

H 1.57

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H157

February 2, 1943

NARRATIVE REPORT

Unit I

PROGRESS: With the addition of a new worker to our unit, we have been able to relieve one worker who was overloaded with three blocks. The members of this unit are all very conscientious and do very good work. At the suggestion of one of the workers, a manual on procedure was made. Supplements will be added from time to time.

RECOMMENDATIONS:

We wish to recommend that a procedure be set up so that a doctor's statement can be made obtainable without so much unnecessary delay. We were unable to file P. A. application for January for some families who were desperately in need of aid simply because of delay in obtaining necessary verifications.

As Miss Fujita of the hospital is undoubtedly very busy with more immediate problems concerning the hospital, we recommend that one of our workers be designated as contact man. Such a person will be responsible for contacting the doctors directly for necessary statements. Efforts should be made so that our work can be done more expeditiously and with the minimum of red tape.

We have received a sample of an ideal narrative report. We can see the value of such a complete report in extensive case work, however, as far as our work is concerned, (although we may be wrong) the information given at present in our narrative reports, we feel, is sufficient. May we suggest that community welfare office such as this one cannot compare with a regular relief agency outside.

We are going out of our way, attempting to serve each family in our community, which is not true of a regular welfare agency. Families who do not request services will deeply resent our prying into their private lives and writing a whole "case" history. Also, the clerical staff is overloaded with work and ought not be burdened with additional work unless absolutely necessary.

*C. DeLain*

H. 57

FEBRUARY 2, 1943

WEEKLY NARRATIVE REPORT

H. BANDO  
FAMILY UNIT NO. TWO

2. PROGRESS OF CURRENT WORK

A) Narrative of significant events

1. Public Assistance

a) Reaction of the residents

- 1) Workers have been asked to emphasize that Public assistance is just one of the many services offered by CWS to the residents of this community.
- 2) Best results in tackling a needy family are obtained by using the social approach - sipping tea and rice cakes with the family head if necessary, and talking in general about the community and trying to catch the different random reactions that particular person may have towards his environment. From the general to the specific is a better approach than a point blank question: " Do you need any assistance! "
- 3) This social acceptance of the worker in the family as a friend rather than a professional worker is absolutely necessary to give the maximum results for the time expended by the workers. However this does not mean that the worker becomes obligated in anyway to the client just because he happened to be a guest of that family which he is visiting. Instead of the usual subordination of the client to the whims-professional snootiness - we have a coordinated relation between two human beings frankly discussing their needs, frustrations, and reactions which grow out of their maladjustments to the environment of Topaz city.
- 4) Here we have tried to keep in mind that in this intimate relationship of personalities, we must still try our best <sup>to</sup> preserve our objective

point of view and determine what the facts are. These facts cannot be allowed to be colored by the interference of personal onegaig (There is hardly an equivalent for this in English; but it is a very positive way of asking that a favor be done in Japanese.)

- 5) When a workers reports that he is invited to tea with his client, there is no cause for alarm. In fact, it is a symptom which shows how well the CWS workers are being received in the community.
- b) The worker's difficulties
- 1) The lack of proper procedure on Special P.A. grants.
  - 2) There is still a feeling among the workers that there is a lot of lost motion - especially in regards to needy cases with larger families where only one person is working - that is, the head of the family.
  - 3) As the workers understand it as of this date, ~~January 26~~ February 2, special P.A. grants are retroactive in that we have to deduct the initial clothing allowance from the total list of needs in the justification of the grant. The workers are agreed that this is okeh as a procedure, but they all feel that it departs from the original definition of Public Assistance standards as being a meeting of immediate needs.
  - 4) It is the hope of the workers that further changes in criterions be halted so that the needy families in their respective blocks receive their Public Assistance - which they have sold their clients after overcoming the difficult Japanese pride and sense of enro (restraint) - without any further delay.
  - 5) As it is, the family division is nearly 4 months behind in the distribution of P.A. Grants. Procedure should have been set up for this in October. There is no excuse for compounding suffering with delay on small matters such as procedure - when the need is so self-evident.
  - 6) Let us admit - however - that as workers we are doing our best under the limitations of agency work - in this case, what the WRA policy under Administrative Instructions is. A thorough

Perusal of the instructions have only brought out the point that need should be met by P.A. grants under the supervision of the Community Services Section head and that Fiscal or any other dept. has no right to pass on the eligibility of a case. That is the purpose of case work: to meet the individual needs of a client. If this were an army, it would be easiest to distribute money in scrip form or through the commissary - the same set amount for every person in camp according to a given scale. That is where the difficulty arises. This community is a far closer knit group than any group or community under normal conditions. There is the plausible possibility that perhaps some scrip system or some procedure whereby everyone receives the same amount of allowance providing they come under a certain <sup>set</sup> of eligibility rules is the simplest way out here in Topaz; BUT this is not the essence of case work, and we would all miss the opportunity of receiving valuable in-service training as workers were we to view the matter in such an unindividualized and impersonal manner where the family unit is disregarded and everyone is treated the same - as if a family had no distinct personality as contrasted from other families in the way of their needs in their relation with the community environment.

## 2. Freedom of religion

### a) Position of Inter-Faith Association.

- 1) This group in this community today dictates the religious situation arbitrarily setting up standards as to what groups constitute religious groups as against philosophic groups.
- 2) A case in the point brought to our attention is the Seicho-No-Ie group which has been refused membership in the Inter-Faith group.
- 3) CWS has done everything possible within its means to facilitate freedom of religious worship and has recommended to the Communities Activities Section that this religious group be given physical facilities to carry on their worship.
- 4) Administrative Instructions are very explicit on this point. Freedom of worship is not to be denied any church without substantial reasons. It is not proper channels or procedure for a group like Inter-Faith to pass judgments on other groups simply because of professional jealousies or personal opinions.
- 5) Administrative Instructions go as far as to state that one group - having finished their services - should clean up the hall being used of all altars and other paraphernalia so that the next group maybe be able to hold its services. When facilities are so cramped, we should all cooperate and make way for each other. Obstruction has no healthy place in a community as closely knit as Topaz is.

## 3. Adequacy of supplies and materials

- A . More typewriters are needed: one to every family unit before we are able to turn out work effectively and on time.
- B. There are plenty of available typewriters in private hands and some effort should be made by the supervisors themselves to persuade themselves as well as acquaintances to rent typewriters to the CWS. There

is this advantage to the one who rents the typewriter: he or she can determine who the stenographer is that will use it and only that person. This can be done i/f an adequate no. of typerwriters can be rented.

