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Ventura County Library

Nancy Schram, Director

April 9, 2019

Board of Supervisors
County of Ventura
800 South Victoria Ave.
Ventura CA 93003

Subject: Approval of, and Authorization for Chair of the Board of Supervisors to Sign, a License Agreement between the County of Ventura and America Learns, LLC to Provide for the America Learns Impact Suite Software, in an Annual Not-to-Exceed Amount of \$7,500 for FY 2018-19 and FY 2019-20.

Recommendation:

1. Approve and authorize the Chair of the Board of Supervisors to sign a License Agreement between the County of Ventura and America Learns, LLC to provide for the America Learns Impact Suite Software, in an annual not-to-exceed amount of \$7,500 for FY 2018-19 and FY 2019-20.

Fiscal Impact:

Mandatory:	No
Source of Funding:	Miscellaneous Revenues
Funding Match Required:	No
Impact on Other Departments:	ITSD

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Summary of Revenues and Costs		
	Fiscal Year 2018/2019	Fiscal Year 2019/2020
Revenue:	\$0	\$0
Costs:		
Direct	\$7,500	\$7,500
Indirect – Department	\$0	\$0
Indirect – County CAP	\$0	\$0
Total Costs	\$7,500	\$7,500
Net Costs	\$7,500	\$7,500

Current FY 2018-19 Adjusted Budget for Ventura County Library Division 3610				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated (Savings/Deficit)
Appropriations	\$ 8,451,189	\$ 9,020,336	\$ 9,020,336	\$ 0
Revenue	\$ 8,451,189	\$ 8,651,189	\$ 8,651,189	\$ 0
Net Cost	\$ 0	\$ 369,147	\$ 369,147	\$ 0

The revenue and appropriations are included in the FY 2018-19 Ventura County Library Adopted Budget.

DISCUSSION:

The Ventura County Library READ program helps adults improve reading and writing skills to positively impact their lives in such areas as self-esteem, employment, family life, and community involvement. Library staff have been using an online program from LiteracyPro Systems called Literacy, Adult, and Community Education System (LACES) as a volunteer management tool. However, this tool was developed for adult school programs, and staff have identified a need for an online program that is tailored more to the specific needs of literacy programs.

The America Learns Impact Suite online program has been used by many other public library literacy programs across the state, and will provide a private comprehensive data management system for the READ program. This data-management system is specific to literacy programs and will provide a significant improvement over the LACES system currently in use. Among the benefits provided will be four two-hour training sessions for staff and separate PowerPoint presentations for ongoing staff and volunteer training.

The most significant improvement allows active participation from volunteers who will be trained to enter their weekly attendance on the site, which is also a time-saver for staff when reminder messages are sent automatically. After volunteer tutors enter data they will be asked if they have questions related to their current instructional topics. If they

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choose to enter a question they will receive lesson plan ideas and video clips of actual lessons the next time they log-on.

The Library requests the Board of Supervisors to set a contract not-to-exceed amount for FY 2018-19 and FY 2019-20 of \$7,500. This has been included in the FY2019-20 preliminary budget request.

This letter and its attachments have been reviewed by the County Executive Office, the Auditor-Controller's Office, Information Technology Services, and County Counsel. If you have any questions, please contact me at 677-7158.



NANCY SCHRAM
Director

Attachment:
Exhibit 1 – License Agreement between the County of Ventura and America Learns, LLC