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QUARTERLY SUMMARY REPORT  
COMMUNITY WELFARE SECTION

March 31, 1943

*Adm. File*  
*Quarterly Summary*  
*Report*  
*H 3.13*

The Welfare Section has completed its reorganization and has established as new services the Adult Probation Unit which deals with prevention of adult problems as well as corrections; the Youth Unit which includes Student Relocation, Child Welfare, and Youth Guidance which has been instrumental in establishment of the Juvenile Board by the Community Council; and a Ration Board in Rec Hall 30 to take care of the issuance of shoe certificates and issuance of letters to allow people who are going out of the Center to get their Ration Books Nos. 1 and 2.

We have been continuing with our services, among them being 472 repatriation applications which have since been submitted to the Regional Office in San Francisco.

Thirty-two persons left for Rohwer on March 5 on the first leg of their trip to be repatriated to Japan. These people were cleared by the Japanese government as well as the State Department of the United States.

The Housing Section has put in 30 partitions. These partitions have been undertaken according to their urgency and many good adjustments of room space have been the result. In March we inducted 226 new residents from Hawaii. They were mostly men. We aided in assigning housing, insuring that they were comfortably taken care of and in sending telegrams to let their relatives and friends know of their safe arrival in America.

We have sent many Red Cross messages in answer to telegrams which have come from Japan via the Red Cross, inquiring about the health and well-being of some of the residents. The Red Cross has informed us that there is no charge for this service.

Student Relocation in the Youth Unit has been very successful in relocating students in all parts of the United States. Many letters have come back from these students telling us of the good adjustment that they are making.

The Welfare Family Division has been making recommendations for leave clearances. The Family workers clear up the economic and social situations so that there are no problems created by a member of a family leaving.



Quarterly Summary Report--2  
March 31, 1943

The Welfare Department has been doing good work with the families of men who are interned as dangerous enemy aliens. There was a meeting held in January regarding the possibility of a special internee family camp where these men could be reunited with their families. In addition to the general meeting, we have had special interviews with each individual member of these families and have made our recommendations to Washington concerning their applications.

Clothing allowances are continuing to be issued. The Department has vouchered the allowances through January.

Marii Kyogoku, Research Analyst

APPROVED:

Harry Q. Johnson, Sr. Counselor  
Community Welfare Section



SEMI-MONTHLY REPORT  
COMMUNITY WELFARE SECTION

June 10, 1945

1. Personnel Employed and Relocation Progress:

a) Permanent	4
b) Temporary	0
c) Residents:	
Clothing	11
Housing	4
Family	48
Youth	5
	<hr/>
	68

d) Indefinite Leaves for this period - 1

Previous to this week, the following have left our Section on relocation:

1) Asamiya, George	2-5-43	Pocatello, Idaho
2) Fujii, Kenji	5-7-43	Mt. Clemens, Mich.
3) Fujii, Sumi	5-31-43	Bennington, Vt.
4) Hirao, Kay	5-31-43	Salt Lake City
5) Iiyama, Ernest	6-16-43	Chicago, Ill.
6) Ikeda, Helen	5- -43	Salt Lake City
7) Ikeda, Kay	11-2-42	St. Paul, Minn.
8) Iijima, Lazu	3-27-43	Petal, Miss.
9) Katayama, Yuki	5-17-43	Cleveland, Ohio
10) Kato, Jimmy	4-18-43	Kalamazoo, Mich.
11) Kawaguchi, Ruby	5- -43	Salt Lake City
12) Kikuchi, Shizu	5-5-43	Chicago, Ill.
13) Kitano, Chizu	4-19-43	Chicago, Ill.
14) Kobuchi, Joane	11-2-43	St. Paul, Minn.
15) Kochiyama, William	2-16-43	New York City
16) Kumezawa, Bobu	5-28-43	Philadelphia, Pa.
17) Kyogoku, Harui	5-31-43	Cleveland, Ohio
18) Masako, Ben	5-5-43	Camp Shelby, Miss.
19) Nakao, Hatsuye	1-6-43	St. Paul, Minn.
20) Nosaka, Fumi	5- -43	Salt Lake City
21) Nozawa, Martha	2-1-43	St. Louis, Mo.
22) Okusa, Michael	6-15-43	Chicago, Ill.
23) Shimizu, Mitsui	1-25-43	Murray, Utah
24) Suenaga, Rose	11-3-43	Detroit, Mich.
25) Takizawa, Chiaki	3-1-43	Salt Lake City
26) Toda, Setsu	12- -43	Salt Lake City
27) Yamashita, Kay	5-27-43	Philadelphia, Pa.
28) TESHIMA, EDNA	3-26-43	Grainger, Wash
29) George, Harold	10- -43	Neuron, N.D.

Seasonal Leaves for this period: 10 - 43

e) Adequacy of personnel.

Our manpower shortage has been solved, for the present, by the reorganization of the Section.



## 2. CURRENT WORK:

507 Requests for services via mail and office were recorded for the period, May 25 to June 7.

## I. Family Relocation Unit

- a) Arrangement was made with the Leave Office so that this Unit will be notified as soon as boys 19 and under apply for leave clearances. Forms to certify parents' approval are being mimeographed. These are necessary as there has been instances of youths under 19 leaving without their Parents' consent nor without finishing school.

## II. Personal Services:

- a) Seven wives and their children, making a total of 20 persons left Topas for Crystal City, Texas on June 9 to join the interned member of their family.

## III. Housing:

## a) Adjustments:

Number of new assignments . . . . . 46  
New requests for adjustments . . . . . 8  
Total requests on hand . . . . . 27

## b) Clearances:

Indefinite Leaves . . . . . 55  
Seasonal Leaves . . . . . 55

## c) Inductions:

A total of 22 persons were inducted; 2 from Lordsburg Internment Camp, 8 from Gila, 2 from Heart Mountain, and 10 were returns from Indefinite Leaves.

## d) Transfers:

Two transfers were approved, bringing the total pending to 10.

## e) Vacancies: 53 apartments

## f) Requisition from Public Works

Fifteen requisitions were made for crating material and boxes for those residents relocating.

## IV. Clothing:

- a) February Clothing are now all paid.  
b) Most of the Supplementary Orders for Oct., Nov., Dec., Jan., and Feb., have been paid out.  
c) At present, Order #125 for March is being paid out which includes A to Li.  
d) Allowances for part-time workers have been vouchered up to date.  
e) Now working on supplements for April.  
f) Clothing Allowances have been paid to 2,451 individuals during the period May 24 to June 7.

## V. Ration Office:

- a) Number of Book #1 issued . . . . . 100  
b) Number of Book #2 issued . . . . . 114  
c) Shoe Stamp renewals . . . . . 519  
d) Number of points processed for food . . . . . 101  
e) Number of points for meat . . . . . 1182  
f) Number of points for sugar . . . . . 51  
g) Coffee . . . . . 18 lbs.



## VI. Student Relocation:

- a) Four students took the College Entrance Board Examination Saturday, June 5; two for Yale, one for Barnard, and one for Rutgers University.
- b) Mrs. Marion Brown Reith, Field Secretary of the National YWCA, has been visiting the Center for the purpose of counseling young people interested in student relocation.
- c) This Unit is working on an all-out program to get students into colleges by October 1. This means:
  - 1. we must have those wishing to go to colleges, accepted by a college before August 1.
  - 2. to get completed papers into Washington before August 15.
  - 3. secure leave clearance before September 15. This involves the sending of three copies of the Student Questionnaire to H.S.R.C., evidence of financial resources if any, and three official copies of his transcript of high school record.
- d) Students are continually pouring into this office for advice.

## VII. Child Welfare:

- a) Two large bales of baby clothing were received by the American Friends of Philadelphia. These will be distributed to needy families on recommendation of the worker.
- b) Survey is being made for the distribution of the 50 baby cribs.
- c) Applications for nine public assistance grants for baby layettes were submitted.

## VIII. Youth Guidance.

- a) "The Committee on Committees" recommended the continuance of the Committee on Prevention of Delinquency meetings to be called subject to need.
- b) Investigations are being made on reports that small children are breaking into the elementary school on weekends and after school.
- c) In regards to the summer camp at Antelope Springs, this Unit recommended (1) that applications be checked with the Parents.
- d) As yet, vacancy for secretaryship for the Juvenile Board has not been filled.

## IX. Travel Unit:

- a) To date this Unit has issued to the Fiscal Division, 207 requests for relocation expenses.

## 3) SUPPLIES AND MATERIALS NEEDED:

- a) Electric Clock for Rec. 30
- b) One standard typewriter for the Family Unit.
- c) 18 steno. desks for the Welfare Department..
- d) 10 Executive desks for the " "
- e) Two pen sets for the Ration Office.
- f) Two bulletin boards for the Family Relocation Unit.



4) PROBLEM AGENDA:

- a) Students going out on Indefinite Education leaves are not at present, eligible for travel grants. It is hoped that some action could be taken for their interest, as most students go out to spend what meagre funds they have and work part-time to see their way through college.

RECOMMENDATIONS OR GENERAL SUGGESTIONS:

- A) Lumber requisitions for apartment improvements and basic furniture are handled now both by Housing and the Block Managers. It is recommended that a clarification be made and one body be designated to handle them.

PROJECTED ACTIVITIES:

- a) Clothing expects to have April Allowances vouchered very shortly.
- b) In ~~view~~<sup>view</sup> of the WRA policy to ultimately close some of the centers, Housing is continuing to make adjustments in preparation for any influx.

Asako Sakai, Administrative Asst.  
in Reports and Procedures.

APPROVED:

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George Lafabregue, Head Counselor  
Community Welfare Section



WAR RELOCATION AUTHORITY  
CENTRAL UTAH PROJECT  
Topaz, Utah

June 30, 1943

COMMUNITY WELFARE SECTION  
QUARTERLY REPORT

1. Personnel employed and relocation progress:

a. Permanent	4
b. Temporary	0
c. Residents	
Housing	5
Clothing	11
Youth	5
Family	49
TOTAL	69

- d. Indefinite leaves for this period - 18  
e. Seasonal leaves - 0  
f. Adequacy of personnel - sufficient

2. Current Work

In order to make adjustments to keep up with our ever depleting personnel (31 relocatees to date) the major reorganization of the Family Units of the Welfare Section was effectuated May 26. A "worker for each block" system was replaced for a more consolidated service system, whereby three functional units were established: the P.A. Unit, the Family Relocation Unit, and the Special Services Unit. In this manner we are able to render our services adequately and expeditiously even with the continual loss of our workers.

a. The Public Assistance Unit

The following is the statistical report from this unit:

	April	May	June
Number of Family Units Receiving Grant	236	242	221
Number of Persons Dependent on P.A.	444	446	410
Amount Paid	April - \$4816.91		
	May - 2465.04		
	June - 4334.67		

b. Special Services Unit

This unit handles visits, transfers, funerals, Red Cross messages, personal letter writing, adult probation, and special counseling.

