

State Librarian's Report

January 26 – April 2, 1999

My report is consolidated under the goals and objectives of the MSL's Long Range Plan.

Library Development

Goal 1. Objective 1.1. The Montana State Library will seek broad-based support and use information from many sources when planning to improve and enhance the delivery of electronic library services.

Activities:

- ◆ Provided material for the Networking Task Force. Arranged and participated in one meeting in Helena.

Goal 1. Objective 1.2. By December 1998, all Montana public libraries will have either direct or dial-up access to the Internet.

Activities:

- ◆ Liaison with the Gates Foundation Staff to participate in Round Two grant cycle.
- ◆ Testified against a bill that would restrict Internet services in libraries and schools.

Goal 1. Objective 1.3. Montana public libraries will be eligible for telecommunication discounts from the Federal and State Government.

Activities:

- ◆ Actively monitored the implementation of the programs. Provided updates on Wired-Mt.

Goal 1. Objective 1.5. By July 1998, 25% of school libraries, 70% of public libraries, and all academic, college, and special libraries will offer full-text, electronic periodical databases.

Activities:

- ◆ Guided MSL's budget request for database funds through legislature.
- ◆ Started planning for purchasing periodical database. Oversaw RFP process, wrote draft guidelines, developed notices to all libraries.

Goal 1. Objective 1.6. By December 1999, Montana citizens will be served by at least 16 regional networks of multi-type libraries. These networks will share information electronically and through other document delivery systems.

Activities:

- ◆ Advertised for position of Montana Library Network Director. Arranged interviews.

Goal 4. Montana citizens know about and value the range of services provided by libraries.

Objective 4.1. By 2002, 50% or 41 public libraries will be funded at 85% of the national average for library funding.

Activities:

- ◆ Provided testimony at two legislative committee hearings about agency bills that would improve local public library service.

NRIS

Goal 1. Objective 1.1 Provide timely and effective service to requests for information on Montana's biological resources, emphasizing rare or endangered plant and animal species and biological communities through the Natural Heritage Program (NHP).

Activities:

- ◆ Worked with Heritage coordinator and NRIS director to devise stable and secure funding for the NRIS program

Other Activities

- ◆ Attended a meeting of the Library-Link group in Polson, this group is composed of librarians, superintendents, and principals from Sanders and Lake counties.
- ◆ Prepared for a meeting of the Madison County Library Improvement Project Advisory Committee in Sheridan
- ◆ Attended a South Central Federation meeting in Billings
- ◆ Attended the Public Library Directors Retreat in Helena

Statewide Library Resources

Our report is consolidated under the goals and objectives of the MSL's Long Range Plan.

Montana Talking Book Library

(Report submitted by Briggs and Staffeldt for Blanton, Briggs, Gebhardt, Madison, Meier, Merrin, and Staffeldt)

Goal 1. Staff, volunteers, and patrons will work in a safe, comfortable and efficient working environment.

Activities:

- ◆ Grant submitted to the Metcalf Foundation for Patron Access Station for walk-in patrons to access book collection catalogs via Internet. Submitted: March 15, 1999.
- ◆ Received approval from the Campbell's Soup Label Program to participate in their program for the purpose of obtaining patron computer hardware and accessories.

Goal 1. Objective 1.2. Finalize plans to reorganize circulation area, including mailroom stacks and machine room.

Activities:

- ◆ Shifting project of recorded cassettes (RC's) is completed to RC43,000. There are 5,000 titles (plus copies of each title) left to shift.
- ◆ Annual Weeding process of RC collection is completed.
- ◆ Step two of the ten-step RD/FD collection excessing/weeding process has been completed and sent to the National Library Service.
- ◆ The first six months of the annual broken book container recycling is completed.

Goal 2. Montana residents will receive the best possible service from the Talking Book Library.

