



# WASHOE COUNTY

Integrity Communication Service  
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## STAFF REPORT

BOARD MEETING DATE: September 22, 2020

**DATE:** Thursday, September 17, 2020  
**TO:** Board of County Commissioners  
**FROM:** Andrea Tavener, Development Officer, Library System  
775-327-8360, [atavener@washoecounty.us](mailto:atavener@washoecounty.us)  
**THROUGH:** Jeff Scott, Library Director  
**SUBJECT:** Recommendation to approve a Library Services and Technology Act (LSTA) mini grant-in-aid award through the Nevada State Library, Archives and Public Records, in the amount of [\$10,000.00, \$1,000.00 in-kind match required] for a retroactive term of July 9, 2020 through August 31, 2021; Direct the Comptroller's Office to make the necessary budget amendments; and authorize the Director to sign the grant award documents. (All Commission Districts.)

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### SUMMARY

The Library System is requesting Board's approval of Library Services and Technology Act (LSTA) mini grant award through the Nevada State Library, Archives and Public Records, in the amount of [\$10,000.00, \$1,000 in-kind match required] for a retroactive term of July 9, 2020 through August 31, 2021 Direct the Comptroller's Office to make the necessary budget amendments; and authorize the Director to sign the grant award documents.

The Washoe Board of County Commissioners must accept grant awards, approve amendments to the adopted fiscal year budget and direct the Comptroller's Office to make the necessary budget amendments.

County Priority/Goal supported by this item: Stewardship of our community

### PREVIOUS ACTION

No previous action

### BACKGROUND

The Washoe County Sheriff's Office (WCSO)-Detention Center currently provides no library support. The current WCSO library collection is outdated and that creates a detriment to inmates being housed there. In creating this partnership, the Library System and the WCSO will be able to enhance services. The hope is that in providing this initial

AGENDA ITEM # \_\_\_\_\_

service, it will reduce the recidivism rate, create a bridge to library services once inmates are released, and provide an avenue for enhanced services to both inmates and recently released inmates. This creates better services to enhance the quality of life for Washoe County Library patrons. Through a pre and post survey of staff and inmates, the WCSO and Library System will be able to assess the quality of life of inmates and if the library meets the needs for their personal goals. Statistics will be recorded of usage so that we can determine the greatest need and demonstrate usage.

Previously, jail library services had been provided through the Chaplain services. The result is a collection that has not been curated, maintained, or supported in line with inmates' need for educational, vocational, legal, and recreational reading. Washoe County Library System and Washoe County Sheriff Detention Center are partnering to provide library services through the Washoe County Library System through a multi-tiered project.

The Washoe County Library System will order materials to create an opening day collection for the Washoe County Sheriff Detention Center. The project plan is to utilize the \$10,000.00 to purchase materials to start the collection. The plan is to begin the first phase of this Jail Library Services project in August and September.

This grant award is retroactive to July 9, 2020, as the grant-in-aid award approval letter was received in the beginning of August, and submitted on the first available BCC meeting.

### **GRANT AWARD SUMMARY**

**Project/Program Name:** Jail Library Services.

**Scope of the Project:** These funds are competitive mini grant monies used to supplement material and program budgets for all public libraries throughout the state of Nevada. The \$10,000.00 awarded to the WCLS will be used to purchase new materials for the Washoe County Sheriff's Office-Detention Center.

**Benefit to Washoe County Residents:** Several goals for this project are to train patrons in a variety of topics. Vocational, educational, and recreational opportunities will be made available for inmates while incarcerated and create a bridge to library services once released. At the end of this grant cycle, is a current well run library that will be re-established for the Detention Center and overseen by the Detention Center Library Aide with Washoe County Library System support. Inmates will get book collection support for them to succeed while incarcerated and have a bridge for enhanced library services, but also have a connection to the library and services upon release from the Detention Center. We will conduct a pre-survey and post-survey to determine the quality of life of inmates as well as the Detention Center Staff. We will also survey the collection through statistics to find out the greatest need for the collection. These grant funds help the Library System fulfill our literacy responsibility.

**On-Going Program Support:** Washoe County Library Staff will be responsible for \$1,000.00 in-kind match for staff time dedicated in analyzing the current collection and assess, deaccession, and build a current collection of materials.

The Washoe County Sheriff Office-Detention Center will fund and hire a part-time Library Aide at an estimated salary of \$15,000.00. to distribute materials within the Washoe County Sheriff's Office Detention Center and provide statistical information as well as recommendations for new content. Additionally, the Library System will provide up to \$2,000.00 per year for new materials as a partnership library.

**Award Amount:** \$10,000.00

**Grant Period:** July 9, 2020 – August 31, 2021

**Funding Source:** Institute of Museum and Library Services

**Pass Through Entity:** Nevada State Library, Archives and Public Records

**CFDA Number:** 45.310-20

**Grant ID Number:** 2020-14

**Match Amount and Type:** There is a 10% in-kind cash match required. WCLS will be providing staff time at an estimated in-kind total of \$1,000.00 and the WCSO will provide the funding for the Library Aide position.

**Sub-Awards and Contracts:** The Washoe County Library System and the Washoe County Sheriff's Office will enter into a MOU.

### **FISCAL IMPACT**

Should the board accept this grant award and approve these amendments, the FY21 adopted budget will be increased by \$10,000.00 in both revenues and expenditures in the following accounts:

<b>Cost Object &amp; Description</b>	<b>G/L Account &amp; Description</b>	<b>Amount</b>
IO -11735 Library Jail Services	431100 -Federal Grants - Revenue	\$10,000.00
IO- 11735 Library Jail Services	710314 – Library Materials - Expenditure	\$10,000.00

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners approve a Library Services and Technology Act (LSTA) mini grant-in-aid award through the Nevada State Library, Archives and Public Records, in the amount of [\$10,000.00, \$1,000.00 in-kind match required] for a retroactive term of July 9, 2020 through August 31, 2021; Direct the Comptroller's Office to make the necessary budget amendments; and authorize the Director to sign the grant award documents.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve a Library Services and Technology Act (LSTA) mini grant-in-aid award through the Nevada State Library, Archives and Public Records, in the amount of [\$10,000.00, \$1,000.00 in-kind match required] for a retroactive term of July 9, 2020 through August 31, 2021; Direct the Comptroller's Office to make the necessary budget amendments; and authorize the Director to sign the grant award documents."