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WAR RELOCATION AUTHORITY  
Central Utah Project  
Topaz, Utah

September 30, 1944

COMMUNITY ANALYSIS SECTION

MEMO TO: Mr. R. P. Sanford  
Community Management Chief

FROM: Oscar F. Hoffman  
Community Analyst

SUBJECT: Monthly Narrative Report

1. Personnel status:

- A. One
- B. None
- C. Two: an Issei research assistant and a stenographer.
- D. One research assistant left the Project on seasonal leave.
- E. Two evacuee vacancies exist on the staff: for a typist and for a research assistant.
- F. So long as this Section can not fill its quota of evacuee workers, its news coverage naturally cannot be as complete nor its advice to the Administration quite as reliable as when it has the aid of a complete staff.

2. Main Activities During Month:

- A. The Community Analyst was off the Project for about ten days attending the Community Analysts' Conference at Denver. He was absent for an additional ten days while on annual and compensatory leave.
- B. During the Analyst's absence, Mr. Nobuo Tabata, Community Analyst Assistant, had

charge of the Section. He devoted his time principally to the writing of two regular newsletters to the Washington Office of Community Analysis.

- C. This Section also focused serious attention on the following crucial situations: the hospital; the labor shortage; and recruitment of labor for the Ordnance Depot.

3. Supplies and Materials Needed: None

4: Problems Considered:

- A. What factors are preventing workers from accepting assignment on the pipe line.
- B. Should indefinite leave have combined with it the main features of trial-indefinite leave.
- C. What techniques of partnership can be employed to bridge the gulf between the Administration and the evacuees.

5. Plans for Next Month:

- A. To continue on the following studies started earlier:
- 1) Class Structure in Topaz
  - 2) The Role of the Former Project Director
  - 3) What can be learned from the interviews on Family Plans for Relocation
- B. To initiate West Coast Locality Studies
- C. To write a weekly newsletter instead of a semi-monthly letter as heretofore.

6. Recommendations and Suggestions to Project Director:

- A. That Community Analysis Section submit a weekly rather than a semi-monthly

- 3 -

report to the Project Director on the  
"pulse of the community".

WAR RELOCATION AUTHORITY  
CENTRAL UTAH PROJECT  
TOPAZ, UTAH

October 31, 1944

COMMUNITY ANALYSIS SECTION

MEMORANDUM TO: Mr. R. P. Sanford  
Community Management Chief

FROM: Oscar F. Hoffman  
Community Analyst

SUBJECT: Monthly Narrative Report

1. Personnel Status:

- a. One
- b. None
- c. Two. An Issei research assistant and a stenographer.
- d. One stenographer left the Project on indefinite leave.
- e. One evacuee vacancy exists on the staff for a research assistant.
- f. The section head has been handicapped for most of the month by reason of the fact that he had only one employee on the resident staff for the greater part of the month.

2. Main Activities During Month:

- a. The section has undertaken to write a weekly newsletter to the Washington Office of Community Analysis. Progress has been made toward writing the type of letter suggested at the Denver Conference of Community Analysts, namely, one in which greater attention is focused on the community activities and community thinking and less on administrative problems.
- b. Considerable time and attention was focused on the social trend study entitled, "The Atomization of the Topaz Community". This document is about

ready for release to the Washington Office.

- c. Plans for making West Coast Locality Studies have been initiated. Preliminary data have been secured on the Sacramento locality group.
- d. This section has continued to devote serious attention to the hospital problem and to labor shortage.
- e. Sensing the need for bringing about the best sort of understanding between the Administration on one hand and the evacuees on the other, this section has suggested and encouraged more frequent contacts between the Project Director and the residents on an informal basis. The Project Director had previously voiced an interest in attending such informal gatherings.

Accordingly, weekly evening meetings have been started. The first one was held in the Community Analyst's home, subsequent ones in the Project Director's apartment. Besides the Project Director, the Analyst, and the Assistant Analyst, four to twelve residents have been in attendance. The section attempts in giving invitations to have present, residents from various occupational groups and various backgrounds. So far, these meetings have been encouraging from the point of view of bridging the gulf between the administration and resident thinking.

In line with this aim of breaking down an artificial barrier or caste system at Topaz, the Assistant Community Analyst has initiated, with the help of a resident committee and two members from the appointive staff, a recreational evening in the auditorium for men between the ages of 30 and 50. At the first such meeting thus far held, 18 people were present, two-thirds of whom were residents. The Assistant Community Analyst reports a pleasant time. There are grounds for believing that the group will become larger in future meetings.

3. Supplies and Materials Needed:

None.

