

AGENDA

BOARD OF LIBRARY COMMISSIONERS CITY OF LOS ANGELES

THURSDAY, DECEMBER 13, 2012

CENTRAL LIBRARY
BOARD ROOM, 4th FLOOR
630 W. 5TH STREET
LOS ANGELES, CA 90071

TIME: 11:00 A.M.

AGENDA: In compliance with Government Code Section 54957.5, you may view the agenda and all available documents related to the items at the Central Library's Information Desk or via the Internet at: http://www.lapl.org/about/blc_docs.html.

RULES OF DECORUM: Persons addressing the Commission shall not make impertinent, slanderous or profane remarks to the Commission, any member of the Commission, staff or general public, nor utter loud, threatening, personal or abusive language, nor engage in any other disorderly conduct that disrupts or disturbs the orderly conduct of any Commission Meeting and prevents the Commission from carrying out its public business. At the discretion of the Commission President or upon a majority vote of the Commission, the Commission President may order removed from the Commission meeting place any person who fails to observe the rules of decorum. Any person who has been ordered removed from a meeting may be charged with a violation of Penal Code Section 403, or other appropriate Penal Code or Los Angeles Municipal Code sections.

1. ROLL CALL
2. MINUTES FOR APPROVAL: 11/8/12
3. PUBLIC COMMENTS ON MATTERS
WITHIN THE BOARD'S JURISDICTION

(In accordance with Board Policy, a total of 15 minutes shall be allocated for public comment not to exceed three (3) minutes per speaker. Items arising during the public comment portion of the meeting shall be referred by the President to the staff or Board Committee for appropriate action or report back thereon to the Board.)

4. CITY LIBRARIAN'S COMMENTS AND ANNOUNCEMENTS
5. CITY LIBRARIAN'S REPORTS

CONSENT CALENDAR

(Commissioners who wish to discuss particular items should ask that such items be called as Special. The remaining items will be subject to a single vote.)

- a. RECOMMENDATION TO ACCEPT BOOK DROP, (EXHIBIT "A")
VALUED AT \$4,933.23, FROM THE FRIENDS OF THE
PALMS-RANCHO PARK BRANCH LIBRARY

BOARD DISCUSSION

- b. RECOMMENDATION TO APPROVE THE DEDICATION OF THE PALMS-RANCHO PARK BRANCH LIBRARY IN RECOGNITION OF RAY BRADBURY (EXHIBIT "B")
- c. RECOMMENDATION TO APPROVE THE MEMORANDUM OF AGREEMENT WITH THE LOS ANGELES POLICE DEPARTMENT FOR THE OPERATION OF SECURITY SERVICES (EXHIBIT "C")
- d. RECOMMENDATION TO RECEIVE AND FILE REPORT RE: THE COMPARISON OF FIRST QUARTER LAPL USAGE STATISTICS (EXHIBIT "D")

- 6. **VARIOUS COMMUNICATIONS: NONE**
- 7. **COMMISSIONERS' COMMENTS, ANNOUNCEMENTS AND REVIEW OF MATTERS PENDING**
- 8. **ADJOURNMENT**

NEXT BOARD MEETING NOTICE

THE NEXT BOARD MEETING IS SCHEDULED FOR THURSDAY, **JANUARY 24, 2013**, AT THE **CENTRAL LIBRARY**, 630 WEST FIFTH STREET, LOS ANGELES, CA 90071, CONVENING AT **11:00 A.M.**

FINALIZATION OF BOARD ACTIONS - CHARTER SECTION 245: In accordance with Charter Section 245, actions of the Board of Library Commissioners shall become final at the expiration of the next five (5) meeting days of the City Council during which the Council has convened in regular session.

PARKING: Reduced parking rate validation can be obtained by showing your library card at the Information Desk, and is only valid for parking on the Westlawn Garage at 524 S. Flower Street. The Westlawn Garage is not owned or operated by the Library Department. Additional information is available at www.lapl.org.

Title II of the American with Disabilities Act: the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodations to ensure equal access to its programs, services, and activities.


