

PLP Executive Committee Agenda

**October 18, 2021
10:00 a.m. via Zoom**

<https://us02web.zoom.us/j/87318876908?pwd=aE9ObnFzbWdCNlJtTEMzUE45WDN0QT09>

Meeting ID: 873 1887 6908 Passcode: 836698

Call-in Option: (669) 900-6833

I. Introductions

II. Approval of Consent Calendar (Action Item)

- | | | |
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| A. Adoption of the Agenda | Baker | |
| B. Approval of the September 21, 2021 Special Meeting Minutes | Baker | Attachment 1, pg. 3 |
| C. Acceptance of PLP Staff Development Committee Annual Report | Tai | Attachment 2, pg. 5 |
| D. Review and Approval of the FY 2021/22 Innovation and Opportunity Grant Awards | Alvarez | Attachment 3, pg. 11 |

III. New Business

- | | | |
|--|-----------|----------------------|
| A. Review and Consideration of AB 361 and Implications for PLP Executive Committee Meetings (Action Item) | Baker | Attachment 4, pg. 12 |
| B. PLP Training Discussion | Frost/Lee | Attachment 5, pg. 31 |
| C. LSTA Competitive Grants FY 2022/23 – PLP Ideas | Frost | |
| D. Finance | | |
| 1. Review and Approval of CLA Contract for Support of PLP Future of Libraries Conference (Action Item) | Frost | Attachment 6, pg. 34 |
| 2. Acceptance of ARPA Statewide Workforce Development and Support Grant (Action Item) | Frost | Attachment 7, pg. 35 |
| 3. Acceptance of LSTA Statewide Workforce Development and Support Grant (Action Item) | Frost | Attachment 8, pg. 37 |

IV. Reports

- | | | |
|---|----------|-----------------------|
| A. PLP Middle Manager and Executive Leadership Professional Development Groups | Light | Attachment 9, pg. 39 |
| B. PLP President’s Report | Baker | |
| C. PLP CEO’s Report | Frost | |
| D. State Library Report | DePriest | Attachment 10, pg. 40 |

V. Agenda Building and Location for Next Meeting on January 24, 2022

VI. Public Comment - (Individuals are allowed three minutes, groups in attendance five minutes. It is System policy to refer matters raised in this forum to staff for further investigation or action if appropriate. The Brown Act prohibits the Executive Committee from discussing or acting on any matter not agendized pursuant to State law.)

VII. Announcements

VIII. Adjournment

Brown Act: The legislative body of a local agency may use teleconferencing in connection with any meeting or proceeding authorized by law. Cal. Gov't Code § 54953(b)(1). A "teleconference" is "a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both." Cal. Gov't Code § 54953(b)(4). A local agency may provide the public with additional teleconference locations. Cal. Gov't Code § 54953(b)(4).

The teleconferenced meeting must meet the following requirements:

- (1) it must comply with all of the Act's requirements applicable to other meetings;
- (2) all votes must be taken by roll call;
- (3) agendas must be posted at all teleconference locations and the meeting must be conducted in a manner that protects the statutory and constitutional rights of the parties or public appearing before the body;
- (4) each teleconference location must be identified in the notice and agenda and each location must be accessible to the public;
- (5) during the teleconferenced meeting, at least a quorum of the members of the legislative body must participate from locations within the boundaries of the body's jurisdiction; and
- (6) the agenda must provide the public with an opportunity to address the legislative body at each teleconference location. Cal. Gov't Code § 54953(b).

Meeting Locations:

Los Gatos Library, 100 Villa Avenue, Los Gatos, CA 95030

Monterey Public Library, 625 Pacific Street, Monterey, CA 93940

Mountain View Public Library, 585 Franklin Street, Mountain View, CA 94041

PLP Office, 32 West 25th Avenue, Suite 201, San Mateo, California 94403

San Mateo County Community College District, 3401 CSM Drive, San Mateo, CA 94402

South San Francisco Public Library, 840 West Orange Avenue, South San Francisco, CA 94080



Pacific Library Partnership

PLP Executive Committee SPECIAL MEETING

September 21, 2021
3:00 p.m. via Zoom

MINUTES

Committee:

Ryan Baker, President
Jamie Turbak, Vice-President
Cindy Chadwick
Tracy Gray
Thomas (Tom) Rosko
Valerie Sommer
Elnora Tayag
Inga Waite

System Staff:

Yemila Alvarez, PLP
Andrew Yon, PLP

The meeting was called to order at 3:01 p.m. by President Baker.

I. Introductions

A roll-call vote was taken. All members were present.

II. Approval of Consent Calendar

A. Adoption of the Agenda

B. Approval of the August 13, 2021 Special Meeting Minutes

The Consent Calendar was approved as presented. (M/S Sommer/Waite)

III. New Business

A. Finance

1. Review and Approval of CLSA 2020-21 Annual Report

President Baker presented the CLSA 2020-21 Annual Report asking if there were any questions. A motion was made and passed unanimously via roll-call vote to approve the CLSA 2020-21 Annual Report as presented. (M/S Waite/Sommer)

2. Review and Approval of CLSA 2020-21 System Expenditure Report

President Baker presented the item stating that it is the related budget for the Annual Report just approved detailing expenditures over the last fiscal year. A motion was made and passed unanimously via roll-call vote to approve the CLSA 2020-21 System Expenditure Report as presented. (M/S Waite/Sommer)

3. Review and Approval of CLSA 2021-22 Amended Plan of Service

President Baker presented the item stating that the original CLSA 2021-22 Plan of Service presented included a 50% reduction in CLSA funding which the State Library has since restored back to 100%. The revisions discussed at the previous meeting are reflected in the revised service plan. You confirmed the revisions discussed are reflecting restoration of CLSA funds and changes as a result of that restoration. Baker mentioned the figures in the document will be the ones presented to the State Library. A motion was made and passed unanimously via roll-call vote to approve the CLSA 2021-22 Amended Plan of Service as presented. (M/S Waite/Sommer)

4. Review and Approval of CLSA 2021-22 System Detailed Budget

President Baker presented the item stating that the detailed budget accompanies the Amended Plan of Service that was just approved. A motion was made and passed unanimously via roll-call vote to approve the CLSA 2021-22 System Detailed Budget as presented. (M/S Waite/Sommer)

IV. Reports

A. PLP President's Report

There was a report that AB 361 was signed recently, which affects virtual meetings and how they are approached. It stipulates that teleconferencing may continue for public agencies under the currently suspended portions of the Brown Act should local guidelines still require a recommendation for social distancing or should there be another health and safety reason meetings must continue in this format, and that a vote must be taken every 30 days to continue meeting in this format under the suspended guidelines. The alternative is that public agencies would revert to the standard Brown Act requirements regarding teleconferencing, which require that all locations from which a voting member is participating must be both listed on the Agenda and accessible to the public, and at least a quorum of the body to attend from within the boundaries of the body's jurisdictional area.

B. PLP CEO's Report

It was mentioned that announcement for the Innovation and Technology grants will be made some time next week.

V. Agenda Building for Next Meeting on October 18, 2021

A. AB 361 and Continuation of Teleconferencing

VI. Public Comment

There was no public comment.

VII. Announcements

The libraries shared announcements.

VIII. Adjournment

The meeting was adjourned at 3:11 p.m. by President Baker.

Pacific Libraries Partnership Staff Development Committee 2020-2021 Annual Report

PLPSDC Annual Report 2020-2021

Purpose

The Pacific Library Partnership Staff Development Committee (PLPSDC) identifies areas of interest to stimulate ideas and discussion regarding library training and development needs with an emphasis on building staff knowledge and skills in new and emerging areas.

Goals

1. The PLPSDC will promote, publicize, and share information about staff development events to member libraries.
2. The PLPSDC will identify and creatively respond to the unmet staff development needs of participating member libraries in an effective, efficient, and timely manner.
3. The PLPSDC will plan and implement workshops based on the identified staff development needs and interests of participating member libraries, which will be open to all interested persons.
4. The PLPSDC will recruit new members as needed, who will attend meetings regularly and participate actively on the committee.
5. The PLPSDC will serve in a mentoring capacity providing opportunities for support and guidance to new library staff developers.

Objectives

1. To present no fewer than two programs on topics of general interest to library staff members including one appropriate for all levels of library staff.

