



August 4, 2022

Honorable Wendy G. Getty
Presiding Judge of the Superior Court
Solano Superior Court
600 Union Avenue
Fairfield, CA 94533

Re: County Responses to FY2021-2022 Solano County Grand Jury Report titled "An Operational Review of Solano County Library Services (SCLS)"

Dear Honorable Presiding Judge Getty:

FINDING 1 - The general public is unaware of all the programs, services, and special events that SCLS has to offer.

Response to Finding 1 - Solano County Library partially disagrees with the finding because while the general public may not be aware of all the programs, services and events the Library has to offer, the public is aware of some of the Library's offerings for during FY2021-2022 there were 143,932 library cards registered to Solano County residents, over 1.8 million check-outs of digital and physical materials, over 62,000 reference questions answered, and more than 550,000 visits to library branches.

RECOMMENDATION 1 - SCLS create an Outreach and Marketing Team/Crew consisting of representatives from each library branch.

Response to Recommendation 1 - Recommendation has not been implemented but will be implemented during FY2022-2023.

FINDING 2 - SCLS has currently partnered with several schools to implement the use of the Student Access Card program.

Response to Finding 2 - Solano County Library agrees with the finding.

RECOMMENDATION 2 – SCLS expand the Student Access Card program to all schools in the county.

Response to Recommendation 2 – The recommendation has not yet been implemented but will be implemented as those schools in the cities which are a part of Solano County Library system respond to the Library's invitation to join the Student Access Card program.

FINDING 3 – SCLS lacks the necessary data collection mechanisms to measure the effectiveness and attendance of programs and services offered specific to individual libraries.

Response to Finding 3 – Solano County Library partially disagrees with the finding because while it lacks the mechanisms to measure the effectiveness of the programs and services offered, it does collect attendance data of programs and services offered by the individual libraries.

RECOMMENDATION 3 – SCLS refine data collection mechanisms to measure the effectiveness of current programs and patronage at the branch level.

Response to Recommendation 3 – The recommendation has not yet been implemented but will be implemented during FY2022/23, allowing time for staff to research and analyze various data collection methods and tools.

FINDING 4 – The visibility of the Dixon Library and the Vallejo Springstowne Library is inadequate for foot and street traffic.

Response to Finding 4 – Solano County Library agrees with the finding.

RECOMMENDATION 4 – SCLS increases the visibility of the Dixon and Springstowne Library locations with external signage.

Response to Recommendation 4 – The recommendation has not yet been implemented but will be implemented as part of the Library’s exterior signage program, which is anticipated to begin in FY2022/23.

FINDING 5 – The City of Vacaville is planning changes to parking in downtown Vacaville, potentially decreasing the spaces used by Vacaville Town Square Library patrons in the immediate vicinity of the library.

Response to Finding 5 – Solano County Library agrees with the finding.

RECOMMENDATION 5 – SCLS works with the City of Vacaville and other stakeholders to ensure sufficient, safe, and dedicated parking spaces for library patrons in the immediate vicinity of the library.

Response to Recommendation 5 – The recommendation requires further analysis because the Vacaville Unified School District Library District that owns the Vacaville Town Square Library neither has ownership of the parking lot nor the legal authority to ensure dedicated parking spaces for library patrons.

FINDING 6 - The SCLS Facilities Master Plan, nine site visits, and interviews revealed a variety of maintenance, compliance, and safety issues.

- a. Five locations have HVAC operating issues warranting replacement. (Springstowne, Vacaville Town Square, Vacaville Cultural Center, Dixon, and John F. Kennedy)
- b. Two locations have ADA compliance issues including non-compliant public restrooms (Dixon), a broken elevator, and entrances impeding accessibility (John F. Kennedy).
- c. Three locations have water intrusion problems, [e.g., leaks in roof and dampness]. (Dixon, Rio Vista, and Vacaville Cultural Center).
- d. Four locations have miscellaneous maintenance issues such as: electrical system and internet connectivity (Springstowne); air filtration in the building (Dixon); broken lights (Fairfield Cordelia); and poor parking lot lighting (Suisun City).

