



ALL DISTRICT MEMO

TO: All District Employees

FROM: Fred James, Acting Executive Director

DATE: August 28, 2020

SUBJECT: District Operations Updates

The Library as a Partner in Distance Learning. In the wake of the Clark County School District's decision to conduct online learning, they are doing a survey of the connectivity needs of each of the 310,264 CCSD students. With 70% of responses in, it appears that 9% of students lack internet at home and 39% of students lack devices. On August 25, 2020, the *Las Vegas Review Journal* reported that 25% of students and teachers were not logging into the CCSD Canvas platform.

In this community context, the Library District is mobilizing assets to assist the large numbers of local students and families who are struggling with the challenges of distance learning:

- **Vegas Strong Academy (VSA)**. The Library District has entered into an MOU with the City of Las Vegas who is currently operating Vegas Strong Academies in four Library District branches – Clark County, East Las Vegas, West Las Vegas, and Windmill. VSA student enrichment services are provided from 6:30 a.m. to 6:00 p.m.

On Monday, a fifth VSA site will open at Sunrise Library. The registration link for the program and all Vegas Strong Academy sites is ([Register Here](#)). The program is also offering subsidized care for families that qualify (interested parents should call the City of Las Vegas at 702.229.2273) thanks to funding from Las Vegas Urban League and the Mayor's Fund. We are happy that this service is also helping some of our employees who have school-age children.

This effort represents many departments working together to help solve a pressing community need. General Services, IT, and Finance departments supported the provision of security, janitorial, and site furniture, technology, and equipment set up. Branding and Marketing created promotional materials and secured media coverage. Library Operations and Community Engagement departments are working together to keep operations running smoothly, with VSA students having the ability to have guided use of library resources and programs, when possible.

Special thanks goes to the Branch Managers, Assistant Branch Managers, and District VSA program staff liaisons who are supporting this critical partnership in the branches: Clark County Branch Manager **Robbin Gaebler**, East Las Vegas Acting Branch Manager **Tom Olson**, Sunrise Branch Manager **Scott Clonan**, West Las Vegas Branch Manager **Chantel Clark**, Windmill Branch Manager **Theron Nissen**, Adult Programming Supervisor **Jen Weitz**, and Performing Arts Coordinators **Suzanne Scott**, **Marci Chiarandini**, and **Firouzeh Forouzmand**.

- **The Library District as Partner in Limitless Learning**. Branding and Marketing Director **Betsy Ward** and Assistant Branding and Marketing Director **Karen Bramwell** have been working with all departments to develop new "Limitless Learning" summaries of the broad array

of free Library District resources, services, and programs for local students. Beautiful graphics and succinct copy about the vast array of library resources and services, both in the branches and online, is now available on the lvccld.org website at [LVCCLD.org/Limitless-Learning](https://www.lvccld.org/Limitless-Learning). Digital and print fliers that complement this web content will soon be available for wide community distribution. This fall, the campaign for library card sign-ups is embedded within the broader information and message of the Library District as a partner in learning, for people of all ages.

Special thanks goes to the entire Branding and Marketing team for the new web page that is loaded with information on learning opportunities and services. It is designed to be evergreen, so that it can grow over time as new programs and services become available. The page's content, graphics and coding were provided by **Gene Kilchenko, Cierra Pedro, Juanita Aiello, Paula Loop** and **Ryan Simoneau**, which complement media interviews with subject matter experts from Library District staff.

- o Literacy Services Manager Jill Hersha – Adult Learning and English Language Instruction. <https://www.ktnv.com/open/nevadans-redefining-themselves-through-available-library-programs>
- o Youth Services Manager Shana Harrington – Tools for School Success https://legacy.lvccld.org/media/coverage/?_ga=2.7692912.352252151.1598383718-329715151.1498078565
- o VSA Coverage - https://legacy.lvccld.org/media/coverage/?_ga=2.243714759.352252151.1598383718-329715151.1498078565

Three Square Food Bank. A key Library District partnership that provides meals to local residents is the annual Food for Thought food drive. In this sixth year of the partnership with Three Square Food Bank, the drive was extended from Thursday, June 4 through Friday, July 31. Thank you to all of our staff including library branch, Branding & Marketing, couriers, Access Services, Financial Services, and Development and Planning department personnel who played a part in this year's success. Overall, the Library District collected 5,028 pounds of donated goods, which provided for 4,190 meals. This fall, the partnership with Three Square continues as after school meals will be offered at Clark County Library, Enterprise Library, Spring Valley Library, and Whitney Library.

COVID Incidents. For all confirmed cases of COVID-19, we are following the new COVID-19 Protocol, which can be found on Voyager at this link: <https://bit.ly/31K4I19>. Over the past two weeks, we have reported the following COVID incidents (all COVID Incident Reports can be found on the Staff Updates web page: <https://lvccld.org/staffupdates/>).

- On August 14, an employee at Centennial Hills tested positive
- On August 14, an employee at the Windmill Service Center tested positive
- On August 17, two employees at the Windmill Service Center tested positive. Because there were three incidents at the Windmill Service Center, the Human Resources office was closed and all staff self-quarantened. The HR Office will open August 31st.
- On August 28th, HR Director Jeff Serpico issued updated meeting guidelines which ask staff to minimize travel between branches and in-person branch and service center meetings.
 - o **For Business related meetings between branches:** These meetings should be conducted virtually or via conference call, if possible. If not, follow all PPE, social distancing, and hygiene protocols.

- **For Business related meetings within branches:** Please make every effort to conduct these virtually or via conference call. However, if in-person meetings of greater than three people are required, follow all PPE, social distancing, and hygiene protocols.
- **Non Business related social gatherings** such as birthday's parties, retirement parties and daily lunch breaks should only be attended in-person by staff who work at the physical location of the event. All in-person attendees should adhere to follow all PPE, social distancing, and hygiene protocols.

Bittersweet Farewells: In the last AD Memo (8/12/20) we applauded the work of several retiring employees. As the VESP program closes this week and a new wave of retirements is scheduled for the next two weeks, we wish these retiring employees all the best on the road ahead! Their contributions to the Library District and our region over the years are immeasurable. Their talent and expertise will be missed but may they all enjoy the delights and sweet rewards of retirement far into the future.

Acting Branch Manager: Vickie Barnett

Administrative Assistant: Denise Lewis

Adult Services Assistant: Christopher Kovach, John Stephens III

Adult Services Librarian: Evelyn Moschella, Jamie Kragrud

Assistant Branding and Marketing Director: Karen Bramwell

Library Associate: Nina Mata

Branch Manager: Ann Lagumina

Circulation Assistant: Gail Ricci

Circulation Department Head: Lucia Taylor, Jennifer Pagan, Kim Conklin

Computer Lab Department Head: Ardella Martin

Courier: Ernest Sargent

Library Assistant: Eugene Wallace, Peggy Hansen

Maintenance Technician II: John Filipazzo

Microcomputer Specialist: Oscar Sanchez

Office Assistant II: Helena Burroughs-Johnson

Performing Arts Coordinator: Jani Jeppe, Anthony Allison

Production Technician: Michael Singleton, Gena Mize

Purchasing and Administration Manager: Nancy Hodges

Support Services Assistant: Michael Harris, Denel Bejarano

YPL Services Assistant: Elizabeth Catalfano