



MEETING OF THE LIBRARY COMMISSION
A G E N D A

DATE: Thursday, May 18, 2023
TIME: **7:00 p.m. LIBRARY COMMISSION MEETING**
LOCATION: **The Meeting will be held at the County Administration Building, 1025 Escobar Street in Martinez (Room 110A) and virtually via Zoom.**
LINK TO JOIN VIA ZOOM: <https://us06web.zoom.us/j/86206655076?pwd=MG5kYzYzSkxJcVdCNUl0OC9wVFJrQT09>
HOW TO JOIN VIA CALL-IN: **Meeting passcode is 142286 You may also dial in using this number: 1(669) 900-9128**
Meeting I.D.: 862 0665 5076

- Electronic agenda packet viewing is available at: <https://ccclib.org/commission/>
- Hard copy agenda packets are available for viewing at each [Contra Costa County Library](#)
- The Library Commission will provide reasonable accommodations for persons with disabilities planning to attend Library Commission meetings who contact Library Administration at least 72 hours before the meeting, at (925) 608-7730. After 72 hours prior, accommodations will be on a best-efforts basis.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Contra Costa County Library Commission to a majority of members of the Library Commission less than 96 hours prior to that meeting are available for public inspection at Contra Costa County Library Administration, 777 Arnold Drive, Suite 210, Martinez, CA 94553.

Library Commissioners, please **call Library Administration**, at (925) 608-7700 by 5 p.m. **Wednesday, May 17, 2023 if you will NOT be at the meeting.** A quorum must be established in-person before a meeting can be held. A record is maintained of Commissioner's attendance.

- 1. 7:00 p.m. (5 mins.) CALL THE MEETING TO ORDER / ROLL CALL**
The Library Commission Chair will call the meeting to order. Library staff will do a roll call to determine a quorum of attendees.
- 2. 7:05 p.m. (5 mins.) WELCOME & INTRODUCTIONS**
Visitors will have an opportunity to introduce themselves; self-introductions are voluntary.
- 3. 7:10 p.m. (5 mins.) PUBLIC COMMENT –**
Speakers from the audience may address the Library Commission on any relevant issue that is not scheduled for the agenda. Public comment can be made on agenda items when the item is discussed. Public comment is limited to three (3) minutes per speaker and speakers may text your comments/questions to 925-723-2873 prior to the meeting. Public comment on agenda items can also be e-mailed to the Library Commission at walter.beveridge@library.cccounty.us *to be received one day prior to the Library Commission meeting.*

4. 7:15 p.m.
Information
(10 mins.) **CELEBRATION OF ALAN SMITH'S RETIREMENT –**
Commissioners will take a few moments to reflect on Alan's 26 years as a Library Commissioner and wish him a well-deserved retirement.
5. 7:25 p.m.
ACTION
(5 mins.) **ACCEPTANCE OF MINUTES – *attachment 1***
Commissioners will approve or amend the minutes from the January 2023 meeting.
6. 7:30 p.m.
Information
(5 mins.) **COUNTY LIBRARIAN REPORT - *attachment 2***
County Librarian Alison McKee will submit a written report on items of interest to Commissioners.
7. 7:35 p.m.
Information
(5 mins.) **AGENDA SETTING FOR NEXT MEETING and FUTURE TOPICS**
Commissioners will suggest items for future meetings.

PRESENTATIONS

8. 7:40 p.m.
PRESENTATION
(15 mins.) **COLLECTION DIVERSITY AUDIT –**
Librarian III Jenna Skinner will discuss the Library's recent Diversity Audit process and results.
9. 7:55 p.m.
PRESENTATION
(30 mins.) **SUNDAY HOURS: HISTORY AND MOVING FORWARD –**
County Librarian Alison McKee will give a brief history of Sunday open hours and discuss plans to reinstate them.

WORKING COMMITTEE REPORTS

10. 8:25 P.M.
Information
(5 mins.) **LEGISLATIVE WORKING GROUP – *attachment 3***
Commissioner Dozier will report to the Commission on legislative matters.
11. 8:30 P.M.
Information
(5 mins.) **LIBRARY FOUNDATION OF CONTRA COSTA -** Vice Chair Gemmer will update the commissioners on the current status of the Library Foundation of Contra Costa.
12. 8:35 P.M.
Information
(5 mins.) **ANNUAL REPORT GROUP -** Review of the 2022 annual report/work plan process and forward planning.

OTHER BUSINESS

13. 8:40 P.M.
Information
(5 mins.) **COMMISSIONER WORK PLAN REPORTING OUT -**
Commissioners will use this time to report on activities they have completed that relate to the work plan objectives submitted to the BOS in the Annual Report.
14. 8:45 P.M.
Information
(5 Mins.) **CORRESPONDENCE -**
Commissioners will review commission correspondence.

-
15. **8:50 P.M.
Information
(10 mins.)** **COMMISSIONER ANNOUNCEMENTS –**
Commissioners can use this time to share upcoming events, book sales and any other library-related information.
16. **9:00 P.M.** **ADJOURNMENT to the July 20, 2023 LIBRARY COMMISSION MEETING.**

ITEMS TO CALENDAR

1. LC Meeting, July 20, 2023
2. LC Meeting, September 21, 2023
3. LC Meeting, November 16, 2023

CONTRA COSTA COUNTY LIBRARY COMMISSION

AGENDA ATTACHMENT 1

MEETING DATE: Thursday, May 18, 2023

AGENDA ITEM #: 5.

ITEM: ACCEPTANCE OF THE MINUTES

RECOMMENDED ACTION:

Commissioners will vote to approve, with/without edits, the minutes of the March 16, 2023 meeting.

MEETING OF THE LIBRARY COMMISSION

Minutes

DATE: Thursday, March 16, 2023

1. CALL THE MEETING TO ORDER / ROLL CALL

Chair Michael Fischer called the meeting to order at 7:00 p.m.

| LASTNAME | FIRSTNAME | TITLE | REPRESENTING | PRESENT | ABSENT | EXCUSED |
|----------------|-------------|----------------------|--------------------------------|---------|--------|---------|
| Alaura | Claire | Library Commissioner | CCC District 3 | | x | |
| DeFraga | Matthew | Library Commissioner | City of Martinez | x | | |
| Dexter | Jim | Library Commissioner | City of Martinez (Alt) | x | | |
| Dozier | Julia | Library Commissioner | City of Pleasant Hill | x | | |
| Faye | Vivian | Library Commissioner | City of Brentwood (alternate) | | x | |
| Ferree | Jacalyn | Library Commissioner | City of Clayton | x | | |
| Fitzpatrick | Arnold | Library Commissioner | City of Oakley (Alternate) | | x | |
| Fischer | Michael | Library Commissioner | City of El Cerrito | x | | |
| Garde | Shrikant | Library Commissioner | City of Orinda | | | x |
| Gemmer | Nicole | Library Commissioner | Town of Danville | x | | |
| Hildreth | Susan | Library Commissioner | CCC District 2 | | | x |
| Hinton | Stacie | Library Commissioner | Central Labor (alternate) | | x | |
| Hoisington | Mary Ann | Library Commissioner | City of Lafayette | x | | |
| Huh | Dr. John M. | Library Commissioner | City of Antioch | x | | |
| Koops | Barry | Library Commissioner | City of El Cerrito (alternate) | | x | |
| LeFrak-Bellici | Zelda | Library Commissioner | City of Pittsburg | | | x |
| Louie | Clifton | Library Commissioner | CCC District 3 (Alt) | x | | |
| Lurvey | Heather | Library Commissioner | City of Walnut Creek (Alt) | x | | |
| Masuda-Nash | Michel | Library Commissioner | City of San Ramon | | | |
| Maher | Janette | Library Commissioner | Town of Moraga (Alternate) | | x | |
| Marcotte | Jo Ellen | Library Commissioner | City of Hercules | x | | |
| VACANT | | Library Commissioner | City of San Ramon (Alt) | | | |
| Means | Richard | Library Commissioner | City of Pleasant Hill (Alt) | | | x |
| Medrano | Antonio | Library Commissioner | City of San Pablo | x | | |
| Molinelli | Jasun | Library Commissioner | City of Walnut Creek | | x | |
| Morgan | Sarah | Library Commissioner | Town of Moraga | | | x |
| VACANT | | Library Commissioner | City of Oakley | | | |
| Pursley | George | Library Commissioner | City of Pinole | | x | |
| VACANT | | Library Commissioner | CCCCD | | | |
| Rosekind | Rachel | Library Commissioner | CCC District 1 | x | | |
| Mackey | Lynn | Library Commissioner | Office of Education | | | x |
| Sanguedolce | Robert | Library Commissioner | Town of Danville (Alt) | x | | |
| Sendig | Linda | Library Commissioner | City of Brentwood | x | | |
| Smith | Alan | Library Commissioner | CCC District 4 | | | x |
| Smith | Tommy | Library Commissioner | City of Concord | x | | |
| Swernoff | Michael | Library Commissioner | CCC District 2 (Alt) | x | | |
| Thomas | Bryan | Library Commissioner | Central Labor | | x | |
| Walker | Dorothy | Library Commissioner | City of Lafayette (Alternate) | x | | |
| Wilson | Peter | Library Commissioner | CCC District 5 | | | x |
| | | | | | | |

With fifteen commissioners present, a quorum was established.

