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**MINIMUM STANDARDS
FOR
FAMILY FOSTER HOMES**

ISSUED BY

**THE
BOARD OF STANDARDS
OF CHILD CARE**

STATE OF COLORADO



1956

MINIMUM STANDARDS
AND
RULES AND REGULATIONS

GOVERNING
FAMILY FOSTER HOMES

Issued by
THE
BOARD OF STANDARDS OF CHILD CARE

State of Colorado

Room 324

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Denver 2, Colorado

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by

THE BOARD OF STANDARDS OF CHILD CARE

Ray S. Harry Director
Room 324 State Capitol Building
Denver 2, Colorado

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MINIMUM STANDARDS
FOR FAMILY FOSTER HOMES

A Family Foster Home is a residence, dwelling, or home receiving one to four children under sixteen years of age for foster care. The Family Foster Home includes Boarding Homes, Free Homes, Work Homes, Receiving Homes and Day Care Homes.

MINIMUM STANDARDS for every family foster home shall include the following:

STANDARD NO. I. THE HOME - LOCATION, HOUSING AND EQUIPMENT.

- (1) A location in a neighborhood conducive to the general well-being of the child, in a district where the child can attend school regularly.
- (2) A home so situated and so arranged that the children are not exposed to unnecessary hazards. Fire protection and prevention must be emphasized. Fire hazards must be eliminated, according to local and state fire regulations.
- (3) Indoor and outdoor space and facilities for play adapted to the ages and needs of the children.
- (4) Tested and approved water supply. In rural areas a sample of the water supply must be tested annually. No common drinking cup will be permitted. Adequate and sanitary bathing and toilet facilities.

Note: Sterilized containers for free laboratory tests of the water supply shall be secured by writing to the State Board of Health, State Office Building, Denver 2, Colorado.

- (5) Suitable housing which provides light, heat, plumbing ventilation and adequate rooms conforming in construction, safety, and sanitary precautions to the legal regulations of Colorado and of the community where it is located. Sewage disposal systems must meet the approval of the local or State Health Department. Garbage, kept in covered metal containers, must be removed from the house daily, and disposed of at frequent intervals.
- (6) For each child, a clean, comfortable bed in a light and well-ventilated room. No child over four years of age shall sleep in the same room with any person of the opposite sex. There shall be a minimum of 40 sq. ft. of floor space for each child's bed, and beds should be placed at least 2 ft. apart when arranged parallel.
- (7) Homelike surroundings, cleanliness and good management.
- (8) Proper care and preparation of foods. Special diets and formulas must be provided when necessary.
- (9) Dishes shall be washed in hot, soapy water, and rinsed in hot water.

Note: Rinse water should be at minimum of 170°.

STANDARD NO. II. THE FOSTER FAMILY ----- ATTITUDES, HEALTH, INCOME AND RECORDS.

- (1) Foster parents and other persons in the foster home shall be of good moral character. They shall be emotionally stable and have a genuine interest in children. They shall not use profane or obscene language or be addicted to the use of intoxicants or narcotics.

PROPOSED CHANGES IN THE MEDICAL AMENDMENT

adopted by the

BOARD OF STANDARDS OF CHILD CARE

July 14, 1958

STANDARD NO. II (Paragraph 2) -- Page 5

All members of the family and others living in the foster home shall be of sound mental health, free from communicable disease or any handicap that would affect the child. All child members of the home or other children living in the home shall be immunized against whooping cough, diphtheria, smallpox, and polio. Upon application for a license a medical examination report on all members of the family foster home and others living in the foster home, signed by a duly registered physician, shall be submitted as a part of the medical examination report.

If applicants for family foster home license shall state in writing that they have objections to physical examinations, immunizations, or medical treatment on the grounds of religious convictions, such persons may meet the requirements of this standard by submitting a sworn statement to the effect that all members of the family and others living in the foster home are of sound mental health and free from communicable disease or any handicap that might affect the child. Such statement shall specify the religious objection upon which refusal to comply herewith is based.

NOTE: It is recommended that the above standard be complied with annually.

Satisfactory references shall be presented from at least three persons concerning the health, character, and financial stability of the prospective foster parent or parents.