Future of Libraries 2020: Focus on Equity, Anti-racism, and Work in the New Normal was held as a virtual conference via Zoom on October 7th and 8th, 2020. Given the COVID-19 pandemic and virtual format, it was held 9am-1pm each day, with an optional open-chat session after, with aims to avoid Zoom-burnout as well as allow staff extra time in their workday. CALL (California Libraries Learn), a joint project of the California Library Association and California State Library, also stepped in to provide sponsorship for the conference, funding our speaker and setup fees, as well as sponsoring all California public library staff. Given the sponsorships and virtual format, the event had a huge number of attendees, with some libraries opting to use the conference as their Professional Development Day.

Day 1: Race and Equity began with presentations by Consultant Celesté Martinez reflecting on oppression, and Stacy Collins of Simmons University on considerations of language in addressing EDI work. These were then followed by a presentation on the California Cultivating Race Equity and Inclusion (CREI) Initiative with Patty Wong and Chantel Walker, and the Denver Public Library's recent work with new Equity, Diversity & Inclusion Manager Ozy Aloziem. The event also included a video from drag performer Coco Buttah, both as an example of at-home event possibilities and a fun interlude, and ended the day on a panel discussing EDI and Libraries. The presentations offered a lot of information on how to consider racism and oppression in our lives, and the chat thread proved to be a space for people to share and build community. The specific presentations for the first day were as follows:

- *The Four I's of Oppression*
 - Celesté Martinez, Owner & Founder, Celestial Alegria
- *Diversity and Language*
 - Stacy Collins, Research & Instruction Librarian, Simmons University
- *Video Performance: Black Parade*
 - Coco Buttah
- *California CREI (Cultivating Race Equity and Inclusion) Initiative*
 - Patty Wong, President-Elect, ALA; City Librarian, Santa Monica Public Library
 - Chantel Walker, Assistant Director of County Library Systems, Marin County Free Library
- *Denver Public Library Report*
 - Ozy Aloziem, Equity, Diversity, & Inclusion Manager, Denver Public Library
- *EDI and Libraries Panel*
 - Ozy Aloziem, Equity, Diversity & Inclusion Manager, Denver Public Library
 - Stacy Collins, Research & Instruction Librarian, Simmons University
 - Alison Macrina, Founder & Director, Library Freedom Project
 - Chantel Walker, Assistant Director of County Library Systems, Marin County Free Library

Day 2: Transformation in the New Normal presented concerns related to operating and reaching communities given the backdrop of the pandemic. The day started with a presentation by Tess Wilson of the Library Freedom Project to discuss privacy and surveillance concerns, especially in the context of digital library offerings and concerns like police presence. Alan Fishel, Skip Dye, and Paula Miller presented on how libraries advocate for themselves using the E's of Libraries, and we received a great deal of information on the REALM project from Sharon Streams and Carol Frost, allowing for a better understanding of

COVID transmission and materials for archives, libraries, and museums. The last big presentation featured Librarians Rachel Fager and Lauren Wittek to discuss accessibility in virtual environments, with consideration for captioning, text-to-speech, and learning differences. The committee also had recorded lightning talks from Librarians Liz Romero, Pam Evans, and Stacy Lein, plus a live talk by Angi Brzycki, which offered quick presentations on successful programming and engagements implemented in this “new normal.” The specifics for the second day were as follows:

- *Privacy, Surveillance, Ethics During Crisis*
 - Tess Wilson, Library Freedom Project
- *Advocacy in COVID Times with the E's of Libraries*
 - Alan Fishel, Author of *Proving Your Library's Value: Persuasive, Organized, and Memorable Messaging*; Board Member, United for Libraries; Counsel to ALA
 - Skip Dye, SVP, Library Sales and Digital Strategy, Penguin Random House; Board Member and 2018-2019 President, United for Libraries
 - Paula Miller, Director, Baltimore County Library
- *Update from the REALM project: RE-opening Archives, Libraries, and Museums*
 - Sharon Streams, REALM Project Director, OCLC
 - Carol Frost, Executive Director, Peninsula Library System; CEO, Pacific Library Partnership
- *Accessibility in Virtual Environments*
 - Rachel Fager, Cataloging & Metadata Librarian, Saint Joseph's University
 - Lauren Wittek: Assistant Professor and User Experience & Assessment Librarian, Central Washington University James E. Brooks Library
- *Lightning Talks*
 - Liz Romero, Librarian, OC READ, Orange County Public Library
 - Pam Evans, Youth Services Librarian, Redwood City Public Library
 - Stacy Lein, Adult Services Librarian, South San Francisco Public Library
 - Angi Brzycki, Adult Librarian III, Los Angeles Public Library

The conference was livestreamed to YouTube both days in case of Zoom access concerns. The committee also hosted an interactive posting space on Padlet, where we hosted resources shared throughout the conference, and attendees could contribute their own recommendations and thoughts. Most of the sessions were recorded and posted to the PLP website, along with a caption transcript. Unfortunately, due to technical issues on the second day, we were unable to play the recorded lightning talks, but the videos were

posted on the website, Padlet, and YouTube, with one shared during the Day 2 Open-chat session.

Digital evaluations reflected an overwhelmingly positive response, with many notes of surpassing expectations, and finding interesting perspectives and even safety within the discussions. Some had a harder time with discussions on equity, while others felt there could be more advanced discussions of race for those who know the basics. The second day was noted to provide a lot of actionable takeaways, with only the disappointment of some technical difficulties and time concerns, which will be taken into consideration for FOL 2021. With hopes and excitement over what else PLPSDC would offer in the future, one attendee asked during Open Chat, “what’s next?”

Future of Libraries: Registration Count: 855 Revenue: \$11,912.64 Expended: \$2,633.01

Compassionate Patron Engagement: The Pandemic, Homelessness & Mental Health took place as a virtual workshop via Zoom, Thursday, April 8th, 2021. The presentation was led by Leah Esguerra, LMFT, San Francisco Public Library Social Service Team Supervisor, with Guest Speakers Ida Abolins, SFPL Health and Safety Associate (HASA), and Cary Latham, a former SFPL HASA.

This was a redux of the workshop initially planned for our 2020 Spring Workshop, which was cancelled due to the COVID-19 pandemic. The workshop was modified to account for the mass trauma of the pandemic for both staff and those we serve, while still looking at the contextual frameworks and practical skills that can help all levels of library staff provide empathetic public service while avoiding burnout. The presentation first went through various elements of trauma and mental health, allowing us to better understand the science behind it, responses, effects, and concerns like Adverse Childhood Experiences (ACEs), so that attendees could consider both our own responses to trauma and how this might affect all people and in different ways. Leah Esguerra then covered how we take a trauma-informed response to how we as library staff work with people, with goals to cultivate a culture of compassion and empathy, and consider the humanness of people we might otherwise deem other or difficult. With Ida Abolins and Cary Latham, we also heard first-hand experiences around homelessness, mental health issues, and substance abuse. The last portion of the workshop then presented some more challenging scenarios and practical applications of what was discussed, while also addressing our own care, resiliency, and healing.

Digital evaluations reflected an appreciation of the presentation and insight, as well as having the HASAs available to speak of their own experiences and answer questions. Some desired more interaction (e.g. with breakout rooms), which we will continue to take into consideration.

Spring Workshop: Registration Count: 158 Revenue: \$810.02 Expended: \$1329.03

2. To use the PLPSCD listserv as a means of publicizing PLP forums, conference, and training opportunities which have a non-profit library focus.

We did a new push for people to sign up for the listserv, and PLP staff development opportunities are announced on the listserv whenever possible.

3. To hold ongoing discussions about the future of library services and related staff development and training needs.

Pacific Library Partnership Brown Bag Discussion: Libraries and Reopening was a series of 3 free virtual networking opportunities introduced by the committee in 2021, formatted to provide brown-bag discussions among mid-management and front-line staff from PLP member libraries. These Zoom meetings focused on candid, peer-oriented discussion in a safe space. Sessions were broken out to allow supervisory staff to speak with other supervisory staff, and non-supervisory staff to speak with non-supervisory peers, about topics which might be unique to a particular level within the organization.

PLP member library staff were invited to participate in one of two 90-minute sessions held January 26 and 27 for a first-round discussion of:

- Services currently being offered or planned within their jurisdiction
- Concerns held by participating staff
- Most-valued new library practices to evolve during the pandemic-driven closures

A follow-up brown-bag session was hosted on May 19, 2021, to allow staff to further share plans and thoughts for restoring and expanding library services as the process progressed.

