

University of Montana

ScholarWorks at University of Montana

Graduate Student Theses, Dissertations, &
Professional Papers

Graduate School

1939

A directory of the public sources of research data in the state offices of Montana

Hazel Myrtle Peterman
The University of Montana

Follow this and additional works at: <https://scholarworks.umt.edu/etd>

Let us know how access to this document benefits you.

Recommended Citation

Peterman, Hazel Myrtle, "A directory of the public sources of research data in the state offices of Montana" (1939). *Graduate Student Theses, Dissertations, & Professional Papers*. 8806.
<https://scholarworks.umt.edu/etd/8806>

This Thesis is brought to you for free and open access by the Graduate School at ScholarWorks at University of Montana. It has been accepted for inclusion in Graduate Student Theses, Dissertations, & Professional Papers by an authorized administrator of ScholarWorks at University of Montana. For more information, please contact scholarworks@mso.umt.edu.

**A DIRECTORY OF THE PUBLIC SOURCES OF RESEARCH DATA
IN THE STATE OFFICES OF MONTANA**

**A Thesis
Presented to
the Faculty of the Department of Economics and Sociology
Montana State University**

**In Partial Fulfillment
of the Requirements for the Degree
Master of Arts**

**by
Hazel Myrtle Peterman
August 1939**

UMI Number: EP39607

All rights reserved

INFORMATION TO ALL USERS

The quality of this reproduction is dependent upon the quality of the copy submitted.

In the unlikely event that the author did not send a complete manuscript and there are missing pages, these will be noted. Also, if material had to be removed, a note will indicate the deletion.



UMI EP39607

Published by ProQuest LLC (2013). Copyright in the Dissertation held by the Author.

Microform Edition © ProQuest LLC.

All rights reserved. This work is protected against
unauthorized copying under Title 17, United States Code



ProQuest LLC.
789 East Eisenhower Parkway
P.O. Box 1346
Ann Arbor, MI 48106 - 1346

Approved:

Harold Tascher

Chairman of Board
of Examiners.

W. G. Bateman

Chairman of Committee
on Graduate Study.

ACKNOWLEDGMENTS

To Dr. Harold Taseher, Assistant Professor of Sociology at the University of Montana, for his encouraging assistance and constant guidance.

To Mrs. Adeline J. Clark, Law Librarian at the Montana State Capitol, who aided in legal interpretation and organization of data.

To the many State employees who generously gave time and thought during interviews.

To the several State employees who so kindly assisted through correspondence.

To Mrs. Floyd Keys, Clerk of Court of Wibaux County, for the use of books and for aid in interpretation.

To Mrs. Esther W. Hughey, Instructor at the Helena Business College, for counsel in editing and mechanical set-up.

To Mr. William Giles Campbell, author of the "Form Book for Thesis Writing," for providing a much needed, practical guide which gave assurance to a frequently puzzled student.

TABLE OF CONTENTS

I

The Nature and Purpose of the Study

- I. Definition of the Study**
- II. Need for the Study**
- III. The Way in Which This Study Fulfills the Need**
- IV. The Method of Study**
- V. The Purpose of the Study**
- VI. Definition and Explanation of Terms and Abbreviations**
- VII. Problems Confronted in the Study**

II.

State Agencies as Sources of Research Data

III.

Topical Index of Data Filed by State Agencies

IV.

The Directory of Public Research Data in Montana's State Agencies

V.

Summary and Conclusions

VI.

Bibliography

I

THE NATURE AND PURPOSE OF THE STUDY

I. DEFINITION OF THE STUDY

This is a directory of the public sources of research data in the State offices of Montana.

II. NEED FOR THE STUDY

Many State offices have filed data of unlimited value to research students. The Board of Equalization has detailed information relative to taxation in Montana. The Commissioner of Agriculture has data concerning farm produce, marketing associations, grain inspection, weights and measures, and land for colonization. The Attorney General has information relative to general welfare, unemployment, federal relief, crime reports, and court opinions on legislation relating to housing construction under the Federal Housing Act. Each State agency, as is shown in the following study, has data of potential value for research.

Little of this data filed in State offices has been utilized because only through much difficulty can its character and location be determined. There has been no convenient medium -- book, pamphlet, official, or department -- through which the public sources of research data in the State can be obtained.

III. THE WAY IN WHICH THIS STUDY FULFILLS THE NEED

The intent of this study is to provide a complete, accurate, and usable directory of the public sources of research data in the State offices of Montana.

It is hoped that this study will (1) make much valuable research data more easily available to students; (2) aid students to avoid compiling data which has already been assembled in a State office; (3) help students to avail themselves of the most data possible regarding topics studied; (4) suggest new and valuable topics for investigation and research; (5) eliminate requests for data from officials who can not logically be expected to have it, thus saving time of office workers and students.

IV. THE METHOD OF STUDY

A list of State offices and agencies was obtained by scanning the Constitution of Montana, the Revised Codes of Montana 1935, and the Legislative Session Laws of 1937 and 1939.

An outline of the data filed in each office or agency as required or suggested by law was procured from the same sources. The list of data from each office was presented to some member of the respective office staff by interviews or by correspondence. The purpose of the interview or correspondence was to gain additional information, improve

interpretation, restate when desirable, and to make general corrections. The listed data was corrected and rewritten. A topical index of data filed in the State agencies was then compiled.

V. THE PURPOSE OF THE STUDY

The aim of this study is to provide for research students a practical, complete directory of the public sources of research data in the State offices of Montana. At all times this aim was to guide in the listing and arranging of data, in the compiling of the index, and in the grouping of the State agencies as sources of research data.

VI. DEFINITION AND EXPLANATION OF TERMS AND ABBREVIATIONS

State Agencies include all offices, commissions, boards, bureaus, and agencies that have been established by the Constitution of Montana or by the Legislative Assembly of Montana.

State Institution refers to an educational, a corrective, or custodial institution created by State law, and wholly or partially supported by legislative appropriations.

Constitution refers to the Constitution of the State of Montana. References are made to the Constitution by a Roman numeral, indicating the Article number, and an Arabic numeral, indicating the Section number. (e.g. XIV Sec. 1 means Article XIV, Section 1 of the Constitution of Montana.)

Laws refer to the legislative session laws of 1937 or 1939. (e.g. Laws 1937 Ch. 87 means Chapter 87 of the session laws passed by the Montana Legislative Assembly of 1937.)

The date of the legislative session laws is always designated. These laws were passed by legislatures which met after the latest codification of the Montana Laws was completed in 1935.

Sec. refers to a Section of the Revised Codes of Montana 1935. The reference is to a Section of the political codes unless otherwise designated. (e.g. Sec. 305 is the Section 305 of the political code of the Revised Codes of Montana 1935.)

Estb. refers to the date an agency was established by present active law. An agency may have existed before it was definitely established by active law, or it may have existed in a different form at some other time.

VII. PROBLEMS CONFRONTED IN THE STUDY

Arrangement of Departments in Directory. The general plan of arrangement of the directory is to give the main heading of a department or office and to place subdivisions under that heading. The inter-relationship of some departments, the divisions within certain departments, the overlapping of duties between departments, the lack of legal relationship between departments caring for the same type of work, made some arbitrary action in arrangement necessary.

Confining the Study. An attempt was made to have a logical conformity in the listing of the agencies. Every agency created by the Constitution or by law was listed. Certain custodial and educational institutions were created by law. The State office to which each of these institutions report was given recognition. The data within the institutions themselves was not listed. The impossibility of a study of this type, including all the data in all State institutions, is evident.

There are three irregularities regarding the above. A treatment was made of the School of Forestry, which is a department of the Montana State University, Missoula; the Bureau of Mines and Geology, which is a department of the School of Mines, Butte; and the Agricultural Experiment Station, which is a department of the Montana State College, Bozeman. Each of these Departments is given special consideration in Montana Law; each contains a vast amount of data extremely pertinent to Montana industry; and each has data of which every research student should be conscious. For practical reasons, the inclusion of these special departments in the listing of State agencies seems justified.

Data Suggested by Law and Data Actually on File. A list of data for each agency as required or suggested by law was compiled. Actual data on file was often different from that suggested by law. For example, in listing the actual data of

the State Electrification Authority and the State Planning Board, Mr. R. J. Kelly completely revised the data listed by law.¹

Agencies often file data which is not suggested by law. For example, the Livestock Sanitary Board has an index file of important magazine and newspaper articles concerning diseases of animals. This is not a legal requirement, but such data is a logical result of the work of the Board.²

A number of agencies were created by law but have no data filed. The Montana Commission on Intergovernmental Cooperation was established by the laws of 1937, Chapter 86. This agency, according to Mr. William Hosking, has no secretary and no definite office. Correspondence is received by any one of the members and that member passes it on to the member best able to answer it.³

A number of agencies established by the Legislative Assembly of 1939 have not been organized as yet and therefore have no data. For instance, The Montana Armory Board,

¹ Interview, June 19, 1939, with Mr. R. J. Kelly, Assistant Secretary to Water Conservation Board.

² Interview, June 21, 1939, with Miss Marie Hirsch, Secretary to Dr. Butler, State Veterinary.

³ Interview, June 30, 1939, with Mr. William Hosking, State Accountant.

created by Chapter 161 of the Laws of 1939, according to Mrs. M. H. Torbert, has held a preliminary meeting, but "nothing definite has been done about it."⁴

The above examples show several types of differences between the legal specifications for data filed and the actual data filed. Because this is a listing of actual data on file, no data was listed for an agency unless it was actually on file.

Address of Central Office of Agency. Most State agencies, such as the Attorney General, the Auditor, the State Board of Equalization, and the Fish and Game Commission, have permanent addresses regardless of changes in personnel within the agencies. Certain agencies, such as the Abstractors' Examining Board, the State Board of Pharmacy, and the Science Commission of Montana, are in session only at set times and the address of the secretary of this type of agency may change with a change in personnel. For such agencies the address of the present secretary was given as the location.

⁴ Interview, June 13, 1939, with Mrs. M. H. Torbert, Secretary to Brigadier General, John W. Mahan, Adjutant General

II

STATE AGENCIES AS SOURCES OF RESEARCH DATA

1. Accountant and Budget Office
2. Adjutant General
3. Agricultural Conservation Board, Montana
4. Agricultural Experiment Station
 - A. Agricultural Experiment Station
 - B. Grain Inspection Laboratory, Montana
5. Agriculture, Department of
 - A. Agriculture, Labor, and Industry, Commissioner of
 - B. Farming and Dairying, Division of
 - C. Farm Storage Commissioner
 - D. Grain Standards and Marketing, Division of
 - E. Horticultural Inspector
 - F. Labor and Publicity, Division of
 - G. Real Estate Division
6. Armory Board, Montana
7. Athletic Commission, State
8. Attorney General
9. Auditor's Office
 - A. Auditor, State
 - B. Insurance, Commissioner of
 - C. Insurance Commission, State
 - D. Investment Commissioner
 - E. Marshall, State Fire
10. Blind, Montana State Commission for the
11. Criminal Identification and Investigation
 - A. Bureau of Criminal Identification and Investigation
 - B. Prison Bureau
12. Custodian of Records of Grand Army of Republic

13. Custodian of State Capitol

14. Engineer's Office, State

A. Engineer, State

B. Carey Land Act Board, Secretary of

15. Entomologist, State

16. Entomology, Montana State Board of

17. Equalization, State Board of

18. Eugenics, State Board of

19. Examiner's Office, State

A. Examiner, State

B. Agent, General Liquidating

C. Banks, Superintendent of

20. Examiners, Office of Board of

A. Examiners, Board of

B. Furnishing Board, State

C. Insane and Inebriates, State Board of Commissioners
for the

D. Pardons, Board of

E. Prison Commissioners, Board of State

21. Examining Boards¹

A. Abstractors' Board of Examiners

B. Accountancy, Board of Examiners for

C. Architectural Examiners, Board of

D. Barber Examiners, Board of

E. Beauty Culturists, Montana State Examining Board of

F. Chiropody Medical Examiners, State Board of

G. Chiropractic Examiners, State Board of

H. Dental Examiners, State Board of

I. Medical Examiners, Board of

J. Nurses, Board of Examiners for

K. Optometry, Montana State Board of Examiners in

L. Osteopathic Examiners, State Board of

¹ State Board of Educational Examiners is listed
under Department of Public Instruction.

- M. Pharmacy, Montana State Board of
- N. Photography, Board of Examiners for
- O. Veterinary Medical Examiners, State Board of

22. Fish and Game Department

- A. Fish and Game Commission, State
- B. Fish and Game Warden, State
- C. Fisheries, Superintendent of State

23. Forestry, Divisions of

- A. Forest and Conservation Experiment Station, Montana
- B. Forester, State
- C. Forestry, Montana State Board of
- D. Park Commission, Montana State

24. Governor

25. Grass Commission, Montana

26. Hail Insurance, State Board of

27. Health, Department of

- A. Health, State Board of
- B. Epidemiologist, State
- C. Food and Drug Division
- D. Maternal and Child Health Division
- E. Hygienic Laboratory, State
- F. Industrial Hygiene, Division of
- G. Vital Statistics, State Bureau of
- H. Water and Sewage, Division of

28. Highway Commission, State

29. Highway Patrol Board, Montana

30. Industrial Accident Board

- A. Industrial Accident Board
- B. Safety, Bureau of

31. Intergovernmental Cooperation, Montana Commission on

32. Lands and Investments, Department of State

- A. Lands and Investments, Commissioner of State
- B. Lands and Investments, Commission of

- 33. Library Extension Commission, State
- 34. Library, State
 - A. Library, Historical and Miscellaneous
 - B. Library, Law
- 35. Liquor Control Board, Montana
- 36. Livestock Department
 - A. Livestock Commission
 - B. General Recorder of Marks and Brands
- 37. Livestock Sanitary Board
- 38. Milk Control Board
- 39. Mines and Geology, Montana State Bureau of
- 40. Motor Vehicles, Registrar of
- 41. Oil Conservation Board of the State of Montana
- 42. Public Instruction, Department of
 - A. Public Instruction, Superintendent of
 - B. Education, State Board of
 - C. Educational Examiners, State Board of
 - D. Correspondence School, Supervisor of State
- 43. Public Welfare, Department of
 - A. Public Welfare, State Board of
 - B. Public Welfare, State Administrator of
- 44. Purchasing Department, State
- 45. Railroad Commission, Department of
 - A. Railroad Commission
 - B. Irrigation Commission
 - C. Public Service Commission
 - D. Trade Commission
- 46. Science Commission of Montana
- 47. Secretary of State

- 48. Soil Conservation Committee, State
- 49. Soldiers Home
- 50. Stallion Registration Board
- 51. Supreme Court, Clerk of
- 52. Teachers' Retirement Fund Board, Public School
- 53. Temperance Commission, State
- 54. Text Book Commission, State
- 55. Treasurer, State
- 56. Unemployment Compensation Department
 - A. Employment Service Division
 - B. Unemployment Compensation Division
- 57. University of Montana, Executive Secretary of the
- 58. Veterans' Welfare Commission
- 59. Vocational Rehabilitation, Bureau of
- 60. Water Conservation Board
 - A. Water Conservation Board
 - B. Electrification Authority, State
 - C. Planning Board, State

III

TOPICAL INDEX OF DATA FILED BY STATE AGENCIES

AGRICULTURE

Animals, harmful wild, 36 A ¹

Apiarists, reports of, 5 A

Beans, license for storage of, 5 C

Board for, Conservation, 3

Cooperative Marketing Associations, 5 A

Dairying, 5 A

Department of, divisions of, 5 A

Districts of, 3

Entomology, 4 A, 15, 16

Exhibits concerning, 5 A

Fair, Montana State, 5 F

Fertilizers, Commercial, 4 A, 5 A

General information about, 4 A

Grain

Analysts of, 5 C

Grades and testing of, 4 B, 5 A, 5 D

Inspectors of, decisions and records of, 5 D

Mustard seed, licenses for purchase of, 5 D

Seed houses, licenses for, 5 D

Storage of, 5 C, 5 D

Grass

Commission for, proceedings of, 25

Grazing districts, cooperative, 25, 47

Hail, losses covered by insurance, 26

1 Number is agency number; letter shows division of agency.

Horticulture, 5 E

Insects, harmful, 4 A, 15, 16

Institutes for, 5 A

Land (see CONSERVATION, State Land)

Livestock

Animals harmful to, bounties for, 17

Board for, Sanitary, 37

Brands of, 36 A, 36 B

Diseases of, 37

Estrays of, 36 A

Hides of, 36 A

Inspectors of, reports of, 36 A

Products of, 37

Trespassing by, 36 A, 37

Veterinaries of, 37

Milk, regulations concerning, 38

Plan for, State, 3

Poultry, 5 B, 37

Products of, 5 A, 5 B, 5 E, 37

Publications of, 4 A

Rodents, harmful, 16

Stallions and jacks, 50

Statistics concerning, 5 A, 5 F

Veterinaries, 21 0

Warehouses, 5 C, 5 D

Weights and measures, 5 D, 30 B

CONSERVATION

Agricultural, 3

Cooperation with the United States Government

- Grass Commission, activities of, 25
- Grasshopper control campaign, 15
- Migration, movements and, 60 C
- Snow surveys, 14 A
- Soil Conservation, 48

