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WAR RELOCATION AUTHORITY
Monthly Report

WELFARE

For Month Ending 7-31 1943Center JEROME

A. Summary of All Types of Service (Including Assistance Other than Clothing) by Family Unit

	No. Family Units
1. Continued from previous month.....	303
2. Added this month.....	331
(a) New.....	330
(b) Reopened.....	1
3. Open during month (1 + 2).....	634
(a) Financial assistance.....	377
(b) Service only.....	237
(c) Inactive during month.....	20
4. Closed during month.....	346
5. Continued to next month (3 - 4).....	288

B. Summary Analysis of Grants Authorized
(Other than clothing)

	Family Units	Persons	Amount
6. Total.....	377	642	13,434.14
(a) General assistance.....	241	462	1,556.50
(b) Special assistance.....	2	2	14.95
(c) Travel.....	3	3	197.94
(d) other... (Resettlement).....	131	175	11,664.75

C. Administration of Clothing Allowance Program

	Family Units	Persons	Amount
7. Total Allowances Issued.....	2007	6951	22,219.52
(a) Recipients of WRA wage.....	2004	6803	21,786.52
(b) Recipients of Unemployment compensation.....	3	8	37.50
(c) Dependents of Consumer Enterprises employees.....	XXXX	140	395.50
(d) Recipients of public assistance.....	None	None	None
(e) other.....	None	None	None
8. Period covered <u>June 1 to June 30, 1943</u> <u>& Supplementals for May, 1943</u>			

D. Evacuee Personnel Employed:

	\$12 wage	\$16 wage	\$19 wage
9. Total		286	41
(a) Counseling aides		3	1
(b) Clerical		16	4
(c) other		267	36
(d) Staff Changes:			
Terminations.....		22	4
Additions.....		12	2

SUMMARY ANALYSIS OF SELECTED ITEMS IN MONTHLY STATISTICAL REPORT:

E. Responsibility first Assumed this Month - Source and Type of Service by Family Units	I Total	II Financial Assistance	III Service Only
Total (should be same as item A-2-a on page 1).....	330	148	182
1. Individual or family member.....	172	3	169
2. By referral.....	158	145	13
(a) Education Section.....	0	0	0
(b) Employment Section.....	131	131	0
(c) Internal Security Section.....	0	0	0
(d) Medical Section.....	5	4	1
(e) Other Project Personnel (this or other center).....	7	3	4
(f) Block Manager (or other evacuee representative).....	11	7	4
(g) Source outside WRA (specify).....	1	0	1
(h) other (specify).....	3	0	3

F. Basis For Granting Financial Assistance:		G. Bases For Discontinuing Assistance or Service	
Total (should equal total of Column II of E above).....	148	Total (should equal Item A-4 on page 1).....	346
1. Unemployment of wage earner.....		1. No longer in need of financial assistance.....	2
2. Income (or other resources) inadequate.....		(a) obtained employment (in center).....	1
3. Illness or disablement of wage earner.....	4	(b) other resources.....	1
4. Age.....	2	2. No longer at center.....	2
5. Absence of wage earner.....	6	3. Service completed.....	342
(a) Interned.....	4	(a) Transfer between centers.....	2
(b) Working outside center.....	1	(b) Interned member paroled.....	9
(c) Divorce or separation.....		(c) Relocations.....	
(d) In armed forces.....		(d) other (Specify) <u>Serv. only 331</u>	
(e) other. <u>Leupp</u>	1	<u>Cases completed in one contact.</u>	
6. Death of wage earner.....		(4) other (specify).....	
7. other (Specify) <u>Travel expense</u>	2		
<u>Resettlement</u>	131		
<u>Travel Motor Pool</u>	3		

Submitted by (Name) J. Lloyd Webb Title Counselor Date 9-24-43

D. Evacuee Personnel Employed:

	\$16 wage	\$19 wage
9. (c) Other	267	36
Section Timekeeper	1	0
Sewing Unit	5	1
Sewing Machine Repair	1	1
Block Managers	0	32
Block Secretaries	33	00
Janitresses	72	0
Janitors	70	0
Firemen	72	0
Warehouse & Maintenance Crew	8	1
Moving Crew	5	1

NARRATIVE REPORT OF WELFARE SECTION

July, 1943

During June and July records were being maintained which showed the identity of all persons calling at the Welfare Office about personal or family social problems. A system of indexing and controlling the assignment and responsibility for cases requiring protracted activity was also installed, but only a part of the counseling work of the Section was done on the cases as indexed. Many families and individuals were serviced by one, two, or three interviews and no statistical cards or narrative records were made. These short contacts, minor, and miscellaneous services were counted as new units added and also closed during the month. Some of the persons and families may have received services in previous months, but the nature of the service given during the current month was separate and distinct from that previously rendered, and, therefore, it was counted as a new unit. Approximately 300 of the units serviced during July were of this temporary nature.

Of the 303 units continued from June, 229 were recipients of assistance leaving 74 as recipients of service only.

Nearly all of the units added in July were considered new because a system of assigning cases to a definite worker and keeping statistical account of its activity or inactivity had not been installed before June. So some of the new units added in July may actually have been given service before.

Of the new units added during July about 130 were services to those resettling. They were given instructions, and vouchers for their grants were prepared. These 130 and units which received short-time service only comprised the 346 units closed during July.

General assistance was given to 241 of the 377 recipients of assistance. The amounts of grants were limited to the scale of maximums (\$4.75, \$4.25, \$2.50, and \$1.50) and did not vary from the amounts as computed by applying this scale to the family compositions. Need for assistance was determined, but no attempt was made to measure need to determine whether or not the applicants could manage on less than the maximum allowed by the scale. At the same time, no allowances above these flat amounts were made, and clothing allowances were not given to recipients of public assistance. Total disbursements for general assistance did not vary significantly from that of the previous month or two.

The three travel grants were made on June 26 by the Principal Fiscal Accountant, but Welfare Section did not know about the grants until July. The grant of \$197.94 for expenses of three evacuees to attend a meeting of the Iowa State Farm Association was charged against the allotment for public assistance.

The two grants for special assistance were to the same person for the purpose of paying travelling expenses anticipated in the trip of his wife to a hospital for the mentally ill in California. The Project Health Officer, who took the woman to California, did not require the whole \$25.00 originally granted, and the unused balance was returned to the fiscal section.

The sum of \$22,219.52 represents a decline of some seven hundred dollars under the amount of clothing allowances disbursed in July. Monthly declines approximating this amount had occurred since March, 1943, when relocation was stimulated. As was pointed out above, clothing allowances were not made to recipients of general assistance.

A comparison of the evacuee personnel employed by the Welfare Section of the 19 clerical and counseling persons with the 267 persons working at custodial, craft, maintenance and supply assignments reflects upon the emphasis within the Welfare Section.

The sewing unit was reorganized as a productive service to the project rather than to individual residents as had been the plan through June. There were very few requisitions for the sewing service, the principal job having been the repair of a dozen torn tarpaulins for the motor transport section.

The sewing and sewing machine maintenance staffs were directly supervised by the Counselor. The warehouse, moving and maintenance crews were supervised by the Jr. Counselor in charge of Housing. The block managers and secretaries were under the supervision of the Assistant Project Director in charge of Community Management, but assignments, terminations, and attendance reporting was handled by the timekeeper assigned to the Welfare Section.

Section E shows that the vast majority of applicants sought the help of the Welfare Section on their own so far as the staff learned. With the exception of those coming from the Employment Section for resettlement grants, those who did not come on their own initiative were represented by block managers, personal friends, or relatives.

The peculiarities causing the granting of assistance were few and have been discussed above. Bases for discontinuing assistance or service are self-explanatory.

Of the four counseling aides, only three were actually in direct service to the Welfare Section. The fourth one has been assigned to Medical Social Service at the hospital. Although the appointed medical social worker arrived at the project during the middle of the month, the Chief Medical Officer did not agree to assign the evacuee counseling aide as a member of the health service staff. Even three counseling aides is some exaggeration of the amount of service available because one of them was assigned toward the end of the month so that during at least half the month there were only two counseling aides working.

Even though there were four counseling aides, this part of the staff would not be considered much more than half adequate. There are two reasons for not having made more intense efforts to increase this part of the staff. First, project residents do not seem to include persons who have had any training or much education and experience closely related to social case work. Second, the volume of supervisory and administrative duties left to the Counselor is so great that he has not felt able to assume the obligation of orientation, in-service training, and supervision required by experienced case workers.

The formal program of staff development was continued during July by two or three group discussion meetings of subjects related to social case problems. The Counselor made a persistent attempt to keep regular conference hours for the purpose of helping the individual workers and supervising the work on cases.

A number of problems in connection with the determination of eligibility for assistance and the amounts of grants were persistent during July. The section had developed no standards by which to determine need. Reliance was placed on discussing the needs of individual cases, and the counselors found applicants reluctant to go into detail in reporting financial needs. Income from the project of \$9 or \$10 per person was close to the average of all the residents within the project. When applications were made for assistance and the income in the family was less than this, the Assistant Counselor made a special effort to determine the exact basis for the request and considered need for assistance probable. When the average income per person was more than \$10, assistance was not granted unless the responsible members of the family gave the careful description of the needs and

use of the income. The absence of clothing allowances to public assistance recipients in whose household there was no employed member may be attributed to two general factors. First, no precedent had been set in the project to suggest the requesting of clothing allowances by public assistance recipients. Second, the method of requiring individual accounting for needs on which to base the clothing allowance probably discouraged such requests.

This report is being submitted on September 25 with the full realization that some of its value has been lost by having been delayed almost two months beyond the date due. It is hoped that the report for August, of which is also late, will contain a description of the work done during August which may to some extent explain this delay. Even throughout September, the responsibility for completing the train lists and making numerous interviews and changes in connection with segregation have kept the entire staff so busy that the several hours required to get the report together were never found until the week of September 20 to 25.

File 304 1

WAR RELOCATION AUTHORITY
Monthly Report

WELFARE

For Month Ending 8/31 1943Center JEROME

A. Summary of All Types of Service (Including Assistance Other than Clothing) by Family Unit

	No. Family Units
1. Continued from previous month.....	288
2. Added this month.....	504
(a) New.....	504
(b) Reopened.....	0
3. Open during month (1 + 2).....	792
(a) Financial assistance.....	339
(b) Service only.....	463
(c) Inactive during month.....	21
4. Closed during month.....	503
5. Continued to next month (3 - 4).....	289

B. Summary Analysis of Grants Authorized
(Other than clothing)

	Family Units	Persons	Amount
6. Total.....	339	564	7,615.69
(a) General assistance.....	234	430	1,515.25
(b) Special assistance.....	-	-	--
(c) Travel.....	2	2	14.50
(d) other...(Resettlement).....	103	132	6,085.94

C. Administration of Clothing Allowance Program

	Family Units	Persons	Amount
7. Total Allowances Issued.....	1963	6467	20,772.00
(a) Recipients of WRA wage.....	1961	6323	20,347.50
(b) Recipients of Unemployment compensation.....	1	8	25.00
(c) Dependents of Consumer Enterprises employees.....	xxxx	135	396.50
(d) Recipients of public assistance.....	1	1	3.00
(e) other.....	None	None	None
8. Period covered July 1 - July 31, 1943 & May and June Supplements			

D. Evacuee Personnel Employed:

	\$12 wage	\$16 wage	\$19 wage
9. Total	1	289	40
(a) Counseling aides		3	1
(b) Clerical		17	4
(c) other (See breakdown attached)		269	35
(d) Staff Changes:			
Terminations.....		12	3
Additions.....	1	15	3

SUMMARY ANALYSIS OF SELECTED ITEMS IN MONTHLY STATISTICAL REPORT:

E. Responsibility first Assumed this Month - Source and Type of Service by Family Units	I Total	II Financial Assistance	III Service Only
Total (should be same as item A-2-a on page 1).....	504	111	393
1. Individual or family member.....	389	6	383
2. By referral.....			
(a) Education Section.....			
(b) Employment Section.....	103	103	-
(c) Internal Security Section.....	4	-	4
(d) Medical Section.....			
(e) Other Project Personnel (this or other center).....	1	1	-
(f) Block Manager (or other evacuee representative).....	6	1	5
(g) Source outside WRA (specify) <u>(Letter)</u>	1	-	1
(h) other (specify).....			

F. Basis For Granting Financial Assistance:		G. Bases For Discontinuing Assistance or Service	
Total (should equal total of Column II of E above).....	111	Total (should equal Item A-4 on page 1).....	503
1. Unemployment of wage earner.....		1. No longer in need of financial assistance.....	10
2. Income (or other resources) inadequate.....		(a) obtained employment (in center).....	8
3. Illness or disablement of wage earner.....	4	(b) other resources.....	2
4. Age.....	1	2. No longer at center.....	10
5. Absence of wage earner.....	1	3. Service completed.....	483
(a) Interned.....	1	(a) Transfer between centers.....	2
(b) Working outside center.....		(b) Interned member paroled.....	
(c) Divorce or separation.....		(c) Relocations.....	
(d) In armed forces.....		(d) other (Specify) <u>Short Contacts</u>	481
(e) other.....			
6. Death of wage earner.....			
7. other (Specify) <u>Travel</u>	2	(4) other (specify).....	
<u>Industrial Relocation</u>	103		

Submitted by (Name) J. Lloyd Webb Title Counselor Date _____

August, 1943

D. EVACUEE PERSONNEL EMPLOYED:

	\$12 wage	\$16 wage	\$19 wage
9. (c) Other		269	35
Sectional Timekeeper		1	-
Sewing Unit		5	1
Sewing Machine Repair		1	1
Warehouse & Maintenance		6	1
Moving Crew		8	1
Block Managers		-	31
Block Secretaries		31	-
Janitors		70	-
Janitresses		75	-
Firemen		72	-

NARRATIVE REPORT OF WELFARE SECTION
for
August, 1943

Throughout every day of August, tasks of preparation for segregation were the first order. Interviews with all family members in Groups I and II were the basic job, but after the 15th of the month the attention given to this most important function was almost eclipsed by various other assignments. The Welfare Section assumed full responsibility for the preparation and construction of the summary lists of persons to be segregated and making the progress reports on Form 278 and the analyses of family compositions showing railroad fare requirements. Welfare Section compiled a variety of lists. A card file was constructed which was used for sorting and rearranging to make two complete and different train lists by train trip and cars, the second one being necessitated by changes in transportation scheduling. The segregants were also listed by residential blocks. Revisions in the summary lists for segregation as submitted on August 21 were all cleared with the Welfare Office and much time of the Counselor and the clerical staff was consumed in the alteration of determinations and the attendant correspondence.

The foregoing statistical report on form WRA-243 is not fully representative of the amount of interviewing and the numbers of family units handled in August, because it was impracticable to require the staff from the Education Section and the regular counseling staff to take the time to record its interviewing activity. Therefore, an attempt will be made here to present a general description of the volume and process of this work.

On August 4 the Welfare Counselor was informed that every family in Group I, as well as Group II would be interviewed by the Welfare Staff. About 15 teachers were designated to assist the Counselor and Assistant Counselors with the interviewing. The Counselor conducted about three or four hours of group discussion in preparation for the interviews, designed an interview sheet, and, with the help of the clerical staff, outlined procedures, schedules, and objectives for the interviewing. On August 7 and 8 and the afternoons and evenings of August 9 and 10, the approximately 420 families in Group I, representing about 1400 persons, were interviewed in some 16 of the mess and recreation halls.

On August 9 and 10 while the initial interviews with Group I were being concluded the Review Board began turning out its 161 determinations from Group II. Although there were four of the Education Section who did interviewing part time during August 11 to August 18 and one who continued until about the 27th, it was a difficult problem to edit the interviews, schedule and handle the clerical aspects of the job and consult with the interviewers about unusual and problematical situations

and proposals. The pressure of keeping the interviewing under way and to have them conducted in any satisfactory fashion at all precluded careful follow through on the family and personal problems indicated by the interviews.

The most hectic periods during August were not the overtime hours of interviewing on Sunday and during evenings, but they occurred during the two twenty-four hour periods ending on August 14 and August 21. The accurate preparation of the reports of determinations and the summary lists of segregants was almost overwhelming in the face of the time limit.

The last week of August was confusing, because of a variety of requests from both clients and WRA staff. It was during this week that the part to be played by a more or less self-appointed committee of repatriates became known to the Counselor. As the demands of a few of the members of this committee seemed unreasonable, the Counselor considered the work with them as a special burden during this last week of August. They asked about the various aspects of the management of the transfer which were not within the part of segregation which had been assigned to the Welfare Section. One or two of these representatives had very little respect for the work of the regular staff, and regular supervisory counseling, dictation periods, and interviewing privacy were all rather completely disrupted.

