needs in this county.
2. Posting of signs was discussed. Signs are in process of being installed. Large red sign with proclamation in English and Japanese. There will be about six gates in the fence which is being built around area. Lt. Nail stated that arrests will follow apprehension of anyone crawling through or under the fence.
3. Identification cards have arrived and will be issued soon to all residents. Distribution of these cards will be assigned to Miss Yoshii.
4. Mr. Cornwall reported that an individual record survey would be made this week. Workers will not lose pay for time lost while involved in this survey, which will require about half-day; time necessary to survey their block of residence.
5. The matter of freedom of movement allowed farmers in Topaz area was referred to Lt. Nail and Mr. Roscoe Bell.
6. Mr. R. Bell requested authorization to go ahead on hog pens requiring cement, etc.
7. Mr. Niesse and Mr. Hughes were asked to attempt more rapid clearance on personnel applications for teachers and others.
8. Mr. Hughes was requested to re-examine transportation requirements, taxi service to Delta and elsewhere.
9. Complaint on lunches reported.
10. Mr. Ernst reported satisfaction with progress and voluntary effort made in winterizing the barracks.

11. Scrap lumber will be distributed immediately according to Mr. Hughes.
12. Bicycles on order for taxi service.
13. The newspaper, its present and future was discussed, translations, news policies, location of working headquarters, and transfer to Consumer Cooperative Association.
14. Central dispatching to be provided to enable staff members to combine trips and business.
15. Fire Department dedication and fire prevention week announced as in preparation.

CABINET MEETING

Minutes of the cabinet meeting held Monday, November 2, 1942, at 9:00 A.M. in the office of the Project Director. Mr. Fridley was represented by Mr. Ball. All other members were present. Mr. Ernst presided.

1. Sunday supervision was discussed. Information is needed to handle Sunday business.
 - (1) Pass procedure.
 - (2) Taxi service in project
 - (3) Addresses of residents. Register will be made available daily on Sunday of names and addresses. Files will be under supervision of Miss Yoshii.
2. Limitations in the current pass procedure were presented. Mr. Cornwall and Mr. Ball will perfect in new revised procedure. These same committee was asked to prepare an administrative directive on privileges of residents to move about the area and center. This committee will report at the next meeting.
3. Mr. Hughes announced that the installation of the telephone system would begin next Monday. Three pay stations and 22 phones in center including sentry posts; at least one phone for each four blocks, centrally located.
4. Road straightening, east of project, will begin soon. Survey begins to-day. Road signs are needed, including WRA direction signs, culvert signs, stop sign at N,S-Sutherland Road Intersection.
5. Mr. McIntyre from the Regional office came into the meeting before adjournment in company with Mr. O'Brien, Project Attorney. Mr. Ernst could not see any precedent for a community trust fund accumulated by taking at the discretion of the city council the excess of the earnings of workers at private wages at the center and redistributing these excesses to other workers at wage advances. Mr. Ernst will discuss this with Mr. McIntyre and Mr. Cornwall for better understanding on this provision.

6. Mr. Hughes reported 60 tons of coal came in Saturday night on 16 trucks; 20 trucks left today. Arrangements made to get delivery at the mine. Also recruiting independent truckers. The mine is 150 miles from Topaz. Overnight quarters are being sought at the mine.
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MINUTES: CABINET MEETING

November 9, 1942

Director's Office

Mr. Ernst, Mr. Hull, Mr. Potter absent
Mr. Hughes presiding

1. Mr. Cornwall reported that 170 Residents assisted in the West Millard County scrap iron drive Sunday, with much success. Two small accidents occurred: one pair of broken glasses, one mashed toe, both of which are being taken care of.
2. Passes; Mr. Hughes: Liberal interpretation of the rules is resulting in considerable laxity in the issuance of passes and probably will result in unfavorable public opinion unless the issuance is tightened up. The residents and the staff need considerable information on the matter; can be informed thru the Times and by means of an Office Letter. Mr. Cornwall and Mr. Ball to have a report next Monday.
3. Mr. Hughes: Nov. 11 is the day on which Residents will be able to get out into the Area. Identification cards will be distributed by Block managers. Need notice in the Dining Halls and Times.
4. Dining Hall announcements are generally ineffective; should be handled from one central point. Project Reports the logical point. Mr. Hughes will see Mr. Hull.
5. Language School at Minnesota: to give publicity or not to give publicity. On basis of letter from above: yes. Notice to appear in Topaz Times. Applicants to register with Community Government secretary, 41-2-D.
6. Mr. Hughes explained the new numbering system approved by the Council. Cabinet rather objected to "Greasewood" for a name, preferred Cedar, but otherwise plan OK.
7. Housing situation critical. Administrative units need space. Evacuees are coming in in small groups, probably will continue. What to do about it? No solution offered.

