



# CTF Administrative Committee Meeting

December 4, 2023





# (1) Introductions




## (2) Public Comments on Non-Agenda Items

# (3) Remembering Joanne Leung





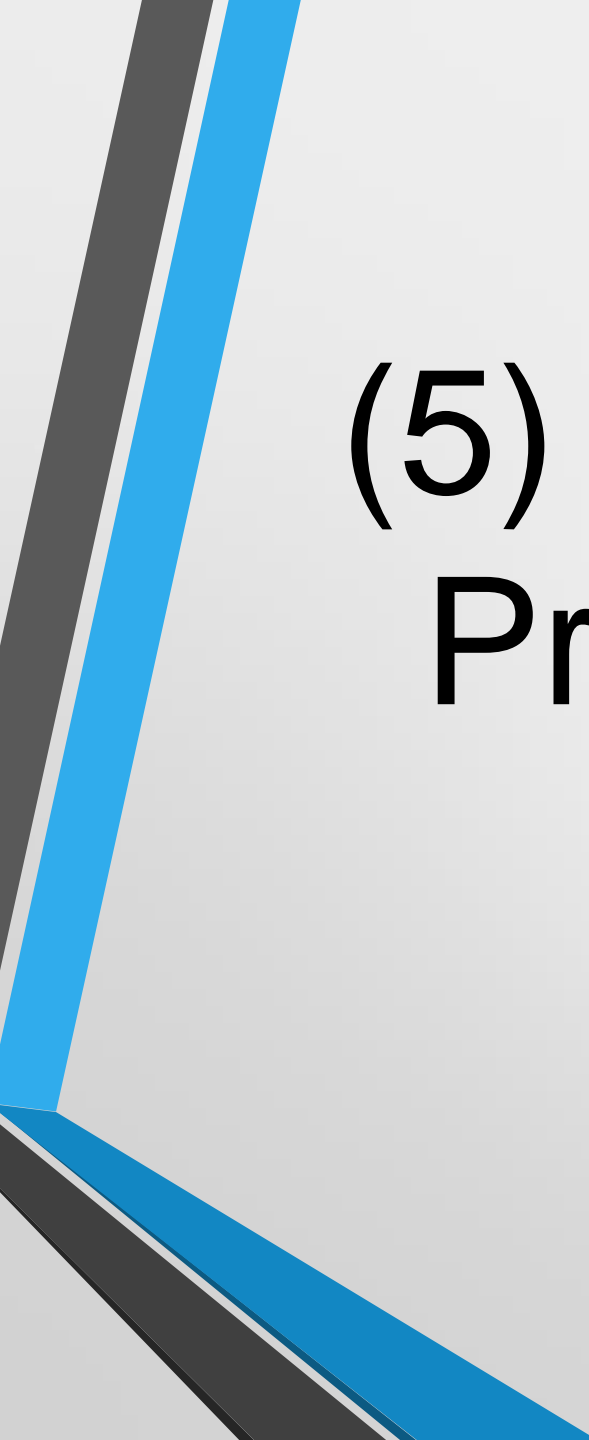
## (4) Agenda Review

- 
- 1) Introduction
  - 2) Public Comments on Non-Agenda Items
  - 3) Remembering Joanne Leung
  - 4) Review Agenda
  - 5) Review and approve 9/11/2023 meeting minutes
  - 6) Action items from last AC meeting
  - 7) Administrative Committee vacancies
  - 8) Discussion of Annual Report
  - 9) Public Advocates Office presentation
  - 10) eCAP Update

Applications/Recertification

Claims and Program Finances

- 11) Digital Divide Grant Program
- 12) Order Instituting Rulemaking (OIR)
- 13) CTF webinars
- 14) LACOE update
- 15) Pending legislation
- 16) Agenda items next meeting. Presentations.
- 17) Schedule March meeting.



**(5) Review and Approve  
Prior Meeting Minutes**

## (6) Action Items from Last Committee Meeting

Lisa-Marie Clark needs to clarify AC role in the budget process.

Chair Keller provides an example of the claim data by industry segment.

Chair Keller needs to send a recruitment letter to AC staff.

Chair Keller and Geoff will work with their legal counsel on the AC Charter revisions and identify issues.

Compensation for alternates




## (7) Current CTF-AC Vacancies

Public Hospitals and Clinics-Primary and Alternate vacancies.  
Rural Clinics and Telemedicine-Primary and Alternate vacancies.  
Community Based Organization-Alternate vacancy.  
Local Exchange Carrier-Alternate vacancy.  
Deaf/Hard of Hearing-Alternate vacancy.