Total Commission positions: 24
Commission positions filled: 23
Commission positions vacant: 2
Commission quorum: 13

2. INTRODUCTIONS

Chair Michael Fischer announced the commissioners excused from this evening's meeting. Peter Wilson, Alan Smith, and Yolanda Mendrek have announced their retirement from the Commission.

3. PUBLIC COMMENT

No one from the public came forward to speak.

4. ACCEPTANCE OF THE MINUTES

No edits/corrections were proposed when asked. Commissioner Medrano made a motion to accept the minutes as submitted. Vice-Chair Gemmer Seconded the motion.

The motion was approved by commission vote, sixteen Aye votes, zero abstentions and zero No votes.

5. COUNTY LIBRARIAN REPORT –

County Librarian Alison McKee shared the following highlights from her printed report:

- Gail McPartland has announced her retirement on March 31st after more than fifteen years with the Library. During her tenure she has managed multiple priorities for the Library, including the Strategic Plan and its updates. She will be missed very much.
- Applications for federal funds for the Bay Point Library have been submitted.
- The State Infrastructure Grant application period opens today. The Library is asking for \$10 million for the buildout of the new Bay Point Library.

6. AGENDA SETTING FOR THE NEXT MEETING AND FUTURE TOPICS –

The following topics were either mentioned this evening or at prior meetings:

- Sunday Hours
- Alternate Meeting Locations

7. BROWN ACT UPDATE –

County Librarian McKee's presentation materials from the packet will be included in the minutes.

8. CITY EXTRA HOURS: ANNUAL HISTORY AND TIMELINE –

County Librarian Alison McKee's PowerPoint presentation will be included in the minutes.

9.A. LEGISLATIVE GROUP REPORT –

1. The Legislative Committee met to discuss meeting with local elected representatives as part of the annual "Day in the District", which takes place each spring throughout the state. The following representatives are considered of special import this year:

Assemblymember Grayson (District 15) and State Senator Glazier (District 07), in order to ask them for support for state earmarks for the Bay Point library; as well as State Senator Skinner (District 09), who is chair of the Budget Committee.

As was shared at our January meeting, the California Library Association has published a list of priorities for advocacy. When meeting with representatives, Legislative Committee members will focus the following of those priorities:

1. New and Ongoing Funding Requests (2023-24 State Budget)

\$100 million for library infrastructure grants through the Building Forward Library Improvement Grant Program to continue addressing the significant public library construction backlog.

2. Protection of 2021-22 and 2022-23 State Budget Augmentations in Light of a Looming Recession

- a. \$3.63 million in ongoing funding for the California Library Services Act (CLSA) that fosters resource sharing among libraries, particularly in rural areas where funding challenges persist.
- b. \$5 million in ongoing funding for Lunch at the Library to provide literacy-rich programs to blunt the impact of the summer slide for children who receive 300,000+ free and nutritious lunches at hundreds of libraries across the state.
- c. \$10 million in funding to support online job training and workforce development.
- d. Increase ongoing funding to \$1 million to support the diverse informational needs of people in rural and underserved populations who cannot get to a physical library through the Zip Book program.
- e. \$439 million (2021-22 budget year) and an additional \$50 million (2022-23 budget year) for library infrastructure grants through the Building Forward Library Improvement Grant Program.

2. Additionally, the Legislative Committee will be bringing an action item to the Commission's May meeting to suggest that we request support from our Board of Supervisors on those priorities affecting Contra Costa libraries.
3. Other Commissioners are invited to join the Legislative Committee. The committee reviews legislation and other issues that affect our libraries and decide which issues to bring back to the Commission for review and possible action.

9.B. LIBRARY FOUNDATION OF CONTRA COSTA UPDATE –

Vice-Chair Gemmer shared the following with the Commissioners: Progress continues towards enacting the Foundation as a tax exempt not for profit public benefit corporation. The paperwork for IRS filing is essentially complete, and it's expected that we will have it officially filed by the end of March.

In addition, the new board is meeting regularly and establishing the policies and processes that will enable the organization to execute its mission to obtain resources to enhance the library's services, expand its capacity, and leverage its benefits more equitably across the county's diverse communities.

Work is also underway on their website, which is expected to launch this spring. Further communication and introduction of the Foundation, its mission, and flagship fundraising programs will follow in that same time frame.

9.C. 2022 ANNUAL REPORT UPDATE –

Chair Fischer explained items reported here will feed into the annual report to the Board of Supervisors and encouraged commissioners to use this opportunity to report on items that should be captured in the report. Chair Fischer also once again asked for volunteers to work on this year's annual report and work plan.

10. **COMMISSIONER'S WORK PLAN REPORTING OUT –**
Commissioner Swernoff: Met with Orinda Friends to view and hear about the new mural on the wall of the Orinda Library building.
11. **CORRESPONDENCE –**
One commission-related correspondence was received since the January meeting. Alison reached out to the submitter with an update.
12. **ITEMS OF INTEREST TO THE COMMISSION AND ANNOUNCEMENTS –**
Comm. Hoisington: Two upcoming WOW programs to mention are April 12th at 2pm (in-person): SF Fine Arts Museums/Ansel Adams at the DeYoung. Also, in May, (in-person): Vermeer Exhibit.
13. **ADJOURNMENT TO THE May 18, 2023 LIBRARY COMMISSION MEETING.**

The meeting was adjourned at 9:00 p.m.

Submitted by Walter Beveridge, Executive Secretary, Contra Costa Library

March 16, 2023

Contra Costa County Library Commission Meeting

Alison McKee
County Librarian



Key Points of the Standard Lease Agreement



Library facilities within cities are to be owned by the cities



For the cities with facilities owned by the county (Antioch, Pinole, Walnut Creek-Ygnacio Valley Library), cities will pay the county for facility maintenance costs



County provides a base level of open hours and cities may fund extra hours



Standard lease agreement will replace other agreements already in place and applies to all cities regardless of lease status

Lease Agreement Status

Signed

- Antioch*
- Brentwood
- Clayton
- Danville
- Dougherty Stn.
- Hercules
- Lafayette
- Martinez
- Moraga
- Orinda
- Pinole*
- Pleasant Hill
- Prewett
- San Pablo
- San Ramon
- Walnut Creek
- Ygnacio Valley*

In Progress

- Concord
- El Cerrito
- Pittsburg

*Maintenance and Service Agreement
(for county-owned buildings in cities)



Beginning
July 1, 2021

40

Base Hours

Antioch

Clayton

Martinez

Moraga

Oakley

Pinole

40 Hours per Week

- Monday CLOSED
- Tuesday 12-8
- Wednesday 10-6
- Thursday 10-6
- Friday 9-5
- Saturday 9-5

Why?