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CABINET MEETING

Minutes of the Cabinet Meeting held Monday, November 16, 1942, at 9:30 A.M. in the director's office. The meeting was called to order by Mr. Charles F. Ernst, chairman.

Present: Mr. Samuel Owen, Miss Minton, Miss Jonscher, Mr. Lorne Bell, Mr. James Hughes, Mr. George Lafabregue, Dr. Bane, Mr. Ball, Mr. Irvin Hull, Mr. Hondérich, Dr. Ramsey, Lt. Nail, Mr. Niesse, Mr. Potter, Mr. Cornwall, Mr. Roscoe Bell, Mr. H. Watson. Mr. Brandon Watson entered late.

The following reports, problems and recommendations were taken up by the cabinet for discussion:

1. Working hours were announced as being from 9:00 A.M. to 1:00 P.M. and from 2:00 P.M. to 6:00 P.M. on week days. Saturday hours are 9:00 A.M. to 1:00 P.M.
2. The chairman announced that Mr. Henry Watson had been appointed Senior Engineer to fill the vacancy left by Mr. Lee Noftzger.
3. Dr. Bane reported on the conference to which he had attended in San Francisco recently. He said that sentiment was pessimistic, particularly in discussing the outlook of Isseis. Concerning Japanese and American culture, it was analyzed that American culture was more expensive. (a) Recommended that relocation be emphasized as a policy to draw Niseis away from the limitation of Japanese culture into American life again. (b) Tieups with outside organizations should be encouraged; previous contacts should be retained where possible. (c) Japanese should be given an opportunity to make decisions and mistakes so as to avoid their blaming the administration resulting from strikes, adverse sentiment, etc.
4. Miss Minton made a report on a conference she attended. Proper documentation of activities and needs within education and community activities was stressed as very important in showing need for funds and in informing the general public. Educational process of identifying Japanese citizens as a part of a larger American group, and with other minority groups, was emphasized and should be developed at the project.

5. The recommendations from last week's narrative reports were discussed.
- (a) Movement of vehicles within residential blocks should be controlled.
 - (b) Lumber stealing is still a problem.
 - (c) Ban on alien Japanese visitors has been lifted. Foreign-born U.S. residents may now visit Topaz.
 - (d) Personal property can be shipped to centers; commercial property may not be shipped.
 - (e) Mr. Lafabregue will prepare a letter on leaves or furloughs.
 - (f) Child labor policy.
 - (g) Feeding school children near school centers was brought up as a problem.
6. Mr. Ball led out in discussion of passes on leaves and recommended that passes be issued by three divisions.
- 1. Community Welfare -- for student furloughs, and personal leaves.
 - 2. Employment -- work furloughs, group, indefinite and short term.
 - 3. Internal Security -- passes to visit other centers.

Mr. Ernst referred this matter to Mr. Hughes to handle leaves until a leave officer arrives.

7. Thanksgiving Day
- a. Dedication of bell tower
 - b. Pageant
 - c. Delta High School band
 - d. Visit to Delta previous to Thanksgiving Day.
 - e. Weekend activities
 - f. Shrubs in each block - fertilizer.
 - g. Russian dives, elms, willows.
 - h. Appointive persons will get half-day holiday.
8. Miss Jonscher reported purpose of visit to Topaz; came to expedite salary payments and appointive clearances. Emphasized importance of reporting accident injuries, automobile accidents, and property damages. Pay days for appointive staff to be the 8th and 23rd of each month. Personnel recruiting and vacancies were examined division by division and Miss Jonscher will assist in obtaining appointive personnel to fill vacancies.
9. Mr. Potter reported on flow of coal and prospects of stockpiling coal in Delta and in Topaz.