POSTED – 12/10/2012

FOR INFORMATION CONTACT: LIBRARY COMMISSION OFFICE (213) 228-7530

LOS ANGELES PUBLIC LIBRARY
BOARD REPORT

EXHIBIT A

December 13, 2012

TO: Board of Library Commissioners
FROM: John F. Szabo, City Librarian 
SUBJECT: **ACCEPTANCE OF GIFT FROM THE FRIENDS OF THE PALMS-
RANCHO PARK BRANCH LIBRARY**

RECOMMENDATION:

That the Board of Library Commissioners adopts the following resolution:

RESOLVED, That a gift of a new outside bookdrop installed at the Palms-Rancho Park Branch Library valued at \$4,933.23, received from The Friends of the Palms-Rancho Park Branch Library, be accepted; and

FURTHER RESOLVED, That a letter of thanks be sent to The Friends of the Palms-Rancho Park Branch Library, expressing the grateful appreciation of the Board and staff for the generous gift.

FINDINGS:

1. Gift of a new outside bookdrop including installation valued at \$4,933.23 at the Palms-Rancho Park Branch Library.
2. A letter of thanks should be sent to:

Mr. James Greenwood, President
Friends of the Palms-Rancho Park Library
2920 Overland Avenue
Los Angeles, CA 90064


Prepared by: Jené Brown, Interim Western Area Manager

Reviewed by: Cheryl Collins, Director of Branches

**LOS ANGELES PUBLIC LIBRARY
BOARD REPORT**

December 13, 2012

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian 

SUBJECT: **DEDICATION OF PALMS-RANCHO PARK BRANCH LIBRARY IN
RECOGNITION OF RAY BRADBURY**

RECOMMENDATION:

That the Board of Library Commissioners adopt the following resolution:

RESOLVED, That the Board of Library Commissioners dedicate the Palms-Rancho Park Branch Library in recognition of writer and Cheviot Hills resident Ray Bradbury.

FINDINGS:

BACKGROUND

1. The Board of Library Commissioners received letters from City Councilmember Paul Koretz (CD 5) and the Westside Neighborhood Council requesting that the Palms-Rancho Park library be dedicated to Ray Bradbury.
2. Mr. Bradbury, who died June 5, 2012, was a world famous author of such popular classics as "Fahrenheit 451," "The Martian Chronicles," "Something Wicked This Way Comes" and many other well-known and beloved books. Mr. Bradbury was a Cheviot Hills resident for many years, a strong and vocal supporter of libraries including the Los Angeles Public Library, and supported the Palms-Rancho Park Branch, where he gave readings and often met with his fans and admirers.
3. In 2007, at the request of the Friends of the Palms-Rancho Park Branch and following the Board of Library Commissioners' policy and its approval, an area of the branch was dedicated as the "Ray Bradbury Meeting Room and Terrace."

4. The criteria and procedure for recognition in branch facilities is stated in Board Policy 1:312:

To acknowledge citizen involvement and contributions to branch libraries, the Board of Library Commissioners may recognize individuals or organizations that have made substantial efforts or donations to enhance and improve library services in the Los Angeles Public Library:

- A. *The Board of Library Commissioners may dedicate a branch library in memory of an individual and approve the design and placement of a plaque within the library with the individual's name. Recommendations for the dedication of a branch library may be accepted and processed in accordance with the following requirements:*

1. *A written recommendation must be submitted to the Board of Library Commissioners to include a justification for the proposed dedication.*
2. *The justification shall include the person's prominent contributions to humanity, to the city, to the library, or to the community, and should demonstrate that the character and achievements of the individual set standards of excellence, served as a role model, and reflected the principles and ideals of American democracy, its diversity and plurality.*
3. *The recommendation shall be posted in the libraries and on the library Website for three months for review and the opportunity for comments by the public.*
4. *Library staff will evaluate the recommendation and community input in a report to the Board of Library Commissioners for its consideration of the request.*


5. In accordance with Board policy, the Library solicited responses from the public for three months and received a total of 23 responses; 22 of these supported the dedication of the branch in recognition of Ray Bradbury.