CONSISTENT OPEN
HOURS FOR THE PUBLIC



CONSISTENT STAFFING



COSTS AND OPTIONS
ARE KNOWN UPFRONT

Extra Hours Menu

6 Extra Hours

46 Open Hours/Week

- Monday CLOSED
- Tuesday 10-8
- Wednesday 10-8
- Thursday 10-8
- Friday 9-5
- Saturday 9-5

12 Extra Hours

52 Open Hours/Week

- Monday 10-8
- Tuesday 10-8
- Wednesday 10-6
- Thursday 10-6
- Friday 9-5
- Saturday 9-5

16 Extra Hours

56 Open Hours/Week

- Monday 10-8
- Tuesday 10-8
- Wednesday 10-8
- Thursday 10-8
- Friday 9-5
- Saturday 9-5

El Cerrito

Hercules

Dougherty Station

46 Hours per Week

- Monday CLOSED
- Tuesday 10-8
- Wednesday 10-8
- Thursday 10-8
- Friday 9-5
- Saturday 9-5

Brentwood

Concord

Pittsburg

Pleasant Hill

San Pablo

Walnut Creek

Ygnacio Valley

52 Hours per Week

- Monday 10-8
- Tuesday 10-8
- Wednesday 10-6
- Thursday 10-6
- Friday 9-5
- Saturday 9-5

Danville

Lafayette

Orinda

San Ramon

56 Hours per
Week

- Monday 10-8
- Tuesday 10-8
- Wednesday 10-8
- Thursday 10-8
- Friday 9-5
- Saturday 9-5



Annual Letters

- arrive by March 31
- extra hours estimates
- technology costs estimates

Thank you!

CONTRA COSTA COUNTY LIBRARY COMMISSION

AGENDA ATTACHMENT 3

MEETING DATE: **Thursday, March 16, 2023**

AGENDA ITEM #: **7.**

ITEM: **BROWN ACT UPDATE**

RECOMMENDED ACTION:

None required

Contra Costa County
Clerk of the Board



DATE: February 23, 2023

TO: Staff to Advisory Bodies

FROM: Jami Morritt, Chief Assistant Clerk of the Board *Jami Morritt*
Lauren Hull, Senior Management Analyst *Lauren Hull*

SUBJECT: **PUBLIC MEETING REQUIREMENTS OF COUNTY LEGISLATIVE BODIES
EFFECTIVE MARCH 1, 2023**

Effective March 1, 2023, all County legislative bodies, including advisory boards, commissions and committees, must return to in-person, public meetings consistent with the termination of the statewide COVID-19 state of emergency. In addition, the Board of Supervisors has adopted a policy of continuing “hybrid” meetings of County legislative bodies going forward. This memorandum provides guidance for advisory body staff to assist in complying with public meeting requirements and Board policy on “hybrid” meetings as of that date. This memorandum also explains that more than one physical location may be used to hold a hybrid public meeting.

New Brown Act Teleconferencing Options for Legislative Body Members (AB 2449)

Effective March 1, 2023, legislative body members may attend public meetings remotely in limited circumstances, including for “just cause” and “emergency circumstances” pursuant to AB 2449. County staff providing support to legislative bodies must review and be prepared to assist legislative body members in navigating the new statutory requirements. Similarly, County staff serving on legislative bodies must be prepared to comply with these requirements.

It is important to note that the AB 2449 teleconferencing rules complement the traditional Brown Act teleconferencing rules that existed prior to the pandemic. County Counsel has provided comprehensive guidance on complying with both the AB 2449 and traditional Brown Act teleconferencing rules. A chart outlining the rules for both is included as **Attachment A**.

Continuation of Hybrid Format

The Board of Supervisors has directed that public meetings of County legislative bodies shall continue to use a “hybrid” meeting format following conclusion of the COVID-19 state of emergency to maximize the opportunity for public participation and transparency. The requirement will continue to allow interested parties to have the opportunity to attend and participate in public meetings in-person or remotely.

County legislative bodies have done an excellent job in providing access to remote public meetings but will need to continue providing that same access along with officiating traditional, in person public meetings going forward. This requires access to physical meeting spaces that can accommodate public attendees and have sufficient technological means to facilitate a “hybrid” meeting platform, such as Zoom.

The Clerk of the Board has assembled a listing of physical meeting locations for legislative bodies and confirmed the availability of technology infrastructure at each location. To ensure compliance with Board policy, a few legislative bodies will be required to meet at a different physical location going forward. This primarily impacts those legislative bodies meeting in the Martinez area, which will now be required to meet at the County Administration Building at 1025 Escobar Street. A detailed list of legislative bodies, with physical meeting locations is provided in **Attachment B**.

Technology & Staff Support Available

Even though we have grown accustomed to remote meeting formats over the course of the pandemic, officiating both in-person and remote meetings concurrently brings an additional level of complexity. The Clerk of the Board has recently hired technology staff in anticipation of the expiration of the state of emergency to provide technical support. Departments providing staff support to legislative bodies who may require consultation on technology issues or need remote meeting credentials (such as a Zoom account or VPN access) may contact the Clerk of the Board for assistance at (925) 655-2000.

Clerk of the Board staff can also assist with meeting best practices such as limiting the chat feature to keep staff focused on telephonic and in-person public participation during the meeting and scripts to use while calling for public comment to assist participants with navigating the “mute” features of Zoom, etc.

Scheduling Hybrid Ready Spaces

The Clerk of the Board has identified meeting spaces throughout the County for use to conduct “hybrid” public meetings. Note that this is not an exhaustive list, but a tool to assist you and your staff to identify immediately available locations. If you require space to hold a public meeting outside of the regular business of a County legislative body or need to temporarily relocate a legislative body meeting, please reach out to the contact identified at the desired meeting location on **Attachment C**. The contact can assist with scheduling and discussion about the “hybrid” meeting technology unique to that location.

Multiple Meeting Locations

More than one physical location may be used to hold a hybrid public meeting. If more than one physical location is used, each meeting location must be shown on the agenda for the meeting, and each meeting location must be open and accessible to the public. Members of the public must have the opportunity to give in-person public comment at each meeting location, in addition to having the opportunity to provide public comment remotely, e.g., via Zoom. If more than one physical location is used, a quorum of the members of the legislative body must participate from locations within the legislative body’s jurisdictional boundaries.

Example – Multiple Meeting Locations for a Seven-Member Commission: If three members of a seven-member Countywide advisory commission participate from a physical location in West County, two members participate from a physical location in Central County, and two members participate from a physical location in East County, then all three locations would be listed on the agenda and the public would be allowed to attend the meeting in person at each location. There would be a quorum because all members would be participating at locations within Contra Costa County. For two-person Board committees, each Supervisor may participate from their District office. Each District office would be listed on the agenda and the public would be allowed to attend the meeting in person at each District office.

Please note, however, that if more than one physical location is used to hold a hybrid public meeting, then legislative body members may not attend public meetings remotely for “just cause” or “emergency circumstances” reasons pursuant to AB 2449. This is because the AB 2449 options may only be used when a quorum of the legislative body meets in a single, physical location. (See **Attachment A**)

New Language for the Header Section of Your Agenda

Beginning March 1, there is new language for advisory body staff to use on the top of the agendas. Please also note that the Zoom meetings should **not** include a password. See **Attachment D** for the new agenda language.

Thank you.

Attachment A – AB 2449 Compliance Chart

Attachment B – Legislative Body Meeting Locations, effective March 1, 2023

Attachment C – Compendium of Hybrid Ready Meeting Locations with Scheduling Contacts, effective March 1, 2023