10. Mr. Lafabregue reported on clothing program.
 1. Initial grants on public assistance basis.
 2. Proposed completion of basic family forms from block managers' reports and other sources.
 3. Determination of need -- request must be made by family head.
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MINUTES - CABINET MEETING

Monday, Nov. 23, 1942
9:30 A.M.
Office of Project Director

Present: Mr. Ernst, Mr. Hughes, Mr. Hull, ^{Wichey} Mr. Owen, Mr. H. Watson,
Mr. W. Ball, Mr. Cornwall, Mr. Potter, Mr. L. Bell,
Mr. R. Bell, Lt. Nail, Mr. Niesse, Mr. Honderich,

Mr. Ernst reported actions taken or urged at the conference with Mr. Dillon Myer and J.A.C.L. at Salt Lake City held the previous week.

1. Relocation was urged as the active policy of the WRA.

It was pointed out that relocation did not mean large group employment in agriculture, etc. but family-by-family adjustment in various places over the country on a more or less permanent basis.

2. Organizing to accomplish relocation was the second item on the agenda.

This means full coordination of Mr. McNutt's office and other agencies.

3. Regional Offices will be abandoned as such, after the first of the year.

Mr. Fryer will go to Washington, D. C. as deputy administrator; Mr. Coverley and others needed, will also go to Washington, D. C. Will look to Washington for all instructions and administrative leadership, leaving only fiscal, property and essential field functions.

4. Relocation offices will be established in the field to expedite relocation.

Students, workers, families -- covering professional, technical, agricultural, trades, and other occupational fields. Goal of relocation for 1943 set at 35,000 people.

5. It appears that industrial development at the Project is out.

6. Trust Fund plan is out.

Only one wage at the Project.
Commuting will discontinue and employees must arrange for housing off the Project. This decision was made in the interest of simplification.

7. Project experience and training will become a springboard for relocation where experience and training can be developed in relationship to aptitude and employment opportunities.
8. Movement to re-open Selective Service opportunities to evacuees.
9. Keep WRA Program simple.
10. No subsistence deduction schemes hereafter.
11. There should be a minimum of agriculture and a maximum of seasonal development in work.
12. Sanitation at projects was emphasized.
13. Develop a sound Leave system.
14. Analysis of employment need at the center was stressed.
15. Move out members of the Caucasian staff who are out of tune.
16. Project organization and operations were discussed.

Changes were outlined in the present organization.

17. Authorization now exists to purchase all materials needed for school and dwelling buildings at the Project.
18. Central warehouse accounting was recommended.
19. It was decided that all clothing issued to evacuees prior to Oct. 21, 1942 would be a gift to those who received same.

Clothing issued since Oct. 21 may be kept and charged against evacuee's clothing allowance or returned to the warehouse without charge to Dec. 1, 1942.

20. Recruitment of evacuee labor within Project for Project work will be leased upon labor priorities to be determined.
21. Mr. Potter announced adequate coal now and in sight.

CABINET MEETING

Minutes of the cabinet meeting held November 30, 1942 in the office of the Project Director at 10:00 A.M.

Present: Mr. Charles F. Ernst, Mr. J. F. Hughes, Mr. Frank S. Twohey, Mr. S. V. Owen, Mr. Henry Watson, Mr. Brandon Watson, Mr. Ball, Mr. Cornwall, Mr. Potter, Mr. Lorne Bell, Mr. Roscoe Bell, Lt. Nail, Mr. Niesse, Mr. Lafabregue, Mr. Honderich, Miss Tofftee.

1. Mr. Ernst called the attention of the members present to an inspection of the Topaz area made recently by a group of Army officers. ✓

This inspection group recommended that the hospital and the kitchen anticipate their needs of equipment six months ahead in order to assure delivery. The report also brought out the fact that the hospital has no sprinkling equipment, and there are yet no garbage racks.

2. The need of an individual phone system to Delta was pointed out. ✓
3. The fact that fire hazards exist in certain parts of the warehouse was pointed out by the Army officers, and it developed that these had been previously recognized and reported by the Fire Department.
4. It was reported that the sinks in the various kitchens are not properly reinforced. Braces were recommended and this matter was referred to the attention of Mr. Henry Watson.
5. It was also recommended that curtains be provided for the women's latrines. This matter was referred to the attention of Mr. Hughes.
6. Mr. Ernst read to the meeting a telegram received from Salt Lake City referring to an article published in the Salt Lake Tribune which stated that permits at Topaz had been frozen. It developed that this article was the result of incorrect interpretation of a news story written by Mr. Cornwall and

released by Mr. Hull. This story stated that permits were being delayed; the word "frozen" did not appear.