Activities:

- ◆ Annual survey of all patrons was mailed out with the TBL Spring "Bits of Gold" newsletter (in cassette and large print formats) in March 1999. Compilation of survey results will be completed by May 30, 1999.
- ◆ New descriptive videos (30) received, March 1999. Revision of the Descriptive Video Catalog is in process. Completion and Print date: May 1, 1999.
- ◆ Machine Lending Agency self-audit completed February 1999. Final report to National Library Service by April 16, 1999.
- ◆ Reconciliation of machine inventory completed and mailed to National Library Service (BPHICS contractor) on March 31, 1999.
- ◆ CMLS Reconciliation Report: Inventory of patrons with magazine subscriptions was started in February 1999. Completion date: December 1999.

Goal 2. Objective 2.1. Increase the percentage of qualified patrons being served.

Activities:

- ◆ Education Presentation made to the National Association of Retired Employees (Helena) held on March 15, 1999 by Christie Briggs. Sixty-five attended.
- ◆ Education Presentation made to the Daughters of the American Revolution (Helena) held on March 13, 1999 by Susie Merrin. Ten attended.
- ◆ Great Falls Community Health Fair held February 17, 1999. Christie Briggs and Alberta Blanton distributed information to 100 attendees and made 10 potential patron contacts.
- ◆ New patrons signed up for service: January – 55; February – 32; March – 50.

Goal 2. Objective 2.2. The MTBL will comply with 80% of the standards in the American Library Association's (ALA) "Revised Standards and Guidelines of Service for the Library of Congress Network of Libraries for the Blind and Physically Handicapped."

Activities:

- ◆ Received acceptance and approval from the National Library Service of our responses to the 1998 National Library Service recommendations (for the August 1998 consultation visit).

Goal 2. Objective 2.4 Patrons easily understand current TBL procedures and services.

Activities:

- ◆ The 1999 Spring Issue of "Bits of Gold" Talking Book Library Newsletter was mailed to patrons in March 1999.

Goal 2. Objective 2.7. Increase the amount of information available through electronic means about the Talking Book Library and related services.

Activities:

- ◆ Revised Patron Application form will be added to the Montana Talking Book Library web page in all patron accessible and adaptive programming formats by April 1999.
- ◆ New Descriptive Videos will have large print and Braille labels for patrons.

Goal 2. Objective 2.8. Improve the quality of the Montana Cassette Recording Program by January 2000.

Activities:

- ◆ Submitted Volunteer story and photos to National Library Service's "Update" magazine. Story and photos printed in December 1998 issue.
- ◆ Invitations sent to Legislative Spouses to volunteer at the Montana State Library during this year's session. Sent on January 26 1999.
- ◆ Eight new volunteers signed up, four in February and four in March.
- ◆ Recordings of the following local magazines were completed in our local Recording Program:
Montana Magazine of Western History (Fall 1998, Winter 1999) (3/99)
Wild Outdoor World "WOW" (March/April 1999) (3/99)
- ◆ Recordings of the following books were completed in our local Recording Program:
Weaver of Dreams (2/99); *Careless Creek* (2/99); *Dry Rain* (3/99); *The Return of Pleasure* (3/99); *The Right Touch* (3/99) *What the Cow Said to the Calf* (3/99); *Petey* (3/99); *Daylight in the Canyon* (3/99)

Goal 2. Objective 2.10. Establish ongoing training and continuing education for staff.

Activities:

- ◆ KLAS (Keystone Library Automation System) User Conference held on March 25-27, 1999. Attended by Christie Briggs and Roberta Gebhardt to gain upgrade information and new capabilities of KLAS software and impart this information to rest of TBL staff.

- ◆ Microsoft Word Conference held March 16, 1999. Attended by Susie Merrin to obtain information for application of software for volunteer database.

Library Development

(Report submitted by Cooper and Staffeldt for Cooper, Finn, Gunderson, Jackson, Malone, and Staffeldt)

Goal 1. Objective 1.1. MSL will seek broad-based support and use information from many sources when planning to improve and enhance the delivery of electronic library services.