Attachment D – Advisory Body agenda language, effective March 1, 2023

| | Traditional Teleconferencing (Gov. Code, § 54953(b).) | AB 2449 Teleconferencing (Gov. Code, § 54953(f); becomes (e) on 1/1/24.) |
|--|--|--|
| Applicable Timeframe | ▪ Available anytime. | ▪ Available between <u>January 1, 2023</u> and <u>January 1, 2026</u> . |
| Who May Appear Remotely and Quorum Requirements | ▪ Individual board members, if at least a quorum of the members of the body participate from locations within the jurisdictional boundaries of the body. | ▪ Individual board members if: <ol style="list-style-type: none"> (1) a quorum of the members of the body participates in person; and (2) the quorum meets in a single, physical location clearly identified on the agenda that is open to the public and situated within the agency's jurisdiction. |
| Bases for Remote Appearance | ▪ Applies when a board member is unable to attend in person. | <p>▪ A member may appear remotely for "Just Cause" or "Emergency Circumstances":</p> <p>► "Just cause" is any of the following:</p> <ol style="list-style-type: none"> (1) A need to care for a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner; (2) A contagious illness that prevents a member from attending in person; (3) A need related to a physical or mental disability that is not otherwise accommodated for; or (4) Travel while on official business of the body or another state or local agency. <p>► "Emergency circumstances" is a physical or family medical emergency that prevents a member from attending in person.</p> |
| Notification and Approval Requirements | ▪ No additional requirements. | <p>▪ To attend remotely for:</p> <p>► "Just Cause"</p> <p>▪ The member must notify the body at the earliest possible opportunity, including at the start of a regular meeting, of the need to participate remotely.</p> <p>▪ The member must provide a general description of the circumstances necessitating the remote appearance.</p> |

| | Traditional Teleconferencing (Gov. Code, § 54953(b).) | AB 2449 Teleconferencing (Gov. Code, § 54953(f); becomes (e) on 1/1/24.) |
|--|--|---|
| | | <ul style="list-style-type: none"> ▪ The body need not take action in response. <ul style="list-style-type: none"> ► “Emergency Circumstances” ▪ The member’s request to appear remotely must include a general description of the need to appear remotely, which need not exceed 20 words, and need not include any personal medical information. ▪ The member must make the request to participate remotely as soon as possible and must make a separate request for each meeting. ▪ The body must take action on the request at a public meeting. ▪ If there is insufficient time to include the item on a posted agenda, the body may take action at the beginning of the meeting. ▪ Approval must be by majority vote. |
| Agenda and Public Access and Comment Requirements | <ul style="list-style-type: none"> ▪ The teleconference location must be open to the public. ▪ The agenda must be posted at all meeting locations, including the teleconference location. ▪ The agenda must identify all meeting locations, including the teleconference location. ▪ The agenda must provide for public comment at all meeting locations, including the teleconference location. | <ul style="list-style-type: none"> ▪ Must provide notice and post agendas as otherwise required under the Brown Act and must indicate on the notice how the public may access the meeting and offer comment. ▪ The agenda must include an opportunity for all persons to attend and address the body via a call-in option, an internet-based service option, and at the in-person location. ▪ The law does not require that the agency post an agenda at the remote location, include the address of the remote location, or provide for public access to the remote location. ▪ The body may not require public comments to be submitted in advance and must allow the public to address the body and comment in real time. |

| | Traditional Teleconferencing (Gov. Code, § 54953(b).) | AB 2449 Teleconferencing (Gov. Code, § 54953(f); becomes (e) on 1/1/24.) |
|-----------------------------------|--|---|
| | | <ul style="list-style-type: none"> ▪ An individual may be required to register for public comment before being allowed to comment, where the body uses a third-party platform (like Zoom) for the meeting. |
| Voting Requirements | <ul style="list-style-type: none"> ▪ Members must vote by rollcall. | <ul style="list-style-type: none"> ▪ Members must vote by rollcall. |
| Technological Requirements | | <ul style="list-style-type: none"> ▪ The public must be able to remotely hear and visually observe the meeting, and remotely address the body. Thus, the body must provide either: <ol style="list-style-type: none"> (1) a two-way audiovisual platform; or (2) a two-way telephonic service and a live webcasting of the meeting. |
| Other Requirements | | <ul style="list-style-type: none"> ▪ If a member participates remotely, the member must also: <ol style="list-style-type: none"> (1) Publicly disclose at the meeting before any action is taken, whether any other individuals 18 years or older are in the room at the remote location with the member and the general nature of the member's relationship with such individuals; and (2) Participate through both audio and visual technology. ▪ If the broadcasting of the meeting to the public by phone or internet service is disrupted, or a disruption within the local agency's control prevents members of the public from commenting using the phone or internet service, the body shall not take any action at the meeting, until public access to the meeting via the phone option or the internet service option is restored. Actions taken on agenda items during a disruption that prevents the body from broadcasting the meeting may be challenged pursuant to Section 54960.1. |

| | Traditional Teleconferencing (Gov. Code, § 54953(b).) | AB 2449 Teleconferencing (Gov. Code, § 54953(f); becomes (e) on 1/1/24.) |
|---|--|--|
| | | <ul style="list-style-type: none"> ▪ The body must have and implement a procedure for receiving and quickly resolving reasonable accommodation requests for individuals with disabilities. Any doubt should be resolved in favor of accessibility. |
| Limitations on Frequency of Remote Appearances | <ul style="list-style-type: none"> ▪ None. | <ul style="list-style-type: none"> ▪ A member may participate remotely for “just cause” no more than two times per calendar year. ▪ A member may not participate remotely for more than three consecutive months or 20 percent of the regular meetings for the local agency within the calendar year, or more than two meetings if the body regularly meets less than 10 times per year. |

CONTRA COSTA COUNTY LIBRARY COMMISSION

AGENDA ATTACHMENT 2

MEETING DATE: Thursday, May 18, 2023

AGENDA ITEM #: 6.

ITEM: COUNTY LIBRARIAN REPORT

RECOMMENDED ACTION:

None Required

eAUDIOBOOK MARKETING CAMPAIGN RESULTS

The Library's eAudiobooks were featured on the backs of County Connection, WestCat and TriDelta buses from November 15, 2022 through the February 28, 2023. They were also featured on the large digital billboard on Highway 4 East at Somersville Road from Dec 19 - Jan 15. According to that vendor, the ad played on the screen 24,836 times and was seen by 1,005,516 people. We did see a corresponding uptick in eBook and eAudiobook checkouts from Libby during this time period compared to the previous year:

| Libby eBook and eAudiobook checkouts | | | |
|--------------------------------------|----------|----------|---------|
| Year | November | December | January |
| 2021 | 119,182 | 124,169 | 134,474 |
| 2022 | 134,380 | 140,573 | 153,122 |

DIGITAL NAVIGATORS

The State Library has launched a free "Digital Navigators" service that is available to all California residents:

- Find low-cost internet service and devices for your home so you can get online.
- Learn basic computer skills, such as how to navigate the internet.
- Find and use online resources to improve your life.

Learn more about it here: [Digital Navigators | Contra Costa County Library \(ccclib.org\)](https://www.ccclib.org/digital-navigators)

STRATEGIC PLAN PROGRESS REPORT

The Library released its 2023 Strategic Plan Progress Report on March 31st of this year. It is attached to this report and can also be found here: [CCCL-Strategic-Plan-web-version.pdf \(ccclib.org\)](https://www.ccclib.org/cccl-strategic-plan-web-version.pdf)

BUDGET HEARINGS

On Tuesday April 25th, Alison gave a presentation to the Board of Supervisors on the Library Department's budget. This presentation was part of the annual budget hearing process. Included in the county's proposed budget for next year is \$10 million dollars from the general fund for the buildout of the new Bay Point Library. The Supervisors engaged in a robust hour and a half long dialogue with Alison regarding library services and indicated several times that they are open to providing more funding to the library for staffing. The final budget will be approved at a Board of

Supervisors meeting in May. You may access a recording of the Library Department's presentation here: https://contra-costa.granicus.com/MediaPlayer.php?publish_id=0d58b7f7-e489-11ed-95dd-0050569183fa

The Library presentation starts right around the 10:45:15 mark.

PUBLIC SURVEY

Library Leadership and Brooke Converse are working closely with OrangeBoy staff to finalize this year's patron survey. Like last time, we will also have a separate survey for non-library users. Surveys will be available in English, Chinese and Spanish and can be taken online or in hard copy. We are expecting both surveys to be ready for distribution in May. Going forward, we will be administering these surveys every other year.

STATE APPROPRIATIONS FUNDING

The county has submitted a request to State Senator Glazer for \$4 million dollars to go towards the buildout of the new Bay Point Library. Decisions will not be made until late fall.

DEFERRED MAINTENANCE PROJECTS UPDATES

Progress is being made on the deferred maintenance projects for the Antioch, Pinole, and Kensington Libraries.

- Antioch: Planning meetings have started with the Library, Public Works, the architect, the mechanical engineers, and the electrical engineers. Roof work is being planned for August of this year. Site visits with contractors were conducted this past week to assess the needs for electrical and lighting upgrades. A timeline has not yet been confirmed for these upgrades.
- Pinole: Site study visits were conducted by the Library and Public Works staff, roofing and HVAC consultants, and mechanical and electrical engineers in March to assess the various needs of the projects. A timeline has not yet been confirmed for the dates of the work, however we have learned that due to supply chain issues, HVAC components will likely not arrive before next winter. The HVAC and roof work will be done in close succession since the HVAC equipment will be located on the roof.
- Kensington: Planning meetings have started to discuss installing an HVAC system. A site visit will be conducted in the first week of May.
- Ygnacio Valley: The deferred maintenance project for the Ygnacio Valley Library will begin once the projects for the Pinole and Antioch Libraries are well under way.