Prepared by: Cheryl Collins, Director of Branch Library Services

Reviewed by: Kris Morita, Assistant General Manager

LOS ANGELES PUBLIC LIBRARY
BOARD REPORT

December 13, 2012

TO: Board of Library Commissioners
FROM: John F. Szabo, City Librarian 
SUBJECT: **APPROVAL OF SECURITY SERVICES MEMORANDUM OF AGREEMENT WITH THE LOS ANGELES POLICE DEPARTMENT**

RECOMMENDATIONS:

THAT The Board of Library Commissioners adopt the following resolutions:

RESOLVED, That the Board of Library Commissioners approve the attached Memorandum of Agreement between the Los Angeles Police Department and the Los Angeles Public Library regarding the operation of security services;

FURTHER RESOLVED, That the City Librarian and the City Attorney be authorized to make technical changes to the agreement prior to execution; and

FURTHER RESOLVED, That the City Librarian be authorized to execute the agreement on behalf of the Los Angeles Public Library.

FINDINGS:

1. In FY 2005-06, the City Council established the Office of Public Safety (OPS) within the Department of General Services (GSD) to provide security services and basic law enforcement services to City owned and managed properties. In establishing the OPS, the security services of various City departments, including Sanitation, the Los Angeles Public Library (LAPL), Recreation and Parks, Convention Center, Zoo, and El Pueblo were consolidated.
2. As part of the Fiscal Year 2012-13 Adopted Budget, the Mayor and City Council consolidated police and security services from OPS into a new Security Services Division (SECSD) in the Los Angeles Police Department (LAPD).
3. With the assistance of the City Attorney's Office, LAPL and LAPD have developed a Memorandum of Agreement (MOA) that delineates terms and services to be provided by each party. As part of the MOA, the LAPD has assigned a liaison to the LAPL to work directly with the LAPL Business Manager to seek input on security operations, attend meetings as requested regarding

security matters, and coordinate the implementation of department security operations.

4. The term of the MOA is from January 1, 2013 to December 31, 2015. During the term of the agreement, the LAPD will be responsible for policing and security matters occurring at or directly adjacent to LAPL facilities.
5. Current service levels will be maintained, if not improved, under the terms of the MOA. In addition, LAPD will maintain the structural integrity and organizational hierarchy currently in place with OPS.

Prepared by: Kyle Millager, Business Manager

Reviewed by: Kris Morita, Assistant General Manager

MEMORANDUM OF AGREEMENT
Between
THE LOS ANGELES POLICE DEPARTMENT
And
THE LOS ANGELES PUBLIC LIBRARY
REGARDING THE OPERATION OF SECURITY SERVICES FOR
THE LOS ANGELES PUBLIC LIBRARY

This Memorandum of Agreement (hereinafter referred to as “MOA” or “Agreement”) is entered into by and between the Los Angeles Police Department (“LAPD”) and the Los Angeles Public Library (“LAPL”) (hereafter “Party” or “Parties”) concerning the provision of security services for the Los Angeles Public Library.

RECITALS

WHEREAS, LAPL consists of a Central Library, located at 630 W. Fifth Street, Los Angeles, CA 90071, and 72 branch libraries located at various locations throughout the City of Los Angeles. The LAPL attracts 14 million visitors annually to its libraries, which pose unique security requirements.

WHEREAS, the Los Angeles Police Department poses a unique security environment. Only the Central Library maintains a fixed post, and security is required to work closely with LAPL management, librarians, patrons;

WHEREAS, beginning in 2011, the Mayor and the City Council initiated efforts to consolidate police and security services from the Department of General Services, Office of Public Safety (OPS), into a new Security Services Division (SECSD) in the Los Angeles Police Department, with a goal of increasing effectiveness through centralization of police and security functions (Council File No. 11-1392);

WHEREAS, the LAPD recognizes that security operations at the LAPL are best served by maintaining the structural integrity and same LAPD civilian security personnel at the LAPL, and that such personnel should not be reassigned without consultation with the LAPL City Librarian.

NOW THEREFORE, the Parties hereby agree to the following terms and conditions for the provision of security services upon the property of the LAPL.

I. PURPOSE

The provisions of this MOA extend to policing and security matters occurring at or directly adjacent to the LAPL facilities. The Agreement exists to assist management, supervisory, and line personnel in making decisions related to the provision of law enforcement and security services at LAPL, and to delineate specific duties and responsibilities of each department to ensure service levels are met.