Electrification, systems of, 60 B

Fish and Fishing, 22 A, 22 B, 22 C

Forests and Forestry, 22 A, 22 B, 22 C, 22 D

Game, 22 A, 22 B

Grass

- Commission for, proceedings of, 25
- Grazing districts, cooperative, 26, 47

Lands, State

- Appraisal of, 32
- Arid, 14 A, 14 B
- Commission for, proceedings of, 32
- Crops from, 32
- Disposition of, 32
- Easements and rights-of-way on, 32
- History of, 32
- Investments of, 32
- Leases for, 32
- Maps and plats of, 32
- Minerals on, 14 A
- Patents, grants, and clear lists for, 32
- Permits for use of, 32
- Purchase of, 32
- Receipts from, 32
- Royalties from, 32

Oil

- Board for, proceedings of, 41
- Oil dealers for, reports of, 41
- Pipe lines of crude, 45 A
- Production of oil for, reports of, 41

Parks, recreation areas, monuments, etc., 23 C

Soil

Committee for, 48
 Districts for, 47, 48
 Plans for, 48
 Research concerning, 48

Water, program of, 47, 60 A

Waterways, facts concerning, 14 A

EDUCATION

Article, books, charts, maps concerning, 42 A

Board of Records of, 42 B

Board of Reports to

Institutional, custodial, 42 B, 57
 University, units of, 42 B

Buildings for, inspection of and plans for, 27 A

Census for purpose of, 42 A

Courses of Study for, 42 A

Degrees granted in, 42 B

Finances of

Budgets of, 42 A
 Examination of, 19 A, 24

Fire protection in, 42 A

Health, data concerning public (also see Health), 27 A

Institutions of

Books for, library and test, 42 A, 54
 Graduates of certain, 57
 Junior colleges as, 42 A
 Promotion standards from, 42 B
 Purchases made for certain, 44
 Registers of certain, 42 A
 Reports of certain, 42 A, 42 B

Laws concerning, 42 A

Law Library, 34 B

Superintendent of Public, acts of, 42 A

Teachers of, public school

 Certificates of, 42 A, 42 C

 Examinations for, 42 C

 Institutes for, 42 A

 Retirement system for, 52

Temperance, facts concerning, 53

University, units of

 Budgets of, 57

 Employees of, facts concerning, 57

 Graduates of, 57

Vocational, 42 A, 59

EXAMINING, LICENSING, AND REGISTRATION

Abstractor, 21 A

Accountant, 21 B

Architects, 21 C

Barber and barber shop, 21 D

Bean Storage, 5 C

Beauty culturists, 21 E

Boxing and sparring match, 7

Chiropody, 21 F

Chiropractic, 21 G

Cosmetology, schools and teachers of, 21 E

Dentists and dental hygienists, 21 H

Dining cars, 27 C

Doctors of medicine, 21 I
Drug stores, 21 M
Embalmers and undertakers, 27A
Explosive factories and magazines, 9 E
Farm produce dealers, 5 A
Farm storage public warehousemen, 5 G
Fish and game, 22 A, 22 B
Food and drugs, handlers and manufacturers of, 27 C
Gasoline, wholesale and retail, 45 A
Insurance company, 9 B
Machine gun, 47
Motor club, 9 B
Motor Club service, 9 B
Motor dealers, 40
Motor vehicles, 40
Musical composition, copyrighted, 47
Mustard seed grower, 5 D
Nurserymen, 5 E
Nurse, 21 J
Optometrist, 21 K
Osteopaths, 21 L
Pharmacist, 21 M
Photographer, 21 N
Real estate broker, 5 G
Real estate salesman, 5 G

Seed house, 5 D
 State, 9 A, 17
 Stockbrokers, 9 D
 Teachers, 42 C
 Tourist camp, 27 C
 Trade marks and names, 47
 Undertakers and Embalmers, 27 A
 Veterinarians, 21 O
 Watercraft, Captains and pilots of, 45 A
 Water supply, airplane and passenger coach, 27 H
 Wholesalers licenses, agricultural, 5 E

FINANCE

Accountant, State

Accounting methods for institutions outlined by, 1
 Accounts of, all State, 1
 Budget by, State, 1
 Examinations by, 1

Accounts

County, city, and town, examinations of, 19 A, 24
 Institution, examination of State, 19 A, 24
 School district, examination of, 19 A, 24
 State

Record of each, 1, 9 A
 Warrants drawn against, details
 concerning, 9 A

Banks, 19 B, 19 C, 24

Bonds, 47

Budget, 1

Funds, Record of State, 1, 9 A, 55 A
 (Each agency also keeps an account of its own
 funds.)

Insurance companies, 9 B, 9 C
 Investment companies, 9 D
 Purchases, State, 44
 Stockbrokers, 9 D
 Requisitions, State agency, 44
 Treasurer, account of State funds by State, 53 A
 Warrants, State, 9 A, 53 A

HEALTH

Barbers and barber shops, regulations for, 21 D
 Beauty parlors, regulations for, 27 A
 Board of
 County and local, facts concerning, 27 A
 State, actions of, 27 A
 Child, 28 D, 43 B
 Chiropodists, regulation of, 21 F
 Chiropractics, regulations of, 21 G
 Corporations, articles and charter of, 47
 Cosmetology, 31 E
 Dentists and dental hygienists, regulations of, 21 H
 Diseases
 Communicable, 27 A, 27 E, 27 F
 Industrial and Occupational, 27 F
 Doctors of Medicine, regulations of, 21 I
 Drug store, licensing of, 21 M
 Embalmers and undertakers, licenses of, 27 A
 Entomology, regulation of, 27 A

Food and drug, regulations of, 27 E
 Insane, Hospital for, 20 G
 Institutions, inspection of and plans for public, 27 A
 Lepers, disposal of, 27 A
 Liquor (see PUBLIC WELFARE, Liquor)
 Maternal and child, statistics and reports
 concerning, 27D
 Nurses, regulations of, 21 J
 Osteopathies, regulations of, 21 H
 Optometrists, regulation of, 21 K
 Pharmacy, regulation of, 21 M
 Temperance, facts concerning, 53
 Vital statistics, 27 G
 Water and sewage systems, public, 27 H

LABOR AND INDUSTRY

Abstractors, 21 A
 Accidents of, 30 A, 40 B
 Accountants, 21 B
 Architects, 21 G
 Barbering, regulating of, 21 D
 Beauty Culture, regulating of, 21 E
 Boilers, engineers and inspectors of, 30 A, 30 B
 Boxing, regulation of, 7
 Brokers and salesmen, licenses of, 5 G
 Electrification system of, 60 B

Fair, Montana State, 5 F

Fair Trade Practice Act, supervision of, 45 A

Federal Government, relief by, 8

Hazardous businesses, inspection of, 30 A

Hoisting machines, regulations concerning, 30 B

Housing, decisions relative to Federal Act for, 8

Incorporations, Articles of, and charters of, 47

Interstate Commerce Commission, regulations of, 45 A

Labor

Child, 5 F

Conditions of, 5 F

Diseases, Industrial and Occupational, 24 F

Employment of

Agencies for

Free, reports of, 5 F

State, detailed data concerning, 56 A, 56 B

Reports of, 30 A

Hospitals for, 30 A

Hours of, 5 F

Industrial establishments employing, inspection of, 5 F

Protection of, 5 F

Public corporations, payrolls, 30 A

Unemployment, data concerning, 8

Unemployment Compensation for, 56 B

Oil and gas (also see CONSERVATION, Oil), 45 A, 45 C

Manufacturing

Catalogues of companies of, 44

Statistics concerning, 5 F

Mining

Coal, 30 A, 30 B, 39

- Code of signals for, 30 B
- Foremen and examiners of, actions of, 30 A, 30 B
- Literature concerning, 39
- Montana, information of, 34 A, 39
- Quartz, 30 A, 30 B, 34 B, 39
- Specimens concerning, 34 A, 39
- State lands valuable for, 14 A
- Statistics concerning, 5 F, 17, 30 B, 39

Photography, regulations of, 21 N

Public Utilities, 55 C

Statistics concerning, 5 F, 17, 30 D, 39

Weights and Measures, 5 D, 30 B

PROTECTION AND LAW ENFORCEMENT

Explosives, regulation of, 9 E

Fire

- Books of lessons, for, 42 A
- Departments for, equipment of, 9 B, 9 E
- Escapes for, 9 E
- Forest (see CONSERVATION, Forest and Forestry)
- Marshall for, 9 E
- Records of, 9 E
- Relief associations, report to, 9 B, 19 A

Grand Army of Republic, literature, relics, and documents of, 12

Health (see HEALTH)

Justice

- Attorney General, cases and opinions of, 8
- Attorneys and counselors at law, 51
- Courts

- Federal Supreme, advance opinions of, 8
- Reports of, 34 B
- State Supreme, actions and divisions of, 51

Reports, uniform crime, 8

Law Library, 35

Militia

Adjutant General, records of, 2
 Armories, 6
 National Guard, 2
 Soldiers Home, 49
 World War, Veterans of, 2, 56 A, 58

Pardons, 20 D, 24

Prison, supervision of State, 20 E, 20 F, 24

Violations of Law, County Attorney's letters as to, 19 A

PUBLIC WELFARE

Agencies of, records of outlawed, 43 B

Children

Health of, statistics concerning, 27 D
 Reports of Montana Children's Home Society, 24

Common carriers, regulation of, 43 A

Department of**Assistance by**

Aged granted, 43 B
 Blind granted, 43 B
 Children granted, 43 B
 Relief, 43 B

Budget of, 43 A
 Certification by, 43 B
 Child welfare services by, facts concerning, 43 B
 Contracts of, 43 B
 Crippled children services by, 43 B
 Divisions and personnel of, 53 A, 53 B
 Funds for, 43 B

Highway, patrol of, 29

Housing, decisions concerning Federal Act for, 8

Information concerning, 8

Liquor

Board for control of, actions of, 35
 Licenses and permits concerning, 35
 Purchases by State of, 35
 Stores of,
 Reports concerning, 35

Migration, 60 C

Physical development of State, plan and studies for, 60 C

Rehabilitation, vocational, 59

Temperance, facts concerning, 53

STATE, MONTANA

Boards, offices, and commissions of

Appointments to, 37
 Bonds of, 37
 Election of, 37
 Oaths of certain, 37
 Purchases and requisitions of, 33
 Reports from, 24
 Seal, impressions of, 37

Claims against, 20 A

Constitution of, original, 47

Finances of

Accounts of, 1, 9 A, 55 A
 Budget of, 11
 Claims against, 20 A
 Depositing of, 55 B

Governor of,

Appointments by, 47
 Official acts of, 47
 Reports to, all officials, 24, 34 A

History and geography of, 34 A

Institutions of

Accounting method for, 1

- Accounts of, 1, 9 A, 55 A
- Requisitions and purchases of, 44
- Reports of, 34 A, 42 B, 57
- Supervision of, 20 C, 20 E, 42 B, 57

Insurance of, contracts of, 30 A

Laws of, 34 B, 47

Legislature of, official acts of, 47

Property of

- Escheated, 8
- Conveyances of, 47
- Inventories of, 44
- Sale of, 44

Seal of, Great, 47

Taxation by other than, 17

Taxes by

- Assessment of, 17
- Equalization of, boards for, actions of, 17
- Funds received from, 17
- Income, 17
- Licenses, 17
- Property subject to, 17
- Reports concerning, county and municipal, 17

TRANSPORTATION

General, snow surveys for, 14 A

Highway, Public

- Accident reports of, 29
- Airport connections with, 28
- Commission for, 28
- Funds for, 28
- Patrol of, 29
- Plans, specifications, contracts, bids, concerning, 28
- Signs along, 28
- Statistics concerning, 28
- United States aid for, 8
- Violators of laws of, 28

Motor Vehicles

Chauffeurs of, 40
Club service agents and companies, 9 B
Dealers in, 40
Facts concerning, 40
License, record of, 29, 40
Registration of, 29, 40

Pipe-line, petroleum, reports of, 45 A

Railroad, express, freight companies, etc., 45 A

Watercraft, 45 A

IV. THE DIRECTORY OF PUBLIC RESEARCH DATA IN MONTANA'S STATE AGENCIES

1. ACCOUNTANT AND BUDGET OFFICE: Helena; Estb. 1909¹, Sec. 305²; appointed by Board of Examiners.

Reporting Media:³ To State Board of Examiners and to State Examiner, a report of examinations made every three months of affairs, books, and accounts of State Institutions.

Data on File: Prescribed methods of accounting for State institutions; record of examinations made of books and accounts of State institutions, including School for Deaf and Blind, State Fair, State Orphans Home, Soldiers Home, Insane Asylum, Penitentiary, Reform School, Training School, and each Unit of the State University; financial transactions of State; data for compiling State budget.

(Sources:⁴ R.C.M. 1935, Ch. 27, 28⁵; interview, June 30, 1939, with Mr. William Hosking, State Accountant.)

¹ Refers to the date the agency was established by law, constitutional or legislative.

² Refers to the Section of the Revised Codes of Montana in which the agency was created.

³ Refers to the regular reports sent out by the agency.

⁴ Refers to the source of the information here given concerning each agency.

⁵ Refers to the Revised Codes of Montana 1935, Chapter 27, 28.

2. **ADJUTANT GENERAL:** Helena; Estb. 1889, XIV¹, Sec. 1; appointed by the Governor; executive officer for Montana National Guard.

Reporting Media: To Secretary of War biennially of all active, reserve, or retired officers; biennial report of operations and conditions of Montana National Guard to National Guard Bureau, Washington.

Data on File: Account of funds; military reports prescribed by Congress or Secretary of War; seal and copies, orders, records, and papers required; roster of all active, reserve, and retired officers and of the Montana National Guard; books, arms, accouterments, ammunition, and other military property belonging to State not otherwise issued; reports and returns of troops and heads of military departments and all other writings and papers required to be transmitted to or preserved at the general headquarters of the Guard; National Guard -- records concerning, composition of, organization of, uses made of, in time of stress a copy of complete enrollment by county of, exemptions from, pay of members of, pensions for; military courts; enlistment and service of; World War -- draft records of, record of men who served in.

(Sources: R.C.M. 1935, Ch. 122; interview, July 10, 1939, with Mrs. H. K. Torbert, Secretary to Major John W. Mahon, Adjutant General.)

¹ Refers to Article XIV, Section 1, of the Constitution of Montana.

3. AGRICULTURAL CONSERVATION BOARD, MONTANA; Bozeman; Estb. 1937; Laws 1937, Ch. 134;¹ seven members appointed by Governor with restrictions.

Reporting Media: Annual State agricultural plan to Secretary of Agriculture of the United States; reports as Board judges necessary.

Data on File: Facts concerning the six agricultural districts; State agricultural plan, including adjustments for utilization of land, agricultural, and educational programs, estimates of expenditures necessary to carry out plan and contributions necessary from the United States Government including soil conservation and domestic allotments; financial account.

(Source: Laws 1937, Ch. 134. No response to correspondence, June 30, 1939, with Mr. Albert J. Borton, Bozeman, Secretary.)

4. AGRICULTURAL EXPERIMENT STATION

A. Agricultural Experiment Station: Bozeman; Estb. 1893; Sec. 891; a department of Montana State College.

Reporting Media: To Commissioner of Agriculture the results of analyses of commercial fertilizers; circulars and bulletins concerning varied branches of agriculture sent to those requesting same.

¹ Laws, 1937 refers to the legislative session laws passed in 1937.

Data on File: Useful, practical, and scientific information respecting principles and applications of agriculture; examinations of insecticides, Paris green, lead arsenate, and fungicides to determine if such are misbranded or adulterated; analyses of commercial fertilizers; circulars and bulletins treating various branches of agriculture.

(Sources: R.C.M. 1935, Ch. 85, 238; correspondence, August 9, 1939, with Mr. Clyde McKee, Director of Montana Experiment Station, Bozeman.)

B. Montana Grain Inspection Laboratory: Bozeman; Estb. 1913; Sec. 902; division of Agricultural Experiment Station, Bozeman.

Reporting Media: Bulletins of all laboratory tests when sufficient data is accumulated; annual bulletins of all germination and purity tests performed; annual report of work; including record of funds handled, sent to all who request; individual grain tests as requested by citizens and annual report of same to Commissioner of Agriculture.

Data on File: Records and research data regarding grade, quality, germination, protein content, and purity of Montana grains properly submitted for inspection; milling and baking tests; account of finances.

(Sources: R.C.M. 1935, Ch. 86; correspondence, July 15, 1939, with Mr. W. O. Whitcomb, Superintendent Montana Grain Inspection Laboratory.)

5. AGRICULTURE, DEPARTMENT OF

A. Agriculture, Labor, and Industry, Commissioner of:
Helena; Estb. 1889; appointed by Governor.

Reporting Media: Annual report to Governor concerning condition, management, and financial transactions of his complete department; publish statistics accumulated; distribute timely reports concerning supply, demand, prices, and commercial movements of farm products; publish standard grade for agricultural products; publish results of analyses of commercial fertilizers.