Note: Whenever possible the foster parents and children should be of the same religious faith. Foster parents should have the responsibility for providing religious training in the faith of the natural parents of the child.

Foster parents shall also have a realization of the values of the cultural and educational training for children, and should be of an age and flexibility to share in the child's development.

- (2) All members of the family and others living in the foster home shall be of sound mental health, free from communicable disease or any handicap that would affect the child.

Note: A report of a medical examination of all members of the foster family and others living in the foster home, signed by a duly registered physician, should be required upon application for a license, and annually thereafter. Chest x-rays are recommended annually and on the physician's advice.

All children in the home should be immunized against whooping cough, diphtheria, and smallpox.

- (3) The foster mother shall have sufficient experience to qualify her for the responsibility of giving home nursing care.

- (4) Discipline shall meet the needs of each individual child. Authority to punish shall not be delegated to older children. Harsh punishment will not be permitted.
- (5) The foster mother shall not be regularly employed outside the home.

Note: It is desirable that there should be some source of income in the foster family other than that derived from the care of foster children.

- (6) A competent adult shall be left in charge of the children during the absence of the foster parents.
- (7) The foster parents shall not conduct a rooming house or boarding house for adults that would be a detriment to the best interest of the child.
- (8) If a child is missing from a foster home his absence shall be reported immediately to local authorities and to his parent, guardian, or supervising agency.
- (9) If parents have not been in contact with the foster child for some time without satisfactory explanation, this fact must be reported to the juvenile authority.
- (10) The foster family must notify the supervising agency and the parents or guardian of the child whenever there has been:
 - a. Any change of address of foster parents.
 - b. Accident or illness incurred by child.
 - c. Injury or illness in the foster home.

(11) When a home is certified by a child placement agency, the foster family shall not accept children from any other source without permission of the certifying agency.

(12) A permanent record shall be kept showing:

- a. Child's name and age.
- b. Name and address of parent, guardian, or supervising agency.
- c. Date admitted.
- d. By whom placed.
- e. Any sickness or unusual symptoms.
- f. Date dismissed.
- g. Custody assumed by whom.
- h. Authorization of parents, guardian, or supervising agency for the care desired in case of illness or accident. The foster parents must know where and how to reach the physician indicated by the parents.
- i. Record of past illnesses.
- j. Record of known allergies.
- k. Names and addresses of two verified references for those parents who leave a child in the foster home.

STANDARD NO. III. THE FOSTER CHILD----- HEALTH, HAPPINESS, AND PROPER CARE.

(1) A medical certificate signed by a duly licensed physician shall be required before a child is admitted for care. Arrangements must be made for medical emergencies.

Note: It is recommended that the foster parents see that periodic medical and dental examinations are given with the necessary follow-up care. All foster children should be immunized against whooping cough, diphtheria and smallpox.

A careful inspection for signs of illness shall be made daily.

- (2) In all cases of illness or suspected communicable disease the physician must be called immediately.
- (3) Provision shall be made for temporary isolation of children who are suspected of having a communicable disease.

Note: The foster mother's hands should be washed before and after caring for the sick child, and other protective measures must be taken.

- (4) A well-regulated daily routine shall be provided including rest periods, regular meal hours, and happy play. Each child shall be taken outdoors daily during good weather.

Note: All children over two years of age should have at least three meals a day, spaced not more than five hours apart and providing a minimum of two servings of meat or meat substitutes, two servings of fruit, two servings of vegetables, and one serving of cereal.

It is recommended that there should be at least one serving of fresh fruit and fresh vegetables daily and at least one pint of whole milk be served to each child daily. All milk and milk products must be pasteurized or carry approval of the local and State Health Department.

- (5) Opportunity shall be given for normal social contacts outside the foster family.
- (6) Training shall be given in good health habits, including frequent bathing, toilet regularity, and proper eating.

Note: Bathtubs should be cleaned with soap and water after each bath and all soiled clothes and linens placed in proper receptacles.

- (7) Adequate garments shall be provided for each child. These shall be kept clean and in good condition. Individual towels, wash cloths, combs, and tooth brushes must be furnished each child. Space shall be provided where each child may keep his personal belongings.