During the whole month, the cases being interviewed primarily because of segregation were not regularly assigned to either the staff of Welfare Section or the temporary workers. For this reason it was not possible to effectively clear to determine what worker should see a given caller. This caused some confusion and duplication of interviewing effort. It seemed to the Counselor also that channels of clearance and division of responsibility for determining an individual's segregation plans ~~was concerned~~ were not very well established within the Project as a whole.

One of the special problems with which the Welfare Section has tried to cope during the past six months flared up during the middle of August in the form of the demands and needs of the families of internees. Group I wives of internees were especially confused. Some of them thought it might be better to transfer to Tule Lake as the prospects of admission to Crystal City continued to be vague and far off. The Project did give them an opportunity to choose Tule Lake but inferred that it might impair their application to Crystal City. Director Myer later interpreted this policy as too strict so far as the internees' families classed as "C" for priority of admission to Crystal City or for other reasons

not able to expect to transfer to Crystal City. However, this later interpretation did not exactly apply, because practically all of the Group I internee families seemed to be in need of joining their husbands and fathers.

A request early in the month that about ten (later twice this number) of the internees' families be selected for priority in transferring to Crystal City was answered by teletype after this number was hurriedly selected. During the last of the month the preparation of brief statements on social history were forwarded.

As indicated above, the statistical report represents but a minor part of the interviewing in connection with segregants and their family members. In round numbers, there were approximately 420 Group I families comprising 1400 persons and 161 Group II individuals whose families total about 260. Some, but not all, of the second interviews and repeat visits done by the staff were listed on their activity sheets and counted in the attached statistical report.

Fewer family units were continued from July than had been continued from June, but there was only a difference of one in the number of public assistance families continued each month, 229 in June and 228 in July. The total number of units open during the month of August was 792, an increase of 150 over the volume during July. This accounts for part of the segregation interviewing, but, as mentioned above, segregation interviews are not nearly all accounted for in the numbers shown on form 243.

Of those 792 units open during the month, the great majority were assistance cases and short contact services which were both opened and closed during the month.

The change in the general assistance was insignificant during the month, as 9 new cases were added and 10 were closed. The slight reduction in the table of disbursements to \$1,515 was proportionate to the reduction in cases.

There was also reduction in grants for resettlement, the total number of cases having dropped 28 from the total in July to 103 for August.

The grants for travel may be described as follows: A grant of \$5.50 was made to one of the employees of the Motor Pool and approved by that section to cover expenses for a trip to Little Rock to pick up seven filing cabinets for WRA. The other grant of \$9.00 covered the expenses of a transfer of a child to Poston. Perhaps the expense of his railroad ticket should have been included here, but the practice of reporting the amount of these travel orders to the Welfare Section has not been established.

The reduction in disbursements for clothing allowances is proportionate to the reduction in families and persons receiving allowances, and this reduction is probably accounted for chiefly by resettlement. The one grant of \$3 for clothing to a public assistance recipient is the first grant made under this circumstance at this Center. It might be pointed out again, as was true in July, that the total amount granted in clothing allowance is the lowest for any month since November, 1942.

The total of 330 persons employed by the Welfare Section might be considered the normal full staff according to the current administrative organization. Plans were underway at the end of the month to reduce this number in accordance with quotas established by the Washington Office and the local project but none of these had taken place. The turnover of 12 to 15 might also be considered normal for this large group of custodial and maintenance workers. Only two of the additions and terminations were among the counseling aides and clerical workers handling the general family and personal welfare counseling and clothing allowances. They were two clerk-typists assigned to clothing allowances. The persons assigned to the sewing unit are counted for the last time in August as plans were underway for discontinuing this unit during September.

The analysis of selected items on the back of form 243 is fairly self-explanatory. It is significant that there were few referrals of cases with the exception of those coming from the Employment Division for the industrial relocation grant voucher. It is very possible that a larger number should be counted in the E-2-(f) because many people inquiring about segregation and attendant emergencies were representing other people. Most of these may have been among the cases which were not recorded on activity records and consequently did not have the source classified. The two travel grants listed under F-7 were described above.

Although it was not possible during August to have the counseling and interviewing staff keep complete accurate records of case activity, this is considered essential and will be attempted in September. The difficulty in September may be that further work on the problem of segregation may prevent too good a job of recording each activity. The system of recording case activities has been developed so that as soon as time is available to each worker there will be no reason for failure to keep a note of each activity short of failure in self-discipline along the line of this recording.

Office copy

WAR RELOCATION AUTHORITY
Monthly Report

Budget Bureau No. 13-R043
Approval Expires: 1/31/45

WELFAREFor Month Ending 9/30 1943Center JEROME**A. Summary of All Types of Service (Including Assistance Other than Clothing) by Family Unit**

	No. Family Units
1. Continued from previous month.....	289
2. Added this month.....	392
(a) New..... <u>389</u>	
(b) Reopened..... <u>3</u>	
3. Open during month (1 + 2).....	681
(a) Financial assistance..... <u>299</u>	
(b) Service only..... <u>362</u>	
(c) Inactive during month..... <u>20</u>	
4. Closed during month.....	400
5. Continued to next month (3 - 4).....	281

**B. Summary Analysis of Grants Authorized
(Other than clothing)**

	Family Units	Persons	Amount
6. Total.....	299	489	6,423.86
(a) General assistance.....	208	376	1,328.75
(b) Special assistance.....	1	3	20.00
(c) Travel.....	2	2	19.58
(d) other...(Resettlement).....	88	108	5,055.53

C. Administration of Clothing Allowance Program

	Family Units	Persons	Amount
7. Total Allowances Issued.....	2191	7177	23,004.00
(a) Recipients of WRA wage.....	2184	7002	22,503.00
(b) Recipients of unemployment compensation.....	3	8	24.00
(c) Dependents of Consumer Enterprises employees.....	xxxx	159	453.00
(d) Recipients of public assistance.....	4	8	24.00
(e) other.....	None	None	None
8. Period covered <u>Aug. 1 - Sept. 30, 1943</u> <u>& July Supplements</u>			

D. Evacuee Personnel Employed:

	\$12 wage	\$16 wage	\$19 wage
9. Total	3	217	34
(a) Counseling aides		3	1
(b) Clerical		16	3
(c) other (See breakdown attached)		198	30
(d) Staff Changes:			
Terminations.....		118	7
Additions.....	3	35	1

SUMMARY ANALYSIS OF SELECTED ITEMS IN MONTHLY STATISTICAL REPORT:

E. Responsibility first Assumed this Month - Source and Type of Service by Family Units	I Total	II Financial Assistance	III Service Only
Total (should be same as item A-2-a on page 1).....	389	95	294
1. Individual or family member.....	191	3	188
2. By referral.....	198	92	106
(a) Education Section.....	-	-	-
(b) Employment Section.....	90	89	1
(c) Internal Security Section.....	3	-	3
(d) Medical Section.....	-	-	-
(e) Other Project Personnel (this or other center).....	34	1	33
(f) Block Manager (or other evacuee representative).....	18	2	16
(g) Source outside WRA (specify).....	49	-	49
(h) other (specify).....	4	-	4

F. Basis For Granting Financial Assistance:		G. Bases For Discontinuing Assistance or Service	
Total (should equal total of Column II of E above).....	95	Total (should equal Item A-4 on page 1).....	400
1. Unemployment of wage earner.....		1. No longer in need of financial assistance.....	15
2. Income (or other resources) inadequate.....	1	(a) obtained employment (in center).....	4
3. Illness or disablement of wage earner.....	1	(b) other resources.....	11
4. Age.....	3	2. No longer at center.....	1
5. Absence of wage earner.....		3. Service completed.....	383
(a) Interned.....		(a) Transfer between centers.....	18
(b) Working outside center.....	1	(b) Interned member paroled.....	1
(c) Divorce or separation.....	1	(c) Relocations.....	4
(d) In armed forces.....	1	(d) other (Specify).....	360
(e) Other.....			
6. Death of wage earner.....			
7. other (Specify) <u>Travel</u>	2	(4) other (specify) <u>Not originally in need of assistance</u>	1
<u>Industrial Relocation</u>	88		

Submitted by (Name) J. Lloyd Webb Title Counselor Date Sept. 2, 1943

D. EVACURE PERSONNEL EMPLOYED:

	\$12 wage	\$16 wage	\$19 wage
9. (c) Other	3	198	30
Sectional Timekeeper		1	0
Sewing Machine Repair		1	0
Warehouse & Maintenance Crew		3	0
Moving Crew	3	14	0
Block Managers		1	30
Block Secretaries		32	0
Janitresses		40	0
Janitors		34	0
Firemen		72	0

NARRATIVE REPORT OF WELFARE SECTION
for
September, 1943

During September, at least three-fourths of the Counselor's efforts continued to be spent on segregation work. This was probably roughly true throughout the welfare staff. Even after September 26 when the last large group left the center for Tule Lake and the last group came from Tule Lake, there was a rush of applications for transfer to Rohwer Center and a variety of questions from the newcomers.

The bulk of segregation work consisted of the extremely technical job of preparing the final train lists and route lists. This job was by nature technical, but its detailed intricacy was heightened by the insistence of the representatives of the repatriates going to Tule Lake that certain families be allowed to ride together and in some cases certain families be placed on certain cars. This was complicated by people changing their minds, by changing health conditions, and changes in final determinations for segregation.

The Counselor spent the equivalent of six or eight full days time in conferences with two to five of the repatriate committee representatives in constructing and revising train lists. Complimenting this time was the burden of clerical work of the revisions entailed. The first train list was completed on about September 4 and was duplicated by the welfare typists. There was much dissatisfaction because the various sections and officials did not have lists soon enough and in enough copies. The typing staff was not adequate to do this. The lists prepared for the second and third trains were much more satisfactorily handled through the assistance of Office Services which made stencils, mimeographed copies, and distributed mimeographed corrections.

Although it seemed that the project did not make many exceptions to the final determinations of segregation as of August 21, it finally turned out that quite a number of determinations were changed for what seemed to be very good reasons. In every such instance the welfare section had interviews, made recommendations, or in some manner cooperated with the Director's Office or the Registrar's Office. This was important and time consuming work.

During September, all of the clerical work and time required by counselors and counseling aides in preparing records for transfer and separating the records of divided families was done. Although narrative records were not extensive and narrative summaries were not done because of limited time, the division of the records was carefully done and done on time.

During September, a type of list other than train and route list was the list of segregants by blocks which was prepared at the request of Chief of Community Management. It was during this month that all of the letters notifying the persons of train and car assignments were sent out and some of them sent a second time when corrections or changes were made.

The families of internees, particularly families from Hawaii, asked for a special hearing in the Welfare Section because they had been stirred up by stories of selection of a small group to be given priority for transfer to Crystal City. There was considerable correspondence and conferring in connection with this whole problem at the end of the month. The staff is still working toward the development of case histories in the group of applicants waiting to join their husbands at an internment camp.

The work of the Education Section during August and some borrowed clerical help during September comprised the total additional staff used during segregation. The pressure of clerical work was not quite so great during September despite the amount of time spent on train lists. Although the train list task was tremendous and prevented the doing of some needed interviewing and case work, the Welfare Section was appreciative of the minimum assignments in the actual loading and unloading of trains. Most of this work was done by other sections. Of course, the Housing Unit which did this part of the work operates as almost a separate part of the Welfare Section.

It may be fairly conceded that additional experienced and trained social workers, either evacuee or appointed, would have been worthwhile during September as well as August. Efforts were made during August for a temporary appointive staff which failed. Furthermore it seemed impossible to get competent evacuee interviewers during this period. The part played by the Welfare Section in the segregation program was overweighted with technical, clerical responsibilities, but it is believed that the basic job of interviewing was accomplished in a creditable manner with very limited time and staff.

A study of the Form WRA-243 will show that the total number of cases serviced during September was less than in August but very much the same volume as in July. Of the 681 cases opened during the month, only 20 did not receive active service. Three hundred fifty-three of the 400 cases closed were temporary services completed in one or two contacts. The remaining 47 were cases for which the section had assumed some continuing responsibility. It is interesting to notice that the number of cases continued at the first of October is only 8 less than was carried forward from August and only 7 less than was carried forward from July.

The reduction in total disbursements for general assistance of nearly \$2,000 was made up by closings of those no longer eligible and the discontinuance of assistance to several cases transferred to Tule Lake. Assistance to segregants was not granted for the month of September as the regular practice is to submit the voucher for the current month after about the twentieth of the month and the work of segregation caused the staff to be late in preparing the voucher. They were actually submitted to the Fiscal Section during the last two days of the month.

The one grant of special assistance was to help the wife of a merchant marine who had recently shipped out and had not been able to send an allotment yet. She wanted to consider the grant as a loan. This case is shown under Section F-5-(d).

The two cases receiving travel assistance may be described as follows: One person who was transferred to Tule Lake had to stop enroute with her father who became ill and later died. She returned to Jerome and was reimbursed for travelling expenses before starting to Tule Lake again. The other grant was for a transfer between centers.

The reduction in grants to persons resettling of about \$1,000 between August and September was probably connected with segregation. It is noticed that fifteen less persons received such grants in September.

The total allowances for clothing issued during September was about \$3,000 more than during August. This may be accounted for by the allowances which was applied to September to those leaving for Tule Lake who are eligible for such allowances. Had it not been for segregation, some \$2,600 would not have been issued until October.

It may be significant that clothing allowances to recipients of assistance in whose families there was no employed member were increased to 4 cases. Previously there had been only one case of this description in which allowance had been made.

The source of referrals as tabulated is fairly self-explanatory with the exception of items 2-(g) and 2-(h). Those received from outside WRA were mostly messages referred from the American Red Cross or requests for messages. The 4 other referrals under 2-(h) are from miscellaneous sources, one of which is WRA personnel in the field, not in other centers.

Under Section F, the case classed under 5-(c) is not a separation of man and wife but is a case in which assistance was necessary because an adolescent daughter was living away from home and could not be reconciled with her mother.

Of the 11 cases classed in Section G as 1-(b), i.e. those who had other resources, three had received other government allotments. Of those 18 transferred between centers, 12 had received public assistance who went to Tule Lake. Of those classified as other services completed 3-(d), 353 were described above as short-time service completed during the month. The other seven which had been for a longer period of time included the three referrals from the Internal Security Section and at least two or three families who left for Japan on the Gripsholm.

A persistent characteristic of the Welfare Office has been the steady flow of demands for information and services. The continuity of such demands has been such as to prohibit concentration on writing to clarify policies, interpret the work of the Welfare Section, or prepare reports. It is for this reason that the monthly report for August is only now ready for completion.

The Counselor can see no way of alleviating the pressure, short of additional counseling staff. It seems that numerous demands for help in social case decisions must be handled by the Counselor each day. The time devoted to these case problems prevents giving enough constructive training and supervisory guidance to the counseling aides. Additional counseling aides may be employed, but the weakness of insufficient case work supervision will still handicap the section in terms of both quality and quantity of production.

Mr. Province

WAR RELOCATION AUTHORITY
Monthly Report

WELFAREFor Month Ending 10/31 1943Center JEROME**A. Summary of All Types of Service (Including Assistance Other than Clothing) by Family Unit**

	No. Family Units
1. Continued from previous month.....	281
2. Added this month.....	386
(a) New.....	6
(b) Reopened.....	647
3. Open during month (1 + 2).....	675
(a) Financial assistance.....	268
(b) Service only.....	370 362
(c) Inactive during month.....	37
4. Closed during month.....	403
5. Continued to next month (3 - 4).....	272
	264

B. Summary Analysis of Grants Authorized (Other than clothing)

	Family Units	Persons	Amount
6. Total.....	268	444	7,001.40
(a) General assistance.....	185	351	1,191.00
(b) Special assistance.....	3	4	135.75
(c) Travel.....	Transferred 63 to Rohwer via truck.		
(d) other.....	80	89	5,674.65

C. Administration of Clothing Allowance Program

	Family Units	Persons	Amount
7. Total Allowances Issued.....	1537	4938	15,891.50
(a) Recipients of WRA wage.....	1533	4813	15,528.50
(b) Recipients of unemployment compensation.....	1	1	3.50
(c) Dependents of Consumer Enterprises employees.....	XXXX	118	342.00
(d) Recipients of public assistance.....	3	6	17.50
(e) other.....	None	None	None
8. Period covered <u>Sept. 1 - Oct. 31, 1943</u> <u>and August Supplements</u>			

D. Evacuee Personnel Employed:

	\$12 wage	\$16 wage	\$19 wage
9. Total		211	35
(a) Counseling aides		4	1
(b) clerical		16	4
(c) other		191	30
(d) Staff Changes:			
Terminations.....	3	26	2
Additions.....		20	3

SUMMARY ANALYSIS OF SELECTED ITEMS IN MONTHLY STATISTICAL REPORT:

E. Responsibility first Assumed this Month - Source and Type of Service by Family Units	I Total	II Financial Assistance	III Service Only
Total (should be same as item A-2-a on page 1).....	364	89	295
1. Individual or family member.....	161	7	154
2. By referral.....	223	82	141
(a) Education Section.....	1		1
(b) Employment Section.....	109	81	28
(c) Internal Security Section.....			
(d) Medical Section.....			
(e) Other Project Personnel (this or other center).....	38		38
(f) Block Manager (or other evacuee representative).....	8	1	7
(g) Source outside WRA (specify).....	67		67
(h) other (specify).....			