Data on File: Activities of regulation of complete Department of Agriculture; activities of assisting and promoting the organization of agricultural institutes and exhibits; statistics relating to production and marketing of crops and livestock, and of beef, pork, poultry, fish, mutton, wool, butter, cheese, and other agricultural products; farm products -- standards for receptacles for, standards for, grades and classifications for; economical and efficient systems of distribution of farm products; market news service including information as to crops, freight rates, commission rates, and such; licenses for farm produce dealers; annual report from grain testing laboratory of all seed tests and violations of the law concerning seed; annual report from chemist of Montana Agricultural Experiment Station of analyses of commercial fertilizers; reports of apiarist, including registration of bee

colonies and account of the State beekeeper's fund; annual detailed reports of cooperative marketing associations; information concerning lands proposed for colonization.

(Sources: R.C.M. 1935, Ch. 306; Laws 1939, Ch. 65 and 183; interviewed, July 14, 1939, Mr. James T. Sparling, Commissioner of Agriculture, Labor and Industry.)

B. Farming and Dairying, Division of: Helena; Estb. 1921; Sec. 3564; division of Department of Agriculture; appointed by Commissioner of Agriculture.

Reporting Media: Reports and bulletins pertaining to advancement of poultry husbandry to those requesting.

Data on File: Studies concerning farm industry, farm life, marketing and distribution of farm products; supervision of local poultry association and annual State poultry exhibitions.

(Source: R.C.M. 1935, Ch. 306; interview, July 14, 1939, with Mr. James T. Sparling, Commissioner of Agriculture, Labor, and Industry.)

C. Farm Storage Commissioner: Helena; Estb. 1929, Sec. 2592.11; Commissioner of Agriculture is ex-officio.

Reporting Media:

Data on File: Inspectors appointed upon petition of ten or more farmers; farmers' applications for inspection;

copy of warehouse certificates issued by inspectors showing date of issuance; complete description of grain, amount, owner, encumbrances upon, and other information concerning grain inspected; summary of results of protein testing laboratories; applications of analysts selected by County Commissioners and approval of analysts by Commissioner of Agriculture; farm storage public warehousing -- licenses of, monthly reports of; licenses to buy, sell, or store beans and reports of licensees; grain storage sealing certificates.

(Sources: R.C.M. 1935, Ch. 306; interview, July 14, 1939, with Mr. James T. Sparling, Commissioner of Agriculture, Labor, and Industry.)

D. Grain Standards and Marketing, Division of: Helena; Estb. 1921, Sec. 3573; appointed by Commissioner of Agriculture.

Reporting Media: Biennial report to Governor of all work done; Commissioner of Agriculture transmits samples showing standards of grain in Montana to certain growers and to those who request them; financial report to State Board of Examiners; report of inspections to each respective institution.

Data on File: Summary of records of grain inspections; grain inspection places and fees for inspection of weighing of grain; standards for grain as fixed by Commissioner of

Agriculture; appeals to and hearings conducted by Commissioner of Agriculture concerning decisions of grain inspectors; notices from warehousemen of disposition of stored grain other than to its owner; annual and special reports of warehousemen to Commissioner of Agriculture showing total weight of each kind of grain received and shipped, amount of outstanding storage receipts, amount of grain on hand; licenses of operators of warehouses, trackbuyers, dealers, brokers, commission men, and any grain merchant; licenses for seed houses; licenses of those contracting in advance of harvesting for purchase of mustard seed crops; annual inspection of all weights and measures in State; violations of weight and measure regulations.

(Sources: R.C.M. 1935, Ch. 306; Laws 1939, Ch. 146; interview, July 14, 1939, with Mr. J. T. Sparling, Commissioner of Agriculture, Labor, and Industry.)

E. Horticultural Inspector: Missoula; Estb. 1921, Sec. 3621; appointed by Commissioner of Agriculture.

Reporting Media: Printed bulletins to fruitgrowers concerning prevention of contagious diseases and eradication of pests of fruit, etc., among trees; booklets published as deemed advisable; reports to Commissioner of Agriculture.

Data on File: Information concerning the growing and eradication of barberry and other harmful plants;

horticulturist districts; information related to any branch of fruit and fruitgrowing, such as fruit tree diseases, eradication of fruit pests, proper methods to use in fruitgrowing, packing, grading, and marketing of fruit; nurserymen's licenses; quarantine of orchards; horticultural wholesalers' licenses.

(Sources: R.C.M. 1935, Ch. 306; Laws 1939, Ch. 214; interview, July 14, 1939, with Mr. James T. Sparling, Commissioner of Agriculture, Labor, and Industry.)

F. Labor and Publicity, Division of: Helena; Estb. 1921, Sec. 3634;

Reporting Media: Publish and distribute reports as deemed wise relating to the commercial, mining, manufacturing, and other resources of Montana; correspondence with organizations to disseminate information concerning Montana.

Data on File: Enforcement of laws relating to hours of labor, conditions of labor, protection of employees, child labor; annual reports of all free employment agencies showing number of applicants for employment, number obtaining employment, and expenses of maintaining the offices; inspection as deemed desirable of industrial establishments; statistics and data relating to agricultural, commercial, mining, manufacturing, and other resources of State; requested data from State and County officials; actions in supervision of Montana State Fair.

(Sources: R.C.M. 1935, Ch. 306; interview, July 14, 1939, with Mr. James T. Sparling, Commissioner of Agriculture, Labor, and Industry.)

G. Real Estate Division: Helena; Estb. 1921, Sec. 4056; Commissioner of Agriculture is ex-officio.

Reporting Media: To each person licensed, an annual list of names and address of all licensed brokers in State.

Data on File: Real estate brokers' and real estate salesmen's licenses -- detailed application for, bonds of applicants for, issuance of, suspension or revocation of, fees for.

(Sources: R.C.M. 1935, Ch. 317; interview, July 14, 1939, with Miss Marie Leslie, Deputy Real Estate Commissioner.)

6. ARMORY BOARD, MONTANA: ; Estb. 1939, Laws 1939, Ch. 161; five members appointed by Governor with restrictions.

Newly created; no data.

(Sources: Laws 1939, Ch. 161; interview July 10, 1939, with Mrs. M. H. Torbert, Secretary to Major John W. Mahon, Adjutant General.

7. ATHLETIC (BOXING) COMMISSION, STATE: Butte; Estb. 1919, Sec. 4551; three members appointed by Governor.

Reporting Media: Annual report to Governor with recommendations.

Data on File: Licenses to hold or conduct boxing and sparring matches -- granted, revoked; report of number of tickets sold, gross proceeds, from boxing and sparring matches to assure payment of 5% gross receipts to apply on expenses of State Athletic Commission.

{Sources: R.C.M. 1935, Ch. 350; telephone conversation, August 8, 1939, with Mr. Tom Alley, Helena, sponsor of boxing; correspondence of July 11, 1939, with Mr. Oshey Devine, Great Falls, former secretary, unanswered; correspondence of August 9, 1939, with Mr. George Markaf, Butte, present secretary, unanswered.}

8. ATTORNEY GENERAL: Helena; Estb. 1889, VII, Sec. 2; elected by the people.

Reporting Media: Biennial report to Governor of dockets and reports received from County Attorneys; opinions to County Attorneys and County Commissioners upon request.

Data on File: Register of all cases in which he appears; public business of County Attorneys; State Examiner's reports regarding State offices, institutions, and boards of County Commissioners; property escheated to State; opinions of Federal Supreme Court; information on general welfare, unemployment data, and relief from Federal Government; uniform crime reports; decisions and opinions on legislation relating to housing construction under the Federal Housing Act.

(Sources: R.C.M. 1935, Ch. 21; interview, June 21, 1939, with Mr. Carl N. Thompson, assistant to Mr. Harrison J. Freebourn, Attorney General; telephone conversation, June 22, 1939, with Miss Anna Kain, stenographer in office of Attorney General.)

9. AUDITOR'S OFFICE:

A. Auditor, State: Helena; Estb. 1889, VII, Sec. 2; elected by the people.

Reporting Media: bi-annual and semi-annual reports to Governor of funds of State, revenues and expenditures; report on request to legislature of fiscal affairs of State; to Treasurer, data concerning warrants drawn on Treasury.

Data on File: All State accounts including unexpended balances of each specific appropriation;¹ all warrants drawn against State Treasurer -- separate account of, whose favor, number of, fund from which paid, service paid for by, liability accrued by, receipts for; accounts between State and State Treasurer; State licenses; separate school fund account; cancelled, unclaimed State warrants; receipts from State Treasurer; quarterly reports of funds of Supreme Court; monthly reports from County clerks showing moneys due State from each source of revenue.

¹ List of each State fund is found under "State Treasurer."

(Sources: R.C.M. 1935, Ch. 18; interview, June 25, 1939, with Mr. Neil Flaherty, Deputy Auditor.)

B. Insurance, Commissioner of: Helena; Estb. 1909, Sec. 162; Auditor is ex-officio.

Reporting Media: Publish results of investigations of insurance companies if deemed necessary for best public interest; annual report to Auditor of fire insurance premiums collected in various cities and towns; pass on to Governor annual report of Fire Marshall, also recommendations.

Data on File: Insurance companies applying for admission to do business in State -- examination of, costs of examination of, licenses issued to, securities deposited with Commissioner by; licenses to audit, abstract, and sell policies of life insurance and annuities -- applications for, granting of, revoked; copy of all forms of life, endowment, sickness, and accident insurance policies; companies and agents giving motor club service -- applications for licenses of, copy of form of, all contracts of, certified copy of charters and articles of incorporation and by-laws of, certificate showing deposit of required cash or bond by, if a corporation a certificate from Commissioner showing compliance with law by, fees paid by, examination by Commissioner of, license issued and revoked of, annual financial statement of; annual reports of clerks of cities having fire departments

showing fire-fighting equipment, water supply, etc., also, amount of premiums city received during past year; annual financial reports of secretaries and treasurers of fire department relief association.

(Sources: R.C.M. 1935, Ch. 18, Ch. 329, Ch. 391; interview, June 29, 1939, with Mr. Neil Flaherty, Deputy Auditor.)

C. Insurance Commission, State: Helena; Estb. 1939, Laws 1939, Ch. 103; State Auditor as ex-officio Commissioner of Insurance, State Accountant, and the Chairman of the State Board of Equalization act as the members of this Commission.

Reporting Media: Recommendations to officers, boards, and commissions of State to reduce fire hazards and to cover risks with insurance.

Data on File: Record of examination of and approval of all fire and casualty contracts or policies entered into by and between the State or any officer or agency of the State and any private insurance carrier.

(Sources: Laws 1939, Ch. 103; interview, June 29, 1939 with Mr. Neil Flaherty, Deputy Auditor.)

D. Investment Commissioner: Helena; Estb. 1921, Sec. 160; Auditor is ex-officio.

Reporting Media:

Data on File:¹ Verified applications of foreign and domestic companies for permits to do business including financial condition of company, copy of securities it will sell, constitution, by-laws, articles of co-partnership or association and amendments to same; investment companies -- copy of charter of incorporated companies, operating permits to do business of, revoked permits of, registered agents of, annual report of finances of, copy of advertisements used by; certificates of foreign companies showing authorization to do business in home territory; action commenced against foreign investment companies; stockbrokers -- permits to do business of, monthly reports showing securities on hand and past month's sales of, annual reports showing finances of, copy of advertisements circulated by, registered agents of; fee book of Commissioner of Investments.

(Sources: R.C.M. 1935, Ch. 316; interview, June 29, 1939, with Mr. Neil Flaherty, Deputy Auditor.)

E. Marshall, State Fire: Helena; Estb. 1911, Sec. 2737; appointed by Auditor.

Reporting Media: Annual report to Board of Examiners of inspection of and recommendations for fire protection in all State institutions; annual report of official acts to Commissioner of Insurance.

¹ Paper, documents, and other instruments in this office are subject to inspection upon the discretion of the Investment Commissioner.

Data on File: Origin and facts concerning fires in cities, villages, or townships; fire equipment in State -- types and location of, standard specifications for; fire escapes -- regulations for, buildings requiring; reports of persons engaged in keeping or storing explosives as to location of magazine, kinds and amounts of explosives, distance of magazine from nearest buildings, railroads, or highway; certificates showing compliance of persons engaged in keeping or storing explosives; annual licenses of explosive factories or magazines.

(Sources: R.C.M. 1935, Ch. 249; interview June 29, 1939, with Mr. Neil Flaherty, Deputy Auditor.)

10. BLIND, MONTANA STATE COMMISSION FOR THE; Great Falls; Estb. 1939; Laws 1939, Ch. 42; five members -- three are ex-officio; two appointed by Governor.

Newly created; no data.

(Sources: Laws 1939, Ch. 42; correspondence, July 15, 1939, with Mr. Edwin G. Peterson, President of Montana School for Deaf and Blind, Great Falls.)

11. CRIMINAL IDENTIFICATION AND INVESTIGATION

A. Bureau of Criminal Identification and Investigation: Deer Lodge; Estb. 1931, Criminal Law, Sec. 12465.1; under supervision of Warden of Montana State Prison.

Bureau not in effect as no appropriation has been made; no data. The Prison Bureau, organized within the prison, carries on part of the work of this Bureau.

(Sources: R.C.M. 1935, Criminal Law, Ch. 116; correspondence, July 14, 1939, with Mr. Theo. R. Bergstrom, Warden of Montana State Prison.)

B. Prison Bureau: Deer Lodge; Estb. within the prison under supervision of Warden of Montana State Prison.

Reporting Media: Weekly police bulletin

Data on File: Record containing photographs, descriptions, finger prints, measurements, and other information of persons serving or having served time in State prison; file of finger print impressions of all persons confined in any workhouse, jail, reformatory, or penitentiary for violation of State law; record of suspended sentences for felonies.

(Sources: Correspondence, July 14, 1939, with Mr. Theo. R. Bergstrom, Warden of Montana State Prison.)

12. CUSTODIAN OF RECORDS OF GRAND ARMY OF REPUBLIC: Helena; Estb. 1915, Statute 320; appointed by Governor.

Reporting Media:

Data on File: Literature, relics, mementoes, archives, and documents concerning the Civil War and the United Spanish War Veterans; history of Montana residents who served in army,

navy, or marine corps of the United States during the Civil or Spanish American War.

(Sources: R.C.M. 1935, Ch. 30; interviews, July 13, 1939, with Colonel C. I. Richie, Custodian, and Mr. Ralph Zohie, Guide.)

13. CUSTODIAN OF STATE CAPITOL: Helena; Estb. 1917, Sec. 310; appointed by Governor.

Reporting Media: Annual report to Governor of affairs of office with complete account of persons employed by him, a statement of fuel, water, and lights, and complete inventory of property, equipment, and supplies of State at State Capitol.

Data on File: Files no data.

(Sources: R.C.M. 1935, Ch. 29; interview, July 21, 1939, with Mr. Louis H. Forman, Custodian.)

14. ENGINEER'S OFFICE, STATE

A. Engineer, State: Helena; Estb. 1903, Sec. 1954; appointed by Governor and confirmed by Senate.

Reporting Media: Biennial report to Governor of work and suggestions including special reports regarding irrigation when necessary.

Data on File: Full and proper records of work, observations, and calculations; negotiations with other states and

the United States Government; data regarding interstate streams; information on waterways of State and measurements of ordinary and flood discharge of streams in cooperation with Water Resource Branch of U.S.G.S.; projects to reclaim arid lands; examination of State lands when requested by State Board of Land Commissioners or by register of State lands, especially concerning minerals and coal; cooperative actions with the United States Department of Agriculture and the State Agricultural Experiment Station in snow surveys.

(Sources: R.C.M. 1935, Ch. 179; interview, July 11, 1939, with Mr. H. M. Tice, State Engineer.)

B. Carey Land Act Board, Secretary of: Helena; Estb. 1903, Sec. 1949; three members -- ex-officio Governor, Secretary of State, and Attorney General; State Engineer is Secretary.

Reporting Media: Special and biennial reports to Governor showing activities of Board.

Data on File: File of prepared maps regarding lands in State to be reclaimed or irrigated; applications to Board to reclaim lands and contracts for same; applications to settle on Carey lands reclaimed with contracts for perpetual water rights and records of certificates of location of such; facts concerning the three Carey Land Act projects which are the Billings, Bench, the Big Timber, and the Valier Land and Development Project.

(Sources: R.C.M. 1935, Ch. 179; interview, July 11, 1939, with Mr. H. M. Tice, Secretary.)

15. ENTOMOLOGIST, STATE; Bozeman; Estb. 1907, Sec. 913; Entomologist of Montana State College is State Entomologist.

Reporting Media: Biennial report to Governor of work and expenditures; when necessary publish or make public demonstrations of the best remedies for injurious insects present in State.

Data on File: Record of harmful insects of State; field investigations of injurious insects of fruits, vegetables, grains, grasses, forage, crops, including clover and alfalfa, root crops, shade trees, ornamental plants; cooperation with the United States Government on large scale control campaigns, such as for grasshoppers.