The LAPD and LAPL agree to cooperate in the operation of security services on LAPL premises. Staff from both departments agree to confer at least monthly with agreed upon formats in order to achieve common goals. Upon discussion, the specific deployment of security staff is to be agreed upon between the LAPL and LAPD. Such deployment is to be evaluated periodically, not less than once a month.

II. REPRESENTATIVES OF THE PARTIES

A. The representatives of the respective Parties who are authorized to administer this Agreement, and to whom formal notices, demands, requests and communications shall be given are as follows:

1. For the Los Angeles Public Library: John Szabo, City Librarian, 630 West Fifth Street, 4th Floor, Los Angeles, CA 90071; (213) 228-7515
2. For the Los Angeles Police Department: Charlie Beck, Chief of Police, Los Angeles Police Department, 100 West First Street, Suite 1072, Los Angeles, CA 90012; (213) 486-0150

B. Points of Contact

The Successive points of contact for all matters related to the implementation and execution of this MOA will be as follows:

1. Library Department
 - a. Business Manager
 - b. Assistant General Manager
 - c. City Librarian
2. Los Angeles Police Department
 - a. Chief Security Officer Assigned to the Central Library
 - b. Commanding Officer, Security Services Division
 - c. Assistant to the Director, Office of Special Operations
 - d. Director, Office of Special Operations
 - e. Chief of Police

III. TERM

The term of this MOA will commence on January 1, 2013, and will expire on December 31, 2015, unless terminated by written agreement of both Parties. Either Party may terminate this MOA without cause by providing the other Party 180 days written notification of its intent to terminate, served on a representative of the Party by certified mail. Unless written notice is provided by one Party to the other Party of non-extension of the MOA at least thirty (30) days prior to December 31, 2015, this MOA will be automatically extended for a one-year term commencing on January 1, 2016, subject to the same terms and conditions as the initial term. Either Party may re-negotiate the terms of the Agreement during the term of the Agreement and up to 30 days prior to the renewal date.

IV. ROLES AND RESPONSIBILITIES OF THE PARTIES

A. LAPD Responsibilities - General

1. The LAPD shall have primary responsibility for civilian security functions related to customer service, maintaining peace and order within the premises of the LAPL, enforcement of the Rules of Conduct established by the Board of Library Commissioners and by enforcing all City, State and Federal laws.
2. LAPD Police Officers will make arrests, issue citations, conduct preliminary investigations, and complete crime reports and other related reports concerning activity occurring at LAPL facilities.
3. LAPD is responsible for preventing violations of Municipal and State laws; enforcing ordinances and regulations pertaining to parking, traffic control, fire safety and property protection of land and facilities used by tenants or the public; staffing the Central Library to provide for safety and security of the public or City employees; standing post in the Central Library to provide security and information to the public; dissuading groups or individuals from vandalizing grounds or causing mischief; stopping fights and disorderly conduct through persuasion and appropriate action when necessary; dispersing unruly crowds; providing visual crime deterrence; preventing trespassing and unauthorized use of LAPL facilities; preventing public entry into restricted areas; exercising authority to halt unlawful activities; responding to emergencies and taking immediate action to control crowds, directing traffic or effecting evacuations; responding to calls for security services, including, but not limited to enforcing Library Rules of Conduct and policies, handling nuisances and disruptions that hinder the use of the library for other patrons and the staff and preparing comprehensive written reports involving accidents, fires, property damage and any other incident on or involving LAPL property, personnel, buildings or equipment.

B. LAPD Responsibilities – Specific

LAPD security personnel assigned to the LAPL will be responsible for the following activities:

1. Providing security (i.e., patrolling, etc.) at LAPL facilities to ensure the safety of City employees, visitors, and elected officials, and to provide law enforcement services.
2. Providing police response coverage by LAPD officers to all LAPL facilities on an as needed basis.
3. Providing routine patrol to all branch LAPL facilities and warehouses.
4. Providing security coverage for LAPL and City special events as well as third party special events at the Central Library and various branches throughout the City, during and after business hours .
5. Providing escort services for visiting dignitaries.
6. Monitoring security alarm systems at the Central Library, branches, and warehouses.
7. Monitoring fire/life/safety systems at the Central Library, branches, and warehouses.
8. Providing LAPL management with copies of all incident reports, and monthly cumulative reports on numbers, types and locations of incidents.
9. Notifying designated LAPL staff of critical incidents, and unusual occurrences in a timely manner, agreed upon by both Parties.
10. Providing vehicular and pedestrian traffic control in and directly adjacent to LAPL facilities.
11. Providing security services for building/facility common areas and building entrances.
12. Providing security at special events occurring on Library premises.
13. In conjunction with the Office of the City Attorney and the LAPD Threat Management Unit, providing assistance in obtaining Restraining Orders against patrons identified by LAPL, as circumstances dictate and provided by law. Such assistance shall include providing copies of crime and/or arrest