F. Basis For Granting Financial Assistance:	G. Bases For Discontinuing Assistance or Service
Total (should equal total of Column II of E above).....	Total (should equal Item A-4 on page 1).....
1. Unemployment of wage earner.....	1. No longer in need of financial assistance.....
2. Income (or other resources) inadequate.....	(a) obtained employment (in center).....
3. Illness or disablement of wage earner.....	(b) other resources.....
4. Age.....	2. No longer at center.....
5. Absence of wage earner.....	3. Service completed.....
(a) interned.....	(a) Transfer between centers.....
(b) Working outside center.....	(b) interned member paroled.....
(c) Divorce or separation.....	(c) Relocations.....
(d) In armed forces.....	(d) other (Specify).....
(e) other.....	342 were short term
6. Death of wage earner.....	(4) other (specify).....
7. other (Specify).....	
Industrial Relocation.....	
Special.....	

Submitted by (Name) J. Lloyd Webb Title Counselor Date Nov. 2, 1943

ADMINISTRATION OF CLOTHING ALLOWANCE PROGRAM

	<u>Family Units</u>	<u>Persons</u>	<u>Amount</u>
TOTAL ALLOWANCE ISSUED.....1537		4,938	\$15,891.50
(a) Recipients of WRA wage.....1533		4,813	\$15,528.50
(b) Recipients of Unemployment Compensation. 1		1	\$3.50
(c) Dependents of C. E. Employees.....XXXX		118	\$342.00
(d) Recepients of Public Assistance..... 3		6	\$17.50
(e) Others.....None		None	None

Period covered: September 1--October 31, 1943 and
August Supplements

NARRATIVE REPORT OF WELFARE SECTION

October, 1943

During October, three general phases of activity were emphasized: (1) The improvement of office organization and procedures with special emphasis on the functioning of the counseling aid staff. (2) Review and reinvestigation of recipients of general public assistance who had been receiving monthly grants for several months without much reinvestigation. (3) Investigation of leave clearance for persons who had been classed in group III for segregation and whose leave clearance had not been approved by the Director.

During the first half of the month there was no particular pressure from the clientele. During this period a new counseling aid was employed and plans were made to transfer the services of one who had been on loan to the Medical Social Service Unit back to the general counseling services in the Welfare Office. Improvements were made in the system of assigning cases to the respective workers and additional efforts were made to define functions of each worker and group of workers in relation to the others of the staff.

On October 14 regular weekly staff meetings of the counseling aid group and those connected with their supervision were resumed. The office procedures and duties of different workers were discussed at that meeting.

A second group meeting was held on October 28 for discussing the principals involved in visiting housekeeper or visiting homemaker service. Plans were made to experiment this service with either the Medical Social worker and the assistant counselor. The first case in which the service will be provided will probably be a medical social case and the medical social worker is planning for this service. During this meeting some heated discussion about establishing eligibility for assistance also developed. Questions which had come up on October 21 regarding determining eligibility for assistance were freely discussed at a meeting on October 28. The general consensus of the evacuee workers' opinion was that eligibility should not be established on the basis of individual need. Rather a standard in minimum income should be assumed and those whose center income did not meet this standard should automatically be given general assistance provided no additional person in the family could go to work and provided they request assistance. The conclusion of this meeting was a resolution to present alternative statements on methods of determining need in the project and secure the approval of the chief of Community Management and the project director.

Beginning on October 18, Assistant Counselor, Orsburn, was scheduled for regular interviews and leave clearance investigations. By the end of the month he had completed 16 investigations of 19 cases assigned. Likewise, the counselor was regularly scheduled for these investigations and at the end of the month had completed 16 of 19 cases scheduled. The allocation of leave clearance investigation to the Welfare Section by the Project Director was 26 investigations per week. This assignment requires a minimum of approximately 26 hours of

the counselors' time. In addition, 12 to 14 investigations per week is easily a full load for one good stenographer. Therefore, the assignment involves about 90 hours of stenographic services per week. It is easy to see that this is of necessity and is being given priority and the program of supervising the counseling aid staff has been to a large degree abandoned.

The most serious weakness of the Welfare Section continues to be lack of competent supervision for the five untrained and inexperienced counseling aids. All of these workers want supervision and their productivity suffers seriously because of its lack.

A plan at the end of the month involves transfer of certain operations and functions from the Welfare Section (Housing) to the Operations Division. This will modify the duties of one of the two assistant counselors but the new job description for Assistant Counselor, Orsburn, has not been developed. There is a serious question as to how much relief this will offer the lack of supervision now available to the counseling aids because neither of the assistant counselors have had much experience in case work supervision. Assistant Counselor, Orsburn, has had no training in social case work as such, and his interest in professional counseling and social work is not clearly understood by the Counselor.

The volume of all types of services rendered by the Welfare Section was very much the same as during September. The volume might have varied more had completely accurate records of activity been kept. Some of the counseling aids have not yet made a record of all case activity and the system is being followed that they make the record themselves rather than the receptionist, although the receptionist assists. Furthermore, Assistant Counselor, Orsburn, did not keep records of case work done in the Housing Unit.

The sharp reduction in the number of public assistance grants was the result of the campaign to make more thorough reinvestigations in the cases receiving assistance from month to month. The three special assistance recipients were as follows: One person received a grant of \$41.00 for artificial dentures. A second person received a trip to Gila River to attend a funeral. A third person received a grant for the meals of her trip from Colorado to Jerome. She had been left in Colorado for appendectomy. The amount of her transportation proper was not included in the grant. There were no meals for travel and it is not known whether the 63 persons transported to Rohwer by truck incurred expense under this allotment or under the general transportation funds.

The number of relocation grants was reduced slightly from the previous month. Although the Employment Division might be able to explain this, we have no clue except that it is autumn and there is less activity in the field of agricultural employment.

The amount of grants for clothing allowances is reduced sharply because most of those who came from Tule Lake did not receive clothing

allowances from this project in October. The reduction of some 650 units receiving clothing allowances is not proportionate to the number who left the Center for Tule Lake. Quite a number have been added by a change in the policy of determining the head wage earner who is eligible to receive allowances. The social head of the family is no longer the only person who may receive allowances at the project. A recent modification of the policy will make it possible for any wage earner in a family to receive allowances for all of those who may be construed as his dependents.

The new cases were received mostly from the individuals or the family members. Those referred by the Employment Section were almost entirely the preparation of vouchers for relocation grants which continues to be done by the Welfare Section. Those referred by Other Project Personnel were mostly the leave clearance investigations done by Assistant Counselor, Orsburn, and Counselor, Webb. Those from sources outside WRA were predominately from the American Red Cross in the form of messages between evacuees and Japan. There were a few exceptions under this section.

Section F contains only 6 new grant cases aside from the industrial relocation and special grant recipients. There were actually 12 new grant cases but 4 of them had had services from the Welfare Section during the previous month and the other two had received assistance at some other time and were reopened.

Section G shows that 37 recipients of regular monthly general assistance grants were closed under 1-(b), other resources. Some of these recipients may not have been without resources when assistance was first granted, although it is difficult to say because original investigations were very sketchy or not written down. Of the services completed under this section, 356 cannot be classified under the first three headings. Of these 356 completed for other miscellaneous reasons, 342 were opened during the month and closed again, most of them with a single contact.

WAR RELOCATION AUTHORITY
Monthly Report

WELFARE

For Month Ending 11/30 1943Center JEROME

A. Summary of All Types of Service (Including Assistance Other than Clothing) by Family Unit

	No. Family Units
1. Continued from previous month.....	264
2. Added this month.....	335
(a) New..... <u>326</u>	
(b) Reopened..... <u>9</u>	
3. Open during month (1 + 2).....	599
(a) Financial assistance..... <u>188</u>	
(b) Service only..... <u>351</u>	
(c) Inactive during month..... <u>60</u>	
4. Closed during month.....	268
5. Continued to next month (3 - 4).....	331

B. Summary Analysis of Grants Authorized
(Other than clothing)

	Family Units	Persons	Amount
6. Total.....	189	360	1560.50
(a) General assistance.....	185	351	1200.00
(b) Special assistance.....	6*	15**	360.50
(c) Travel.....	-	-	-
(d) Other.....	-	-	-

* 2 counted in B.6.(a); ** 6 counted in B.6.(a)

C. Administration of Clothing Allowance Program

	Family Units	Persons	Amount
7. Total Allowances Issued.....	1708	5576	17901.50
(a) Recipients of WRA wage.....	1704	5415	17412.00
(b) Recipients of unemployment compensation.....	3*	9**	27.00
(c) Dependents of Consumer Enterprises employees.....	xxxx	146	438.00
(d) Recipients of public assistance.....	4	8	24.50
(e) Other.....	None	None	None

8. Period covered Oct. 1 - Nov. 30, 1943, and Sept. Supplements.
* also counted in C.7.(a); ** 2 persons out of the 9 counted in C.7.(a)

D. Evacuee Personnel Employed:

	\$12 wage	\$16 wage	\$19 wage
9. Total		62	34
(a) Counseling aides		4	1
(b) Clerical		16	4
(c) Other		42	29
(d) Staff Changes:			
Terminations.....		5	3
Additions.....		7	1

SUMMARY ANALYSIS OF SELECTED ITEMS IN MONTHLY STATISTICAL REPORT:

E. Responsibility first Assumed this Month - Source and Type of Service by Family Units	I Total	II Financial Assistance	III Service Only
Total (should be same as item A-2-a on page 1).....	326	5	321
1. Individual or family member.....	133	2	131
2. By referral.....	193	3	190
(a) Education Section.....			
(b) Employment Section.....	104	-	104
(c) Internal Security Section.....			
(d) Medical Section.....			
(e) Other Project Personnel (this or other center).....	36	3	33
(f) Block Manager (or other evacuee representative).....	1	-	1
(g) Source outside WRA (specify).....	51	-	51
(h) other (specify).....	1	-	1

F. Basis For Granting Financial Assistance:		G. Bases For Discontinuing Assistance or Service	
Total (should equal total of Column II of E above).....	5	Total (should equal Item A-4 on page 1).....	268
1. Unemployment of wage earner.....		1. No longer in need of financial assistance.....	6
2. Income (or other resources) inadequate.....		(a) obtained employment (in center).....	
3. Illness or disablement of wage earner.....		(b) other resources.....	6
4. Age.....	1	2. No longer at center.....	
5. Absence of wage earner.....	1	3. Service completed.....	262
(a) Interned.....		(a) Transfer between centers.....	1
(b) Working outside center.....	1	(b) Interned member paroled.....	1
(c) Divorce or separation.....		(c) Relocations.....	
(d) In armed forces.....		(d) other (Specify).....	260
(e) other.....		Short-term contacts	
6. Death of wage earner.....	1		
7. other (Specify).....	2	(4) other (specify).....	

Submitted by (Name) J. Lloyd Webb Title Counselor Date Nov. 30, 1943

NARRATIVE REPORT OF WELFARE SECTION

November, 1943

Change in Reporting Period

The repeated demands for the monthly report of the Welfare Section on or before the first day of the calendar month have brought about the decision to make the statistical count for the period through the 25th day of the month. This report includes a count of work done between November 1 and 25 inclusive. The work which has been done during the last four working days of the month will be counted in the report for December, 1943. Beginning with the report for December, the period covered will be the 26th of one month through the 25th of the following which will make it possible to report on the first day of the calendar month despite the pressure of other work during the last few days of the month.

Explanation of Statistical Items

Section A contains no unusual change over the previous month or two with the exception of the number of units receiving financial assistance. This time the leave assistance grants were not included in either Section A or Section B. Furthermore, the reduction in regular monthly general assistance which came about in October caused the number to be smaller aside from the exclusion of leave assistance. One other figure might be noticed. The cases inactive during the month increased from 37 in October to 60. This might indicate the need for careful reviewing of the active case loads by the counseling aides and counselors so that too many cases are not carried without activity.

The special assistance grants may be described as follows: One recipient bought artificial dentures with his grant. Two families paid maintenance expenses while on trips to Little Rock. One of these families was there because a member was hospitalized and died there. The other case, a person went for special medical care. A fourth recipient used the grant of \$125.00 to purchase an artificial limb. The fifth recipient paid the money directly to the Missouri Pacific Railroad for part of the tax which should have been collected on fares they had paid themselves on a trip to Lordsburg, New Mexico, which they made several months ago. The sixth recipient was reimbursed for travel expenses from Hoisington, Kansas, to the center after having been left at Hoisington while enroute to Tule Lake. A separate voucher provided expenses for the trip from Jerome to Tule Lake. Four of these special grants were charged to 11.1, general assistance allotment, while two of them were charged to 11.4, travel. However, these travel grants were not eligible in accordance with Administrative Instruction No. 46, and for

this reason were not shown under B.6.(c). In fact, neither of these grants were approved by the Welfare Section but were handled in the Administrative Management Division.

The numbers of recipients and amounts of clothing allowances issued during this period more nearly approach the regular monthly clothing allowances than did the amounts shown during the previous month. There are still additional persons who will be eligible for clothing allowances during the month of December by virtue of their work during November who came from Tule Lake who did not earn clothing allowances during October. These were not shown in the November report but will be added in December. Also in December, it is anticipated that approximately 150 families who are without employable members will receive clothing allowances in lieu of some other kind of aid.

Section E is self-explanatory except for the units received by referral classed as 2.(g) and 2.(h). Most of the 51 service cases classed as referred from "Source Outside WRA" were Red Cross and Department of Justice referrals. There were also some miscellaneous referrals included here. The one service unit classed under 2.(h) "Other" may be incorrectly classified as this is a case which originated upon the initiative of the Welfare Section. There seems to be no proper classification of this type of case because it does not fit in either E.1. or E.2. Actually there are a number of cases which may at certain times be opened on the initiative of the Welfare Section. For example, it might be decided that additional social information should be secured about the families who have asked to go to family internment camp in anticipation of this request for information by the Department of Justice or some other agency, and the Welfare Section should go into these cases without an application from them and so introduce the objectives of the interview as to be acceptable to the clients; it would be necessary to count these cases as active cases.

It is significant that very few financial assistance cases were first assumed during November. Of the five, as shown in Section F, only two were new assistance cases. The other three were unduplicated special assistance clients.

The bases for discontinuing assistance or service are fairly explanatory. All but a very few of the services completed, shown under 3.(d), were services which were completed in one or two contacts.

Personnel

The reduction in numbers of evacuee personnel employed reflects the progress which has been made in removing from the Welfare Section the functions which are not compatible with counseling in personal and social problems.

Sixty-four of the 71 "Other" personnel are the block managers and block secretaries who are not actually employed by this Section. It is understood that they are employees of general project management rather than of the Welfare Section, and it is a possibility that the attendance of these workers will be reported to the person or office to which they are administratively responsible. Except for conferring with block managers regarding questions of housing assignments and the reporting of changes in residence, the Welfare Section has no specific supervisory responsibility for the work of the block managers and secretaries. Consequently the time reporting is only a perfunctory duty performed by a clerk-typist.

The other seven workers who are charged to Welfare Section but whose duties do not relate to the general functions of social counseling are: (1) the three warehouse and maintenance men who repair cots and maintain household equipment, (2) the three workers who comprise the moving crew which moves the residents and does miscellaneous drayage, and (3) the sewing machine maintenance man who repairs and services the approximately 100 sewing machines in use in the residence blocks, the night school, and the high school.

The terminations and additions during the month were among those employees who do not function in the social counseling area, excepting for the termination of one typist-clerk who left the clothing allowance unit and who was not replaced.

Counseling Problems

The Counselor and the Acting Associate Counselor have continued with one most delicate and time-consuming job and one which is a real challenge and compliment to the purpose of the welfare counseling. This job is the investigation of applications for Leave Clearance. The Counselor held 16 such hearings and investigations and the Acting Associate Counselor held 15 leave clearance investigations. As mentioned in the previous report, these investigations are time-consuming, but it is important and a kind of interviewing which the Welfare Section is comparatively well-equipped to handle.