## (8) Annual Report

Pursuant to Pub. Util. Code § 273(b), on or before October 1 of each year the CTF-AC shall submit a report to the Commission describing Committee activities during the prior fiscal year.



(9) Presentation by Jarrid Keller, AC Chair  
Libraries  
Bookmobiles



# California Teleconnect Fund

Applications received from  
August 1, 2023 through November 1, 2023

	CBO	Healthcare CBO	Gov Hospitals	Community Colleges	Libraries	Private Schools	Public Schools	Total
Count of Intake Number	125 (44.8%)	96 (34.4%)	7 (2.5%)	1 (0.35%)	0 (0.0%)	14 (5.0%)	36* (12.9%)	279 (100%)
Approved	13	38	4		0	7	27	89
Ineligible/ Rejected	103	46	3	1	0	5	5	163
Pending	9	12	0		0	2	4	27

\*28 Non-Charter & 8 Charter Schools

\*Since January 1, 2023, 226 of the 686 submitted CTF applications have been approved through e-CAP.



# Recertifications

- Community-Based Organizations recertify every 3 years, and all other participant types recertify every 5 years and must meet current program rules.
- Participants recertify eligibility through the electronic Claim and Application Portal (eCAP) website.
- CTF sends multiple notifications to selected participants of need to renew eligibility.
  - Recertification notices will be emailed from eCAP.
  - The 1<sup>st</sup> notice is sent 120 days prior to eligibility end date.
  - The 2<sup>nd</sup> notice is sent 60 days prior to eligibility end date.
  - A final notice is sent 30 days prior to eligibility end date.

## Recertifications cont.

- Due to outreach efforts and notices being repeatedly sent out, the number of deliverable email recertification notifications have been steadily decreasing month over month.
- eCAP report shows that the most common undeliverable error reason is "User unknown".
  - Common reasons include full mailboxes, outdated emails that don't exist, mail server temporarily unavailable.

<b>Month- Year</b>	<b>Recert Notices Delivered</b>	<b>Undelivered</b>	<b>Total</b>	<b>Percentage Undeliverable</b>
<b>Mar-23</b>	281	342	623	55%
<b>Apr-23</b>	262	198	460	43%
<b>May-23</b>	336	259	595	44%
<b>Jun-23</b>	314	188	502	37%
<b>Jul-23</b>	288	246	534	46%
<b>Aug-23</b>	401	139	540	26%
<b>Sep-23</b>	335	191	526	36%
<b>Oct-23</b>	406	191	597	32%



## (10) Status of CTF and E-CAP

- Applications/Recertification
- Claims and Program Finances



# California Teleconnect Fund

Fund Status Report as of November 14, 2023

<b>CTF Local Assistance Budget vs. Claim Projections and Payments</b>			
	<b>FY 2021-2022</b>	<b>FY 2022-2023</b>	<b>FY 2023-2024</b>
<b>Local Assistance Budget</b>	\$105,000,000	\$105,000,000	\$105,000,000
<b>Claim Projections</b>	\$67,000,000	\$60,000,000	\$60,000,000
<b>Claim Paid</b>	\$52,491,171	\$38,816,997	\$12,201,234
<b>Budget less Paid</b>	\$52,508,829	\$66,183,003	\$92,798,766







# California Teleconnect Fund

## Cash Balance as of September 30, 2023

<b>State Controllers Office Fund Reconciliation Report</b>					
<b>Report Date</b>	<b>FY / period</b>	<b>Beginning Cash Balance</b>	<b>Revenues</b>	<b>Expenses</b>	<b>Ending Cash Balance</b>
10/31/2022	FY22 P04	\$99,990,906	\$3,745,473	\$4,820,000	<b>\$98,916,380</b>
11/30/2022	FY22 P05	\$98,916,380	\$3,581,553	\$974,000	<b>\$101,523,933</b>
12/31/2022	FY22 P06	\$101,523,933	\$3,100,045	\$10,452,000	<b>\$94,171,978</b>
1/31/2023	FY22 P07	\$94,171,978	\$4,156,504	\$270,000	<b>\$98,058,481</b>
2/28/2023	FY22 P08	\$98,058,481	\$2,206,011	\$6,252,000	<b>\$94,012,493</b>
3/31/2023	FY22 P09	\$94,012,493	\$2,588,751	\$3,486,000	<b>\$93,115,243</b>
4/30/2023	FY22 P10	\$93,115,243	\$4,079,862	\$598,000	<b>\$96,597,105</b>
5/31/2023	FY22 P11	\$96,597,105	\$3,107,929	\$172,000	<b>\$99,533,034</b>
6/30/2023	FY22 P12	\$99,533,034	\$10,412,836	\$9,021,000	<b>\$100,924,871</b>
7/31/2023	FY23 P01	\$100,924,871	\$10,001,294	\$6,629,000	<b>\$104,297,164</b>
8/31/2023	FY23 P02	\$104,297,164	\$8,831,310	\$3,399,000	<b>\$109,729,474</b>
9/30/2023	FY23 P03	\$109,729,474	\$8,747,675	\$3,355,000	<b>\$115,122,149</b>





