

VII. OPERATIONS REPORT**A. Management Team members' reports – information item**

Report from State Librarian Stephanie Bailey-White

- The bulk of my time has been spent with legislative budget issues.
- I did attend the first in-person COSLA (Chief Officers of State Library Agencies) meeting in Portland on March 22 in conjunction with the Public Library Association conference March 23-25. I came back to Boise after the budget votes so missed the bulk of the conference, but most of the handouts are online and I look forward to finding some time to review them.
- The Digital Inclusion Summit on March 2-3 was the highlight of the month, and I was very pleased with the engagement level of participants and the great job staff did hosting this first-time event.

Report from Deputy State Librarian Dylan Baker

- We hired Clay Ritter as our new Public Library Consultant. Clay has been the Director at the Payette Public Library for the past four years, and prior to that, was the Director for five years at both the Richfield District Library and the Shoshone Public Library. With his experience as a director of both city and district libraries – and his enthusiasm for the Idaho Public Library Statistics – Clay will be a tremendous asset to Idaho public library directors, trustees, and staff in his new role. Clay's first day at the ICfL will be Monday, April 11.
- I was delighted to attend NDIA (National Digital Inclusion Alliance) Net Inclusion 2022 conference on February 15-17 with Emerging Trends Consultant Deana Brown and E-Services Program Supervisor William Lamb. We were able to attend many sessions related to all aspects of digital inclusion. I was also able to connect with someone from NTIA (National Telecommunications & Information Administration) and asked to join their Digital Equity Leaders Network (DELN) – becoming the first person from Idaho in that group.
- In early March, the ICfL held a two-day virtual Digital Inclusion Summit, where staff from Idaho libraries, state partners, and other organizations came together to build their awareness of digital inclusion efforts in Idaho. Planning and hosting for the Digital Inclusion Summit was led by Emerging Trends Consultant Deana Brown with support of an internal team. We received 139 registrations, 33 of which were from non-library organizations. Event attendance fluctuated between 60 and 90 live participants each day. Of the twenty post-event evaluations we received, all respondents gave their event experience at least 3 stars, with 11 rating it 5 stars. Additionally, 100% of respondents either agreed or strongly agreed that applying what they learned at the summit will help improve services to those they serve. To access recordings, slides, and handouts from the summit, visit <https://libraries.idaho.gov/digital-inclusion/di2022/>

- The Read to Me Rendezvous was held in person March 16 – 17 in Boise. Planning and hosting for the Read to Me Rendezvous was led by Youth Services Consultant Staci Shaw with support of an internal team. About 50 public library staff attended from all over the state, and masks and other safety measures were required. A virtual track will also be offered in April, which allowed library staff to choose the format that worked best for them. Idaho Public Television donated their services to film the presenters, which will be uploaded to our Niche platform for the virtual track. The theme of the event was “Essentials and Potentials,” and focused on early child development, best practices based in pedagogy, and the library’s role in helping children be prepared for kindergarten. Feedback was overwhelmingly positive; as an example, one participant shared this after the event: “Thank you for a wonderful, amazing, mind-blowing conference!”

Report from Administrative Services Manager Jamie Smith

- **BUDGET:** The Legislature approved an ongoing Change in Employee Compensation (CEC) increasing the pay structure by 3% and adding up to \$1.25 per hour per staff for a merit-based increase. This is the largest increase ever recommended for CEC and should help significantly with hiring and retention. The FY22 budget is in good shape to finish out the year and the FY23 budget has been set, details are included in the “22-51 Summary of next FY appropriation” document.
- **FISCAL:** Luma, the state’s Enterprise Resource Planning (ERP) system for statewide unification in budget planning, financial management, procurement, payroll, and human capital management, is scheduled for implementation of the financial management and procurement modules by July 1, 2022. There is a chance this implementation will be delayed, but the decision won’t be released until 4/6. I’m happy to provide a verbal update.
 - I’m pleased to announce two internal promotions that are effective March 20, 2022. First, after months and months of supporting the fiscal team, providing back-up, and staying up to speed on all things Luma, Nancy Holt was promoted to Financial Technician and will join the Fiscal Team! Second, Katy has been working at a higher level shifting from basic financial duties to more complex professional financial duties over the past few years. To make things official, Katy has been promoted to Financial Specialist Senior! Both promotions are the result of reclassifying their former positions to a higher grade level.
- **LSO AUDIT:** The Legislative Services Office auditor has been on-site conducting a thorough review of FY19, FY20, and FY21. The audit has been going smooth and the auditor has been great to work with. So far, there haven’t been any issues or findings. They will continue their review through April and plan to have a draft report for us in May.
- **HR:** Governor Little’s HR Modernization project, running concurrently with Luma payroll and human capital management, is underway with full implementation slated for January 2023. This effort is on track for timely implementation. With HR Modernization, our HR Specialist will support other state agencies in addition to the ICfL but will stay on

site here. These changes will impact the ancillary duties he provides the agency.