The Counselor did only a small number of miscellaneous counseling interviews other than the leave clearance hearings.

In fact, there were only about six other interviews recorded. The Acting Associate Counselor did a number of interviews, mostly about housing. His total report of activities included 38 interviews which is a much larger number than he has heretofore reported. Even at that, nearly all of his work is not reflected in this report.

The Assistant Counselor was kept busy with public assistance applications and reinvestigations and with case problems relating to clothing allowances. Several interesting family situations were uncovered which called for careful and intensive work that has only been begun.

Need for General Assistance

Earnest efforts have been under way to reinvestigate the current need of as many of the recipients of regular monthly assistance grants as possible. The bulk of the work has fallen upon the Assistant Counselor as a result of the resistance of the counseling aides to inquiring as to the financial resources and facts in individual cases. This reluctance is based upon feelings that the amounts of assistance are too small to warrant a meticulous measurement of budgetary need in cases having no regular wage earners. Furthermore, it is not considered timely to require complete reporting of financial resources since this requirement was not emphasized at the time of original certification for general assistance in the majority of the cases.

A plan for altering the policies controlling assistance to those having no employable members is under consideration. Families without wage income are none the less in need of funds for clothing. Clothing allowances are to be granted in all cases without other Center income and without anyone who is able to earn. Those needing additional assistance will be required to furnish complete financial and budgetary data for redetermination of need on an individual case basis. It is anticipated that there will not be a large number of certifications for general assistance in addition to the amounts to be granted as clothing allowances within the coming month or two.

Work of Evacuee Counseling Staff

The five counseling aides have been more than anxious to be of service, but lack of adequate supervision and development as a staff unit has resulted in several weaknesses which will be mentioned below. Two of the most frequent problems handled by these workers may be described as interviewing with families of internees and investigating applications for transfers between centers. A number of family

problems and personal problems come to their attention and quite a lot of good is being done both in bringing about environmental changes and giving the residents an opportunity to discuss their problems freely with someone outside their family who is interested.

Three of the five counseling aides are men and nearly one-third of their time has been spent during November for wood-cutting. This has increased the problem of supervision and continuity of effort.

The difficulties which remain in need of supervision are poor case recording, irregular recording of activities for statistical reporting, and hesitation of the workers to devise means of bringing out the feelings and attitudes of the clients. The system of case recording is making some progress, but it is doubtful whether all the counseling aides appreciate the usefulness of a continuous recording either by summarization or chronological entries and the value of a neatly and uniformly arranged folder of material in each case.

The weaknesses in getting information and securing the real feelings and attitudes of the clients is the result of very complicated factors, including the social interdependence of the people and the determination of conscious action by the group or family which in so many instances might not be the decisions of individuals. It is apparent that the very careful analysis and discussion of these problems is warranted and it is for this reason that it may be regretted that the Acting Associate Counselor has not been about to assist with the supervision of the counseling group.

Public Relations

On November 24, the Permanent Community Council appointed a social welfare committee composed of Jisaburo Kasai, Shigeichi Mitsuyoshi, William Vondo, three Issei. This is the first ^{ad}supervisory committee which has been named in the center to devote its attention to social counseling. It is hoped that their interest will be an important channel for receiving the residents' expectations of the Welfare Section.

There is all too little interest in the Welfare Section, both in the part of the residents and in the staff. It is felt that much interpretation of what counseling might offer is indicated.

Staff Relations

The fact that the Housing Unit continues to be considered a separate section of the project by many of the administrative staff is a symptom of the confusion concerning the duties of the Acting Associate Counselor. For example, the Placement Office has the quota of evacuee personnel listed by sections. It shows the Welfare Section to have 19 employees and the Housing Section to have 13. Seven of those 13 are the seven described above which do not work in connection with counseling and two of the remaining six are also concerned mostly with accounting, property control, moving, and personnel housing.

The vestiges of responsibility for the duties of general project management, administrative management, and operative divisions are the work which is done by the Acting Associate Counselor and those he supervises on personnel housing, moving, maintenance and repair of furniture and sewing machines, control of hand tools issued to the blocks, property control and cost accounting. There is also some clerical work done by the Welfare Section which would probably be the logical work of the Relocation Division in that all of the vouchers for leave assistance grants are prepared by the Welfare Section. As the numbers of persons leaving on indefinite leave have increased during recent weeks, this is a clerical job requiring approximately two or three hours of work each day for a clerk-typist.

It seems that the standard position description of the Acting Associate Counselor was reallocated on November 8, 1943. This reallocation along with the receipt of a copy of the job description for this person has stimulated his interest in trying to change his duties to fit the description. Nevertheless, it seems hard for the Acting Associate Counselor to discipline himself so as to spend much time on the actual counseling and the recording of results. He has shown an intense interest and done a superior job in leave clearance hearings, but this has not been paralleled in his counseling in other areas. He continues to take assignments from various members of the staff other than the Counselor and hesitates to recognize the Counselor as his supervisor. He is trying without knowing just how to rapidly relinquish his status as an independent section head to operate as a part of the Welfare Section, but this is very difficult. His lack of experience in observing and diagnosing social problems as such is the very understandable reason for his difficulty in detecting the purely social problems of the center as distinguished from the limitations of real goods and tangible accommodations in the community life.

This is undoubtedly to some extent the result of his lack of experience in social case counseling. It is more crippling than it need be if he could freely admit his inexperience in the field and combine his pleasing personality with the Counselor's counseling and stimulation in the form of a supervisory routine and relationship. It is safe to say that the Acting Associate Counselor does not yet spend more than half his time in counseling or in performing the duties set forth in the position description allocated on November 8. It is likewise true that over half the responsibilities of the thirteen evacuees working directly under him are completely unrelated to the duties of his position.

Staff Development

Three group meetings of the staff were held during November. All of them were on the topic of relocation and the Welfare Section's part in fostering relocation.

It was decided early in the month that each person leaving on indefinite leave should be interviewed by one of the senior counseling aides, Mr. Kasai. The objectives of the interview were to discuss clothing allowances for the remainder of the family and to help the relocating person visualize possible difficulties and ways of over-coming them in the new location. This interviewing is not to conflict with the special counseling which has been proposed and will probably be undertaken in a month or so. Its relations were discussed with Mr. McVoy of the Relocation Division when he was here.

Special Counseling on Relocation

The amount of understanding which the various staff members have at this time of the proposed special counseling on relocation plans and attitudes is uncertain. For example, the Acting Relocation Officer has called the proposed project a "survey" and has expressed his hope that it will be done soon. The Chief of Community Management appreciates the difficulty and importance of the project, but no definite plans for arranging the unit in terms of personnel and interviewing space have been developed. It is evident that the staff as it is now organized can do but a limited amount of good counseling on the question of relocation, and no publicity will be given to the new project unless additional competent personnel can be secured.

COPY

WAR RELOCATION AUTHORITY
Monthly Report

Budget Bureau No. 13-R043
Approval Expires: 1/31/45

WELFARE

For Month Ending 12/31 1943Center JEROME

A. Summary of All Types of Service (Including Assistance Other than Clothing) by Family Unit

	No. Family Units
1. Continued from previous month.....	331
2. Added this month.....	265
(a) New.....	263
(b) Reopened.....	2
3. Open during month (1 + 2).....	596
(a) Financial assistance.....	175
(b) Service only.....	343
(c) Inactive during month.....	78
4. Closed during month.....	227
5. Continued to next month (3 - 4).....	319

B. Summary Analysis of Grants Authorized
(Other than clothing)

	Family Units	Persons	Amount
6. Total.....	16	51	243.35
(a) General assistance.....	8	24	52.00
(b) Special assistance.....	7	21	179.35
(c) Travel.....			
(d) Other.....	1	6	12.00

C. Administration of Clothing Allowance Program

	Family Units	Persons	Amount
7. Total Allowances Issued.....	1,902	5,988	19,156.00
(a) Recipients of WRA wage.....	1,731	5,496	17,659.50
(b) Recipients of unemployment compensation.....	3*	10	30.00
(c) Dependents of Consumer Enterprises employees.....	xxxx	166	486.00
(d) Recipients of public assistance.....	7	14	48.00
(e) Other.....	162	302	932.50
8. Period covered Nov. 1 - Dec. 31, 1943 and Oct. Supplements * 1 person out of 3 counted in C.7.(a) also.			

D. Evacuee Personnel Employed:

	\$12 wage	\$16 wage	\$19 wage
9. Total		60	38
(a) Counseling aides		4	1
(b) Clerical		16	4
(c) Other		40	33
(d) Staff Changes:			
Terminations.....		4	3
Additions.....		4	5

SUMMARY ANALYSIS OF SELECTED ITEMS IN MONTHLY STATISTICAL REPORT:

E. Responsibility first Assumed this Month - Source and Type of Service by Family Units	I Total	II Financial Assistance	III Service Only
Total (should be same as item A-2-a on page 1).....	263	8	255
1. Individual or family member.....	106	3	103
2. By referral.....	157	5	152
(a) Education Section.....			
(b) Employment Section.....	17		17
(c) Internal Security Section.....			
(d) Medical Section.....	2	1	1
(e) Other Project Personnel (this or other center).....	82	4	18
(f) Block Manager (or other evacuee representative).....	9		9
(g) Source outside WRA (specify).....	107		107
(h) other (specify).....			

F. Basis For Granting Financial Assistance:		G. Bases For Discontinuing Assistance or Service	
Total (should equal total of Column II of E above).....	8	Total (should equal item A-4 on page 1).....	277
1. Unemployment of wage earner.....	2	1. No longer in need of financial assistance.....	10
2. Income (or other resources) inadequate.....		(a) obtained employment (in center).....	6
3. Illness or disablement of wage earner.....	1	(b) other resources.....	4
4. Age.....		2. No longer at center.....	
5. Absence of wage earner.....	1	3. Service completed.....	18
(a) Interned.....		(a) Transfer between centers.....	4
(b) Working outside center.....		(b) Interned member paroled.....	4
(c) Divorce or separation.....		(c) Relocations.....	
(d) In armed forces.....		(d) other (Specify).....	10
(e) other.....	1		
6. Death of wage earner.....		(4) other (specify).....	249
7. other (Specify).....	4		

Submitted by (Name) J. Lloyd Webb Title Counselor Date Dec. 31, 1943

NARRATIVE REPORT OF WELFARE SECTION

December 1943

Volume and Nature of Activities

The amount of counseling done during December was only slightly less than that of November. The number of cases which were inactive is slightly higher and nearly all forms of services were smaller in number with the exception of services in relation to families of internees. The volume of work on public assistance cases was larger as will be described below.

Reinvestigation and Changes in Assistance

A comparison of the report forms WRA-243 for November and December will show a decrease in general assistance from 185 family units in November to 8 in December. This is not a net decrease because the 162 "other" clothing allowance recipient units shown under G 7 (e) must be added to the 8 shown under B 6 (a) in order to have a figure comparable to that which was shown in B 6 (a) for November. All public assistance cases were closed and those units who had no member who was employable were given assistance in accordance with clothing allowance scales by authority of Administrative Instruction number 35 111 E. If no one was employable it was assumed that assistance in the amount of clothing allowance was needed and the only reinvestigation was to determine unemployability.

Of the 162 "other" units receiving clothing allowance, 154 had received assistance in November. Six had either received public assistance or been investigated for assistance prior to December. Only two were applications first assumed during December.

By observing that the total general assistance and "other" clothing allowance is only \$984.50 compared with \$1200 for November, it will be seen that either some recipients during November were not in need of assistance or if they were in need they probably still needed it during December. It is quite possible that they were still in need and that the reason for not granting it was the Welfare Section's inability to investigate all of the questionable cases. However, there are only 14 known questionable cases. There may be a number of additional family allowance assistance when the changed policy becomes better known. In the event of such applications, supplemental grants will be given only if it is clearly established that no one was employable beginning in December.

Whether or not some 175 family units receive assistance called general assistance or clothing allowance seems unimportant from a technical standpoint but the psychology of a family with

an employable member being considered eligible to receive clothing allowance seemed to have sufficient advantage to warrant this change in policy. As the term clothing allowance is generally interpreted, certainly those who are unable to work should be considered eligible. If the allowance is a supplemental wage, perhaps the grants should not have been changed from the classification of general assistance.

Those who received "other" clothing allowance will be eligible for additional public assistance in accordance with individual need. Therefore, a very careful study of applicants for these additional grants will be made. As is shown under B 6 (a) only 8 units, comprising 24 persons, received general assistance in addition to the assistance in the amount of clothing allowance.

The special assistance grants may be described as follows: 3 were replacements of glasses broken in line of project employment and were approved by the Administrative Management Division without reference to financial need. One grant provided glasses for a child of an assistance family who needed glasses. One grant provided a limb for a man who also was a recipient of assistance. One grant was for clothing to a man who was receiving clothing allowance assistance used for incidental expenses. The supply of clothing will take care of him for about six months with the supplementation of the regular clothing allowance. The seventh grant was for clothing to a woman whose husband is relocated and is earning \$25 per week in a city. Her clothing did not arrive from Tule Lake and additional clothing was necessary.

No assistance for transfers between centers was granted during December. However, the one grant shown under B 6 (d) was expended for travel. This grant was made by the Administrative Management Division to reimburse a WRA escort who spent \$12 on a resident while visiting in California. Eligibility on the basis of need could hardly be established but the grant was given in response to the applications of the escort and the evacuee.

Under the Summary Analysis, Section F, the entries describing the 8 cases of assistance first assumed in December are explanatory with the exception of 4 shown under 7. Three of these 4 were the grants for glasses mentioned above, which may or may not have been needed by budgetary measurement. The fourth one was the grant to reimburse the WRA escort in California.

In Section G it might be explained that 249 of 277 service cases discontinued were short time cases on which only one or two contacts were made. The 10 shown under 3 (d) are described as follows: 6 cases had received investigation services several months before and through an oversight had not been closed. In one case, assistance was given for artificial dentures, but the reason for discontinuing could not be shown under "no longer in need of assistance". One case was closed through error and

reopened. One case was an internee problem but the internee died and was not paroled. In one case the service was completed, but it could not be classified under A, B, or C.

Personnel

Evacuee personnel employed by the Welfare Section proper remained almost static. Of the seven terminations only one person worked in the Welfare Office. She was a typist clerk who works on housing files and inductions. The other six were: a moving crew worker, two block secretaries, and three block managers. These were all replaced and two additional block managers were added.

The other employees are 33 block secretaries at \$16, three moving crew men, three repair and maintenance men and one sewing machine repair man. The 33 "other" \$19 employees were block managers. Of course, these were not really employed by the Welfare Section, but their time is reported by the Welfare Section.

Staff Development

Weekly staff conferences have been held during this month. Topic were as follows: December 2, a discussion of intake processes and techniques; December 9, Medical Social Worker Bayless discussed the nature and programs of treatment in preventing tuberculosis; December 16, Medical Social Worker Bayless discussed the nature of syphilis and its relation to social problems; December 23, one of the Community Council members led in a discussion of community government.

Supervision of the counseling aides continues to be weak and "spotty" because the Counselor had too many irons in the fire and too many interruptions. There also seems to be a cooperative resistance to case recording. This makes it difficult to tie in with the details by training through case records and conferences.

Social Welfare Committee

The committee got underway with two meetings during the month. On December 7, all three members were present and the discussion included U. S. Employees' Compensation, clothing allowance regulations, questions of compensation for employment, facilities for treatment of youth problems, questions of recreational needs for the aged, the question of the location of authority for allocating space used in industrial and office housing, and counseling for relocation. The second meeting, on December 21, was concerned altogether with relocation counseling. Some of the misunderstandings and lacks of understanding regarding the functions of the Relocation Planning Commission as related to the Relocation Division and the Welfare Section

were discussed. Apparently the Welfare Committee will be of value in interpretation to both the residents and to the Welfare Staff.

Relocation Counseling Unit

Efforts have been underway to employ at least one Assistant Counselor and one Junior Counselor immediately. It is hoped that with two well-equipped counselors our orientation of counseling staff may proceed simultaneously with the development of interest in and acceptance of the counseling project by the evacuees.