4. Problems Considered:

- a. A report was made to the Assistant Project Director, Roscoe E. Bell, on the factors that are preventing workers from accepting assignments on the pipeline.
- b. The section also gave further study to various types of leave, especially seasonal leave to which the residents who remained in the Center are giving thought.
- c. Further consideration was also given to what techniques can be employed to help narrow the gulf between the administration and the residents in view of the great need for working together to solve the acute problems which the community is based.

5. Plans for Next Month:

- a. To continue on the following studies started earlier:
  - (1) Class structure in Topaz.
  - (2) What can be learned from the interviews on family plans for relocation.
  - (3) Completion of the social trend study, "The Atomization of the Topaz Community".
- b. Give more time and attention to West Coast Locality Studies on which some data have already been gathered.
- c. To write a weekly newsletter to the Washington office.

6. Recommendations and Suggestions to Project Director:

None.

WAR RELOCATION AUTHORITY  
CENTRAL UTAH PROJECT  
TOPAZ, UTAH

Community Analysis Section

November 30, 1944

MEMORANDUM TO: Mr. R. P. Sanford  
Assistant Project Director

FROM: O. F. Hoffman  
Community Analyst

SUBJECT: Narrative Report for Month of November, 1944

1. Personnel Status:

- a. One.
- b. None.
- c. Three. A stenographer and two research assistants, an Issei and a Nisei.
- d. None.
- e. On the basis of recent re-allocation of workers, no vacancy exists at present.
- f. The Section is in need of an additional research assistant to devote his time exclusively to West Coast Locality Studies.

2. Main Activities During Month:

- a. The Section has submitted four weekly newsletters to the Community Analysis Section in Washington.
- b. The study on the atomization of Topaz Community has been completed and copies submitted to Washington.
- c. A brief study on the prospects of relocation, as of November 15, 1944, has also been submitted to Washington.
- d. This office has undertaken to make a series of

West Coast Locality Studies. Three of these are in their initial stages.

- e. In view of the manpower shortage, we have given considerable attention to the re-allocation of workers and how the residents would respond to such allocations.

3. Supplies and Materials Needed:

None.

4. Problems Considered:

- a. The Orientation Committee has requested the Community Analyst to ascertain the condition of appointive personnel morale and to submit suggestions on how morale may be kept at a high level. What are some of the chief "gripes" of appointive personnel, especially with respect to the services of the administrative dining hall?
- b. The problem of administrative-evacuee relations has been given another look. To what extent is the problem made critical, if at all, by the alleged anti-resident attitude on the part of appointive personnel?

5. Plans for Next Month:

- a. West Coast Locality Studies will be pushed with considerable vigor, especially if additional personnel can be made available.
- b. Weekly newsletters will be written to Washington.
- c. The question of appointive personnel morale will be given further study and a report submitted to the Orientation Committee.

6. Recommendations and Suggestions to the Project Director:

It is recommended that the Project Director continue the practice of meeting informally with residents whenever the opportunity affords itself.

WAR RELOCATION AUTHORITY  
CENTRAL UTAH PROJECT  
TOPAZ, UTAH

Community Analysis Section

December 30, 1944

MEMORANDUM TO: Mr. R. P. Sanford  
Assistant Project Director

FROM: O. F. Hoffman  
Community Analyst

SUBJECT: Narrative Report for Month of December, 1944

1. Personnel Status:

- a. One.
- b. None.
- c. Four. A stenographer and three research assistants.
- d. None.
- e. No resident positions are now left vacant.
- f. The additional research assistant for making West Coast Locality Studies was secured.

2. Main Activities During Month:

- a. The Section has submitted four trend reports to Community Analysis Section in Washington.
- b. The Alameda West Coast Locality Study was completed.
- c. Other locality studies were being pushed.
- d. Continued attention was given to the manpower situation.
- e. Special attention was focused on the reactions of residents to the lifting of the mass exclusion order by the Western Defense Command--two of the trend reports were devoted principally to that subject.

3. Supplies and Materials Needed:

None.

4. Problems Considered:

- a. The subject of morale of appointive personnel was given some further thought in order to suggest possible means of boosting morale.
- b. In connection with the opening of West Coast, the problem of how to channel general information to the residents, relative to the "new deal" in W.R.A., was considered. How the Administration and resident leaders might cooperate in facilitating movement to the West Coast or elsewhere in the United States also came in for consideration.

5. Plans for Next Month:

- a. West Coast Locality Studies will be continued with all possible speed so that they can be made available to people who can make use of the information in helping evacuees re-establish themselves in the communities studied.
- b. Weekly trend reports will be written to the Washington office.
- c. Question of liaison between the Administration and resident leaders will be examined in the light of the demands which will be placed upon the two groups in connection with the work that is anticipated in the closing of the center and help people become re-established in normal American communities.

