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PUBLIC WELFARE SECTION KANTO CIVIL AFFAIRS REGION APO 500

KPW FR Gumma PA (16 Apr 51)

18 April 1951

MEMORANDUM FOR: Chief of Public Welfare Section

SUBJECT: Maebashi City, Gumma Prefecture, Re Plans for Fourth Meeting of Kanto Medium Cities, 16 April 1951

- 1. Conferred with chief of Maebashi city welfare section which is to sponsor the fourth meeting of the Kanto bloc welfare council. Meeting was also attended by the ken welfare section chief and Mr. Okuma of the prefectural guidance division. It has been noted that the ken efficials keep pretty close tab on any activity in the prefecture, and invariably come over, even though the conference does not concern them or they were not officially notified. Purpose of the meeting was to go over any plans the city might have for the meeting.
- 2. The council meeting will be held during the early part of May and the city chief will confer with the Urawa (Saitama) official and together they will fix the final date and agenda. It was agreed at the Urawa meeting that cities should present suggestions for discussion topics and the city planned to dispatch letters to each city requesting any suggestions. However, the chief had in mind that most all the cities would be interested in the Social Welfare Work Iaw and its applicability to cities, which is the opinion of the undersigned and has been suggested by other cities, in particular, Utsunomiya (who wanted the whole meeting devoted to it). A preliminary meeting of a committee on forms was to meet, according to the decision at the last conference, prior to the general meeting. It had been recommended by Kofu and others interested in statistics that the Kanda (Tokyo) chief be invited again to present his experience with the new statistics compilation system. The prefectural officials brought up the matter of Kanagawa's manual of procedure.
- 3. Therefore, it seemed that the meeting would follow this outline. The usual presentation by a city or cities, not more than two, of their general welfare program; a discussion of the Social Welfare Work Law; a report from the committee on forms; a report from Kanda or another city on statistics and reports; and a report from Kanagawa on progress on manuals. The concensus of opinion was that the discussions on the law would be of most interest and in order to answer questions, it was deemed desirable to have a Ministry official handy. The undersigned suggested Mr. Yoshida who seems to be the person in the Ministry concerned with planning welfare offices and specific detail of implementation of the law. He is also of high enough rank in the Ministry to influence future Ministry plans, yet low enough to have sufficient details in mind and

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so that he does not awe the city officials as the higher ranking officials might. It was suggested that Mr. Yoshida would welcome the opportunity to attend since he had been making visits to city welfare offices to get information to be used in planning, had visited Yokohama, and planned to visit Chiba and some of the other cities in the Kanto area and this would be an opportunity to meet with medium cities on a discuss on basis. Prefectural officials suggested that the law be broke down into about four areas for discussion. The undersigned suggested: applicability of the law to cities as regards organization; comparison to the present plan and the advantages and disadvantages of either; private welfare and the community chests; the implications of child welfare. The Maebashi chief suggested that Mr. Yoshida present a brief discussion, say fifteen minutes, on the applicability of the law to cities and answer questions the cities might have.

- 4. The agenda, however, will be subject to change, after the suggestions from other cities are reviewed. Maebashi will inform Civil Affairs of the date, place, and agenda of the meeting.
- 5. On the matter of reports, Maebashi stated that they had not yet completed the card system but would be able to begin by the April reports. The city presently has been compiling reports by running through each case record which they stated was a very cumbersome process. As to other cities in the prefecture, the prefectural officials stated that he assumed others were working on the same method, as neither he nor the Maebashi official could think of any other may. As to the method to be used in the future welfare district offices, he stated that probably the statistical card system would be adopted. The Gumma ken official said the Ministry training meeting on the new statistics forms was only half a day, no time for discussion at all and not enough time for the ken officials to get enough information to pass on down to the cities. The Maebashi officials felt that two days would be hardly enough to fully explain the new reports and to answer questions the cities might have.