Note: Towels, wash cloths, and bed linen should be changed frequently.

- (8) Suitable places for study and necessary school equipment shall be provided for the school child.
- (9) Regular school attendance shall be required for each child of school age according to the school attendance laws.

Note: Where advised, vocational training should be provided.

- (10) No exploitation of any foster child will be permitted.

- (11) No more than two infants under two years of age unless they be of the same family, shall be cared for in one foster home.

STANDARD NO. IV. RECEIVING HOME -----
(FOR TEMPORARY, EMERGENCY CARE.)

Receiving homes which care for a daily average of not more than eight children per month, shall be licensed as family foster homes and must comply with the above standards.

STANDARD NO. V. INFANT CARE IN FAMILY FOSTER
HOMES ----- (INFANTS TO 2 YEARS.)

All Family Foster Homes which care for infants under the age of two years must comply with the following additional standards in relation to the care of the infant:

A. ADMISSIONS.

- (1) A health certificate signed by a registered physician must be presented on admission, certifying that the baby showed no signs of communicable disease. The examination should have been made within 24 hours before admission.

Note: Babies should be immunized for whooping cough and diphtheria during the first six months of life, preferably starting at the age of three months. Smallpox vaccination should be done during the second six month period.

B. SLEEPING ACCOMMODATIONS.

- (1) For each child a clean, comfortable bed in a light and well ventilated room. There shall be a minimum of forty square feet of floor space

for each infant's bed, and beds should be placed at least two feet apart when arranged parallel.

Babies should be protected from direct light and draft although the room must be well ventilated.

The bed should have a firm mattress, good springs, and have safe side-walls.

Note: The child should not sleep in a room that is utilized at night for other purposes, such as a passageway or living room.

The room should be cleaned daily in such a manner as not to raise dust.

C. PLAY SUPERVISION AND EQUIPMENT.

(1) In addition to and separate from the sleeping room there should be a well ventilated play space.

Note: It should contain play pens for babies nine months of age or more. The play pens should be movable and raised six inches from the floor in order to avoid floor drafts.

(2) During good weather there should be provided daily, supervised outdoor play activities.

D. NUTRITION.

(1) Adequate and proper food shall be provided.

Note: Each Child who cannot feed himself should be held during the feeding of solid foods and bottle, preferably every time he is fed, but at least once a day. The bottle should always

be given after other food. Beginning with the sixth or seventh month the child should be given milk from a cup once a day in place of the bottle.

- (2) Each child should have his individual feeding schedule regulated and prescribed by a licensed physician, entered in his record.

Note: A notation should be made on the record if the child is not taking his food well. If refusal of food persists it should be called to the attention of the physician.

- (3) The refrigeration space and the supply of bottles must be adequate. All nipples, bottles and caps shall be washed thoroughly after each use and boiled ten minutes before using again.

Note: Formula should be poured into individual bottles with sterile nipple protectors. After preparation of the formula and filling of the bottles, the cooling should be rapid and complete before placing the bottle in the refrigerator. The refrigerator containing the formula mixtures should be maintained at a temperature of 40 to 45 degrees Fahrenheit at all times.

E. BATHING.

- (1) Each infant shall be bathed daily unless otherwise ordered by the physician.
- (2) Each infant shall be kept as a complete separate unit, being provided with his own wash cloth, soap and oil.

Note: If a common tub should be used it must be thoroughly cleaned with soap and water between each bath. Each infant should be bathed on his own table by his crib, or in his own crib; or, if it is necessary to use a common bathing table, the infant should be lifted with his own crib sheet and placed

on the dry table. He must have a clean wash cloth and towel for his bath.

If an infant has signs of a cold, skin condition, or other infection noted during bath, his designated physician should be consulted immediately.

Soiled clothes, bed and bath linen should be placed immediately in a proper receptacle. The foster mother should wash her hands thoroughly after each bath.

Once a week on the same day, same time, each infant should be weighed naked after bathing and before feeding and the weight recorded. Loss or gain in weight should be reported to the physician.

F. DIAPERING PROCEDURES.

- (1) Each infant shall be changed as frequently as needed.