(Sources: R.C.M. 1935, Ch. 87; interview June 28, 1939, with Dr. H. B. Mills, State Entomologist.)

16. ENTOMOLOGY, MONTANA STATE BOARD OF;¹ Bozeman; Estb. 1913, Sec. 2543; three members -- State Entomologist, Secretary of State Board of Health, and State Veterinarian.

Reporting Media: Publish and disseminate rules and regulations of Board concerning eradication and control of

¹ Dr. H. B. Mills stated, "The Board was practically static from 1931 until the present year as no funds were available."

disease studies; regulations for extermination of ticks and rodents.

Data on File: Investigations of dissemination of diseases by insects among people and animals and methods of eradication and prevention of such diseases; control districts and actions of boards of control districts for extermination of Rocky Mountain Spotted-fever tick; reports of agents employed for killing Columbian Ground-squirrel and other rodents.

(Sources: R.C.M. 1935, Ch. 234; interview June 28, 1939, with Dr. H. B. Mills, Secretary.)

17. EQUALIZATION, STATE BOARD OF: Helena; 1889, XII, Sec. 15
Three members appointed by Governor with advice and consent of Senate.

Reporting Media: To County Clerk of each county, the apportionment of, changes, in, and rate of all levies and assessments made by Board; advise municipal officers of duties as requested; biennial tabulated report to Governor and each member of the legislative assembly showing activities of Board, detailed record of sources and detailed account of expenditures of tax money, taxable valuations, license taxes and taxes in lieu of ad valorem taxes, inheritance taxes, mine taxes, income taxes, property taxes, public utility values, total assessments by counties, taxes levied for state and county and school purposes and miscellaneous levies, indebtedness of State and its subdivisions, motor vehicles in State, and Montana oil and

Data on File: All general information concerning taxation in State; complete record of assessment and apportionment of assessment of and annual statements from officers of companies having single and continuous property operating in more than one county, such as railroad property, telegraph and telephone property, electric power and transmission lines, oil pipe lines, ditches, canals, and flumes; actions by Board to adjust or equalize valuation of taxable property among counties, among classes of taxable property, and among individual tax payers, and changes in valuation of county assessors; annual collection of information from municipal corporations as to the assessment of property, collection of taxes, receipts from licenses and other sources, expenditure of public funds for all purposes, and other information required; annual levy against sheep and other livestock to aid in payment of bounties on wild animals killed; annual detailed financial reports concerning mines; semi-annual reports of each county clerk showing each kind of property assessed and delinquent and total amount of delinquent taxes; appeals concerning actions of county or state boards of equalization; hearings concerning changes in assessments; license taxes including those paid by corporations, express and sleeping car companies, coal miners and dealers, metalliferous miners, cement producers and dealers, gasoline distributors, store owners, carbon black producers, natural gas distributors, transient

retail merchants, hucksters, itinerant vendors, pawnbrokers, theater owners, billiard and pool table proprietors, railway warehouses, manufacturers of soft drinks, keepers of skating rinks or merry-go-rounds, laundry owners, architects and contractors, manufacturers, manufacturers of malt, produce wholesalers, and other license taxes; income tax returns¹; applications for revisions of income tax returns¹; complaints and proceedings against officials who have not complied with statutes respecting revenue of State; record of tax systems of other States.

(Sources: R.C.M. 1935, Ch. 181-229, inclusive; interview, June 28, 1939, with Miss Betty Brown, Junior Auditor for Board.)

18. EUGENICS, STATE BOARD OF; Warm Springs, Estb. 1923, Sec 1444.3; four members, each especially qualified.

Reporting Media:

Data on File: Certificates of sterilization by chief physician of custodial institution.

(Sources: R.C.M. 1935, Ch. 127; correspondence of July 11, 1939, with Dr. G. V. Holmes, Secretary, Warm Springs, unanswered.)

1 Confidential.

19. EXAMINER'S OFFICE, STATE

A. Examiner, State: Helena; Estb. 1889, VII, Sec. 8; appointed by Governor with consent of Senate.

Reporting Media: Annual report to Governor of all activities of department; annual reports of counties to boards of County Commissioners and County Attorneys; annual reports of first and second-class school districts which request examinations to clerks and board of trustees; reports of fire department relief associations to board of trustees and city and town clerks; reports of irrigation districts to Board of Commissioners and State Engineer; report of state offices to various boards and commissions and to Governor and Attorney General; reports of county free high schools to boards of trustees and boards of county commissioners;

Data on File: Examination reports of all State and County offices, city or town, fire department relief associations, irrigation districts, first and second class school districts; copy of examination reports of State institutions as made by State Accountant; annual reports from county treasurers, county clerks and recorders, city treasurers, and city clerks; letters of county attorneys as to violations of law; letters from various boards and commissions with respect to examinations.

(Sources: R.C.M. 1935, Ch. 23; interview, July 20, 1939, with Mr. Roy Berquist, Clerk for State Examiner.)

B. Agent, General Liquidating: Helena; Estb. 1927, Sec. 6014.139; State Examiner is ex-officio.

Reporting Media: Reports on closed banks handled by office to various district judges who have supervision of same.

Data on File: Information concerning closed banks handled by office.

(Sources: R.C.M. 1925, Ch. 24; interview, July 20, 1939, with Mr. Roy Berquist, Clerk for State Examiner.)

C. Banks, Superintendent of: Helena; Estb. 1927, Sec. 6014.59; State Examiner is ex-officio.

Reporting Media: Examination reports of all State banks, building loan associations, and credit unions to the respective boards of directors.

Data on File: Examination reports.

(Sources: R.C.M. 1935, Ch. 24; interview, July 20, 1939, with Mr. Roy Berquist, Clerk for State Examiner.)

20. EXAMINERS, OFFICE OF BOARD OF

A. Examiners, Board of: Helena; Estb. 1889, VIII, Sec. 20; three members -- Governor, Secretary, and Attorney General. Clerk of Board of Examiners is also Clerk of Board of Pardons, Clerk of Board of Commissioners for Insane, and Clerk of Board of State Prison Commissioners.

Reporting Media: To each legislative assembly, an abstract of deficient claims; printing and distribution as provided by law of budget showing total and itemized revenues and expenditures of State for preceding biennial period, estimated revenue and expenditures for succeeding biennial period, current assets and liabilities, reserves and surplus or deficit of State, debts and amounts of moneys in State Treasury to credit of each fund.

Data on File: Record of all proceedings such as examinations of action taken regarding all claims against State other than salaries set by law; claims against State -- file of, date of, number of, allowed, reason for, disapproval of; file of all contracts of policies of insurance covering State-owned properties or State risks.

(Sources : R.C.M. 1935, Ch. 25, 27; interview, July 21, 1939, with Mr. W. L. Fitzsimmons, Clerk of Board of Examiners and Consolidated Boards.)

B. Furnishing Board, State: Helena; Estb. 1895, Sec. 254. Board of Examiners is ex-officio.

Board keeps no data; functions have been taken over by Purchasing Department.

(Sources: R.C.M. 1935, Ch. 25; interview, July 21, 1939, with Mr. W. L. Fitzsimmons, Clerk of Board of Examiners and Consolidated Boards.)

C. Insane and Inebriates, State Board of Commissioners for the: Helena; Estb. 1895, Sec. 1413; three members -- Governor, Secretary of State, and Attorney General; Clerk of Board of Examiners is also Clerk for Commissioners of Insane.

Reporting Media:

Data on File: Proceedings of Board in management, control, and supervision of State Hospital for Insane at Warm Springs; duties of Superintendent of State Hospital for Insane; original commitments to hospital; copy of physicians' certificates of confinement; reports of discharged patients.

(Sources: R.C.M. 1935, Ch. 126; interview, July 21, 1939, with Mr. W. L. Fitzsimmons, Clerk of Board of Examiners and Consolidated Boards.)

D. Pardons, Board of: Helena; Estb. 1891, Sec. 12247; Three members -- Secretary of State, Attorney General; State Auditor; Clerk of Board of Examiners is also Clerk for Board of Pardons.

Reporting Media: File with Secretary of State and send copy to Governor of proceedings and decisions of the Board including details of each case and reasons for action taken; printed in proper newspapers the orders of pardons and notices of hearings.

Data on File: Notices of pardons from Governor; record of and testimony of persons appearing before Board on behalf of or in opposition to person requesting pardon of Governor; affidavits and returns from printers of the publication of notices and of orders of hearings; detailed record of decisions and details concerning.

(Sources: R.C.M. 1935, Penal Code, Ch. 104; interview July 21, 1939, with Mr. W. L. Fitzsimmons, Clerk of Board of Examiners and Consolidated Boards.)

E. Prison Commissioners, Board of State: Helena, Estb. 1889, VII, Sec. 20; three members -- Governor, Secretary of State and Attorney General.

Reporting Media:

Data on File: Proceedings and transactions of Board in supervising State Prison; monthly report from Warden of State Prison showing name, age, sex, occupation, place of birth, where sent from crime charged, date of incarceration, and the expiration of term for each prisoner; record of employment of convicts; agreements relative to State uses of products of prison industry; parole -- Governor's recommendations to, acts of supervision of those on, monthly reports or often-er from those on, applications for; suspended sentences -- record of, judgment of court given; monthly reports of probationers under supervision of Board of Prison Commissioners.

(Sources: R.C.M. 1935, Penal Code, Ch. 86; interview, July 21, 1939, with Mr. W. L. Fitzsimmons, Clerk of Boards.)

21. EXAMINING BOARDS

A. Abstractors' Board of Examiners: Helena;* Estb. 1931, Sec. 4139.2; three members appointed by Governor with restrictions.

Reporting Media: Biennial report to Governor containing financial account, record of proceedings, and recommendations.

Data on File: Abstractors' Board Fund; applicants for registration and certificates of authority showing place of business of applicant, and action of board concerning application; examinations for abstractors -- those taking, results of.

(Sources: R.C.M. 1935, Ch. 319; correspondence, July 10, 1939, from Margaret M. Egan, Stanford, secretary.)

B. Accountancy, Board of Examiners for: Helena;* Estb. 1933, Sec. 3241; three members appointed by State Board of Education.

Reporting Media: Publish notice before holding examinations at Missoula and Helena; register of certified public accountants at University of Montana, Missoula.

Addresses of agencies marked with an asterisk () may change when the personnel of the agency changes.

Data on File: Rules and regulations for examinations as laid down by the University, Missoula, and also to be obtained by inquiring of the University; examinations -- results of, original papers of.

(Sources: R.C.M. 1935, Ch. 278; telephone conversation, August 4, 1939, with Mr. Howard Walden, Helena, secretary.)

C. Architectural Examiners, Board of: Bozeman;* Estb. 1917, Sec. 3229; three members appointed by Governor.

Reporting Media: Annual report to Governor of all Board proceedings.

Data on File: Record of proceedings; applicants for certificates -- register of, name of, age of, study of architecture of, certificates granted or rejected to; fees and expenditures; licenses revoked.

(Sources: R.C. M. 1935, Ch. 277; correspondence, July 14, 1939, from W. R. Plew, Bozeman, Executive Secretary-Treasurer.)

D. Barber Examiners, Board of: Missoula;* Estb. 1929, Sec. 3228.24; three members appointed by Governor.

Reporting Media: Annual financial report to governor; copy of barber laws upon request.

Data on File: Financial account; examinations of applicants for certificates of registration to practice as registered barbers and certificates granted, or revoked, and to whom; barbers licenses -- examinations of applicants for, results of examinations for, renewal of; shop licenses -- applications for, granted, revoked; minimum price districts -- petitions to Board requesting, action of Board concerning, towns or cities farming, revoking of.

(Sources: R.C.M. 1935, Ch. 276; interview, July 7, 1939, with A. E. Hamilton, Missoula, secretary.)

E. Beauty Culturists, Montana State Examining Board of: Forsythe;* Estb. 1929, Sec. 3223.4; three members appointed by Governor with restrictions.

Reporting Media:

Data on File: Applications for registration and health certificates; licenses issued; sanitation rules approved by State Board of Health; register of certified schools of cosmetology; licenses to teach cosmetology -- applications to take examinations for, results of examinations for; reports of inspector of beauty parlors.

(Sources: R.C.M. 1935, Ch. 275; correspondence of July 10, 1939, with Miss Jessie Taber, Forsythe, secretary, unanswered.)

F. Chiroprody Medical Examiners, State Board of:

Helena;* Estb. 1923, Sec. 3154.3; four members under the direction of State Board of Medical Examiners; one member is member Board of Medical Examiners, one is secretary of Board of Medical Examiners; two are appointed by governor with restrictions.

Reporting Media: Report to Board of Medical Examiners as required.

Data on File: Proceedings of Board; fees; semi-annual examinations -- applications to take, results of, record of preparation of those who take; licenses to practice chiroprody -- granting of, revocation of, renewal of.

(Sources: Laws 1939, Ch. 218, Ch. 270; interview, June 27, 1939, with Dorothy Clements, office secretary to Dr. S. A. Cooney, secretary.)

G. Chiropractic Examiners, State Board of: Billings;* Estb. 1918, Sec. 3138; three members appointed by Governor.

Reporting Media: Annual report of funds and board proceedings to governor.

Data on File: Proceedings of Board; temporary permits to practice; applications to practice together with history of applicant's educational qualifications including how long he has studied chiropractic, where and

when graduated, previous practice, diplomas, certificates, evidences of good character and reputation; account of funds handled; licenses issued or revoked.

(Sources: R.C.M. 1935, Ch. 269; correspondence, July 14, 1939, from Dr. Lewis F. Downes, Billings, secretary.)

H. Dental Examiners, State Board of: Great Falls;* Estb. 1935, Sec. 3115.1; five members appointed by Governor.

Reporting Media: Annual report to Governor and also to each state registered dentist, including financial account, proceedings of Board, a list of registered dentists and dental hygienists.

Data on File: Income and expenditures of Board; proceedings of Board; rules and regulations governing examinations for licenses; applications for certificates to practice dentistry in state; examination papers of applicants held for two years; unprofessional conduct by dentists -- accusations of, hearing of, results of hearings of; licenses suspended or revoked; licenses of dental assistants or dental hygienists.

(Sources: R.C.M. 1935, Ch. 266; interview, June 23, 1939, with Dr. E. W. Tucker, Helena, member of Board.)

I. Medical Examiners, Board of: Helena;* Estb. 1889, Sec. 3116; seven members appointed by governor with consent of Senate.

Reporting Media: Annual report to Governor showing Board's transactions.

Data on File: Proceedings of Board; applications for doctors' licenses; doctors granted Montana licenses and information concerning same.

(Sources: R.C.M. 1935, Ch. 267; interview, June 27, 1939, with Dorothy Clements, office secretary to Dr. S. A. Cooney, secretary.)

J. Nurses, Board of Examiners for: Helena; Estb. 1913, Sec. 3204; five members appointed by governor with restrictions.

Reporting Media: Semi-annual report to Governor and Board members; advertise in press time and place of examinations; annual directions of professional nurses in good standing; approved four year high school course for pre-nurse training; pre-vocational guidance information for professional nursing.

Data on File: Minutes of Board meeting; professional nurses and accredited schools of nursing and students enrolled; schedule of subjects upon which applicants shall be examined; applications for certificates of registration showing age, moral character, and graduation from approved school of applicant; nursing certificates; record of hospitals in State showing name, location, and professional nursing personnel; financial account.

(Sources: R.C.M. 1935, Ch. 273; interview, June 24, 1939, with Miss Kadythe Brown, secretary.)

K. Optometry, Montana State Board of Examiners in:
Helena;* Estb. 1907, Sec. 3157; three members appointed by the Governor.

Reporting Media: Publish and distribute examination requirements for certificates; annual report of funds to Governor.

Data on File: Proceedings of Board; applications for examinations; certificates of registration to practice; annual renewals of registration; revoked certificates; fees and expenditures.

(Sources: R.C.M. 1935, Ch. 271; correspondence, July 17, 1939, from F. H. Keller, Kalispell, Secretary.)

L. Osteopathic Examiners, State Board of: Missoula;* Estb. 1901, Sec. 3125; three members appointed by Governor.

Reporting Media: Annual report to Governor of all proceedings.

Data on File: Proceedings of Board; applicants for licenses, together with name, age, and time spent in study and practice of osteopathy, name and location of school or institution of osteopathy from which applicant holds a diploma; applicants licensed; applicants rejected; temporary certificates issued; fees and expenses.

(Sources: R.C.M. 1935, Ch. 268; correspondence July 12, 1939, from Asa Villard, Missoula, secretary.)

M. Pharmacy, Montana State Board of: Boulder;* Estb. 1895, Sec. 3173; three members appointed by Governor with restrictions.

Reporting Media: A annual report to the Governor and to Montana State Pharmaceutical Association; publish laws concerning pharmacy.

Data on File: Regulation of pharmacy in State including the sale of drugs, medicines, chemicals, and poisons and their labeling; examinations, licenses, annual registrations, and annual certification of pharmacists; hearings relating to offenders; licenses for stores selling drugs.