6. Recommendations and Suggestions to the Project Director

Informal meetings of the Project Director and residents should be scheduled as heretofore. Perhaps informal meetings in some of the blocks would promote good feeling in the center and make people all more willing to sit down together and face realistically the problems of their immediate future.

WAR RELOCATION AUTHORITY  
CENTRAL UTAH PROJECT  
TOPAZ, UTAH

Community Analysis Section

January 31, 1945

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to file copy 112*

MEMORANDUM TO: Mr. R. P. Sanford  
Chief, Community Management

FROM: O. F. Hoffman  
Community Analyst

SUBJECT: Narrative Report for Month of January, 1945

1. Personnel Status

- a. One.
- b. None.
- c. Four. A stenographer and three research assistants.
- d. None.
- e. No resident positions are now left vacant.
- f. --.

2. Main Activities During Month

- a. This Section has submitted four trend reports to Community Analysis Section in Washington.
- b. This Section has completed during the month the following West Coast Locality Studies:
  - 1. Menlo Park - Atherton - Woodside
  - 2. San Francisco Fishing Industry
  - 3. Sacramento
  - 4. San Francisco Retail Dry Cleaning and Dyeing Business
  - 5. San Francisco Wholesale and Retail Art Goods Business
  - 6. Domestic Workers in San Francisco
- c. Other locality studies were being continued.
- d. Much attention was focused on Community Council,

especially its relationship to the Committee of 68 and the Joint Committee of 21. Trend Report No. 31 was devoted primarily to a discussion of this relationship.

- e. More attention has been devoted to the study of attitudes toward relocation, especially to the West Coast.

3. Supplies and Materials Needed

None.

4. Problems Considered

- a. Pressure group influence to keep people in the center and whether such influence can be counteracted.
- b. Rumors and how best to disseminate information relative thereto and also information regarding current W.R.A. policies and procedures.
- c. Attitudes of appointive staff toward center closure and whether it will be necessary for the Administration to attempt changing such attitudes of appointive staff as do not fit in with the announced program of W.R.A. relative to closing of centers.

5. Plans for Next Month

- a. West Coast Locality Studies will be pushed so that such information can be made available to people in a position to help evacuees re-establish themselves in the communities studied.
- b. Weekly trend reports will be written to the Washington office.
- c. Interest will be focused on the All-Center Conference to be held at Salt Lake City and upon the possible results of this conference, not only at the Project level but in terms of its wider implications on the national scene.

6. Recommendations and Suggestions to the Project Director

Since older residents are inclined to accept

information best if presented by the highest local authority, it probably would be wise for the Project Director to present periodically to larger groups than the Community Council and the Block Managers and other resident organizations information relative to the types of assistance that evacuees may secure when resettling, especially about such assistance as may be obtained through the Social Security Board.

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CENTRAL UTAH PROJECT  
TOPAZ, UTAH

Community Analysis Section

February 28, 1945

MEMORANDUM TO: Mr. R. P. Sanford  
Chief, Community Management

FROM: O. F. Hoffman  
Community Analyst

SUBJECT: Narrative Report for Month of February, 1945

1. Personnel Status

- a. One.
- b. None.
- c. Four. A stenographer and three research assistants.
- d. None.
- e. The clerk-stenographer is now working only part time and so a new clerk-stenographer will be needed upon her termination. At present prospects of securing one appear not very good.

2. Main Activities During the Month

- a. This Section has submitted four trend reports to the Community Analysis Section in Washington.
- b. This Section has completed during the month, the following West Coast Locality Studies:
  1. San Francisco Colony Nisei Businessman  
Contemplates Resettlement
  2. Japanese East Bay Floral Industry
  3. San Mateo County (San Mateo - Burlingame - Belmont)
  4. Foothill Area - Placer County
- c. Other locality studies were being continued.

- d. Attention was focused on the Community Council, especially in its relation to its plan for the all-center conference and its attempt to obtain community support for the proposed agenda.
- e. Attention was focused, too, on residents' attitudes toward relocation.
- f. The Section also studied evacuee reactions to Mr. Dillon S. Myer's visit.

3. Supplies and Materials Needed

None.

4. Problems Considered

- a. Pressure group influence to keep people in the Center and whether such influence can be counteracted.
- b. How can the wide gulf between the resident's thinking, on the one hand, and WRA's plans for relocating all evacuees within the next ten months be bridged. At the moment, assistance available through the Social Security Board does not appear tangible to residents.

