



*New York State Archives*

## **Administrative reports and meeting minutes A4231**

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**Table of Contents**

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Overview of the Records ..... 3

Arrangement ..... 3

Scope and Contents ..... 3

Use of Records ..... 4

Access Terms ..... 4

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## Overview of the Records

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<b>Repository:</b>	New York State Archives
<b>Summary:</b>	This series consists of reports and meeting minutes prepared by the Commission to Investigate Provision for the Mentally Deficient. The minutes include discussions, resolutions and recommendations; survey information (especially in Westchester County); reports on visits to custodial institutions; monthly progress reports and an abstract for the final report. The institution reports include history of the institution; building and facility conditions; inmates data; staffing; diagnosis and placement procedures; training programs; laboratories and other special facilities.
<b>Creator:</b>	New York (State). Commission to Investigate Provision for the Mentally Deficient
<b>Title:</b>	Administrative reports and meeting minutes
<b>Quantity:</b>	0.1 cubic feet
<b>Quantity:</b>	(1 microfilm reel)
<b>Inclusive Date:</b>	1914-1915
<b>Series:</b>	A4231

[^ Return to Table of Contents](#)

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## Arrangement

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Chronological by date.

[^ Return to Table of Contents](#)

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## Scope and Content Note

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The series contains reports and minutes of the meetings prepared by the Commission during its investigation.

The records include: 1) Minutes of Commission meetings held from October 14, 1914 to January 29, 1915, including information on members present, discussions at meetings,

and resolutions and recommendations made by the Commission; the minutes contain a large amount of information on the administration of surveys carried out by the Commission (especially in Westchester County) and on visits to custodial institutions by the Commission members. The records include a copy of the Commission's by-laws; 2) Reports of visits made by Commission members to approximately fifteen custodial institutions in New York and other states. Most of the visits were made in 1914; a few of the reports do not contain the date of visit. The reports contain information on the history of the institution, condition of buildings and facilities, inmates (numbers, classes, sex, ages), staff, diagnosis and placement procedures, training programs, and laboratories and other special facilities. The reports include the Commission's findings on needs of the institution and overall recommendation for improvement; 3) Monthly progress reports, August 1914 to December 1914, providing information on the staff activities, progress of the investigation, work with private agencies, and visits to custodial institutions; includes several reports on mental deficiency received by the commission from other sources.

4) Abstract of final report, February 1915, an 8-page summary of the findings and recommendations contained in the Commission's final report sent to the Legislature.

[^ Return to Table of Contents](#)

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## Use of Records

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### Access Restrictions

There are no restrictions regarding access to or use of the material.

### Alternate Formats AvailableAlternate Formats Available

Microform is available at the New York State Archives through interlibrary loan.

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## Access Terms

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- People with mental disabilities--Care--New York (State)
- Reports
- New York (State)
- Minutes (administrative records)
- Investigating
- Monthly reports