Note: When changing diapers, the infant should be washed and dried, using his individual toilet accessories. If there is diarrhea, baby shall be put in isolation, utilizing isolation technique.

Soiled diapers should be removed from the nursery.

G. ELIMINATION.

- (1) The physician should be consulted regarding a training program for bowel and bladder control. No laxative or cathartic should be given without the physician's advice.

RULES AND REGULATIONS

RULE NO. I.

No person, firm, or corporation shall engage in the maintenance of a family foster home for the care of children under the age of sixteen years without first obtaining a license therefor from the Colorado Board of Standards of Child Care or a certificate therefor from a duly licensed child placement agency and thereafter having said license or certificate in full force and effect.

RULE NO. II.

No person, firm, corporation, or association shall engage in maintaining and operating a nursery school, day nursery, or child care center for the care of children under the age of sixteen years without first obtaining a license therefor from the Colorado Board of Standards of Child Care or a certificate therefor from a duly licensed child placement agency, and thereafter having said license or certificate in full force and effect.

RULE NO. III.

No person, firm, corporation, or association shall engage in maintaining and operating an institutional foster home for the care of children under the age of sixteen years without first obtaining a license therefor from the Colorado Board of Standards of Child Care or a certificate therefor from a duly licensed child placement agency, and thereafter having said license or certificate in full force and effect.

RULE NO. IV.

No person, agency, firm, corporation, or association shall engage in the business of a child placement agency or shall place any child or children under the age of

sixteen years with any family individual, or institution, other than persons related within the second degree to said child, without first obtaining a license from the Colorado Board of Standards of Child Care therefor, and thereafter having said license in full force and effect. Any out-of-state agency must comply with these standards, rules, and regulations and must appoint an agent for the service of process and notices of any kind, or make placements through agencies that are duly licensed to operate in the State of Colorado.

RULE NO. V.

Said license shall be posted conspicuously at all times in the office or reception room of said nursery school, day nursery, child care center, institution, or child placement agency.

RULE NO. VI.

Licenses, certificates, and applications for licenses and renewal thereof shall be in the form prescribed by the Colorado Board of Standards of Child Care. Licenses shall be signed by the Chairman and Secretary of the Colorado Board of Standards of Child Care and certificates shall be signed by the proper officer of the child placement agency issuing such certificates.

RULE NO. VII.

All licenses shall be issued for the period of one year but may be suspended or revoked under the provisions of Rule No. 10 for failure to comply with the requirements of law or of the standards or rules and regulations prescribed by the Colorado Board of Standards of Child Care.

RULE NO. VIII.

In the event a certificate, or the renewal thereof, is refused by a child placement agency, the applicant may make application to the Colorado Board of Standards of Child Care for a license.

RULE NO. IX.

Licenses and certificates shall be refused to applicants not complying with the requirements of law or of the standards of rules and regulations prescribed by the Colorado Board of Standards of Child Care.

RULE NO. X.

In the event the Colorado Board of Standards of Child Care, in its discretion, declines to grant or renew a license, written notice of such declination shall be given to the applicant of such declination and of the time and place at which hearing will be held by the Colorado Board of Standards of Child Care in relation to the issuing or refusing such license or renewal. Upon complaint made by the Colorado Board of Standards of Child Care on its own motion of the alleged failure of a licensee or certificate holder to comply with the law or with the standards or rules and regulations prescribed by the Colorado Board of Standards of Child Care, or if protest or complaint be made against the issuing or retaining of any such license or certificate, the applicant, licensee, or certificate holder shall be furnished with a copy of such complaint or protest and written notice shall be given to such applicant, licensee, or certificate holder of the time and place of hearing in connection therewith. Copies of such notice, complaint, or protest, shall be served on such applicant, licensee, or certificate holder by the Secretary of the Colorado Board of Standards of Child Care, by ordinary mail addressed to the applicant, licensee, or certificate holder at least ten (10) days in advance of the date of hearing, at which time and place the applicant, licensee or certificate holder will be given full opportunity to show cause why

the license should not be refused, revoked, or suspended and present any and all evidence upon his behalf. Notice of such hearing shall also be given to any and all persons who may have protested or complained against the issuance or retention of such license or certificate, and at said hearing such person or persons may appear and present any and all evidence upon his behalf.



