

VIII. OPERATIONS REPORT

A. State Librarian – Information Item

- The agency’s JFAC hearing was January 14. The committee members asked more good questions than in any previous year. Content of questions included the amount of rent, the LiLI contract extensions, how small communities like Garden Valley get funding for a new library, how we allocate funding in an equitable manner across the state, broadband reimbursement, several details of the K-Readiness grants, the impact of the new tax laws on the amount of our donations, and a good opening to describe my position on funding of TBS. Comments included “you should have asked for more than \$60,000,” and that the Commission is doing its work for \$2.50 per person, a very good deal for the state.
- I attended the COSLA meeting and ALA Mid-winter Conference in Seattle, January 23-27. Highlights were Rick Steves’ talk on travel as a political act; author Eric Klinenberg’s presentation on “Palaces for the People” which addresses social infrastructure; and with staff, lunches with Digital Public Library of America (DPLA) and Lyris staff to discuss the SimplyE app, and with Rolf Hapel, UW Information School’s current Professor of Practice, to discuss his participation in our June Futures Camp.
- Idaho Business for Education’s Legislative Academy and several Education Committee meetings provided opportunities to make a variety of very useful contacts in the new administration: the directors of Department of Labor and Veteran Services, SDE Deputy Superintendent for Communications and Policy, and the executive director of the McClure Center for Public Policy Research. I also met with the new chair of the House Education Committee, and Stephanie and I had a very positive meeting with the Governor’s Senior Policy Advisor for Education.

B. Management Team – Information Item

Deputy State Librarian

- **Rules approved in committees:** Our pending Rules passed both the House and Senate Education Committees, January 15 & 16th. As a reminder, these changes -- if approved by the full legislature -- will allow the agency to make eligibility requirements the same for state and federally-funded grant programs. It also broadens the range of eligible libraries to include nonprofit academic and public libraries. Tribal, military and correctional institution libraries also are included as eligible entities that may participate in ICfL grant programs.

The changes in the Talking Book Services section reflect the move to digital and downloadable content and better align with the current National Library Services guidelines.

- **Work on IMLS grants in preliminary stages:** I had just returned from reviewing some Institute of Museum and Library Services grant applications in December. I’ve met with staff and we will be meeting with potential partners soon to discuss applying for two grants – one focused on online CE for school library staff and possible certification for those who complete the program – and one focused on preservation techniques, training, and tools for library staff and community

partners. Both ideas have potential for building capacity in the library community and if they don't work out for grant proposals, I think we can consider other funding options down the line. Stay tuned for more information about these activities soon.

- **More options for MLS seekers:** Emporia State University's School of Library and Information Management (SLIM) will be starting an MLS program in Idaho in fall 2019. Over 55 individuals have expressed interest in pursuing a formal MLS degree and Emporia's Dean met face-to-face with 26 potential students at ICfL on January 18th. ICfL will likely be the site for the 10 face-to-face weekend classes provided a staff member is selected to help manage logistics (in return for a significant tuition discount).

Program Supervisor

Programs:

- Now five-plus months into role as Program Manager, and soon to complete four of six employee annual reviews, seeing the bigger picture of how staff across the agency interact and support each other. I am investing time with direct reports to assess workflows of existing procedures with an eye towards exceeding coworker expectations. For example, working with the Public Information Officer on incorporating internal quality review of public documents (style, layout, proofreading, etc.); with the Volunteer Coordinator, promoting the availability of volunteers to assist ICfL staff; with the Software Engineer Web Developer, evaluating several internal digital information management tools with an eye towards updating or migrating, as necessary; with the Technical Records Specialist and an internal team, assessing compliance with records retention along with minimizing the risk of personally identifiable information collection across the ICfL.
- Summer Intern Grant Opportunity. With a small \$10,000 IMLS fund earmarked for workforce development efforts, Stephanie and I, along with others from the ICfL, are assembling a new grant opportunity for Idaho libraries to hire a summer intern. A main objective is to introduce third- and fourth- year high school students or a college freshman to a library work experience. A longer-term goal is exploring the possibility of a formal library apprenticeship program.