Termination

Noguchi, Mamoru	- Blk. Mng. #45	5
Hiroano, Sataro	- Blk. Mng. #38	4
Nagai, Ted	- Blk. Mng. #1	3
Shiotsu, Kay Kikyo	- Blk. Sec. #3	6
Mori, Nancy	- Housing Sec.	1
Nakata, George	- Moving Crew	2
Yamamoto, Sally	- Blk. Sec. #1	7

Addition

Nomura, Kanbei	- Blk. Mng. #45	5
Masai, Harry	- Blk. Mng. #28	4
Matsubara, Hoichi	- Blk. Mng. #1	3
Toyama, Ruth	- Blk. Sec. #3	6
Kitahara, Dolly	- Housing Sec	1
Nishiyama, Ray	- Moving Crew	2
Shinagawa, Emiko	- Blk. Sec. #1	7
Nobuto, Kazuma	- Blk. Mng. #19	
Matasaka, Paul	- Blk. Mng. #38	

EVACUEE PERSONNEL EMPLOYED

For Month Ending of December, 1943

Jerome Center

	\$12 Wages	\$16 Wages	\$19 Wages	
9. Total		27. 60	71 - 33	98
(a) Counseling Aides		4	1	
(b) Clerical		16	4	
(c) Other		7. 40	66 - 33	
(See breakdown attached)				
(d) Staff Changes: Termination.....		4	3	
Addition.....		4	5	

(c) Other ---- Breakdown

	\$12 Wages	\$16 Wages	\$19 Wages
Sectional Timekeeper			
Sewing Machine Repair		1	
Warehouse & Maintenance Crew		2	
Moving Crew		2	
Block Managers			33
Block Secretaries			33

WAR RELOCATION AUTHORITY
Monthly ReportWELFAREFor Month Ending 1/31 1944Center Jerome

A. Summary of All Types of Service (Including Assistance Other than Clothing) by Family Unit

	No. Family Units
1. Continued from previous month.....	319
2. Added this month.....	390
(a) New..... <u>385</u>	
(b) Reopened..... <u>5</u>	
3. Open during month (1 + 2).....	709
(a) Financial assistance..... <u>169</u>	
(b) Service only..... <u>476</u>	
(c) Inactive during month..... <u>64</u>	
4. Closed during month.....	342
5. Continued to next month (3 - 4).....	367

B. Summary Analysis of Grants Authorized
(Other than clothing)

	Family Units	Persons	Amount
6. Total.....	169	331	\$1,119.52 ¹
(a) General assistance.....	166	321	1,040.75
(b) Special assistance.....	3 ¹²	10 ¹²	17.30
(c) Travel.....	1	1	61.47
(d) Other.....	-	-	-

C. Administration of Clothing Allowance Program

	Family Units	Persons	Amount
7. Total Allowances Issued.....	1702	5639	\$18,013.50
(a) Recipients of WRA wage.....	1700	5468	17,514.00
(b) Recipients of Unemployment compensation.....	2	2	7.00
(c) Dependents of Consumer Enterprises employees.....	XXXX	169	492.50
(d) Recipients of public assistance.....	2	9	28.00
(e) Other.....	None	None	None
8. Period covered			

D. Evacuee Personnel Employed:

	\$12 wage	\$16 wage	\$19 wage
9. Total		18	5
(a) Counseling aides		3	1
(b) Clerical		15	4
(c) other Block Managers and Clersk		(32)	(32)
(d) Staff changes:			
Terminations.....		2	1
Additions.....			

- Grants were duplicated (for Dec. and Jan.) for 4 family units comprising 4 persons, but only counted once in B.6.(a).
- One family unit of one person counted in B.6.(a).

SUMMARY ANALYSIS OF SELECTED ITEMS IN MONTHLY STATISTICAL REPORT:

E. Responsibility first Assumed this Month - Source and Type of Service by Family Units	I Total	II Financial Assistance	III Service Only
Total (should be same as item A-2-a on page 1).....	385	6	379
1. Individual or family member.....	142	3	139
2. By referral.....	243	3	240
(a) Education Section.....			
(b) Employment Section.....	45		45
(c) Internal Security Section.....	2		2
(d) Medical Section.....	1		1
(e) Other Project Personnel (this or other center).....	71	2	69
(f) Block Manager (or other evacuee representative).....	21	1	20
(g) Source outside WRA (specify).....	103		103
(h) other (specify).....			

F. Basis For Granting Financial Assistance:		G. Bases For Discontinuing Assistance or Service	
Total (should equal total of Column II of E above).....	6	Total (should equal Item A-4 on page 1).....	342
1. Unemployment of wage earner.....		1. No longer in need of financial assistance.....	4
2. Income (or other resources) inadequate.....		(a) obtained employment (in center).....	2
3. Illness or disablement of wage earner.....	1	(b) other resources.....	2
4. Age.....	1	2. No longer at center.....	335
5. Absence of wage earner.....	1	3. Service completed.....	
(a) Interned.....		(a) Transfer between centers.....	7
(b) Working outside center.....		(b) Interned member paroled.....	1
(c) Divorce or separation.....		(c) Relocations.....	1
(d) In armed forces.....		(d) other (Specify).....	326
(e) other.....	1	Short contact services	
6. Death of wage earner.....		(4) other (specify) <u>Appls. for transfer withdrawn</u>	3
7. other (Specify) <u>2 for glasses broken in industrial accident; 1 travel grant.</u>	3		

Submitted by (Name) J. Lloyd Webb Title Counselor Date Feb. 2, 1944

NARRATIVE REPORT OF WELFARE SECTION

January, 1944

Reporting Period

Although in November we changed the reporting period to allow for more time for preparation of the report at the end of the month, the period is being changed back to the calendar month at this time. The January report includes the calendar month of January and the last five days of December.

General Public Assistance

Reference should be made to the December narrative in which there was a discussion of the decision to call general assistance, clothing allowance, and to grant it at the clothing allowance rates without any attempt in individual cases to measure need other than by the test of unemployability. Some confusion resulted from this change because these allowances were ordered by the clothing allowance procedure. When the Fiscal Section learned of it, the Welfare Section was asked to designate such allowances as public assistance for the sake of allotment and cost accounting.

The Welfare Section again changed to ordering these grants on the voucher WRA Form No. 77 rather than the clothing allowance order Form No. WRA-93. Care will also be taken to have every family unit receiving such assistance sign an application for assistance Form WRA-76. To the test of unemployability will be added consideration of any large amounts of savings or any regular income which may be learned of at the time of initial investigation or a reinvestigation. No attempt will be made to measure the amount of need unless it exceeds the clothing allowance rates, and no attempt will be made to explain to the residents as a whole whether or not the allowance should be called a clothing allowance or a public assistance grant, except in cases receiving more than the clothing allowance rates. In those cases, every effort will be made to measure the individual needs.

The Welfare Section learned for the first time during the calendar year 1943 of the amount of allotments for public assistance and clothing allowances. Four thousand dollars had been allotted for public assistance during the third quarter, and fifty-four thousand dollars was set aside for clothing allowances.

Clothing Allowance Program

A comparison of the net change in clothing allowance recipients between December and January will reveal that it

was only slight. The 162 recipients classed as "Other" under C.7.(e) were counted in Section B as "general Assistance" for January.

For the first month in a number of months, no cases were reported under Section C.7.(d). A new interpretation was placed on this category. For several months orders for clothing allowances had been given for those needing assistance in excess of the rates of \$4.75, \$4.25, \$2.50, and \$1.50, as specified as maximum for public assistance. As a result of the discussion, in which it was concluded that clothing allowance would be given only to those families in which there was a worker, it was decided that the supplemental assistance for clothing should be counted as assistance and not a clothing allowance in families not having an employed member. Actually there have been very few families who receive clothing allowances who also receive public assistance, but this has not been reported correctly according to our current interpretation of this section. The number shown under C.7.(d) for January is a duplication of those shown under C.7.(a).

Personnel

The Welfare Section has been attempting to recruit Assistant and Junior Counselors all during the month. As it stands, at the end of the month there seems to be two acceptable prospects for each position, namely Joseph Stokes and William Williams of Springfield, Missouri, for Assistant Counselors, and Alpha Williams and Willard Stovall Lee of Fayetteville, Arkansas, and vicinity, for Jr. Counselors.

The list of evacuee personnel, approved by Washington for the third quarter, was circulated during the middle of the month, and the results for the Welfare Section promised to be the transfer of four repairmen to Operations, three laborers for moving to the Warehousing Unit of the Finance Section, and the timekeeper and cost-property clerk to the Timekeeping and Property Control Units of Finance. There is a great reluctance on the part of Finance and Operations to take over the supervision of the moving crew and the repairmen.

Even after the transfer of these personnel which are not approved for the Welfare Section is completed, Welfare Section will still have the problem of transferring the responsibility of the supervision of these people. Much of the Acting Assistant Counselor's time is required in supervising these persons, and as mentioned before, he has never been able to function as a counselor. He is changing his responsibilities in that direction, but these obstacles make the change rather slow.

About the only organized program for staff development is the weekly group meetings. The one on January 6 enjoyed the discussion of Mr. Castleberry, Evacuee Property Officer. He presented a number of problems in connection with helping the evacuees solve their property problems. The other three meetings, held on January 13, 20, 27, were all concerned with the revision of the face sheet in use and the instructions for using it and discussing the detailed procedures of case assigned, case review, and coordination of efforts among the counseling group.

Housing Standards

An unusual episode occurred during the month which called for some extra interviewing. Residents of one centrally located block were requested to move by February 1, at which time the dining hall was to be closed. By request, the counselors and counseling aides interviewed each family unit in the block to determine the feasibility of moving at this deadline. The counselors found acute resistance to the proposal, and the interviewing was not very constructive because of this resistance. In fact The Welfare Section was accused of instigating a plan of movement which was not considered fair or acceptable. The plan of discussing standards for determining housing assignments in a joint meeting of the block managers' housing committee and Council Welfare Committee did not materialize very well because of the predominant interest in this question of vacating one block. The committees discussed this problem for about two and a half hours.

Council Welfare Committee Meetings

There were three meetings of the Welfare Committee of the Community Council. This Committee was enlarged early in the month to comprise five men, three issei and two nisei. The first meeting on January 4 was an informal discussion of relocation work within the center, centering around a comparison of the functions of the Relocation Planning Commission, Relocation Division, and the Welfare Section. The second meeting on January 18 was the meeting in which was discussed the acute housing problem, and it was quite encouraging to see the fair-minded attitude of nearly everyone of the welfare and housing committeemen. The third and last meeting was held on January 31. Topics discussed at this meeting were distribution and use of \$100 gift received from the servicemen at Camp Shelby, somewhat belatedly, which had been intended as a Christmas gift; the possibilities of day care for young children which might enable young mothers to work after their husbands relocate or for increased cash income; and some of the problems of determining need for public assistance grants.

Budget

The Welfare Section participated in the preparation of the budget estimate for the 1944-45 fiscal year. Detailed material was prepared for the use of the Fiscal Section in preparing the final budget. Source material was included for the answer of nearly any question concerning the volume of expenses or disbursements anticipated for the Welfare Section. This was the first experience the Welfare Section has had in participating in budget making.

Leave Clearance Investigations

Counselors Orsburn and Webb have continued to contribute a good deal of time to hearing persons whose leave clearance has been suspended. Together they held forty such hearings, twenty-four of which were held by Orsburn.

Office Quarters of Welfare Section

On the first of February, as this report is being prepared, the office is upset by a move from Block 36, Barrack 2, to the north half of Administration Building No. 2. Aside from the immediate confusion, there will be certain advantages and disadvantages to the change. The Welfare Section will be better integrated with the appointed personnel, but it may be as hard or more difficult for the evacuees to visit the office. Certain maintenance difficulties will be alleviated; better connections with Office Services may be maintained. The outstanding disadvantages will be a slight reduction in floor space, and a definite change for the worse in the number of semi-private interviewing rooms and booths. It will be possible to do away with the separate reception doors, and it is hoped that general material may be filed in more of a unit, and that the separateness of the Housing Unit may be largely overcome.

WAR RELOCATION AUTHORITY
Monthly Report

WELFARE

For Month Ending 2/29 1944Center JEROME

A. Summary of All Types of Service (Including Assistance Other than Clothing) by Family Unit

	No. Family Units
1. Continued from previous month.....	367
2. Added this month.....	344
(a) New.....	334
(b) Reopened.....	10
3. Open during month (1 + 2).....	711
(a) Financial assistance.....	168
(b) Service only.....	456
(c) Inactive during month.....	87
4. Closed during month.....	393
5. Continued to next month (3 - 4).....	318

B. Summary Analysis of Grants Authorized
(Other than clothing)

	Family Units	Persons	Amount
6. Total.....	168	315	1076.50
(a) General assistance.....	168	315	1049.00 ⁽¹⁾
(b) Special assistance.....	2 ⁽²⁾	2 ⁽²⁾	27.50
(c) Travel.....			
(d) Other.....			

C. Administration of Clothing Allowance Program

	Family Units	Persons	Amount
7. Total Allowances Issued.....	1700	5650	18,033.42
(a) Recipients of WRA wage.....	1698	5466	17,502.42*
(b) Recipients of unemployment compensation.....	2	2	7.00
(c) Dependents of Consumer Enterprises employees.....	XXXX	182	524.00
(d) Recipients of public assistance.....	None	None	None
(e) Other.....	None	None	None

8. Period covered Jan. 1 - Jan. 31, 1944 and
Oct. and Dec. Supplements* 1 mackinaw, \$3.08 deducted from (a)
D. Evacuee Personnel Employed:

	\$12 wage	\$16 wage	\$19 wage
9. Total		51	36
(a) Counseling aides		3	1
(b) Clerical		14	4
(c) other <u>Blk. Managers and clerks</u>		34	31
(d) Staff Changes:			
Terminations.....		3	2
Additions.....		2	1

- (1) Grants were duplicated (for Dec. & Jan.) for 5 family units comprising 7 persons, but only counted once in B.6.(a)
- (2) Already counted in B.6.(a)

SUMMARY ANALYSIS OF SELECTED ITEMS IN MONTHLY STATISTICAL REPORT:

E. Responsibility first Assumed this Month - Source and Type of Service by Family Units	I Total	II Financial Assistance	III Service Only
Total (should be same as item A-2-a on page 1).....	334	4	330
1. Individual or family member.....	150	4	146
2. By referral.....	184		184
(a) Education Section.....	1		1
(b) Employment Section.....	13		13
(c) Internal Security Section.....	2		2
(d) Medical Section.....			
(e) Other Project Personnel (this or other center).....	27		27
(f) Block Manager (or other evacuee representative).....	24		24
(g) Source outside WRA (specify) <u>Red Cross</u>	116		116
(h) other (specify) <u>Selective Service</u>	1		1

F. Basis For Granting Financial Assistance:

Total (should equal total of Column II of E above).....	4
1. Unemployment of wage earner.....	
2. Income (or other resources) inadequate.....	
3. Illness or disablement of wage earner.....	3
4. Age.....	
5. Absence of wage earner.....	1
(a) Interned.....	
(b) Working outside center.....	1
(c) Divorce or separation.....	
(d) In armed forces.....	
(e) Other.....	
6. Death of wage earner.....	
7. Other (specify).....	

G. Bases For Discontinuing Assistance or Service

Total (should equal Item A-4 on page 1).....	393
1. No longer in need of financial assistance.....	8
(a) Obtained employment (in center).....	7
(b) other resources.....	1
2. No longer at center.....	6
3. service completed.....	374
(a) Transfer between centers.....	6
(b) Interned member paroled.....	12
(c) Relocations	
(d) other (Specify) <u>319 + 37</u> <u>Short time contacts & Blk. 20 housing</u>	356
(4) other (specify).....	5

Submitted by (Name) J. Lloyd Webb Title Counselor Date 3-1-44

EVACUEE PERSONNEL EMPLOYED

For Month Ending of February, 1944

Jerome Center

	\$16 Wages	\$19 Wages
9. Total	51	36
(a) Counseling Aides	3	1
(b) Clerical	14	4
(c) Other	34	31
(see breakdown attached)		
(d) Staff Changes: Termination	2	2
Addition	2	1

(c) Other----Breakdown

Block Managers

Block Secretaries

	\$16 Wages	\$19 Wages
Block Managers	1	31
Block Secretaries	33	

NARRATIVE REPORT OF WELFARE SECTION

February, 1944

Summary Statement

Things happened fast and furiously all throughout February, beginning with the move from Block 36 to Administration Building No. 2. Naturally the move disrupted routine procedures and required numerous adjustments which have not been entirely completed yet. Added to this, four major changes effected the operations of the Section during the month.

First, the Welfare Section was designated as headquarters for counseling and information regarding Selective Service, and the Counselor was designated as Registrar for the Chicot County Board.

Secondly, the Section started getting referrals for investigation and recommendation regarding readmissions to the Center from indefinite leave, and by the end of the month this procedure was crystalized into a regular job for the Welfare Section.