Report from Talking Book Services (TBS) Program Supervisor LeAnn Gelskey

- **STUDIO:** The team continues to assess and evaluate the studio as we transition to the Hindenburg software. This will allow us to continue uploading our locally-produced titles to the National Library Service (NLS) collection. The Volunteer Coordinator position is in the process of being reclassified to TBS Program Specialist and will focus more on the technology skills needed to operate and maintain the studio.
- **ADVISORY COMMITTEE:** The advisory committee met in early March and received a presentation from the National Federation of the Blind on Newslines. This is a free audio news service for anyone who is blind, low-vision, deafblind, or otherwise print disabled that offers access to more than 500 publications, emergency weather alerts, job listings, and more. Everyone was appreciative of the information shared.
- **LET'S TALK ABOUT IT:** Amelia and I continue the transition of this great program. As she is wrapping the current run, she is looping me in and assisting me with the set-up of the next series for this fall. I'm excited to be taking on the program.
- **'THAT ALL MAY READ' MINI-GRANTS:** I'm pleased to announce the launch of the first-ever mini-grant to support Talking Books. With Stephanie's assistance and support, this opportunity will be open to all Idaho public libraries. Grants of \$1,000 are available to assist libraries in building large print collections, providing outreach, and/or obtaining assistive technology to ensure more Idahoans can read. We hope to fund 20 libraries. Stay tuned for more information.

Report from E-Services Program Supervisor William Lamb

- Doug Baker has accepted the Library Technology Consultant role that I vacated when promoted to E-Services Program Supervisor. Doug was our Web Developer at the agency assisting public libraries with their eBranch needs and will continue to provide that support for the near future. With Doug's multiple years of IT experience, I'm excited to see how he is able to assist libraries into the future.
- We are currently recruiting to fill a E-Resources Consultant position that will work with our LiLI databases, IDEA collection, and the ShareIdaho interlibrary loan program. This position closes on April 3rd.
- Phase 3 of the IT modernization was supposed to start July 1 but has been delayed by the Legislature. The Legislature is requesting some additional analysis from ITS before they can move forward. At this time, we are continuing with our internal E-Services team providing support to staff, and ITS is continuing to provide their normal support.

Report from Partnerships and Program Supervisor Amelia Valasek

- General Updates & Changes: I finished reviewing the ARPA Learn/Earn grant interim reports, connecting with grantees to identify concerns, and address revisions or project changes. We worked with the Shoshone Bannock tribe extensively to address delays with their bookmobile project. I continue to participate on various working groups/committees related to WIOA (Workforce Innovation and Opportunity Act).

Idaho's WIOA combined state plan was submitted in March and incorporates several new and updated references to library partnerships within the workforce system as part of that plan. In April and May, I will be assisting the Division of Career and Technical Education with their grant review process for the federally-funded Adult Education program (Title II, WIOA)

- Let's Talk About It: In March, I wrapped up the 2021-2022 local season with public libraries and worked with LeAnn on transitioning the program to her leadership in 2022. We finalized logistics for the Spring Virtual program launch, which is being offered in partnership with the Idaho Humanities Council (first session April 7).
- Summer Intern Grants: We have selected and awarded eight libraries to receive Summer Intern grants for summer 2022. They include Caldwell (funded 2019), Challis (funded 2021), Donnelly (funded 2021), McCall (funded 2021), Middleton (funded 2021), Mountain Home (funded 2021), Oneida County (new, Southeast Idaho), and Plummer (new, North Idaho). This year we are excited to be able to double the award amount from \$1,000 to \$2,000 to support more hours and better pay for the internships.
- Digital Access for All Idahoans (DAAI) State Plan: We have finalized the initial contact list and introductory materials so the digital access team can begin reaching out to various community partners this spring for digital needs assessment interviews.
- Telehealth Initiative: Throughout February and March, we met with several potential partners in the healthcare field, including staff from the Saint Luke's hospital system, Optum (who provides mental health services for Medicaid), C-WHO Behavioral Health (nonprofit), and staff from the Department of Health and Welfare. We also rolled out the Telehealth Trailblazer's grant in partnership with Blue Cross Foundation for health (final grantee information will be available at the Board meeting).