WELFARE
CHILDREN -- FOSTER BOARDING HOMES
CHAPTER 196, SESSION LAWS OF 1943

AN ACT

CONCERNING THE WELFARE OF CHILDREN UNDER THE AGE OF SIXTEEN YEARS LIVING TEMPORARILY OR PERMANENTLY IN FOSTER BOARDING HOMES AND DEFINING FOSTER BOARDING HOMES AND CHILD PLACEMENT AGENCIES AND PROVIDING FOR THE LICENSING OF CHILD PLACEMENT AGENCIES AND THE LICENSING OF FOSTER BOARDING HOMES AND PERIODIC INSPECTIONS OF FOSTER BOARDING HOMES AND PROVIDING PENALTIES FOR THE VIOLATION OF THIS ACT.

Be it enacted by the General Assembly of the State of Colorado:

107. DEFINITIONS.

(1) A foster boarding home is defined, for the purpose of this article, as any institution, residence, dwelling or home, including nursery schools, day nurseries, and children's camps, which is maintained a home either for the whole of the day or for any part of the day for a child or children under the age of sixteen years who are not related within the second degree to the operator of said home, dwelling, residence or institution. This article shall not be interpreted to apply to public, private, or parochial schools or colleges, or nursery schools operating under the auspices of public, private or parochial schools or colleges, or to the occasional care of children with or without remuneration except that it shall include those schools which give twenty-four hours care to dependent or neglected children.

(2) Any corporation, association or individual whatsoever who places or arranges for placement for care of any child under the age of sixteen years with any family, individual or institution other than persons related within the second degree to said child shall be deemed for the purposes of this article to be a child placement agency; provided, however, that the natural parents of any child who places said child with any institution, corporation or association

care licensed as a foster boarding home under the definitions of this article shall not be deemed to be a child placement agency. (L. '43, p. 652, § 1; L. '47, p. 322, § 1, L. '49, p. 295, § 1.)*

108. FOSTER BOARDING HOMES - LICENSE REQUIRED.

From and after the passage of this article no person, firm or corporation shall engage in the business of operating or maintaining a foster boarding home for the care of children under the age of sixteen years without first being duly licensed, without charge, so to do by the board on standards of child care hereinafter established or in lieu thereof hold a certificate from a duly licensed child placement agency in form prescribed by the Board on Standards of Child Care and provided by the State Department of Public Welfare to the effect that such licensed and authorized agency regards such person as maintaining a home suitable for the care of children and specifying the name and address and religious faith of the person to whom issued, the number and ages of children for whom such person is certified to care for and such other information as the board may require. The agency issuing or renewing any such certificate shall forthwith transmit a copy or report thereof to the Board of Standards of Child Care. No person shall be certified by more than one licensed agency but any person so certified may receive for care at board or otherwise a child or children from other sources, upon the consent and approval of the certifying agency as to each child. (L. '43, p. 653, § 2.)

109. CHILD PLACEMENT AGENCIES - LICENSE REQUIRED - RECORDS - BOARD OF STANDARDS OF CHILD CARE - TRANSFER OF CHILD.

(1) No person, agency, firm, corporation or association shall receive or accept a child under sixteen years of age for placement, or place such a child either temporarily or permanently in a home other than the home of the child's relatives within the second degree,

* The 1947 amendment made subsection (1) applicable to children's camps. The 1949 amendment added the exception at the end of subsection (1).

or solicit money for the purpose of child placing without having in full force a written license, without charge, from the board on standards of child care.

(2) Every agency licensed as herein provided to receive secure homes for, or otherwise care for children shall keep record containing the dates and places of birth, the names, ages and former residences of all such children received; a statement of the physical and mental condition of such children by a competent physician; the names, former residences, occupation and character so far as known of the parents, the dates of reception, placing out in foster homes together with the name, occupation and residence of the person with whom the child is placed; the date and cause of any removal to any other home, and a brief history of each child and such other facts as the board on standards of child care shall require; a child placement agency shall consider the religious faith of the child and endeavor to make the placement with a home or family of the same religious belief.