7. The need for revising the pass system was called to the attention of the group by Mr. Ernst, who discussed at length the incident which occurred during the past few days.

A committee consisting of Mr. Ball, Lt. Nail, Mr. Cornwall, Mr. Lafabregue, and Mr. Twohey was appointed to consider the revision of the pass procedure and to recommend changes.

8. Mr. Hughes reported on the proposed telephone set-up at Topaz and informed the committee that a total of 60 hand sets would be available. The probable location of the telephones was included in Mr. Hughes' report.
9. Lt. Nail reported that young boys had been climbing the towers and that it is only a matter of time, if this practice continues, until an injury will occur.

He recommended that steps be taken to prevent such accidents, and Mr. L. Bell agreed to take the matter up through the school system.

10. Lt. Nail also advised the group of the possibility of showing moving pictures to the administrative staff at a cost of from six to eight dollars for one night.
11. Lt. Nail advised the group that 15% of the military police now stationed here will be sent elsewhere, and that this number will be replaced by untrained recruits. He indicated that this 15% turn-over for a month probably will continue for the next few months.

Lt. Nail pointed out that this will give him an opportunity to transfer those who have proved unsatisfactory at Topaz, but at the same time he pointed out that the new groups coming in will be totally untrained.

12. Mr. Ernst raised the question of whether or not it would be possible for the WRA to purchase the land on which the church at Abraham is situated.

Such action would be more desirable than the purchase of the church building itself as it would be necessary to move the church to the project.

The possible use of the church for religious as well as social functions was discussed. Mr. Hughes agreed to look into this matter of purchase.

13. Mr. Ernst reported that four professors from the University of Utah visited the project last Saturday, and a return visit by certain members of the Topaz educational staff is contemplated.
14. Mr. Lafabregue reported that there is a possibility of getting a shoe repair shop set up this week.

He also brought out the problem as to what policy is to be adopted relative to visitors to Topaz. A mimeographed statement of such policy will be forthcoming.

The meeting adjourned at 11:40 A.M.

MINUTES: CABINET MEETING

Wednesday, Dec. 9, 1942

9:38 AM-Office of Project Director

Present: Mr. Charles F. Ernst, Mr. Hughes, Mr. Cornwall, Mr. Honderich, Dr. Ramsey, Mr. Lorne Bell, Mr. Roscoe Bell, Mr. H. Watson, Mr. Frank S. Twohey, Mr. S. V. Owen, Lt. Nail, Mr. LaFabregue, Miss Toftee, Mr. Utz.

Mr. Ernst discussed the matter of an operation chart for the National Director which would be practical and not formal. At the recent conference held in Salt Lake City, the suggestions made by the ten project directors for the procedure were varied. To be covered: Program (what to do), Operation (how to do it), and General Plan.

Other topics under discussion were:

1. Mr. Hall was appointed supervisor of recreation in Block 2. Also, Mr. Cornwall is to organize the Christmas Carol group. A movie is to be shown Thursday night with Lt. Nail in charge. An admission of 25¢ and 10¢ was announced.
2. Children under 15 years of age will not be permitted to leave or enter the City due to the epidemic of measles outside. Dr. Ramsey was asked to check the five Caucasian school children who go to Delta.
3. Mr. Ernst announced the arrival of Tom Holland, Director of Employment, WRA Washington, D.C., and Davis McEntire, Head of Employment, Regional Office. The question of personal employment in Block 2 will also be discussed. The possibility of working through the Co-Op was referred to Mr. Honderich.
4. Mr. Honderich announced that to date there were 5,000 Co-Op members. A statement from Mr. Honderich regarding the Co-Op was suggested for publication in the Saturday Topaz Times, to be ready for the paper by Thursday night.
5. Mr. Cornwall read the report of the committee considering the Pass revision procedure. This was amended and referred to Lt. Nail.
6. Mr. Ernst reported on his first monthly inspection tour of the project (warehouse, service buildings, etc.), and suggested that a check be made by the Employment Division on the number of idle men. Approximately 27% of the equipment on hand was declared idle. A suggestion was made that all possible help be given to Mr. Rogers. The lack of tools

and parts and the inadequacy of buildings was carefully noted. An invitation to the Cabinet Meeting of Monday, December 14, will be extended to Mr. Rogers. Mr. Ernst inspected Block 12 and found it clean and orderly; no men were employed in the dining hall there.