The sessions were not recorded, with committee members providing moderation and taking notes in each room instead. Notes maintained a level of anonymity and were shared out to attendees and the Directors+ listserv in the weeks following the sessions. Formal surveys were not collected, to emphasize the conversational nature of these brown bag events, but anecdotal responses during and after the January events suggested demand for additional discussion opportunities, resulting in the 3rd event to continue the conversation in May.

In general, participants expressed an appreciation for the opportunity to speak with peers and learn about similar and contrasting concerns and opportunities, especially among non-supervisory staff who otherwise might have less chances to connect.

Brown Bag Attendance:

January 26th 66 January 27th 57 May 19 54

4. To use the PLPSDC portion of the PLP website and the PLPSDC Facebook and Instagram pages to advertise and market current and future library events developed by the committee.

Workshop and conference information were posted to <http://www.plpinfo.org/plpsdc/>. These posts include registration information, outlines, handouts, presentation slides, and video archives of PLPSDC events. The Future of Libraries was also promoted on the PLPSDC Facebook group and Instagram, while the Spring Workshop and Brown-bag sessions were only promoted locally via listservs in order to maintain local focus in this virtual environment.

5. To provide committee members with mentorship and experience

Experienced committee members are able to pass their knowledge forward to newer members. Committee members actively share information about available trainers to support staff development across a variety of subject areas. Work on this year's all-Virtual Future of Libraries and Spring Workshop provided opportunities to take leadership in producing staff development events with the support of more experienced committee members, including in the areas of marketing, discussion moderation, virtual programs, and speaker coordination.

In our work to build staff knowledge and skills in new and emerging areas, the committee considers workshop themes and formats encompassing a variety of in-person and virtual formats, and continually seeks input from personnel at all levels of the library about the greatest challenges they face in the library workplace. Within the confines of the pandemic, we focused specifically this year on how we can best serve and assist library personnel in these virtual environments.

2021-22 Technology and Innovation Grants

FISCAL YEAR	GRANT TITLE	LIBRARY NAME	Category	REQUESTED AMOUNT	AMOUNT CLAIMED	DATE CLAIMED	FUNDED AMOUNT
2021-2022	Secure Charging at Contra Costa County Public Library	Contra Costa County Library	B	\$9,100.00			\$9,100.00
2021-2022	Branch Framework: Data Informed Decision Making on EDI	Monterey County Free Libraries	A	\$10,000.00			\$10,000.00
2021-2022	Expanding Digital Discovery through Touchscreen Kiosks	Mountain View Public Library	B	\$10,000.00	\$10,000.00	9/29/2021	\$10,000.00
2021-2022	Tailored Recreation and Education Collections	Pleasanton Public Library	A	\$10,000.00			\$10,000.00
2021-2022	Modernizing reading and learning for Richmond children	Richmond Public Library	A	\$10,000.00			\$10,000.00
2021-2022	What's my AQI? Indoor Air Quality Monitor Kits	San Bruno Public Library	B	\$4,355.00	\$4,355.00	9/29/2021	\$4,355.00
2021-2022	Coding 5K Challenge: Robotics Expansion	San Jose Public Library	A	\$7,365.19			\$0.00
2021-2022	Families Create	San Mateo County Libraries	B	\$10,000.00			\$10,000.00
2021-2022	Checkout and Code Kits	Santa Clara City Library	A	\$9,231.00			\$9,231.00
2021-2022	Activity Kits for Adults and their Caregivers	South San Francisco Library	A	\$5,200.00			\$5,200.00
2021-2022	Limitless Labs: Access for All	Sunnyvale Public Library	A	\$8,825.52			\$0.00
2021-2022	Sunny Side Up: Sunnyvale Public Library Mobile Kitchen Cart	Sunnyvale Public Library	A	\$9,995.00			\$9,995.00
2021-2022	Express Learning Literacy Kits	Watsonville Public Library	A	\$10,000.00	\$10,000.00	10/1/2021	\$10,000.00
TOTAL:				\$114,071.71			\$97,881.00
Initial Budget							\$100,000.00
TOTAL REMAINING							\$2,119.00



Assembly Bill No. 361

CHAPTER 165

An act to add and repeal Section 89305.6 of the Education Code, and to amend, repeal, and add Section 54953 of, and to add and repeal Section 11133 of, the Government Code, relating to open meetings, and declaring the urgency thereof, to take effect immediately.

[Approved by Governor September 16, 2021. Filed with
Secretary of State September 16, 2021.]

LEGISLATIVE COUNSEL'S DIGEST

AB 361, Robert Rivas. Open meetings: state and local agencies: teleconferences.

(1) Existing law, the Ralph M. Brown Act requires, with specified exceptions, that all meetings of a legislative body of a local agency, as those terms are defined, be open and public and that all persons be permitted to attend and participate. The act contains specified provisions regarding the timelines for posting an agenda and providing for the ability of the public to directly address the legislative body on any item of interest to the public. The act generally requires all regular and special meetings of the legislative body be held within the boundaries of the territory over which the local agency exercises jurisdiction, subject to certain exceptions. The act allows for meetings to occur via teleconferencing subject to certain requirements, particularly that the legislative body notice each teleconference location of each member that will be participating in the public meeting, that each teleconference location be accessible to the public, that members of the public be allowed to address the legislative body at each teleconference location, that the legislative body post an agenda at each teleconference location, and that at least a quorum of the legislative body participate from locations within the boundaries of the local agency's jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined. The act authorizes the district attorney or any interested person, subject to certain provisions, to commence an action by mandamus or injunction for the purpose of obtaining a judicial determination that specified actions taken by a legislative body are null and void.

Existing law, the California Emergency Services Act, authorizes the Governor, or the Director of Emergency Services when the governor is inaccessible, to proclaim a state of emergency under specified circumstances.

Executive Order No. N-29-20 suspends the Ralph M. Brown Act's requirements for teleconferencing during the COVID-19 pandemic provided that notice and accessibility requirements are met, the public members are allowed to observe and address the legislative body at the meeting, and that a legislative body of a local agency has a procedure for receiving and swiftly

resolving requests for reasonable accommodation for individuals with disabilities, as specified.

This bill, until January 1, 2024, would authorize a local agency to use teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act when a legislative body of a local agency holds a meeting during a declared state of emergency, as that term is defined, when state or local health officials have imposed or recommended measures to promote social distancing, during a proclaimed state of emergency held for the purpose of determining, by majority vote, whether meeting in person would present imminent risks to the health or safety of attendees, and during a proclaimed state of emergency when the legislative body has determined that meeting in person would present imminent risks to the health or safety of attendees, as provided.

This bill would require legislative bodies that hold teleconferenced meetings under these abbreviated teleconferencing procedures to give notice of the meeting and post agendas, as described, to allow members of the public to access the meeting and address the legislative body, to give notice of the means by which members of the public may access the meeting and offer public comment, including an opportunity for all persons to attend via a call-in option or an internet-based service option, and to conduct the meeting in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body. The bill would require the legislative body to take no further action on agenda items when there is a disruption which prevents the public agency from broadcasting the meeting, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments, until public access is restored. The bill would specify that actions taken during the disruption are subject to challenge proceedings, as specified.

This bill would prohibit the legislative body from requiring public comments to be submitted in advance of the meeting and would specify that the legislative body must provide an opportunity for the public to address the legislative body and offer comment in real time. The bill would prohibit the legislative body from closing the public comment period and the opportunity to register to provide public comment, until the public comment period has elapsed or until a reasonable amount of time has elapsed, as specified. When there is a continuing state of emergency, or when state or local officials have imposed or recommended measures to promote social distancing, the bill would require a legislative body to make specified findings not later than 30 days after the first teleconferenced meeting pursuant to these provisions, and to make those findings every 30 days thereafter, in order to continue to meet under these abbreviated teleconferencing procedures.

Existing law prohibits a legislative body from requiring, as a condition to attend a meeting, a person to register the person's name, or to provide other information, or to fulfill any condition precedent to the person's attendance.

This bill would exclude from that prohibition, a registration requirement imposed by a third-party internet website or other online platform not under the control of the legislative body.

(2) Existing law, the Bagley-Keene Open Meeting Act, requires, with specified exceptions, that all meetings of a state body be open and public and all persons be permitted to attend any meeting of a state body. The act requires at least one member of the state body to be physically present at the location specified in the notice of the meeting.