# California Teleconnect Fund

Claims received from  
April 2023 through September 2023

	Public Schools	Private Schools	Libraries	Gov Hospitals	Community Colleges	CBO	Healthcare CBO	Total
Apr-23	\$2,137,753.39	\$ 159,965.93	\$ 651,056.98	\$ 311,286.22	\$ 1,169,037.75	\$ 793,103.76	\$ 121,528.16	<b>\$ 5,343,732.19</b>
May-23	\$1,493,074.59	\$ 141,456.18	\$ 267,356.53	\$ 266,112.83	\$ 708,508.67	\$ 703,063.44	\$ 112,361.51	<b>\$ 3,691,933.75</b>
Jun-23	\$1,449,775.51	\$ 141,553.76	\$ 270,329.88	\$ 271,390.66	\$ 699,448.80	\$ 604,069.06	\$ 144,029.69	<b>\$ 3,580,597.36</b>
Jul-23	\$1,396,732.44	\$ 149,588.82	\$ 269,448.90	\$ 257,484.17	\$ 702,063.63	\$ 813,993.03	\$ 132,823.40	<b>\$ 3,722,134.39</b>
Aug-23	\$1,457,025.96	\$ 134,045.31	\$ 267,390.45	\$ 255,576.66	\$ 709,139.98	\$ 650,919.71	\$ 103,702.50	<b>\$ 3,577,800.57</b>
Sep-23	\$ 767,569.20	\$ 81,295.05	\$ 276,178.63	\$ 201,176.14	\$ 571,999.20	\$ 356,140.92	\$ 32,385.78	<b>\$ 2,286,744.92</b>


Figures are obtained from CTF Report, *CTF Claim Line Items per Month*, downloaded from eCAP portal.




# eCAP Update

eCAP Portal – CPUC’s web-based portal utilized by CTF participants and customers to manage CTF applications, claims and recertifications.

- CTF Administrative Letter # 31
- Ongoing bugs/issues in eCAP




# (11) Digital Divide Grant Program



Digital Divide Grant Program awardee Outside the Lens  
School Change request.

San Diego County Office of Education:  
San Diego County Court School  
to  
San Diego County Community.



# (12) Order Instituting Rulemaking (OIR)

# (13) CTF Webinars

**General Overview:** October 2, 2023

**Applications:** October 30, 2023

**Application Recertification:** December 11, 2023

**Claims:** TBA




# (14) LACOE Update





# (15) Pending Legislation



(16) Agenda items for next meeting.

Sector Presentations.



**(17) March 2024 AC Meeting**



# *Additional Presentation*



# LIBRARY UPDATE: DATA COLLECTION, MOBILE SERVICES AND NEW POINTS OF SERVICE

# About California Public Libraries

- 185 Library Jurisdictions
- Funded at the local level
  - State funding is small percentage of total budget
- Types of Libraries
  - City
  - County
  - Special Funded/District
  - Joint Power Authority

# Data Collected

- Annual Public Library Survey
  - Directed by Institute of Museum and Library Surveys
  - Facilitated by and reported to California State Library
- Data Categories
  - Circulation
  - Collection Size
  - Programs and Program Attendance
  - Branches and Bookmobiles
  - Staffing
  - Broadband and Public PC Use

# The Importance of Mobile Services

- Reaches people where they are
- Offers library services without barriers
- Creates trust for the public library
- Delivers books, programs and more







## 1948 - Travelling Branch \$5,000 (war surplus trailer chassis)

- Two side doors for continuous movement
- 2000 Books for Adults and Children
- Visited 5 locations near schools
- Retired in 1963





## 1954 – Gerstenlager Bookmobile \$17,000

- Built by an established Bookmobile manufacturer.
- Route included 13 schools and 3 community sites
- Retired in 1967



## 1963 – “Bookmobile”, “Mobile Library” \$7000 each

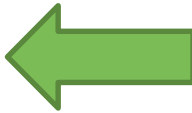
- Two trailers pulled by trucks to the stops.
- Could hold up to 4000 books.
- “Mobile Library” served the Florin Road and South Land Park Drive areas
- Stops included primarily school stops and one or two community stops.
- Retired in 1976.