(Sources: R.C.M. 1935, Ch. 175; correspondence, July 14, 1939, from J. A. Riedel, Boulder, secretary.)

N. Photography, Board of Examiners for: Butte;* Estb. 1937, Laws 1937, Ch. 37; five members appointed by Governor.

Reporting Media: Annual financial report to Governor.

Data on File: Photographers' License Fund; applications for and examinations for applicants to practice photography; certificates of registration and licenses to practice.

(Sources: Laws 1937, Ch. 27; correspondence June 30, 1939, with W. G. Montgomery, Butte, secretary, unanswered.)

O. Veterinary Medical Examiners, State Board of:
Bozeman;* Estb. 1913, Sec. 3217.

Reporting Media: Annual report to Governor of proceedings.

Data on File: Proceedings of Board; funds; veterinarians licensed by Board; applications for licenses designating applicants name, degrees, and moral character.

(Sources: R.C.M. 1936, Ch. 274; correspondence, July 13, 1939, with Dr. Howard Welch, Bozeman, secretary.)

22. FISH AND GAME DEPARTMENT

A. Fish and Game Commission, State: Helena; Estb. 1907, Sec. 3650; five members appointed by Governor; commission appoints own secretary who is also State Fish and Game Warden.

Reporting Media: Biennial report to Governor showing personnel of department violators of fish and game laws, liberation of fowl, license sales, financial account, and the report of Superintendent of State Fisheries; monthly report of incomes and expenditures; official posting as necessary of orders, rules, and regulations of commission; indexed copy of fish and game laws for general distribution.

Data on File: Record of all business transactions; data concerning wild life, fish, game, non-game birds, and waterfowl, and the game and fur-bearing animals of the State; state fish and game laws; certificates qualifying deputy fish and game wardens; weekly reports of activities and recommendation of deputy game wardens; buildings erected under authority of commission and complete inventories; preserves, refuges, sanctuaries, rest grounds, and closed districts in state; permits for breeding and propagating game birds, animals, fur-bearing animals, and annual reports from persons receiving permits; complaint of property damaged by elk or antelope; account of fish and game fund; bounties on wolves, coyotes, mountain lions, bob cats, and

half bounty on coyotes (livestock commission pays other half); licenses on permits -- resident bird and fish, resident big game, resident sportsmen, non-resident fishing, non-resident fifteen day fishing, non-resident bird, non-resident big game, alien fishing, trappers, guide, taxidermists, seining, resident and non-resident, fur dealers and agents, shipping, beaver tag.

(Sources: R.C.M. 1935, Ch. 307; interview, July 17, 1939, with Effie Borg, Chief Clerk of Commission.)

B. Fish and Game Warden, State: Estb. 1907, Sec. 3673; appointed by State Fish and Game Commission and is also secretary of Fish and Game Commission.

Reporting Media: Annual report of all operations to State Fish and Game Commission; monthly report as part of general departmental report.

Data on File: Reports of deputy state Fish and Game Wardens; annual reports of each person authorized to issue licenses including stubs of licenses issued by them and unused licenses, also, report of number issued and amount of money received; skins entering state and tagged by other states' official--number of, name and address of persons from whom was procured, how transported, numbers on tags of, name of state on tag of; license for propagation of fur-bearing animals; beaver--licenses or permits to trap, tags

issued for skins of, permits to export from state skins of; complete record of all property confiscated because of violations of fish and game laws, description of property, person from whom it was confiscated, price received at public sale; permits to residents and non-residents to ship animals or parts of animals from state; trophy permits to sell game, bird, or animals protected by state law; guide licenses showing name, age, good moral character, and residence of person; report of guides giving number days employed, number persons guided, their names and residences, and number of each kind of game killed, and if non-resident, the number of their licenses; taxidermists licenses; monthly reports of taxidermists giving detailed information regarding game treated; permits to engage in scientific investigation of birds or animals.

(Sources: R.C.M. 1935, Ch. 307; interview, July 17, 1939, with Effie Borg, Chief Clerk of Commission.)

C. Fisheries, Superintendent of State: Helena; Estb. 1921, Sec. 3864; appointed by Fish and Game Commission.

Reporting Media: Annual report of all operations to Fish and Game Commission; monthly financial report as part of general department report; seasonal reports as necessary.

Data on File: Construction, maintenance, and operation of State fish hatcheries; water used for breeding and

propagation of game fish; fish screens installed.

(Sources: R.C.M. 1935, Ch. 307; interview, July 17, 1939, with Ann Crimmins, secretary to Mr. J. W. Schofield, Superintendent.)

23. FORESTRY, DIVISIONS OF

A. Forest and Conservation Experiment Station, Montana: Department in Montana State University, forestry school, Missoula; under direction of State Board of Education; Estb. 1937, Law 1937, Ch. 141; Dean of forestry school is Director of station.

Reporting Media: Publish illustrated bulletins and reports including statistics concerning Montana forest and forestry; annual report to State Board of Education.

Data on File: Studies of forest and forest land resources of State; studies of growth and utilization of timber; studies determining the relationship between forest and water conservation and waterflow regulations, forest and pasturage of domestic livestock and wild life, forest and recreation; studies concerning windbreaks, shelter belts, woodlots, moisture conservation, soil erosion and wastage; findings of other agencies concerning timber and its protection from fire, insects, and diseases; statistics concerning Montana forests and forestry; library and bibliography of literature; studies of logging, lumbering, and milling

operations; plans for future field experiment stations and their work.

(Sources: Laws 1937, Ch. 141; interview, July 6, 1939, with Mrs. Mildred Olson, secretary for School of Forestry.)

B. Forester, State: Missoula; Estb. 1925, Sec. 1830.3.

Reporting Media: Biennial report of conditions and activities of State forests; annual report to Governor on progress and conditions of State forest parks, and recommendations;

Data on File: Fire wardens and their activities; permits to burn forest material; sales of State timber lands; complete scale and measurement books of all merchantable logs and timber products; purchases or contracts to purchase logs, trees, poles, posts, or pulpwood cut from forest lands within state; permits--timber, special-use; sawmills located on forest lands;

(Sources: R.C.M. 1935, Ch. 170, Ch. 250; interview, July 6, 1939, with Zelma Halley, secretary to Rutledge Parker, State Forester.

C. Forestry, Montana State Board of: Missoula: Estb. 1939, Law 1939, Ch. 271; seven members appointed by Governor; State Forester is secretary.

Reporting Media:Data on File: Newly created; no data.

(Sources: Laws 1939, Ch. 128; interview July 6, 1939, with Zelma Halley, secretary to Rutledge Parker, State Forester.

D. Park Commission, Montana State: Missoula; Estb. 1939, Ch. 48; three members appointed by Governor, State Forester serves as secretary but is not a member of commission.

Reporting Media:Data on File: Newly created; no data.

(Sources: Laws 1939, Ch. 48; interview July 6, 1939, with Zelma Halley, secretary to Rutledge Parker, State Forester.

24. GOVERNOR: Helena; Estb. 1889, Art. VII, Sec. 1; Elected by people.

Reporting Media: Publish treasurer's quarterly report; to secretary of state for publication all biennial reports of officers and boards of State for two preceding years; message at beginning of legislative assembly to assembly stating conditions of state and Governor's recommendations; issue election proclamation to county commissioners.

Data on File: Pardons--applications for, granted, information relative to; Governor--official expenditures of, rewards for criminals offered by, appointments made by; detailed semi-annual financial reports of all executive officers by Governor; report from Montana Children's Home Society of Helena concerning all children entrusted to care of Home; State Examiner's report of his examination of State offices, institutions, and boards of County Commissioners.

(Sources: R.C.M. 1935, Ch. 15; interview July 18, 1939, with John J. Jewell, secretary to Roy Ayers, Governor.)

25. GRASS COMMISSION, MONTANA: Chinook; Estb. 1939, Law 1939, Ch. 208; five members appointed by governor with consent of Senate and with restrictions.

Reporting Media: Annual report to Governor and all co-operating state districts; certificates of approval to parties desiring to establish districts; advice to State Board of Land Commissioners and boards of County Commissioners upon request by them relating to use of lands for grazing purposes.

Data on File: Minutes of meeting; State grass conservation fund; forms prepared by commission for use by co-operative grazing districts of state; applications and data concerning incorporation, non-profit grazing districts; actions taken by commission to regulate activities of co-operative

State grazing districts; copies of all its hearings and decisions to conserve, protect, restore, and utilize the grass and forage resources of the State; record of all co-operative movements with the Secretary of Interior.

(Sources: Law 1939, Ch. 208; correspondence July 14, 1939, from H. M. Montgomery, Chinook, Secretary.)

26. HAIL INSURANCE, STATE BOARD OF: Helena; Estb. 1917, Sec. 350; five members; State Treasurer and Commissioner of Agriculture, ex-officio, and three appointed by Governor.

Reporting Media: Folder outlining purposes, scope, and benefits of hail insurance sent to each county assessor and farmer concerned; financial report of operations of Board to Governor.

Data on File: Losses by hail--tax levies for, reports of, reports of appraisers and hail adjusters of, appeals to board for further adjustments by dissatisfied parties regarding, payments determined by Board for; municipal and State insurance department records of Alberta, Saskatchewan, North Dakota, Colorado, and Montana.

(Sources: R.C.M. 1935, Ch. 39; interview June 28, 1939, with Mr. E. K. Bowman, Chairman of Hail Insurance Board.)

27. HEALTH, DEPARTMENT OF:

A. Health, State Board of: Helena; Estb. 1907, Sec. 2444; five members appointed by Governor with restrictions.

Reporting Media: Biennial report to Governor, legislative assembly, and those requesting it showing personnel, activities, recommendations and statistics of the administration of the Department of Public Health and of the divisions of the department; annual report to Governor of all investigations by board with recommendations; weekly distribution to local boards of information concerning diseases; federal reports as required.

Data on File: Transactions of board; information concerning public health from all sources of which board requests; communications with other state health boards and with local and county boards of health within state; reports received and forms for use by local and county boards of health; personnel of local and county boards of health; results of annual inspection of records of local and county health officers; inspection of public institutions and buildings including theaters, school houses, tourist camps, hotels, public resorts, and showing ventilating, heating, plumbing, and sanitary arrangements; plans for school buildings in State; complaints of sanitary conditions and investigations; quarantine measures; disposal of indigent lepers; licenses of embalmers and undertakers; beauty parlors, requirements for as determined by

board; approval of State Board of Health of regulations of Board of Entomology.

(Sources: R.C.M. 1935, Ch. 231, Ch. 236, Ch. 237; interview, June 27, 1939, with Dr. W. F. Cogswell, Secretary and Executive officer to Board, and Miss Jessie Baxter, Secretary to Dr. Cogswell.)

B. Epidemiologist, State: Helena; Estb. 1919, Sec. 2540; under the direction of State Board of Health.

Reporting Media: Biennial report included in report of Board of Health; annual and monthly reports to the United States Public Health Service of all communicable diseases; quarterly reports to the United States Public Health Service of rural health work; special reports on Rocky Mountain fever, typhoid fever, infantile paralysis, and undulant fever; pamphlets on communicative diseases and venereal diseases.

Data on File: Studies of causes and prevalence of diseases in Montana; weekly morbidity reports from county and city health officers including all communicable diseases; quarterly reports of health officers showing all activities connected with public health work.

(Sources: R.C.M. 1935, Ch. 234; interview, June 27, 1939, with Dr. W. F. Cogswell, and Miss Jessie Baxter.)

C. Food and Drug Division: Helena; Estb. 1911, Sec. 2503; under the direction of the State Board of Health.

Reporting Media: Biennial report included in report of Board of Health; certified lists of adulterated and misbranded foods and food products.

Data on File: Licenses for food-handling and food-manufacturing establishments; proceedings against those selling illegal food or drugs or otherwise failing to comply with Food and Drug law; licenses for tourist camps; inspection of and licenses for dining cars.

(Sources: R.C.M. 1935, Ch. 237; interview, June 27, 1939, with Dr. W. F. Cogswell, and Miss Jessie Baxter.)

D. Maternal and Child Health Division: Helena; Estb. 1917, Sec. 2503; under the direction of the State Board of Health.

Reporting Media: Biennial report included in report of Board of Health; semi-annual report to State Board of Health; Children's Bureau at Washington, D.C.--annual plan to, quarterly statistic report to, progress reports as called for to; free literature as requested regarding maternal and child health; list to be published of books in loan library and pamphlets.

Data on File: Record of and blank reports used by school, county, and public health nurses; monthly reports

from all public health nurses in State with statistics and narrative data; studies of maternal and infant mortality;

(Sources: R.C.M. 1935, Ch. 232; interview, June 27, 1939, with Edythe P. Hershey, Director of Child Welfare Division.)

E. Hygienic Laboratory, State: Helena; Established by action of the State Board of Health.

Reporting Media: Biennial report included in complete biennial report of Board of Health; quarterly, semi-annual, and monthly reports to State Board of Health; reports to epidemiologist of all positive venereal diseases; reports to physicians of examinations made.

Data on File: Records of examinations of all communicable diseases; venereal diseases.¹

(Sources: Interview, June 27, 1939, with Dr. W. F. Cogswell, and Miss Edith Kuhns, Director of Laboratory.)

F. Industrial Hygiene, Division of: Helena; Estb. 1939, Law 1939, Ch. 127; members of State Board of Health are ex-officio.

Newly created; No appropriation; no data.

¹ Confidential

(Sources: Laws 1939, Ch. 127; interview June 27, 1939, with Dr. W. F. Cogswell.)

G. Vital Statistics, State Bureau of: Helena; Estb. 1907, Sec. 2515; Secretary of State Board of Health is state registrar of bureau.

Reporting Media: Biennial report included in complete biennial report of Board of Health; annual certification to treasurer of each county of number of births and deaths registered, names of local registrars, and amounts due each.

Data on File: Returns from local registrars of all births showing time of each, physician or midwife in attendance, sex, race, and color of child, names and residence of parents; returns from local registrars of all deaths which show name, age, residence, and time of death; record of certificates of death and burial permits; forms used by local registrars.

(Sources: R.C.M. 1935, Ch. 233; interview June 27, 1939, with Dr. W. F. Cogswell.)

H. Water and Sewage, Division of: Helena; Estb. by Board of Health.

Reporting Media: Biennial report included in report of Board of Health.

Data on File: Plans of and actions of board concerning sewer and water systems; public water supplies--supervision of, annual field investigation of, frequent analyses of water of; examination and annual certification of water supplies on airplanes, passenger coaches, and boats.

(Sources: Interview with Dr. W. F. Cogswell and Miss Jessie Baxter.)

28. HIGHWAY COMMISSION, STATE: Helena; Estb. 1917, Sec. 1783; three members appointed by Governor.

Reporting Media: Monthly report to Governor of work constructed, under construction, and proposed for construction, progress during preceding month, and recommendations; official road map.

Data on File: Proceedings and orders of Commission; copies of all plans, specifications, contracts, and estimates of Commission; statistics relative to public highways of State; bids and contracts concerning State highways; information concerning advertising, guides, warnings, and other signs along State highways; purchase of land or material for State highways; account of State highway fund and State highway trust fund; the United States aid in highway construction; annual allotment of money to each district; charges filed against supervisor or assistant supervisor;

charges which the supervisor thinks do not warrant a hearing, filed against patrolmen; facts concerning highway treasury anticipation debentures; applications of municipalities for assistance in establishment and care of highways and roads to and from airport.

(Sources: R.C.M. 1935, Ch. 156; Laws 1937, Ch. 30, Ch. 102, Ch. 182; Laws 1939, Ch. 120; interview, July 13, 1939, with Mr. W. O. Whipps, Secretary.)

29. HIGHWAY PATROL BOARD, MONTANA: Helena; Estb. 1935, Sec. 1741.2; Montana Highway Commission is ex-officio; Supervisor is Executive Officer.

Reporting Media: Annual, semi-annual, and quarterly tabulated accident fatality report; annual tabulated report to Governor and Patrol personnel; rules governing general traffic sent to those requesting.

Data on File: Record of highway Patrol revolving fund; personnel of Patrol including supervisor, four assistant supervisors, and patrolmen employed; charges filed against and record of hearings and decisions concerning personnel; accident reports including drivers' or riders' reports of accidents resulting in injury to or death of any person or total damage of twenty-five dollars or more, coroners' monthly reports of accidents, patrolmen's reports of accidents, and garages' reports of wrecked cars or bullet

struck cars, all of which reports are confidential; car registration showing license number, owner and address, type of car, and motor number; duplicate of all drivers' licenses in State; copy of summons issued by patrolmen; record of those arrested by patrolmen; monthly mileage and weekly activity reports of patrolmen; about 10,000 applications of those wishing to be patrolmen.

(Sources: Laws 1937, Ch. 150, Ch. 182; Laws 1939, Ch. 210; interview, July 13, 1939, with Miss Nicolene Carlston, Secretary to L. C. Boedecker, Supervisor, and Mrs. Mary McCarthy, Stenographer.)

30. INDUSTRIAL ACCIDENT BOARD:

A. Industrial Accident Board: Helena; Estb. 1915, Sec. 2819; three members--Commissioner of Agriculture and State Auditor, ex-officio, and one appointed by Governor.