The Governor's Executive Order No. N-29-20 suspends the requirements of the Bagley-Keene Open Meeting Act for teleconferencing during the COVID-19 pandemic, provided that notice and accessibility requirements are met, the public members are allowed to observe and address the state body at the meeting, and that a state body has a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, as specified.

This bill, until January 31, 2022, would authorize, subject to specified notice and accessibility requirements, a state body to hold public meetings through teleconferencing and to make public meetings accessible telephonically, or otherwise electronically, to all members of the public seeking to observe and to address the state body. With respect to a state body holding a public meeting pursuant to these provisions, the bill would suspend certain requirements of existing law, including the requirements that each teleconference location be accessible to the public and that members of the public be able to address the state body at each teleconference location. Under the bill, a state body that holds a meeting through teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically would satisfy any requirement that the state body allow members of the public to attend the meeting and offer public comment. The bill would require that each state body that holds a meeting through teleconferencing provide notice of the meeting, and post the agenda, as provided. The bill would urge state bodies utilizing these teleconferencing procedures in the bill to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to existing law, as provided.

(3) Existing law establishes the various campuses of the California State University under the administration of the Trustees of the California State University, and authorizes the establishment of student body organizations in connection with the operations of California State University campuses.

The Gloria Romero Open Meetings Act of 2000 generally requires a legislative body, as defined, of a student body organization to conduct its business in a meeting that is open and public. The act authorizes the legislative body to use teleconferencing, as defined, for the benefit of the public and the legislative body in connection with any meeting or proceeding authorized by law.

This bill, until January 31, 2022, would authorize, subject to specified notice and accessibility requirements, a legislative body, as defined for purposes of the act, to hold public meetings through teleconferencing and

to make public meetings accessible telephonically, or otherwise electronically, to all members of the public seeking to observe and to address the legislative body. With respect to a legislative body holding a public meeting pursuant to these provisions, the bill would suspend certain requirements of existing law, including the requirements that each teleconference location be accessible to the public and that members of the public be able to address the legislative body at each teleconference location. Under the bill, a legislative body that holds a meeting through teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically would satisfy any requirement that the legislative body allow members of the public to attend the meeting and offer public comment. The bill would require that each legislative body that holds a meeting through teleconferencing provide notice of the meeting, and post the agenda, as provided. The bill would urge legislative bodies utilizing these teleconferencing procedures in the bill to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to existing law, as provided.

(4) This bill would declare the Legislature's intent, consistent with the Governor's Executive Order No. N-29-20, to improve and enhance public access to state and local agency meetings during the COVID-19 pandemic and future emergencies by allowing broader access through teleconferencing options.

(5) This bill would incorporate additional changes to Section 54953 of the Government Code proposed by AB 339 to be operative only if this bill and AB 339 are enacted and this bill is enacted last.

(6) The California Constitution requires local agencies, for the purpose of ensuring public access to the meetings of public bodies and the writings of public officials and agencies, to comply with a statutory enactment that amends or enacts laws relating to public records or open meetings and contains findings demonstrating that the enactment furthers the constitutional requirements relating to this purpose.

This bill would make legislative findings to that effect.

(7) Existing constitutional provisions require that a statute that limits the right of access to the meetings of public bodies or the writings of public officials and agencies be adopted with findings demonstrating the interest protected by the limitation and the need for protecting that interest.

This bill would make legislative findings to that effect.

(8) This bill would declare that it is to take effect immediately as an urgency statute.

The people of the State of California do enact as follows:

SECTION 1. Section 89305.6 is added to the Education Code, to read:
89305.6. (a) Notwithstanding any other provision of this article, and subject to the notice and accessibility requirements in subdivisions (d) and (e), a legislative body may hold public meetings through teleconferencing

and make public meetings accessible telephonically, or otherwise electronically, to all members of the public seeking to observe and to address the legislative body.

(b) (1) For a legislative body holding a public meeting through teleconferencing pursuant to this section, all requirements in this article requiring the physical presence of members, the clerk or other personnel of the legislative body, or the public, as a condition of participation in or quorum for a public meeting, are hereby suspended.

(2) For a legislative body holding a public meeting through teleconferencing pursuant to this section, all of the following requirements in this article are suspended:

(A) Each teleconference location from which a member will be participating in a public meeting or proceeding be identified in the notice and agenda of the public meeting or proceeding.

(B) Each teleconference location be accessible to the public.

(C) Members of the public may address the legislative body at each teleconference location.

(D) Post agendas at all teleconference locations.

(E) At least one member of the legislative body be physically present at the location specified in the notice of the meeting.

(c) A legislative body that holds a meeting through teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically, consistent with the notice and accessibility requirements in subdivisions (d) and (e), shall have satisfied any requirement that the legislative body allow members of the public to attend the meeting and offer public comment. A legislative body need not make available any physical location from which members of the public may observe the meeting and offer public comment.

(d) If a legislative body holds a meeting through teleconferencing pursuant to this section and allows members of the public to observe and address the meeting telephonically or otherwise electronically, the legislative body shall also do both of the following:

(1) Implement a procedure for receiving and swiftly resolving requests for reasonable modification or accommodation from individuals with disabilities, consistent with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12101 et seq.), and resolving any doubt whatsoever in favor of accessibility.

(2) Advertise that procedure each time notice is given of the means by which members of the public may observe the meeting and offer public comment, pursuant to paragraph (2) of subdivision (e).

(e) Except to the extent this section provides otherwise, each legislative body that holds a meeting through teleconferencing pursuant to this section shall do both of the following:

(1) Give advance notice of the time of, and post the agenda for, each public meeting according to the timeframes otherwise prescribed by this article, and using the means otherwise prescribed by this article, as applicable.

(2) In each instance in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, also give notice of the means by which members of the public may observe the meeting and offer public comment. As to any instance in which there is a change in the means of public observation and comment, or any instance prior to the effective date of this section in which the time of the meeting has been noticed or the agenda for the meeting has been posted without also including notice of the means of public observation and comment, a legislative body may satisfy this requirement by advertising the means of public observation and comment using the most rapid means of communication available at the time. Advertising the means of public observation and comment using the most rapid means of communication available at the time shall include, but need not be limited to, posting such means on the legislative body's internet website.

(f) All legislative bodies utilizing the teleconferencing procedures in this section are urged to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to the otherwise applicable provisions of this article, in order to maximize transparency and provide the public access to legislative body meetings.

(g) This section shall remain in effect only until January 31, 2022, and as of that date is repealed.

SEC. 2. Section 11133 is added to the Government Code, to read:

11133. (a) Notwithstanding any other provision of this article, and subject to the notice and accessibility requirements in subdivisions (d) and (e), a state body may hold public meetings through teleconferencing and make public meetings accessible telephonically, or otherwise electronically, to all members of the public seeking to observe and to address the state body.

(b) (1) For a state body holding a public meeting through teleconferencing pursuant to this section, all requirements in this article requiring the physical presence of members, the clerk or other personnel of the state body, or the public, as a condition of participation in or quorum for a public meeting, are hereby suspended.

(2) For a state body holding a public meeting through teleconferencing pursuant to this section, all of the following requirements in this article are suspended:

(A) Each teleconference location from which a member will be participating in a public meeting or proceeding be identified in the notice and agenda of the public meeting or proceeding.

(B) Each teleconference location be accessible to the public.

(C) Members of the public may address the state body at each teleconference conference location.

(D) Post agendas at all teleconference locations.

(E) At least one member of the state body be physically present at the location specified in the notice of the meeting.

(c) A state body that holds a meeting through teleconferencing and allows members of the public to observe and address the meeting telephonically

or otherwise electronically, consistent with the notice and accessibility requirements in subdivisions (d) and (e), shall have satisfied any requirement that the state body allow members of the public to attend the meeting and offer public comment. A state body need not make available any physical location from which members of the public may observe the meeting and offer public comment.

(d) If a state body holds a meeting through teleconferencing pursuant to this section and allows members of the public to observe and address the meeting telephonically or otherwise electronically, the state body shall also do both of the following:

(1) Implement a procedure for receiving and swiftly resolving requests for reasonable modification or accommodation from individuals with disabilities, consistent with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12101 et seq.), and resolving any doubt whatsoever in favor of accessibility.