- 1) Seven wives and children making a total of 20 left Topaz for Crystal City, Texas, on June 9, 1943, to join interned members of their family.
- 2) All families who have lost members of their family in Topaz have been interviewed and a full report has been prepared for the case files.
- 3) A large number of transfer requests have been received from other centers which is perhaps due to relocation program, and departure of volunteers from the center, making it necessary for remaining members to join relatives here.



c. Family Relocation Unit

1. Pursuing the relocation policy, this unit was set up to assist the possible resettlement of family units through interviews and collaborations with the employment division. Potential relocatees are being interviewed as to their standard of living prior to evacuation, minimum subsistence for the family as a whole, types of relocation assimilation possibilities, and work capabilities <sup>each member of</sup> of the family. This information is compiled and thus far 20 referrals have been sent to the relocation office to be routed to the W.R.A. employment office near the point of desired relocation.
2. Project clearances, temporary change of heads, and re-admittance applications are <sup>also</sup> being handled.

d. Student Relocation Unit

1. The primary aim at the present time is to secure employment for the students during the summer near the vicinity where the student wishes to relocate. Students have been contacted and relocation applications have been filed for 33 persons. However, students must be accepted by the schools before they can attain these jobs.
2. Student Scholarship Fund at this date totals \$1100.70. In a concerted effort to reach the goal of ~~2000~~ <sup>2000</sup> dollars, elaborate plans are being formulated for the camp-wide carnival to be held on July Fourth week end. Seventy-five percent of the profits or \$1,000, which ever amount is larger, will be set aside for this fund.
3. During the three months' period, nine women students and five men students left to continue higher education.
4. Sixty-five percent or one-third of the high school graduating class has made applications to attend colleges. Five have already been accepted.
5. An all out effort is being made to get students into college before October 1. This means college acceptance before August 1, completed papers by August 15, and clearance papers before September 15.

e. Clothing

1. Clothing allowances for April have been completed and will be ordered shortly.
2. Still in the development stage, pay checks and clothing allowances may be paid in one check in the future.

f. Ration

Report of April, May June:	Amount Issued
Ration Book #1	554
Ration Book #2	665
Shoe Certificates	3213
Special Shoe Stamp in lieu of stamp #17	741
Special Shoe Stamp in lieu of stamp #18	564
Food Certificates	730
1. Processed Foods	1808 points
2. Meat	2674 "



3. Coffee

4. Sugar

Amount Issued

26 lbs.

72 lbs.

g. Housing Statistics:

1) Adjustments	239	
2) Clearances		
Indefinite	356	
Seasonal	423	
3) Inductions		
New	92	
Reinductions	21	
4) Requisition for crating material and boxes	54	
Lumber for Apartment use		39
5) Transfers		
Transfers approved	25	
Total pending	10	
6) Vacancies	28	

Progress Report:

- 1) The largest group adjustment of the period was made in April when 24 single men from Hawaii housed in temporary quarters in Dining Hall 1 were transferred to Barrack 12 in Block 1.
- 2) Surveys of overhoused apartment were made, and notices sent to residents that moving may be in order if we receive large group transfers from other Centers.
- 3) It will be noted that the vacancies at the end of March totaled 8, as compared to the 28 vacancies as of June 30.

3. Problem Agenda

- a. A question has been raised as to whether housekeeping service can be extended to professional persons since WRA does not stand the payment of wages for services rendered by resident to another resident. A clarification is pending whereby this policy can be relaxed under extenuating circumstances which would warrant the service to a person to obtain the services of that person for the benefit of the community.

4. Recommendations or General Suggestions

It is hoped that students leaving for colleges will be able to receive travel grants as the majority are not financially able. *to support themselves.*

5. Projected Activities:

1. With plans being set for the establishment of a relocation office where the residents can complete clearances all under one roof, much of the confusion, delay, and consternation of going through relocation processes will be eliminated.



Tentatively the Welfare Section will receive a space of 45' x 9' in the new office. This physical transfer to relocation office will affect student relocation, family relocation, ration and travel unit.

2. Welfare will sponsor two booths; football throw, and lassoing at the carnival. Staff members will volunteer and assist in running the concessions in shifts. Its total share will be contributed to the Scholarship Fund.

Asako Sakai, Reports

Approved by

George Lafabregue, Hd Counselor  
Community Welfare Section



SEMI-MONTHLY  
COMMUNITY WELFARE SECTION  
June 24, 1943

1. Personnel Employed and Relocation Progress:

- a) Permanent 4
- b) Temporary 0
- c) Residents:
  - Housing 5
  - Clothing 10
  - Youth 6
  - Family 47  
68
- d) Indefinite leaves for this period: 2
- e) Seasonal leaves for this period: 0
- f) Adequacy of personnel: Sufficient

(Amy Ebner  
Fusako Sekai)

(31 to date)

2. Current Work:

A. Family Relocation Unit

Since this unit started functioning May 24, the following have been handled as of June 21, 1943:

- 1. Project clearance interviews.....209
- 2. Change of heads..... 36
- 3. Re-admittance applications..... 2

In this connection an arrangement has been made so that students on protracted visits to the center this summer may apply for residence status if he wishes to stay to add to the manpower situation.

- 4. Employment Referrals..... 11

Relocation Employment Referral Forms have been devised and are used for the purpose of facilitating and expediting the relocation of whole families. Upon interview these forms are completed, and are routed to the Relocation Offices to be forwarded to the WRA Relocation Offices near or in the vicinity in which family desires to re-settle.

B. Public Assistance Unit

- 1. Thus far for the month of June, 173 applications for public assistance have been submitted and approved. There are still 60 more regular PA's to be submitted for this month.
- 2. With the cooperation of the Medical Social Worker in the Hospital, the list of those who are indefinitely unemployable is being rechecked.

C. Child Welfare

- 1. Several boxes of clothing were received from the YWCA at Western College. The Inter-faith group has been contacted to assist in cleaning and distributing the clothing.
- 2. This unit is proceeding with the interviewing of 114 families to determine the need for baby cribs and baby clothing. This number includes 80 babies born in Topaz, plus those babies up to 2 years who have been aided by public grant.



# Semi-Monthly Report - Welfare

## D. Student Relocation Unit

1. Elaborate plans are being made for the camp-wide carnival to be held on the July Fourth week end. Seventy-five percent of the intake will go to the Student Scholarship Fund, which at this date totals \$1,000.05.
2. As a result of a conference held with the Employment Division, possibility of securing jobs for students, particularly near their school of future relocation, a plan was evolved whereby all students are to be contacted, and relocation applications are to be filed in triplicate; one copy for the Student Relocation Unit, one for the Relocation Office, and one for the Relocation Office nearest the point of desired relocation.
3. During the past week, 2 students left for eastern colleges, one for Smith College, Northhampton, Mass., and the other to Pendle Hill, Willingford, Pa.

## E. Youth Guidance

1. There were a few cases during the past week regarding youth, who for some reason or another desired to move away from their parents in order to live elsewhere within the Center. These cases were complicated at times, but this unit managed to settle them one way or another.

## F. Clothing

1. March clothing allowances are now being paid except for Order #129 which includes letters Mitu-Miyo which is being held at the Fiscal.
2. April allowances have been vouchered out through letter H.
3. April allowances have been audited from letters A through H.
4. During the period of June 7 to June 21, 3,576 clothing allowances have been paid.

## G. Ration Office

The following have been issued during the two weeks' period, June 7 to June 21:

Ration Books #1.....	72	
Ration Books #2.....	81	
Special Shoe stamps in lieu of stamp #17		
First time.....	51	
Renewals.....	196	
Special Shoe stamps in lieu of stamp #18.....	146	
Food certificates.....	429	
Processed foods.....	1066	points
Meats.....	1324	"
Coffee.....	15	pounds
Sugar.....	36	"

## H. Housing

### 1. Adjustments:

Number of new assignments.....	42
New requests for assignments.....	12
Total requests on hand.....	27

### 2. Clearances:

Indefinite leaves.....	41
Seasonal leaves.....	36



## Semi-Monthly Report - Welfare

### 3. Inductions:

A total of 24 persons were inducted. They include a family of 9 from Corrine, Utah; 4 from Lordsburg Internment Camp; 3 from Heart Mountain; 2 from Granada; 2 from Poston; 1 from Denver, Colorado; 1 from North Hampton, Mass.; and 2 were re-inducted from indefinite leaves to Salt Lake City, Utah.

### 4. Requisitions to Public Works:

For crating materials and boxes..... 9  
For lumber for apartment use.....10

### I. Travel Unit

During the period, June 2 to 23, 40 requests for relocation grants have been submitted to the Fiscal Division, bringing the total of 235 requests made to date.

### 3. Supplies and Materials Needed:

- A. Bulletin Board 36" x 28"
- B. Air conditioners for Rec. 23 and 30
- C. Water cooler for Rec. 23 and 30

### 4. Problem Agenda:

- A. Housing is awaiting a clarification on who is to handle lumber requisitions for crating and for apartment improvements. It was pointed out in the last report, that lumber for the latter purpose is being handled both by the Block Managers and Housing. A recommendation was made that one body be designated to handle these requests.

### 5. Recommendations or General Suggestions:

- A. Inasmuch as students merit the same consideration as other relocatees, it is hoped that approval may be received for issuance of travel grants to them.
- B. The Family Relocation Unit recommends that a more thorough investigation be made of job offers, especially seasonal work. The recent Cedar City incident and the experiences of those who went to Provo, on promise of steady employment, but found employment conditions otherwise, does not help create confidence in our Employment Division.
- C. Youth Section makes a recommendation that Employment Division investigate each youth as to housing, purpose, destination, etc., before issuing any types of jobs to young people. It is unwise to permit youths to take any sort of job just for the sake of relocation, for in the long run this is the sort of thing which will curb public opinion against evacuees.



Semi-Monthly Report - Welfare

6. Forecast of Projected Activities:

- A. Clothing is doing their utmost to complete April clothing allowances shortly.
- B. The request received last week from Washington for a report on available space in the Project is further indication that we are to expect large scale transfers.

Asako Sakai, Reports

APPROVED BY:

George Lafabregue, Hd Counselor  
Community Welfare Section

ASakai:cs



WAR RELOCATION AUTHORITY  
CENTRAL UTAH PROJECT

*Mr. Lafabregue*

June 24  
1943

MEMORANDUM TO      Mr. Charles F. Ernat  
Project Director

FROM                Lorne W. Bell, Chief  
Community Services Division

SUBJECT             Semi-Monthly Summary Report

I. PERSONNEL EMPLOYED AND RELOCATION PROGRESS:

Internal Security:

a.	Permanent	(Indefinite CS appointment)	10
b.	Temporary	(30 Days)	3
c.	Residents:	Supervisors	6
		Field Supervisors	6
		Investigators	4
		Secretary	1
		Clerks	11
		Wardens	48
d.	Indefinite Leaves		0
	Seasonal Leaves		0
e.	Adequacy of present personnel	- Sufficient	

Consumer Enterprises:

a.	Permanent	2
b.	Temporary	0
c.	Residents	154
d.	Indefinite Leaves for this Period	(6/9 - 6/24) 1
	Seasonal Leaves for this Period	(6/9 - 6/24) 1
e.	Adequacy of present personnel	- no comments.

Community Welfare:

a.	Permanent	4
b.	Temporary	0
c.	Residents:	
	Housing	5
	Clothing	10
	Youth	6
	Family	47
		67



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- |    |                                   |   |
|----|-----------------------------------|---|
| d. | Seasonal leaves for this period   | 0 |
|    | Indefinite leaves for this period | 2 |

Community Education:

- |    |                        |     |
|----|------------------------|-----|
| a. | Permanent              | 35  |
| b. | Temporary              | 8   |
| c. | Residents              | 299 |
| d. | Indefinite leaves      | 6   |
|    | Seasonal leaves        | 3   |
| e. | Adequacy of personnel: |     |

Pre-school: Insufficient to maintain adequate leadership for an uninterrupted program.