Reporting Media: Annual report to Governor concerning board's entire operations, showing accidents in mines in State which have occasioned serious injury or fatalities, cause and nature of such accidents; statistical and other information to promote development of mineral resources in state, results of mine inspections, proceedings of state coal mine inspector and conditions of each coal mine in State, accidents in or about coal mines, suggestions for further legislation regarding coal mining; publish and distribute at

its discretion such reports and bulletins as it deems advisable; certificates posted in hazardous business establishments showing compliance with State safety requirements.

Data on File: Proceedings of Board including all hearings and investigations; names and reports from personnel appointed by Board consisting of not to exceed four boiler inspectors, one inspector of coal mines, two inspectors of quartz mines, and safety inspectors and examiners; certificates of qualification granted to State coal mine inspector, mine foremen, and mine examiners; rules and regulations under which inspectors of boilers, inspectors of mines, and coal mine inspectors perform; monthly payroll of employees in public corporations; quarterly report of companies employing more than fifty persons showing names, ages, and residences of all employees not United States citizens, also employees who do not speak and read the English language; reports of annual inspection of hazardous businesses; accidents connected with employment--employers' reports of, employees claims filed for, investigations by Board of, awards made by Board for, physicians' claims for services rendered after; belonging to Compensation Plan 1, 2, or 3--election of employees for, affidavits of employers for, posting notices as, details of businesses of employers, employees in hazardous businesses who prefer not; Compensation Plan 1--duplicate monthly receipts of employer payments under, annual

election of employees to belong to, reports of accidents under; Compensation Plan 2--duplicate monthly receipts of employer payments under, insurance company bonds deposited under, reports of accidents from insurance companies under, data from employers applying for; Compensation Plan 3--employers in non-hazardous businesses applying for, accounts of assessments and payments according to industries under; reports of hospitals maintained wholly or partly by payments of working men showing services, attendances, treatments, receipts, and disbursements; mutual contracts for hospital benefits between employer and employee; investigations by Board of malpractice in workmen's hospitals.

(Sources: R.C.M. 1935, Ch. 35, Ch. 36, Ch. 256, Ch. 257; interviews June 16, June 26, and July 12, 1939, with Mr. Harold Mead, Chief Accountant of Board.)

B. Safety, Bureau of: Helena; Estb. 1915, by action of Industrial Accident Board; supervised by and a part of Industrial Accident Board.

Reporting Media: Reports to Board as required.

Data on File: Proceedings of Bureau concerning and financial reports of state coal mine inspector, inspectors of quartz mines, and State boiler inspectors; certificates of inspection for steam boilers and steam generators in use in State; annual engineer licenses to operate steam boilers

or steam machinery; applicants for engineering examinations and results of examinations; annual licenses to operate hoisting engines; owners, lessors, lessees, agents, or managers operating metalliferous mines in which five or more men are employed--code of mine signals for, results of inspection of mines of; record of quarterly inspection of operating coal mines; applications for and results of examinations for certificates for coal mine inspector of State, mine foreman, mine examiners, or fire bosses; maps of all coal mines; surveys of abandoned coal mines; mine operators' reports to inspector of coal mines containing account of accidents resulting in persons receiving serious or fatal injury, sinking a shaft, slope, or drift, mines abandoned or abandoned mines reopened, appearance of any large body of fire-damp, serious fires in or around mines, mine workings approaching near any abandoned mine believed to contain accumulation of water or gas, closing of any regularly established passageway to an escapement outlet; investigations of accidents in coal mines by inspector; statistical data relative to all coal mines; record of activities of coal mine inspector when serving as ex-officio sealer of weights and measures.

(Sources: R.C.M. 1935, Ch. 246, Ch. 247, Ch. 299, Ch. 302, Ch. 328; interview, June 16, 1939, with Mrs. Nona McRae, Clerk of Safety Bureau.)

31. INTERGOVERNMENTAL COOPERATION, MONTANA COMMISSION ON: Helena; Estb. 1937; Laws 1937, Ch. 86; five members of Senate Committee on intergovernmental cooperation, five members of House Committee on intergovernmental cooperation, five members of Governor's Committee on intergovernmental cooperation, Governor, President of Senate, and Speaker of House, and three ex-officio.

Reporting Media:

Data on File: Advisory to General Council of all States at Chicago; keeps no data.

(Sources: Laws 1937, Ch. 86; interview June 30, 1939, With Mr. William Hosking, State Accountant.)

32. LANDS AND INVESTMENTS, DEPARTMENT OF STATE:

A. Lands and Investments, Commissioner of State: Helena; Estb. 1927, Sec. 1805.5; appointed by Governor; is chief administrative officer under and Secretary for State Board of Land Commissioners; files all data for Board.

Reporting Media: Biennial report to Governor of activities as Commissioner and as Secretary of Board; semi-monthly financial report to State Treasurer of Commissioner and Board.

Data on File: Proceedings of State Board of Land Commissioners; patents, grants, and clear lists from the United States government, land exchanges with counties, and

and gifts and legacies under board's jurisdiction; patents and deeds of disposition of State lands and certificates of purchase; leases of grazing and agricultural lands, oil and gas, coal, minerals, and special leases; permits for coal, mineral, timber, sand and gravel, and special purposes; easements and rights of way for school sites, public parks, community buildings, railroads, private roads, telegraph and telephone lines, highways, ditches, reservoirs, cemeteries, and other public uses; reports of appraisal of lands, investments, receipts, royalties (from coal, oil and gas, sand and gravel, mineral leases, crops; abstract card record of history of each section in which State owns land; farm loan records; financial account of receipts which are rentals, royalties, sales (of lands, timber, sand and gravel, easements and rights of way), interest on investments, and other sources; miscellaneous maps and plates; all forms of reports used.

(Sources: R. C. M. 1935, Ch. 157, Ch. 158; Laws 1937, Ch. 85; interview July 20, 1939, with Miss Bonnie Fox, Lease Clerk for Commission.)

B. Lands and Investment, Commission of: Helena; Estb. 1927; Sec. 1805.1; four members; Governor, Superintendent of Public Instruction, Secretary of State, and Attorney General.

Data filed under Commissioner of State Lands and Investments.

(Sources: H.C.M. 1935, Ch. 157; interview, July 20, 1939, with Miss Bonnie Fox, Lease Clerk for Commission.)

33. LIBRARY EXTENSION COMMISSION, STATE: Missoula, Estb. 1929, Sec. 1575.1; three members: Librarian of State University, State Superintendent of Public Instruction, and one member appointed by Governor.

No appropriations; no data.

(Sources: H.C.M. 1935, Ch. 134; telephone conversation, August 8, 1939, with Mable Miller, Librarian of Helena Public Library.)

34. LIBRARY, STATE:

A. Library, Historical and Miscellaneous: Helena; Estb. 1881, Sec. 1547.

Reporting Media: Biennial report to Governor of transactions and also recommendations; publish annually a volume of transactions and contributions and distribute as directed by Trustees of Library.

Data on File: Catalogue of all books and property belonging to Library; autographs, pictures, maps, and charts illustrative of or relating to the history of Montana; specimens of metals and minerals, of the flora and fauna of the

State, natural curiosities and antiquities; file of nearly all newspapers and magazines published in Montana from 1864; original and secondary maps, manuscripts, histories, biographies, fiction, and books relating to Montana and the Northwest; reports of Montana State Agencies and Institutions; certain reports and documents of other states and the United States.

(Sources: R.C.M. 1935, Ch. 134; interview, August 7, 1939, with Mrs. Anne McDonnell, Assistant Librarian.)

B. Library, Law: Helena; Estb. 1895, Sec. 1548.

Reporting Media: Biennial report to Governor showing number of new books, money spent, and activities of Librarian.

Data on File: Court reports--all Montana, all Federal, Irish Republic, Scotch, Canadian, English, National Reporter system of, all old case, selected case; digest of decisions of various state courts; Attorney General reports--certain states, United States; statute laws--all States, province of Canada, England, Ireland; Congressional Records; law journals of Universities; United States Departmental reports--Treasurer's, Department of Interior's; Bar association reports of various states; text books on all branches of law.

(Sources: R.C.M. 1935, Ch. 134; interview, July 11, 1939, with Mr. Jack Ross, Assistant Law Librarian.)

35. LIQUOR CONTROL BOARD, MONTANA: Helena; Estb. 1933, Sec. 2815.63; three members appointed by Governor with consent of Senate.

Reporting Media: Annual and special reports to State Examiner and Legislative Assembly covering Board's activities and containing summary of each vendor's business, financial accounts of Board, general information; monthly sales report to all representatives of liquor dealers and salesmen, and to anyone requesting same; monthly profit and loss statement to State officials.

Data on File: State Liquor Administrator appointed by Board, employees he hires, and supplies he purchases; reports of inspectors and prosecuting officers employed by Board; actions of Board in administration of Montana Beer Act; State liquor stores and information concerning; equipment and management of State stores and warehouses; prices Board sets on various classes, varieties and brands of liquor; facts concerning orders for purchase of liquor by Board, control and sale of liquor, duties of appointees of Board; sales slips for liquor; illegally held liquor seized by Board's officials and disposition of such liquor by Board; individual and special permits to purchase liquor, issued,

cancelled, suspended; court orders of interdiction--file of, revocations of; club licenses to sell beer--issuance of, suspension or cancellation of; retail liquor licenses; druggist permits; hospital and sanitarium permits.

(Sources: R.C.M. 1935, Ch. 254, Ch. 255; Law 1937, Ch. 84; interview July 24, 1939, with Susan Strub, Filing Clerk for Board.)

36. LIVESTOCK DEPARTMENT

A. Livestock Commission: Helena; Estb. 1917, Sec. 3253; six members appointed by Governor with advice of Senate.

Reporting Media: Annual report to Governor of all transactions; description of estrays published in proper newspapers; to Fish and Game Commission a list of approved bounty claims for wild animals to be paid by Fish and Game Commission.

Data on File: Stock inspectors and detectives in State; reports of livestock inspectors or sheriffs regarding stock removed from State or transferred to another county within State; reports of out-of-state livestock inspectors; certificates of inspection of and bills of sale of hides of animals slaughtered for sale or distribution within state; inspection certificates of hides, giving seller's name and address, brand or brands on each hide, serial number on tag, date and place of inspection; notices of trespassing stock with unknown owners; description forwarded by railroad agents of estrays shipped with other cattle; rules and regulations governing recording and use of livestock brands; rules and regulations for the destruction of certain wild animals; register and file of approved bounty claims for wild animals; proceeds from sales of skins, hides, and specimens taken by hunters hired by commission; monthly bounty claims and certificates issued by county clerks and

and recorders.

(Sources: R.C.M. 1935, Ch. 280, Ch. 290, Ch. 298; Laws 1939, Ch. 174; interview, July 18, 1939, with Lela Bryant, secretary to Paul Raftery, Secretary to Commission.)

B. General Recorder of Marks and Brands: Helena; Estb. 1895, Sec. 3299; secretary of Livestock Commission is Recorder.

Reporting Media: Reports to market inspectors of changes in market brands.

Data on File: Marks or brands recorded and re-recorded each ten years--position on animal of, species of animal on which used, name and post office of owner of; notices of chattel mortgages, renewals, assignments, and satisfactions thereof, upon branded stock.

(Sources: R.C.M. 1935, Ch. 285; interview July 18, 1939, with Lela Bryant, Secretary to Recorder.)

37. LIVESTOCK SANITARY BOARD: Helena; Estb. 1907, Sec. 3260; Livestock Commission is ex-officio; Board appoints executive officer who acts as Veterinary Surgeon.

Reporting Media: Annual report of state veterinary surgeon to Board and transmitted to Governor and others; articles published on diseases when desirable; rules and regulations of Board published.

Data on File: Deputy veterinary surgeons and inspectors; licensed veterinaries; rules and regulations to prevent domestic animal and poultry diseases; animals slaughtered because of infectious, contagious, or communicable diseases and regulations concerning same; payments for animals or property destroyed by order of Board; milk plants and dairies, slaughterhouses--rules and regulations concerning, inspection of, licenses granted; financial accounts of Board; establishments maintaining meat inspection--stamps of, name of, number of; co-operative activities with veterinary research laboratory at Bozeman; results of tests on Bangs disease; indexed file of important magazine and newspaper articles on livestock; record of investigations and inspections of livestock and poultry for either disease or interstate shipment.

(Sources: R.C.M. 1935, Ch. 281, Ch. 282, Ch. 283, Ch. 284; interview, July 18, 1939, with Marie Hirsch, secretary to Dr. W. J. Butler, State Veterinary Surgeon.)

38. MILK CONTROL BOARD: Helena; Estb. 1935, Ch. 240, Laws 1939; five members, one is executive officer of livestock sanitary board, ex-officio, four appointed by Governor.

Reporting Media: Rules and orders of Board to carry out act posted monthly as provided by law.

Data on File: Investigations and hearings pertaining

to production, transportation, processing, storage, distribution, and sale of milk; Board as mediator or arbitrator in controversies pertaining to fluid milk; various minimum amounts board sets on producer, wholesaler, and retailer as prices for milk; licenses to producers, producer-distributors, and distributors,--applications for, granted, declined, suspended, revoked; milk market areas--active, inactive, locations of, applications to form, file of dairymen in; required reports from dealers in; financial account.

(Sources: Laws 1939, Ch. 204; interview July 19, 1939, with Lucile Hameline, office secretary to G. A. Morris, Secretary of Board.)

39. MINES AND GEOLOGY, MONTANA STATE BUREAU OF: Butte; Estb. 1919, Sec. 882; a department of the Montana School of Mines, Butte, engineer of the School is director of the Bureau.

Reporting Media: Reports of bureau published and distributed as directed by the State Board of Education; publish statistics relative to Montana geology, mining, milling, and metallurgy; bulletins and reports giving description of natural resources and geology, mines, mills, and reduction plants of State; to Legislative Assembly by State Board of Education a report of progress of Bureau.

Data on File: Typical geological and mineral specimens and samples of Montana products; photographs, models,

and drawings of appliances used in mills, mines, and smelters of Montana; library and bibliography of literature pertaining to or useful for the progress of geology, mining, milling, and smelting in Montana; information concerning geological formations of State, topography and physical features of State, mining, milling and smelting operations of State; qualitative examinations of rocks and mineral samples; reports of examinations made by request of department of State lands and investments to determine probability of presence of valuable mineral deposits including gas and oil.

(Sources: R.C.M. 1935, Ch. 84; correspondence, July 10, 1939, addressed to Bureau, unanswered.)

40. MOTOR VEHICLES, REGISTRAR OF: Deerlodge; Estb. 1917, sec. 1755; Warden of State Penitentiary is also registrar of motor vehicles.

Reporting Media: Monthly lists of certificates of registration and ownership issued for the current month to sheriffs and treasurers of each county and to chiefs of police of each incorporated city of state; compilation of motor laws.

Data on File: All motor vehicles¹--application

¹ Motor vehicle includes trailers, semi-trailers, autos, trucks, motorcycles, cycle motors, and all other vehicles propelled by own power, used on public highways except steam or gas tractors.

for registration from owners of, certificates of registration and ownership of, dealers in motor vehicles and accessories to, operations of chauffeurs of; motor vehicles, trailers, and semi-trailers--name and address of owner of, name and address of conditional sales vendor or mortgagee or other lien holder and amount due under contract or lien of, manufacturer of, style and engine and serial number of, year of manufacture of, character of motive power and shipping weight of, number of tons capacity of certain; index of all known violations regarding motor vehicle regulations; reports of stolen or recovered motor vehicles; record of auto theft fund; motor dealers--application for registration as, licenses.

(Sources: R.C.M. 1935, Ch. 152; Laws 1937, Ch. 72; correspondence, July 12, 1939, with Theo. R. Bergstrom, Deer Lodge, Registrar.)

41. OIL CONSERVATION BOARD OF THE STATE OF MONTANA: Great Falls; Estb. 1933, Sec. 3554.2; five members appointed by Governor.

Reporting Media: Reports of petroleum industry to Federal and State department throughout the United States to oil operators, oil refiners, engineers, geologists, and all requesting same.

Data on File: Transactions and proceeding of Board; books, maps and documents entrusted to secretary; rules and

regulations for operation of wells, transportation, and rules for conservation, or storage of crude petroleum; monthly reports of activities of producers, transporters, dealers, or storers of petroleum or its products; monthly production of crude oil, quantity and quality.

(Sources: R. C. M. 1935, Ch. 305; correspondence July 11, 1939, with R. P. Jackson, Great Falls, Secretary to Board.)

42. PUBLIC INSTRUCTION, DEPARTMENT OF

A. Public Instruction, Superintendent of: Helena; Estb. 1889, VII, Sec. 2.

Reporting Media: To County Superintendents, the amount of school fund apportioned to each county; biennial report to Governor showing number of school districts, schools, teachers, attendance and studies of pupils taught, finances of schools, value of schoolhouse and property, cost of tuition, wages of teachers, educational and financial conditions of normal and higher institutions of State school system and private schools, academies and colleges of State, general information and recommendations concerning education in State; 1,500 copies of above report distributed according to law in Section 940;¹ to County Superintendents of schools and school Trustees, a copy of contractors' prices of textbooks as given to Textbook Commission; annual educational directory sent out on request; publish school laws, courses of study, bulletin for accrediting of high schools.

