

MONTANA STATE LIBRARY FTE REQUEST

MSL LEGISLATIVE REQUEST

MSL has historically requested modifieds for 34% of its existing staff each year. MSL is requesting permanent FTE, as many of these employees have been in their positions for 10 or more years. Permanent positions are more transparent, accurately reflect the size of the agency, and result in administrative efficiencies. No new funding is being requested.

LIBRARY CONSULTING SERVICES

Since 1997, in our role to provide advice and assistance to all tax-supported libraries and to local governments that may wish to establish or improve libraries (22-1-101, MCA), the Montana State Library (MSL) has employed librarians and library consultants. Our Staff Assist the Montana library community to build their capacity to better serve their clientele. These employees:

- Provide consultation, continuing education, and facilitation on operations, management, governance, and other services to all types of libraries.
- Evaluate information and library programming needs, to create programming materials and services for delivery through libraries, to understand and improve adoption of services to ensure all Montana citizens receive the information they need.
- Support Montana libraries by developing and delivering a variety of training to libraries and library patrons and preparing library staff and leadership to deal effectively with the changing landscape of library service in Montana and enable them to comply with legislation, rules, and regulations for public libraries.
- Provide ongoing hardware and application support and direct technical support, advice, and problem-solving assistance to the Montana Shared Catalog (MSC) member libraries and the MSC Integrated Library System.

These positions are funded through Federal Library Services and Technology Act (LSTA) funding, which is a formula-based grant that has been awarded to MSL annually since 1996. LSTA funding is appropriated in House Bill 2 but authority does not provide for these FTE.

LIBRARY CONSULTING ONGOING MODIFIED FTE

EMPLOYEE	TITLE	POSITION CLASSIFICATION	TIME IN POSITION	POSITION INCEPTION
Suzanne Reymer	Consulting librarian	Librarian 2	33 years	1997
Pam Henley	Consulting librarian	Librarian 2	9 years	1997
Tracy Cook	Lead Consulting librarian	Librarian Supervisor	6 years	2016
Amelea Kim	Lifelong Learning librarian	Librarian 1	4 years	2015
Dave Colomaria	Montana Memory Project Specialist	Librarian 1	1 year	2012
Colet Bartow	Training Specialist	Trainer 2	>1 year	Appx 1999
Melody Karle	MSC System Administrator	IT System Administrator 1	>1 year	2005
Bobbi DeMontigny	Statewide Projects Info Specialist	IT Systems Support Specialist	>1 year	2016

MONTANA NATURAL HERITAGE PROGRAM

A program of the MSL Natural Resource Information System created by the Legislature in 1985 (90-15-304, MCA), The Montana Natural Heritage Program (MTNHP) provides information on Montana's species and habitats, emphasizing those of conservation concern. To operate the MTNHP, MSL employees scientists and information specialists to:

- Work with biologists and resource managers in partner agencies and organizations to assemble and distribute information on the distribution, population status, and ecological requirements of Montana's animal and plant species.

- Develop and manage geospatial datasets of plant, animal, and biological community information; answer information requests made by partner agencies and the public.
- Develop and manage databases and web applications and services that deliver MTNHP databases and other information resources.

Funding for these positions is through an agency pass through appropriated in House Bill 2. This appropriation does not include FTE.

MONTANA NATURAL HERITAGE PROGRAM ONGOING MODIFIED FTE

EMPLOYEE	TITLE	POSITION CLASSIFICATION	TIME IN POSITION	POSITION INCEPTION
Dan Bachen	Senior Zoologist	Biologist 3	1 year	Appx 1985
Andrea Pipp	Senior Botanist	Biologist 3	1 year	Appx 1985
Scott Blum	Biology Information Specialist	GIS Specialist 1	2 years	Appx 2004
Dave Ratz	Software Developer	Software Developer 3	2 years	2005
Braden Burkholder	Database Administrator	Database Administrator 3	2 years	Appx 2004

MONTANA LAND INFORMATION ACT

First created in 2005, the Montana Land Information Act (90-1-402, MCA) authority was transferred to MSL in 2013. To meet the obligations the act, MSL employees Geographic Information Systems (GIS) and Information Technology Professional to support MSL's collection development, information-sharing, consulting, and collaboration missions. Employees are responsible for planning, designing, and managing geographic information systems development and analysis projects. This work includes:

- Managing strategic planning, hardware, software, geospatial analysis, application design and development, methods and workflows, cartography and visualization, database design and data integration, and coordination with partners and the public as a subject matter expert.