#### 4 . Current Problems

##### A. Soap situation

1. Workers continue to report that the latrines and shower rooms are getting dirtier and dirtier to the lack of soap.
2. It is pointed out that we are not living in a normal community of paved streets where there is no dust. Here the dust is fine that soap is absolutely needed upon every visit to the washroom if absolute or even relative cleanliness is to be maintained.
3. A few dollars invested in soap will save an enormous amount of money for the hospital as well as preventing potential illnesses and deaths among the residents.

##### B. Doctor situation at the Hospital

1. Many inquiries have been made to our workers about the number of doctors available at this community.
2. Many are perturbed at reports that certain doctors are opposed against the coming of certain doctors from another project. They point out to the workers that this is no time for the hospital of all places to bring past events or rumors and hang them on doctors who are coming here to serve the people.
3. This may be the result of professional jealousies; but the welfare point of view should be taken. Everyone in this camp - not just the doctors - should regard each other co-workers rather than administrative heads, supervisors, foremans, and other similar non-sensical titles.

#### 5. Recommendations or General Suggestions

- A. It is realized by the social workers in this unit that we cannot afford - in order to give the most service to the residents - to participate vocally in matters which may become questions more suitable for the City Council to take up. After all, we are trying to do our best under the conditions laid down by Admin. Instructions, Circular Letters, etc., but some a ctive

interest in so-called community problems must be maintained so that we can talk and discuss intelligently with residents who may discuss such matters with us - especially when certain conditions bear upon their immediate needs.

- B. As we more or less feel the pulse of the public, we can anticipate the problems of the community long before they reach the ears or eyes of block managers, council members, and others. If these things which can be detected in advance can be reported and possible adjustments made by anticipating needs rather than waiting for things to come to a head, CWS would be performing a yeoman service for this community. From this angle, the residents' troubles should be carefully heard and evaluated. And if thought worthwhile, these matters should be brought to the attention of the proper authorities without hesitation.

#### 7. A Forecast of projected activities

- A. This Unit - No. 2 - is happy to be able to report as of today that all initial home visits have been completed in our six blocks. Although narratives have not all been filed due to the shortage of typewriters, our workers have a pretty good picture of the people who live in their respective blocks. So from now on, the ice has been broken and the reception of the workers will be more spontaneous and we should be able to serve the people with ease and efficiency. Of course, this ease and efficiency will be conditioned to a great extent by the clearness of the administrative instructions and the interpretations of them that are given in the form of procedures or instructions to the workers. What the workers fear the most is that any instruction or procedure may be altered in mid-stream - as it were. This shakes the confidence of the workers as well as his client. But believing that they are serving the best interests of the residents, these workers will be willing to overlook such matters as temporary difficulties providing they believe their co-workers have the same spirit.

WEEKLY NARRATIVE REPORT

Unit 4

February 2, 1943

I PROGRESS DURING THE PAST WEEK:

The workers under my supervision are doing their best, and I appreciate very much their services which they are rendered to the community. Miss. Y. Morioka is working hard preparing notes and forms beside working in her own unit. Mr. Miho is working on P.A. grants, Unemployment Compensation and other miscellaneous cases. Mrs. Yamamoto is rapidly familiarizing herself in Welfare routine and in field work. Mr. Sakai is still ill and hospitalized. Due to the fact that we are short of workers, Miss H. Kaneko, who is working under Miss Hayakawa, helped all week as a field worker. She is an efficient field worker, and without her help, we may have not been able to accomplish all our work.

II ACCOMPLISHMENT:

Last week we had a special business regarding the repatriates, and it consumed a great deal of our time; but it was carried out very efficiently, and is nearly complete. Some cases are still left but it was merely due to the fact that they are waiting for the information from their interned husbands.

Our P.A. grants and special P.A. grant are still going pretty strong, and it supercedes all other cases. This week, we handled a few cases of Recertification for P.A. grant for February. Few cases<sup>who</sup> applied for Unemployment Compensation through our workers, received their cash.

III SUGGESTION:

Last week I suggested a "work-folder" for each of our workers, especially for the field-workers, and I believe more than ever that this idea should be carried out soon as possible.

Regarding the cases such as P.A. grant, special P.A. grant, Unemployment Compensation, etc. going through our hands, they should be recorded by each individual field worker and their respective supervisors to keep in their "work-folder" for future references. Each of these cases must be checked regularly and should not be over-looked. Already I came across a few of such cases.

Each of our block workers should keep a simple work record of their own and copy be given to their respective supervisors.

S. Hamada  
Supervisor, Unit 4

WAR RELOCATION AUTHORITY  
Central Utah Project

February 2nd, 1943

MEMORANDUM TO: Mr. George Lafabregue, Hd. Counselor  
Community Welfare Section

FROM: Housing Section

SUBJECT: Weekly Narrative Report

PERSONNEL: Miss Mitsu Shimizu of the Directory Department left for employment in Murray, Utah leaving the total on the staff, 21.

ACTIVITIES: We have continued to take requests for adjustments. To date we <sup>have</sup> 8 applications to be considered which were received during the week, one from a group of single women and 7 from families.

During this last week, Mr. Twohey's leave office commenced to refer to us for housing clearance, young people leaving for student relocation. This procedure will be of immense help, particularly when families leave the Project, as we can then reach some understanding or get immediate clearance on their apartments. ) Pm  
act.

We received three architectural blueprints from Mr. Watson's office on partitioning plans for the 20x24 rooms which are housing families of 6 or more. We are very satisfied with these and intend to start our construction in 6 of our most urgent cases. However, we also intend to set plans in which to accommodate families in the C and D rooms but because there is a material shortage, we will work with the most urgent cases first. ✓

All memos or requests from Housing to the residents are to be signed by Head Counselor, Mr. Lafabregue. Mr. Harry Johnson, Senior Counselor will, as usual, continue to sign the permit to move forms.

Seven people were inducted into the Project during the week. Three were transferred from Manzanar and the other 4 were transfers from Tule Lake. ✓

RECOMMENDATIONS: After harping for weeks on the release of Block 1, Housing would be able to alleviate the congested conditions in the village, take in voluntary evacuees who, for reasons beyond their control, wish to become residents of the City and also to be able to accommodate more rapidly social problems which require extra rooms, we cannot understand why our division head had told Washington authorities that we would be able to house 150 people or 30 families out more. Because of this, we will not be able to carry out our plans and the release of Block 1 has meant little or nothing to our department. Therefore, we recommend that any housing information which will affect our adjustments or plans should be submitted to the Housing Department for approval before release.