Data on File: General matters relating to educational interest of State; books, maps, charts, educational articles; school registers; school reports; school laws of this and other states and cities; record of official acts; forms for school registers, reports, statements, notices and blanks

¹ No report since 1932; no appropriation made for such report.

needed for school work; courses of study for grades and high school; regulations for teachers' institutes; examinations for applicants for teachers' certificates; public school library books -- list approved for, cheapest place to purchase approved, care of; final annual school budget; county reports of school census according to districts including number between ages of 6 and 20, separate census of those below 6 years showing guardians and names and addresses, blind and deaf mute persons between ages of 5 and 20; book of fire protection lessons; list of textbooks adopted; records of State Board of Education pertaining to vocational education; activities of personnel appointed by Superintendent, including one deputy, one music supervisor, one rural school supervisor, one high school supervisor, one clerk and two stenographers; Junior colleges -- approval by Superintendent, facts concerning, curriculum of, diplomas issued by; vocational education -- State plan for, Federal regulations for, budget and funds for, approved list of schools for, official records pertaining to, Superintendent is executive officer for.

(Sources: R.C.M. 1935, Ch. 91; interview, July 29, 1939, with Miss Marie Clifford, Deputy Superintendent.)

B. Education, State Board of: Helena; Estb. 1889, XI, Sec. 11; eleven members of which Governor, Superintendent of Public Instruction, and Attorney General are ex-officio; Governor, with advice of Senate, appoints other eight members;

Superintendent is Secretary.

Reporting Media:

Data on File: Reports to Board from Executive Secretary of the University of Montana giving information relative to staff, courses of study, budgets, graduates, fees, and incomes and expenditures of each unit of the University of Montana, which units are the Montana State University, Missoula, the Montana State College, Bozeman, the Montana School of Mines, Butte, the Montana State Normal College, Dillon, the Eastern Montana State Normal, Billings, and the Northern Montana College, Havre¹; diplomas and degrees granted to graduates of all State educational institutions -- requirements for, number and place of; honorary degrees granted in State; high schools -- standards of promotion to, accrediting of; standards of graduation from; personnel of and annual, quarterly, and special summary reports from local executive boards for the control of State institutions including the Orphans Home, Twin Bridges, the Montana Training School, Boulder, the School for the Deaf and Blind, Great Falls, the Boys Industrial School, Miles City, and the Girls Vocational School, Helena.¹

(Sources: R.C.M. 1935, Ch. 79; interview, July 29, 1939, with Miss Marie Clifford, Deputy Superintendent.)

¹ For specific information concerning any institution, write to the President of that institution.

C. Educational Examiners, State Board of: Helena; Estb. 1913, Sec. 1089; five members with special qualifications, one member of which is the Superintendent of Public Instruction.

Reporting Media: Reports to State Board of Education and Superintendent of Public Instruction as requested; bulletins printed of rules and regulations for certification.

Data on File: Rules and regulations for issuance of all teachers' certificates obtained by examination or endorsement; questions for teachers' examinations; teachers' certificates -- those granted, professional training of those granted, fees paid for.

(Sources: R.C.M. 1935, Ch. 182; interview July 29, 1939, with Miss Marie Clifford, Deputy Superintendent.)

D. Correspondence School, Supervisor of State: Helena; Estb. 1939, Laws 1939, Ch. 70; appointed by State Superintendent of Public Instruction.

No appropriation; no data.

(Sources: Laws 1939, Ch. 70; interview July 29, 1939, with Miss Marie Clifford, Deputy Superintendent.)

43. PUBLIC WELFARE, DEPARTMENT OF

A. Public Welfare, State Administrator of: Helena; Estb. 1937, Laws 1937, Ch. 82; appointed by Board of Public Welfare and is also Secretary to Board;

Reporting Media: Biennial, annual and special report to Governor showing operations of department, suggestions, and recommendations, statistical and financial information of State and County departments; biennial report to Board of Public Welfare and passed on to State Board of Examiners giving detailed budget.

Data on File: Divisions in department established by Administrator for administration of act; annual detailed budget; personnel of entire department.

(Sources: Laws 1937, Ch. 82. Interviews, June 27, 1939, with Mr. Harold L. Greiner, Statistician; Mr. Fred Veeder, Director of Division of Public Assistance; and Miss Ida Williamson, stenographer for Mr. I. M. Brandjord, Administrator of Public Welfare.)

B. Public Welfare, State Board of: Helena; Estb. 1937, Laws 1937, Ch. 82; five members appointed by Governor with consent of Senate.

Reporting Media: Records and reports required by Federal Social Security Board and State Board of Public Welfare.

Data on File: Board has on file lawful contracts, agreements, obligations, books, records, maps, papers, and properties of the agencies the Board replaces, which agencies are: the Montana Relief Commission, Montana Old Age Pension

Commission, Montana Orthopedic Commission, State Bureau of Child and Animal Protection, and State Board of Charities and Reform; contracts and leases with the United States Government and of the State Public Welfare Department; list in order of merit obtained by examinations of available qualified persons eligible for appointment by Board; minimum standards and salary rates for Public Welfare personnel; records required by Federal Social Security Board and State Public Welfare Department; forms for all public welfare reports and records used by counties; receipts of all moneys including Federal and State funds allocated; public welfare fund; rules, regulations, records, and reports concerning public assistance including old age assistance, and to needy dependent children, aid to blind, general relief, certification to WPA, NYA, and CCC; certification for surplus commodities; rules, regulations, records, and reports concerning child welfare service including dependent and neglected children, delinquent children, and children in danger of becoming delinquent, child placement, supervision of children's institutions, licensing of children and maternal homes, supervision of importation and exportation of children; rules, regulations, records, and reports concerning crippled children services, including information relative to crippled children's clinics in Montana.

(Sources: Laws 1937, Ch. 82; Laws 1939, Ch. 129; interviews, June 27, 1939, with Mr. Harold L. Greiner, Statistician; Mr. Fred Veeder, Director of Division of Public Assistance; and Miss Ida Williamson, stenographer for Mr. I. M. Brandjord, Administrator of Public Welfare.)

44. PURCHASING DEPARTMENT, STATE: Helena; Estb. 1921, Sec. 284; Governor appoints State Purchasing Agent who is in charge of Department.

Reporting Media: Annual report to Governor of all affairs.

Data on File: Approved requisitions for purchases from all State departments, commissions, boards, or officials; claims on accounts of contracts and purchases negotiated; sample copies of all forms, inventory of all State property in charge or possession of each department, board, commission, or institution; information relative to all State property sold; abstract of all bids made for purchasing supplies and contracts engaged in; statement of supplies to be purchased quarterly for government purposes; Thomas register of all reputable manufacturers in the United States; manufacturing and jobbing house catalogues.

(Sources: R.C.M. 1935, Ch. 26; interview June 24, 1939, with Mr. Fergus Fay, Assistant to I. S. McQuitty, State Purchasing Agent.)

45. RAILROAD COMMISSION, DEPARTMENT OF:

A. Railroad Commission of the State of Montana; Estb. 1907, Sec. 3779; three members elected by people.

Reporting Media: Annual report of all transactions to Governor covering all actions of commission including all ex-officio capacities.

Data on File: Proceedings of Board in supervision of all forms of transportation including railroads, express companies, sleeping car companies, freight and freight line companies, motor carriers, and other common carriers engaged in transportation of passengers or property in State; books, maps, documents, and papers in care; fees and expenditures; freight, express, passenger, motor carrier tariffs adopted by board--rates of, charges of, regulations governing, certificates to operate; freight and merchandise--classes of, sub-division of; railroad accidents resulting in injury or death--reports of, investigations of; annual reports from railroads of State as prescribed by Board; rules and regulations of Board for installation on and equipment of trains, cars, or engines with safety appliances and brakes and inspection of same; common carrier pipe lines for crude petroleum--facts concerning construction of, monthly reports showing quantity crude petroleum owned and held in storage by and unfilled storage capacity of; water crafts--reports of inspection of, licenses for captains and pilots of, rules and regulations for navigation of; gasoline,

wholesale and retail license fees; acts of supervisor of Fair Trades Practice Act; record of Interstate Commission cases.

(Sources: R.C.M. 1935, Ch. 309, Ch. 310, Ch. 311, Ch. 312; interview, June 30, 1939, Mr. Leonard Eckel, assistant chief clerk of Commission.)

B. Irrigation Commission: Helena; Railroad Commission is ex-officio.

Reporting Media:

Data on File: Not operating; no data.

(Sources: Interview, June 30, 1939, with Mr. Leonard Eckel, Assistant Chief Clerk of Commission.)

C. Public Service Commission: Helena; Estb. 1913, Sec. 3879: Board of Railroad Commission is ex-officio, records are kept separate.

Reporting Media: Annual report of proceedings included in general report of Railroad Commission.

Data on File: Information relating to supervision and regulation of public utilities; commission investigations of property values of public utilities; forms required by commission for public utility books, accounts, papers, and records; annual report from public utilities containing required information; lawful units, convenient and suitable,

prescribed by Commission for each kind of public utility product or service; required reports by public utility showing rate, toll, and charge schedule; records of investigations and hearings concerned in public utilities; accidents in operation of public utilities resulting in serious injury or death; expense account; drilling of oil and gas wells--actions of supervision of, bonds allowing.

(Sources: R.C.M. 1939, Ch. 315; interview, June 30, 1939, with Mr. Leonard Eckel, Assistant Chief Clerk of Commission.)

D. Trade Commission: Helena; Estb. 1919, Sec. 3914; Board of Railroad Commissioners is ex-officio.

Data on File: No data.

(Sources: R. C. M. 1935, Ch. 315; interview, June 30, 1939, with Mr. Leonard Eckel, Assistant Chief Clerk of Commission.)

46. SCIENCE COMMISSION OF MONTANA: Estb. 1939; Laws 1939, Ch. 78; made up of President of University of Montana, President of Montana State Agricultural College, President of Montana School of Mines, Heads of Normal School, Librarian of Historical Library, and State Superintendent of Public Instruction.

Data on File: not functioning; no data.

(Sources: Laws 1939, Ch. 78; interview August 7, 1939, with Mrs. Anne McDonnell, Assistant Librarian of Historical Library.

47. **SECRETARY OF STATE:** Helena; Estb. 1889, VII, Sec. 1; Elected by the people.

Reporting Media: Biennial and semi-annual report to Governor of past official actions and disbursement of office; distribution of Senate and House Journals and Session laws and Revised Codes of Montana as provided by law.

Data on File: Enrolled copy of Constitution; the great Seal of the State of Montana; legislative assembly -- acts and resolutions of, journals of; official acts of Governor; conveyances made to State; incorporations -- articles of, charters of; detailed official fee book; candidates for nomination at primary elections and returns from general and primary elections; voting machines -- inspection reports of, kinds of; all books, record, deeds, parchments, maps, and papers kept in office in pursuant of law; bills Governor fails to approve after legislature adjourns and governor's reasons for failure to approve; Governor's appointments to offices; impressions of the seals of executive and State officers; official oaths of commissioners of deed; annual financial statement of water conservation board and projects of board; record of copyrighted musical compositions within State; record of applications for and statements about soil conservation districts; articles of incorporation

of State grazing districts; sworn statements of analysis of iron culverts before bidding for county sales; bonds of all State officers other than Secretary of State, notary public, school bond contracts; back records contain old warehouse bonds; trade marks and trade names -- original registration of, full records of; machine gun registrations.¹

(Sources: R.C.M. 1935, ch. 17; interview, June 22, 1939, with Mr. Clifford Walker; Deputy Secretary of State.)

48. SOIL CONSERVATION COMMITTEE, STATE: at State College at Bozeman; Estb. 1939, Law 1939, Ch. 72; seven members; Director of State Agricultural Experiment Station at Bozeman, Director of State Extension Service at Bozeman, a member of State Grazing Commission, A member of State Water Conservation Board, Commissioner of State Department of Agriculture, and two farmers appointed by Governor.

Reporting Media: General information disseminated throughout State concerning programs of soil conservation; publish results of research and surveys regarding soil erosion as advisable; demonstration projects by districts regarding soil erosion as advisable; annual report of proposed budget to Board of Examiners.

•Records confidential.

Data on File: Record of all official acts; financial account; acts relating to supervision of soil conservation districts; soil conservation districts -- applications to form, hearings conducted in considering organization of, facts concerning, results of referendums held in district on proposed, discontinuance of; nominating petitions for candidates for supervisors of each district; surveys, investigations, and research relating to soil eroding; records concerning agriculture and engineering machinery and equipment, fertilizers, seeds, seedlings, etc., to conserve soil; comprehensive plans for soil conservation with specific information; actions as agents for the United States government by supervising soil conservation projects within the State; regulations arranged by district supervisors and approved by referendum governing soil conservation within a district; boards of adjustment in each district appointed by State soil conservation committee and approved by district supervisors.

(Sources: Laws 1939, Ch. 72; correspondence, July 24, 1939, with E. H. Aicher, State Coordinator.)

491 SOLDIERS HOME: Columbia Falls; Estb. 1895, Sec. 1528; Five members appointed by Governor.

Reporting Media: Annual report to Governor of transactions and expenditures with suggestions.

Data on File: Board--transactions of, record of meetings of, expenditures of; books and records of home; persons admitted -- name of, services in army or navy of, last residence before admittance of, deaths of, discharges and removals and cause thereof of;

(Sources: R.C.M. 1935, Ch. 133; correspondence July 20, 1939, with Secretary of Board of Managers of Soldiers Home.)

50. STALLION REGISTRATION BOARD:¹ College of agriculture, Bozeman; Estb. 1939, Sec. 3358; consists of president of Montana horse breeders' association, state veterinarian, and professor of animal husbandry at Montana Experiment Station; the state veterinarian is secretary and executive officer of the Board.

Reporting Media: Reports and bulletines giving lists of stallions examined and encouraging general interest and supplying general information; annual financial report to Governor.

¹ This Board has become quite inactive during the past few years and records are not complete.

Data on File: Register of name, description, and pedigree of stallions or jacks being used for public service in State; certificates of veterinary examination of stallions and jacks; stallions or jacks license certificates; veterinary certificates for out of state stallions or jacks before importation; license transfers with sale of animal.

(Sources: R.C.M. 1935, Sec. 3368, Ch. 293; correspondence, July 12, 1939, with R.T. Clark, Bozeman, Secretary.)

51. SUPREME COURT, CLERK OF: Helena; Estb., VIII, Sec. 9/

Reporting Media: Quarterly report to auditor of all fees; three hundred volumes of Montana Reports giving cases of court and distributed according to law.

Data on File: Fees collected; records, minutes, and orders of Supreme Court; roll of attorneys and counselors at law; file of all papers and transcripts in cases pleaded before Supreme Court as required by law; decisions of Supreme Court; indexed bound volumes of reports of all cases containing syllabi of points decided, statement of facts taken from records, names of counsel, references to authorities cited in briefs of counsels; oaths of attorneys admitted to practice; record of certificates of admission to practice law in State; complaints of disbarment against attorneys or counselors at law.

(Sources: R.C.M. 1935, Ch. 43; interview June 15, 1939, with Peter G. Meloy, Supreme Court Marshall.)

52. **TEACHERS' RETIREMENT FUND BOARD, PUBLIC SCHOOL:**¹ Helena; Estb. 1937, Laws 1937, Ch. 87; five members including superintendent of public instruction, treasurer, and attorney general, and two teachers appointed by Governor.

Reporting Media: Annual statement to individuals, teachers showing financial condition and activities of Board; biennial report to Governor and Legislative Assembly of finances and activities.

Data on File: Teachers belonging to retirement act -- list of, location of, financial account of each; personal history record of teachers exempt from Teachers Retirement Act; retirement fund which consists of an annuity savings fund, an annuity reserve fund, a pension accumulation fund, a pension reserve fund, and an expense fund.

(Sources: Laws 1937, Ch. 87; Laws 1939, Ch. 215; interview June 27, with Mr. R. W. Harper, Secretary of Board.)

¹ Records of Board are confidential

53. TEMPERANCE COMMISSION, STATE: Helena; Estb. 1937
 Laws 1937 Ch. 201; three members ex-officio; Director of
 Welfare Service, Superintendent of Public Instruction,
 Secretary of State Board of Health.

Reporting Media: Disseminate information by news-
 paper advertising, distribution of literature, radio
 speeches, and lectures to bring about temperance in the use
 of alcoholic liquors.

Data on File: Temperance Commission Fund; facts
 concerning use of alcoholic liquors including evils incident
 to the use of alcoholic stimulants.

(Sources: Laws 1937, Ch. 201; interview, June 28,
 1939, with Mr. R.J. Lewis, Secretary to Commission.)