reports of such patrons in a timely manner to both the LAPL and City Attorney Threat Management Unit.

14. Providing security services at all Board of Library Commission meetings not held at the Central Library.

C. LAPD Response to Calls for Service

The LAPD is committed to preserve and provide safety at all LAPL locations. As such, all calls for service involving LAPL locations are to be considered urgent calls and will be answered immediately. Any police unit dispatched to respond to any LAPL location will be assigned Code 2, at a minimum. (*Ref. COP Notice 18.2.4 8/29/12*)"

D. LAPD Service Levels – General

The LAPD service level is going to be pro-rated based on vacancies in the Library Section of SECSO.

1. Training, vacations and sick time will be calculated in the overall service level of personnel and hours of service to the LAPL. A City - directed hiring freeze imposed on the LAPD may result in reduced service levels to the LAPL.
2. Vacant positions attributed to the LAPL will not count against the LAPD in terms of meeting annual service levels. However, the LAPD shall continue to provide uninterrupted security coverage for those positions deemed by LAPL to be critical to LAPL operations through reassignment of existing security personnel assigned to LAPL.
3. The Commanding Officer, Security Services Division, will manage security positions, communications operators, and administrative staff in order to ensure that negotiated MOA service levels are satisfied.

E. LAPD Service Levels/Response – Specific to the Library Department

These responsibilities should include, but shall not be limited to the following:

1. Personnel coverage should be equal to or greater than 880 gross weekly hours plus supervision and overtime at the Central Library facility 24 hours a day, seven days a week.

Personnel coverage (mobile patrol) should be equal to or greater than 840 gross weekly holidays plus supervision and overtime of the LAPL's branches on all open days.

2. Due to the Early Retirement Incentive Program (ERIP), constraints on hiring additional personnel and other budgetary factors, the LAPD is currently unable

to commit to providing 880 gross weekly hours of security coverage for the Central Library and 840 gross weekly hours for motor patrol, as requested by the LAPL. However, the LAPD agrees to confer with the LAPL within each of its budget cycles with the aim of adding additional personnel to the existing staffing level.

3. Subject to the City's Managed Hiring Policy, or any other City policy or program regarding personnel hiring, layoffs, or early retirement, etc., the LAPD will maintain the structural integrity and organizational hierarchy currently in place with OPS. The LAPL prefers that security personnel currently assigned to LAPL facilities continue to be deployed at LAPL to ensure that the knowledge and expertise regarding LAPL operations is retained. Any employee transferred in will undergo site specific training.

F. Management of Security Operations for the Library Department

1. The LAPD will assign a Chief Security Officer who will oversee the daily operations of security personnel at the LAPL and he or she shall be the ranking on-site civilian security supervisor over all civilian security personnel assigned to the LAPL. His/her duties shall include, but not be limited to, the following:
 - a. Directing, supervising, reviewing and evaluating the security activities for the LAPL's Central Library, regional libraries, branch libraries, and warehouses;
 - b. Developing and administering site-specific security plans for LAPL facilities;
 - c. Developing the methods of communication between LAPL and LAPD;
 - d. Overseeing the analysis of crimes committed on LAPL property so that preventative measures can be taken to minimize future risk;
 - e. Evaluating long-term LAPL security problems such as terrorist threats, civil disturbances and natural disasters; and,
 - f. Meeting with LAPL management on a regular basis to discuss matters of mutual concern.
2. The LAPD Library Chief Security Officer shall liaison with the LAPL's Business Office on all operational and administrative matters that affect LAPL security. The LAPL will have input on the selection of the Chief Security Officer. Upon written request by the City Librarian or his or her designee, and subject to the LAPD's personnel policies and the affected employee's Memorandum of Understanding, the LAPD will remove and replace the Chief Security Officer within 90 days whenever possible.