Thirdly, the Acting Assistant Counselor was transferred to the Relocation Division, and this left all of his responsibilities in connection with housing, including personnel housing, to the remaining staff; and although it is possible to transfer some of the duties to other sections, the process of getting this done has been time-consuming and is not yet completed at the end of the month.

Fourthly, the requirement of a complete inventory as of February 29 was announced about a week before, and this was the first experience of the Welfare Section in attempting a complete inventory. The job has been completed at the end of the month, but many questions based on these inventories will probably come up during future weeks.

Beside these additional responsibilities, the regular full-time work of the Welfare Section has continued. There was a spurt in requests for transfers after the announcement that the Center would close in June. Social case problems and public assistance problems continued as usual.

Selective Service

On February 9, the Counselor was told that he would be the center of consultation on Selective Service. Most of the day on February 10 was spent in a meeting with the State Selective Service authorities. A full day of interviewing on selective service was spent on February 14 by the Counselor. The ten days between February 10 and February 19 were spent

on selective service questions. Then on February 26, the Counselor took the first group to Lake Village for preinduction physical examination.

There was a great deal of misunderstanding resulting from the first attempt of the Chicot County Board to introduce to the resident registrants its functions in relation to their situation. The Arkansas Selective Service Headquarters had modified the regulations as set forth in Local Board Memo. 179, and approximately fifty or sixty registrants at Jerome were asked to sign transfer forms and were later told the transfers would be initiated automatically from their California local boards. Such misunderstandings seemed to encourage some boys to think they might stall or avoid going for examinations. Considerable effort was made to discourage this, and in only one case has the registrant held out against initiating a transfer to Chicot County in response to his order to report. We do not know whether he is in danger of delinquency as we think he has had correspondence with his local board.

The statistical report does not reflect most of the counseling and interviewing on selective service problems because the Counselor was so pressed with callers and mail that he could not take the time to accurately record case activities. Furthermore, the nature of their questions were new to the whole Section, and very little could be referred to counseling aides. It is estimated that on the days of February 14 and 15 alone the Counselor probably interviewed at least fifty people, some in groups and a number singly. During the rest of the month there were at least fifty additional interviews. A few of these were documented in detail in order to show the instructions given to the registrants and their responsibility.

There are many important and far-reaching questions about the Selective Service policies and procedures as affecting the residents of Jerome, and this job will continue to be an important and difficult one.

Admissions to the Center

For several weeks the Project Director has referred to the Assistant Project Director, Community Management, the problems of readmission to the Center. At the end of the month the procedure assigning this work, in accordance with Administrative Handbook on Issuance of Leave 60.4.21, was crystalized in memorandum form to the effect that the Welfare Section is to make the investigations and recommendations. Involved in this problem is the apparent failure of anyone along the line to explain this regulation to persons on indefinite leave. Also the question of charging subsistence fees to those who are visiting here and collecting such

charges is related. Relations by mail and teletype with field offices are absolutely necessary, and this ties the Welfare Section quite closely with many of the field offices.

During the short period the Welfare Section has been attempting to investigate applications for reinduction, the experience has been that it is a time-consuming, delicate, and important job which must be done by a method of purely individualized case approach. The induction of nisei and the announcement that the Center will be closed in June both contribute very markedly to the volume and nature of this problem.

Housing Responsibilities

With the transfer of Acting Assistant Counselor Orsburn to the Relocation Division, an analysis of the functions of the Welfare Section in the area of housing was more fully precipitated than ever before. During the last two weeks of the month, plans were discussed and initiated, mostly by the Welfare Section and without too much outward response from other sections, for the transfer of the following duties to other sections:

- Supervision of linen service and janitorial service for dormitories;
- Control of property issued to appointed personnel residents (mostly furniture);
- Control of handtools, such as saws, shovels, rakes, axes, etc., assigned for use in block maintenance;
- Storekeeping work for handling equipment for evacuee housing, mostly bedding;
- Repair of sewing machines;
- Supervision of repair crew for general repair of housing equipment.

In addition, the Welfare Section still has functions which may not be consistent with the allocation of personnel to the Section, that is, property control of sewing machines and repair parts and property control of housing equipment, such as bedding actually issued to the residents. If the duties listed above are satisfactorily transferred and the Welfare Section is relieved of them, the present personnel will be able to carry on the latter list of duties with the assistance of the accounting clerk detailed from the Cost Accounting Unit.

The relocation of a key evacuee employee who worked under the title of Housing Supervisor has done as much as any one thing to bring a showdown regarding the division of all of this work. This employee was an all-around utility man who was a most willing and tireless worker who had the attitude of doing his utmost to meet all demands. It is impossible to replace him in these respects, and a division

of the duties is necessary. The Counselor cannot supervise all of these property control, warehousing, and maintenance duties with the increased demands for counseling in social problems.

The supervision of approval and procedures for moving within the Center has been assigned to Assistant Counselor Saliba. It is hoped that the Housing Supervisor will be able to do most of the interviewing and that Miss Saliba will supervise the standards being followed. There is considerable moving as an effort by relatives to get near each other and within the same block. This seems to be related to the idea that blocks may go as a whole to certain centers. An effort will be made to control moving and discourage it, but no effort will be made to make detailed standards on assignment of housing at this late date.

Inventories

After the announcement that the inventory as of February 29 would be required, it was soon evident that the files in the Welfare Section did not contain sufficient signed requisitions, receipts, credit slips, issuance papers, etc., on which to base an inventory which was anything like complete. The inventory has been taken on the basis of physical possessions, and as yet, no attempt has been made to reconcile this with the files.

Inventories on separate groups of property as indicated by the above list of duties which were done by Housing had been completed and submitted to the Property Control Unit. Also a complete and accurate inventory of the office equipment in the Welfare Section has been accomplished for the first time.

Other Activities

It will be noted from the Form 243 that assistance grants did not increase. It happened that no funds were granted for travel to transfer residents. The two grants for special assistance were for clothing to people who could not be expected to replenish their wardrobes from a number of monthly grants.

There is actually a small increase in the amount granted as clothing allowances. We do not have an absolute record of the reason for this, but apparently most of those relocated are individual workers and there has probably been enough increase in individual workers to offset this. Perhaps a few new family heads have been added as a number of parolees from Santa Fe have accepted employment.

Reference has been made above to the inadequacy of statistics in the failure of the Counselor to record case activities. The Counselor has no way to check on the care

with which the counseling aides have been recording their activities. It is believed that they are improving and that the volume is largely that of the work which was done by the counseling aides. For one thing there was a failure to include some fifteen interviews which were done by the Acting Assistant Counselor, prior to January 16.

Work on investigations for leave clearance has continued but has been reduced in the Welfare Section. Only a total of about fifteen hearings and investigations were completed during the month. This work still consumes considerable time and time limits prevent as thorough a job as that which might be done.

Personnel

At least two full days of time were spent by the Counselor in attempting to recruit appointed assistant counselors and junior counselors. At the end of the month, one of the applicants is still a prospect for Assistant Counselor and may be added to the staff during March. Except for him, it is not expected that counselors can be recruited for Jerome in this region. If he does not accept, our appointed personnel will probably have to come from other sections with the help of the Washington Office. It is quite obvious that one Counselor and one Junior Counselor cannot handle all the work which has been consented on above.

Evacuee personnel has remained fairly constant except for the one or two exceptions mentioned above. One counseling aide terminated and one was added. There has been a turnover in the cases of two or three clerical persons, but they did not effect the stenographic and more specialized group.

Regular weekly group meetings of the counseling staff were continued during the month. The staff was interested and meetings seemed successful on the following subjects: Sketch of Early History of Social Welfare; a discussion of selective service; discussion of a problem case involving child welfare, family disorganization, and case recording; and relocation and the services offered by hostels.

WAR RELOCATION AUTHORITY
Monthly Report

Budget Bureau NO. 13-R043
Approval Expires: 1/31/46

WELFARE

For Month Ending 3/31 194 4

Center JEROME

A. Summary of All Types of Service (Including Assistance Other than Clothing) by Family Unit

	No. Family Units
1. Continued from previous month.....	318
2. Added this month.....	385
(a) New.....	375
(b) Reopened.....	10
3. Open during month (1 + 2).....	703
(a) Financial assistance.....	169
(b) Service only.....	503
(c) Inactive during month.....	31
4. Closed during month.....	397
5. Continued to next month (3 - 4).....	306

B. Summary Analysis of Grants Authorized
(Other than clothing)

	Family Units	Persons	Amount
6. Total.....	169	312	1106.74
(a) General assistance.....	166	295	975.00
(b) Special assistance.....	4*	18*	131.74
(c) Travel.....			
(d) Other.....			

* 1 already counted in 6.(a)

C. Administration of Clothing Allowance Program

	Family Units	Persons	Amount
7. Total Allowances Issued.....	1707	5605	17,851.00
(a) Recipients of WRA wage.....	1699	5412	17,283.50
(b) Recipients of unemployment compensation.....	8	13	49.50
(c) Dependents of Consumer Enterprises employees.....	XXXX	180	518.00
(d) Recipients of public assistance.....	None	None	None
(e) Other.....	None	None	None
8. Period covered <u>Feb. 1 - Feb. 29, 1944 and Aug., 1943 through Jan. 1944 supplements.</u>			

D. Evacuee Personnel Employed:

	\$12 wage	\$16 wage	\$19 wage
9. Total		20	4
(a) Counseling aides		5	1
(b) clerical		15	3
(c) other			
(d) Staff changes:			
Terminations.....			1
Additions.....		3	

SUMMARY ANALYSIS OF SELECTED ITEMS IN MONTHLY STATISTICAL REPORT:

E. Responsibility first Assumed this Month - Source and Type of Service by Family Units	I Total	II Financial Assistance	III Service Only
Total (should be same as item A-2-a on page 1).....	375	11	364
1. Individual or family member.....	186	4	182
2. By referral.....	189	7	182
(a) Education Section.....	1		1
(b) Employment Section.....	23		23
(c) Internal Security Section.....	21		21
(d) Medical Section.....	4	4	
(e) Other Project Personnel (this or other center).....	38	2	36
(f) Block Manager (or other evacuee representative).....	17	1	16
(g) Source outside WRA (specify) <u>Red Cross</u>	79		79
(h) other (specify) <u>WRA Field Offices</u>	6		6

F. Basis For Granting Financial Assistance:

G. Bases For Discontinuing Assistance or Service

Total (should equal total of Column II of E above).....	✓ 11	Total (should equal Item A-4 on page 1).....	397
1. Unemployment of wage earner.....	✓	1. No longer in need of financial assistance.....	7
2. Income (or other resources) inadequate.....	✓ 1	(a) obtained employment (in center).....	3
3. Illness or disablement of wage earner.....	✓ 4	(b) other resources.....	4
4. Age.....	✓ 4	2. No longer at center.....	1
5. Absence of wage earner.....		3. service completed.....	377
(a) Interned.....	✓	(a) Transfer between centers.....	10
(b) Working outside center.....	✓	(b) Interned member paroled.....	12
(c) Divorce or separation.....	✓	(c) Relocations.....	1
(d) In armed forces.....	✓	(d) other (Specify) <u>325 short contacts</u>	354
(e) other.....	✓		
6. Death of wage earner.....	✓	(4) other (specify).....	12
7. Other (specify).....	✓ 2		

Submitted by (Name) J. Lloyd Webb Title Counselor Date April 3, 1944

NARRATIVE REPORT OF WELFARE SECTION

March, 1944

Summary Statement

The volume of counseling work was very much the same as that handled during previous recent months. The variety of problems seemed considerably wider. The investigation of applications for admission from indefinite leave presented a knotty problem requiring a great deal of time. The shortage of experienced counselors was felt more acutely than ever this month.

Personnel, Appointed

There was no success in recruiting either Assistant or Junior Counselors. The last prospects on which the project was working have evidently decided against accepting appointment here. About March 22, one of the Head Teachers, who had been supervising at the secondary school, was lent to the Welfare Section. By the end of the month, she had been able to spend only a few half days in the Section and had been unable to get very much underway in relieving the shortage of staff. The plan in relation to her services was that she supervise investigation of applications for readmission to the center, and also supervise some of the work falling to the Welfare Section in connection with closing the center.

The appointed secretary was assigned work with one of the committees holding leave investigation hearings and was required to keep minutes two half-days each week beginning about March 13. The volume of this material has been so great that she has been almost fully occupied with this work, prohibiting her use as stenographer and secretary in the Welfare Section.

Personnel, Evacuee

There was little change in the evacuee staff. However, the counseling aide staff was increased by two, making a total of six. The Housing Supervisor was terminated to relocate and considerable change of the duties he had been doing was brought about as a result of the replacement.

Functions of Welfare Section

The additional work of the Welfare Section has been indicated in the previous report, that is, investigation of readmissions and Selective Service. Selective Service work was not large during March. Only one group was called for examinations, and the registrants seemed now to understand the general procedure of the Selective Service System and not

to have too many questions. The one counseling aide is able to take care of most of the cases requiring special attention.

The problem of readmissions has been serious. Some thirty or more persons have been readmitted from indefinite leave during March, and the decision as to whether or not they should be readmitted was quite controversial in perhaps half of the cases. The staff of the Welfare Section as compared with the Office of the Project Director and the Relocation Officers represent a variety of attitudes which have been difficult to reconcile. The policies of the project with regard to readmission, payment of board as visitors, and general approval or disapproval of return to the center because of family problems aggravated by the closing of the project and induction of nisei have not been crystalized. The discussion of them as applied to individual cases has taken much of the Counselor's time as well as full-time of one or two counseling aides.

The Welfare Section has continued to do throughout the month a certain amount of clerical work in connection with the property inventory and audit which was in progress. The equivalent of one full-time stenographer has been provided.

The Welfare Section was finally relieved of the property control of hand tools used in the blocks. Responsibilities for personnel quarters, including the linen service, control of property, movement of household furnishings, etc. have all been taken on by other sections and are no longer the responsibility of the Welfare Section.

Those duties still remaining in the Welfare Section which are peculiar to the general duties of the Section are the small amount of storekeeping, repair of property used in quarters, repair of sewing machines, control of sewing machine repair parts, and location of machines.

Community Interpretation

Pressure of work has been so great that no attempt was made to stimulate meetings of the Welfare Committee of the Community Council. Apparently the only activity of this committee during March was the sponsoring of a general school party which was financed by a gift from the servicemen at Camp Shelby, Mississippi.

During the last half of March, most all of the residents of the Jerome Center have been preoccupied with questions and plans about a place of future residence. For some reason, a large number of residents, including some of the evacuee leaders, has assumed that the Welfare Section will

have authority in determining what center a family will be transferred to at the time of closing. The project administration has provided no information to counteract these suppositions, and more and more requests for transfers to specific centers have been coming to the staff of the Welfare Section. There is no way for the Welfare Section to give satisfactory answers to these requests. Letters received from some other projects, particularly Granada, Gila River, and Rohwer, call for some determinations to be made for use in the final preparations to leave. These have been referred to the Welfare Section by Office Services although Office Services has received no instructions as to what Section of the project will handle this matter of determining centers of destination and routing.

Financial Assistance

The figures on Form WRA-243 show insignificant changes in the amount and kinds of assistance granted. Three of the special grants were for the purchase of eye glasses, but one of these included also money for shoes. The fourth special assistance grant was for the transportation expenses of a person who went to Minneapolis for medical care. This grant was not made after determination of need but was made upon the certification of the Health Section that the travel was necessary as a part of his medical care.

Clothing Allowance Program

Changes in the amounts and numbers of recipients of clothing allowance were, like public assistance, not very great, as compared with February. A larger number of family units, but a fewer number of persons, received clothing allowance in March than in February.

It has been decided that for purposes of the amounts of clothing allowances that individuals will be counted as eight years of age or older and sixteen years of age or older as soon as they reach their respective birthdays. Heretofore the age has been computed in relation to the nearest age at the beginning of the fiscal year.

Services Discontinued

As usual a large number of the services were of short duration and were counted under G of Form WRA-243 as closed. It will be noted that under G.3.(d) twenty-nine cases were closed which did not count as short-time services. These included a variety of situations calling for services not indicated by (a), (b), or (c). For example, an investigation of applications for admission to the center is counted under

3.(d). Likewise, problems involving family welfare, child welfare, housing services, relocation counseling, etc. must be counted under "Other" service completed. Those counted under G.4. usually include the applications which cannot be offered what is requested. This month a number of applications for transfer to other centers were closed after having pended for several months. Those were the families which came to Jerome from Tule Lake against their will and have been hoping and asking, ever since last October, for transfers to Minidoka, Granada, or Topaz.