Activities:

- ◆ Attended February Montana State Library Commission meeting in Helena.
- ◆ Attended OFFLINE meeting in Bozeman in February.
- ◆ Attended February Networking Task Force Meeting

Goal 1. Objective 1.2. By December 1998, all Montana public libraries will have either direct or dial-up access to the Internet.

Activities:

- ◆ Continued assistance to LSTA Internet Connectivity Project Phase I libraries. Libraries consulted include Dillon, Philipsburg, Dutton, and Stevensville.
- ◆ Consulted with the LSTA Internet Connectivity Project Phase II libraries in Choteau, Fort Benton, Livingston, Superior, Virginia City and Ronan. Grant agreements were transacted with each library.

Goal 1. Objective 1.3. Montana public libraries will be eligible for telecommunication discounts from the Federal and State governments.

Activities:

- ◆ Assisted public librarians in filling out E-Rate forms 486 and 472 to get reimbursed for services eligible for discounts and have already been paid for.
- ◆ Assisted public librarians in filling out E-rate form 470 and 471, to apply for discounts on eligible services ordered for fiscal year 2000.
- ◆ Consulted with Wedsworth Memorial Library—Cascade, Choteau County Library—Ft. Benton, Fairfield Public Library, Conrad Public Library, Valier Public Library and Belt Public Library on E-Rate applications and general questions.
- ◆ Onsite visits were made to meet with the public librarians in Laurel, Red Lodge, Bridger, Joliet and Helena to consult on E-Rate paper work.

Goal 1. Objective 1.4. Increase librarians' and trustees' understanding of the use of technological resources in libraries.

Activities:

- ◆ Conducted workshop session at the MLA Public Library Division retreat on training the public on the Internet.
- ◆ Consulted with Philipsburg Public Library librarian and trustees on planning and implementing basic Internet training sessions for the public.

- ◆ Conducted training for the librarians at Ronan City Library on how to maintain public access computers in order to maximize protection of patron confidentiality.

Goal 1. Objective 1.5. By July 1998, 25% of school libraries, 70% of public libraries and all academic, college, and special libraries will offer full-text, electronic periodical databases.

Activities:

- ◆ Completed work on an RFP for a statewide license of full text databases for the upcoming biennium. The RFP is presently available on the web and has been mailed to prospective vendors. Deadline for responses is April 26th. Review will begin on April 28th.
- ◆ Worked with State Librarian and others (i.e. MASS) to begin to provide for distribution of information and library's buy-in process for the statewide database program.

Goal 2. Objective 2.4. Increase the ability of Montana's library workers to answer reference questions and to process interlibrary loan requests locally.

Activities:

- ◆ Distributed the 1999 Montana Library Directory to over 400 Montana Libraries and interested parties.

Goal 2. Objective 2.5. MSL's consulting division reflects the needs of the State's libraries.

Activities:

- ◆ Attended the Public Library Division Retreat in Helena.
- ◆ Provided LaserCat technical assistance to Baker HS, Havre HS, Medicine Lake School, Conrad Public Library, Choteau County Public Library—Ft. Benton, Valier Public Library, Plains School Library, Toole County Library, Belt Public Library, Wedsworth Memorial Library, Helena High School, Wolf Point Public Library, Harlem Public Library, Kessler School (Helena), Ronan City Library, Ft. Peck Community College Tribal Library, Baker High School Library, Thompson Falls Public Library, Montana Historical Society, and the Plains District Library.
- ◆ Consulted with libraries in the Pathfinder Federation on email, Internet use, EbscoHost questions. Onsite visits were made to Valier, Conrad, Chinook, Cascade, Belt, Harlem, and Fairfield.
- ◆ Consulted with libraries in the Golden Plains Federation on email, Internet use, EbscoHost questions. Onsite visits were made to Wolf Point, Glasgow, Scobey and Malta.
- ◆ Consulted with libraries in the Broad Valleys Federation on email, Internet use, standards, funding, automation options and other topics. Onsite visits were made to Sheridan, Manhattan, Boulder, Whitehall, Lincoln, and Augusta.
- ◆ Consulted with libraries in the Tamarack Federation on email, Internet use, standards, funding, automation options and other topics. Onsite visits were made to Superior, Thompson Falls, Plains, Ronan, St. Ignatius, Big Fork, Condon, and Seeley Lake.
- ◆ Conducted an onsite visit to the Swan Lake Public Library and the Jocko Valley Library (Arlee) to consult on their legal certification status.
- ◆ Attended the Golden Plains Federation meeting on March 12.
- ◆ Facilitated a meeting of the public librarians in Madison County on February 24 in Sheridan, and also facilitated the first meeting of the Advisory Council for the Madison County Library Improvement Project on March 27.
- ◆ Consulted with the following libraries: Great Falls, Plentywood, St. Ignatius, Stanford, Glasgow, Butte, Hot Springs, Moore School, Joliet, West Yellowstone, Helena, Stone Child College,