7. Mr. Hughes read a report from Mr. Potter on coal. That the coal trouble seems to be over, we can be reasonably certain. A contract has been made for 10,000 tons of lump coal and 2,000 tons of slack coal for the hospital, with a clause stating "25% more or less". A minimum of 600 tons is to be delivered weekly, and the contract will be effective December 15, 1942.
8. Signs in Block 2 (on the laundry and latrine building) were taken down but no new signs will be put up until a trial is held some time in December.
9. Mr. Utz talked on the subjects of agriculture and industry (60% staff, 40% evacuees)
10. The procedure for the purchase of land at Abraham was outlined.

MINUTES: CABINET MEETING

Monday, December 14, 1942

9:30 A.M. - Office of Project Director

Present: Mr. Charles F. Ernst, ~~Mr. Hughes~~, Mr. Cornwall,
Mr. Honderich, Dr. Ramsey, Mr. Lorne Bell,
Mr. Roscoe Bell, Mr. H. Watson, Mr. Frank S. Twohey,
Mr. S. V. Owen, Lt. Nail, Mr. LaFabreque, Miss Toftee.

Mr. Ernst asked for a report from those on duty at the Project over the week-end for presentation at the Monday morning Cabinet meeting so that the Director may be kept fully advised.

There was a discussion regarding camera regulations. Mr. Twohey reported that Mr. Hull had given him to understand that the Chief of the Project Reports Division was to serve as the Project's official photographer. Mr. Ernst requested that Mr. Twohey write Mr. Dillon Myer, Attention: Mr. John C. Baker, Washington, D.C., relative to camera regulations. Mr. Niesse was asked to check the Administrative regulations relative to the same matter.

Mr. Ernst touched briefly on certain items contained in the Weekly Narrative Report. Attention was directed particularly to certain suggestions made by the Fire Chief. It was suggested that Community Activities Section be directed not to use buildings with only one exit. Mr. Owen asked that his division be notified before any gatherings are held so that the buildings may, by his organization, be inspected for fire hazards.

Lt. Nail reported that there would be this week an inspection of all trucks by the Traffic Control Unit of the Ninth Service Command. This inspection will include W.R.A. trucks as well as those owned by the Army.

Lt. Nail called attention to a bad condition existing in Sections 18 and 19 as a result of overflow of sewage from septic tanks. This matter was referred to Mr. Henry Watson who was asked to report at the next Cabinet meeting.

Dr. Carlisle explained that it was proposed to close the schools from December 23 through December 27 only, rather than for the usual two weeks during the holidays.

There was further discussion of the proposal that the Caucasian staff work all day December 19 so that compensatory

leave could be taken December 26.

The question of the very inadequate telegraphic service rendered Topaz by Western Union was discussed by several, and it was suggested that this matter be brought to the attention of the Western Union officials in Salt Lake. Mr. Ernst stated that he would discuss this matter with Mr. Hughes.

Lt. Nail asked that his organization be consulted before any landscaping installations are made in the MP area.

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MINUTES: CABINET MEETING

Held Monday, Dec. 19, 1942
9:30 A.M., Office of Project Director

Present: Mr. Ernst, Dr. Ramsey, Mr. R. Bell, Mr. L. Bell,
Mr. Frank S. Twohey, Mr. H. Watson

- a. It was reported that a man 32 years of age, an employee of the Welfare Department, was missing after an outing at Topaz Mountain. Question was raised by Mr. Twohey about the proper notification of authority. Mr. Niesse was asked by Mr. Ernst to request the Civil Aeronautics Authorities for the use of an aeroplane to aid in the search.
- b. Mr. Ernst reported that the Regional W.R.A. Office closed as of December 15; the project directors now report directly to the National Director. The Central Utah Project is now tied in with the Denver office to expedite certain matters.
- c. Mr. Cornwall asked that each division head designate one or more persons whose signatures will be recognized on assignment slips.
- c. Mr. Cornwall reported on the proposed unemployment compensation plan. Evacuees are to receive 60% of the rate at which they would have been paid if work was available.
- d. Mr. Twohey asked for more complete recommendations from the division heads when the Leave Office requests them.
- e. Mr. Niesse reported that the evacuees' November payroll would be paid prior to Christmas.
- f. Lt. Nail reported a fire in an observation tower and asked that he be supplied with seven fire extinguishers. He also reported that children were continuing to climb the fences; it was suggested that the TOPAZ TIMES could be used in asking that the gates be used.
- g. It was suggested that a method of identifying the evacuees who are on parole be perfected. The use of colored cards was suggested.
- h. Mr. Niesse reported that the budget for mimeographing was being exceeded. Suggested a conservation of paper campaign be undertaken.
- i. Mr. B. Watson reported on his San Francisco trip. Conservation of food will be necessary during the winter months.
- j. Mr. R. Bell, who was on duty over the week-end, reported no unusual occurrences.