3. The LAPD further agrees that the Commanding Officer, Security Services Division, or his or her designee shall serve in the capacity of security advisor to the City Librarian and Board of Library Commissioners. In addition to line supervision of subordinate LAPD personnel assigned to the LAPL, the duties of this individual shall include, but not be limited to, the following:
 - a. Monitoring the analysis of crimes committed on LAPL property so that preventive measures can be taken to minimize future risk;
 - b. Monitoring the evaluation of long-term LAPL security problems such as terrorist threats, civil disturbances, natural disasters, homelessness, vagrancy, and mental illness;
 - c. Meeting with LAPL management on a quarterly basis, or as otherwise agreed by both Parties, to discuss matters of mutual concern; and,
 - d. Providing status reports to the Library Commission on a quarterly basis.

G. Overtime for Special Events and Filming

1. LAPD Security Services Division will be responsible for coordinating its involvement with all special events and overtime scheduling of staff for events occurring or directly related to the LAPL.
2. The LAPL shall be responsible for all costs related to special events and filming, including the reimbursement of any event-related LAPD overtime expenditures.
3. Security staff will be paid through the City payroll system at an overtime-rate per their assigned job classification salary. LAPD must provide invoices and corresponding overtime reports and/or City payroll system reports to LAPL for reimbursement and audit purposes.

H. General/Specific Responsibilities of the Library Department

1. The LAPL will designate a Liaison from the LAPL to LAPD.
2. The LAPL agrees to provide LAPD with adequate office and work space, and utilities at the Central Library, and provide applicable support services when necessary.

Note: Any modifications to the security workplace must receive prior approval from the LAPL.

3. The LAPL shall provide LAPD access to all facilities.
4. LAPD Security staff assigned to the Central Library will be permitted to purchase monthly parking at the LAPL's employee parking facility at 406 South Olive Street. All full-time Security staff electing to purchase parking will be required to purchase such parking through payroll deduction.
5. Consistent with the practice as of the date of the execution of this Agreement, the LAPL owns and shall maintain the fixed assets related to security at all LAPL properties.
6. The LAPL will maintain the life/fire/safety and security system at the Central Library and security systems at all branch libraries. The LAPL will be responsible for coordinating with the Department of General Services to provide maintenance for all life/fire/safety systems at the branch libraries.

I. Service Request Protocols for Library Department

LAPD SECSO Watch Commanders and sergeants will be available on a 24/7 basis to ensure that service levels are met. LAPD Communications Division will be operational 24/7 for calls for service.

J. Reporting Procedures – LAPD SECSO

1. Reports and Records: The LAPD will maintain crime, arrest and other related reports and provide copies of reports to the LAPL Business Manager.
2. The LAPD SECSO on-site supervisor will provide LAPL management with a daily brief as requested, listing activities that occurred at, or adjacent to, LAPL facilities and will provide a monthly statistical report.

K. Property Procedures (Lost and Found)

1. Property found abandoned at the LAPL branches (absent the Central Library) shall be maintained by the branch library, which will be responsible for its disposition. Disposition may include transfer to LAPD, where appropriate.
2. Property found abandoned at the Central Library will be maintained by SECSO personnel assigned to the Central Library. Abandoned property at the Central Library shall be booked into LAPD property per LAPD procedures within 30 days after it has been taken into the custody of SECSO.

L. Security Vehicles

LAPD SECSO will provide security vehicles in support of security operations at the LAPL facilities. LAPL will provide all LAPD-issued security vehicles garaged at the

Central Library with a key card for access to the underground parking located at the Central Library.

M. Communications

The LAPD will maintain communications operations for receiving and dispatching calls for service, as well as maintaining radio and telephone communications with LAPD police personnel.

N. Notifications – Critical and Non-Critical Incidents and Unusual Occurrences

1. Whenever LAPD SECSO becomes aware of an issue that will directly impact the LAPL, LAPD SECSO will make notification to the LAPL Business Manager as soon as possible.
2. Whenever the LAPL becomes aware of an incident or event with the potential to impact any aspect of City property, facilities, or operations, the LAPL will notify the LAPD SECSO as soon as possible.