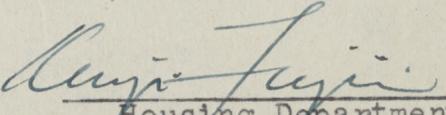
We will welcome, at this time, any suggestions from Mr. Lafabregue as to what policy we should follow regarding apartment space vacated by students who are leaving their families. In instances where a member or members of a family go out for employment on indefinite leaves, we feel that the remaining members should move into smaller quarters, and in the event the worker or workers decide to return to the Project, they should take whatever accommodations we can give them. We wish to be informed whether or not students, also on indefinite leave, but who in all probabilities, will return between semesters, should be considered in the same category.

DIRECTORY AND CHARTS: This department took on new responsibilities so in addition to changing our census charts to correspond with those of the Block Managers' and making the necessary changes of address in the files, the directory and the registry and notifying the other eight departments of these changes, we now take care of the outside employment file, induction, justification notes, memorandums, and clearance papers for the Housing Adjustment Committee.

Twelve sets of the W.R.A. 26 Individual Record forms were typed out daily in quadruplicates.

TRUCKING SERVICE: Completed 8 moves for the Housing department. As usual assisted Community Services and the Education Department move tables, desks, and books. A truck has been assigned to the Community Activities Department full time daily to move different articles and furniture.

KF:MT

  
Housing Department

WEEKLY NARRATIVE REPORT  
CLOTHING UNIT

February 2, 1943

Charles F. Ernst  
Project Director

1. Number of Personnel Employed:

- (a) Appointive—one
- (b) Temporary—none
- (c) Resident—twelve
- (d) Adequacy of Personnel—OK.

2. Progress of Current Work:

Check for Order #37 has been paid out.  
October allowance is just about completed.  
Typing of directory will be completed within a few days.

3. Adequacy of Supplies and Materials:

We are in very bad need of a stapler and an accountants' columnar pads.

4. Current Problems:

None

5. Recommendations or General Suggestions:

Clothing allowances for October, November, December, etc., are quite different from Initial Allowance. We are anticipating comments and rumors over the deduction. We request that the Welfare Staff refer all complaints to this department.

6. Comment on Conditions Among the Evacuees As They Affect Your Dept.

None

7. A Forecast of Projected Activities:

We estimate that Order #38 will be out within next few days.

Adrian H. Altvater

H1.57

WEEKLY NARRATIVE REPORT

UNIT 5

February 8, 1943

(Ben Masaoka, Supervisor)

I. Personnel

A. There are four permanent workers.

B. Adequacy of the Personnel

The personnel in the family welfare division is very inadequate. We are not able to put one worker to a block. The majority of the workers are neither well-informed of their duties or the procedures necessary to secure services for their clients. The habit or custom of promoting workers to be supervisors without adequate training or special capability is very unsound. The entire personnel in this department, with few exceptions, are not adequately performing their duties or giving service to their clients. We can charge our entire group with a lack of human understanding.

II. Progress of Current Work

We have completed in the most part a survey of partitions for the Housing Department. Our P. A. is still not completed.

III. Adequacy of Supplies and Materials

Our shortage is a lack of typists and clerks to prepare and file our work reports.

IV. Current Problems

A. P. A. Grants

Our procedure on P. A. grants has just finally been clarified, as to the Regular and Special grants. The different changes in procedure that have taken place have contributed greatly to the slowness with which we have finished our initial P. A. survey. If the intent of the P. A. is to fill the gap between the income of the residents and the initial needs necessary to maintain a decent minimum standard, it is failing badly.

The P. A. grant should be liberalized to the extent that baby layettes bought for babies born in this center

should be retroactive. Too many of the parents have used their clothing allowances to purchase the necessary layette, and I believe that we should enable them to replace the clothing. In all cases where babies are concerned, I recommend faster decisions and the parents to be notified of the decisions.

If one of the intentions of the P. A. grants is to conserve the resources of the people for the time of relocation, it is also failing very badly in this regard. The people who provided the money for P. A. grants are certainly more interested in whether it fulfilled the purpose for which it was intended rather than whether certain strict procedures were followed. In that view, we are justified in taking a more liberal view toward the needs of our clients.

At the present time, if we should interpret the strict view that anything just bought is not to be considered and the needs of the immediate future cannot be allowed, the future income of clothing allowance would have to be considered before recommending a P. A. grant, and there would be almost no cases.

B. Morale of the People

The family with small children where only one parent is working is facing a very difficult time as there is a complete lack of privacy between the sexes. The parents cannot instill into their children the proper attitude that is necessary for them to take toward life here in the community or the government of this country.

C. Family With Grown Children

Their attitude in a large measure determines the attitude of the people in this center. Their desire of privacy between the sexes should be given every consideration. Their problems are many, but some of the most important of them are the marriage of their eligible children and relocation of themselves and family. With the draft or volunteering in the army now taking place, the dependents of their parents upon them should be considered and the problem worked out.

D. Health

The over-all picture of the resident health must be

reconsidered. The present diet is not one that would meet a doctor's approval as to its desirability. Diet is so unsatisfactory, that all those residents able to afford it are supplementing the diet provided with additional purchases of food from the canteen, Delta, and friends elsewhere. Those unable to afford it just suffer.

The medical care at present is of an uncertain degree. As the people are living in very close quarters, an epidemic of any sort would practically sweep through the community if it should once gain a foothold. The hospital and the medical staff should have their attention called to every little illness. As the medical care is limited, they have not been able to satisfactorily follow up the discharged cases.

Something should be done to care for the smaller children, and if they should need it, they should operate for such cases as tonsillitis. I am informed of a case where the hospital was unable to remove bad tonsils, and as a consequence, the child now has infection or pus in the ears and nose.

The segregation of the family tuberculosis cases may be necessary as the tuberculosis rate continues to climb. Tuberculosis is possibly the most serious health problem now facing us as dust continues; our diet is not one designed to build up resistance to that disease. The proposal to bring into the camp tuberculosis patients from the Coast sanitoriums must be accompanied with adequate safe-guards for the people at large, or we shall have tuberculosis-ridden people.

#### V. Recommendation

I recommend that a health check-up be made on every one in the center who has ever had tuberculosis.