Adult Education: Typing and shorthand instructors are urgently needed; also, a mathematics instructor.

Division of Operations: Adequate.

Project Hospital:

- |    |                        |     |
|----|------------------------|-----|
| a. | Permanent              | 0   |
| b. | Temporary              | 10  |
| c. | Residents              | 311 |
| d. | Indefinite             | 7   |
|    | Seasonal               | 1   |
| e. | Adequacy of personnel: |     |

1. Dr. Harada is due to leave today, June 24, 1943.
2. Dr. Yamauchi is to be married on June 26 and is , therefore, doing part time work this week.
3. Dr. Kondo continues in part time status.
4. Dr. Simpson was obliged to go to Salt Lake City Wednesday for medical consultation necessitating Dr. Boardman to spend part time in the administration office.

II. CURRENT WORK:

Internal Security Division:

Our work is routine and as such is progressing as per scheduled.

Consumer Enterprises:

- a. Outfitting of a photographic studio, under the supervision of the official photographer in Block 2-12-C is almost complete. Beginning Thursday, appointments will be taken for photo service. Picture taking for the general public will begin on Monday. Special preference is being given to the high school graduates who desire to have cap and gown pictures taken.



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When the Photo Service Department is in full swing, in addition to the present two, approximately three more employees will be required to serve in this department.

- b. A shopping service for meats and groceries for the appointive staff is being worked out in cooperation with Mr. Hughes. Full details will be available shortly.
- c. Pipes have been laid for the new soda fountain in Rec. 19. Operations should begin within the next week provided syrup arrives and personnel can be hired.

Community Welfare:

a. Family Relocation Unit:

Since this unit started functioning May 24, the following have been handled as of June 21, 1943:

- 1. Project clearance interviews----- 209
- 2. Change of heads----- 36
- 3. Re-admittance applications----- 2

In this connection an arrangement has been made so that students on protracted visits to the center this summer may apply for residence status if he wishes to stay to add to the manpower situation.

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- 2. With the cooperation of the Medical Social Worker in the Hospital, the list of those who are indefinitely unemployable is being rechecked.

c. Child Welfare:

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6/24/43

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6/24/43

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    Nuer of new assignments ..... 42  
    New requests for assignments ..... 12  
    Total requests on hand ..... 27
2. Clearances:  
    Indefinite leaves ..... 41  
    Seasonal leaves ..... 36

Community Education:

Pre-School:

a. A number of mothers are spending more days in the school each week.

Elementary School:

- a. Achievement testing nearing completion.
- b. Classwork to end June 25th. The summer program to start July 5th.

High School:

- a. Completion of spring term--with examinations, reports, - etc.
- b. Graduation exercises for junior and senior high groups.
- c. Cooperation with farming operations--planting tomatoes, celery, cultivating, etc.
- d. Group of high school students working in beets in Millard County.
- e. Induction of new officers in the senior and junior high school.
- f. Making plans for summer school are taking rather definite form.
- g. Preparation for sale of objects made by our industrial arts department.
- h. Excellent progress has been made in cleaning and repairing the physical plant.



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**Adult Education:**

- a. The Basic English classes are preparing for their closing examinations and exercise.
- b. The Topaz Sewing and Needlecraft School is preparing to close their semester this Saturday, June 26, 1943.

A Student Body Association has been organized at the Sewing School which meets every other week in the evening at Recreation Hall #35.

- c. The Art School had their first student get-together of the semester June 19, 1943, at Recreation Hall #7.
- d. There is a general reorganization of the Music School. They are making their plans for the summer program.
- e. On June 11, 12, and 13, the Flower Arrangement Exhibit of Mrs. K. Misuta and Mr. R. Kasai attracted two thousand visitors. It was held at Rec. Hall 20.

**Division of Operations:**

- a. Tentative organization of the Operations Dept. has been established.
- b. Completion of the stage on high school plaza has been completed.
- c. Operational work of the Baccalaureate Service adequately handled.
- d. Partial clearance of warehouse.
- e. Completed approximately 50% of Summer Camping Program preparation.

**Project Hospital:**

- a. Medical staff made rounds on Wednesday, June 16 and June 23, the latter despite Dr. Simpson's absence.
- b. It was planned to have the public health officer held by staff members in routine as follows:  
Dr. Boardman rest of June; Dr. Teshima, July,  
Dr. Konda, August; and Dr. Yamauchi, September.
- c. Dr. Boardman and Dr. Goto started giving clinical lectures and demonstrations to nurses' aides and other personnel doing clinical work.

**III. SUPPLIES AND MATERIALS NEEDED**

**Internal Security Division:**

- a. We are receiving adequate office supplies which is all that we need that can be obtained.



Consumer Enterprises:

- a. No comments.

Community Welfare:

- a. Bulletin Board 36" x 28"
- b. Air conditioners for Rec 23 and 30
- c. Water cooler for Rec. 23 and 30

Community Education:

Pre-School:

- a. Screens for schools.
- b. Additional outdoor playground equipment.

High School:

- a. For the summer program the Arts and Crafts Dept. and the Health, P.E. and Recreation Depts. need supplies and materials to carry on.

Adult Education:

- a. The Adult Education office would appreciate it very much if the air cooler which was requisitioned on Com-Education #264 of May 31, 1943, could be obtained as soon as possible.
- b. The Adult Education Department would like to have the Webster Collegiate Dictionary on Requisition #161--item #6.
- c. The work of the department is hindered by the inability to obtain the broken part of the Speed-o-Print, Model L, which was requisitioned on May 22, 1943, exactly one month ago.

Division of Operation:

- a. Some form of calling apparatus needed at the headquarters office.

Project Hospital:

- a. Survey has been made of laboratory, dental clinic and X-ray and a requisition is being completed covering equipment and supplies to be purchased.
- b. Additional air conditioning and fans for small rooms.

IV. PROBLEM AGENDA:

Internal Security:

- a. Nothing.

Consumer Enterprises:

- a. No comments.



Community Welfare:

- a. Housing is awaiting a clarification on who is to handle lumber requisitions for crating and for apartment improvements. It was pointed out in the 1st. report, that lumber for the latter purpose is being handled both by the Block Managers and Housing. A recommendation was made that one body be designated to handle these requests.

Community Education:

Pre-School:

- a. Decreased attendance due to chicken pox.
- b. Recruiting and training of personnel to replace four head teachers who left last week.
- c. Problem of moving pre-kindergartens to other centers for the summer so that morning sessions may be held.

High School:

- a. Adjusting to and planning for a summer program.
- b. Completion of graduation program and school closing activities.

Adult Education:

- a. Organization charts and adjustments are being made in the Adult Section.

Project Hospital:

- a. With Dr. Harada and Dr. Boardman leaving the Project, Dr. Kondo in part time status and Dr. Yamauchi preoccupied with matrimony, the medical staff is somewhat shorthanded.
- b. The question of routine examination of minors going out to work is considerable as the number of workers increase and the number of doctors decrease from week to week.
- c. There is a moderate-sized epidemic of chicken pox, as yet mild in the degree, among children between the ages of one to six years. Pre-school is advised to remain open but the authorities have been instructed to examine children for rashes everyday on arrival.

V. RECOMMENDATIONS OR GENERAL SUGGESTIONS:

Internal Security:

- a. Nothing

Consumer Enterprises:

- a. No comments.

Community Welfare:

- a. Inasmuch as students merit the same consideration as



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- other relocatees, it is hoped that approval may be received for issuance of travel grants to them.
- b. The Family Relocation Unit recommends that a more thorough investigation be made of job offers, especially seasonal work. The recent Cedar City incident and the experiences of those who went to Provo, on promise of steady employment, but found employment conditions otherwise, does not help create confidence in our Employment Division.
  - c. Youth section made a recommendation that Employment Division investigate each youth as to housing, purpose, destination, etc., before issuing any types of jobs to young people. It is unwise to permit youths to take any sort of job just for the sake of relocation, for in the long run this is the sort of thing which will curb public opinion against evacuees.

Community Education:

High School:

- a. Shower and water heating plant to be restored in good condition on Block 32.
- b. That M and O finish the cleaning up and repair begun by the high school students.

Adult Education:

- a. The Topaz Art School staff and students have been asking that their school be moved to a more central location of the city.
- b. A telephone is essential at the present time to carry on the program efficiently of the Adult Department.

Project Hospital:

- a. None

VI. PROJECTED ACTIVITIES:

Internal Security:

- a. No major projects.

Consumer Enterprises:

- a. No comments.

Community Welfare:

- a. Clothing is doing their utmost to complete April clothing allowances shortly.
- b. The request received last week from Washington for a report on available space in the Project is further indication that we are to expect large scale transfers.



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Community Education:

Pre-School:

- a. Pre-School teachers are making preparations for Open House this week.
- b. Some High School girls from the Child Development course have indicated their desire to work in the pre-schools this summer. Plans for their training are being made.

Elementary School:

- a. Play by the High Fourth Grade of the Mountain View School.
- b. Creative dance review by the first and second grades of the Mountain View School.

High School:

- a. Senior week is now under way and will be completed.
- b. Continued assistance to the farming project.
- c. Well balanced summer program in academic and work.
- d. Special instructions to those students who are deficient in English.

Adult Education:

- a. The Adult Education office is still working on the summer bulletin which will announce the schedule for the summer classes for adults.
- b. The Art School is placing part of the student work at the Topaz City Library.
- c. The Artificial Flower Making classes will have an exhibit in the middle part of July.
- d. The Topaz Sewing and Designing School will have their Student Fashion Exhibit and Tea at the school, Rec. Hall 35 on Saturday and Sunday, June 26 to 27. The public is cordially invited to attend this semester-end display of student work.
- e. The Basic English class will have their final semester-end exercise and social on June 29, 1943, at Dining Hall 32 from 7:00 p.m.
- f. The Art School will organize a student body association in the near future.
- g. All sections of the Adult Department will cooperate with the city-wide Fourth of July celebration.

Division of Operations.

- a. Operational work of the Summer Camping Program.
- b. Operational work of the Fourth of July Celebration.

Project Hospital:

- a. None.



