



Labor and administration Volume 3

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...contemplates a large reduction of clerical work, a consolidation of all assessments and the installation of tabulating machines. The forms of bills and personal property are nearly completed. This work will require installation and supervision until December. A study of the equalization of assessments of land values is being made under the direction of Mr. Adams of the State Tax Commission, and will be completed before the spring assessment. A preliminary study of the equalization of assessments for buildings and machinery has been made, but the detailed work is postponed until after this year's assessment has been completed.

Health Department.--The preliminary work of the Health Department consisted mainly of the social survey work. This was followed by a complete plan of reorganization and forms and records. The tuberculosis work has been completed and installed, under the direction of a semi-official commission representing different agencies interested in that work.¹ The Child Welfare work was similarly placed under a commission upon plans of operation prepared and installed by Mr. Wilbur F. Phillips. In both of these divisions a permanent secretary was provided, either through city funds or private contributions, the staff of the bureau assisting by way of the preliminary work and supervision. The bureau has completed its study of the reorganization of the Health Department, as well as the preparation of all forms and records, and these are now being installed under the supervision of Mr. Leuning, chief of the Division of Education and Publications, who had cooperated with Dr. Gunn in their preparation. ¹ Afterwards incorporated as a division of the Health Department. There remain to be completed the general accounts of the Health Department and their ...

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