The position manages the development of data services and tools for both GIS professionals and public users.

These positions are funded through the Montana Land Information Account (MLIA) which is described in 90-1-409, MCA. MLIA funding is appropriated in House Bill 2 but authority does not provide for these FTE.

MONTANA LAND INFORMATION ONGOING MODIFIED FTE

EMPLOYEE	TITLE	POSITION CLASSIFICATION	TIME IN POSITION	POSITION INCEPTION
Michael Fashoway	Land Information Lead	GIS Specialist Supervisor	6 years	2016
Jeff Hedstrom	GIS Analyst	GIS Specialist 3	3 years	2006
Matt Trebesch	GIS Analyst	GIS Specialist 3	>1 year	2021

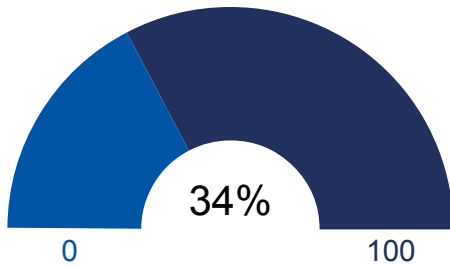
IT SYSTEMS ADMINISTRATION

As small agency with a very large information technology footprint, we require significant information technology support including equipment management and deployment, help desk functions and other general IT services.

This position is funded with State General Fund dollars.

IT SYSTEMS ADMINISTRATION ONGOING MODIFIED FTE

EMPLOYEE	TITLE	POSITION CLASSIFICATION	TIME IN POSITION	POSITION INCEPTION
Michael Lighthiser	IT System Administrator	IT System Administrator 1	1 year	2021



34% OF MSL STAFF ARE ONGOING MODIFIED FTE

REQUESTED CHANGE IN APPROPRIATION

	PERSONAL SERVICES	OPERATING SERVICES
General Fund	\$83,006	(\$83,006)
State Special Revenue	\$899,207	(\$899,207)
Federal Funds	\$644,462	(\$644,462)
Net Change	\$1,626,674	(\$1,626,674)

BENEFITS TO PERMANENT FTE

TRANSPARENCY

Modified FTE information is not included in audits, reports, legislative session.
 More accurate representation of agency size
 More accurate budgeting through snapshot process

EFFICIENCY

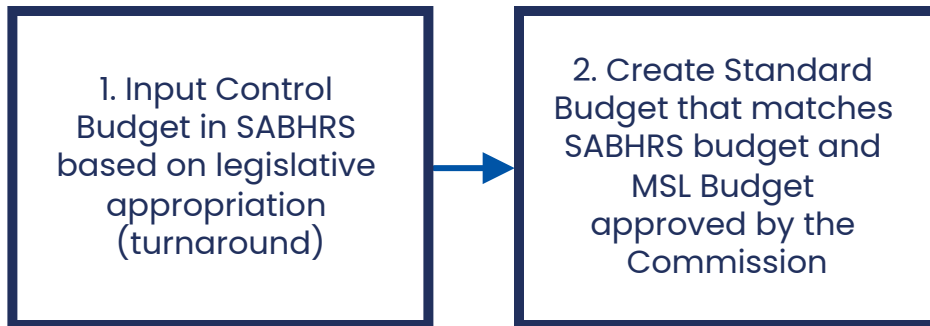
Reduces the number of Budget Changes Documents to process by MSL and OBPP
 Currently, MSL must work from two separate budgets until the budget change document process is completed.
 Less risk of error during Turnaround, EPP, budgeting process

COST EFFECTIVE

Agencies are charged per journal line created in SABHRS, the current process creates hundreds of additional journal lines in SABHRS.

WORKFLOWS

WORKFLOW GOAL



CURRENT WORKFLOW