Family Problems

A number of referrals and applications were received during March which were of a family welfare nature. For example: A boy was referred by the Elementary School Principal because he was disturbing schoolwork and cooperation could not be secured from the family. The Health Section referred a case of illegitimacy in which a plan of adoption had been worked out by the families, a plan which needs to be studied and may not be approved. One family problem was referral in connection with an application for change of living quarters in order to separate the family. Also requests for aid in securing divorces (Divorces seem not to be available to residents of this center.).

WAR RELOCATION AUTHORITY
Monthly Report

WELFARE

For Month Ending 4/30 1944Center JEROME

A. Summary of All Types of Service (Including Assistance Other than Clothing) by Family Unit

	No. Family Units
1. Continued from previous month.....	306
2. Added this month.....	512
(a) New..... <u>241 482</u>	
(b) Reopened..... <u>30</u>	
3. Open during month (1 + 2).....	818
(a) Financial assistance..... <u>152</u>	
(b) Service only..... <u>637</u>	
(c) Inactive during month..... <u>29</u>	
4. Closed during month..... <u>71 458</u>	525
5. Continued to next month (3 - 4).....	293

B. Summary Analysis of Grants Authorized
(Other than clothing)

	Family Units	Persons	Amount
6. Total.....	152	236	889.00
(a) General assistance.....	150	232	792.00
(b) Special assistance.....	3*	7*	97.00
(c) Travel.....			
(d) other.....			

* 1 family unit composed of 3 persons
already counted in 6.(a)

C. Administration of Clothing Allowance Program

	Family Units	Persons	Amount
7. Total Allowances Issued.....	1695	5501	17,545.00
(a) Recipients of WRA wage.....	1691	5311	16,996.50
(b) Recipients of Unemployment compensation.....	4	20	60.50
(c) Dependents of Consumer Enterprises employees.....	xxxx	170	488.00
(d) Recipients of public assistance.....	None	None	None
(e) other.....	None	None	None
8. Period covered <u>Mar. 1 - 31, 1944 and Feb., 1944 supplements</u>			

D. Evacuee Personnel Employed:

	\$12 wage	\$16 wage	\$19 wage
9. Total		19	4
(a) Counseling aides		4	1
(b) Clerical		15	3
(c) other			
(d) Staff changes:			
Terminations.....		1	
Additions.....			

SUMMARY ANALYSIS OF SELECTED ITEMS IN MONTHLY STATISTICAL REPORT:

E. Responsibility first Assumed this Month - Source and Type of Service by Family Units	I Total	II Financial Assistance	III Service Only
Total (should be same as item A-2-a on page 1).....	482	4	478
1. Individual or family member.....	111	3	108
2. By referral.....	371	1	370
(a) Education Section.....	0	0	0
(b) Employment Section.....	44	0	44
(c) Internal Security Section.....	21	0	21
(d) Medical Section.....	0	0	0
(e) Other Project Personnel (this or other center).....	151	0	151
(f) Block Manager (or other evacuee representative).....	5	1	4
(g) Source outside WRA (specify) <i>Refugees</i>	147	0	147
(h) other (specify) <i>WRA Field office</i>	3	0	3

F. Basis For Granting Financial Assistance:		G. Bases For Discontinuing Assistance or Service	
Total (should equal total of Column II of E above).....	4	Total (should equal Item A-4 on page 1).....	525
1. Unemployment of wage earner.....		1. No longer in need of financial assistance.....	1
2. Income (or other resources) inadequate.....	2	(a) obtained employment (in center).....	
3. Illness or disablement of wage earner.....	2	(b) other resources.....	1
4. Age.....		2. No longer at center.....	2
5. Absence of wage earner.....		3. Service completed.....	514
(a) interned.....		(a) Transfer between centers.....	3
(b) Working outside center.....		(b) interned member paroled.....	34
(c) Divorce or separation.....		(c) Relocations.....	
(d) In armed forces.....		(d) other (Specify) <i>197458</i>	477
(e) other.....		(4) other (specify) <i>Incomplete or rejected</i>	8
6. Death of wage earner.....			
7. other (Specify).....			

Submitted by (Name) _____ Title _____ Date _____

NARRATIVE REPORT OF WELFARE SECTION

April, 1944

Summary Statement

The volume of counseling work was comparable with the past two or three months plus the interviewing of those to go to Tule Lake on the movements of May 8 and May 17. The total responsibilities of the Welfare Section remained fairly constant with the addition of a minor assignment in the form of reporting to home town papers in California information about Selective Service registrants who had been called for preinduction physical examinations and passed.

Readmissions exceeded the number for March, but the work did not seem to represent such a problem as during March because the staff had become oriented to the job and better able to make decisions for recommending and referral to the Project Director.

Relocation counseling was not expanded. This work was discussed with the Relocation Division in a staff meeting on Tuesday, April 18, at which time it was agreed that no formal summaries using the Basic Family Data Sheet and Relocation Outlook would be attempted due to shortage of staff in the Welfare Section but that the Relocation Division would refer to the Welfare Section the names of families planning to relocate to obtain pertinent information contained in the welfare files and known by the Counselors and counseling aides.

Segregation

No work in specific preparation for segregation got underway until April 19. On that day when word of the Army Processing Team's visit was received, Mr. Allison who had been keeping account of leave clearance and repatriation date sent out appointments for interviews on the morning of April 20. On April 20, the counseling aides and Counselors interviewed 48 families representing 99 people in Blocks 1 to 7. Appointments were made on the twentieth for completing all of the interviews on Friday, the 21st, and Saturday, the 22nd. The total of 209 families comprising 646 individuals was interviewed on these three days. These interviews determined that approximately 60 volunteers to be segregated as family members. Of the 209 families, 120 were seen during April about segregation only. The remaining 89 had been seen by the counseling staff either on

other problems or on questions on segregation previous to this block period of interviews.

As a result of the welfare interviews, a card file was constructed showing family composition and identification for each family or individual to be segregated. From this file a train list by cars was constructed on April 29. It is not anticipated that many changes will need to be made, but there seems to be some question as to whether the recommendations for pullman accommodations will be final.

The report on the number of passengers by kind of accommodations required was ready to go forward on May 1.

Admissions to Center

A total of 37 individuals were admitted or readmitted to the center during the month. The following sample table illustrates the variety and general nature of the reasons for these admissions:

<u>Reason</u>	<u>Number</u>
Health	13*
Assistance to Family	9
Awaiting Army Induction	9
Maladjustment Outside	4
Wife of Soldier	1
Paroled from California	1

* Actually three of these were due to pregnancy and the factors involved were largely social rather than health.

Types of Service

The following table gives a rough indication of the variety and volume of certain types of service as arbitrarily classified by the counseling staff:

<u>Type of Service</u>	<u>No. of Contacts</u> ⁽¹⁾
Inter-agency Correspondence	173 ⁽²⁾
Application for Transfer	45 ⁽³⁾
Admissions	45
Housing	38
Internee Relation	27
Family Welfare	18

Assistance	15
Clothing Allowance	12
Leave Clearance	8
Personal Problems	3
Child Welfare	1
Relocation	61
Miscellaneous	86

(1 This number slightly exceeds the number of cases reported in Part A of the report. It should be in further excess than shown, but all of the workers did not keep complete account of each contact. It is shown here not for accuracy in numbers, but for a rough indication of the relationship between type of services given.

(2 The Welfare Section operates as the Home Service activity of the Red Cross so about 147 of these were international messages.

(3 Most of these were pertinent to requests for transfers to certain centers at the time of closing Jerome.

Assistance

It may be seen there were practically no new applications for assistance. There was a net reduction of 17 family units comprising 68 persons. These cases closed were families of internees, the average size of which were four individuals. The net reduction in amount of public assistance was large, amounting to \$217.00.

The three special assistance grants were as follows: one grant was for artificial teeth before information was received that teeth should be provided by the Health Service; one grant was for glasses, already receiving assistance for other necessities; the third grant was to a young man who for social reasons needed to accompany his wife to Memphis, Tennessee, for a surgical operation.

It will be seen that as usual the average assistance grant is quite low and only half a dozen or less cases received the amounts of clothing grants in addition to maximum assistance grants according to Administrative Manual 30.4.12-B.

One grant was made for expenses of evacuee laborers in hauling hogs from Sudora, Arkansas, to the center. This was charged to the Objective Classification of 11.4 and approved by the Finance Officer. The relationship to the allotment for assistance given under 30.4.12-A is not fully understood.

WAR RELOCATION AUTHORITY
Monthly Report

Budget Bureau No. 13-R043
Approval Expires: 1/31/46

WELFARE

For Month Ending 5/31 1944

Center JEROME

A. Summary of All Types of Service (Including Assistance Other than Clothing) by Family Unit

	No. Family Units
1. Continued from previous month.....	293
2. Added this month.....	343
(a) New..... <u>341</u>	
(b) Reopened..... <u>2</u>	
3. Open during month (1 + 2).....	636
(a) Financial assistance..... <u>135</u>	
(b) Service only..... <u>463</u>	
(c) Inactive during month..... <u>38</u>	
4. Closed during month.....	453
5. Continued to next month (3 - 4).....	183

B. Summary Analysis of Grants Authorized
(Other than clothing)

	Family Units	Persons	Amount
6. Total.....	135	202	717.25
(a) General assistance.....	134	199	694.25
(b) Special assistance.....	3*	5*	23.00
(c) Travel.....			
(d) other.....			

* 2 single persons already counted in 6. (a).

C. Administration of Clothing Allowance Program

	Family Units	Persons	Amount
7. Total Allowances Issued.....	1683	5472	17,479.50
(a) Recipients of WRA wage.....	1676	5276	16,913.00
(b) Recipients of Unemployment compensation.....	7	28	84.00
(c) Dependents of Consumer Enterprises employees.....	xxxx	168	482.50
(d) Recipients of public assistance.....	None	None	None
(e) other.....	None	None	None
8. Period covered <u>Apr. 1, 1944 - Apr. 30, 1944</u> <u>and Nov., Dec., 1943, and Feb., Mar., 1944 supplements.</u>			

D. Evacuee Personnel Employed:

	\$12 wage	\$16 wage	\$19 wage
9. Total		19	3
(a) Counseling aides		4	1
(b) Clerical		15	2
(c) other			
(d) Staff Changes:			
Terminations.....		1	1
Additions.....		1	

SUMMARY ANALYSIS OF SELECTED ITEMS IN MONTHLY STATISTICAL REPORT:

E. Responsibility first Assumed this Month - Source and Type of Service by Family Units	I Total	II Financial Assistance	III Service Only
Total (should be same as item A-2-a on page 1).....	341	2	339
1. Individual or family member.....	215	2	213
2. By referral.....	126		126
(a) Education Section.....			
(b) Employment Section.....	49		49
(c) Internal Security Section.....	1		1
(d) Medical Section.....	2		2
(e) Other Project Personnel (this or other center).....	16		16
(f) Block Manager (or other evacuee representative).....	6		6
(g) Source outside WRA (specify). <u>Red. Cross</u>	51		51
(h) other (specify). <u>Relocation Officer</u>	1		1

F. Basis For Granting Financial Assistance:

G. Bases For Discontinuing Assistance or Service

Total (should equal total of Column II of E above).....	2
1. Unemployment of wage earner.....	
2. Income (or other resources) inadequate.....	1
3. Illness or disablement of wage earner.....	
4. Age.....	
5. Absence of wage earner.....	1
(a) Interned.....	
(b) Working outside center.....	
(c) Divorce or separation.....	1
(d) In armed forces.....	
(e) Other.....	
6. Death of wage earner.....	
7. Other (Specify).....	

Total (should equal Item A-4 on page 1).....	411
1. No longer in need of financial assistance.....	4
(a) obtained employment (in center).....	1
(b) other resources.....	3
2. No longer at center.....	1
3. Service completed.....	399
(a) Transfer between centers.....	85
(b) Interned member paroled.....	6
(c) Relocations.....	1
(d) other (Specify).....	307
297 short time contacts	
(4) other (specify).....	7

Submitted by (Name) J. Lloyd Webb Title Counselor Date June 3, 1944

Narrative Report of Welfare Section

June 3, 1944

Summary Statement

Counseling in the Welfare Section emphasized reviews of applications for admission and re-admission to the Center, Selective Service problems, and family problems involving children.

Administrative routine and cooperation with other Sections has been particularly heavy during May, primarily because of the problems of closing the Center. This work included processes related to determining centers of transfer in closing, the actual procedures of transferring some 130 persons in advance of the main movement to Rohwer, cooperation with representatives in the Housing Unit of Gila Center in making housing assignments, and making many sorts of estimates and plans such as those involved in organizing a post contingent staff.

Determining Centers of Transfer

The counseling staff did a relatively small amount of interviewing in connection with determining centers. In fact, most of the interviewing was done by a special transfer committee, beginning the bulk of the work about May 23. Altogether, the Counselor and Consultant Crays from the Washington office contributed a good deal toward making the final determinations and the clerical staff of the Welfare Section did a huge amount of work in processing the data and files which were used.

On May 3 the appointed secretary, Henderson, began working full-time in filing and tabulating preferences made by the residents. She continued full-time at this work until May 26, spending over three weeks. Beginning on May 9, Consultant Crays spent 9 full days in planning, conferring, editing, checking, and in all related ways getting the card files containing the data on which determinations have hinged in order. He and the Counselor refined the definition of four basic reasons from which priorities of preference were based and analyzed the miscellaneous reasons in the fifth category.

Beginning on May 3 and running through May 17 the clerks and clerk-typists in the Welfare Section contributed approximately 45 days of clerical work: checking, filing, typing. This contribution did not handicap the day-to-day operations of the section seriously but it precluded the ground work for the closing report of the Welfare Section.

Beginning on May 18, after files and preference material and cards had been set up, checked, and arranged, a committee was appointed to re-edit and assign and enter reasons to be

June 1, 1944

Summary Statement

Concerning in the Walter Section emphasized review of activities for admission and re-admission to the Center, Walter, Walter Service programs, and family services involving children.

Administrative routine and cooperation with other sections has been particularly heavy during May, primarily because of the problems of closing the Center. This work included processing the last of outstanding cases of inmates in closing, the review of procedures of transferring some 150 persons in advance of the final movement to other, cooperation with representatives in the Housing Unit of the Center in making housing assignments, and making many sorts of estimates and plans such as those involving in expanding a post conference report.

Administrative Section of Walter

The accounting staff did a relatively small amount of interviewing in connection with determining centers. In fact, most of the interviewing was done by a special transfer committee, beginning the work at the work about May 22, 1944. Further, the Committee and Consultant have from the residents' office continued a good deal toward making the final determination and the clerical staff of the Walter Section did a huge amount of work in processing the data and files which were used.

On May 3 the reported necessary, however, began working full-time in filing and handling correspondence and by the residents. The committee full-time at this work until May 25, spending over three weeks. Beginning on May 9, 1944, at least three and a half days in planning, conference, editing, checking, and in all related work during the said time concerning the data on which determination have been in order. He and the Committee revised the definition of form case reasons from which entries of statistics were based and analyzed the miscellaneous reasons in the file category.

Beginning on May 8 and running through May 15, the clerical staff in the Walter Section worked on checking, editing, and filing the day-to-day work of the section. The section was not functioning the day-to-day work of the section but it included the work of the section in the Walter Section.

Beginning on May 16 after files and cases had been set up, checked, and arranged, the section was appointed to re-settle and analyze and enter the



used in determining centers of transfer. This committee was chaired by the Assistant Principal of the Secondary School, the Counselor was Vice Chairman, and Junior Counselor, Saliba, was a member. The Counselor's contribution was chiefly in the form of written procedure and orientation discussion for the whole committee, followed by some editing and tabulating work. Altogether, the Counselor spent about two days work on this. Junior Counselor Saliba contributed several times as much working time as did the Counselor and was one of the three members who did the bulk of the editing and tabulating.

Orientation of Assistant Counselor

Miss Robbins entered duty as Assistant Counselor on May 10. She has participated in a wide variety of the activities of the Section by reading regulations, attending meetings, visiting Selective Service Board and Dermott on case and group activities, preparation of memoranda on procedures, supervision of one worker completely and several other workers in part, and doing a few interviews on selected cases.

Miss Robbins has since about May 15 taken complete supervisory responsibility for the applications for admission or re-admission to the center. She has been assigned several cases which need additional interviews or visits and some accomplishments in terms of clarifying diagnosis and outlining general plans. Several such cases involve the future welfare of children. Miss Robbins is also taking responsibility in arranging and summarizing records for transferring to other centers and to the Washington files.