Partnerships:

- Affirming the value of Idaho libraries partnering with state agencies, nonprofits, and other organizations in order to pursue common goals, I continue to nurture relationships with leaders of the libraries and several organizations. See [Partnerships update from January](#) below.
- Since workforce development is a high-priority issue for the state and for the ICfL, pursuing conversations with Idaho Department of Labor colleagues on creative ways to potentially co-locate print, electronic, and people resources in rural libraries.

Organizational Learning:

- Approaching my six-month employee review, investing time correlating the ICfL Strategic Plan to the desired outcomes of my results oriented job description to the sets of activities currently in place or anticipated in the near future.

- Attended Ann's presentation to JFAC, followed other legislative hearings, and otherwise learning about the annual legislative cycle.

Administrative Services Manager

Financial:

- During the month of January, we completed our mid-year review of all our program budgets. During this review we identify program shortfalls and/or overages in budgets. Emerging budgetary needs are funded based on availability of funds. All programs are now 100% funded through the end of the fiscal year.

Facilities:

- Last report included the flooding of the basement when a geothermal pipe broke. Facilities Services just completed the bidding process and awarded the contract to the vendor. We hope the work will begin soon to put in the new floor.

ICfL Partnerships Update 2019 January 4

Purpose of Document

General overview and information sharing of existing and forming partnerships among Idaho libraries, other Idaho state agencies, local nonprofits, and businesses.

Scan for the italicized sections to learn more about partnership activities; other paragraphs are background information on organizations. --RK

Purpose of Partnerships

Believing that shared collaboration among multiple partners leads to deeper, more impactful outcomes, ICfL seeks to link, connect, and encourage partnerships where multiple organizations cooperate towards a desired outcome, share resources, and proactively engage in activities alongside each other.

Introduction

Many ICfL individuals and programs are actively partnering with other organizations and people to achieve common goals. Some of those partnerships are highlighted below. This list is only a partial list and is meant to sample some partnerships, encourage sharing other examples, and hopefully spur on new partnerships with Idaho libraries as valuable partners.

Sample Partnership Updates

Theme: Workforce Development

The governor's **Workforce Development Council (WDC)** is one significant outlet where ICfL has been active since 2015. The WDC convenes its board and committees on a regular basis. The committee where ICfL invests its time is the One-Stop, which supports centers across the state where job seekers can be resourced to job search, upgrade skills, and advance careers. The WDC brings together multiple state agencies including Labor, Commerce, Career & Technical Education, Vocational Rehab, and Aging. Businesses and educators also participate on the board and committees.



The WDC leadership sees libraries as an integral part of the workforce development ecosystem. Examples include those libraries with maker spaces who can train job seekers with a new skill such as laser cutting or 3D printing; libraries who share space with a Department of Labor advisor to provide job seeking consultations in the library; libraries are conduits of information sharing related to skill development; and libraries act as connectors of job seekers to external resources.

A recent development with the WDC is an ambition to collect positive stories of libraries active in workforce development for a publicity campaign. These examples of champions may then encourage other libraries to step out and partner with organizations in similar ways. A second potential new activity is with the Outreach committee of the WDC: develop a curated package of resources for libraries on workforce development issues to share with patrons.

 As a practical project, **Mountain Home Public Library** is working with a **University of Idaho Extension** professor to develop training modules for workforce development in the areas of soft skills, resume building, and mock job interviews. The plan is to have these sessions running in Spring/Summer 2019. Furthermore, the Mountain Home library intends to set up a dedicated computer workstation for job searching and related activities.