University of Missoula, Montana Power Company, Rocky Mountain Laboratory, Anaconda, Lewistown, East Helena Middle School, White Sulphur Springs, Belgrade, Kalispell, Shelby, Choteau, Stevensville, and Deer Lodge on topics including, but not limited to, library standards, directory data, statistical information, school/public library information, salary comparisons, the mill levy process, grant funds, LaserCat, institutional library services, foundations, consolidation. Information was also provided to the Montana Committee for the Humanities, Northwest Museum and Historical Society in Kalispell, OPI, and state libraries in Colorado, Rhode Island and Indiana concerning grants, MSL archival materials, Internet policies, etc.

Goal 3. Objective 3.1. By June 1998, MSL will offer Montana librarians and trustees a comprehensive, professionally planned schedule of continuing education options.

Activities:

- ◆ Application was made for MSL staff to present an interlibrary loan workshop at the 1999 Montana Education Association annual meeting in Missoula in October.
- ◆ Videotapes of a January 1999 Idaho State Library teleconference on fundraising were added to MSL's professional collection.
- ◆ Prepared and presented basic planning workshop for the Public Library Division Retreat. Presentation was made to approximately 35 librarians.

Goal 3. Objective 3.2. By January 2000, the number of participants in the certification program will have doubled to 454.

Activities:

- ◆ Participated in a Certification Focus Group Meeting in Helena.
- ◆ Approved ten programs for continuing education.
- ◆ Consulted with librarians in Bozeman, Stanford, Darby, Great Falls, Butte, Bridger, Winnett, and Billings on certification questions.

Goal 3. Objective 3.4. The use of MSL's collection of professional materials by librarians and trustees will increase by 10% each year.

Activities:

- ◆ Promoted and encouraged use of the MSL professional collection when consulting with public libraries.

Goal 5. Objective 5.1. Annually, MSL will coordinate statewide plans and programs for libraries.

Activities:

- ◆ Attended Annual FSCS [Federal-State Cooperative System] Workshop in Rockville, Maryland.
- ◆ Attended a software demonstration with a representative from Management Dynamics in Helena.
- ◆ Attended a one-day workshop on Microsoft Office in Helena.
- ◆ Attended LDD team meetings in Helena on 2/9 and 3/29.
- ◆ Attended Federation Coordinators meeting.

Goal 6. All Montana citizens have access to library services.

Activities:

- ◆ Worked with State Librarian to move HB 125 and HB107 through the legislative process.

Goal 6. Objective 6.1. MSL will promote planning and budgeting at state institutions in an effort to have budget supported plans for library services in place for 50% of such facilities by the end of 1998 and for 100% of state institutions by the end of 2000.

Activities:

- ◆ Continued collecting information on library services to residents/staff of state institutions for assessment to be presented to the Advisory Council.
- ◆ Worked with Montana State Prison librarian and library staff to gather standards and statistics to justify increases in library staff and collection to MSP administration.
- ◆ Located and provided to the librarian at Montana State Hospital sample Internet use policies from mental health facility libraries.