5. Plans for Next Month

- a. West Coast Locality Studies will be continued and possibly completed during this period.
- b. Weekly trend reports will be written to the Washington office.
- c. The Section will attempt to analyze the effects of the all-center conference on resident thinking.
- d. Some attention will be devoted to the make-up of the new Board of Directors of Community Enterprises and how large a part politics played in the choice of the new personnel in Co-op activities.

6. Recommendations and Suggestions to the Project Director

- a. When the Social Security Board bulletin on the subject of relocation assistance to evacuees is received, it should not only be given very wide distribution, but opportunity should be provided for discussion, possibly

even on a block basis, so that residents will be fully informed as to the type of assistance obtainable from this source.

- b. From the vantage point of Community Analysis, it appears that one of the major deterrents to Toposeans resettling in the Bay Area, is the acute shortage of housing there. Possibly the San Francisco Field Office can do nothing more effective than devote its major attention to the problem of securing housing for evacuees who wish to return to that area.

U. S. DEPARTMENT OF THE INTERIOR  
WAR RELOCATION AUTHORITY  
CENTRAL UTAH PROJECT  
TOPAZ, UTAH

Community Analysis Section

March 31, 1945

MEMORANDUM TO: Mr. R. F. Sanford  
Chief, Community Management

FROM: O. F. Hoffman  
Community Analyst

SUBJECT: Narrative Report for Month of March, 1945

1. Personnel Status

- a. One.
- b. None.
- c. Four. A stenographer and three research assistants.
- d. None.
- e. One of the research assistants has been absent on a two weeks short term leave to San Francisco.

2. Main Activities During the Month

- a. This Section has submitted four trend reports to the Community Analysis Section in Washington.
- b. This Section has completed during the month a West Coast Locality Study entitled "Hotel and Apartment House Business in San Francisco."
- c. Other locality studies are being continued.
- d. Attention was kept focused on resident attitudes toward relocation.
- e. Attention was focused on the Community Council, with particular reference to its handling of the approval of the Red Cross Drive.

3. Supplies and Materials Needed

None.

4. Problems Considered

- a. Pressure group influence to keep people in the center and whether such influence can be counteracted.
- b. Some thought was given to the subject of breaking down the resistance of residents, especially Issei, to come in to the Relocation Office to discuss relocation plans. For the time being, Issei tend not to appear at the Relocation Office until they have definitely decided to relocate.

5. Plans for Next Month

- a. Weekly trend reports will be written to the Washington Office.
- b. West Coast Locality Studies will be continued.
- c. The factional dispute in Cooperative Enterprises will be the subject for analysis.
- d. In line with a request from the Washington Office, the Analysis Section will make an evaluation of the effectiveness of the dissemination to evacuees of information concerning the post-exclusion policies and developments outside the centers as they affect the reestablishment of the evacuees in normal American communities.

6. Recommendations and Suggestions to the Project Director

- a. Since the chief deterrents to relocation appear to be psychological, the staff might devote some time to a study of techniques for overcoming anxieties by the residents. The "shock" treatment may make for the growth of more fears. Dissemination of information may yet not create in persons the will to relocate. What combinations of methods is best for restoring in the center population a once buoyant self-confidence?

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U. S. DEPARTMENT OF THE INTERIOR  
WAR RELOCATION AUTHORITY  
CENTRAL UTAH PROJECT  
TOPAZ, UTAH

Community Analysis Section

April 30, 1945

MEMORANDUM TO: Mr. R. P. Sanford  
Assistant Project Director

FROM: O. F. Hoffman  
Community Analyst

SUBJECT: Narrative Report for Month of April, 1945

1. Personnel Status

- a. One.
- b. None.
- c. Four. A stenographer and three research assistants.
- d. None.
- e. One of the research assistants has been absent on a six weeks' short term leave to San Francisco.

2. Main Activities During the Month

- a. This Section has submitted five trend reports to the Community Analysis Section in Washington.
- b. This Section has completed during the month the west coast locality study entitled, "San Francisco and East Bay Cities Laundry Business".
- c. Other locality studies are being continued.
- d. In response to a request from the Washington Office, this Section submitted a report to the Director on the dissemination of information on post-exclusion policies and procedures.
- e. Attention was focused on resident attitudes toward relocation.

- f. Considerable time was spent reviewing the developments of the factional dispute in Community Enterprises, the Community Analyst insisting that Administration adhere strictly to a neutral position in this controversy.
- g. An effort was made to determine the origin of the rumor to the effect that WRA would announce on April 28 that three Centers, namely, Manzanar, Minidoka, and Topaz, would close as of July 31.

3. Supplies and Materials Needed

None.