# COMMUNITY ACTIVITIES

	Enroll- ment	No.	Sess.	Mem.	Attendance Total	Total Last Wk.	Total This Mo.	Total Last Mo.
A. Regularly Scheduled Groups								
1. With definite enrollment								
a. Age Group Clubs	115	5	5	90	90	81	264	377
b. Special Interest								
1. Model Airplane								
c. Boy Scouts	98	6	6		234	221	602	288
d. Athletics								
1. Boxing								
2. Indust.								
3. Age Groups	175	14	7	250	3205		5955	5126
a. Softball								
b. Softball	73	6	3	67	210	135	768	507
c.								
d.								
4. Others								
Block league	500	40	16	345	2412	2192	8149	8627
e. Brownies	133	8	7	68	68	72	240	150
f. Girl Reserves	79	2	4	102	102	97	249	221
2. Without definite enrollment								
a. Library Musicale								
b. Educational Trips								
c. Bridge			19		342		607	645
d. Flower Making			1		200	125	375	330
e. Adult--Gok-Shogi			8		91	80	251	280
f. Adult Entertainment			28		3049	3103	9312	7943
g. Adult Athletics			1		560	1504	2051	4235
h. Adult Utai			2		511	516	1515	1589
i. Adult Others			9		146	139	413	351
j. Athletics			7		246	277	789	871
			12		125	75	300	837



	Enroll- ment	No.	Sess.	Attendance Mem. Total	Total Last W.	Total This No.	Total Last Mo.
B. Not Regularly Scheduled Groups							
1. Special Events							
a.							
b.							
c.							
d.							
e.							
f.							
2. Athletic Activities							
C. Groups under Joint Auspices							
1. Private Groups							
a. Parties							
2. Religion							
a. Buddhist				2300	2200	7300	6900
b. Protestant				1900	1900	5600	5100
c. Catholic				200	200	600	650
d. Seventh Day				300	300	900	900
D. Services to Individuals							
1. Attendance							
a. Rec. #1 - Bridge				200	250	575	585
b. Rec. #10				1510	1402	4610	4864
c. Rec. #16 - Library				3410	1600	5203	5400
d. Rec. #20				1703	1600	5203	5400
e. Rec. #29 - Handicraft				272	300	887	1075
f. Rec. #34							
g. Rec. #36				310	300	1060	1800
h. Rec. #38 - Gym							
i. Rec. #42 - Boy Scout Lodge				232	225	721	386
E. Grand Totals				23928	21426	72878	95409



# HOSPITAL REPORT

ITEM	THIS WEEK	SAME WK. PREV. MO.	TO DATE THIS MO.	TO DATE PREV. MO.
	6/17 - 6/23	5/20 - 5/26	5/27 - 6/23	4/29 - 5/26
Patients admitted				
adults-----	21	23	99	88
children-----	6	8	24	32
new-born-----	4	1	11	8
Patients discharged				
adults-----	31	25	99	89
children-----	4	6	33	44
new-born-----	1	4	6	12
Patients remaining				
adults-----	75	75		
children-----	10	19		
new-born-----	8	3		
Vacant beds-----	33	31		
Major operations-----	2	6	17	21
Plaster casts applied---	4	1	10	5
Births				
boys-----	2	1	6	3
girls-----	2	0	5	5
stillborn-----	0	0	1	0
Deaths				
Adults				
male-----	0	2	0	2
female-----	0	0	0	0
Under 21 yrs.				
male-----	0	0	0	0
female-----	0	0	0	0



	THIS WEEK 6/17 - 6/23	SAME WK. PREV. MO. 5/20 - 5/26	TO DATE THIS MO. 5/27 - 6/23	TO DATE PREV. MO. 4/29 - 5/26
X-rays				
medical-----	84	80	438	463
dental-----	25	43	86	121
Out-patients-----	373	364	1458	1433
Out-patient treatments---	170	177	834	765
Dental patients-----	422	375	1586	1519
Optometry patients-----	262	243	1024	687
Laboratory exams-----	578	833	2467	2923
Prescriptions filled-----	456	405	1777	2302
Home calls by physicians---	16	5	33	6
Ambulance calls carrying patients-----	258	259	1134	1187
Meals served patients---	1251	1895	4926	8280
Diets-----	807	-	3490	-
Formulas-----	936	887	3653	3638
School children exam'd---	121	152	636	669
Dess hall workers-----	-	-	-	-
Teachers examined-----	-	-	-	-
Others examined-----	-	-	-	-
Home visits by PHN-----	600	917	2094	5004
Social service cases-----	24	72	177	221
Communicable diseases---	28	9	47	54
Non-communicable diseases---	-	-	-	-
Classes for nurse's aides and orderlies-----	3	0	4	14
Classes for Home nurses--	0	5	0	20



*File*

WAR RELOCATION AUTHORITY  
Central Utah Project

COMMUNITY WELFARE SECTION  
QUARTERLY REPORT

September 30, 1943

1. PERSONNEL EMPLOYED AND RELOCATION PROGRESS:

A. Permanent..... 4  
B. Temporary..... 2  
C. Residents:  
Adm. B..... 5  
Personal Services.....11  
Public Assistance..... 6  
Office Management..... 4  
Child Welfare..... 4  
Student Relocation..... 3  
Clothing..... 12  
Housing. .... 5  
Total..... 50

D. Indefinite Leaves for this period..... 0

E. Seasonal Leaves for this period..... 1

F. Adequacy of present personnel:

The transfer program drastically cut the personnel in our section, especially in the Clothing and Housing Units. However, almost complete replacements have been made with new residents from the Tule Lake Center.

2. CURRENT WORK:

A. Child Welfare Unit:

1. During the past 3 months, 16 baby beds and mattresses were issued to those families who were financially unable to buy them.
2. Baby clothes and diapers were distributed to 48 families during this period. Also 5 families, recent arrivals from Tule Lake, were assisted in meeting their emergency needs as their baggage had not yet arrived.
3. Applications for Public Assistance grants to purchase baby layettes totaled 32. Reports of new pre-natal cases were received from the hospital so that each P.A. grant application for a baby layette can be checked and issued 2 months before the arrival of the child. Home interviews are made on all cases to check the condition in the homes.
4. Weekly and bi-weekly housekeeping service is extended to 9 families. Those receiving assistance are:
  - a. Two bachelors who are physically unable to tend to their own needs.
  - b. Five families where both parents are too ill to do heavy work.
  - c. Two families where the husbands are interned and because of ill health the mother cannot do housework and care for the small children at the same time.



B. Clothing Unit:

1. During this quarter, particularly during the month of September, the principal activity was preparing clothing allowances for transferees to Tule Lake in time to get the families paid before they left the Center. This involved considerable extra work but was accomplished.
2. The activity 1, stated above, delayed considerably the preparing and vouchering of clothing allowances for residents remaining in this Center. This delay could have been avoided had we been able to immediately replace five members of the clerical staff who either returned to school or transferred to Tule Lake. There was a period of approximately two weeks, between the 11th and the 26th, in which the clothing staff was depleted to a point which brought the work almost to a standstill. By the end of this week, however, all August clothing allowances will have left this office, and the work will once more return to a current basis.
3. Total clothing allowances vouchered for August covering transferees: \$4,764.02  
461 Individuals  
272 Heads  
1,365 Persons
4. Basic family cards for transferees to Tule are ready for the entering of September payrolls, and will be ready for shipment within a few days after the pay-rolls are received.

C. Housing Unit:

1. Adjustments --- 239 (which include cancellations and adjustments of transferees from Tule Lake. These figures are approximate as there was not enough time to make an absolutely accurate account of the great many requests for adjustments.)  
New requests for adjustments during the quarter --- 155
2. Inductions:

Tule Lake.....	1507
McNeil Island, Washington.....	1
San Mateo, Calif.....	2
Manzanar, Calif.....	5
Agnew, Calif.....	1
Gila, Arizona.....	2
Poston, Arizona.....	24
Leupp, Arizona.....	3
Salt Lake City, Utah.....	2
Santa Fe, New Mexico.....	12
Sharp Park, Calif.....	1
Rohwer, Arkansas.....	1
Provo, Utah.....	1
Heart Mountain, Wyoming.....	1
US Immigration Station, Washington.....	1
Re-inductions.....	29
Total.....	1593



3. Requisitions to Public Works..... 20

D. Personal Services Unit:

1. Special Cases..... 11

Problems have come up where the members of different families disagree in their opinions in the transfer to Tule Lake causing family dissension. Practically all cases have been solved to the best advantage of those concerned.

2. Transfers:

a. Requests from other Centers - 25

b. Approvals - 6

Due to the shortage in housing during the present transfer program, most transfers have been deferred until a later date. Those approved are being accommodated in the homes of their relatives.

c. To other centers - 1

3. Visits:

a. To other centers - 11

b. From other centers - 7

4. Applications to return to Hawaii - 6

5. Red Cross Messages

a. To Japan - 1,911

Word was received from Washington, D.C. that the S.S. Gripsholm would take messages by the Red Cross to Japan, thus 1,885 messages were able to be sent in a day and a half.

b. Messages from Japan - 67

6. Residence Permits - 19

Out-of-town residents - 2

The majority of the cases were not able to meet the living expenses, however, several could not find housing.

7. Funerals - 6

Out of Topaz - 1

In the case of one death which occurred in another center, the body was sent here to the relatives.

8. Change of Head - 17

Changes of heads have been made because of illness or unemployment of the heads of families and also in cases where the head of the family transferred to Tule Lake.

9. Day Passes - 148

a. Delta - 58

Most of the pass requests dealt with banking services. Many of the transferees had money sent in before leaving Topaz while others had to make changes in their accounts for the members remaining here.

b. Fillmore - 27

c. Funeral - 63

E. Special Counseling Unit:

1. Establishment

This unit was first established on July 14th as a function of the Community Welfare Section.



This was headed by an appointive staff member, Mrs. L. Watson and 7 social workers who were assigned to counsel residents on changes of their "loyalty" status from their cancellation or application for expatriation and changes in their registration answers to either negative or affirmative. Our Youth Guidance social worker was assigned to counsel those under 17 years of age. Applications for Hearings were also taken by this unit.

On July 26th, this Special Counseling Unit became an entirely separate section from the Welfare Section known as the Transfer Office. Interviews were given and a sincere attempt was made to assist these persons by encouraging their careful consideration if changes were contemplated and by informing them of the probable effects of such changes upon their future.

2. Volunteers

Persons who volunteered to transfer with their families have been interviewed as well as individuals who have chosen to remain in Topaz, although such choice may mean a breaking of family unit. The fact that individuals have a right to make their own decisions regarding their answers on the registration form has been emphasized. In some cases this has resulted in separation in family members. Individuals so separated and remaining in Topaz have been referred to the family service unit which has assisted in adjustment to the changed living conditions. Families who have had difficulty in arriving at a unanimous decision regarding transfer have been assisted and encouraged to think through, and to thoroughly discuss their problems.

3. Traveling of Transferees

In regard to the actual process of transfer, the work has consisted of several services. Arrangements were made for sleeper accommodations for those who desired and were eligible to be assigned to them. Such persons may be classified in the following groups:

- a. The aged and infirm
- b. Women pregnant, three to six months
- c. Mothers with babies under 18 months
- d. Special medical cases.

Diagnosis and classification of each case was received from the Medical Staff and sleeper accommodations were made accordingly. Persons unable to travel because of medical problems were visited and helped to make adjustment to delay their transfers. Changes in train and car assignments were discussed with the transferees and they were allowed to participate as much as possible in the adjustments made.

4. Induction

At the time of induction of each group, three counselors met all persons, presented them with "Welcome to Topaz" booklets and were available to assist with special problems.



Some of the problems were as follows:

- a. Children separated from their parents
- b. A child who needed medical attention
- c. A woman who had inadequate food and clothing for her baby
- d. A lone aged person desiring to locate relatives.

5. Social Work following Induction:

In days following induction each family unit was visited by the assistant counselor of this Unit or by the Jr. Counselor in the Housing Unit. A check was made on housing, possession of clothing, etc., to insure such articles were adequate to meet their needs until baggage and freight arrived. Help was given in locating community resources, including educational vocational, religious and other social services. Some lonely persons were aided by an introduction to other residents of the community who might take an interest in their welfare.

6. Departure of Transferees

At the time of departure, transferees were also offered counseling, services. Some of the services consisted of:

- a. Last minute delivery of packages to transferees
- b. Delivery of messages to friends and relatives left behind
- c. Locating lost articles and arranging to have them returned to the owners.