(2) Advertise that procedure each time notice is given of the means by which members of the public may observe the meeting and offer public comment, pursuant to paragraph (2) of subdivision (e).

(e) Except to the extent this section provides otherwise, each state body that holds a meeting through teleconferencing pursuant to this section shall do both of the following:

(1) Give advance notice of the time of, and post the agenda for, each public meeting according to the timeframes otherwise prescribed by this article, and using the means otherwise prescribed by this article, as applicable.

(2) In each instance in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, also give notice of the means by which members of the public may observe the meeting and offer public comment. As to any instance in which there is a change in the means of public observation and comment, or any instance prior to the effective date of this section in which the time of the meeting has been noticed or the agenda for the meeting has been posted without also including notice of the means of public observation and comment, a state body may satisfy this requirement by advertising the means of public observation and comment using the most rapid means of communication available at the time. Advertising the means of public observation and comment using the most rapid means of communication available at the time shall include, but need not be limited to, posting such means on the state body's internet website.

(f) All state bodies utilizing the teleconferencing procedures in this section are urged to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to the otherwise applicable provisions of this article, in order to maximize transparency and provide the public access to state body meetings.

(g) This section shall remain in effect only until January 31, 2022, and as of that date is repealed.

SEC. 3. Section 54953 of the Government Code is amended to read:

54953. (a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all otherwise applicable requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. All votes taken during a teleconferenced meeting shall be by rollcall.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivisions (d) and (e). The agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3 at each teleconference location.

(4) For the purposes of this section, “teleconference” means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both. Nothing in this section shall prohibit a local agency from providing the public with additional teleconference locations.

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public’s right under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting, members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) (1) A local agency may use teleconferencing without complying with the requirements of paragraph (3) of subdivision (b) if the legislative body complies with the requirements of paragraph (2) of this subdivision in any of the following circumstances:

(A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.

(B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(2) A legislative body that holds a meeting pursuant to this subdivision shall do all of the following:

(A) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.

(B) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3.

In each instance in which notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the means by which members of the public may access the meeting and offer public comment. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(C) The legislative body shall conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body of a local agency.

(D) In the event of a disruption which prevents the public agency from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments using the call-in option or internet-based service option, the body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption which prevents the public agency from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(E) The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(F) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(G) (i) A legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph (F), to provide public comment until that timed public comment period has elapsed.

(ii) A legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (F), or otherwise be recognized for the purpose of providing public comment.

(iii) A legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (F), until the timed general public comment period has elapsed.

(3) If a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, in order to continue to teleconference without compliance with paragraph (3) of subdivision (b), the legislative body shall, not later than 30 days after teleconferencing for the first time pursuant to subparagraph (A), (B), or (C) of paragraph (1), and every 30 days thereafter, make the following findings by majority vote:

(A) The legislative body has reconsidered the circumstances of the state of emergency.

(B) Any of the following circumstances exist:

(i) The state of emergency continues to directly impact the ability of the members to meet safely in person.

(ii) State or local officials continue to impose or recommend measures to promote social distancing.

(4) For the purposes of this subdivision, “state of emergency” means a state of emergency proclaimed pursuant to Section 8625 of the California Emergency Services Act (Article 1 (commencing with Section 8550) of Chapter 7 of Division 1 of Title 2).

(f) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 3.1. Section 54953 of the Government Code is amended to read:

54953. (a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency in person, except as otherwise provided in this chapter. Local agencies shall conduct meetings subject to this chapter consistent with applicable state and federal civil rights laws, including, but not limited to, any applicable language access and other nondiscrimination obligations.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all otherwise applicable requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. All votes taken during a teleconferenced meeting shall be by rollcall.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body

shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivisions (d) and (e). The agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3 at each teleconference location.

(4) For the purposes of this section, “teleconference” means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both. Nothing in this section shall prohibit a local agency from providing the public with additional teleconference locations.

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public’s right under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting, members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter

2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) (1) A local agency may use teleconferencing without complying with the requirements of paragraph (3) of subdivision (b) if the legislative body complies with the requirements of paragraph (2) of this subdivision in any of the following circumstances:

(A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.

(B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(2) A legislative body that holds a meeting pursuant to this subdivision shall do all of the following:

(A) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.

(B) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3. In each instance in which notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the means by which members of the public may access the meeting and offer public comment. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(C) The legislative body shall conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body of a local agency.

(D) In the event of a disruption which prevents the public agency from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments using the call-in option or internet-based service option, the body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption which prevents the public agency from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(E) The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for

the public to address the legislative body and offer comment in real time. This subparagraph shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(F) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(G) (i) A legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph (F), to provide public comment until that timed public comment period has elapsed.

(ii) A legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (F), or otherwise be recognized for the purpose of providing public comment.

(iii) A legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (F), until the timed general public comment period has elapsed.

(3) If a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, in order to continue to teleconference without compliance with paragraph (3) of subdivision (b), the legislative body shall, not later than 30 days after teleconferencing for the first time pursuant to subparagraph (A), (B), or (C) of paragraph (1), and every 30 days thereafter, make the following findings by majority vote:

(A) The legislative body has reconsidered the circumstances of the state of emergency.

(B) Any of the following circumstances exist:

(i) The state of emergency continues to directly impact the ability of the members to meet safely in person.

(ii) State or local officials continue to impose or recommend measures to promote social distancing.

(4) For the purposes of this subdivision, “state of emergency” means a state of emergency proclaimed pursuant to Section 8625 of the California Emergency Services Act (Article 1 (commencing with Section 8550) of Chapter 7 of Division 1 of Title 2).

(f) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

SEC. 4. Section 54953 is added to the Government Code, to read:

54953. (a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting

of the legislative body of a local agency, except as otherwise provided in this chapter.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. All votes taken during a teleconferenced meeting shall be by rollcall.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivision (d). The agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3 at each teleconference location.

(4) For the purposes of this section, “teleconference” means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both. Nothing in this section shall prohibit a local agency from providing the public with additional teleconference locations

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public’s right under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting,

members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) This section shall become operative January 1, 2024.

SEC. 4.1. Section 54953 is added to the Government Code, to read:

54953. (a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, in person except as otherwise provided in this chapter. Local agencies shall conduct meetings subject to this chapter consistent with applicable state and federal civil rights laws, including, but not limited to, any applicable language access and other nondiscrimination obligations.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. All votes taken during a teleconferenced meeting shall be by rollcall.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the

legislative body of a local agency. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivision (d). The agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3 at each teleconference location.

(4) For the purposes of this section, “teleconference” means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both. Nothing in this section shall prohibit a local agency from providing the public with additional teleconference locations.

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public’s right under the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting, members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint

powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) This section shall become operative January 1, 2024.

SEC. 5. Sections 3.1 and 4.1 of this bill incorporate amendments to Section 54953 of the Government Code proposed by both this bill and Assembly Bill 339. Those sections of this bill shall only become operative if (1) both bills are enacted and become effective on or before January 1, 2022, but this bill becomes operative first, (2) each bill amends Section 54953 of the Government Code, and (3) this bill is enacted after Assembly Bill 339, in which case Section 54953 of the Government Code, as amended by Sections 3 and 4 of this bill, shall remain operative only until the operative date of Assembly Bill 339, at which time Sections 3.1 and 4.1 of this bill shall become operative.

SEC. 6. It is the intent of the Legislature in enacting this act to improve and enhance public access to state and local agency meetings during the COVID-19 pandemic and future applicable emergencies, by allowing broader access through teleconferencing options consistent with the Governor's Executive Order No. N-29-20 dated March 17, 2020, permitting expanded use of teleconferencing during the COVID-19 pandemic.

SEC. 7. The Legislature finds and declares that Sections 3 and 4 of this act, which amend, repeal, and add Section 54953 of the Government Code, further, within the meaning of paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the purposes of that constitutional section as it relates to the right of public access to the meetings of local public bodies or the writings of local public officials and local agencies. Pursuant to paragraph (7) of subdivision (b) of Section 3 of Article I of the California Constitution, the Legislature makes the following findings:

This act is necessary to ensure minimum standards for public participation and notice requirements allowing for greater public participation in teleconference meetings during applicable emergencies.