(3) A board of standards of child care consisting of nine members who have a known interest and experience in administration of children's services shall be appointed by the governor. There shall be one representative of the Department of Public Welfare, one representative of the Department of Public Health, one representative of the Office of the Superintendent of Public Instruction, one representative from the Board of The State Home for Dependent Children, two representatives from rural areas, and one each from a Catholic, a Protestant and a Jewish organization sponsoring child care programs. This board shall adopt and make available minimum standards required of persons or agencies seeking licenses under this article to operate foster boarding homes or child placement agencies, and shall make rules and regulations in harmony with approved standards for the conduct of such foster boarding homes and child placement agencies as shall be granted a license as herein provided. Four members of the Board on Standards of Child Care shall be appointed for a term of one year and five shall be appointed for a term of two years; thereafter appointments shall be for terms of two years. In carrying out its functions the Board on Standards of Child

Care may make use of the facilities and services of any existing State Board or Department, such as the Department of Public Welfare, the State Board of Health, and other such agencies, or it may at its discretion appoint committees of its own membership to perform certain delegated investigations or duties.

(4) No person shall hereafter assign, relinquish or otherwise transfer to another, other than a relative of the child within the second degree his rights or duties with respect to the permanent care or custody of a child under sixteen years of age unless specifically authorized or required so to do by an order or decree of court or unless the transfer is made to or by a duly licensed placement agency or unless such child is placed in a foster boarding home duly licensed as herein provided. (L. '43, p. 653, § 3; L. '47, p. 323, § 2.)

The 1947 amendment omitted the words "but no person may serve for more than two consecutive terms" formerly appearing at the end of the next to last sentence of subsection (3).

110. INVESTIGATION OF AGENCIES - RENEWAL OF LICENSE ANNUALLY.

It shall be the duty of the Board on Standards of Child Care to pass annually the application of every agency which receives or accepts children for placement or places children in private homes. Annually, at such times as the board shall direct, every such agency shall make a report to the board, showing its condition, management and competency to adequately care for such children as are or may be committed thereto or received thereby, the system of visitation employed for children placed in private homes, and such other facts as the board may require. When the board is satisfied that such agency is competent and has adequate facilities to care for such children, and that the requirements of the statutes covering the management of such agencies are being complied with, it shall issue to the same without charge, a license to that effect, which shall continue in force for one year, unless sooner revoked by the board. The board may on its own motion inspect by its own visitation and in

any event shall cause to be inspected annually, or more often if the board shall so direct, all foster boarding homes which may be licensed or which may apply for licenses under this article. It shall be the duty of the Board of Standards of Child Care to suspend or revoke any license issued, in the event that the minimum standards provided for the operation of foster boarding homes are not maintained. Any such suspension or revocation shall be made only after a hearing by the board at which hearing the licensee may be present in person or by representatives to hear the charges and offer defense thereto. Any licensee shall have the right to petition to the proper court for a review of any order of suspension or revocation. (L. '43, p. 655, § 4.)

111. ADVERTISING.

No person, firm, corporation, or individual subject to this article shall advertise, or solicit for either the placement or care of children under the age of sixteen years without having first secured a license or certificate as here in provided. (L. '43, p. 656, § 5.)

112. JURISDICTION - PENALTY FOR VIOLATION.

The juvenile court in such counties or municipalities as are established by statute as juvenile courts, and the county courts or district courts in counties in which no juvenile courts are established by law, shall have exclusive jurisdiction for the hearing and disposition of cases involving violations of this article, and every person, agency, firm, corporation or association violating any one or more of the provisions of this article or intentionally making any false statement or report to the Board of Standards on Child Care or to any agency delegated by said board to make an inspection under the provisions of this article shall be deemed to be guilty of a misdemeanor and shall be punished by a fine of not less than \$10.00 or more than \$300.00. (L '43, p. 656, § 6.)

113. BOARD TO BE FURNISHED OFFICE SPACE
AND CLERICAL ASSISTANCE.

Upon a request of the Board of Standards of Child Care, the Division of Child Welfare of the Department of Public Welfare is hereby authorized and directed to furnish such office space and clerical assistance as may be necessary to permit said board to perform the functions and duties required by this article.

(L. '43, p. 656, § 7.)

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