# The 1970's



Three Bookmobiles mid 1970's–

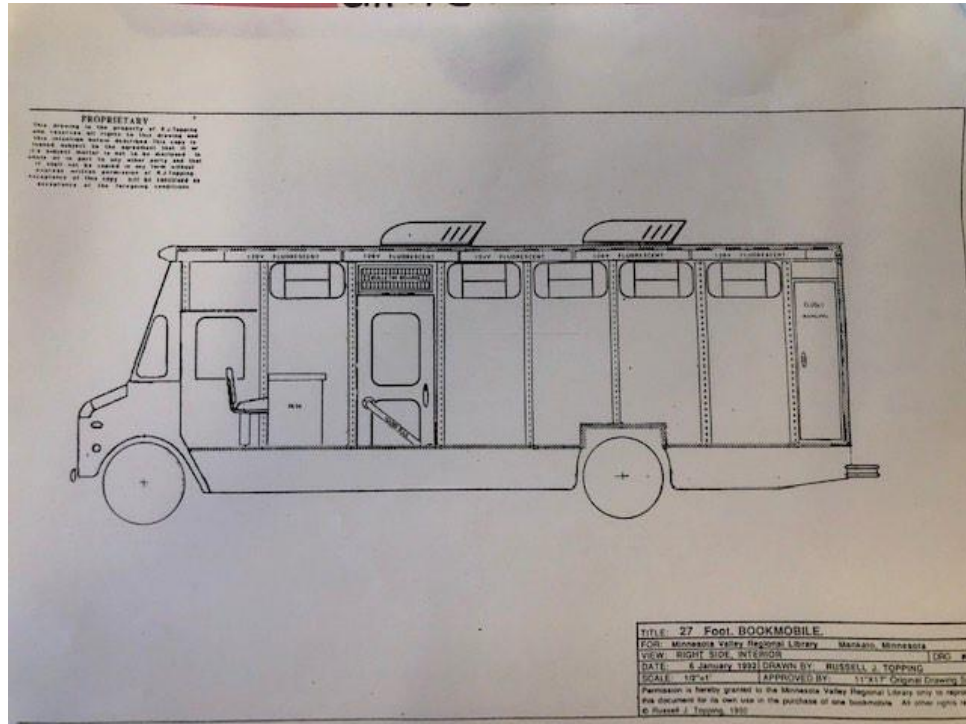
- The Pioneer (pictured)
  - Celebrated the Bicentennial then re-wrapped to serve the community.



- The Wanderer – 1975 (pictured)
  - County service
- The Traveling Branch - 1979
  - The replacement to prior TB



# Fast Forward to the turn of the Century



- Two Diesel Wagons purchased in 1998 – The Wanderer and The Wonder Wagon
- Each vehicle cost \$228,390 upon delivery.
- Both remain on the road today making over 50 stops per month.