SEC. 8. (a) The Legislature finds and declares that during the COVID-19 public health emergency, certain requirements of the Bagley-Keene Open Meeting Act (Article 9 (commencing with Section 11120) of Chapter 1 of Part 1 of Division 3 of Title 2 of the Government Code) were suspended by Executive Order N-29-20. Audio and video teleconference were widely used to conduct public meetings in lieu of physical location meetings, and public meetings conducted by teleconference during the COVID-19 public health emergency have been productive, have increased public participation by all members of the public regardless of their location in the state and ability to travel to physical meeting locations, have protected the health and safety of civil servants and the public, and have reduced travel costs incurred by members of state bodies and reduced work hours spent traveling to and from meetings.

(b) The Legislature finds and declares that Section 1 of this act, which adds and repeals Section 89305.6 of the Education Code, Section 2 of this act, which adds and repeals Section 11133 of the Government Code, and Sections 3 and 4 of this act, which amend, repeal, and add Section 54953 of the Government Code, all increase and potentially limit the public's right of access to the meetings of public bodies or the writings of public officials and agencies within the meaning of Section 3 of Article I of the California Constitution. Pursuant to that constitutional provision, the Legislature makes the following findings to demonstrate the interest protected by this limitation and the need for protecting that interest:

(1) By removing the requirement that public meetings be conducted at a primary physical location with a quorum of members present, this act protects the health and safety of civil servants and the public and does not preference the experience of members of the public who might be able to attend a meeting in a physical location over members of the public who cannot travel or attend that meeting in a physical location.

(2) By removing the requirement for agendas to be placed at the location of each public official participating in a public meeting remotely, including from the member's private home or hotel room, this act protects the personal, private information of public officials and their families while preserving the public's right to access information concerning the conduct of the people's business.

SEC. 9. This act is an urgency statute necessary for the immediate preservation of the public peace, health, or safety within the meaning of Article IV of the California Constitution and shall go into immediate effect. The facts constituting the necessity are:

In order to ensure that state and local agencies can continue holding public meetings while providing essential services like water, power, and fire protection to their constituents during public health, wildfire, or other states of emergencies, it is necessary that this act take effect immediately.

To: PLP Executive Committee
From: Carol Frost, CEO
Subject: PLP Training Discussion
Date: October 8, 2021

As part of the PLP strategic priorities and the tasks associated with them, the PLP Executive Committee has included these three items:

Activity 1b. The Staff Development Committee will develop programming that could be offered virtually or in person, depending on the current health climate, for both the Future of Libraries and Spring Workshops. Training will address staff needs and interests.

Activity 1c. To continue further professional development opportunities, the PLP Staff Development Committee will assess the value of the two Brown Bag virtual discussions for mid-management staff related to the pandemic and determine future training in FY 2021-22.

Activity 4d. Per the positive feedback regarding the DEI and organizational culture discussion at the PLP Annual Meeting, explore training on how to facilitate culture change in an organization.

Additionally, PLP received a recommendation from a Director regarding career development for early supervisors that targets individuals earlier in their career development than the current PLP Middle Management and Executive Leadership opportunities do. Their recommendation included the possibility of establishing a similar cohort model designed for new supervisors or those interested in becoming supervisors.

The PLP Staff Development Committee was asked to review activity 1b, activity 1c, and also to consider recommendations regarding career development for early supervisors. They have prepared a written assessment of the value of the Brown Bag discussions that have already been offered and have offered several recommendations for topics for additional Brown Bag discussions, which they propose offering in the months of January and May of 2022.

Regarding Activity 4d, at the June PLP Executive Committee meeting, a \$20,000 line item was added to the budget to support trainings surrounding organizational change and organizational culture.

Recommendation

It is recommended that the Executive Committee review the recommendations from the PLP Staff Development Committee and provide direction for topics for future trainings and Brown Bag sessions.

**PLP Staff Development Committee Assessment and Report to continue the
Brown Bag virtual discussions in FY 2021-2022**

Background

As part of the PLP strategic priorities and the tasks associated with them, the PLP Executive Committee has included two items:

Activity 1b. The Staff Development Committee will develop programming that could be offered virtually or in person, depending on the current health climate, for both the Future of Libraries and Spring Workshops. Training will address staff needs and interests.

Activity 1c. To continue further professional development opportunities, the PLP Staff Development Committee will assess the value of the two Brown Bag virtual discussions for mid-management staff related to the pandemic and determine future training in FY 2021-22.

As it pertains to Activity 1b: The Staff Development Committee held the Future of Libraries 2021 Conference virtually on October 6 and 7.

As it pertains to Activity 1c: The Executive Committee directed the Staff Development Committee to assess the value of Brown Bag virtual discussions and determine if we need additional Brown Bags and provide a report to the PLP Executive Directors meeting on October 18.

The Staff Development Committee added the item above on the agenda for the July 23 meeting,

At the July 23 meeting discussion, the Staff Development Committee see value to continue holding Brown Bag virtual discussions. The Brown Bag virtual discussions provided staff a forum to network and share resources and responses to the pandemic. If to continue, the Brown Bags can continue to provide additional staff trainings for front line staff and mid-management staff separate from the Future of Libraries Conference and Spring Workshop. The Staff Development Committee recommended holding separate Brown Bags between frontline staff and management staff. Topics that will be relevant to their respective positions. Staff Development Committee also saw value in providing trainings for staff interested in management or new supervisors.

The Staff Development Committee directed Cheryl Lee, Melvyn Yabut, Fiona Potter, Nancy Donnell, and Karen Engle to prepare the report to the Executive Committee.



Pacific Library Partnership

Staff Development Committee

Recommendations

The PLP Staff Development Committee recommends hosting two Brown Bag virtual discussions in 2022 during the months of January and May.

Date and Times

Host 1.5-2 hour Brown Bag sessions in January and May 2022.

Purpose

Provide staff training to frontline staff and to mid-management staff.

Possible Topics

- Early Management Primer - for staff interested in management and new supervisors
- Communication strategies – difficult conversations, business communications, etc.
- Change management and pivoting for library success
- Equity, Diversity, and Inclusion (EDI) goals and opportunities for Persons of Color
- Self-care and burnout
- Fun, networking in-person event or afternoon coffee

Proposed training structure

- **Intro & Welcome** (5 minutes)
 - Ground rules
 - Why are we doing this session
- **Overview of idea** (20 minutes)
 - One or two main speakers discussing the idea
 - Explain format of session (will split to let different groups discuss, then come back together)
- **Open Discussion or Breakout sessions** (30 minutes)
- **Conclusion/summary/invitation to future opportunities** *if desired* (5 minutes)

Assessment

- The Committee will solicit feedback through survey after the training.
- The Committee will ask the following on the survey:
 - If the format of the Brown Bag trainings are effective.
 - If what they learned during the training will be helpful in their work.
 - If they will be able to apply what they learned in their work
 - If they are more aware of resources to help them be more successful in their work.
 - If they were satisfied with the training.
 - Suggestions for future training topics.



August 10, 2021

This agreement is between the California Library Association (CLA) and the Pacific Library Partnership (PLP) for CLA's support of services as outlined below for the Future of Libraries conference scheduled for October 6-7, 2021.

Funds are provided by the LSTA Grant Continuing Education in CA Public Libraries/California Libraries Learn (CALL) through the California State Library (CSL) awarded to CLA. The grant funds may only be used for continuing education for public library employees.

Terms of Agreement: August 10, 2021 – October 29, 2021

Payment and Invoicing: Cost: \$7,015 - payable to PLP.

Invoice must be submitted to Lisa Barnhart (lbarnhart@cla-net.org), CALL Project Manager no later than 30 days after conference completion. The Invoice must include detailed description of services. CLA pays invoices within 14 days of invoice approval/submission to CLA.

Services to be provided by PLP:

- PLP Staff Time: \$2,000 This includes the time for learning the new platform, compiling attendance reports, creating evaluation surveys and evaluation reports, managing contracts with and payments to the speakers, managing the web presence and archive of the conference on the PLP Website, creating marketing graphics, promotion, and/or providing tech support on the actual conference days.
- PLP Staff Development Committee time: This will be in-kind. It is estimated that the Committee spends more than 100 hours of work on this project. They perform the work for PLP as a PLP benefit, and will extend that benefit to all of California. They will need to learn the new platform.
- CALL: The Socio platform will also be an in-kind contribution to the project.
- PLP will not charge for any in-state registration, but may choose to charge for out-of-state registrants.
- Speakers: Not to exceed \$5,000. Last year we asked for \$2,000, and the PLP Staff Development Committee thought a higher budget could result in higher caliber speakers for this two-day conference. We would work with CALL to only bill back actual expenses for the costs of the speaker honorariums.
- Zoom Meetings Pro: \$15 (if needed) The Staff Development Committee is determining if we would need the meeting function in Zoom Meeting Pro for potential breakout rooms. It is possible that the Staff Development Committee may determine other features that may cost more.

