

MINUTES

BOARD OF LIBRARY COMMISSIONERS CITY OF LOS ANGELES

May 26, 2022

A Regular Meeting of the Board of Library Commissioners was held via teleconference at 11:03 a.m. on the above-written date.

1. Roll Call:

Present:	President Vice-President Commissioner	Bích Ngọc Cao Kathryn Eidmann Josefa Salinas
Absent:	Commissioner Commissioner	Arianne Edmonds Dale Franzen

Also present via teleconference: City Librarian John F. Szabo; Deputy City Attorney Basia Jankowski; Library staff and members of the public.

2. Opening Remarks: None

3. Approval of the Minutes: Regular Meeting - April 28, 2022

It was moved by Commissioner Salinas and seconded by Vice President Eidmann to approve the Minutes of the Regular Meeting held on April 28, 2022. The motion passed with 3 Ayes (Cao/Eidmann/Salinas). Noes: 0. Absent: 2 (Edmonds/Franzen).

**4. Public Comments on Matters
Within the Board's Jurisdiction:** None.

**5. City Librarian's Comments
and Announcements:**

- **“Something in Common” Exhibit:** This new exhibit, funded and curated by the Library Foundation of Los Angeles, recently opened in the Central Library's Getty Gallery. The exhibit is about belonging in the community and highlights a number of organizations throughout Southern California that bring people together, particular hobbies and interests including groups that use LAPL libraries as gathering places.
- **The Big Read:** Thi Bui's debut graphic memoir, *“The Best We Could Do”* was selected by the National Endowment for the Arts (NEA) for this year's Big Read. The book tells the story of Bui's family in the years before, during and after the Vietnam War. LAPL worked with the Department of Cultural Affairs to offer an online discussion with the author, multiple book club events at all 73 libraries, art and zine making workshops to explore the book's graphic style. So far this year, the book has been checked out more than 2,000 times in hard copy and e-book form.

Pacific American Heritage Month and Jewish American Heritage Month celebrations in May: To celebrate both, the Watts Branch Library offered a craft program for children to make polka dot art inspired by Japanese artist Yayoi Kusama and Jewish artist Roy Lichtenstein. Many programs for all ages are being offered throughout the Library system.

June is LGBTQIA Pride Month: The Library will be participating in the L.A. Pride Parade on June 12. Also, LAPL was represented and was a sponsor at RuPaul's DragCon! An estimated 50,000 people attended the weekend festivities at the L.A. Convention Center. More than 4,000 people visited the LAPL booth, and staff issued 200 library cards and distributed 4,000 promotional items.

Irish Dignitaries Visit Central Library: Last week, Central Library staff welcomed Dan Mulhall, Ambassador of Ireland to the United States. He and his wife, Greta Mulhall, were joined by Marcella Smyth, Consul General of Ireland in Los Angeles on a Library tour with a stop in Rare Books with a special display that included a rare first edition of *Ulysses* by James Joyce; the oldest book in the LAPL's collection, a medieval manuscript that once belonged to the Augustinian priory of Nostell in Yorkshire, England; and *Reveries Over Childhood and Youth* by William Butler Yeats, printed in 1915 by the press of his sister, Elizabeth C. Yeats. Ambassador Mulhall signed and gifted LAPL his recent book, *Ulysses: A Reader's Odyssey*.

Journal of Life: Adult Literacy staff has concluded a very successful creative writing series designed to reinforce literacy learners' English language skills and empower them by celebrating their individual stories. The program, which drew nearly 50 participants, was held virtually in partnership between the Office of Education and Literacy and the non-profit DSTL (Develop Skills and Transcend Limits) Arts. *Journal of Life* culminated last month with an online and in-person event in the Central Library with an unveiling of their anthology where many students read their works. Copies of the book will be available at each of our 73 libraries.

Career Online High School Program Update: 723 Angelenos have now received their accredited high school diploma through the Los Angeles Public Library.

Board President Cao congratulated the graduates of the COHS program. She also recommended the "Something in Common" Exhibit, saying that it is whimsical, strange, and fun. She stated that she was happy that the Library had asked her to write an intro to the reading guide for the Big Read's "The *Best We Could Do*" guidebook.

6. City Librarian's Reports:

Consent Item(s)

It was moved by Commissioner Salinas and seconded by Vice President Eidmann to approve the Consent Item, Exhibit A. The motion passed with 3 Ayes (Cao/Eidmann/Salinas). Noes: 0. Absent: 2 (Edmonds/Franzen).

- a. **Approval of Findings to Continue
Teleconference Meetings Pursuant to AB 361:** APPROVED.
(Public Hearing was held at the Regular Meeting of October 14, 2021.)

Determination in accordance with AB 361 Section 3 (e)(3) that, while the state of emergency due to the Covid-19 pandemic, as originally proclaimed by the Governor on March 4, 2020, remains active and/or state or local officials have imposed or recommended measures to promote social distancing, this legislative body has reconsidered the circumstances of the state of emergency and that the state of emergency continues to directly impact the ability of the members to meet safely in person and/or state or local officials continue to impose or recommend measures to promote social distancing.

Discussion Items

- b. **Recommendation to approve the First Amendment
to Contract No. 821 (C-134237) with Sutherland
Consulting Group dba EdTechnologyFunds, Inc.:** APPROVED

It was moved by Commissioner Salinas and seconded by Vice President Eidmann to approve the following resolution. The motion passed with 3 Ayes (Cao/Eidmann/Salinas). Noes: 0. Absent: 2 (Edmonds/Franzen).

