OVERVIEW OF THE RECORDS


Series Title: Volunteer Services files.


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:**


*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.*

<table>
<thead>
<tr>
<th>Location</th>
<th>Box</th>
<th>Contents</th>
</tr>
</thead>
</table>
Civil service, 1955-1967. 2 folders.
   Organized by institution.
Davis, Dr. Howard, 1963-1964.
Deaf, Services for the, 1961-1965.
   Appears to be supplemental materials used by the Human Practices Committee. Includes material on patients’ rights, ward living conditions, and electroshock therapy.
   Asst. Director, Medical Services Division.
   DPW Commissioner.
   Asst. Director, Volunteer Services.

109.1.7.6F   2
Minnesota Hospitalization and Commitment Act Workshops Bill, 1967.
   Includes materials for the films: How Are You?, Dehumanization and the Total Institution, and In Search of Balance.
Seabury, Neal, 1964.
   Informational Writer.
   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
   Concerning town meetings on Minnesota’s mental health program.
Rehabilitation therapy consultant.  

Subject files: County welfare depts. and statewide organizations, 1950-1967:  
Circle F Club, 1956-1967. 2 folders.  
Patient Club - Council of Church Women Vocational Rehabilitation.  
Circle F Club - Printed materials, etc., 1960-1963.  
County welfare:  
Directors correspondence workshop kit, 1963.  
Informational material, 1958-1962.  
Meetings - Jay Kerr, Chair, Volunteer Services Committee, 1962-1963.  
Future Homemakers of America, 1957.  
Minnesota Association for Mental Health, 1954-1964.  

109.I.7.7B 3  
Minnesota Association for Retarded Children:  
Correspondence, 1954-1967. 2 folders.  
Red Cross, 1950-1967. 2 folders.  
St. Louis County:  
Correspondence, 1957-1967.  
Veterans’ organizations, 1957.

Subject files: State institutions, 1952-1967:
Auxiliaries and volunteer service councils at state hospitals in other states, 1960.
Anoka State Hospital, 1952-1963.
Austin State School - Newsletter, 1962.
   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.
Gillette State Hospital - Printed material, 1955-1967.
   Includes two photo postcards.

Hastings State Hospital, 1957-1966.
   Includes photos of a 1965 residence fire.


Moose Lake State Hospital, 1956-1967.
Moose Lake State Hospital - Publicity, 1957-1967.
Owatonna State School - Public education activities, 1958.
Prison (Stillwater), 1953-1963.
Rochester State Hospital, 1952-1967.
St. Peter State Hospital, 1953-1967.
St. Peter State Hospital - Public education activities, 1959-1963.

118.K.13.1B  5
Sandstone State Hospital, 1952-1959.

Willmar State Hospital, 1956-1968. 3 folders.
   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.