7. Personnel:

The number of employees for most of the period has been adequate but insufficient understanding and skill has decreased the effectiveness of the work, and discouraged preservation of much valuable social information. More appreciation of the value and content of social case histories and of the finer aspects of professional relationship need to be developed. Attempts at remedying this situation have been made through conferences with workers and informal group discussions. The family service head and head of the unit have discussed and made some plans for a staff development program

F. Public Assistance Unit

1. Assistance is given to:

- a. Sick people who must have Medical Referrals with the exception of chronic patients who are permanently unemployable. Temporary cases must be rechecked at the hospital every 3 months. Since August, a medical worker from the hospital has been assigned to examine patients at home who are unable to go to the hospital for a check-up.  
As the records on cases referred by the hospital are too generalized and need more elaboration, all medical referrals are presently being re-checked.
- b. Widows, widowers, orphans.



- c. Divorced people, temporary separations, segregated families.
- d. Families where the heads are interned, in sanitariums, in service or outside.
2. Staff development:  
Staff meetings are held whenever special occasions warrant it to discuss certain problems. All important matters which are discussed at cabinet and inter-departmental meetings and which concern the responsibility of the units are reported to the personnel.
3. Co-operation between other Sections:  
The Clothing and Placement Division have been of great assistance to the Unit from their excellent co-operation and efficiency in furnishing financial and employment information for checking P.A. applications.

G. Ration Office:

1. No. of Ration certificates issued:	
July	Ration Book #1 issued -- 258 Ration Book #2 issued -- 314 Special Shoe Stamps issued -- 1425 Food Certificates issued -- 573 Food Certificates returned <u>-149</u> Total..... 424
August	Ration Book #1 issued -- 169 Ration Book #2 issued -- 191 Special Shoe Stamps issued -- 1258
September (9/1--9/25)	Ration Book #1 issued -- 157 Ration Book #2 issued -- 181 Special Shoe Stamps issued -- 846

H. Student Relocation:

1. This unit has been busily engaged in counseling students as to their choice of a college, and assisting them in making a selection of their major subject. Also, this unit, has been working through the National Student Relocation Office in an effort to find part-time employment for students who are in need of such employment.
2. During the past three months, 54 students have been accepted through our Student Relocation Unit to various colleges and universities. Of this group, 31 students are now attending their respective schools.
3. There are 5 potential students working in Provo, Utah.
4. \$100, scholarships are being distributed to accepted students.
5. The senior students of the high school are presently being contacted to make necessary arrangements for the students who plan to further their education.
6. Numerous letters have been written to the students inquiring how they are getting along. From the letters received so far, they are all making good progress.



I. Travel Unit:

1. Relocation grants

In July, Relocation Grants were temporarily stopped during the new appropriation by Congress for the fiscal year. This caused some confusion as the constant movement of relocatees was momentarily suspended.

2. Relocation Office

Since the formation of the Relocation Office in July, the filling out of referrals and applications for Relocation Expense have been taken over by that office, however, the actual work is still being done by the Welfare Division.

3. Statistical Report of grants issued:

July

74 individuals

9 families (23 members)

Total amount issued - \$6,972.68

August

87 Individuals

14 families (39 members)

Total amount issued - \$8,682.18

September

79 individuals

29 families (51 members)

Total amount issued - \$8,772.41

J. Incoming Mail: *Month of Sept.*

Segregation.....	33
Student Relocation.....	27
Family Internment.....	2
Visits.....	32
Extensions.....	3
WRA Washington.....	5
Hospital.....	4
Transfers.....	18
Inquiries of Evacuees.....	10
Residence Permits.....	2
Red Cross.....	12
Ration.....	14
Miscellaneous.....	32
Repatriation.....	2
Parolees.....	2
Housing.....	2
Funeral.....	5
	<hr/>
	205

K. Reception List:

Referral.....	96
Personal.....	214
Short-Term Leave.....	54
Pass to Delta and Fillmore.....	158



Public Assistance.....	174
Change of Head.....	51
Letter and Inf. on Intern. Camp.....	15
Transfer... ..	34
Resident Permit.....	43
Leave Extension.....	9
Special Service.....	49
Family Consultation.....	2
Red Cross.....	243
Wedding Preparation.....	6
Funeral.....	15
Indefinite Leave.....	53
Seasonal Leave.....	81
Family Relocation.....	16
Inf. and Transfer to Hawaii.....	38
Inf. on Baggage of Repatriates.....	3
Declination.....	26
Repatriation.....	1174
Inf. on Segregation.....	154
Change Registration Answer.....	19
Center to center visit.....	24
Information on train assignments.....	16
Red Cross Cable Expense.....	2
Total.....	1707

### 3. SUPPLIES AND MATERIALS NEEDED:

Adequate

### 4. PROBLEM AGENDA:

#### A. Clothing Unit

1. The major problem is the interpretation of Administrative Instruction #103 which conflicts with some parts of Instruction #27 under which we have been operating.
  - a. Dependency is not clearly defined.
  - b. Instruction #103 indicates that we return to the old procedure of 15 days of work rather than half the number of hours worked, which policy was put into effect April 1 when pay-rolling instructions were revised. Verbal advice from the Washington office cleared these points somewhat, so until written revised instructions are received from Washington, we are using the procedure which was instituted April 1.

#### B. Housing Unit

- a. For many months the Housing Unit has been aware of the crowded condition of many families. Segregation offered an opportunity for considerable correction to this situation. Therefore, applications for intercity moves were accepted. Some 134 applications were taken before the deadline.



When one considers the fact that the moves involved between 1,000 and 1,500 people, the adjustments were accomplished with a minimum of friction. Each case was heard by sympathetic workers, and a conscientious effort was made to correct the errors and as far as possible, grant the requests made. The staff worked day and night during the transfer period in order to take care of necessary adjustments.

- b. Everyone in Topaz seemed to get into the spirit of moving--many of them not until after the Tule Lake people began to arrive. There was considerable dissatisfaction when they were refused permission to move and their requests placed on file for later handling; but it was physically impossible for the staff to make more adjustments and still handle the induction of the 1500 residents.
- c. Under the pressure of this moving spirit which suddenly took hold of the residents of Topaz, many made reservations to move; but when the time came, they had changed their minds and decided to stay where they were. This, of course, upset other scheduled moves and further adjustments were necessary. Although the staff had tried to make very sure that all scheduled adjustments were definite desires rather than whims of the moment, considerable difficulty was encountered under this change of mind.
- d. Many of the apartments were left in very dirty condition. This was particularly true of the apartments in Block 1, and there were many transferees from Tule Lake who flatly refused to move into apartments in such condition and that attitude for the most part was entirely justified. The condition of apartments was responsible for more discontent than any other one single factor.
- e. It was necessary to call upon Internal Security several times to solve the problem of unauthorized moves. A crowded family seeing the apartment next door open, up, had a tendency to move in and ask later. We had two or three cases of persons living alone in large rooms refusing to move when the time came, although they had previously seemingly willingly consented to move to other quarters.
- f. Giving adequate space to the new units:  
Some 370 new family units must be satisfactorily located here, creating several major problems:
  - (1) Family units cannot be successfully housed in barrack-type of housing because they are basically different from large groups of the same sex for which the barracks are designed.



- (2) The exchange of family units in the transfer program was not even. In the exchange of singles and large families of 6 and more members, many more large families came to Topaz than left, creating a very difficult problem in obtaining double rooms.

g. Attempting to place relatives in proper geographical relationship:

- (1) Train lists did not indicate family relationships nor inter-family relationships.

e.g. A young married woman with a family of small children had been living near her mother at Tule Lake, where the mother had helped in taking care of the family. From the train list it was not possible to tell that these two families were related and so they were separated when they arrived in Topaz.

In other cases, families whose members used different last names were inadvertently separated.

Re-adjustments in order to get these families closer together is and will continue to be a major problem.

C. Public Assistance Unit

1. Many residents over 50, especially women, feel that they should at least receive clothing allowances as they are not well enough to take the usual available jobs, although they are unable to receive a medical statement of disability. Many of these women are going through the menopause period. Therefore it is recommended that either the age limit be lowered or the hospital take these things into consideration.
2. There have been many relocatees who have left their dependents to be given subsistence until they are ready to send for them. Some have been out over six months while their families remain in the center receiving P.A.
3. The necessity for the cutting down of resident personnel is creating a problem for families who have been dependent upon the income of the working members. Since some of these persons are now without employment, their families are left without any means of support.

5. RECOMMENDATIONS OR GENERAL SUGGESTIONS

A. Personal Services

1. Several residents have requested that their rooms be repainted white. This could be done on voluntary basis in each block and should be done especially for transferees as many of the apartments into which they were forced to occupy, were left in very dirty and poor condition. Immediate attention to this matter is requested.



B. Ration Office

1. We suggest the issuance of Ration Book #3 from this office and the sending of original applications to the Salt Lake OPA mailing center for their files of any duplications.

C. Housing Unit

1. There is a need of a policy regarding the moving of families who have become over-housed through relocation of members in their families.
2. It is recommended that a program of apartment renovation be undertaken immediately.

D. Special Counseling Unit

1. Staff efficiency and morale may be improved by giving more attention to interpretation of policies, procedures, etc., by group discussion of problems; and a general program which would provide information and promote stimulating discussion of general social principles and problems. More case conferences would be of considerable value for educational purposes and for direct improvement of services offered.

E. Clothing Unit

For months the Clothing Unit has been making various recommendations through reports and discussions regarding records, marriage and leave. It seems hardly worthwhile to add this again to the suggestions; but nonetheless, it would be helpful to this and other departments if a better system of recording vital statistics were worked out.

Claud Pratt  
Acting Head Counselor  
Community Welfare Section

Michiko Okamoto  
Reports



Housing  
Rec 30

SEMI-MONTHLY REPORT  
COMMUNITY WELFARE SECTION

June 10, 1945

1. Personnel Employed and Relocation Progress:

a) Permanent	4
b) Temporary	0
c) Residents:	
Clothing	11
Housing	4
Family	48
Youth	<u>5</u>
	68

- d) Indefinite Leaves for this period - 1  
Previous to this week, the following have left our Section on relocation:

1) Anemiya, George	2-5-43	Pocatello, Idaho
2) Fujii, Kenji	5-7-43	Mt. Clemens, Mich.
3) Fujii, Sumi	5-31-43	Bemington, Vt.
4) Hirao, Kay	5-31-43	Salt Lake City
5) Iiyama, Ernest	6-16-43	Chicago, Ill.
6) Ikeda, Helen	5- -43	Salt Lake City
7) Ikeda, Kay	11-2-42	St. Paul, Minn.
8) Iijima, Kazu	3-27-43	Petal, Miss.
9) Katayama, Yuki	5-17-43	Cleveland, Ohio
10) Kato, Jimmy	4-16-43	Kalamazoo, Mich.
11) Kawaguchi, Ruby	5- -43	Salt Lake City
12) Kikuchi, Chizu	5-5-43	Chicago, Ill.
13) Kitano, Chizu	4-19-43	Chicago, Ill.
14) Kobuchi, Joane	11-2-43	St. Paul, Minn.
15) Kochiyama, William	2-16-43	New York City
16) Kumezawa, Nobu	5-28-43	Philadelphia, Pa.
17) Kyogoku, Marii	5-31-43	Cleveland, Ohio
18) Masaoka, Ben	5-5-43	Camp Shelby, Miss.
19) Nakao, Hatsuye	1-6-43	St. Paul, Minn.
20) Nosaka, Fumi	5- -43	Salt Lake City
21) Nozawa, Martha	2-1-43	St. Louis, Mo.
22) Okusa, Michael	6-15-43	Chicago, Ill.
23) Shimizu, Mitsu	1-23-43	Murray, Utah
24) Suenaga, Rose	11-5-43	Detroit, Mich.
25) Takizawa, Chiaki	5-1-43	Salt Lake City
26) Toda, Setsu	12- -43	Salt Lake City
27) Yamashita, Kay	5-27-43	Philadelphia, Pa.