GEORGE HOSTINO

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PUBLIC WELFARE SECTION KANTO CIVIL AFFAIRS REGION APO 500

KPW Med-sized City (9 Feb 51)

13 February 1951

MEMORANDUM FOR: Chief of Public Welfare Section

SUBJECT: 3rd Meeting of Kanto Bloc Medium-Sized City Council, 9 February 1951 at Urawa City, Saitama Prefecture

- 1. Third meeting of Kanto bloc medium-sized city conference held 9 February at Urawa City and attended by Hoshino and Muramatsu. Delegates were same as at previous two meetings at Kawasaki and Chiba. Presided over by mayor of Urawa. Ministry of welfare delegate had been invite but did not attend and the chairman requested that Mr. Mizuno, chief of Saitama Ken Welfare Department, represent and convey proceedings to the Ministry.
- 26 a. Kiryu, Shizuoka, and Mito cities presented the standardized short description of their sections and distributed their pamphlets containing statistical, organizational, procedural and other data regarding their programs. Kiryu has not yet removed the welfare workers from the city branch offices, but apprently has increased the supervision over them from the city office. Case loads still remain very unbalanced by this fact. Himeji City representing the Kinki bloc reported that previous Kinki representatives had discussed the Kinki area and confined his remarks to the Himeji City plan which formerly utilized city branch offices, but had since been completely reorganized. Sendai City described the Sendai program which appeaently is bogged on with the inability of the chief to control the branch office workers. He remarked that he had just been thinking of a similar council in Tohoku or the surrounding area and was grateful for the invitation. The Shizuoka and Himeji reports were remarkably similar, the cities being of somewhat the same size, same case load, both had formerly utilized city branch offices, and minsei-iin, and both had completely reorganized to bring the entire program under one chief. This similarity of development was pointed out to the delegates. Mr. Okuda of the Kanda Minsei Kan presented a lecture on the statistics report system devised there (described in previous memo on the Kanda office and in the January activities report). There was considerable discussion on this especially from Kawaguchi, which had been visited by Civil Affairs regarding statistics. Most cities had been using the case worker compilation system and were interested in the new plan. It was pointed out to the prefectural observers present that prefectural manuals did not contain much information on this subject and this could well be included in such manuals.
- b. Urawa city introduced a special topic final conclusion on the personnel standards, especially that for the case load per worker, proposed by Kawasaki at the Chiba meeting. He insisted upon a definite decision by the cities to be accepted by the mayors. It was obvious that he was using

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this meeting to impress the mayor, who was chairman, of the need for Urawa to increase personnel. Other Saitama cities, especially Kawaguchi, are similarly handicapped and similarly as interested. The standard was set finally at 70 to 90 cases per case worker, a reasonable standard, and the chief later reported informally that he was assured by the mayor of getting it. This in turn should enable the other Saitama cities especially Kawaguchi to secure additional personnel as they usually look to Urawa for the standard setting.

- c. Methods and responsibilities of supervisors was discussed by Kawasaki and Utsunomiya. There was discussion of the use of the case worker council, whether it should be for study purposes only, as part of the in-service training program, or whether it should be for determination of eligibility. Much of this seemed to revolve around the capabilities of the presently untrained case workers. As to reports, verbal or written, from case worker some cities required a plan to be submitted by the case worker to the supervisor beforehand. Others required a reports after the work was finished. Others required a brief daily diary that was reviewed either daily or weekly by the supervisor.
- d. The relationship between the city workers and the jido fukushishi and the center continued, and neither city Nagano or Urawa would agree with Shizuoka which previously had favored abolishment of jido fukushishi. The discussion settled down to the capacity in which the jido fukushishi would work and apparently the cities have not yet understood the implications of this question in the child welfare program. It was pointed out that at present most fukushishi worked directly with jido-iin, but they must begin to think of the day when jido-iin no longer exist as such and are removed from the administrative processes as the minsei-iin have been removed from the public assistance program. It was also pointed out that much of the friction and lack of coordination seemed to come from the separate children sections in the prefectural departments which were trying to maintain a "sectionalized" program and staff without considering the needs of children in families at the service level. It was pointed out also that while many cities had at one time children's divisions, these had all been abolished in favor of the present plan. Maebashi City displayed some brilliance in stating that regardless of whether the jido fukushishi existed or not, there was need for a child welfare law and a child welfare program.
- e. Chiba and Yokosuka spoke on forms. Chiba stated that there were many examples of forms already presented, and the need now was to work out definite forms for final acceptance, which he would further study. The mayor appointed a committee of cities, including one from each prefecture to form a committee on forms. It will meet before the next meeting to work out final agreement on forms. The chairman asked each prefectural observer as to whether the prefecture had standardized forms, and there were not too many. Those which had not, quickly stated that they were "working on it". This should settle, in general outline, all forms in Kanto, even though some