MORAGA LIBRARY REFRESH

The Moraga Library will be getting an interior refresh that will include a new, relocated service desk, updated furniture and seating in the main section of the library, new carpet and some reconfigured shelving. The town is funding the new carpeting and the Friends of the Library and other private donations are funding the rest of the work. This project has been delayed and is not expected to happen until this summer. It will take 8 weeks to complete and the library will be closed during the work.

NEW AFTERSCHOOL AND SUMMER MEAL SITES

- El Sobrante Library Afterschool Meals started on Thursday, April 13 with an enthusiastic response from the community. They will be serving snacks on Thursdays and Fridays from 2:30-4 pm.
- Pinole Library Afterschool Meals program is in progress and may or may not begin before the summer.
- The Prewett Library (Antioch) will be participating in Lunch at the Library this summer from Tuesday June 13 thru Friday July 28. This partnership between the City of Antioch Parks and Recreation Department and the Library will bring lunch and library events to over one hundred camp attendees and community members.

| Donations Received from Friends and Foundations March & April 2023 | | | | |
|---|----------------|--------------------------------------|--------------------|--------------------|
| Date | Library | Donor | Description | Amount |
| 3/22/2023 | Clayton | Clayton Community Library Foundation | materials | \$20,000.00 |
| 3/22/2023 | Hercules | Friends of the Hercules Library | materials | \$5,000.00 |
| 3/22/2023 | Moraga | Friends of the Moraga Library | refresh furniture | \$60,000.00 |
| Total | | | | \$85,000.00 |

| DATE RCVD | FY 22-23 Grants Awarded | Granting Agency | Awarded | AWARD AMNT |
|------------------|--------------------------------|------------------------|----------------|-----------------------|
| 3/22/23 | CSL Grant for ANT - BLDG FWD | CA STATE LIBRARY | YES | \$759,634.00 |
| 3/22/23 | CSL Grant for ANT - BLDG FWD | CA STATE LIBRARY | YES | \$528,767.00 |
| | | | | \$1,288,401.00 |

We thank the many Friends, Foundations and other donors for their generous gifts to the Library.

Respectfully submitted by Alison McKee, County Librarian



CONTRA COSTA COUNTY LIBRARY STRATEGIC PLAN PROGRESS REPORT

FROM RESILIENCE TO RESULTS

MARCH 2023

Introduction

Contra Costa County Library's 2021 progress report focused on Resilience: operating in a challenging environment which included a continued global pandemic, seasonal wildfires, ransomware attacks, and a contentious political landscape.

As we reflect on 2022, the Library is grateful for our collective resilience and encouraged that the landscape has shifted towards results.

This progress report will look at four areas:

- Current Landscape
- Key Milestones and Trends
- Strategic Goal Highlights
- Looking Ahead



Current Landscape

This section highlights our Library's current state, how our community has changed demographically, and what the national public library environment looks like.

Contra Costa County Library



2022 began with significant staffing shortages due to a large number of retirements and resignations; and like many industries around the country, we struggled to fill open positions due to worker shortages. We began the year with a 20 percent vacancy rate and reduced it to 12 percent by the end of the year. Despite staffing challenges, we had many bright spots.

In February, the Board of Supervisors voted to award Measure X funding for several new impactful Library projects, services, and initiatives:

- Four million dollars in one-time funds will address deferred maintenance in five county-owned library buildings -- Antioch, Kensington, Pinole, Rodeo, and the Ygnacio Valley branch in Walnut Creek.
- Measure X will also fund \$200,000 to staff our new early literacy outreach program. These funds, coupled with a \$150,000 grant, will pay for an outreach vehicle, to provide mobile early literacy services to underserved communities.
- The Library also received \$50,000 in one-time Measure X funding as seed money to help establish the countywide Library Foundation of Contra Costa. The Foundation's goal is to secure funding to address opportunity and equity gaps in services, programs, and facilities.



The Library applied for and received a total of \$2.5 million from the California State Library's Building Forward Library Infrastructure grant program for the Pinole and Antioch Libraries to address life-safety and critical maintenance needs of libraries throughout the state.



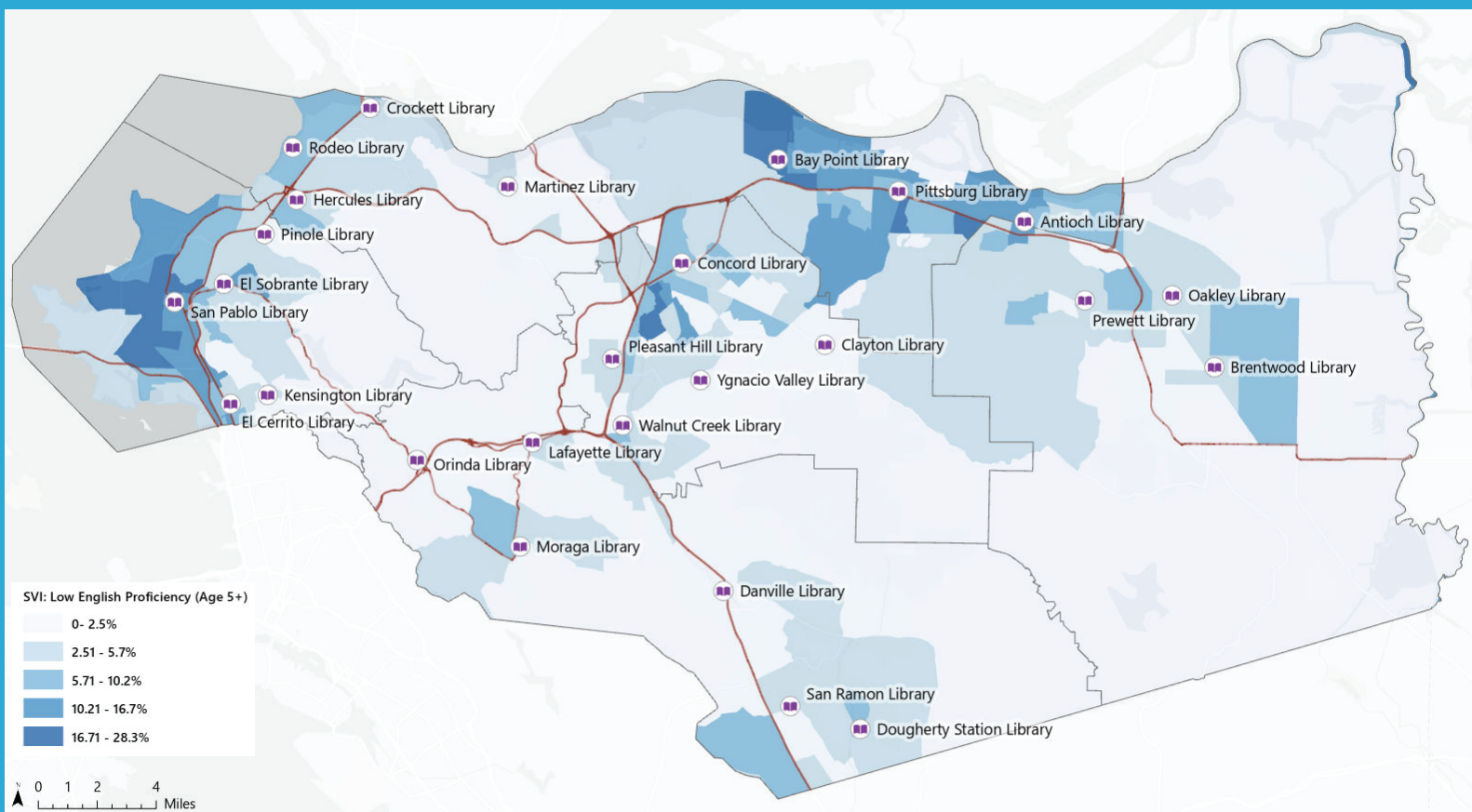
A \$657,000 grant from the State Library funded a project to migrate to CENIC, a cost-effective, high-speed broadband network provided through a partnership of education and governmental institutions throughout the state.