Information Services

(Report submitted by Cornish, Holt, White, and Staffeldt for Cornish, Madison, Pepper-Rotness, Williams, Holt, White, Carlson, Martin, Smith, Meredith, and Staffeldt)

Goal 1. Provide access to the current and accurate information needed by Montana State Government, Montana libraries, and Montana citizens using MSL services.

Goal 1. Objective 1.1. Increase State employees use of State Library services by 50% by January 1998 and 25% per year thereafter.

Activities:

- ◆ January 1999 statistics show 436 registered state employee patrons, a 400% increase over the January 1997 baseline of 105.
- ◆ The Reference Supervisor has prepared a discussion draft of revised interlibrary loan and online reference service policies with the intent of providing more focus on service to state employees and librarians, and clarification of services to others.
- ◆ The Library Clerk II is working on a subject index to the periodical collection for patron use.
- ◆ A "new books" shelf was constructed at the base of the entry stairs for display of materials to interested walk-in patrons.

Goal 1. Objective 1.2. By December 1999, all State Library materials will reflect the needs of state government and the professional development needs of Montana's libraries.

Activities:

- ◆ Intern Sarah McHugh worked with Holt to pilot an information needs assessment model with the Public Service Commission and prepared a written and oral report for LISD staff. Holt is reviewing the findings and revising the model for possible use with other agencies. McHugh uncovered significant interest and cautioned that the act of assessing needs raises expectations on the part of the interviewees. She emphasized their desire that services be in-depth and sustained.
- ◆ The Consulting Reference Librarian has started a twice monthly posting on wired-MT to make librarians statewide aware of the professional development and general reference tools available from the Montana State Library. There have been many requests for the items profiled and many

compliments on the postings.

- ◆ Meredith created a bibliography of videos on library topics available from MSL. A growing number of bibliographies are being assembled in a shared computer file folder to facilitate access and distribution by all staff.
- ◆ The Library Technician II is completing the cataloging of "fast-add" items, improving the completeness and accuracy of our online catalog for patrons.

Goal 1. Objective 1.3. Each year library users and staff have access to easy to use, current information technology.

Activities:

- ◆ The Collection Management Librarian has taken over the role of managing the Horizon library system and serving as contact person with Horizon Support and Horizon User's Group. An initiative to resolve issues in obtaining reliable statistical reports from Horizon is in progress.
- ◆ Staff computers are being upgraded as necessary to support the new state-mandated office software programs.

Goal 2. The staff of SLR is well-trained and excels in providing service to all users.

Goal 2. Objective 2.1. SLR will offer a coordinated schedule of continuing education for all staff.

Activities:

- ◆ Staff has been surveyed to identify training needs associated with conversion to state-mandated email and office software. Several have already attended pertinent training and others are being scheduled.
- ◆ White attended OFFLINE and learned about using new Internet Search Engine features, Web Site Design & Management, Y2K issues, Z39.50 issues, and CPS and OCLC shared catalog interfaces.
- ◆ White and Holt attended a teleconference workshop on accessing HIV/AIDS information resources and were able to meet several state and local public health officials.

Goal 2. Objective 2.2. All position descriptions, work plans, and performance appraisals are current.

Activities:

- ◆ All position work plans have been reviewed, updated, and priorities set for completion by the end of the fiscal year.
- ◆ All work plan activities have been integrated into the Long Range plan to assess whether all LISD goals are being adequately addressed.
- ◆ Materials for screening, interviewing, and testing applicants for the Administrative Support position were updated. The position was restored to full time, re-advertised and interviews are now being scheduled.

Goal 2. Objective 2.4 All SLR staff will continuously work to improve their performance and help other staff with improvements.

Activities:

- ◆ White has compiled notes from a fact-finding tour of the Historical Society Library (see Goal 4, Objective 5.2) for inclusion in a reference desk notebook maintained for staff use.

Goal 3. Objective 3.1. To provide the best possible facility for the staff and users of the State Library services. The facility should be an enhancement to great service, not an impediment.

Activities:

- ◆ New signing at the main north entrance gives the library's hours and a new bulletin board outside the conference room has improved its functionality.