#### VI. Comment On Conditions Among the Evacuees As They Affect This Department

The general comment is very unfavorable about the Welfare Department, particularly the Family Counsel. This is due to the fact that we have rendered very little service to anyone. The work of assisting the Clothing and Housing Departments has been to put the onus of their mistakes upon us.

#### VII. Forecast of Projected Activities

Due to the army volunteering program, we have no projected activities in this unit. Further, we are being eliminated as a unit and consolidated so as to have only three units.

WEEKLY RE PORT  
Family Division

Unit 3 Faith Terazawa  
Week ending February 8, 1943

Progress:

- A. Mr. Lorne Bell kindly presented our recommendations to Mr. Ernst's Planning Board Committee and steps are being taken as follows:
- (1) Stands will be made for each washroom for small children under the care of Mr. Watson of Public Works.
  - (2) High chairs also will be made.
  - (3) Stove guards in the wash rooms will be made, but they find difficulty in the laundries.
  - (4) Changing school doors is under consideration.
- B. Due to lack of field workers we are unable to finish visits. One person is handling 2 to 2½ blocks with other work. Unless we have five more workers it is impossible to do satisfactory service.
- C. Soap in the washroom can't be supplied by the Administration. To our suggestion that soap be made in the center it too was turned down. There is a definite necessity for sanitation and we feel it imperative that soap be furnished.
- D. Transportation for school children was discussed. It is impossible for all but may be possible for certain groups who are physically handicapped as crippled and blind children.
- E. Discussion was held in regard to the attitude of the residents toward the future. There were too many conflicting problems that make for pessimistic attitude. We feel that certain project works should be provided to counteract these things.

Comments: Service training is good if it could be made constructive to the whole group.

Recommendations: Shoe ration cards be given to any resident as soon as possible for them to purchase shoes outside and through mail orders. This creates a hardship on those who buy special types of shoes.

Also when any other department takes over new duties every one should be notified of such duties to avoid duplication.

faf:sf

Faith W. Terazawa

WEEKLY NARRATIVE REPORT

S. Hamada  
February 9, 1943

I. Facts about the past weeks work:

1. The early part of the past week was spent largely upon the declination of repatriation.
2. Bulk of time was wasted on rewriting of the statement of justification for Special P.A. grant.
3. Time was also wasted on the recertification of P.A. grant, because the form available in our office for this purpose were incomplete and all those handed in by my workers were handed back to us.
4. Despite of the fact, we made some progress, and the following were the list of work during the past week:
  - a. Recommendation for those which applied for the leave of clearance.
  - b. P.A. grant and Special P.A. grants.
  - c. Applied for baby's layette and other miscellaneous cases.

II. Suggestions:

This week I have none.

H1.57

FEB 3 - 11, 1943

RECEPTION LIST.

SHORT TERM LEAVES	7
TRAVEL PASSES	2
TRANSFERS	4
P.A. GRANTS	10
SOCIAL SECURITIES	3
REPATRIATIONS	3
PERSONALS	1
MISCELLANEOUS	4

STATUS OF PERSONNEL

FEB. 8, 1943

CLASSIFICATION	WELFARE	CLOTHING	HOUSING
PROFESSIONAL	1 ADMINISTRATOR	2 AUDITORS	1 ADMINISTRATIVE ASS'T
	1 ASS'T ADMINISTRATOR	1 SOCIAL WORKER	1 ADJUSTMENTS
	1 SUPERVISOR		1 ASSIGNMENTS
	5 YOUTH COUNSELORS		3 CONSULTANTS
	3 CHILD WELFARE		1 DIRECTORY CHARG
	3 SPECIAL		2 INDUCTION CLERKS
	1 OFFICE MANAGER		1 TRUCK SERVICE MR
	26 FAMILY COUNSELORS		
	2 SENIOR CLERKS		
SKILLED	8 STENO CLERKS	5 STENO CLERKS	1 SEC'y
	3 CLERKS	4 CLERKS	6 CLERKS
	2 FAMILY SERVICE		4 TRUCK DRIVERS
	1 WELFARE ATTENDANT		
	1 INTERVIEWER		
	2 TYPIST		
	1 MESSENGER		
94 TOTAL	61 WELFARE	12 CLOTHING	21 HOUSING

WEEKLY NARRATIVE REPORT

UNIT I

RECOMMENDATION:

(1) A Clarification on Administrative Instruction No. 49

Mr. Twohey has stated that residents who leave the Center on indefinite leaves but who find difficulty in establishing themselves, may if they so desire, return to the Project. We would like to be advised that if such residents do not have members of their immediate family residing here, would it be necessary to address such requests to the Director of W.R.A? We realize this is the procedure as outlined in Administrative Instruction No. 49, but would it be necessary to follow these procedures for the former residents of Topaz?

(2) May we recommend that the files be separated into each unit and further into each block? Such files to be placed near each unit supervisor. It will not only be very convenient, but we would know what cases are pending, etc.

(3) We would like some advice on procedure for filing applications for those who request for glasses. If they are to be considered as special grants, would it be in order to accept all such requests?

P. S. We apologize for the criticisms we made last week pertaining to the narrative report. It was due to our misunderstanding of the matter.

February 9, 1943

AT  
WEEKLY NARRATIVE REPORT

-----H. Bando, Unit II

1. (d) adequacy of personnel

- 1) There are ten blocks in our unit and only seven workers. We are lacking three workers.
- 2) The loss of Mr. George Amemiya who left Topaz to attend University of Idaho was not too severe, because Mr. Pete Sugiyama replaced him almost at once.
- 3) However, the loss of Mr. C. Mitoma is felt very badly. He had been transferred to the Family Division from Housing on a half day basis with the understanding that eventually he would transfer his activities on a full time basis to the Family Division. But pressure was brought to bear from sources unknown to have he, Mr. Mitoma, remain in Housing.

2. Progress of current work

- a) All regular P.A. grants in blocks 29, 30, 31, 36, 37, and 38 have been arranged. The new blocks, 12, 13, 6, and 7 are still to be covered. The lack of workers is felt here.
- b) Reaction of the residents to the difficulty encountered obtaining Public Assistance on a special basis has been adverse. A quantity of really needy families cannot be reached simply because the family head happens to be working.
- c) Leave clearance findings for the Leave Officer's office have been easy to obtain where there is a block worker, but where there are two blocks to be covered by one worker the findings cannot be obtained promptly because of the pressure of all responsibilities.