54. TEXTBOOK COMMISSION, STATE: Helena; Estb. 1897, Sec.
 1187; seven members appointed by Governor, records in office
 of Superintendent of Public Instruction.

Reporting Media: Report to Governor after each
 biennial meeting; recommendations to Superintendent of
 changes in textbooks;

Data on File: Record of meetings; changes of
 textbooks; votes and names of voters for or against adoption
 of any text-books; certificates containing complete list
 of all textbooks adopted by commission, giving the wholesale
 retail introductory, and exchange prices and name of pub-
 lisher contracting to furnish same; bids for textbooks.

(Sources: R.C.M. 1935, Ch. III; interview July 29, 1939, with Marie Clifford, Deputy Superintendent.)

55. TREASURER OFFICE, STATE

A. Treasurer, State: Helena; Estb. 1889, Const. Art. VII., Sec. 2.

Reporting Media: Monthly reports to State Auditor of amounts disbursed for month; quarterly and annual reports to Governor; report upon request to legislature.

Data on File: Certificates of State Auditor of all money payed into treasury; moneys received and disbursed; separate accounts of all funds, record of all registered warrants; investment register; quarterly report of depository banks; semi-monthly record of reports of every department, State Board, commission, bureau, State institution, and every employee or agent of State; record of all transactions of all funds which consist of; general fund; Bounty Fund; Fish and Game Fund; Livestock Commission Fund; Livestock sanitary Board Fund; Educational Bond Interest and Sinking Fund; Veterans' Welfare Bond Interest and Sinking Fund; Hail Insurance Fund; Escheated Estates Fund; Soldiers and Sailors Home Fund; Law enforcement Fund; State Trust and Agency Funds including Anti Hog Cholera Serum Fund, Archi-tectural Board Fund, Attorneys License fund, Biological Survey Fund, Carey Land Act Board Fund, Carey Land Filing Fund, Certified Public Accountants Fund,

Chiropractic Examining Board Fund, County Portion Inheritance Tax Fund, Depository Interest Fund, Dixon Endowment Fund, Educational Bond Fund Series "A", Educational Bond Fund Series "B", Educational Bond Fund Series "C", Embalmers License Fund, Fire Marshal's Fund, Gasoline License Tax Fund, Hail Insurance Administration Fund, Highway Commission Fund, Industrial Accident Board Fund, Irrigation Commission Fund, Law Library Fund, Livestock Emergency Fund, Medical Board Fund, Motor Vehicle Administration Fund, Protested License Tax Fund, Real Estate License Fund, Stock Estray Fund, Teachers Certificate Fund, Teachers Permanent Fund, Teachers Retirement Fund, Veterans Welfare Commission Fund, Federal Trust and Agency Funds including Agricultural College Adams Fund, Agricultural College Flax Fund, Agricultural College Hatch Fund, Agricultural College Morrill-Nelson Fund, Agricultural College Smith-Lever Fund, Board of Health Disease Control Fund, Board of Health Maternity Hygiene Fund, Forest Reserve Fund, Highway Trust Fund, Oil Royalties Fund, Soldiers Home Maintenance Fund, Vocational Education Fund, Vocational Rehabilitation Fund, Federal Land Grant Permanent Funds Account including Agricultural College Morrill Act Fund, Agricultural College Permanent Fund, Common School permanent Fund, Deaf And Blind School Permanent Fund, Normal School Permanent Fund, Reform School Permanent Fund, School of Mines Permanent Fund,

Soldiers Home Permanent Fund, University Permanent Fund; Federal Land Grant Income Fund including Agricultural College Interest and Income Fund, Capitol Building Interest and Sinking Fund, Common School Interest and Income Fund, Deaf and Blind School Interest and Income Fund, Normal School Interest and Income Fund, Reform School interest and Income Fund, School of Mines Interest and Income Fund, University Interest and Income Fund; Interest Bearing Invested Funds Account which includes the Agricultural College Permanent fund. Agricultural College Morrill Fund, Common School Permanent Fund, Common School Income Fund, Deaf and Dumb School Permanent Fund, Normal School Permanent Fund, Reform School Permanent Fund, School of Mines Permanent Fund, Soldiers Home Permanent Fund, Teachers Permanent Fund, University Permanent Fund; Photographers' license fund; Temperance Commission Fund; Public Welfare Fund; Horticulture Revolving Fund; Agricultural Conservation Fund; Grass Conservation Fund; Unemployment Compensation Fund; Unemployment Administration Fund; State Park Fund.

(Sources: R.C.M. 1935, Ch. 20 and miscellaneous additional Chapters.)

B. Depository Board, State: Helena; Estb. 1889, Sec.14; three ex-officio; Governor, State Auditor and State Treasurer.

Data on File: Register of deposits of State and

depositories with which all state funds are deposited; investment register showing details concerning the investment of surplus state cash in warrants of the state or treasury certificates of the United States.

(Sources: Laws 1937, Ch. 81.)

56. UNEMPLOYMENT COMPENSATION DEPARTMENT:

A. Employment Service Division: Helena; Estb. 1937, Laws 1937, Ch. 137.

Reporting Media: Annual report to Governor is included in the annual report of the Unemployment Compensation Division.

Data on File: Personnel and location of Employment Service offices; files of voluntarily registered unemployed classified according to occupations and work experience; registrants for employment--active file of, placements of, facts concerning, veteran, placement of veteran; veteran placement services; fluctuations of employment in Montana.

(Sources: Laws 1937, Ch. 137; Laws 1939, Ch. 137; interview, June 27, 1939, with Mr. F. C. Gilbert, Field supervisor for Employment Service.)

B. Unemployment Compensation Division: Helena; Estb. 1937, Laws 1937, Ch. 137; three members appointed by Governor.

Reporting Media: Annual report to Governor showing the Commissions' supervision of the activities of the Unemployment Compensation Division and Employment Service Division including proposed amendments to State law, explanations of and organization of Unemployment Compensation Commission services, personnel under Commission and sources of salaries, summary of unemployment compensation fund, contribution of employers subject to act according to industries

employees by month subject to act according to industries and counties, report of veterans' placement service, employment service offices, tabulated summary of activities of employment service offices; reports required by Federal Social Security act; reports as deemed desirable from statistical department of Commission concerning employment trends, labor shortages and surpluses, and relative data; publication of rules, annual report to Governor, text of act for general distribution; general and special rules filed with Secretary of State or published in proper newspapers.

Data on File: Personnel of department and sources and amounts of salaries of same; details concerning unemployment compensation fund; unemployment compensation administration fund; record of wages earned by individuals under act; employers subject to act and people employed by same, classified according to industries which industries are mining and quarrying, contracting, manufacturing, transportation, communication, utilities, trade, finance, insurance, real estate, administration, personal services, professional services, and miscellaneous; number of people receiving benefits under act and amounts of benefits classified according to industries.

(Sources: Laws 1937, Ch. 137; Laws 1937, Ch. 137, Ch. 167; interview, June 27, 1939, with Mr. F. C. Gilbert, Field Supervisor for Employment Service.)

57. UNIVERSITY OF MONTANA, EXECUTIVE SECRETARY OF THE:
Helena; Estb. 1913, Sec. 853.

Reporting Media: Report to State Board of Education at every meeting of Board giving information relative to staff, courses of study, budgets, graduates, fees, and incomes and expenditures of each unit of the University which units are the Montana State University, Missoula, the Montana State College, Bozeman, the Montana School of Mines, Butte, the Montana State Normal College, Dillon, Eastern Montana State Normal, Billings, and the Northern Montana College, Havre.

Data on File: Detailed record of data summarized in reports to State Board of Education; card index of all graduates of units of the Montana University classified according to year and by name and showing address, year of graduation, and place of graduation of each;¹ annual past and current budgets of units of the University; staff records of individuals employed in all units of the University showing years employed, salaries, unit in which working,

¹ For specific information concerning any institution write to President of that institution.

education, publications to credit; service reports of staff showing classes taught, number of pupils, and hours taught per week; high school seniors of State and those receiving scholarships.

(Sources: R.C.M. 1935, Ch. 82, Ch. 83, Ch. 84, Ch. 85, Ch. 86, Ch. 89, Ch. 90; interview, June 26, 1939, with Dr. H. H. Swain, Executive Secretary.)

58. VETERANS' WELFARE COMMISSION: Missoula, Estb. 1919, Sec. 5660; three members appointed by Governor.

Reporting Media: Biennial report to Governor of activities of Commission; compilation of State laws concerning veterans sent to those requesting same.

Data on File: Record and handling of veterans' welfare fund; case files of data concerning veterans; actions of assistance of veterans and dependents.

(Sources: R.C.M. 1935, Ch. 415; interview, July 7, 1939, with Phyllis Cook, Chief Clerk for Commission.)

59. VOCATIONAL REHABILITATION, BUREAU OF: Helena; Estb. 1921, Sec. 3046.

Reporting Media: Annual report to Governor and Board of Education of vocational rehabilitation conditions; reports to Federal Government as required.

Data on File: Account of vocational rehabilitation fund; record of actions co-operating with Federal Board for Vocational Education and with State Industrial Accident Board; correspondence files; persons disabled who have been, are, or wish to be enrolled in vocational rehabilitation courses; vocational surveys and rehabilitation facilities in State; placement of persons who have completed vocational rehabilitation courses.

(Sources: R.C.M. 1935, Ch. 260; interview, June 19, 1939, with Cecile Matthews, Secretary to Lief Fredericks, State Supervisor.)

60. WATER CONSERVATION BOARD:

A. Water Conservation Board: Helena; Estb. 1933, Sec. 349.1; five members: Governor and State Engineer are ex-officio, three members are appointed by the Governor.

Reporting Media: Annual balance sheets and income and loss statements filed with the Secretary of State; biennial report to legislative assembly which includes actions of Board in ex-officio capacities.

Data on File: Full accounts concerning Board's actions which actions regard a system of works for conservation, development, storage, distribution, and utilization of water in State; investigations made to carry out comprehensive State-wide program of water conservation; details

concerning public works constructed by order of Board; water conservation bonds issued showing project or projects for which issued; administration fund; construction fund showing source and amount of moneys accrued for construction works; water fund showing contracts of Board, income, profit, and revenue of works and money received from sale or disposal of water, use of water, water storage, or other services, and from operation, lease, sale or other disposition of the works, property, and facilities; sinking funds; contracts and leases of Board with the United States; water or water rights controlled by Board.

(Sources: R.C.M. 1935, Ch. 35; interview, July 11, 1939, with Mr. R. J. Kelly, Assistant Secretary to Board.)

B. Electrification Authority, State: Helena; Estb. 1935, Statute 349.41; State Water Conservation Board is also the State Electrification Authority.

Reporting Media: Biennial report included in State Water Conservation report.

Data on File: Surveys of areas in State regarding electrification system, and facts concerning economic soundness of such systems; rules and regulations of State electrification systems, construction for such, service rates set, accounts regarding such.

(Sources: R.C.M. 1935, Ch. 56; interview, July 11, 1939, with Mr. R. J. Kelly, Assistant Secretary to Board.)

C. Planning Board, State: Helena; Estb. 1935, Sec 349.55; State Water Conservation Board is also the State Planning Board.

Reporting Media: Annual report to the Governor, the Legislature, or State agencies regarding matters of Board with Board's recommendations.

Data on File: Record of official acts which acts relate to plans for physical development of Montana with related economic and social studies; State plan with maps, charts, and descriptive matter showing recommendations of Board for State development; migration of farm families of Montana in co-operation with the Great Plains Committee and National Resources Committee.

(Sources: R.C.M. 1935, Ch. 37; interview, July 11, 1939, with Mr. R. J. Kelly, Assistant Secretary of Board.)

V

SUMMARY AND CONCLUDING REMARKS

Approximately one hundred twenty agencies which have been created by Montana law, constitutional or legislative, are legally active at the present time. In this study these agencies have been combined into sixty groups.

The information listed in this directory relative to each agency consists of: the legal name of the agency, the address, the date established by law, the composition of the membership of the agency, and the sources from which this information concerning each agency was compiled.

To allow convenient reference to sources of public research data on file within the Montana State agencies, a topical index was compiled and placed before the actual directory.

This directory consists of a listing of the sources of data in Montana State agencies by use of the Constitution, the Revised Codes of Montana 1935, and the Legislative Session Laws of 1937 and 1939. In so far as practical each list of sources of data was carefully checked and corrected by one or several members of the respective office staff.

The object of this study was to draft a directory of the public sources of research data in the State of Montana. This has been done. The material in a study of this type does not lend itself to the drawing of conclusions. For this reason the worker has not attempted to list conclusions from the content of the directory itself.

A directory of sources of data on file in State offices may be considered a necessity if citizens and officials are to know the exact location of data filed in State agencies. The experience of the worker has been that few State officials are familiar with data to be found in State agencies other than their own and the particular agencies with which they have official relations. The impossibility of many State officials becoming familiar with data on file in most State offices is self-evident to those who have the practical experience of having served in one of these offices. The very bulkiness of this directory and the extensiveness of the data which is listed herein may be sufficient to convince many people that the possibility of citizens and officials acquiring a knowledge of this data without special study would be very small.

As is inevitable in a study of this type, the worker received certain impressions. The following

suggestions and impressions are a result of the experience of making this study and are given with the hope that they may in some way aid in defining certain present State problems, encourage appreciation for existing State government, and make accessible to others the essence of this study experience.

Section 520 of the Revised Codes of Montana 1935 limits the reports published by State agencies. Is the discouraging of the publication of reports a desirable method of economy? Are departmental reports necessary in a democracy to allow citizens to keep close contact with and control of government? Could a consistent and abbreviated system of reporting by all agencies be outlined so as to allow each department of government fair publicity and make possible balanced knowledge of agencies by citizens? Would such a system be cheaper, more efficient, and give better results for agencies and tax-payers than present methods of reporting?

There is no one central department for publications and publicity. The department of agriculture has a division of publicity, the highway commission handles some publicity, and the custodian of the Capitol has performed a small part. Would Montana publicity be cheaper, more balanced, and more effective if handled by a single

special department? Would agencies now doing publicity work be able to concentrate more pointedly on their specific duties if all publicity were centralized in a department out of their offices. Is it possible that at present the busiest and most active agencies have the least time for reporting?

Recent laws have often made county agencies more responsible to state government and state agencies more responsible to federal government. The result is a uniformity in duties, aims, and reporting of the county, state, and federal agencies involved. Is this a part of a natural evolution of scattered divisions of government into a more closely knit co-ordinated centralized government? Should this centralization be encouraged? If so, how?

Montana has over sixty completely separated, legally created departments of government. Some work co-operatively with others, others work independently of agencies serving the same interests as their own. Agencies related by the nature of their work are often completely independent legally. Could a reorganization of these agencies be outlined which would reduce duplication of effort, provide more co-operation among agencies, centralize responsibility, and result in more efficient State government?

The State accountant prescribes accounting methods for certain agencies. In general, each agency selects its own accounting, recording, and filing systems. Would uniformity in accounting and filing methods result in more easily accessible research data and a smoother operating government? To what extent should uniformity be required?

Many officials, boards, and commissions serve ex-officio in capacities other than those originally outlined for them. Are ex-officio capacities as now exist always logical? Has the ex-officio method been overdone in Montana government?

This study has revealed the possibility of other research projects in Montana State government. Several of the projects suggested by this study are: an analysis of existing Montana State agency relationships and a reorganization of agencies for economy, efficiency, and effectiveness; an outline plan for a central publicity department with a definition of the organization of the department and its relationships with all agencies; a practical and uniform system of recording, filing, and accounting to be used by all agencies; an outline of a campaign to make citizens of Montana conscious of their State government, enable them to have a more sincere appreciation of the services of State

government, and more intelligent attitudes and activities concerning the corrections of weaknesses of State government; and a directory of the personnel of State agencies for use by officials and citizens of Montana.

VI.

BIBLIOGRAPHY

A. CODES

Revised Codes of Montana of 1935, Vol. I, Vol. II, Vol. III, Vol. IV, Vol. V.

B. LAWS

Legislative Session Laws: Laws, Resolutions and Memorials of the State of Montana passed by the Twenty-fifth Legislative Session in Regular Session, 1937.

Laws, Resolutions and Memorials of the State of Montana passed by the Twenty-sixth Legislative Session in Regular Session, 1939.

C. BULLETINS

Blimm, Robert, Administrative Reorganization. Berkeley, California: Bureau of Public Administration, University of California, 1939.

Buok, A. E., Administrative Consolidation in State Government. New York, New York: National Municipal League, New York City, 1930.

McPheron, E. B., A Summary of Indiana Centralization. Bloomington, Indiana: Bureau of Government Research, Indiana University, 1938.

Montana, a Directory of State, Federal and County Officials for 1936-37. Helena, Montana: Department of Agriculture, Labor, 1937.

Organization and Administration of the State Government of the State Government of Alabama. Report on a Survey submitted to Governor B. M. Miller, Vol. I, Vol. II, Vol. III, Washington, D. C. : Institute for Government Research of the Brookings Institution, 1932.

Reorganization. Preliminary Report, Publication 15, November, 1937, Topeka, Kansas: . of Kansas Legislative Council, 1937.