Goal 4. Montana citizens have easy and accurate access to state information.

Objective 4.1. To increase the cataloging, distribution, and use of State Publications.

Activities:

- ◆ Cornish is preparing "Notable New State Documents" descriptions for regular posting to librarians on Wired-MT. The State Documents Librarian continues to create serial records in Horizon for state document periodicals.

Objective 4.2. All state agency librarians cooperate to improve services to their clients.

Activities:

- ◆ Cornish, White, Meredith, Holt, and Williams toured the Historical Society Library and met with Director Bob Clark to learn in depth about their unique resources, services, and policies.
- ◆ Cornish continues to meet with DEQ staff to help organize their library and select weeded materials for inclusion into the State Library collection.

NRIS Report

Goal 1. Objective 1.1. Provide timely and effective service to requests for information on Montana's biological resources, emphasizing rare or endangered plant and animal species and biological communities through the Natural Heritage Program (NHP).

- ◆ The Web-based Plant Field Guide went into operation during March. The first of its kind among U.S. heritage programs, this service gives all users Web access to detailed descriptions and color photos of all rare or vulnerable plant species tracked by the Natural Heritage program. Consultants, regulatory agencies, state and federal land managers, and educators require this information.
- ◆ To address financial constraints, the Heritage program cut 1.5 FTE's, effective January 1999. This was accompanied by staff restructuring in the administrative and data management departments, aimed at cutting costs and improving efficiency.
- ◆ With assistance from The Nature Conservancy's Conservation Science Division, the Heritage Program conducted a 4-day strategic planning process in late February. Professional facilitators conducted two days of focus groups and phone interviews with over 50 clients and partners representing a broad range of institutions and interests. During an intensive 2-day planning

session, Heritage Program staff, along with Library and Nature Conservancy representatives, developed a mission statement, and identified specific goals for data accuracy and documentation, data dissemination and use by major clients, expansion of databases and ecological information, and growth/stabilization of the program's financial base.

- ◆ For the first time, records for high quality and sensitive wetlands were entered into the Heritage database, based on systematic inventory of the Upper Flathead watershed. Funding has been received from DEQ/EPA to continue this work in 1999. This addresses a 1996 NRIS user survey in which patrons identified wetland information as the highest priority information need.
- ◆ User statistics show an 8% increase over the last biennium in mediated data requests, and more than an 80% increase in remote-serviced requests (via the Internet). Heritage Program staff is personally responding to between 70 and 80 user requests per month ("mediated requests"). Another 600 or more patrons self-serve each month through the program's interactive web site.
- ◆ Data volume on species locations and characteristics grew to over 29,000 records (10% annual increase), with another 15-20% of the records being updated annually. Over 1000 photographic images of sensitive species are now available over the Internet.

Activities:

- ◆ Worked with Heritage Coordinator and NRIS director to devise stable and secure funding for the NRIS program.

Water Information System

- ◆ Completed Volunteer Water Monitoring web application.
- ◆ Made significant progress on providing wetland data over the web, including an interactive map prototype.
- ◆ Began application and database development for porting the Montana River's information system to the web.
- ◆ Completed scoping and technical specifications for new web server system at NRIS; began development of new access system to digital versions of 1:24k quad maps.
- ◆ Attended several scoping sessions for development of inter-agency natural resource bibliographic database.
- ◆ Attended various inter-agency coordination meetings.

Geographic Information System

- ◆ Ed Madej taught 2 Arcview classes to 36 employees from DNRC, FWP, and DOC.
- ◆ GIS staff participated in the interviews of 4 candidates for position of GIS Manager.
- ◆ Answered questions for 6 agencies from other states and provinces about how we make our web pages work.
- ◆ In February, Internet users downloaded 7442 USGS quadrangles (16 gigabytes), and 2155 other GIS data files from our web server, and viewed our home page 5079 times and made 4047 maps with our Montana Maps interactive page.