4. Current Problems

- a) That the Director may consider  
THE SOAP PROBLEM in the Washrooms and Showers:
  - 1) It should be emphasized that we are living in a group - by blocks of 275 to 300 people; this makes the health situation dependent on the good health

- of each individual person who is a resident in the block and who uses the sanitary facilities in that block.
- 2) In every group or public latrine this worker has ever used he has always seen soap readily available for use. This is for the protection of the group as a whole.
  - 3) It is a very narrow attitude indeed if we sit back and watch this situation prevail in this community. If the Administrative Instructions are worded to state that we cannot obtain soap after a certain time, then the proper administrative heads here should see to it that funds are made available on the basis of Public Health or Immediate Need or any other basis which may justify the furnishing of soap in these public latrines. one
  - 4) For instance, I cannot be expected to carry a bar of soap or a soap box with him all day so that everytime one uses the latrine ~~of~~ one will have soap on his person. Such a thing even if it were religiously done by individuals would be inconvenient and too much to ask from all people - especially young children who should be taught the value of hot water and soap in their formative years.
  - 5) This is the third time that this worker has mentioned this soap problem. He hopes that it will reach the ears of the Director.

#### 5. RECOMMENDATIONS or SUGGESTIONS

- a) Establishment of precedents for Public Assistance Grants which must be approved by the Project Director.
  - 1) What are these special situations?
  - 2) There is often a need - which is not necessarily immediate in the strict emergency sense of that word - which is a need nevertheless. This type of accumulative need - especially as arise in families of a large size even where the head is working - ~~is~~ really a class of need not covered by Public Assistance. The question boils down to this: can P.A. be used in these cases in a preventive fashion rather than in cases where dire need is so obvious that we just cannot refuse the case P.A.?

3) This is just one example where the worker head have the same number of dependents as a non-worker who is on regular P.A. is "technically" by the present P.A. set-up less economically well off than the non-worker:

Case 1. head working			
	age	wage	clothing
Head	40	\$16.00	3.75
wife	35	housewife	3.75
son	17	school	3.75
dau	15	school	3.25
son	10	school	3.25
dau	6	school	2.25
		<hr/>	<hr/>
		16.00	20.00
TOTAL INCOME			36.00

Case 2. head not working (ill)			
		P.A. cash	clothing
Head	40	4.75	3.75
wife	35	4.25	3.75
son	17	2.50	3.75
dau	15	2.50	3.25
son	10	1.50	3.25
dau	6	1.50	2.25
		<hr/>	<hr/>
		17.00	20.00
TOTAL INCOME			37.00

What does this contradiction mean?  
Let us examine this set-up objectively. It is my thought on this that Case 1 of the worker who is getting less money income than the non-worker is being worked an unnecessary hardship. His standard of living is being depressed to a point below the minimum standard set up by the regular P.A. scale for cash allowance to cover household essentials and clothing.

What is missing for Case 1 ( the worker ) is a reasonable allowance for household essentials. It is my line of reasoning that Administrative Instructions are not contradictory to this extent. The people-whoever drew up these instructions - have been pretty consistent and it is hard to believe that it was the intent of the Instructions to prejudice the worker income against that of the non-worker. If this contradiction was not apparent at the time it was drawn up, it is time that the proper interpretation was given so that the Administrative Instructions are non-contradictory. It is my conclusion that Case 1 (worker) should be provided with a P.A. grant on a regular basis for household essentials to erase the contradiction.

Johnson

February 9, 1943

AT  
WEEKLY NARRATIVE REPORT

-----H. Bando, Unit II

1. (d) adequacy of personnel

- 1) There are ten blocks in our unit and only seven workers. We are lacking three workers.
- 2) The loss of Mr. George Amemiya who left Topaz to attend University of Idaho was not too severe, because Mr. Pete Sugiyama replaced him almost at once.
- 3) However, the loss of Mr. C. Mitoma is felt very badly. He had been transferred to the Family Division from housing on a half day basis with the understanding that eventually he would transfer his activities on a full time basis to the Family Division. But pressure was brought to bear from sources unknown to have he, Mr. Mitoma, remain in Housing.

2. Progress of current work

- a) All regular P.A. grants in blocks 29, 30, 31, 36, 37, and 38 have been arranged. The new blocks, 12, 13, 6, and 7 are still to be covered. The lack of workers is felt here.
- b) Reaction of the residents to the difficulty encountered obtaining Public Assistance on a special basis has been adverse. A quantity of really needy families cannot be reached simply because the family head happens to be working.
- c) Leave clearance findings for the Leave Officer's office have been easy to obtain where there is a block worker, but where there are two blocks to be covered by one worker the findings cannot be obtained promptly because of the pressure of all responsibilities.

4. Current Problems

- a) That the Director may consider  
THE SOAP PROBLEM in the Washrooms and Showers:
  - 1) It should be emphasized that we are living in a group - by blocks of 275 to 300 people; this makes the health situation dependent on the good health

- of each individual person who is a resident in the block and who uses the sanitary facilities in that block.
- 2) In every group or public latrine this worker has ever used he has always seen soap readily available for use. This is for the protection of the group as a whole.
  - 3) It is a very narrow attitude indeed if we <sup>re</sup>osit back and watch this situation prevail in this community. If the Administrative Instructions are worded to state that we cannot obtain soap after a certain time, then the proper administrative heads here should see to it that funds are made available on the basis of Public Health or Immediate Need or any other basis which may justify the furnishing of soap in these public latrines. one
  - 4) For instance, ~~X~~ cannot be expected to carry a bar of soap or a soap box with him all day so that everytime one uses the latrine ~~of~~ one will have soap on his person. Such a thing even if it were religiously done by individuals would be inconvenient and too much to ask from all people - especially young children who should be taught the value of hot water and soap in their formative years.
  - 5) This is the third time that this worker has mentioned this soap problem. He hopes that it will reach the ears of the Director.

#### 5. RECOMMENDATIONS or SUGGESTIONS

- a) Establishment of precedents for Public Assistance Grants which must be approved by the Project Director.
  - 1) What are these special situations?
  - 2) There is often a need - which is not necessarily immediate in the strict emergency sense of that word ~~p~~ which is a need nevertheless. This type of accumulative need - especially as arise in families of a large size even where the head is working - ~~is~~ really a class of need not covered by Public Assistance. The question boils down to this: can P.A. be used in these cases in a preventive fashion rather than <sup>just</sup> in cases where dire need is so obvious that we just cannot refuse the case P.A.?