Seasonal Leaves for this period: 0

- e) Adequacy of personnel.

Our manpower shortage has been solved, for the present, by the reorganization of the Section.



## 2. CURRENT WORK:

307 Requests for services via mail and office were recorded for the period, May 25 to June 7.

## I. Family Relocation Unit

- a) Arrangement was made with the Leave Office so that this Unit will be notified as soon as boys 19 and under apply for leave clearances. Forms to certify parents' approval are being mimeographed. These are necessary as there has been instances of youths under 19 leaving without their Parents' consent nor without finishing school.

## II. Personal Services:

- a) Seven wives and their children, making a total of 20 persons left Topaz for Crystal City, Texas on June 9 to join the interned member of their family.

## III. Housing:

- a) Adjustments:  
     Number of new assignments . . . . . 46  
     New requests for adjustments . . . . . 8  
     Total requests on hand . . . . . 27
- b) Clearances:  
     Indefinite Leaves . . . . . 55  
     Seasonal Leaves . . . . . 55
- c) Inductions:  
     A total of 22 persons were inducted; 2 from Lordsburg Internment Camp, 8 from Gila, 2 from Heart Mountain, and 10 were returns from Indefinite Leaves.
- d) Transfers:  
     Two transfers were approved, bringing the total pending to 10.
- e) Vacancies: 33 apartments
- f) Requisition from Public Works  
     Fifteen requisitions were made for crating material and boxes for those residents relocating.

## IV. Clothing:

- a) February Clothing are now all paid.
- b) Most of the Supplementary Orders for Oct., Nov., Dec., Jan., and Feb., have been paid out.
- c) At present, Order #125 for March is being paid out which includes A to Li.
- d) Allowances for part-time workers have been vouchered up to date.
- e) Now working on supplements for April.
- f) Clothing Allowances have been paid to 2,451 individuals during the period May 24 to June 7.

## V. Ration Office:

- a) Number of Book #1 issued . . . . . 100
- b) Number of Book #2 issued . . . . . 114
- c) Shoe Stamp renewals . . . . . 519
- d) Number of points processed for food . . . . . 101
- e) Number of points for meat . . . . . 1182
- f) Number of points for sugar . . . . . 51
- g) Coffee . . . . . 18 lbs.



#### VI. Student Relocation:

- a) Four students took the College Entrance Board Examination Saturday, June 5; two for Yale, one for Barnard and one for Rutgers University.
- b) Mrs. Marion Brown Reith, Field Secretary of the National IWCA, has been visiting the Center for the purpose of counseling young people interested in student relocation.
- c) This Unit is working on an all-out program to get students into colleges by October 1. This means:
  1. we must have those wishing to go to colleges, accepted by a college before August 1.
  2. to get completed papers into Washington before August 15.
  3. secure leave clearance before September 15. This involves the sending of three copies of the Student Questionnaire to N.S.R.C., evidence of financial resources if any, and three official copies of his transcript of high school record.
- d) Students are continually pouring into this office for advice.

#### VII. Child Welfare:

- a) Two large bales of baby clothing were received by the American Friends of Philadelphia. These will be distributed to needy families on recommendation of the worker.
- b) Survey is being made for the distribution of the 50 baby cribs.
- c) Applications for nine public assistance grants for baby layettes were submitted.

#### VIII. Youth Guidance.

- a) "The Committee on Committees" recommended the continuance of the Committee on Prevention of Delinquency meetings to be called subject to need.
- b) Investigations are being made on reports that small children are breaking into the elementary school on weekends and after school.
- c) In regards to the summer camp at Antelope Springs, this Unit recommended (1) that applications be checked with the Parents.
- d) As yet, vacancy for secretaryship for the Juvenile Board has not been filled.

#### IX. Travel Unit:

- a) To date this Unit has issued to the Fiscal Division, 207 requests for relocation expenses.

#### 3) SUPPLIES AND MATERIALS NEEDED:

- a) Electric Clock for Rec. 30
- b) One standard typewriter for the Family Unit.
- c) 18 steno. desks for the Welfare Department..
- d) 10 Executive desks for the " "
- e) Two pen sets for the Ration Office.
- f) Two bulletin boards for the Family Relocation Unit.



4) PROBLEM AGENDA:

- a) Students going out on Indefinite Education leaves are not at present, eligible for travel grants. It is hoped that some action could be taken for their interest, as most students go out to spend what meagre funds they have and work part-time to see their way through college.

RECOMMENDATIONS OR GENERAL SUGGESTIONS:

- A) Lumber requisitions for apartment improvements and basic furniture are handled now both by Housing and the Block Managers. It is recommended that a clarification be made and one body be designated to handle them.

PROJECTED ACTIVITIES:

- a) Clothing expects to have April Allowances vouchered very shortly.
- b) In view of the WRA policy to ultimately close some of the centers, Housing is continuing to make adjustments in preparation for any influx.

Asako Sakai, Administrative Asst.  
in Reports and Procedures.

APPROVED:

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George Lafabregue, Head Counselor  
Community Welfare Section



*Housing  
Per 3rd*

SEMI-MONTHLY  
COMMUNITY WELFARE SECTION  
June 24, 1943

1. Personnel Employed and Relocation Progress:

a) Permanent	4
b) Temporary	0
c) Residents:	
Housing	5
Clothing	10
Youth	6
Family	47
	<u>68</u>
d) Indefinite leaves for this period:	2
e) Seasonal leaves for this period:	0
f) Adequacy of personnel:	Sufficient

2. Current Work:

A. Family Relocation Unit

Since this unit started functioning May 24, the following have been handled as of June 21, 1943:

1. Project clearance interviews.....209
2. Change of heads..... 36
3. Re-admittance applications..... 2

In this connection an arrangement has been made so that students on protracted visits to the center this summer may apply for residence status if he wishes to stay to add to the manpower situation.

4. Employment Referrals..... 11

Relocation Employment Referral Forms have been devised and are used for the purpose of facilitating and expediting the relocation of whole families. Upon interview these forms are completed, and are routed to the Relocation Offices to be forwarded to the WRA Relocation Offices near or in the vicinity in which family desires to re-settle.

B. Public Assistance Unit

1. Thus far for the month of June, 173 applications for public assistance have been submitted and approved. There are still 60 more regular PA's to be submitted for this month.
2. With the cooperation of the Medical Social Worker in the Hospital, the list of those who are indefinitely unemployable is being rechecked.

C. Child Welfare

1. Several boxes of clothing were received from the YWCA at Western College. The Inter-faith group has been contacted to assist in cleaning and distributing the clothing.
2. This unit is proceeding with the interviewing of 114 families to determine the need for baby cribs and baby clothing. This number includes 80 babies born in Topaz, plus those babies up to 2 years who have been aided by public grant.



# Semi-Monthly Report - Welfare

## D. Student Relocation Unit

1. Elaborate plans are being made for the camp-wide carnival to be held on the July Fourth week end. Seventy-five percent of the intake will go to the Student Scholarship Fund, which at this date totals \$1,000.05.
2. As a result of a conference held with the Employment Division, possibility of securing jobs for students, particularly near their school of future relocation, a plan was evolved whereby all students are to be contacted, and relocation applications are to be filed in triplicate; one copy for the Student Relocation Unit, one for the Relocation Office, and one for the Relocation Office nearest the point of desired relocation.
3. During the past week, 2 students left for eastern colleges, one for Smith College, Northhampton, Mass., and the other to Pendle Hill, Willingford, Pa.

## E. Youth Guidance

1. There were a few cases during the past week regarding youth, who for some reason or another desired to move away from their parents in order to live elsewhere within the Center. These cases were complicated at times, but this unit managed to settle them one way or another.

## F. Clothing

1. March clothing allowances are now being paid except for Order #129 which includes letters Mitu-Miyo which is being held at the Fiscal.
2. April allowances have been vouchered out through letter N.
3. April allowances have been audited from letters A through HI.
4. During the period of June 7 to June 21, 3,576 clothing allowances have been paid.

## G. Ration Office

The following have been issued during the two weeks' period, June 7 to June 21:

Ration Books #1.....	72	
Ration Books #2.....	81	
Special Shoe stamps in lieu of stamp #17		
First time.....	51	
Renewals.....	196	
Special Shoe stamps in lieu of stamp #18.....	146	
Food certificates.....	429	
Processed foods.....	1066	points
Meats.....	1324	"
Coffee.....	15	pounds
Sugar.....	36	"

## H. Housing

1. Adjustments:
 

Number of new assignments.....	42
New requests for assignments.....	12
Total requests on hand.....	27
2. Clearances:
 

Indefinite leaves.....	41
Seasonal leaves.....	36



## Semi-Monthly Report - Welfare

3. Inductions:  
A total of 24 persons were inducted. They include a family of 9 from Corrine, Utah; 4 from Lordsburg Internment Camp; 3 from Heart Mountain; 2 from Granada; 2 from Poston; 1 from Denver, Colorado; 1 from North Hampton, Mass.; and 2 were re-inducted from indefinite leaves to Salt Lake City, Utah.
4. Requisitions to Public Works:  
For crating materials and boxes..... 9  
For lumber for apartment use.....10
- I. Travel Unit  
During the period, June 8 to 23, 40 requests for relocation grants have been submitted to the Fiscal Division, bringing the total of 235 requests made to date.
3. Supplies and Materials Needed:  
A. Bulletin Board 36" x 28"  
B. Air conditioners for Rec. 23 and 30  
C. Water cooler for Rec. 23 and 30
4. Problem Agenda:  
A. Housing is awaiting a clarification on who is to handle lumber requisitions for crating and for apartment improvements. It was pointed out in the last report, that lumber for the latter purpose is being handled both by the Block Managers and Housing. A recommendation was made that one body be designated to handle these requests.
5. Recommendations or General Suggestions:  
A. Inasmuch as students merit the same consideration as other relocatees, it is hoped that approval may be received for issuance of travel grants to them.  
B. The Family Relocation Unit recommends that a more thorough investigation be made of job offers, especially seasonal work. The recent Cedar City incident and the experiences of those who went to Provo, on promise of steady employment, but found employment conditions otherwise, does not help create confidence in our Employment Division.  
C. Youth Section makes a recommendation that Employment Division investigate each youth as to housing, purpose, destination, etc., before issuing any types of jobs to young people. It is unwise to permit youths to take any sort of job just for the sake of relocation, for in the long run this is the sort of thing which will curb public opinion against evacuees.



Semi-Monthly Report - Welfare

6. Forecast of Projected Activities:

- A. Clothing is doing their utmost to complete April clothing allowances shortly.
- B. The request received last week from Washington for a report on available space in the Project is further indication that we are to expect large scale transfers.