Metadata Coordinator

- ◆ Submitted an abstract, "Don't Duck Metadata," to the Intermountain GIS Users

Conference/Bringing IT to the Community, to be held in Idaho Falls, April 19 –21, 1999.

- ◆ Wrote and submitted a proposal for a FGDC Cooperative Agreement Program “Don’t Duck Metadata” grant, with the support of the Montana Geographic Information Council (MGIC), the Montana Local Government GIS Coalition (MLGGC), and the Interagency Technical Working Group (ITWG).
- ◆ Provided in-house training on use of the Data Dictionary, a metadata collection tool, for the newer NRIS GIS staff members.
- ◆ Provided training on the use of the Federal Geographic Data Committee (FGDC) sanctioned Content Standards for Digital Geospatial Metadata and a tool for implementing the standard for the Gallatin County GIS staff.
- ◆ Provided training on the use of Content Standards for Digital Geospatial Metadata and a tool for implementing the standard for the Bureau of Land Management and Charlie M Russell National Wildlife Refuge in Lewistown.

Goal 2. Objective 2.1. Serve as liaison and coordinate among agencies that collect, manage, or use the same types of natural resource information to prevent duplication of effort and promote information sharing.

Activities:

- ◆ Received the new GAP land cover data for Montana from the University of Montana and U.S. Geological Survey and started distributing it to patrons.
- ◆ Duane Anderson (Water Information System Manager) and Pam Smith (NRIS Program Specialist) attended several scoping sessions for development of inter-agency natural resource bibliographic database.
- ◆ Kris Larson participated in the first meeting of the Greater Yellowstone Area Data Center Advisory Council. Larson was selected to be the Montana State representative on a council consisting of representatives from the Federal, State, Local, Non-profit, and scientific communities to coordinate data/metadata collection efforts for the park ecosystem.
- ◆ Jim Stimson and Duane Anderson met with DEQ Information Technology staff and Administrators to discuss how NRIS can assist DEQ in deploying water quality and other data to the web.

Objective 2.2 Through the NHP, WIS, and the GIS programs, assist in the development of standards for the collection of natural resource information.

- ◆ Larson provided phone and/or email support to a variety of patrons on the use of metadata standards and appropriate tools for a number of agencies and organizations including the Environmental Protection Agency, the Bureau of Land Management, Fish Wildlife & Parks, Geodata Services, Ravalli County, and the National Park Service.

Goal 3: Objective 3.1. Through the NHP, WIS, and the GIS provide technical assistance and consultation to state agency and other NRIS data patrons.

- ◆ GIS staff moved the State Law Library of Montana web page to our server from their old machine and taught them how to maintain it.
- ◆ GIS staff installed new software on our web server to allow the FWP online bulletin board to work more effectively.

Objective 3.2. When appropriate, develop and make available the tools for the access and use of natural resource information.

GIS Projects:

- ◆ Completed a traffic density model of Billings for the DEQ Monitoring Bureau and started work on the model for Great Falls.
- ◆ Started providing CD-ROMs of 1:100,000 scale and 1:250,000 scale USGS quadrangles of Montana.
- ◆ Created a shaded relief map for the DOT to evaluate for a digital version of the state highway map.
- ◆ Made new maps of the latest information from DEQ on the status of gas station closures in the state caused by new underground storage tank laws.
- ◆ Made new maps for DEQ to send out to city governments, which are being asked to designate the limits of urban sprawl for their areas.
- ◆ Wrote a program to automate the process of recording geographical data for new Natural Heritage Program element occurrence records.
- ◆ Wrote a program to allow the WIS Volunteer Water Monitoring System web page to convert between map coordinates and Latitude/Longitude.
- ◆ Made maps for 5 different legislators.
- ◆ Larson and Madej worked on development of a Metadata website. The site should be up and viewable by the public within the next couple of months.

WIS Projects:

- ◆ Completed Volunteer Water Monitoring web application.
- ◆ Made significant progress on providing wetland data over the web, including an interactive map prototype.
- ◆ Began application and database development for porting the Montana River's information system to the web.