3) This is just one example where the worker head have<sup>ing</sup> the same number of dependents as a non-worker who is on regular P.A. is "technically" by the present P.A. set-up less economically well off than the non-worker:

Case 1. head working			
	age	wage	clothing
Head	40	\$16.00	3.75
wife	35	housewife	3.75
son	17	school	3.75
dau	15	school	3.25
son	10	school	3.25
dau	6	school	2.25
		<u>16.00</u>	<u>20.00</u>
TOTAL INCOME			36.00

Case 2. head not working (ill)			
		P.A. cash	clothing
Head	40	4.75	3.75
wife	35	4.25	3.75
son	17	2.50	3.75
dau	15	2.50	3.25
son	10	1.50	3.25
dau	6	1.50	2.25
		<u>17.00</u>	<u>20.00</u>
TOTAL INCOME			37.00

What does this contradiction mean?  
Let us examine this set-up objectively. It is my thought on this that Case 1 of the worker who is getting less money income than the non-worker is being worked an unnecessary hardship. His standard of living is being depressed to a point below the minimum standard set up by the regular P.A. scale for cash allowance to cover household essentials and clothing.  
What is missing for Case 1 ( the worker) is a reasonable allowance for household essentials. It is my line of reasoning that Administrative Instructions are not contradictory to this extent. The people-whoever drew up these instructions - have been pretty consistent and it is hard to believe that it was the intent of the Instructions to prejudice the worker income against that of the non-worker. If this contradiction was not apparent at the time it was drawn up, it is time that the proper interpretation was given so that the Administrative Instructions are non-contradictory. It is my conclusion that Case 1(worker) should be provided with a P.A. grant on a regular basis for household essentials to erase the contradiction.

WAR RELOCATION AUTHORITY  
Central Utah Project

February 9, 1943

MEMORANDUM TO: Mr. George Lafabregue, Hd. Counselor  
Community Welfare Section

FROM: Housing Section

SUBJECT: Weekly Narrative Report.

PERSONNEL: No changes were made in the personnel  
this week which leaves the total 21.

ACTIVITIES: Only four requests were received this week,  
two from families and two from young men who will be  
married shortly. This brings the total of pending re-  
quests down to 39. Of the twelve re-assignments made  
11 have been moved and 1 is still pending.

We do not seem to be able to deviate from the shortage  
of end rooms. One newlywed couple was temporarily as-  
signed to a large room and with five others on the  
waiting list, we are almost frantic in trying to work  
out a solution to accommodate them. We are also having  
difficulty in obtaining clearance on 2 end rooms and 1  
D apartment whose former occupants are working outside  
for sometime.

Induction (correction): Last week, due to our inadver-  
tency, a mother and baby who had been received from the  
Los Angeles County Hospital, were omitted from the  
induction report. We are, therefore, including them  
in this week's report, making the total inducted, 3.  
The single inductee was transferred from the Poston  
Center on the 4th.

Two weeks ago when a request for admittance to the Center  
was received from a family of 9, we were unable to send  
them an acceptance reply at the time. After weighing  
the case carefully with other members of the Adjustments  
and assignments and winterization was underway in Block 1  
we decided to put this request through with 4 transfers,  
2 from Heart Mountain and 2 from Poston.

RECOMMENDATIONS: That buildings in Block 1 be mopped  
and swept up after winterization is completed so that  
assignments can be made immediately.

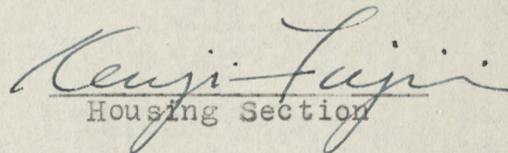
There have been instances where little children were  
burned while playing near the stoves and we suggest

Weekly Narrative Report--Page 2

that stove guards be installed in apartments with babies up to 3 years.

Possible transfer of the Tucking Service to the Motor Pool has been pending for sometime and we should like to have this matter decided upon at an early date.

DIRECTORY AND CHARTS: This department went through the customary routine of filing notices, receiving and issuing our own notices of changes of address, keeping the census sheets and directory up-to-date, etc. In addition, a new directory is in the process of being completed. This directory is designed to reveal, at a glance, the formal relationship in a family. Finally, we will commence on another directory for the Projects Report Division as soon as they send us the material (paper).

  
Housing Section

KF:MT

February 9, 1943

WEEKLY NARRATIVE REPORT

CHILD WELFARE DIVISION

During the past week the Child Welfare Division has been organized and we are still working toward the Comprehensive program. Letters have been sent out to different Child Welfare Institutions for information and suggestions for our guidance.

Contacts have been made with elementary school from whom we have a list of children who are under our observation. These are mainly mentally retarded children.

Standard Baby's Layette has been formulated and will be submitted to Dr. Boardman for approval.

Consultation has taken place with Dr. Boardman and Mrs. Kringlen regarding Baby Food and Baby Formula. We are given the assurance that the residents will be fully advised before these will be disbanded.

We have asked the block workers to help us make a careful survey of blind and crippled children as well as blind adults.

*Janko J. J. J.*  
*Rene J. J.*  
*J. J. J.*

WEEKLY NARRATIVE REPORT  
CLOTHING SECTION

February 9, 1943

Charles F. Ernst  
Project Director

1. Number of Personnel Employed:

- (a) Appointive—one
- (b) Temporary—none
- (c) Resident—twelve
- (d) Adequacy of Personnel—It is believed that the increase of the staff will bring the work up to the current basis.

2. Progress of Current Work:

October allowance is practically completed.  
We are working straight down the alphabet now working on T's.

3. Adequacy of Supplies and Materials:

We are greatly handicapped without a stapler and a columnar pad.

4. Current Problems:

The entire staff is working very hard even working overtime, realizing that we're quite behind in giving out the payments. Since we are so behind in our work we believe it necessary that we should increase our staff. The typing of WRA 26's have been taking quite a bit of our time due to the lack of typewriters and work being piled up.

5. Recommendations or General Suggestions:

None

6. Comment or Conditions Among the Evacuees As They Affect Your Dept.:

None

7. A Forecast of Projected Activities:

November, December, and January allowances will be greatly speeded up for it will eliminate the deduction of surplus clothing. November payroll record is all posted. Will start posting December payroll.