Asako Sakai, Reports

APPROVED BY:

George Lafabregue, Hd Counselor  
Community Welfare Section

ASakai:ea



WAR RELOCATION AUTHORITY  
CENTRAL UTAH PROJECT  
Topaz, Utah

COMMUNITY WELFARE SECTION  
QUARTERLY REPORT

1. Personnel employed and relocation progress:

a. Permanent	4
b. Temporary	0
c. Residents	
Housing	5
Clothing	11
Youth	5
Family	49
TOTAL	69

d. Indefinite leaves for this period - 18  
e. Seasonal leaves - 0  
f. Adequacy of personnel - sufficient

2. Current work:

In order to make adjustments to keep up with our ever depleting personnel (31 relocatees to date) the major reorganization of the Family Units of the Welfare Section was effectuated May 26. A "worker for each block" system was replaced for a more consolidated service system, whereby three functional units were established: the P.A. Unit, the Family Relocation Unit, and the Special Services Unit. In this manner we are able to render our services adequately and expeditiously even with the continual loss of our workers.

a. The Public Assistance Unit

The following is the statistical report from this unit:

	April	May	June
Number of Family Units Receiving Grant	236	242	221
Number of Persons Dependent on P.A.	444	446	410
Amount Paid	April - \$4816.91		
	May - 2465.04		
	June - 4334.67		

b. Special Services Unit

This unit handles visits, transfers, funerals, Red Cross messages, personal letter writing, adult probation, and special counseling.

- 1) Seven wives and children making a total of 20 left Topaz for Crystal City, Texas, on June 9, 1943, to join interned members of their family.
- 2) All families who have lost members of their family in Topaz have been interviewed and a full report has been prepared for the case files.
- 3) A large number of transfer requests have been received from other centers which is perhaps due to relocation program, and departure of volunteers from the center, making it necessary for remaining members to join relatives here.



c. Family Relocation Unit

1. Pursuing the relocation policy, this unit was set up to assist the possible resettlement of family units through interviews and collaborations with the employment division. Potential relocatees are being interviewed as to their standard of living prior to evacuation, minimum subsistence for the family as a whole, types of relocation assimilation possibilities and work capabilities of the family. This information is compiled and thus far 20 referrals have been sent to the relocation office to be routed to the W.R.A. employment office near the point of desired relocation.
2. Project clearances, temporary change of heads, and readmittance applications are being handled.

d. Student Relocation Unit

1. The primary aim at the present time is to secure employment for the students during the summer near the vicinity where the student wishes to relocate. Students have been contacted and relocation applications have been filed for 33 persons. However, students must be accepted by the schools before they can attain these jobs.
2. Student Scholarship Fund at this date totals \$1100.70. In a concerted effort to reach the goal of 2000 dollars elaborate plans are being formulated for the camp-wide carnival to be held on July Fourth week end. Seventy-five percent of the profits or \$1,000, which ever amount is larger, will be set aside for this fund.
3. During the three months' period, nine women students and five men students left to continue higher education.
4. Sixtyfive percent or one-third of the high school graduating class has made applications to attend colleges. Five have already been accepted.
5. An all-out effort is being made to get students into college before October 1. This means college acceptance before August 1, completed papers by August 15, and clearance papers before September 15.

e. Clothing

1. Clothing allowances for April have been completed and will be ordered shortly.
2. Still in the development stage, pay checks and clothing allowances may be paid in one check in the future.

f. Ration

Report of April, May, June:	Amount Issued
Ration Book #1	554
Ration Book #2	665
Shoe Certificates	3213



	Amount Issued
Special Shoe Stamp in lieu of stamp #17	741
Special Shoe Stamp in lieu of stamp #18	564
Food Certificates	730
1. Processed Foods	1808 points
2. Meat	2674 "
3. Coffee	26 lbs.
4. Sugar	72 lbs.

g. Housing Statistics:

1) Adjustments	239	
2) Clearances		
Indefinite	356	
Seasonal	423	
3) Inductions		
New	92	
Re-Inductions	21	
4) Requisition for crating material and boxes		54
Lumber for Apartment use		39
5) Transfers		
Transfers approved	25	
Total pending	10	
6) Vacancies	28	

Progress Report:

- 1) The largest group adjustment of the period was made in April when 24 single men from Hawaii housed in temporary quarters in Dining Hall 1 were transferred to Barrack 12 in Block 1.
- 2) Surveys of overhoused apartment were made, and notices sent to residents that moving may be in order if we receive large group transfers from other Centers.
- 3) It will be noted that the vacancies at the end of March totaled 8, as compared to the 28 vacancies as of June 30.

3. Problem Agenda

- a. A question has been raised as to whether housekeeping service can be extended to professional persons since WRA does not stand the payment of wages for services rendered by resident to another resident. A clarification is pending whereby this policy can be relaxed under extenuating circumstances which would warrant the service to a person to obtain the services of that person for the benefit of the community.

4. Recommendations or General Suggestions

It is hoped that students leaving for colleges will ~~not~~ be able to receive travel grants as the majority are not financially able.



5. Projected Activities:

1. With plans being set for the establishment of a relocation office where the residents can complete clearances all under one roof, much of the confusion, delay and consternation of going through relocation processes will be eliminated.

Tentatively the Welfare Section will receive a space of 45' x 9' in the new office. This physical transfer to relocation office will affect student relocation, family relocation, ration and travel unit.

2. Welfare will sponsor two booths--football throw, and lassoing at the carnival. Staff members will volunteer and assist in running the concessions in shifts. Its total share will be contributed to the Scholarship Fund.

/s/

Asako Sakai, Reports

Approved by

/s/

George Lafabregue, Hd Counselor  
Community Welfare Section



WAR RELOCATION AUTHORITY  
Central Utah Project

COMMUNITY WELFARE SECTION  
QUARTERLY REPORT

September 30, 1943

1. PERSONNEL EMPLOYED AND RELOCATION PROGRESS:

- A. Permanent..... 4  
B. Temporary..... 2

C. Residents:

Adm. B..... 5  
Personal Services.....11  
Public Assistance..... 6  
Office Management..... 4  
Child Welfare..... 4  
Student Relocation..... 3  
Clothing..... 12  
Housing ..... 5  
Total..... 50

D. Indefinite Leaves for this period..... 0

E. Seasonal Leaves for this period..... 1

F. Adequacy of present personnel:

The transfer program drastically cut the personnel in our section, especially in the Clothing and Housing Units. However, almost complete replacements have been made with new residents from the Tule Lake Center.

2. CURRENT WORK:

A. Child Welfare Unit:

1. During the past 3 months, 16 baby beds and mattresses were issued to those families who were financially unable to buy them.
2. Baby clothes and diapers were distributed to 48 families during this period. Also 5 families, recent arrivals from Tule Lake, were assisted in meeting their emergency needs as their baggage had not yet arrived.
3. Applications for Public Assistance grants to purchase baby layettes totaled 32. Reports of new pre-natal cases are received from the hospital so that each P.A. grant application for a baby layette can be checked and issued 2 months before the arrival of the child. Home interviews are made on all cases to check the condition in the homes.
4. Weekly and bi-weekly housekeeping service is extended to 9 families. Those receiving assistance are:
  - a. Two bachelors who are physically unable to tend to their own needs.
  - b. Five families where both parents are too ill to do heavy work.
  - c. Two families where the husbands are interned and because of ill health the mother cannot do housework and care for the small children at the same time.



B. Clothing Unit:

1. During this quarter, particularly during the month of September, the principal activity was preparing clothing allowances for transferees to Tule Lake in time to get the families paid before they left the Center. This involved considerable extra work but was accomplished.
2. The activity 1, stated above, delayed considerably the preparing and vouchering of clothing allowances for residents remaining in this Center. This delay could have been avoided had we been able to immediately replace five members of the clerical staff who either returned to school or transferred to Tule Lake. There was a period of approximately two weeks, between the 11th and the 26th, in which the clothing staff was depleted to a point which brought the work almost to a standstill. By the end of this week, however, all August clothing allowances will have left this office, and the work will once more return to a current basis.
3. Total clothing allowances vouchered for August covering transferees: \$4,764.02  
461 Individuals  
272 Heads  
1,365 Persons
4. Basic family cards for transferees to Tule are ready for the entering of September pay-rolls, and will be ready for shipment within a few days after the pay-rolls are received.

C. Housing Unit:

1. Adjustments --- 239 (which include cancellations and adjustments of transferees from Tule Lake. These figures are approximate as there was not enough time to make an absolutely accurate account of the great many requests for adjustments.)  
New requests for adjustments during the quarter --- 155
2. Inductions:

Tule Lake.....	1507
McNeil Island, Washington.....	1
San Mateo, Calif.....	2
Manzanar, Calif.....	5
Agnew, Calif.....	1
Gila, Arizona.....	2
Poston, Arizona.....	24
Leupp, Arizona.....	3
Salt Lake City, Utah.....	2
Santa Fe, New Mexico.....	12
Sharp Park, Calif.....	1
Rohwer, Arkansas.....	1
Provo, Utah.....	1
Heart Mountain, Wyoming.....	1
US Immigration Station, Washington.....	1
Re-inductions.....	29
Total.....	1593



3. Requisitions to Public Works..... 20

D. Personal Services Unit:

1. Special Cases..... 11

Problems have come up where the members of different families disagree in their opinions in the transfer to Tule Lake causing family dissension. Practically all cases have been solved to the best advantage of those concerned.

2. Transfers:

a. Requests from other Centers - 25

b. Approvals - 6

Due to the shortage in housing during the present transfer program, most transfers have been deferred until a later date. Those approved are being accommodated in the homes of their relatives.

c. To other centers - 1

3. Visits:

a. To other centers - 11

b. From other centers - 7

4. Applications to return to Hawaii - 6

5. Red Cross Messages

a. To Japan - 1,911

Word was received from Washington, D.C. that the S.S. Gripsholm would take messages by the Red Cross to Japan, thus 1,885 messages were able to be sent in a day and a half.

b. Messages from Japan - 67

6. Residence Permits - 19

Cut-of-town residents - 2

The majority of the cases were not able to meet the living expenses, however, several could not find housing.

7. Funerals - 6

Out of Topaz - 1

In the case of one death which occurred in another center, the body was sent here to the relatives.

8. Change of Head - 17

Changes of heads have been made because of illness or unemployment of the heads of families and also in cases where the head of the family transferred to Tule Lake.

9. Day Passes - 148

a. Delta - 58

Most of the pass requests dealt with banking services. Many of the transferees had money sent in before leaving Topaz while others had to make changes in their accounts for the members remaining here.

b. Fillmore - 27

c. Funeral - 63

E. Special Counseling Unit:

1. Establishment

This unit was first established on July 14th as a function of the Community Welfare Section.



This was headed by an appointive staff member, Mrs. L. Watson and 7 social workers who were assigned to counsel residents on changes of their "loyalty" status from their cancellation or application for expatriation and changes in their registration answers to either negative or affirmative. Our Youth Guidance social worker was assigned to counsel those under 17 years of age. Applications for Hearings were also taken by this unit.

On July 26th, this Special Counseling Unit became an entirely separate section from the Welfare Section known as the Transfer Office. Interviews were given and a sincere attempt was made to assist these persons by encouraging their careful consideration if changes were contemplated and by informing them of the probable effects of such changes upon their future.

2. Volunteers

Persons who volunteered to transfer with their families have been interviewed as well as individuals who have chosen to remain in Topaz, although such choice may mean a breaking of family unit. The fact that individuals have a right to make their own decisions regarding their answers on the registration form has been emphasized. In some cases this has resulted in separation in family members. Individuals so separated and remaining in Topaz have been referred to the family service unit which has assisted in adjustment to the changed living conditions. Families who have had difficulty in arriving at a unanimous decision regarding transfer have been assisted and encouraged to think through, and to thoroughly discuss their problems.