Response to Finding 6 (a. – d.) – The Library agrees with the finding.

RECOMMENDATION 6 – SCLS leadership coordinate with appropriate library stakeholders to address maintenance, compliance, and safety issues. This includes obtaining funding and establishing a timeline for completion.

Response to Recommendation 6 a.

- The recommendation has been implemented as a new air conditioning unit was installed at the Vallejo Springstowne Library in 2022.
- The recommendation has not yet been implemented but will be implemented as a new air conditioning unit will be installed at the Vacaville Town Square Library during 2022-2023.
- The recommendation has not yet been implemented but will be implemented as part of Vacaville Cultural Center Library facility improvements, which are anticipated to begin in 2023.
- The recommendation has been implemented as air conditioning units have been repaired and a thermostat replaced in 2020 and 2021 and a regular maintenance schedule has been established at the Dixon Library.
- The recommendation has not yet been implemented but will be implemented as Solano County Library continues to address thermostat issues at the Vallejo John F. Kennedy Library with the City of Vallejo.

Response to Recommendation 6 b.

- The recommendation has not yet been implemented but will be implemented when any structural modifications are made to the single stall public restrooms at Dixon Library; however, the public has access to an ADA compliant restroom which is in the staff work area.
- The recommendation has not yet been implemented but will be implemented as Solano County Library continues to address the non-operable employee access and elevator issue at the Vallejo John F. Kennedy Library with the City of Vallejo.

Response to Recommendation 6 c.

- The recommendation has been implemented at Dixon Library as the roof over the annex building was patched and the main library gutters were replaced in 2021; the main library roof will be resealed during FY 2022/23.
- The recommendation has been implemented at Rio Vista Library as irrigation issues were addressed and the building was resealed during FY 2020/21.
- The recommendation has not yet been implemented but will be implemented as part of Vacaville Cultural Center Library facility improvements, which are anticipated to begin in 2023.

Response to Recommendation 6 d.

- The recommendation has not yet been implemented but will be implemented as Solano County Library continues to address electrical load capacity at the Vallejo Springstowne Library with the City of Vallejo.

- The recommendation has not yet been implemented but will be implemented as Solano County Library improves the strength and reach of its WiFi signal at all branches, inclusive of the Vallejo Springstowne Library, during FY2022/2023.
- The recommendation has been implemented at Dixon Library as a regular maintenance schedule has been established to upkeep the air conditioning units and replace air filters.
- The recommendation has been implemented as the broken lights at the Fairfield Cordelia Library have been replaced and will continue to be replaced, as necessary.
- The recommendation has been implemented as the parking lot lights were fixed in 2021 at the Suisun City Library

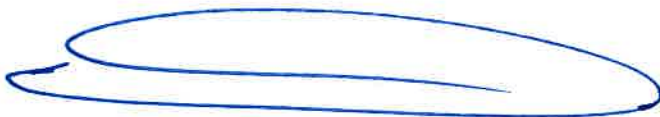
FINDING 7 - Updated Registry of Public Agencies forms for the Dixon Public Library District and Vacaville Unified School District Library District have not been recorded with the Secretary of State and the County Clerk per Government Code section 53051.

Response to Finding 7 – Solano County Library agrees with the finding.

RECOMMENDATION 7 – The governing boards of the two special districts comply with Government Code requirements for timely and accurate reporting of changes.

Response to Recommendation 7 – The recommendation has not yet been implemented but will be implemented beginning calendar year 2022. As the contracted operator for the Dixon Public Library District and Vacaville Unified School District Library District, Solano County Library will file a Registry of Public Agencies (Form FS-405) with the California Secretary of State and the Solano County Clerk.

Respectfully submitted.



Suzanne Olawski
Director of Library Services

CC: Grand Jury
Bill Emlen, County Administrator
Solano County Board of Supervisors