Adrian H. Altvater  
Clothing Unit

WEEKLY NARRATIVE REPORT  
YOUTH DIVISION  
FEBRUARY 9, 1943  
YOUTH GUIDANCE SECTION

1. Adequacy of Personnel.

The Mouth Guidance Section definitely lacks personnel, for there is but one worker in this section at this time. It is quite possible for two or more cases to occur simultaneously which require prompt attention. At times field trips become very necessary in order to investigate various cases; however, during office hours there should be someone representing this section here at the office, but this is naturally impossible with but one worker.

2. Progress of Current Work.

The current work deals with truancy as our major factor. These cases usually deals with students (high school) wishing to help out their respective families financially or otherwise. It is the work of this department to investigate into the problems surrounding the cases. In many respects, these prove to be nothing but alibies to leave school; however, if a family truly needs assistance, we recommend them for special grants and allowing the student to resume his or her studeis. The few cases requiring proof of outside previous education are referred to Mr. Victor Goertzel.

3. Current Problems.

This section feels that there is a grave problem to be solved for the near future. According to numerous delinquency statistics, we have learned that delinquency definitely increases during the summer months. We have been fortunate up to this time due to the weather conditions which cut down outside night activity; however, we are very much concerned over the coming summer school holiday period.

4. A Forecast of Projected Activities.

This section has planned to ask full cooperation from all departments involved in the prevention of delinquency such as the Community Activities, high school faculty, churches, Boy Scouts, etc.

During the Delinquency Prevention Meeting last Wednesday, various ideas were brought forth. Mr. Ted Lewis of the Internal Security stated that too much emphasis on delinquency tends to do more harm than good. According to Mr. Lewis, the subject of delinquency should be kept at a very minimum. This section contributed the idea of enlarging the Boy Scouts by planning such activities as camp trips to various places by numerous groups with capable leaders.

Still another idea was presented,,an overall increase in various activities throughout the Center.

Weekly Narrative Report  
Youth Division  
February 9, 1943  
Youth Guidance Section

The committee on the prevention of delinquency abandoned the weekly meeting; however, this committee can call a meeting at any time on two days notice whenever problems arise.

George Takeda

WEEKLY REPORT

February 9 to 16, 1943

1. During this week we have been able to service number of our residents in making arrangements for transportations to another centers and for hospitalization. We have also been receiving approvals for transfers which we hope to complete as soon as we receive the necessary travel permits.
2. Our contact with the fiscal department has been very good and we hope to help the residents as much as possible in the financial matters.
3. we have been able to successfully escort Mr. Kanzawa of New Mexico to our project to visit his wife who has been ill in the hospital. He has mentioned the courtesies received by our Senior Escort and by the people in the project here.
4. The transfer made this week was of an urgent nature, but we are happy to report that all arrangements were made successfully, and the party was off in record time.

Comments:

1. I was able to work very nicely with the Delta station in regards to the train schedules and prices for the various centers.
2. With the Center in an uproar during the week, we are happy to note that the feeling has changed considerably and that the residents are beginning to feel that all the fuss and arguments were not the right thing to do. Responses are made and we hope that it will continue.

S. Hikoyeda

CHILD WELFARE

February 16, 1943

Child Welfare Division have been doing the following work:

1. Interviewing the parents of delinquent children and working with the child himself.
2. Consultation with mothers of retarded school children.
3. Baby Layette has been approved and signed by Dr. D. W. Boardman. Each case submitted to us is carefully studied before special P.A. grant is made.
4. We have received a list of 206 cases, totalling about \$561.30. Daily we are getting about 12 cases. Interview is made with each.
5. Took Mr. C. Leon Wilson, representative of the State Blind School to visit blind residents of this center. Plans are being formulated so that games such as checkers may be secured for the blind residents.

COMMENTS

We are getting far too many requests for glasses.

J. Hesari

J.P. Takemoto

WEEKLY NARRATIVE REPORT  
STUDENT RELOCATION DIVISION

February 16, 1943

Progress of Current Work:

There has been a lull in our department this past week because the student group, like all other groups in this Center, is concentrating on this current registration to the exclusion of other interests. The fact that the students are unwavering in their loyalty to this country, despite conflicts within the family group, bears out our belief that education is of the greatest importance in fostering democratic ideals.

The students who left for school are:

Asa Fujie	Brigham Young University
Ken Matsuda	University of Maryland.

Because their leave clearance was delayed, they will both be registering late.

We have received over forty letters from students who have gone out to school. It was encouraging to hear that they have all been getting better than average grades. A few have even been granted scholarships on the basis of their excellent record for the first semester.

In reply to a memorandum sent to us from Topaz High School concerning a scholarship fund for needy and worthy students who will graduate this July, we recommended that it might work less hardship on the community if, instead of inducing all parents to contribute through common subscription, it were merely announced that donations would be welcomed from those who were interested and had the money to give. We also suggested that the churches be contacted to provide money for travel expenses.

The National Student Relocation Council has closed its San Francisco office and is moving to Philadelphia so that it will be able to work more closely with the WRA in Washington.

Forecast of Project<sup>ED</sup> Activities:

Mrs. Hanamura has graciously consented to paint several Japanese water colors which we intend to send to the National Student Relocation Council as gifts to people who have been especially generous in helping to relocate students of Japanese ancestry.

We are planning to write letters to the YMCA and YWCA groups of the University of California and to the DAILY CALIFORNIAN telling them of our activities and progress.

aw/j

WAR RELOCATION AUTHORITY  
Central Utah Project

February 16, 1943

MEMORANDUM TO: Mr. George Lafabregue, Hd. Counselor  
Community Welfare Section

FROM: Housing Section

SUBJECT: Weekly Narrative Report

PERSONNEL: One induction clerk was terminated leaving one clerk on call duty at nights and weekends. Transfer of the Trucking Unit to the Motor Pool is still pending making the total on the personnel 20.

ACTIVITIES: We received 5 new requests this week--two marriage cases and 3 family cases. The total requests pending to date is 39.

It was most gratifying to finally see the unique work and speedy completion of 8 apartment partitions in the B and E rooms last week end. We were caught lagging behind the carpenters in submitting the additional list of apartments for partitioning. The Welfare Field workers handed in their reports between Thursday and Saturday which made it necessary for us to rush a half dozen cases to Mr. Hughes immediately with the others to follow this week. "

Last Friday a few members of the staff went down to Block 1 to check on the buildings which were winterized. All the rooms in 1,2,3,7,8 and 9 were completed with a few broken windows which should be replaced before opening it for assignments.

Inductions: One person was received from Lordsburg, New Mexico on February 9th.