O. Labor Demonstrations

The handling of labor demonstrations at any LAPL property or facility requires coordination between the LAPL and the LAPD. In order to manage these events in a manner consistent with policing procedures throughout the City, all labor demonstrations, strike activity, or related events will be handled in a manner consistent with LAPD policy.

P. LAPD Liaison

1. The LAPD will designate Senior Lead Officers (SLO) to act as liaisons with LAPL staff at the branch libraries, and with the Central Library Chief Security Officer. The SLOs will be responsible for identifying and resolving problems, addressing complaints, meeting with community groups and working with LAPL and LAPD staff to provide a coordinated response to problems related to the LAPL.
2. The Commanding Officer, Security Services Division will ensure that the LAPD liaisons for the LAPL, including subordinate personnel, are monitored with sufficient oversight.
3. The Commanding Officer, Security Services Division, will manage security positions and support staff to ensure that the negotiated MOA services levels are satisfied.

Q. Major Incidents/Occurrences

In the event of a major incident, the LAPD will be responsible for:

1. Evacuation of affected LAPL buildings;
2. The establishment and maintenance of perimeters on LAPL property as needed; and,
3. Security and access control of LAPL property/facilities under the jurisdiction of the LAPD.

V. PROVISION OF LAW AND SEPARABILITY

The Parties agree that this MOA is subject to all applicable current and future federal, state, and local laws, the Los Angeles City Charter, and any applicable rules and regulations enacted by independent commissions of the City (collectively, "Laws"). If any article, part, or provision of this MOA is in conflict or inconsistent with such laws, or is otherwise held to be invalid or unenforceable by any court of competent jurisdiction, such MOA article, part, or provision will be suspended and superseded by such Laws and/or court ruling, and the remainder of this MOA will not be affected thereby, unless the essential purpose of this MOA will be materially impaired thereby.

Nothing in this MOA is intended to restrict or limit the authority and duty of the Chief of Police to enforce City Ordinances and the penal provisions of the City, State, and federal government, and to enforce the law enforcement responsibilities mandated by Executive Directives of the City of Los Angeles. In addition, the Chief of Police, LAPD, or their designee, is the final authority and is responsible for all personnel matters involving members of the LAPD.

VI. RESOLUTION OF DISPUTES REGARDING TERMS OF THIS AGREEMENT

- A. Should any disputes arise, both Parties agree to meet in good faith within five (5) business days to resolve the dispute. Both Parties commit to dedicate the necessary time and personnel to promptly resolving all disputes.
- B. MOA related disputes between the Parties will be resolved through the appropriate chain of command. If the matter in dispute involves a law enforcement issue that requires immediate resolution, the decision of the on duty Watch Commander of the LAPD Area in which the matter arose, will be followed until such time that the matter can be reviewed at a higher level.
- C. Every effort has been made to incorporate the concerns of both agencies while ensuring effective and efficient services to the public.

VII. EXECUTION OF AGREEMENT

This Memorandum of Agreement (MOA) is entered into by the LAPD and the Los Angeles Public Library Department, and becomes effective January 1, 2013 upon execution by the authorized representative for the LAPL and the Chief of Police.

IN WITNESS WHEREOF, the LAPL and LAPD have caused this MOA to be executed by their duly authorized representatives.

CHARLIE BECK
Chief of Police
Los Angeles Police Department


Date

JOHN F. SZABO
City Librarian
Los Angeles Public Library

Date

**LOS ANGELES PUBLIC LIBRARY
BOARD REPORT**

December 13, 2012

TO: Board of Library Commissioners
FROM: John F. Szabo, City Librarian 
SUBJECT: **QUARTERLY LAPL USAGE STATISTICS**

RECOMMENDATION:

THAT, The Board of Library Commissioners receive and file this report regarding the comparison of first quarter LAPL usage statistics.

FINDINGS:

1. The attachment provides a comparison for the following statistics: number of service hours, number of public computer hours, number of pc reservations, number of wi fi connections, number of hits on our web pages, number of library cardholders, number of holds/reservations placed, number of holds filled, number of visits to our 73 libraries, circulation, number of programs and attendees. Usage statistics are provided for the last three years as well as the first quarters of FY 2011-12 and FY 2012-13.
2. Staff are working on a revised format for this report, which will more effectively represent library usage.