Selective Service

The numbers of Selective Service calls and inductions were considerably larger than for any previous month as follows:

Called	110
Inducted	
Active Duty	9
Enlisted Reserve	14



used in determining content of material. This committee was chaired by the Assistant Director of the Secondary School, the Counselor was Vice Chairman, and Junior Counselor, Salles, was a member. The Counselor's contribution was chiefly in the form of written procedure and orientation discussion for the whole committee. Followed by some editing and tabulating work. Altogether, the Counselor spent about two days work on this. Junior Counselor Salles contributed several times as much working time as did the Counselor and was one of the three members who did the bulk of the editing and tabulating.

Orientation of Assistant Counselor

Miss Robbins entered duty as Assistant Counselor on May 10. She has participated in a wide variety of the activities of the section by making examinations, attending meetings, visiting selective service board and district on cases and group activities, preparation of memoranda on procedures, supervision of one worker completely and several other workers in part, and doing a few interviews on selected cases.

Miss Robbins has since about May 15 taken complete supervisory responsibility for the application for admission or re-admission to the service. She has been assigned several cases which need additional interviews or visits and some accomplishments in terms of clarifying diagnosis and outlining general plans. Several such cases involve the future welfare of children. Miss Robbins is also taking responsibility in arranging and maintaining records for transferring to other centers and to the Washington files.

Selective Service

The number of selective service calls and indications were considerably larger than for any previous month as follows:

Called	Inducted	Active Duty	Relieved Reserve
110		3	14



Two of the persons inducted for active duty had been approved for Savage. Some special arrangements had to be made calling for a good deal of time on individual cases. The Counselor did a larger number of interviews on Selective Service, partly because new problems arose and there were errors on the part of Selective Service Boards, and partly because the counseling aide who assists on this work was gone on short-term leave for a week. Altogether there were fifty-eight interviews concerned specifically with Selective Service problems.

Admissions and Readmissions

The number of individuals formally admitted to the center increased from thirty-seven last month to about fifty-five in May, exclusive of those returning from seasonal leave. In a large majority of these cases, physical examinations for Selective Service or immediate prospects of examinations or enlistment were important factors in decisions to return. The counseling aide handling these investigations continued to work diligently and make case investigations, and the Assistant Counselor contributed to the good work. Nevertheless the problem of visitors may become acute in the process of closing the center.

At the end of the month a survey with the help of the block managers is to be made which is necessitated by the failure of the Project to maintain an accurate index of visitors, their status, and addresses. It is estimated that there were at least sixty visitors in the center at the end of May with an influx anticipated during the next few days. A number who had been on indefinite leave for school may be returning in addition to the registrants expecting Selective Service call for military service. The uncertainty of destinations of family members and the need of the help of relocated family heads are valid reasons for a number of returns from outside.

Evacuee Personnel

It may be seen above that there were two terminations and one addition. Actually one person was appointed by the Chief of Community Management and who worked only a week. The only important change was the resignation of the Housing Supervisor who relocated to the Seabrook Farms who represented a real loss to the Housing Unit in that he was best qualified to supervise the picking up of evacuee housing property and close out the records of the Housing Unit.

Only about eight of the twenty-two staff members will be remaining after about June 15. There are questions about

whether there will be sufficient clerical help to get out clothing allowance orders promptly and whether there will be sufficient labor and transportation available for moving evacuee blankets and cots to storehouses. Some relief may be expected from the four appointed school teachers who have been assigned to work in the Welfare Section, three in Clothing Allowances and one counseling.

Types of Problems

It will be noticed that the number of units applying or referred was somewhat smaller than for previous months and that the largest number of cases closed during any month was closed this month. These closings were accounted for by transfers to Tule Lake and a closing of a number of service cases in anticipation of transfers during June. The one kind of problem which was new was in connection with closing the center, but as referred to above, the large number of interviews on this subject were not held. Some interviews and memoranda were undertaken and referred to the Transfer Committee for consideration in connection with their appeal for change of a tentative determination of their centers.

Public Assistance Grants

The reduction of public assistance which began in April continued during May with a net reduction of approximately \$170.00. Most of the cases closed were families segregated to Tule Lake.

Lists of those families receiving assistance whose eligibility is expected to be continued will be prepared as early as possible during June and forwarded to centers of transfer. Jerome will ask the other center to issue the grants for June.

Activities Anticipated for June

The biggest project for counseling for which it is anticipated there will be much too little time to concentrate and staff to use is the preparation of a final report.

Another big job during June will be closing of records, summarizing certain ones, and arranging for transfer almost daily beginning June 6. The plan for doing this is well organized and will go well at least until the file clerk leaves about June 19.

Junior Counselor Saliba is to supervise the collection of housing property. Limitations of transportation facilities and labor may restrict regular up-to-date progress.

Housing assignments for only Gila River Center were underway at the end of the month. Welfare Section expects to cooperate with Granada, Rohwer, and Heart Mountain although at the end of the month there was no clearly outlined plan announced by either these respective centers or Jerome. Evidently all four centers expected lists of those to be transferred much earlier than they are forthcoming. This has probably hindered the formulation of clear plans and announcement of them enough in advance as would have been desirable.



WAR RELOCATION AUTHORITY
Monthly Report

WELFARE

For Month Ending 6-30 1944Center JEROME

A. Summary of All Types of Service (Including Assistance Other than Clothing) by Family Unit

	No. Family Units
1. Continued from previous month.....	183
2. Added this month.....	351
(a) New.....	350
(b) Reopened.....	1
3. Open during month (1 + 2).....	534
(a) Financial assistance.....	142
(b) Service only.....	353
(c) Inactive during month.....	29
4. Closed during month.....	378
5. Continued to next month (3 - 4).....	156

B. Summary Analysis of Grants Authorized
(Other than clothing)

Family Units	Persons	Amount
--------------	---------	--------

6. Total.....	141	228	2161.90
(a) General assistance.....	129	182	633.75
(b) Special assistance.....	2	7	25.35
(c) Travel.....	10	39	1502.80
(d) other	See narrative re. grants to 25 Selective Service registrants.		

C. Administration of Clothing Allowance Program

Family Units	Persons	Amount
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7. Total Allowances Issued.....	1645	5337	17,027.00
(a) Recipients of WRA wage.....	1644	5196	16,614.00
(b) Recipients of unemployment compensation.....	1	14	44.50
(c) Dependents of Consumer Enterprises employees.....	XXXX	127	368.50
(d) Recipients of public assistance.....	0	0	0.00
(e) other.....	0	0	0.00
8. Period covered	May 1, 1944--May 31, 1944 and April 1944 supplements		

D. Evacuee Personnel Employed:

\$12 wage	\$16 wage	\$19 wage
-----------	-----------	-----------

9. Total	none	19	3
(a) Counseling aides		4	1
(b) Clerical		15	2
(c) other		0	0
(d) Staff Changes:			
Terminations.....		19	3
Additions.....		0	0

SUMMARY ANALYSIS OF SELECTED ITEMS IN MONTHLY STATISTICAL REPORT:

E. Responsibility first Assumed this Month - Source and Type of Service by Family Units	I Total	II Financial Assistance	III Service Only
Total (should be same as item A-2-a on page 1).....	350	13	337
1. Individual or family member.....	209	1	208
2. By referral.....	141	12	129
(a) Education Section.....	0	0	0
(b) Employment Section.....	56	0	56
(c) Internal Security Section.....	0	0	0
(d) Medical Section.....	2	2	0
(e) Other Project Personnel (this or other center).....	50	10	40
(f) Block Manager (or other evacuee representative).....	2	✓	2
(g) Source outside WRA (specify).....	31	0	31
(h) other (specify).....	0	0	0

F. Basis For Granting Financial Assistance:

G. Bases For Discontinuing Assistance or Service

Total (should equal total of Column II of E above).....	13	Total (should equal Item A-4 on page 1).....	378
1. Unemployment of wage earner.....		1. No longer in need of financial assistance.....	5
2. Income (or other resources) inadequate.....	2	(a) obtained employment (in center).....	1
3. Illness or disablement of wage earner.....		(b) other resources.....	4
4. Age.....		2. No longer at center.....	1
5. Absence of wage earner.....		3. Service completed.....	351
(a) Interned.....		(a) Transfer between centers.....	3
(b) Working outside center.....		(b) Interned member paroled.....	2
(c) Divorce or separation.....		(c) Relocations.....	1
(d) In armed forces.....		(d) other (specify).....	345
(e) other.....		338 brief service cases plus 7 not classifiable (a)-(d)	
6. Death of wage earner.....		(4) other (specify) misc. incompletes	11
7. Other (Specify) transfers to other projects	11		

Submitted by (Name) J. Lloyd Hill

Title Counselor

Date June 30, 1944

NARRATIVE REPORT OF WELFARE SECTION

July 1, 1944

Summary Statement

Activities of the section continued as rushing as usual, but changed in nature to some extent. Volume of counseling with individuals and families declined and a large part of this counseling concerned housing of the post contingent and also housing assignments at other centers, primarily Rohwer.

There was considerable work involved in posting and checking information as to centers of transfer destination and the Welfare Section posted the only central index file, alphabetically arranged, to show the centers of transfer. There were many odd jobs in connection with identifying people and straightening out population data. The Counselor was named on a committee to verify the name-by-name account, which is part of the official report of the Statistical Section.

Termination of all evacuee staff, reappointment of post contingent workers, the preparation of evaluation letters of recommendation, and the bidding adieu of the evacuee staff required a great deal of time. It was also necessary to rate and arrange for the rounding out of the work of the two assistant counselors, who left on June 30.

Nature of Counseling

Many persons called at the office to complain or make requests about housing assignments at Rohwer, especially prior to June 15, when a representative of Rohwer was assigned to interview the people concerning this problem. Also a large number of the "Service only" interviews originated with the individual himself concerning reassignment of housing of the Jerome residents in blocks 14 and 15. They were post contingent workers.

Of those referred by other sections, the 56 from the Employment Section came by the Welfare Section mostly as part of the routine of leaving the Center to relocate. Those referred from "Other Project Personnel" came for a variety of reasons and many were referred by the Project Director in connection with irregular transfers and problems in connection with the closing. Those referred from sources outside WRA were communications with relatives in Japan via Red Cross.

The difficulty which has been somewhat characteristic at Jerome was even more pronounced during this month in that cases were not assigned to Welfare Section to the exclusion of other sections, and vice versa. In a number of cases,

two or three sections or units of the Project were working on the same case without mutual understanding as to which phases of the problem the other was working with.

Public Assistance

Vouchers granting assistance for June were prepared in four lists, one for each center of transfer. Assistance was granted only to those who were clearly eligible. These vouchers were put through about June 15 and recipients should have their checks, which were sent in care of the Project Director at the new center, by July 1.

There were two special assistance grants. One was for transportation and subsistence for Tom Nakaji to accompany his wife to Memphis, Tennessee for medical care. The other grant of \$10.35 was for the repair of an artificial limb. On June 19 an unusual grant was made and charged to the "Public Assistance" allotment. This was a grant of \$1 to each of 25 Selective Service registrants to use for breakfast, as the mess halls were not able to feed them that day. Such a grant was not inappropriate, but there is question as to whether it should be charged to the same allotment as assistance based on financial need. This grant was authorized by the Project Director without applications being signed by the individuals. This type of grant illustrates a number of grants which have been made during the life of the Project which were not based on need, but were charged to the "Public Assistance" allotment.

Project Transfers

Ten families comprising 39 people were transferred on the basis of individual family application and approval, using form WRA-149. This is the largest number ever having transferred in a month which required grants. A larger number of transfers were made to Rohwer during May, but grants were not authorized by the Welfare Section for these transfers.

Clothing Allowances

The clothing allowances reported on this form WRA-243 do not include the orders prepared for June allowances. Over one half of the June allowances were processed and ordered by the end of June and will be completed by July 7 if payrolls are forthcoming early during the week of July 3. A supplement to this report will be forwarded showing the issuances for June and any supplements issued hereafter..

Personnel

Two of the appointed personnel, Assistant Counselor Robbins and Junior Counselor Saliba, left on June 30, Robbins to transfer to Manzanar and Saliba to leave WRA with the plan of joining the WAC. The section had the help of four school teachers beginning on June 5. One worked at posting the centers of transfer. Another assisted in clothing allowances clerical work. A third teacher worked for ten days or two weeks for Welfare Section. She tried making some relocation planning interviews and it was decided that the time was not opportune for this. In addition, she did some miscellaneous clerical work. A fourth teacher spent about ten days assisting with the clothing allowances.

The evacuee personnel employed and terminated as shown in section D is, in the Counselor's judgment, a fairly adequate staff for a Welfare Section functioning according to the general plan of the agency. Ideally, there should be two more clerk-stenographers and two less clerk-typists than shown below. The clerical staff was subclassed as follows:

Classification of Clerical Staff

	\$12 Wage	\$16 Wage	\$19 Wage
Clerk-typist		11	
Clerk-stenographer		1	1
Record Clerk		2	
Senior Clothing Clerk			1
Senior Housing Clerk		1	

A post contingent composed of two counseling aides, four clerk-typists, two record clerks, and a supervisor of clothing allowances remained through June 30. In addition, several of the clerical staff were on regular assignment through June 22 and 23 and two post contingent workers from the cost accounting unit offered some help. This crew was an absolute minimum and it might have finished if payrolls could have been received promptly after each train left.

As it worked out, nearly one half of June clothing allowances remain to be got out after July 1 and the clothing allowances supervisor and one clerk have agreed to return for as many as ten days to complete this work. Most of the records were pulled and sent in good order to Office

Services by the dead-lines set for transmitting them. About a days work remains on preparation of records of those on indefinite leave, which must be transmitted to Washington rather than other centers.

Cooperation in Housing Assignments

Assignments for the Gila bound were completed during the week of June 5, the bulk having been done by June 2. The Gila representative worked against great odds, having no definite lists of those to transfer to Gila until after most of the assignments were done. Mr. Tuttle and Dr. Brown patiently interviewed and reinterviewed the families and the Welfare Section gave considerable assistance and the time of Counseling Aide Kobayashi and some additional help for a few days.

The Granada bound were assigned housing on June 2 and 3 and stragglers during the week of June 5 by Granada representative Fanslan, who arranged to see the people and did it almost entirely without the cooperation of the Welfare Section except in publicizing his appointment dates and providing some items of equipment and supplies.

Heart Mountain assignments were made on June 9 and 10 by Assistant Counselor Embree. Only minor cooperation was requested of the Welfare Section.

Rohwer assignments were announced in Jerome on June 3, 10, 13, 17. The Rohwer staff was handicapped by not having accurate lists in advance, but their plan of making the assignments at Rohwer and only announcing them while at Jerome resulted in a number of errors and misunderstandings and much dissatisfaction of the Rohwer bound residents. This dissatisfaction mounted to a climax on June 13 when assignments were announced which would have combined two separate couples or family units in the large end apartments at Rohwer. The residents reacted so bitterly, a few threatening to remain at Jerome until they had separate quarters, that a committee presented the feelings to Directors Johnston and Whitaker on June 14 and the decision was made to partition the rooms at Rohwer and allow some of the families to remain at Jerome until separate accommodations were available.

Before June 15 the Head Counselor, at the request of Head Counselor Van Dusseldorp of Rohwer, had arranged for meeting times and places for delivery of assignments, furnished counseling aide staff to assist in this work, and taken a good deal of time to assist in taking corrections of assignments by long telephone conversations and delivering them to the families affected. This did not work very well because the residents thought the Welfare Section at Jerome was tied in with the assignment policies at Rohwer and many insisted

on being interviewed at the Jerome Welfare Section. Most of this difficulty was altered beginning June 15 when Mr. Wisdom of Rohwer was asked to have regular office hours and interview the Rohwer bound residents. After that, one school teacher was assigned to assist him with the interviewing and clerical work. Assignments were completed about the time of the last trip to Rohwer on June 22.

Admissions

Applications for readmission to the center were rather numerous during the first two and one half weeks of the month. One counseling aide was fully occupied and much of the Assistant Counselor's time was taken by this work. A good deal of work and research was done in connection with visitors in the center. The results of this survey and attempted control will be a part of the final report. Visitors all actually left and there were no serious consequences resulting from their presence. It is believed that the work done by the Assistant Counselor on the information and policies articulated and circulated helped the visitors to plan what to do in time.

Selective Service

There was only one call for preinduction physicals and inductions, both for the same date -- June 19. There was considerable correspondence during the month requesting clearance for new centers of residence, and for assistance to the registrants and enlistees concerning changes of address. The Selective Service work has been completed by a final teletype as of today reporting the cumulative statistics and by providing the Chicot County Board with all information requested as to new addresses.