Meeting adjourned at 11:05 A.M.

MINUTES: CABINET

Monday, Dec. 28, 1942

9:30 A.M., Office of Project Director

Present: Mr. Ernst, Mr. Frank S. Twohey, Mr. H. Watson, Mr. Cornwall, Dr. Carlisle, Lt. Nail, Mr. R. Bell, Mr. L. Bell

- a. Mr. Ernst reported that Mr. Barnhart, project attorney, will arrive today, and that Mr. O'Brien expects to be here January 4.
- b. Mr. Ernst also read a telegram from Director Myer stating that effective December 26 all administrative employees will be required to work eight-hour days, six days a week. Any absences must be covered by leave slips.
- c. Mr. Ernst also read a letter received from Director Myer calling attention to the fact that there has been a general misunderstanding of the relations between the WRA and the FBI. He pointed out that the FBI is not assuming the responsibility for clearance but that this is the WRA's responsibility. The FBI only provides information at the request of WRA and the decision as to whether leave clearance is granted is the WRA's decision.
- d. Mr. Ernst read to the meeting the Project Reports Division's compilation of the recommendations received from the various divisions and sections.
- e. The matter of setting up a studio where evacuees could have photographs taken was again brought up. It is believed possible that this may be done through the Consumers Cooperative Association.
- f. Mr. Ernst suggested that there be a registration for a 30-day period for all people who leave the project between 7:00 A.M. and 7:00 P.M.
- g. The matter of arranging for time-off on New Year's Day for those people who desire, was brought up. Mr. Cornwall was asked to take up the matter of compensatory leave for those who have earned it with the Merit Rating Board. It was emphasized that the regulations permit only those who have accrued compensatory leave to have New Year's Day off without any loss in wages.
- h. Mr. H. Watson reported that there was an incinerator to be installed at Topaz and suggested a possible location. He also read a letter from Col. E. G. Thomas, Corps of District Engineers, referring to the possibility of obtaining for the Central Utah Project buildings from certain CCC Camps.

- i. Mr. Cornwall read a letter received from the Delta Council asking for 50 men to aid in the scrap drive in Delta.
- j. Mr. Cornwall advised the group that the division chiefs be asked to furnish the Employment Division with specimens of signatures of persons authorized to sign assignment slips.
- k. Mr. Niesse asked that budget estimates be returned by December 29.
- l. The question of obtaining gasoline for use by the group interested in model aeroplanes was brought up by Mr. Lorne Bell.
- m. Dr. Carlisle reported that bookshelves are very badly needed in the buildings now being used for school purposes. Mr. H. Watson agreed to assign an architect to the school division who would design and estimate the cost of the bookshelves. Dr. Carlisle also reported that many valuable library books which have recently been obtained should be kept in padlocked cupboards, and this had not been done because the padlocks have not been obtained.
- n. Lt. Nail again asked that climbing of the fences by the young people be discontinued. He reported that it was not as bad as it had been. He also asked for suggestions from the group if it might be put into effect in order to provide entertainment and recreation for the soldiers in Delta. Lt. Nail also brought up the matter of whether or not WRA is to build coal bins and garbage racks for the MP area.
- o. There was considerable discussion of the priorities difficulties by Mr. Ernst, Dr. Carlisle, Mr. Roscoe Bell, and Mr. Henry Watson; and Mr. Roscoe Bell suggested that it might be possible to have the WPB assign a Priorities Specialist to the Central Utah Project.
- p. Mr. Ernst advised the group that the Caucasian staff had been invited to share a New Year's Eve party with the residents. The party is to be held in the dining hall of the group of buildings now being used by the high school. Mr. Cornwall was asked to organize that part of the entertainment in which the Caucasian staff will take part.
- q. The TOPAZ TIMES was suggested as a means of advertising the use of the gates and requesting that fences not be climbed.

The meeting was adjourned at 11:35 A.M.