



MINNESOTA HISTORICAL SOCIETY  
Minnesota State Archives

## PUBLIC WELFARE DEPARTMENT Medical Services Division

### An Inventory of Its Volunteer Services Files

#### OVERVIEW OF THE RECORDS

- Agency:** Minnesota. Dept. of Public Welfare. Division of Mental Services.
- Series Title:** Volunteer Services files,
- Dates:** 1942-1986 (bulk 1950-1970).
- Abstract:** Historical (1954-1968), correspondence (1942-1986), and subject files (1950-1967) kept by Miriam Karlins, DPW employee (1952-) who held such positions as State Volunteer Coordinator, Medical Division Information and Volunteer Services Director, and Director of Public Information, Education and Volunteer Services.
- Quantity:** 4.5 cu. ft. (5 boxes).
- Location:** See Detailed Description section for box locations.

#### SCOPE AND CONTENTS OF THE RECORDS

The historical file documents the history of DPW's volunteer services, including the advisory roles of the State Volunteer Advisory Committee and the State Volunteer Council.

The correspondence files cover such topics as budget, policy, advocacy, dehumanization, central office employees, child welfare, civil service, services for the deaf, legislation, and planning, and include as correspondents DPW staff information writers Bonnie Blackmore and Neal Seabury, Medical Services Division assistant director Kent Hawkins, DPW Commissioner Morris Hursh, and Volunteer Services assistant director Bill Judkins. They also contain the volunteer coordinators meeting minutes (1960-1980) and a proposal for a statewide program of volunteer recognition (1969-1972).

The subject files are divided into two sections: county welfare departments and statewide organizations, and state institutions. The former covers relations with such groups as the American Association of University Women, Circle F Club, 4-H clubs, Minnesota and St. Paul Associations for Retarded Children, Ramsey and St. Louis county welfare departments, and Red

Cross, and deal with such topics as rehabilitation therapy, women's organizations, county welfare department volunteer services, and work reorientation.

The latter cover auxiliary and volunteer service council work at state institutions, both in other states and Minnesota, especially state hospitals, sanitoriums, state schools, prisons, and reformatories. The files for Hastings State Hospital and Shakopee State Reformatory for Women contain photographs. The Willmar State Hospital files contain materials documenting the 1957 film, *The Human Side*, about mental hospitals as seen through the eyes of volunteers, filmed at Willmar. They include the script, a videotape copy of the film, photographs, and related items.

## INDEX TERMS

*This collection is indexed under the following headings in the catalog of the Minnesota Historical Society. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.*

### Topics:

- 4-H clubs--Minnesota.
- Human services personnel--Minnesota.
- Human side (Motion picture).
- Mentally handicapped--Rehabilitation--Minnesota.
- Occupational therapy--Minnesota.
- Physical therapy--Minnesota.
- Public health personnel--Minnesota.
- Public welfare administration--Minnesota.
- State hospitals--Minnesota.
- Volunteer workers in hospitals--Minnesota.
- Volunteer workers in mental health--Minnesota.
- Volunteer workers in social service--Minnesota.

### Persons:

- Karlins, Miriam.

### Organizations:

- American Association of University Women. Minnesota State Division.
- American Red Cross--Minnesota.
- Circle F Club (Minn.).
- Hastings State Hospital--Photographs.
- Minnesota Association for Mental Health.
- Minnesota Association for Retarded Children.
- Minnesota. State Reformatory for Women--Photographs.
- Minnesota. State Volunteer Advisory Committee.
- Minnesota. State Volunteer Council.
- Ramsey County (Minn.).Welfare Dept.
- Saint Louis County (Minn.).Welfare Dept.
- Saint Paul Association for Retarded Children.
- Willmar State Hospital--Photographs.

**Types of Documents:**  
Videotapes.

## ADMINISTRATIVE INFORMATION

**Preferred Citation:**

*[Indicate the cited item and folder title here].* Minnesota. Dept. of Public Welfare.  
Division of Mental Health. Volunteer Services files. Minnesota Historical Society. State  
Archives.