4. Problems Considered

- a. How to resolve the controversy in the Coop and yet guarantee the continued operation of the Coop services.
- b. Whether it would be advisable to encourage responsible resident groups, in particular the Community Council, to establish an information bureau exchange, an agency which could screen WRA instructions and other releases and also any other information which residents might wish to gather for the benefit of the community as a whole.

5. Plans for Next Month

- a. Weekly trend reports would be written to the Washington Office.
- b. West coast locality studies will be continued.
- c. The factional dispute in the Cooperative Enterprises will need to be the subject for further analysis since the controversy is not yet ended.
- d. In accordance with the request of Washington Office, this Section will collect material for the revision of the paper, or its rewriting, which has been prepared by the Washington Analysis Section on the subject of community government at Central Utah.

Mr. R. P. Sanford - 3 - 4-30-45

6. Recommendations and Suggestions to the Project Director

- a. That a resident information exchange be established by the Community Council.
- b. Plans might be initiated at the present time to set up such an exchange in the new science building near the Community Auditorium and that such an office could be opened immediately after the close of school when the rooms are no longer used for school purposes. This space would lend itself very well to the display of pictures, for gatherings of informal groups at tea, cards, or checkers. It is centrally located in the community and would not bear the stigma of the Relocation Office.

Oscar F. Hoffman

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U. S. DEPARTMENT OF THE INTERIOR  
WAR RELOCATION AUTHORITY  
CENTRAL UTAH PROJECT  
TOPAZ, UTAH

Community Analysis Section

May 31, 1945

MEMORANDUM TO: Mr. R. P. Sanford  
Assistant Project Director

FROM: O. F. Hoffman  
Community Analyst

SUBJECT: Narrative Report for Month of May, 1945

1. Personnel Status

- a. One.
- b. None.
- c. Four. A stenographer and three research assistants.
- d. None.
- e. One of the research assistants is absent on short term leave to California, and another is terminating at the end of the month to relocate to Berkeley.

2. Main Activities During the Month

- a. This Section has submitted five trend reports to the Community Analysis Section in Washington.
- b. This Section submitted to Washington a West Coast Locality Study entitled, "An Interview on the Japanese Settlement in San Francisco".
- c. Also, another West Coast Locality Study entitled, "Southern Alameda County Farmers", was submitted to the Washington office.
- d. One of the research assistants wrote a description of his short term leave to the San Francisco Bay Area.
- e. Attention was focused on resident attitude toward

Mr. R. P. Sanford - 2 - 5-31-45

relocation. Several blocks were studied to determine how large a percentage of the population had definite plans to resettle by the end of summer.

- f. In accordance with a request from the Washington office, this Section has undertaken to supply material lacking in the Washington office on the subject of Community Government at Topaz.
- g. Supplied information to the Community Management Chief on the teachings of Buddhism in contrast to Shintoism.

3. Supplies and Materials Needed

None.

4. Problems Considered

- a. The advisability of closing mess halls in view of the apparent serious resident opposition to such a step. This Section is also exploring for Mess Management the probable relocation from some of the blocks whose mess halls are scheduled for closing if and when their population falls below 125.

5. Plans for Next Month

- a. Weekly trend reports will be written to the Washington office.
- b. In line with the desire of the Washington office, study of Community Government at Central Utah will be continued in an attempt to complete the work by the end of the month.

6. Recommendations and Suggestions to the Project Director

None.

O.F. Hoffmann

7  
U. S. DEPARTMENT OF THE INTERIOR  
WAR RELOCATION AUTHORITY  
CENTRAL UTAH PROJECT  
TOPAZ, UTAH

Community Analysis Section

June 30, 1945

MEMORANDUM TO: Mr. R. P. Sanford  
Assistant Project Director

FROM: O. F. Hoffman  
Community Analyst

SUBJECT: Narrative Report for the Month of June, 1945

1. Personnel Status

- a. One
- b. None
- c. Three. A typist and two research assistants.
- d. None
- e. The typist is relocating at week's end and one of the two research assistants will probably resettle within the month.

2. Main Activities during the Month

- a. This Section has submitted four trend reports to the Community Analysis Section in Washington.
- b. Our main efforts were directed toward supplying requested information to the Washington Analysis office on the history of the Community Council at Topaz.
- c. Made a brief checkup on the progress being made by the various sections on their historical report.

3. Supplies and Materials Needed

None.

4. Problems Considered

None.

Mr. R. P. Sanford - 2

5. Plans for Next Month

- a. To write weekly trend reports
- b. To secure Issei biographies if there are individuals who will agree to tell us their life histories.
- c. The Analyst will be on a two-week's vacation.

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*O. F. Hoffman*