The Community

Our community is changing. Contra Costa County's population has increased by 10 percent since 2010, and 2022 population estimates for the county are at 1.16 million residents. The fastest growing communities in the county include Brentwood, Oakley, Pittsburg, San Ramon and Antioch.¹

The county is also becoming more diverse, with the immigrant population growing by 7.3 percent from 2014 to 2019, accounting for 47.4 percent of the county's total population growth. The top languages spoken at home other than English are Spanish (62.7 percent), Vietnamese (8 percent), Chinese (4.2 percent), and Philipino/ Tagalog (3.1 percent).²

The map below illustrates the library's service area, with the darker shaded areas showing where the highest percentage of people live who speak a language other than English at home.



¹ Demographics | Contra Costa County, CA Official Website

² New Americans in Contra Costa County.pdf, Gateways for Growth, New American Economy/State & Local, Contra Costa County Employment and Human Services, and Contra Costa Health Services.

Public Libraries

Public libraries across the country are slowly emerging from the pandemic, restoring open hours, expanding services, and re-engaging lapsed library users. At the same time, significant controversy has erupted across the country related to the content and programs libraries provide to the public. The following is an excerpt from the American Library Association summarizing the situation and how the library community is responding⁴.

In recent months, a few organizations have advanced the proposition that the voices of the marginalized have no place on library shelves. To this end they have launched campaigns demanding the censorship of books and resources that mirror the lives of those who are gay, queer, or transgender, or that tell the stories of persons who are Black, Indigenous or persons of color. Falsely claiming that these works are subversive, immoral, or worse, these groups induce elected and non-elected officials to abandon constitutional principles, ignore the rule of law, and disregard individual rights to promote government censorship of library collections. Some of these groups even resort to intimidation and threats to achieve their ends, targeting the safety and livelihoods of library workers, educators, and board members who have dedicated themselves to public service, to informing our communities, and educating our youth.

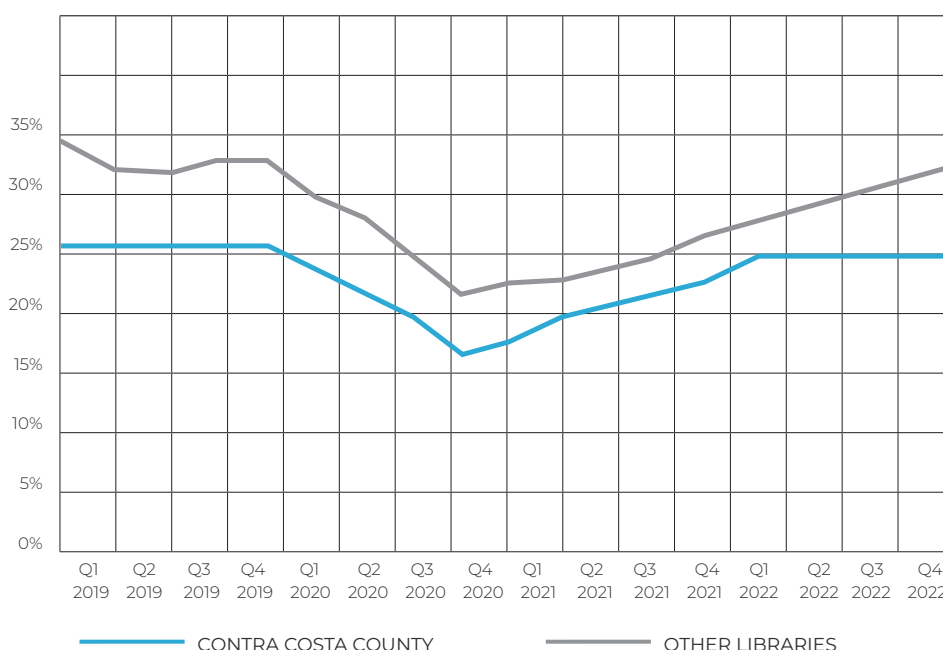
ALA strongly condemns these acts of censorship and intimidation. We are committed to defending the constitutional rights of all individuals, of all ages, to use the resources and services of libraries. We champion and defend the freedom to speak, the freedom to publish, and the freedom to read, as promised by the First Amendment of the Constitution of the United States.

Contra Costa County Library recently signed on to the Urban Libraries Council's Declaration of Democracy, committing to policies and actions that preserve and protect democracy in our communities. Public libraries are critical cornerstones of democracy, and democracy's future is diminished when people's access to power, information, a diversity of voices, and the ability to influence policy is restricted. The battle to protect democracy is a global struggle playing out at the local level and libraries have landed on the front lines. Democracy can only thrive with strong community-level support and engagement. We are committed to supporting legislation that affirms the freedom to access library materials with diverse points of view and to oppose legislation that seeks to restrict it.

Key Milestones and Trends

Several metrics highlight key milestones and trends for Contra Costa County Library over the past year. The first is market penetration, which reflects the number of households with at least one active library user compared to the total number of households in the service area.

Market Penetration Trends



As the graph illustrates, our library saw a decline in library activity in the first year of the pandemic. This mimics what was happening nationally with other libraries. Over the past several quarters, our market penetration is climbing back up to pre-pandemic levels. We are trending slightly lower than other libraries⁵, but the re-engagement of library users to our normal levels is further proof of the community's resilience.

At the end of 2021, we surveyed our library users and received more than 14,000 responses. We were pleased to discover that our Net Promoter Score (NPS) improved significantly. This score measures customer loyalty by asking our cardholders the likelihood of recommending the library to others. Our NPS score increased from 53 to 65, increasing 12 points in three years⁶.

Our cardholders also reported that they believe the biggest challenge affecting our community is the cost of living. Other issues include safe communities, environment and sustainability, and community connections.

⁵ Data is based on 200 public libraries in North America on OrangeBoy, Inc.'s Savannah customer intelligence Software as a Service (SaaS).

⁶ A score above 50 is considered excellent, and anything above 80 is world-class, Bain and Company.

Cardholders consider the library's primary role to be a hub for education and information. Survey respondents ranked the following as their top choices for the library to engage in:

- Access to online resources and public computers
- Educational programs for youth
- Individual spaces to study and work

Customer satisfaction also ranked high on the patron survey. Our cardholders are most satisfied with customer service, the quality of the collection, and the availability of the collection.

We additionally surveyed library non-users in our community through an online e-mail panel survey. The top reasons for not using the library were issues related to COVID, busy schedules, and the preference to purchase rather than borrow books and other media.

Lack of awareness of what the library offers also seems to be a deterrent for non-users. For example, 50 percent of respondents who don't have a library card did not know the library offers eBooks, whereas cardholders' lack of awareness of digital resources was significantly lower at seven percent.

Compared with cardholders, non-users shared similar views about the role of the library, and also ranked cost of living as the biggest issue in the community.

“Excellent public resource, and I fully support libraries as critical to healthy educational and civic life at the community level.” (2021 Patron Survey)



Photo by Matthew Millman

Strategic Goal Highlights

Because the pandemic was so disruptive to our library, our community, and the world at large, we are sharing information on how well we are meeting our strategic goals in 2021-22 in comparison to the year prior to the pandemic.

Goal 1: The Library champions personal and community engagement in literacy and reading to enrich lives.

The size of the Library's collection has grown by more than 10 percent since 2018-19, adding over 150,000 new items.

The eBook collection grew by 115 percent, with the Library adding nearly 200,000 new eBooks within this three-year period.

In addition, the Library's database collection grew from 21 to 36 databases, adding tools that provide a rich variety of resources, from online tutoring to job search support to research information.