*See the Chicago Manual of Style for additional examples.*

**Accession Information:**

Accession number(s): None, 977-37, 992-154, 999-84

**Processing Information:**

Processed by: Cheri Thies, November 1996; Updated February 2000.  
PALS ID No.: 0900042035

## DETAILED DESCRIPTION OF THE COLLECTION

*Note to Researchers: To request materials, please note both the location and box numbers shown below. Each file consists of one folder unless specified otherwise.*

Location	Box	Contents
109.I.7.5B	1	History files, 1954-1968. 2 folders. Details the history of the department's services, particularly the roles of the State Volunteer Advisory Committee and State Volunteer Council, including incomplete committee (1955-1961) and council (1957-1963) minutes, examples of volunteer services reports from various state institutions, miscellaneous copies of the council newsletter, and selected clippings (1961-1965) covering programs, projects, and interesting highlights of the volunteer services program. Correspondence, general, 1942-1986 (bulk 1960-1967): Advocacy, 1980-1983. Includes training materials and news articles. Bartman, Dr. Richard - Children, 1961-1966. Blackmore, Bonnie, 1964-1965. Informational Writer I. Budget, institutions, policy committee, 1962-1965. Central Office employees, 1952-1967. Central Office Miscellaneous correspondence, 1959-1961. Certified consulting psychologists - list sent to probate judges in connection with the Minn. Hospitalization and Commitment Act, 1967. Children's Task Force, 1964-1965.

Child welfare, 1963-1967.  
Civil service, 1955-1967. 2 folders.  
Clippings about public welfare institutions and the mentally ill,  
1954-1986.

Organized by institution.

Crippled children - field clinics, 1962-1964.

Davis, Dr. Howard, 1963-1964.

Deaf, Services for the, 1961-1965.

Dehumanization, 1963-1973. 2 folders.

Appears to be supplemental materials used by the Human  
Practices Committee. Includes material on patients' rights,  
ward living conditions, and electroshock therapy.

Expense report - Karlins, 1964-1967.

Hawkins, Kent, 1966-1967.

Asst. Director, Medical Services Division.

Hursh, Morris, 1960-1967.

DPW Commissioner.

Judkins, Bill, 1962-1968.

Asst. Director, Volunteer Services.

Legal - legislation, Attorney General, 1942-1959.

Legal - legislation, 1960-1966. 4 folders.

Legislative materials, 1959-1962.

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Minnesota Hospitalization and Commitment Act Review Board,  
1967-1976.

Minnesota Hospitalization and Commitment Act Workshops Bill,  
1967.

Pamphlets and curriculum for DPW films, 1963-1970.

Includes materials for the films: How Are You?,  
Dehumanization and the Total Institution, and In Search of  
Balance.

Policies, 1957-1963.

Seabury, Neal, 1964.

Informational Writer.

Smith, William J., 1965-1967.

Mental Health Program Educator.

Speech and article files, 1954-1978.

Materials written by Karlins (often in conjunction with Dr.  
David Vail, Medical Services Division director; also  
clippings about Karlins

Task force and agenda committee, 1965-1967.

Town meetings, 1984-1985.

Concerning town meetings on Minnesota's mental health  
program.

Volunteer coordinators meetings - minutes, 1960-1980. 2 folders.  
Volunteer coordinators - proposal for statewide program of  
recognition, 1969-1972.

Wrobel, Ardo, 1962-1966.

Rehabilitation therapy consultant.

Subject files: County welfare depts. and statewide organizations, 1950-  
1967:

American Association of Rehabilitation Therapy, Inc., 1959-1961.

American Association of University Women (AAUW), 1958-1966.

American Friends Service Committee, 1959-1960.

American Hospital Association Auxiliary, 1961.

Circle F Club, 1956-1967. 2 folders.

Patient Club - Council of Church Women Vocational  
Rehabilitation.

Circle F Club - Printed materials, etc., 1960-1963.

Council of Church Women, 1958-1961.

Council of Jewish Women, 1958-1960.

County welfare:

Directors correspondence workshop kit, 1963.

Informational material, 1958-1962.

Lists - Job description - District representative, 1959-1963.

Manual on volunteer services, 1966.

Meetings - Jay Kerr, Chair, Volunteer Services Committee,  
1962-1963.