LIBRARY RESOLUTION NO. 2022-18 (C-13)

WHEREAS, The Federal Communications Commission (FCC) makes federal funds available to schools and libraries for telecommunications services through a competitive program known as E-Rate; and

WHEREAS, On July 25, 2019, the Board of Library Commissioners ("Board" or "Library") approved a contract with the Sutherland Consulting Group dba EdTechnologyFunds, Inc. ("Contractor") to assist with the development and administration of a Request for Proposal (RFP) to solicit bids for E-Rate Category 2 Information Technology Projects and implementation of the projects (Library Resolution No. 2019-28 [C-24]); and

WHEREAS, On October 15, 2019, the Library and Contractor executed Contract No. 821 (C-134237) with a start date of July 1, 2019 and an expiration date of June 30, 2022; and

WHEREAS, The Library requires the continued assistance of the Contractor on the eleven (11) current projects approved by the FCC, assist with federal audits upon completion of the projects, and prepare and submit documents for additional projects as the FCC has announced the continuation of the E-Rate program; and

WHEREAS, The Contractor has an existing contract with the County of San Diego (Contract No. 566127), which expires on June 30, 2023, and provides for all necessary services and support for the following: the E-Rate application process, Request for Proposals process, the competitive bid process, the E-Rate application submission process, compliance with the E-Rate program, funding summary, quarterly review meetings, and provide training and consultation to Library staff; and

WHEREAS, The Contractor has the experience, expertise and ability to provide comprehensive E-Rate program support to comply with FCC requirements and to meet the needs of the Library; and

WHEREAS, On May 26, 2022 the Board found, in accordance with Charter Sections 371(e)(10) and 1022 and Los Angeles Administrative Code Section 10.15(a)(10) that the services to be provided are professional, expert, and technical services of a temporary and occasional nature, and that it is more economical and feasible to have this work performed by an independent contractor than by City employees; and, that the Library is able to enter into a contract with the Contractor pursuant to Charter Section 371(e)(8) and Los Angeles Administrative Code Section 10.15(a)(8) as the contract is based on an existing contract established by the County of San Diego (Contract No. 556127) which expires on June 30, 2023, and meets the needs of the Library; and

WHEREAS, On May 26, 2022, the Board approved the First Amendment to Contract No. 821 (C-134237) with Contractor for a term to expire on June 30, 2023, and a contract amount not to exceed \$150,00 per fiscal year (July 1st – June 30th), to allow the Contractor to continue to assist with the current projects approved by the FCC, including assistance with federal audits upon completion of projects, and the submission of documents for additional projects as the FCC has announced the continuation of the E-Rate program; and

WHEREAS, Funds are available in the Library's Contractual Services Account 3040 to compensate Contractor for services provided in accordance with the First Amendment to Contract 821 (C-134237):

THEREFORE, BE IT RESOLVED, That the Board adopts the recommendations and findings of the City Librarian's Board Report and approves the First Amendment to Contract No. 821 (C-134237) between the Library and Contractor; and

FURTHER RESOLVED, That the City Librarian and City Attorney are authorized to make any technical changes, if needed, to the First Amendment to Contract No. 821 (C-134237); and

FURTHER RESOLVED, That the Board President is authorized to execute the First Amendment to Contract No. 821 (C-134237) upon approval of the Mayor and City Council.

**7. Oral Update from the Ad Hoc Committee
on Re-imagining Safety & Security**

Board President Cao reported that the committee had met this week and learned some exciting news about the social worker position, and they also discussed training for staff and incoming Customer Representatives, and the RFQ for mental health services. She asked City Library John F. Szabo to provide more details.

Mr. Szabo stated the funding that was included in the Mayor's Proposed Budget released on April 20 and approved by Los Angeles City Council is critical to the success of the initiative. He said staff will bring the final budget to be adopted by the Board in June. Staff working on the Bridge to Jobs Program have identified a particular

program at Southwest and Compton Colleges called *Careers for a Cause*, which has enrollees that have lived experiences that are very much the candidate pool we are looking to hire from the Bridge to Jobs Program. They are also going to work with other organizations that Bridget to Jobs works with to bring recruits into these roles. Some of the organizations the Library will contract with through the RFQ process will offer training for the Community Service Representatives.

Mr. Szabo stated that the exam for the Social Worker Position has been scheduled for July. The RFQ for mental and social services has received interest from various organizations and twelve of them came to the May 18 pre-proposal conference. He noted that the Library has begun a regional training program using trauma-informed approaches to library services, including training on establishing communication boundaries and public service. He said this is a broader effort to provide training to staff in dealing with situations and incidents in a more effective manner.

Discussion

Commissioner Salinas inquired whether active shooter training had been provided to staff. Mr. Szabo replied that the training had already been provided and it will continue to be provided, since there are new employees coming into the organization.

Commissioner Salinas said it would be great if active shooter training could be provided quarterly or semi-annually.

Vice President Eidmann stated she was excited that the social worker hiring timeline has been accelerated.

8. Commissioners' Comments and Announcements

Board President Cao announced that the next Regular Meeting of the Board is scheduled for Thursday, June 9, 2022, at 11:00 a.m., via Teleconference.

9. Adjournment: The meeting was adjourned at 11:30 a.m.

ATTEST:

Bích Ngọc Cao
President

Raquel M. Borden
Board Executive Assistant

Approved: 7/14/2022