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prefectures have been slow about it. Most of the cities have already gone ahead and devised forms which follow somewhat the same patterns begun by Chiba and the Kanagawa cities. Takasaki had even adopted the Sakai City (Osaka) forms as is, and reported that there was much simplification of procedure.

- f. Payment of grants was discussed by Omiya and Maebashi. The Saitama cities use a check system through the Saitama Bank, but it is not too efficient. Maebashi pays cash, but the payment lists are made out by the case worker. Most other cities stated payment was very simple; in the case of Kofu, the payment list is made out, and payments are made within a certain period by the accountants at the city branch offices. Sendai was brought in, and uses a check system, but the checks are delivered by the minsei-iin which he admitted violated Sha Hatsu #72. He thought of having the case worker deliver, but this would also be unsatisfactory. This problem might be worthy of a concerted study at one or two cities toward some system using checks but mailing them, instead delivering them through minsei-iin or case worker.
- g. Ichikawa presented a special lecture on how to allocate the cases among case workers. He had thought of two methods, by type of cases, which he rejected, and general geographical assignment. He brought in factors of travel, type of case, density of population, and even proposed a grading system for assigning cases to case workers in order to keep the work load even. This study has applicability to all cities, and especially to those such as Yokosuka and Kiryu where the case load is very unbalanced.
- h. Kofu discussed determination of eligibility, not only procedures, but factors involved, and general methods.
- i. Mito discussed approval of income, and outlined possible sources of income though did not elaborate on methods of determining income.
- 3. At the conclusion, the undersigned summarized the three conference, the significance in setting a pattern of organization for cities and of the beginning of study of operational problems.
- 4. The chairman had set up a program of meetings for a complete year at approximately two month intervals, the next meeting will be in Maebashi.

GEORGE HOSHINO

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Ura Min Hatsu #9

20 January 1951

FROM: Mayor of Urawa City

TO: Chief of Kanto Civil Affairs Region

APPLICATION FOR PRESENCE AT THE THIRD MEETING OF KANTO CIVIL
AFFAIRS REGIONAL MAJOR CITY WELFARE COUNCIL

Having set up the above-captioned meeting in this city in accordance with the attached agenda, we hereby cordially request the honor of presence of Commanding Officer of your headquarters, Chief of Public Welfare Section and Mr. George Hoshino thereat.

Muramatsu/mm

AGENDA

of

The Kanto CAff Regional Welfare Council

- 1. Guidance on Holding the Meeting; This is to be held upon guidance of Mr. George Hoshino, Public Welfare Section, KaCAR.
- 2. Purpose: This is chiefly aimed to obtain data by which to determine standards and principles of the welfare administrative organization and operation in medium-sized cities, through publications and discussions by cities on matters pertaining to the welfare administrative organization and operation.
 - 3. Time and Place:

Time: 9 February (Friday) Opened 9 am 10 February (Saturday) Closed 12am) 2 days Place: Urawa City Office

4. Attendants:

a. Chief of KaCAR, Chief of Public Welfare Section, and Mr. George Hoshino.

b. A competent Section Chief in charge of welfare from the Welfare Ministry.

