



Automation Committee Agenda Packet

SAN JOAQUIN VALLEY
LIBRARY SYSTEM
2420 Mariposa Street
Fresno, CA 93721
559-600-6256

December 14, 2022

10:00 a.m.

Online via Teams

Enclosed are the agenda and prepared attachments for this meeting.

Copies of these materials may be made at the public's expense.

The public may participate by using the following URL:

<https://go.sjvls.org/automation221214>

To participate in the meeting by telephone, call:

(559) 785-0133

Enter Phone Conference ID: 813 370 420#

Accessibility and Accommodations: In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the San Joaquin Valley Library System at (559) 600-6256 no later than 10:00 a.m. on Tuesday, December 13, 2022.

Public records: Disclosable public records related to this agenda are available for public review at the Fresno County Public Library, Business Office, located at 2420 Mariposa Street, Fresno, CA 93721, during regular business hours, 8:00 a.m. – 5:00 p.m., Monday through Friday.

AGENDA

A. COUNCIL OPENING

1. Call to Order
2. Introductions
3. Adoption of the Agenda
4. Public Comment – The Public may comment on any items relative to SJVLS and not on the agenda.

B. APPROVAL OF MINUTES OF NOVEMBER 16, 2022 (ATTACHMENT 1)

C. ITEMS FOR DISCUSSION AND ACTION

1. ACTION: Certification of the Need to Continue Virtual Meetings (Wymer)
2. DISCUSSION: Place Project Updates (Wymer)

D. STAFF REPORTS

1. Senior Network Systems Engineer
2. Associate System Administrator
3. System Administrator

E. CALENDAR ITEMS

1. Set the date and agenda building for the next meeting, tentatively Wednesday, January 11, 2022, online via Microsoft Teams.

F. ANNOUNCEMENTS

1. Committee members can share items relating to collaboration, innovation, and professional development of interest to the Committee.

G. ADJOURNMENT



SAN JOAQUIN VALLEY LIBRARY SYSTEM

Automation Committee Meeting

November 16, 2022

DRAFT MINUTES

A. CALL TO ORDER

1. The meeting was called to order at 10:00 a.m. by Chris Wymer

B. ROLL CALL AND INTRODUCTIONS

1. Roll call was conducted.
 - i. PRESENT
 1. Yvonne Galvan (Coalinga-Huron), Tiffany Polfer (Fresno), Kristie Pratt (Kern), Brian Martin (Kings), Matt Johnson (Mariposa County), Smruti Deshpande (Merced), Anthony Arellano (Porterville), Marisol Rodriguez (Tulare County), Heidi Clark (Tulare City), Chris Wymer (Chair)
 - ii. EXCUSED
 1. Sarah McIntrye (Madera)
 - iii. OTHERS PRESENT
 1. Mike Drake (SJVLS), Kevin Nelson (SJVLS), Aaron Lusk (SJVLS), Logic Vang (SJVLS), Sheryl Haveman (Tulare Public)

C. ADOPTION OF THE AGENDA

1. Clark motioned to adopt the agenda.
 - i. Pratt seconded the motion.
 - ii. The motion passed.

D. PUBLIC COMMENT

1. There were no comments from the public.

E. APPROVAL OF PREVIOUS MEETING MINUTES

1. Deshpande motioned to adopt the minutes as distributed.
 - i. Polfer seconded the motion.
 - ii. The motion passed.

F. PROJECTS FOR DISCUSSION AND ACTION

1. Certification of the Need to Continue Virtual Meetings – Wymer
 - i. The committee discussed current conditions in their local jurisdictions and the need to continue meeting virtually. Committee members reported seeing increases in cases, including library staff. As a result, the

committee felt that continuing to meet virtually was in the committee's best interests.

1. Clark motioned to continue virtual meetings.
2. Polfer seconded.
3. The motion passed.

G. STAFF REPORTS

1. Senior Systems Network Engineer
 - i. Nelson didn't have anything to report.
2. Associate System Administrator
 - i. Drake informed the committee that the work to set up individual park pass bibs was completed.
3. System Administrator
 - i. Wymer informed the committee that the SMS language changes were implemented.
 - ii. Wymer provided an update on the recent HIP outage and informed the committee on the causes.
 - iii. Wymer also informed the committee that soon HIP needs to be decoupled from Horizon for request processing.

H. CALENDAR ITEMS

1. Date and location for next Automation Committee Meeting
 - i. December 14, 2022, at 10:00 am via Teams.

I. ANNOUNCEMENTS

1. Pratt shared that all Kern County branches will be closed Thursday, Friday, and Saturday of Thanksgiving week as well as on December 2 for an all-staff training.
- 2.

J. ADJOURNMENT

1. There being no further business to discuss the meeting adjourned at 10:21 a.m.