



Board Agenda Item 49

DATE: September 13, 2016

TO: Board of Supervisors

SUBMITTED BY: Laurel C. Prysiazny, County Librarian
Robert W. Bash, Director of Internal Services/Chief Information Officer

SUBJECT: Agreement with the Henry Madden Library of California State University, Fresno for Use of Fresno County Public Library Facilities

RECOMMENDED ACTION(S):

1. **Retroactively authorize the County Librarian's previous submittal of a participant application to California State University, Fresno for the Touch the Community program (\$0);**
2. **Approve and authorize the Chairman to execute an Agreement with the Henry Madden Library of California State University, Fresno to use Fresno County Public Library facilities for basic computer classes, effective September 13, 2016 through June 30, 2019, which includes a one-year base and two automatic one-year extensions (\$0); and**
3. **Authorize the County Librarian, or the Director of Internal Services/Chief Information Officer, or a designee of one of them, to terminate the Agreement.**

Approval of the recommended actions would permit student instructors from the Henry Madden Library (HML) of California State University, Fresno (CSUF), to use the computer labs at three Library facilities to teach basic computer skills to adult members of the public. The participant application was submitted contingent upon your Board's approval. In addition, the third recommended action will authorize the County Librarian, or the Director of Internal Services/Chief Information Officer, or a designee of one of them, to terminate the Agreement.

ALTERNATIVE ACTION(S):

Should your Board not approve the recommended Agreement, HML would not utilize Library facilities for computer classes.

FISCAL IMPACT:

There is no Net County Cost associated with the recommended actions or monetary compensation under the recommended Agreement. The Library will provide an in-kind contribution of \$2,267 to cover utilities and \$2,693 in salaries and benefits costs for the term of this agreement. The Library's utilities and salaries and benefits costs are part of the Library's FY 2016-17 Org 7511 Adopted Budget and are funded through Measure B revenue.

DISCUSSION:

The HML of CSUF supports the University's mission of education, research and service. The HML selects, develops, manages and provides access to information resources; promotes the critical use of information for learning and research; and presents cultural and scholarly programming that serves the campus, region and beyond.

The HML has approached the Library regarding their student instructors teach computer classes to adult members of the public in need of basic computer skills at metro-area Library sites to increase their reach in the community. This opportunity with HML helps the Library meet multiple goals set in the Library's strategic plan, specifically to support educational and life-long learning opportunities, foster community connections, and expand and integrate technology.

Permitting these classes to occur will create an opportunity for members of the public to learn skills important for both job hunting and personal enrichment. The Library is a starting point for many members of our community using a computer for the first time. Utilizing CSUF students to offer computer classes will meet an important need of the public. The free classes will be open to any adult member of the community interested in participating. Class topics include Using the Internet, Creating a Resume with Microsoft Word, Using Facebook and Other Social Media, and Finding and Downloading EBooks.

Locations were selected based on the limited number of branches that house computer labs. The libraries with computer labs include the Sunnyside Regional Library, Woodward Park Regional Library, and the West Fresno Branch Library. Library staff will help promote the classes and one staff member will remain present during each class to assist the student instructor.

CSUF's use of the Library's facilities as stated in the agreement will provide a valuable service to the public and not interfere with the County's use of the property. Under this agreement, CSUF will provide commercial liability, automobile liability and worker's compensation insurance for its officers, agents, affiliates or employees. The Agreement also contains a mutual hold harmless clause as is common for such agreements between public entities.

The recommended Agreement differs from the County's model agreement in that it is for three consecutive years, which include a one-year base with two automatic one-year renewals. The recommended Agreement may be terminated by either party giving thirty days written notice prior to the end of the current term. In addition, the County has the right to terminate the Agreement in the event the HML does not perform the services listed in Exhibit A to the agreement. The recommended Agreement authorizes the County Librarian, or the Director of Internal Services/Chief Information Officer, or a designee of one of them to terminate the Agreement on behalf of the County.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Agreement with HML

CAO ANALYST:

Samantha Buck