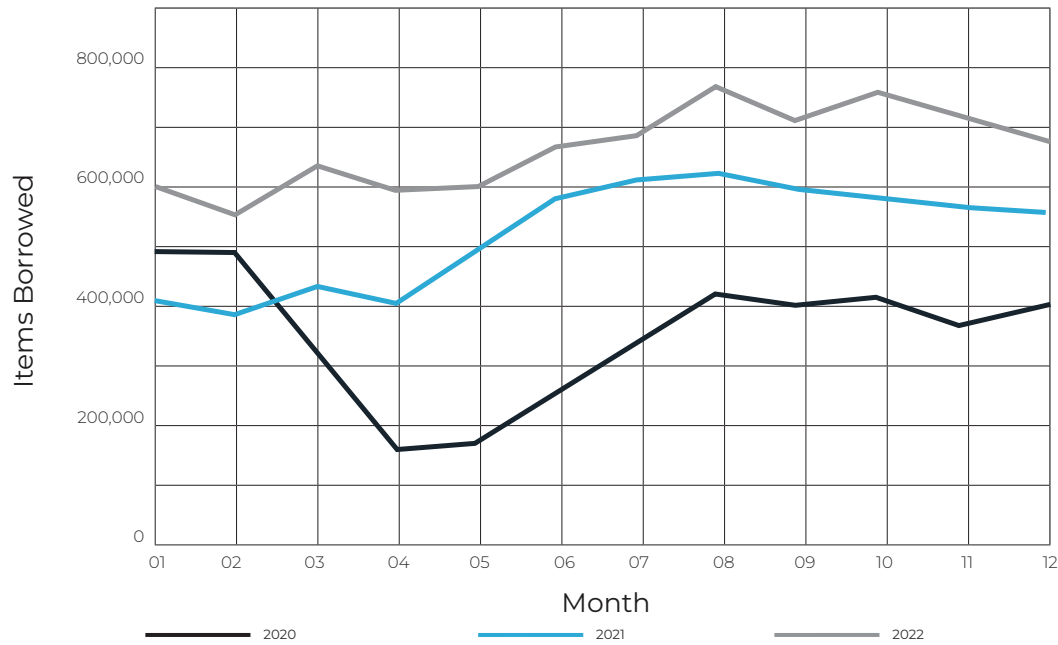
The physical collection has had a 6 percent decrease in size.

Overall, the number of items borrowed has increased by 13 percent since 2018-19.

The digital newspaper collection is of particular note, with borrowing rates increasing by a dramatic 1,000 percent during this three-year period.

Digital access to resources such as the *New York Times* has provided patrons with timely, reliable access to critical news information.

Total Items Borrowed Annually



(Graph: Annual Borrowing Stats)

On July 1, 2022, branches resumed in-person programming with renewed intention and purpose to develop programs that speak to individual communities and changing demographics. During the height of the pandemic, library staff adapted current programs and developed new ideas to engage learners with nearly 1,200 online and recorded programs in 2020-21.

Prior to the reintroduction of in-person programs, the Library provided over 700 unique self-directed activities that include interactive take-and-make crafts and activity bags. When in-person programming returned in 2022, the Library successfully began offering both virtual events, like the Master Gardener Series, and familiar in-person events, such as storytimes and book clubs. Overall, in 2022 the Library increased access to learning opportunities by offering 47 percent more in-person and online events than in the previous year.

The new Pleasant Hill Library opened on July 29, 2022, with 50,000 new books that provided an infusion of updated materials to circulate throughout the 26 library branches. The opening of the new state-of-the-art facility energized the Pleasant Hill community and increased opportunities for literacy and learning in Central County.



Goal 2: The Library ensures easy, equitable access to library services for all Contra Costa County residents.

In July of 2021, the Library increased the base level of weekly open hours provided at all full-service libraries from 35 to 40, resulting in a 14 percent increase of county-funded open hours across all branches.

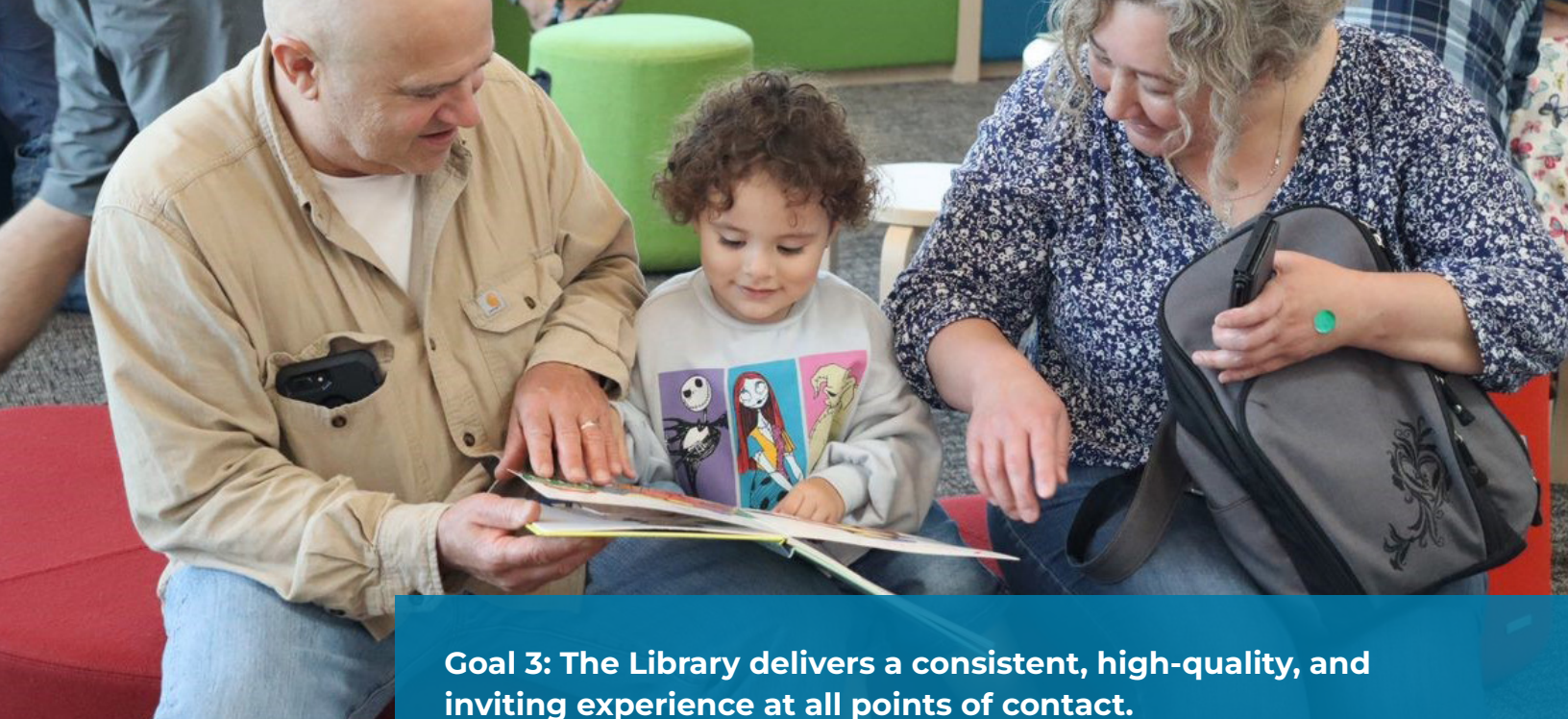
In response to the nearly 400,000 (and growing) Contra Costa County residents who speak a language other than English at home, the Library increased materials available in over a dozen international languages, with more than 9,000 items added between 2020 and 2022. The Library offers robust International language collections in Russian, Farsi, Filipino, Chinese, and Spanish. The Library has also contracted with a Spanish language interpreter for programs to deliver regular inclusive programming for Spanish speakers.

Over 100,000 adults in the county lack basic literacy skills, and more than one in four new residents is an immigrant speaking another language at home. Project Second Chance (PSC) secured a five-year grant through the California State Library to expand their adult literacy work to include adults who are working on their English conversation skills. This is on top of the work PSC already does to provide free and confidential one-on-one tutoring for adults who read or write below a sixth-grade level in English. With over 47 percent of the County's population growth between 2014 and 2019 attributable to immigrants, these services respond to a growing need in Contra Costa County for English acquisition services.

The Library Accessibility Committee spearheaded a countywide Insiders Program for members of the community with cognitive disabilities. The program provides take-home craft project kits designed for teens and adults. More than 500 kits have been distributed at 11 branches since its inception in 2021.

“The Library is a civic institution that every community should have and support”

(2021 Patron Survey)



Goal 3: The Library delivers a consistent, high-quality, and inviting experience at all points of contact.