3. Traveling of Transferees

In regard to the actual process of transfer, the work has consisted of several services. Arrangements were made for sleeper accommodations for those who desired and were eligible to be assigned to them. Such persons may be classified in the following groups:

- a. The aged and infirm
- b. Women pregnant, three to six months
- c. Mothers with babies under 18 months
- d. Special medical cases.

Diagnosis and classification of each case was received from the Medical Staff and sleeper accommodations were made accordingly. Persons unable to travel because of medical problems were visited and helped to make adjustment to delay their transfers. Changes in train and car assignments were discussed with the transferees and they were allowed to participate as much as possible in the adjustments made.

4. Induction

At the time of induction of each group, three counselors met all persons, presented them with "Welcome to Topaz" booklets and were available to assist with special problems.



Some of the problems were as follows:

- a. Children separated from their parents
- b. A child who needed medical attention
- c. A woman who had inadequate food and clothing for her baby
- d. A lone aged person desiring to locate relatives.

5. Social Work following Induction:

In days following induction each family unit was visited by the assistant counselor of this Unit or by the Jr. Counselor in the Housing Unit. A check was made on housing, possession of clothing, etc., to insure such articles were adequate to meet their needs until baggage and freight arrived. Help was given in locating community resources, including educational vocational, religious and other social services. Some lonely persons were aided by an introduction to other residents of the community who might take an interest in their welfare.

6. Departure of Transferees

At the time of departure, transferees were also offered counseling, services. Some of the services consisted of:

- a. Last minute delivery of packages to transferees
- b. Delivery of messages to friends and relatives left behind
- c. Locating lost articles and arranging to have them returned to the owners.

7. Personnel:

The number of employees for most of the period has been adequate but insufficient understanding and skill has decreased the effectiveness of the work, and discouraged preservation of much valuable social information. More appreciation of the value and content of social case histories and of the finer aspects of professional relationship need to be developed. Attempts at remedying this situation have been made through conferences with workers and informal group discussions. The family service head and head of the unit have discussed and made some plans for a staff development program

F. Public Assistance Unit

1. Assistance is given to:

- a. Sick people who must have Medical Referrals with the exception of chronic patients who are permanently unemployable. Temporary cases must be rechecked at the hospital every 3 months. Since August, a medical worker from the hospital has been assigned to examine patients at home who are unable to go to the hospital for a check-up.  
As the records on cases referred by the hospital are too generalized and need more elaboration, all medical referrals are presently being re-checked.
- b. Widows, widowers, orphans.



- c. Divorced people, temporary separations, segregated families.
- d. Families where the heads are interned, in sanitariums, in service or outside.
- 2. Staff development:  
Staff meetings are held whenever special occasions warrant it to discuss certain problems. All important matters which are discussed at cabinet and inter-departmental meetings and which concern the responsibility of the units are reported to the personnel.
- 3. Co-operation between other Sections:  
The Clothing and Placement Division have been of great assistance to the Unit from their excellent co-operation and efficiency in furnishing financial and employment information for checking P.A. applications.

G. Ration Office:

1. No. of Ration certificates issued:

July	Ration Book #1 issued -- 258
	Ration Book #2 issued -- 314
	Special Shoe Stamps issued -- 1425
	Food Certificates issued -- 573
	Food Certificates returned <u>-149</u>
	Total..... 424
August	Ration Book #1 issued -- 169
	Ration Book #2 issued -- 191
	Special Shoe Stamps issued -- 1258
September (9/1--9/25)	Ration Book #1 issued -- 157
	Ration Book #2 issued -- 181
	Special Shoe Stamps issued -- 846

H. Student Relocation:

- 1. This unit has been busily engaged in counseling students as to their choice of a college, and assisting them in making a selection of their major subject. Also, this unit, has been working through the National Student Relocation Office in an effort to find part-time employment for students who are in need of such employment.
- 2. During the past three months, 54 students have been accepted through our Student Relocation Unit to various colleges and universities. Of this group, 31 students are now attending their respective schools.
- 3. There are 5 potential students working in Provo, Utah.
- 4. \$100. scholarships are being distributed to accepted students.
- 5. The senior students of the high school are presently being contacted to make necessary arrangements for the students who plan to further their education.
- 6. Numerous letters have been written to the students inquiring how they are getting along. From the letters received so far, they are all making good progress.



I. Travel Unit:

1. Relocation grants

In July, Relocation Grants were temporarily stopped during the new appropriation by Congress for the fiscal year. This caused some confusion as the constant movement of relocatees was momentarily suspended.

2. Relocation Office

Since the formation of the Relocation Office in July, the filling out of referrals and applications for Relocation Expense have been taken over by that office, however, the actual work is still being done by the Welfare Division.

3. Statistical Report of grants issued:

July	74 individuals
	9 families (23 members)
	Total amount issued - \$6,972.68
August	87 Individuals
	14 families (39 members)
	Total amount issued - \$8,682.18
September	79 individuals
	29 families (51 members)
	Total amount issued - \$8,772.41

J. Incoming Mail: *month of Sept.*

Segregation.....	33
Student Relocation.....	27
Family Internment.....	2
Visits.....	32
Extensions.....	3
WRA Washington.....	5
Hospital.....	4
Transfers.....	18
Inquiries of Evacuees.....	10
Residence Permits.....	2
Red Cross.....	12
Ration.....	14
Miscellaneous.....	32
Repatriation.....	2
Parolees.....	2
Housing.....	2
Funeral.....	5
	<u>205</u>

K. Reception List:

Referral.....	96
Personal.....	214
Short-Term Leave.....	54
Pass to Delta and Fillmore.....	158



Public Assistance.....	174
Change of Head.....	51
Letter and Inf. on Intern. Camp.....	15
Transfer....	34
Resident Permit.....	43
Leave Extension.....	9
Special Service.....	49
Family Consultation.....	2
Red Cross.....	243
Wedding Preparation.....	6
Funeral.....	15
Indefinite Leave.....	53
Seasonal Leave.....	81
Family Relocation.....	16
Inf. and Transfer to Hawaii.....	38
Inf. on Baggage of Repatriates.....	3
Declination.....	26
Repatriation.....	174
Inf. on Segregation.....	154
Change Registration Answer.....	19
Center to center visit.....	24
Information on train assignments.....	16
Red Cross Cable Expense.....	2
Total.....	1707

### 3. SUPPLIES AND MATERIALS NEEDED:

Adequate

### 4. PROBLEM AGENDA:

#### A. Clothing Unit

1. The major problem is the interpretation of Administrative Instruction #103 which conflicts with some parts of Instruction #27 under which we have been operating.
  - a. Dependency is not clearly defined.
  - b. Instruction #103 indicates that we return to the old procedure of 15 days of work rather than half the number of hours worked, which policy was put into effect April 1 when pay-rolling instructions were revised. Verbal advice from the Washington office cleared these points somewhat, so until written revised instructions are received from Washington, we are using the procedure which was instituted April 1.

#### B. Housing Unit

- a. For many months the Housing Unit has been aware of the crowded condition of many families. Segregation offered an opportunity for considerable correction to this situation. Therefore, applications for inter-city moves were accepted. Some 134 applications were taken before the deadline.



When one considers the fact that the moves involved between 1,000 and 1,500 people, the adjustments were accomplished with a minimum of friction. Each case was heard by sympathetic workers, and a conscientious effort was made to correct the errors and as far as possible, grant the requests made. The staff worked day and night during the transfer period in order to take care of necessary adjustments.

- b. Everyone in Topaz seemed to get into the spirit of moving-- many of them not until after the Tule Lake people began to arrive. There was considerable dissatisfaction when they were refused permission to move and their requests placed on file for later handling; but it was physically impossible for the staff to make more adjustments and still handle the induction of the 1500 residents.
- c. Under the pressure of this moving spirit which suddenly took hold of the residents of Topaz, many made reservations to move; but when the time came, they had changed their minds and decided to stay where they were. This, of course, upset other scheduled moves and further adjustments were necessary. Although the staff had tried to make very sure that all scheduled adjustments were definite desires rather than whims of the moment, considerable difficulty was encountered under this change of mind.
- d. Many of the apartments were left in very dirty condition. This was particularly true of the apartments in Block 1, and there were many transferees from Tule Lake who flatly refused to move into apartments in such condition and that attitude for the most part was entirely justified. The condition of apartments was responsible for more discontent than any other one single factor.
- e. It was necessary to call upon Internal Security several times to solve the problem of unauthorized moves. A crowded family seeing the apartment next door open, up, had a tendency to move in and ask later. We had two or three cases of persons living alone in large rooms refusing to move when the time came, although they had previously seemingly willingly consented to move to other quarters.
- f. Giving adequate space to the new units:  
Some 370 new family units must be satisfactorily located here, creating several major problems:
  - (1) Family units cannot be successfully housed in barrack-type of housing because they are basically different from large groups of the same sex for which the barracks are designed.



- (2) The exchange of family units in the transfer program was not even. In the exchange of singles and large families of 6 and more members, many more large families came to Topaz than left, creating a very difficult problem in obtaining double rooms.

g. Attempting to place relatives in proper geographical relationship:

- (1) Train lists did not indicate family relationships nor inter-family relationships.  
e.g. A young married woman with a family of small children had been living near her mother at Tule Lake, where the mother had helped in taking care of the family. From the train list it was not possible to tell that these two families were related and so they were separated when they arrived in Topaz.

In other cases, families whose members used different last names were inadvertently separated.

Re-adjustments in order to get these families closer together is and will continue to be a major problem.

C. Public Assistance Unit

1. Many residents over 50, especially women, feel that they should at least receive clothing allowances as they are not well enough to take the usual available jobs, although they are unable to receive a medical statement of disability. Many of these women are going through the menopause period. Therefore it is recommended that either the age limit be lowered or the hospital take these things into consideration.
2. There have been many relocatees who have left their dependents to be given subsistence until they are ready to send for them. Some have been out over six months while their families remain in the center receiving P.A.
3. The necessity for the cutting down of resident personnel is creating a problem for families who have been dependent upon the income of the working members. Since some of these persons are now without employment, their families are left without any means of support.

5. RECOMMENDATIONS OR GENERAL SUGGESTIONS

A. Personal Services

1. Several residents have requested that their rooms be repainted white. This could be done on voluntary basis in each block and should be done especially for transferees as many of the apartments into which they were forced to occupy, were left in very dirty and poor condition. Immediate attention to this matter is requested.



B. Ration Office

1. We suggest the issuance of Ration Book #3 from this office and the sending of original applications to the Salt Lake OPA mailing center for their files of any duplications.

C. Housing Unit

1. There is a need of a policy regarding the moving of families who have become over-housed through relocation of members in their families.
2. It is recommended that a program of apartment renovation be undertaken immediately.

D. Special Counseling Unit

1. Staff efficiency and morale may be improved by giving more attention to interpretation of policies, procedures, etc., by group discussion of problems; and a general program which would provide information and promote stimulating discussion of general social principles and problems. More case conferences would be of considerable value for educational purposes and for direct improvement of services offered.

E. Clothing Unit

For months the Clothing Unit has been making various recommendations through reports and discussions regarding records, marriage and leave. It seems hardly worthwhile to add this again to the suggestions; but nonetheless, it would be helpful to this and other departments if a better system of recording vital statistics were worked out.

Claud Pratt  
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Community Welfare Section

Michiko Okamoto  
Reports