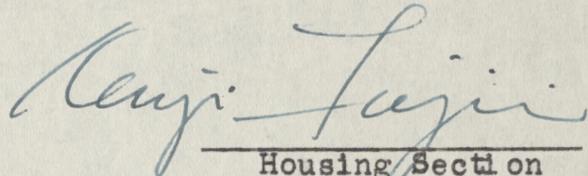
RECOMMENDATIONS: Our attempts to obtain release of apartments whose occupants are employed outside continues to be a source of consternation. Yesterday, in an interview with a relative of a family who has been out for over 4 months, we were informed that Mr. Cornwall had stated that this family could hold the apartment because their final leave clearance has not yet been released. We wish to ask Mr. Cornwall to refer all Housing questions to us.

Also due to the complications involved in obtaining the release of apartments of outside workers heretofore, we recommend that we be granted permission to set a time limit for holding apartments--that is for example, two weeks or one month regardless of whether or not the party is on an indefinite leave.

The Housing staff would like to have a meeting with Mr. Lafabregue so that official release of Block 1 can be expedited as well as discuss the matter of a Block Manager.

DIRECTORY AND CHARTS: This department continued work in the same order as last week.

TRUCKING SERVICE: For the week of February 7th, this department completed 5 moves for Housing. As usual assisted Education department in moving furniture and other items. Two trucks were assigned to Education for outing to Topaz Mts. and also transport high school basketball teams to Hinckley. Completed moving stages, pianos, books, etc. for the Community Services Division.

  
Housing Section

KF:MT

NARRATIVE REPORT

UNIT 1

February 17, 1943

Progress:

With two members of our unit hospitalized, it has been rather difficult to carry on our work. Also one of our workers started helping with registration yesterday. Most of our time this week has been occupied with re-certification of P. A.'s, recommendations for leave clearance, recommendations for partitions, and special transfers.

The addition of a unit worker has lightened our work considerably.

We were very pleased to find that medical statements are coming through from Miss Fujita's office.

Adequacy of personnel:

We are still in need of three additional workers to care for Blocks 40, 27, and 33. Three of our workers have been in charge of two or more blocks. To date, Blocks 39 and 35 have been entirely covered, and second home visits have been finished for 39. However, for Blocks 11, 27, 28, 40, 42, 41, 33, and 34, initial home calls have been made on three-fourths of the homes.

Block 11 is one of the new blocks which we took over. The worker responsible for that block has been ill for sometime, and by consulting the family face sheets, we have tried to help those families especially in need. However, we shall assign this block to one our workers.

What the director may consider:

We recommend an increase in clothing allowance. With the coming of spring and summer, there will be an additional need of clothing. The present clothing amount is not sufficient to meet such need.

Recommendations:

In our Thursday morning training course, we hope that after we are through with discussing WRA policies, we will have thorough training on so called "social worker approach." We think that this is quite important.

May we suggest again that the files be separated into blocks and be kept near the unit supervisors. This will help expedite our work.

FEB 15, 1943.

H. 57

CLASSIFICATION	WELFARE	CLOTHING	HOUSING
57 PROFESSIONAL	1 ADMINISTRATOR	2 AUDITORS	1 ASS'T ADMINISTRATOR
	1 ASS'T ADMINISTRATOR	1 SOCIAL WORKER	1 ADJUSTMENTS
	1 SUPERVISOR		1 ASSIGNMENTS
	5 YOUTH COUNSELORS		3 CONSULTANTS
	3 CHILD WELFARE		1 DIRECTORY CHARTS
	3 SPECIAL		2 INDUCTION CLERKS
	1 OFFICE MANAGER		1 TRUCK SERVICE MGR
	27 FAMILY COUNSELORS		
	2 SENIOR CLERKS		
41 SKILLED	8 STENO-CLERKS	5 STENO CLERKS	1 SEC'y
	3 CLERKS	4 CLERKS	1 CLERKS
	2 FAMILY SERVICE		4 TRUCK DRIVERS
	1 INTERVIEWER		
	5 TYPIST-CLERKS		
	1 MESSENGER		
98 TOTAL	65 WELFARE	12 CLOTHING	21 HOUSING

## RECEPTION LIST

FEB. 9-15, 1943

SHORT TERM LEAVES	3
TRAVEL PASSES	17
TRANSFERS	6
P.A. GRANTS	28
REPATRIATIONS	5
DECLINATION <sup>O</sup> F DECLARATION	2
HOUSING	5
UNEMPLOYMENT COMPENSATIONS	4
MISCELLANEOUS	12
STUDENT RELOCATION	53

135

WEEKLY NARRATIVE REPORT  
YOUTH DIVISION  
YOUTH GUIDANCE SECTION

February 15, 1943

1. Adequacy of Personnel

Our status on this problem remains the same. Personnel is needed, but no additions have been made as of this date.

2. Progress of Current Work

This section is working <sup>on collaboration with the Court</sup> ~~new~~ programs and activities in anticipation for greater cooperation among the numerous teen-age youths for the purpose of keeping the juvenile delinquency rate to the very minimum.

3. Current Problem

Our problem deals with the coming of the spring school vacation period. This section feels that the root of all juvenile delinquency problems will arise from the lack of activities, especially among the teen-age youths. There is to be a meeting on this problem on Friday the 19th.

*action to direct youth to attending established activities to assist in planning for additional help when the need for such activities is indicated.*

George Takeda

REPORT

OCTOBER 15 ~ 21

H/57

	STOVE INSTALLATION	43
	STUDENT RELOCATION	17
	VISITORS PERMIT	17
	INFORMATION	9
	TRANSFER TO ANOTHER RELOCATION	7
	RELEASE FROM TOPAZ	13
M/s-	PERSONAL	4
	SOLDIER VISITOR	32
	EMPLOYMENT	3
	TELEGRAM	1
Mise.	INTERVIEW	1
	INSURANCE	2
	BAGGAGE FROM OUTSIDE	3
	CHANGE I.D	9
	LEAVE TEMPORARY	3
Mise.	FAMILY PROBLEM	1
	REPATRIATION	10
	WCCA STORAGE	7
Mise.	MIS.C.	8
	JOIN FAMILY HERE	1
	VISITORS	2
	HOUSING PROBLEM	4
	RETURN VISIT	2
	MARRIAGE	1
	TRANSPORTATION TO HAWAII	1

Misc  
4 ✓  
1 ✓  
1 ✓  
8 ✓  
14

171