Over the course of several in-person, informal interactions with the Deputy Director at the **Idaho Department of Labor (IDoL)**, I am optimistic these preliminary conversations will grow into a brainstorm with several IDoL personnel on the topic of creative collaboration of libraries and career assistance writ large. Targeting 2019 January for this conversation; I have spoken in-person with Deputy Director and two Labor colleagues about setting up such a meeting.



 The **Community Library Network** is partnering with North Idaho College, University of Idaho, Idaho Business for Education, and others to stage a conference in February for Region 1 of the state aimed at equipping stakeholders, such as businesses and educators, to effectively talk and act about the future of preparing the local workforce for the changing landscape of jobs. They will address the desired skills and associated training and education needed. In the mix is how libraries support their customers along these skills trainings in ways educational and business institutions do not or cannot: what is the opportunity gap for libraries? Northern Idaho libraries and ICfL will be invited to participate in the conference.

Theme: Rural Sustainability

ICfL continues to participate with the **Idaho Rural Partnership (IRP)** at their board meetings and in linking IRP's work with local libraries. IRP seeks to strengthen Idaho's rural communities and does so primarily through community assessment conversations including a wide range of local stakeholders.



 ICfL assists IRP in the community assessment conversations by linking local library staff to those opportunities for sharing in the dialogue. The IRP invited an ICfL representative to serve on a visiting community conversation team; the timing did not work out so another invitation will be extended to join a future team. Additionally, ICfL is in initial conversation with the IRP and the **Idaho Community Foundation** around a Census 2020 opportunity: libraries getting the word out and residents using library computers to submit census data in order to increase the likelihood of accurate counts in rural Idaho.

Theme: Education

The ICfL is part of the "Preschool the Idaho Way" Coalition, headed by the **Idaho Association for the Education of Young Children (Idaho AEYC)**. Other coalition members include Idaho Business for Education, Idaho School Boards Association, Idaho Head Start Collaborative, Idaho Department of Health and Welfare, Idaho Voices for Children, and the Idaho Library Association. The coalition is focused on developing models for community preschool collaboratives, which will be based on the best practices outlined in the [Preschool the Idaho Way Toolkit](#). In addition, the coalition is invested in introducing legislation that would appropriate state funding to support community preschool collaboratives. ICfL's role in the coalition is to educate partners about the critical role libraries play in early learning and the vast resources libraries



offer to support kindergarten readiness, and to act as a liaison to the Idaho library community. Meetings are held monthly, or as needed.

The **Treasure Valley Education Partnership** (TVEP, and rebranding to RISE) brings together multiple stakeholders from around the Treasure Valley to brainstorm and act on ways to improve student outcomes. ICfL staff serve on various committees with TVEP and incorporate libraries into applicable activities and information sharing.

ICfL is about to sign on with **Girls Who Code** (GWC) as a Community Partner. In this role, ICfL will encourage local clubs to form and coordinate resources available from GWC to the clubs. Jennifer and Deana are the points of contact for this new partnership.



ICfL has hosted monthly gatherings of largely Ada-county based college and career colleagues. The Idaho **State Board of Education** facilitates the meetings. This forum is an outstanding venue to make connections and share the resources libraries have to offer to students of all varieties as they pursue their career goals. *At the January meeting of College, Career & Coffee people, the facilitator asked if an ICfL representative might participate in a future road tour this spring with the State Board of Education. Stay tuned for details.*

Theme: Health & Welfare

ICfL is working with the **Idaho Children's Trust Fund** on community events, including library participation, for the April 2019 Child Abuse Prevention Month. Pinwheels are part of this campaign, encouraging libraries to display pinwheels and raise awareness during the month.



ICfL is partnering with several of the **Jannus** programs (which cover health, economic opportunity, public policy) such as **Idaho Out-of-School Network** (ION), Idaho Voices for Children, and Economic Opportunity. *With ION, ICfL has assisted them in distributing surveys and is supporting their efforts around a STEM program quality assessment tool training in Boise for 2019 winter.* Since 2014, ICfL has contributed financially to the network: currently \$4,000 annually.