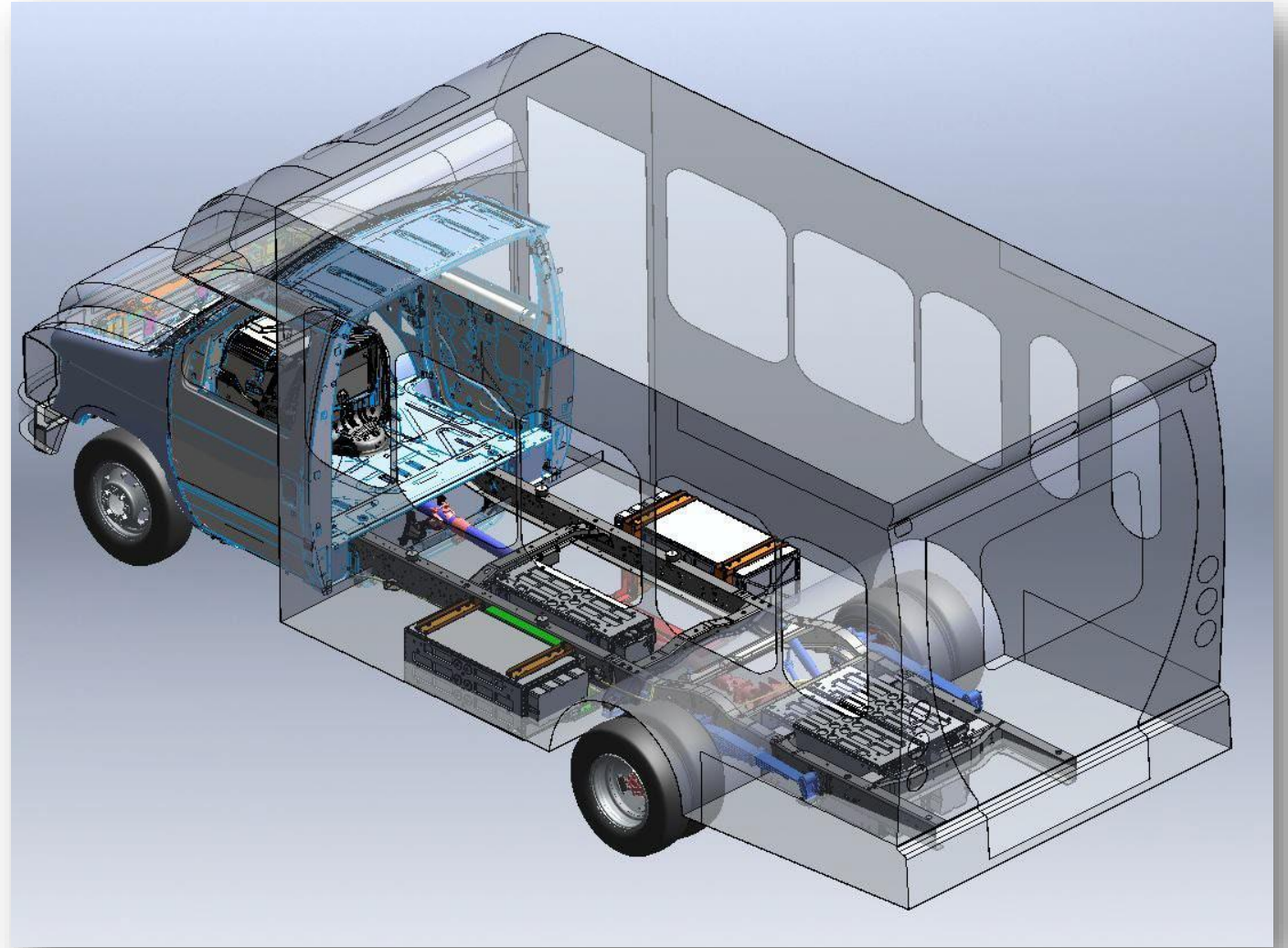
# Revitalizing Mobile Services – 2014 to Present

- 2014 – First-Five Grant – “Raising Readers” - \$409,000
  - A three year grant serving families in assisted living sites and shelters
  - Repaired Wonder Wagon to make stops and deliver services
- 2018 - Pitch and Idea Grant – “Reinventing Mobile Services” - \$80,308
  - Library Services and Technology Act (LSTA) grant through the CA State Library
  - Purchased Vincent Van Gogh – Ford Transit 350
  - Proceeded with lessons learned from Raising Readers
- 2019 – Air Quality Metropolitan District - \$100,000/replacement Vehicle
  - Replacing the current diesel-engine Bookmobiles
- 2020 – Shared Vision Grant – “Let’s Electrify Sacramento” - \$235,000
  - Purchase two all-electric Bookmobiles to replace current vehicles



# All-Electric Bookmobiles

- Arrived in Winter of 2023
- Cost per vehicle - \$270,500
  - Does not include potential HVIP incentive
- Reliable Service
- Effective Cooling systems
- Side Monitor for Trainings and Programming
- SPL is now part of the clean air solution



# Mobile Services in COVID Times



- Mobile Services restarted services in July 2020
- Mobile Services currently makes 63 stops a month, serving an average of 825 patrons a month
- Stops include housing developments, senior housing, shelters, and transitional housing



# Updates - 2021



- Mobile Services initiated the CARES Act hotspot giveaway, distributing 100 hotspots to patrons in need
- A new stop at the Orangevale Community Center began in March
- Service to Vineyard Point will begin in the summer

# Update – 2022/2023



# NEW SERVICE MODELS





SACRAMENTO PUBLIC LIBRARY

[www.saclibrary.org](http://www.saclibrary.org)

Bringing Library Services to Sacramento Communities