- c. A competent Section Chief in charge of welfare from each prefecture within Kanto CAff Region: Prefectures of Kanagawa, Chiba, Saitama, Tochigi, Shizuoka, Gumma, Ibaraki, Yamanashi and Nagano.
- d. Two from each of 17 cities a Section Chief who is directly charged with the welfare administration and a Protection Division Chief: Cities of Urawa, Omiya, Kawaguchi, Kawasaki, Yokosuka, Chiba, Ichikawa, Mito, Utsunomiya, Maebashi, Takasaki, Kiryu, Shizuoka, Numazu, Hamamatsu, Kofu and Nagano.

5. Meeting:

The First Day (9 February, 9 a.m.)

a. Proceedings:

- (1) Opening Address by Mayor of Urawa City
- (2) Address by Mr. George Hoshino, PWS, KaCAR
 Address by the Welfare Ministry
 Address by Saitama Prefectural Welfare Department Chief

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(3) Report on Progress of the Second Meeting: By Urawa City Welfare Administrative Organization and Operation in Cities: (a) Kiryu, Shizuoka and Mito cities (10 minutes each) Himeji City representing Kinki Regional major cities (15 minutes) (c) Sendai City representing Tohoku Regional major cities Methods and Responsibilities of Supervision: Kawasaki and Utsunomiya cities (10 minutes each and 15 minutes for discussion) Relationship between Social Welfare Secretary and Child Welfare Official and Child Welfare Center: Nagano cities (- ditto -) Forms: Chiba and Yokosuka cities (- ditto -) Payment Method of Relief Grant: Omiya and Maebashi cities (- ditto -) Special Publications: (10 minutes each) How to Allot Cases?: Ichikawa City (b) Determination of Eligibility for Protection: Kofu City Approval of Income: Mito City c. Round-table Meeting Inviting KaCAR Officers (to end 8 p.m.) The Second Day (10 February, 9:30 a.m.) Study and Discussion Outlining the Preceding Day's Subjects Deliberation on Where to Have Next Meeting Closing Address by Mayor of Urawa City To be sojourned at noon.

Muramatsu/mm

Ura Min Hatsu #9

20 January 1951

FROM: Takiji Osawa, chief of Welfare Section, Urawa City

TO: Chief of Welfare Section in Each City

ON KANTO CIVIL AFFAIRS REGIONAL MAJOR CITY WELFARE COUNCIL

Despite that the above-captioned council has been scheduled for a two-day meeting as per the separate sheet, we wish you keep it in your mind that we like to conclude the meeting in a day, inasmuch as we presume that the budgetary affairs and other businesses must be keeping you busy.

desirable. Equal of bash two meetings met adequately could most deligates true long. Thetings distructe affortund further again or last a little long. Topic of meeting - Brundamy. Opening for desirable of tendents - Brundamy, spending topical demandamy, aga, physical lette Gerand gractices, promise, pandam) transfer, etc. discharge, superior.

RES/ml/mm/es

HEADQUARTERS KANTO CIVIL AFFAIRS REGION APO 500

KPW 337

18 September 1950

MEMORANDUM THRU: Kanto Liaison and Coordination Office

FOR:

The Governor of Kanagawa Prefecture Attn: Mayor of Kawasaki City

SUBJECT:

Conference of Medium-Sized Cities at Kawasaki City

- 1. The proposal to convene a conference of cities of Kanto Region of population 100,000 to 500,000 at Kawasaki to discuss problems of organization and operation of welfare programs in cities of this size has been studied by this headquarters.
- 2. This headquarters heartily concurs with the plan and feels that much can be accomplished by the interchange of ideas and discussion of mutual problems. It is felt that this conference could arrive at definite conclusions regarding principles and standards to be applied in laying down a pattern of organization and administration for cities of this type.
 - 3. This headquarters will be happy to assist in any way possible. FOR THE CHIEF:

GEO. B. NIBLOCK, Jr. Major, Infantry Deputy Chief