AUTHORIZED SIGNATURES:

PLP acknowledges that it is an independent business and is in compliance with all local, state and federal laws regarding business permit and licenses that may be required of an independent business and guarantees that it can fulfill all obligations of this agreement.

A handwritten signature in blue ink that reads "Carol Frost".

Carol Frost, CEO, Pacific Library Partnership
32 W. 25th Avenue, Suite 201
San Mateo, CA,
(650) 349 5538
(650) 867-8355 – Cell

Date: *Aug. 12, 2021*

A handwritten signature in blue ink that reads "Elizabeth Wrenn-Estes".

Elizabeth Wrenn-Estes, Executive Director CLA
1055 E. Colorado Blvd., Suite 500
Pasadena, CA. 91106
(510) 410-1959 – Cell preferred
(626) 204-4071

Date: 8/10/21



September 20, 2021

Carol Frost, CEO
Pacific Library Partnership
32 W. 25th Ave, Suite 201
San Mateo, CA 94403-2265

Dear Ms. Frost:

We are pleased to approve the grant application for the ARPA Statewide Workforce Development & Support project for a total of \$4,366,102.00 in federal American Rescue Plan Act (ARPA) funds.

Hard copies of this correspondence will not follow. Keep the entirety of this correspondence for your files and consider these award materials your original documents. Please refer to the Grant Guide located on the California State Library's [Manage Your Current Grant](https://www.library.ca.gov/grants/manage/) webpage (<https://www.library.ca.gov/grants/manage/>) for more information and review the following:

ARPA Funds

Processing of grant payments may take from eight to ten weeks before delivery. If you have not received payment ten weeks after submitting your claim form to the State Library's Fiscal Department, please contact your Grant Monitor.

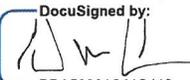
Project Support

There are two people assigned to your project. The first is your Grant Monitor. Contact them regarding compliance and reporting. The Grant Monitor assigned to your project is Jen Lemberger and can be reached via email at jen.lemberger@library.ca.gov. You are also assigned a LPC for ongoing programmatic support. The LPC assigned to your project is Jody Thomas and can be reached via email at jody.thomas@library.ca.gov.

Please stay in touch with your Grant Monitor and LPC throughout the award period. Read the enclosed award packet thoroughly and contact your Grant Monitor if you have any questions.

Best wishes for a successful project.

Respectfully yours,


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Greg Lucas
California State Librarian

cc: Carol Frost frost@plpinfo.org
Jody Thomas jody.thomas@library.ca.gov
Jen Lemberger jen.lemberger@library.ca.gov
Nicole Bravin nicole.bravin@library.ca.gov
Reed Strege reed.strege@library.ca.gov
Natalie Cole natalie.cole@library.ca.gov

THE BASICS – YOUR ARPA GRANT AWARD

The following provides all of the basic information about your grant and managing your grant.

Award #:	LS-250197-OLS-21
File #:	A-01
IMLS #:	40-9320
ORGANIZATION:	Pacific Library Partnership
Project Title:	ARPA Statewide Workforce Development & Support
Award Amount:	\$4,366,102.00

2021/2022 ARPA APPROVED BUDGET

Salaries/Wages/Benefits	\$10,615.00
Consultant Fees	\$-
Travel	\$-
Supplies/Materials	\$-
Equipment (\$5,000 or more per unit)	\$-
Services	\$4,339,425.00
Project Total	\$4,350,040.00
Indirect Cost	\$16,062.00
Grant Total	\$4,366,102.00
Payment Schedule	IN FULL

Start Date:	9/20/2021
End Date:	9/30/2022

This project will be officially closed as of the end date listed above and no new expenditures may be generated, nor may any additional funded project activities occur. Unexpended or unencumbered funds must be returned within 30 days of the end date. However, if funds were encumbered prior to the end date, this project is allowed 45 days to liquidate those encumbrances. Any funds not liquidated are to be returned with the liquidation report within 60 days of the end date.

REPORTING

Financial and program narrative reports are required. All required reporting materials, as well as the Grant Guide, will be located on the California State Library's [Manage Your Grant](https://www.library.ca.gov/grants/manage/) webpage (<https://www.library.ca.gov/grants/manage/>). The Grant Guide for this project will list specific reporting due dates. Failure to provide timely reports is a serious breach of a grant recipient's administrative duty under the grant program, which may result in federal audit exceptions against the state and the loss of ARPA funds.



September 29, 2021

Carol Frost, CEO
Pacific Library Partnership
32 W. 25th Avenue, Suite 201
San Mateo, CA 94403-2265

Dear Ms. Frost:

We are pleased to approve the grant application for the Workforce Development and Support project for a total of \$155,969 in federal Library Services and Technology Act (LSTA) funds.

Hard copies of this correspondence will not follow. Keep the entirety of this correspondence for your files and consider these award materials your original documents. Please refer to the Grant Guide located on the California State Library's [Manage Your Current Grant](https://www.library.ca.gov/grants/manage/) webpage (<https://www.library.ca.gov/grants/manage/>) for more information and review the following:

LSTA Funds

Processing of grant payments may take from eight to ten weeks before delivery. If you have not received payment ten weeks after submitting your claim form to the State Library's Fiscal Department, please contact your Grant Monitor.

Project Support

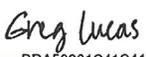
There are two people assigned to your project. The first is your Grant Monitor. Contact them regarding compliance and reporting. The Grant Monitor assigned to your project is Lynne Oliva and can be reached via email at lynne.oliva@library.ca.gov. You are also assigned a Library Programs Consultant for ongoing programmatic support. The Library Programs Consultant assigned to your project is Jody Thomas and can be reached via email at jody.thomas@library.ca.gov.

Please stay in touch with your Grant Monitor and Library Programs Consultant throughout the award period. Read the enclosed award packet thoroughly and contact your Grant Monitor if you have any questions.

Best wishes for a successful project.

Respectfully yours,

DocuSigned by:


BDA50981C41C416...
Greg Lucas
California State Librarian

9/29/2021

cc: Jody Thomas jody.thomas@library.ca.gov
Lynne Oliva lynne.oliva@library.ca.gov
Nicole Bravin nicole.bravin@library.ca.gov
Angie Shannon angie.shannon@library.ca.gov
Reed Strege reed.strege@library.ca.gov
Natalie Cole natalie.cole@library.ca.gov

THE BASICS – YOUR LSTA GRANT AWARD

The following provides all of the basic information about your grant and managing your grant.

Award #:	40-9233
File #:	S-11
IMLS #:	LS-249951-OLS-21
ORGANIZATION:	Pacific Library Partnership
Project Title:	Workforce Development and Support
Award Amount:	\$155,969

2021/2022 LSTA APPROVED BUDGET

Salaries/Wages/Benefits	\$3,154
Consultant Fees	\$ 0
Travel	\$ 0
Supplies/Materials	\$ 0
Equipment (\$5,000 or more per unit)	\$ 0
Services	\$150,000
Project Total	\$153,154
Indirect Cost	\$2,815
Grant Total	\$155,969
Payment Schedule	IN FULL

Start Date:	9/30/2021
End Date:	9/30/2022

This project will be officially closed as of the end date listed above and no new expenditures may be generated, nor may any additional funded project activities occur. Unexpended or unencumbered funds must be returned within 30 days of the end date. However, if funds were encumbered prior to the end date, this project is allowed 45 days to liquidate those encumbrances. Any funds not liquidated are to be returned with the liquidation report within 60 days of the end date.

REPORTING

Financial and program narrative reports are required. All required reporting materials, as well as the Grant Guide, will be located on the California State Library's [Manage Your Current Grant](https://www.library.ca.gov/grants/manage/) webpage (<https://www.library.ca.gov/grants/manage/>). The Grant Guide for this project will list specific reporting due dates. Failure to provide timely reports is a serious breach of a grant recipient's administrative duty under the grant program, which may result in federal audit exceptions against the state and the loss of LSTA funds.