Attachment

Prepared by: Kris Morita Assistant General Manager

LAPL STATISTICS

	FY 2009-10	FY 2010-11	FY 2011-12	7/1/11 - 9/30/11	7/1/12 - 9/30/12
SERVICE HOURS	180,036	144,115	153,430	39,166	38,721.5
NO. OF PUBLIC COMPUTER HOURS	5,496,214	4,283,442	4,550,355	1,162,872	1,148,266
NO. OF PC RESERVATIONS	3,319,885	2,401,852	2,542,099	678,465	660,757
NO. OF WIRELESS CONNECTIONS	589,817	518,084	898,022	185,052	303,719
NO. OF HITS ON WEB PAGES	155,390,956	95,111,858	114,660,066	25,995,083	32,336,910
NO. OF CARDHOLDERS	1,368,354	1,231,764	1,076,578	1,274,800	1,071,774
NO. OF HOLDS PLACED	1,639,085	1,497,373	1,482,624	392,244	369,475
NO. OF HOLDS FILLED	1,408,833	1,312,950	1,305,033	349,574	325,938
CIRCULATION					
Branches	12,680,954	11,070,136	10,702,836	2,886,964	2,635,351
Central Library	1,159,668	951,235	942,421	252,291	230,992
Renewals (Web & Phone)	2,355,114	2,112,915	2,096,885	535,945	509,783
Downloads	328,556	1,010,518	1,594,890	325,236	460,547
GRAND TOTAL	16,524,292	15,144,804	15,337,032	4,000,436	3,836,673
NO. OF VISITORS	16,041,407	12,673,629	13,821,289	4,068,181	3,659,384

LAPL STATISTICS

	FY 2009-10	FY 2010-11	FY 2011-12	7/1/11 - 9/30/11	7/1/12 - 9/30/12
CHILDREN'S PROGRAMS (Number held) (Number of Attendees)	5,116 150,813	4,868 148,113	5,798 160,895	1,703 49,357	1,633 56,432
TEEN PROGRAMS (Number held) (Number of Attendees)	3,381 39,454	3,785 44,697	3,766 44,001	948 11,481	939 14,267
ADULT PROGRAMS (Number held) (Number of Attendees)	4,434 124,777	6,791 108,577	6,485 130,228	1,468 22,829	1,725 25,009
CHILDREN'S CLASSROOM VISITS (Number of Classes) (Number of Students)	4,633 97,404	5,067 111,979	5,434 121,275	523 11,590	480 8,646
CHILDREN'S CLASS VISITS TO THE LIBRARY (Number of Classes) (Number of Students)	2,196 41,745	2,179 40,093	2,297 43,580	434 7,319	377 9,350
YOUNG ADULT CLASSROOM VISITS (Number of Classes) (Number of Students)	2,149 49,308	1,575 42,830	1,714 53,276	191 9,708	132 4,653
YOUNG ADULT CLASS VISITS TO THE LIBRARY (Number of Classes) (Number of Students)	591 9,361	515 9,592	789 11,058	112 1,510	151 2,835

**MATTERS PENDING
BOARD OF LIBRARY COMMISSIONERS
DECEMBER 13, 2012**

<u>SUBJECT</u>	<u>SCHEDULED FOR BOARD MEETING</u>
1. STRATEGIC PLAN DEVELOPMENT DISCUSSIONS	MONTHLY
2. QUARTERLY COMPARATIVE STATISTICS REPORT ON SERVICES & GOALS (OCT-DEC) (HIRANO-NAKANISHI/WIEDER-9/22/11)	JANUARY 2013
3. REPORT ON THE IN-KIND FINANCIAL SUPPORT THE LIBRARY DEPARTMENT PROVIDES TO THE LIBRARY FOUNDATION OF LOS ANGELES (WIEDER-8/9/12)	TO BE DETERMINED

COMMISSIONERS' OVERSIGHT RESPONSIBILITY

Library Foundation of Los Angeles

- PRESIDENT MARSHA HIRANO-NAKANISHI
- COMMISSIONER TYREE WIEDER

Board Policies

- PRESIDENT MARSHA HIRANO-NAKANISHI