Dome Club, 1957-1959.

4-H clubs, 1957-1967.

Future Homemakers of America, 1957.

Hunt, Maurice - Survey -National Study Service, New York, 1962-  
1963.

Minnesota Association for Mental Health, 1954-1964.

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Minnesota Association for Retarded Children:

Correspondence, 1954-1967. 2 folders.

Volunteer services, 1964-1967.

Miscellaneous - Organization correspondence, 1967.

Miscellaneous - Welfare, 1963-1967.

Ramsey County, 1961-1967.

Red Cross, 1950-1967. 2 folders.

Rochester-Olmsted County, 1960-1964.

St. Louis County:

Correspondence, 1957-1967.

Monthly reports and publicity, 1958-1967.

Publications, printed materials, 1959-1967.

St. Paul Association for Retarded Children, 1955-1967.

School for Social Development, 1960-1961.

Sibley County - Research project, 1958-1959.

- Veterans' organizations, 1957.  
Volunteer Service Bureau, 1954-1966.  
Work reorientation, 1962-1963.
- Subject files: State institutions, 1952-1967:  
Auxiliaries and volunteer service councils at state hospitals in other states, 1960.  
Ah-Gwah-Ching (State Sanatorium), 1955-1963.  
Anoka State Hospital, 1952-1963.  
Austin State School - Newsletter, 1962.  
Brainerd State School and Hospital Volunteer Council, 1958-1963.  
Mainly minutes.  
Brainerd State Hospital, 1958-1963.
- 109.I.7.8F      4      Cambridge State Hospital, 1957-1963.  
Faribault State Hospital Volunteer Services, 1953-1967. 2 folders.  
Fergus Falls State Hospital, 1954-1967.  
Fergus Falls State Hospital - Publicity, 1954-1967.  
Fergus Falls State Hospital Volunteer Council, 1959-1967.  
Gillette State Hospital for Crippled Children, 1953-1967.  
Gillette State Hospital - Printed material, 1955-1967.  
Glen Lake, 1961-1967.  
Includes two photo postcards.  
Hastings State Hospital, 1957-1966.  
Includes photos of a 1965 residence fire.  
Hastings State Hospital - Publicity, 1958-1967.  
Hastings State Hospital Volunteer Services Organization, 1958-1962.  
Lake Owasso Home for Children, 1956-1967.  
Minnesota Security Hospital, St. Peter, 1963-1967.  
Minnesota's Residential Treatment Center at Lino Lakes, 1962-1967.  
Moose Lake State Hospital, 1956-1967.  
Moose Lake State Hospital - Publicity, 1957-1967.  
Moose Lake State Hospital Volunteer Council - Reports, 1959-1967.  
Oak Terrace Nursing Home, 1962-1967.  
Owatonna State School, 1952-1967.  
Owatonna State School - Public education activities, 1958.  
Owatonna State School - Publicity, 1952-1967.  
Prison (Stillwater), 1953-1963.  
Reformatory for Men - St. Cloud, 1954-1963.  
Rochester State Hospital, 1952-1967.  
Rochester State Hospital - Publicity, 1954-1967.  
St. Peter State Hospital, 1953-1967.  
St. Peter State Hospital - Public education activities, 1959-1963.  
St. Peter State Hospital - Publicity, 1954-1966.
- 118.K.13.1B      5      Sandstone State Hospital, 1952-1959.  
Sauk Center Home for Girls, 1953-1965.

Shakopee State Reformatory for Women, 1954-1967.

Includes undated activities photos.

Willmar State Hospital, 1956-1968. 3 folders.

Willmar State Hospital - The Human Side (film), 1957-1960.

Film shot at Willmar in 1957 about mental hospitals as seen through the eyes of volunteers. Includes photos taken during filming and at its premiere; some are labeled and dated. Also a copy of the final script and a VHS black and white videotape of the film (24 minutes).

Willmar State Hospital - Narrative reports, 1958-1962.

Willmar State Hospital - Publicity, 1960-1963.

Willmar State Hospital - Visit by Lt. Col. Harold S. Kolmer, psychiatrist at Walter Reed, 1963.