PAYMENTS

Please note this clarification regarding payments. If your full grant amount is more than \$20,000, ten percent (10%) of the grant award is withheld until the end of the project period. It is payable only if the grant recipient fulfills all project reporting requirements and expends all funds, or returns all unspent grant funds, by the time specified in the grant program.

To: PLP Executive Committee
From: Jane Light, PLP Professional Development Program Facilitator
Subject: Status Report on PLP Professional Development Programs
Date: October 8, 2021

2021/22 Middle Management Program:

This year's program has 9 participants, working at member libraries located throughout PLP's service area. Our first meeting was Friday, September 24 for a full day in person at Santa Clara County Library District's Systems and Services Center. The group had a tour of the building and an opportunity to meet with County Librarian Jennifer Weeks as well as to get to know one another and to share some of their favorite management resources.

The October 22 meeting will be at the Walnut Creek Library.

2021/22 Executive Leadership Program:

This program is designed for directors and assistant/deputy directors or those designated by the director as their "number two" when there is no assistant/deputy position. 5 participants work at libraries that represent the geographic coverage of PLP. This is a smaller group than in the past, but the members all were interested in giving it a go. Participants decided that they would meet monthly, in-person, through December and decide then if they want to continue into 2022. Discussions will focus on specific matters a group member wants to discuss in a confidential environment in addition to managing in the current pandemic/post-pandemic environment. The group's first meeting on September 10 was virtual, the remaining meetings will be in person.

**California State Library, Library Development Services
Cooperative System Report, October 6, 2021**

***Building Forward Infrastructure Funding for California Libraries**

The Building Forward infrastructure grant program was made possible by the California Budget Act for the 2021-2022 fiscal year, which contains \$439 million in one-time funds to create an equity-focused matching infrastructure grant program to support local library maintenance, capital projects, broadband and technology upgrades, and purchasing of devices.

As stated in SB 129, Section 215 the California State Library:

1. Shall prioritize project requests submitted by local libraries in high-poverty areas of the state. No grant amount shall exceed \$10,000,000.
2. Shall prioritize grants for life-safety and other critical maintenance and infrastructure projects.
3. May support more significant modernization and construction capital projects, other infrastructure projects, and device purchases only if funding remains after supporting life-safety and other critical projects.

The preliminary application period is open until October 27, 2021.

Full application, including a link to a recorded information session, is available at:

<https://www.library.ca.gov/grants/infrastructure/>

***Digital Learning Platforms for All California Public Libraries.**

Thank you for responding to the registration request. The vendors Coursera, GetSetUp, LearningExpress Library plus Job and Career Accelerator, LinkedIn Learning, Northstar, and Skillshare have begun contacting the identified library staff for set up on your library websites. Each platform has a different access model. There will be introduction workshops offered for each platform over the next weeks.

Developing Leaders in California Libraries

The Developing Leaders in California Libraries team (DLCL) is excited to announce we have been funded for another year. We invite you to apply for this year's leadership program, Emerging California Library Leaders (ECLL) formerly known as the Leadership Cohort. The application process closed on **Oct 8, 2021 @ 5pm (PT)**. For a full description of the program including the program's preliminary schedule, please review the application attached or visit our website, <https://claleadership.org/>

California Public Libraries Survey

The FY2020-2021 California Public Libraries Survey is now open, and the deadline for submission is November 5, 2021. You can [login to LibPAS](#) and begin to enter your statistics using the same username and password as you used last year, and supporting documents are located on the [California State Library's statistics page](#). Contact [Meg DePriest](#) with any questions.

2021 Summer Participation Survey

The link to the annual Summer Participation survey is available on the [State Library's statistics page](#). NEW this year — the survey includes both the 2021 summer reading participation survey and the 2021 Library Meal Program/Lunch at the Library participation survey. The data is used in state and federal

reporting, and helps communicate the value and impact of California's summer library programs. The deadline for libraries to submit data was Thursday, September 30th, 2021. Please contact [Shana Sojoyner](#) with any questions.

***Funding opportunities through the California State Library**

Please visit the [grants page](#) of the California State Library website for a listing and timetable of new and upcoming funding opportunities. Community Connections and Library-Workforce Partnership Initiative funding opportunities closed at the end of September and awards will be made by mid-October.

***Stronger Together: Improving Library Access**

The California State Library is pleased to offer [Stronger Together: Improving Library Access](#), a state-funded opportunity that provides grants to local libraries so they can acquire bookmobiles and community outreach vehicles and offer programs that improve library access and program delivery. The purpose of this project is to help libraries eliminate barriers and implement new ways to bring literacy, technology and other services to those who face challenges visiting their local public library. When Californians lack transportation, live far from their library, or work long hours, mobile libraries and expanded program delivery make it possible to access library services and programs.

For full grant and application details, please visit <https://www.library.ca.gov/grants/stronger-together-mobile-library/>. Completed applications are due by **Monday, November 15, 2021**.

***California Library Literacy Services**

Annual final reporting for CLLS programs opened in late August and is due October 8, 2021. Although the application is not yet available for the new \$15 million in ESL services through CLLS programs, the State Library has released a document that provides a roadmap to help programs in preparing to develop an application. We encourage programs to begin working on these tasks as soon as possible. The document, webinar recording, and webinar slides are now available. Please contact Bev Schwartzberg at beverly.schwartzberg@library.ca.gov for copies or more information.

***Statewide Library Branch Map**

The State Library has developed a [statewide library branch map](#) that provides contact information, opening status, and services available for every library branch building in California. Please [contact Meg DePriest](#) if you have not had a chance to update your library; she will provide you a link to the update form.

California Libraries Learn (CALL)

California Libraries Learn is busier than ever. Start planning fall professional development by visiting www.callacademy.org and check the frequently updated [calendar](#) to explore the options. Free courses, weekly webinars, and cohort-based training for staff will help you build a culture of learning in your library. This year, CALL will focus on the four areas identified in its recent needs assessment survey: mental health and workplace wellbeing; customer service; equity, diversity, inclusion, and belonging; and community engagement.

CALL has its own newsletter, *CALL Letters*, and users can subscribe directly for up-to-date information on staff professional development needs. Please [subscribe today](#). Encourage your staff members to [create a login](#) to access the many online, self-paced learning opportunities available through [CALL Academy](#).

California Revealed

California Revealed previews an upcoming funding opportunities for work with historical records, images, and outreach. For more information, visit www.californiarevealed.org and <https://californiarevealed.org/content/news>.

[Cataloging California: Description Assistance](#)

Application due: Friday, December 3, 2021 <https://californiarevealed.org/describe>

[Our Collections, Our Communities: Outreach Assistance](#)

Application due: Friday, December 3, 2021 <https://californiarevealed.org/community-outreach>

Public Library Staff Education Program

The Public Library Staff Education Program is a tuition reimbursement program developed by the California State Library to assist California libraries with staff professional development. Funding for credentialed training is provided to enable library staff to acquire the knowledge and skills needed to support valuable programs and services in their communities. Information can be found at [Public Library Staff Education Program - California State Library](#). Award news are expected end of October 2021. For questions, please contact Lena.pham@library.ca.gov

Networking Conversations

Networking conversations for California libraries continue, and we encourage you to register to attend. Directors' calls occur once a month in 2021 and invitation to participate is sent out on the directors' listserv as dates are scheduled. The upcoming Directors' Networking conversation is on **10/30/21 3:30pm**. For interest in other Networking conversations, please contact Lena.pham@library.ca.gov

CopyCat Grants

[Copycat Grants](#) are intended to help libraries easily implement tried-and tested-programs and extend the impact of previously funded, successful LSTA projects. It is well suited to those with limited capacity for developing and testing new programming. Upcoming grant opportunities will be shared on the directors' listserv and past year report forms can be found at [Manage Your Current Grant - California State Library](#). For questions, contact lena.pham@library.ca.gov

California Chronicles

Like the COVID Diaries project, the California Chronicles project welcomes writing, art, and other submissions from Californians. California Chronicles is a diverse collection of stories that shine a light on the invaluable experiences and contributions of older Californians. Older Californians have built resilience and strength over their long lives through successes, failures, joys, and difficulties. More information is available at www.calchronicles.com. These legacies strengthen communities and spark connections between generations of all ages. We all have a story – share yours today! The project stems from the California Department on Aging, the California State Library, and UC/Berkeley.