

To: MSL Network Advisory Council

Date: February 22, 2013

Re: MSL Broadband Technology Opportunities Program (BTOP) Public Computing Center Grant (PCC) Update

- a. Network Health Check-ups:** Network check-ups at 33 public libraries will conclude on March 8th. All libraries have received a comprehensive network performance and security report and have mitigated high-risks. Three libraries were re-wired; over 20 libraries received new hardware that improved performance and monitoring capabilities.
- b. Training on Conducting Network Health Check-ups:** With remaining grant funds, MSL is exploring the possibility of training the library development staff, as well as some public library staff, on the process of conducting a local network health assessment and mitigating high-risks. Topics will include broadband performance, choke points, desktop vulnerabilities, wiring, and usage monitoring. The goal would be to hold on-site training at two public library locations with different network topology.
- c. Best Practices & Library Edge:** In coordination with the Library Development team, BTOP is developing public computer center best practices that will align with the Library Edge benchmarks. Additionally, MSL will provide libraries with local and national resources to attain the benchmarks. Examples include instructions on purchasing hardware and software through the state cooperative purchasing program and sample laptop check-out policies. Based on suggestions from the MSU feasibility study, MSL hopes to provide this information in a one-stop location that is easy to access.
- d. EveryoneOn Campaign:** One March 21, 2013 (3/21) [Connect to Compete](#) and the Ad Council will launch a national campaign titled "EveryoneOn." This is a 3-year national public service campaign to promote digital literacy and services offered locally at public libraries and community centers. MSL will coordinate providing information for use in their locator tool. Missoula Public library will also be a national launch site.
- e. BTOP Staff:** The BTOP project director will be leaving MSL, effective mid-April. MSL is currently working to transition tasks to other staff and to ensure a smooth transition.
- f. Remaining Scope:** The scope during the last quarter of the grant will include: digital literacy training from the BTOP technology trainer, salary and benefits for 6 grant-funded local public library technology trainers, MLA scholarships, E-rate application assistance, and possible technology training for MSL staff so that they can assist libraries after BTOP.
- g. Sustainability:** The project director will draft a thorough justification of sustainability efforts and strategies for the April federal quarterly report, including which local technology training positions will be maintained and how, potential partnerships with state and local agencies, and the best practices outline above. The technology trainer has begun the process of cross-training MSL staff on BTOP technologies and assistive devices.