Since the murder of George Floyd in 2020, the Library significantly increased its efforts to work towards becoming an anti-racist organization. All staff are provided with racial equity training and the Library is systematically examining all policies, procedures and practices using a racial equity lens and updating them as needed.

The Library's Equity, Diversity and Inclusion (EDI) Committee also significantly increased its activities by initiating countywide events that celebrate Latinx Heritage Month, Anti-Hate Month, Black History Month, Asian American/Pacific Islander Heritage Month, and Pride. A new webpage highlights diverse library resources and programs, and the Library can now offer Spanish language translations at events.

On March 1, 2022, the Board of Supervisors approved permanently waiving charges for the first 10 pages of black and white prints from public computers. This removed barriers for residents, especially for those in low-income areas who do not have access to reliable computers or printers.

Multiple locations underwent renovations between 2020 and 2022. The Concord Library and the Antioch Library both completed a vibrant refresh of their children's areas, creating more inviting spaces for visitors. The Ygnacio Valley Library repaved its parking lot for improved, ADA-compliant parking and building access.

The IT Department updated its assistive technology with new headphones and NVDA screen reading software at each branch to improve access for patrons with visual impairments.

“I feel very welcome anytime I visit the library. Every staff is eager to help me without delays.”

(2021 Patron Survey)

Goal 4: The Library successfully promotes its values, programs, and opportunities to the community.

Listen to the next chapter in your life.

Get access to thousands of eAudiobooks FREE with your Contra Costa County Library card.



The Library continues to work on strategies to increase awareness of library services. As noted with our market penetration increases, these efforts are working to attract new cardholders and keep the ones we have.

In 2022, we launched three new targeted email campaigns aimed at engaging new cardholders and reengaging existing cardholders.

We also introduced the Social Media Ambassadors program. This is an opportunity for members of the public to help promote their love for the library through their own social media channels. We are thrilled with the response, which already includes more than 100 volunteer members.

To supplement our communication with cardholders, the Library launched a three-month campaign with ads on bus tails in east, west and central county focused on eAudiobooks. Additionally, we launched a four-week campaign on the large digital billboard on Highway 4 east, also focused on eAudiobooks.

The Library finalized its contract for a four-month campaign with Effectv (formerly Comcast Spotlight) to create and air library commercials on cable and streaming services. The campaign will begin in late winter 2023.

In 2023, we will develop a new marketing plan with OrangeBoy, an outside consulting services firm, to focus our efforts on adding new cardholders.

“Many people do not know, in my experience, that libraries are for everyone and free! I love libraries and promote them wherever I live.”

2021 (Patron Survey)

Looking Ahead

The future looks bright for Contra Costa County Library as we continue to serve our communities with compassion, inclusiveness, and accessibility.

In 2023, we will embark on a refresh of our strategic plan. We will maintain the four main strategic goals but update our objectives and strategies. We will use our ongoing performance statistics, as well as results from a new patron and non-user survey, to inform these updates.

By the end of the year, we will develop and implement a more wide-reaching marketing plan that will ensure our efforts to promote library services and opportunities to our community.

As always, our overarching objective in 2023 is to make a positive impact on our community with a full array of services that meet people where they are. We will provide annual reports and continue to measure our effectiveness so we focus our resources where they are most needed and will make the greatest difference in the lives of our residents.



CONTRA COSTA COUNTY LIBRARY AT-A-GLANCE 2022



VOLUNTEERS
470



HOURS SERVED
14,342

LUNCH IN THE LIBRARY



9 Locations

5,640 Grab and Go Meals

2,851 Meal and Produce Boxes

MOST POPULAR BOOKS



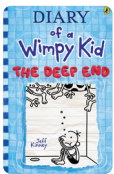
EARLY READER

The Thank You Book
by Mo Willems



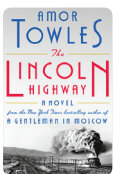
TEEN READER

Shadow & Bone
by Leigh Bardugo



MIDDLE READER

Diary of a Wimpy Kid: The Deep End
by Jeff Kinney



ADULT READER

The Lincoln Highway
by Amor Towles

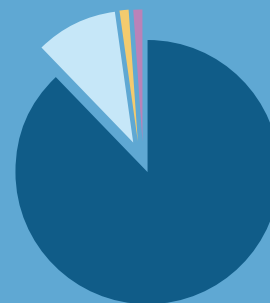
SUMMER READING



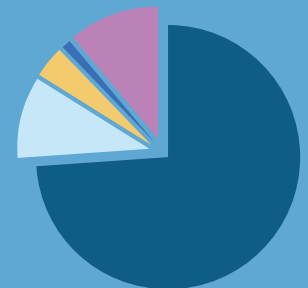
5,827

People Completed Reading Records

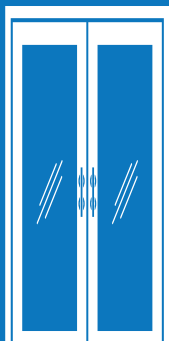
BUDGET



Revenue - \$36.3M



Expenditures - \$36.3M



OPEN HOURS
1138.5 per week
TOTAL
59,202

CONTRA COSTA COUNTY LIBRARY COMMISSION

AGENDA ATTACHMENT 3

MEETING DATE: **Thursday, May 18, 2023**

AGENDA ITEM #: **10.**

ITEM: **LEGISLATIVE WORKING GROUP**

RECOMMENDED ACTION:

None required.

MONTH XX, 2023

The Honorable Cecilia Aguiar-Curry
Chair, California Assembly Committee on Local Government
1020 N Street, Room 157
Sacramento, CA 95814

RE: AB 817 (PACHECO) LOCAL GOVERNMENT: OPEN MEETINGS – SUPPORT
As amended March 16, 2023

Dear Assemblymember Aguiar-Curry:

As a member of the Contra Costa County Library Commission, I write to express my strong support for AB 817, which would remove barriers to entry for appointed and elected office by allowing non-decision-making legislative bodies that do not have the ability to take final action to participate in two-way virtual teleconferencing without posting location.

The Contra Costa County Library Commission is a non-decision-making legislative body. We value diversity in our membership and hope to provide as few obstacles as possible for participation by both Commission members and the public in our meetings and discussions. Challenges associated with recruitment have been attributed to participation time commitments; time and location of meetings; physical limitation, conflicts with childcare, and work obligations. The COVID-19 global pandemic drove both hyper-awareness and concerns about the spread of infectious diseases, as well as removed barriers to local civic participation by allowing this same remote participation. This enabled individuals who could not otherwise accommodate the time, distance, or mandatory physical participation requirements to engage locally, providing access to leadership opportunities and providing communities with greater diversified input on critical community proposals.

Existing law (Stats. 1991, Ch. 669) requires local bodies to publish and publicly notice opportunities that exist to participate in and serve on local regulatory and advisory boards, commissions, and committees under the Local Appointments List, known as Maddy's Act. However, merely informing the public of the opportunity to engage is not enough: addressing barriers to entry to achieve diverse representation in leadership furthers the Legislature's declared goals of equal access and equal opportunity.

Diversification in civic participation at all levels requires careful consideration of different protected characteristics as well as socio-economic status. The in-person requirement to participate in local governance bodies presents a disproportionate challenge for those with physical or economic limitations, including seniors, persons with disability, single parents and/or caretakers, economically marginalized groups, and those who live in rural areas and face prohibitive driving distances.

Participation in local advisory bodies and appointed boards and commissions often serves as a pipeline to local elected office and opportunities for state and federal leadership positions.

AB 817 would help address these issues by providing a narrow exemption under the Ralph M. Brown Act for non-decision-making legislative bodies that do not take final action on any legislation, regulations, contracts, licenses, permits, or other entitlements, so that equity in opportunity to serve locally and representative diversity in leadership can be achieved.

For these reasons, I am pleased to support AB 817 and respectfully request your support.

Sincerely,

[Signature]

Example – Susan Hildreth, Member, Contra Costa County Library Commission, Contra Costa County

Cc: Kierra Paul, Legislative Director, Office of Assemblymember Blanca Pacheco:
Kierra.paul@asm.ca.gov
Members and staff, Assembly Committee on Local Government
Ronda Paschal, Deputy Legislative Secretary, Governor's Office of Legislative Affairs