Sailor Advisory Committee
January 19, 2023

Attendees: Mike Brown; Jim Gillispie; Bob Kuntz; Daria Parry Ryan Rickles; Tamar Sarnoff; Liz Sundermann-Zinger; Bill Taylor; Shane Williams; Candice Zhu;

Welcome Call to order 9:03 AM (Daria Parry)

Approval of Minutes – September 22, 2022
- Motion: Bob Kuntz
- Second: Jim Gillispie
- Approve - All

Member Roster (Tamar Sarnoff)
- In process

State Broadband Committee Report (Carla Moore)
- A meeting was scheduled for Oct. 12
- Carla was not available for an update

State Library Resource Center (Liz Sundermann-Zinger)
Looking at MOU – Commission will give feedback.
The update that would most interest this group is,
"SLRC is to operate a wide area network (WAN) that: provides Internet access for public libraries, local governments, and municipalities; hosts websites; maintains an online Public Library Directory.

1 Effective July 31. 2009, the SLRC shall provide for periodic audits to ensure adequate security controls over the SAILOR network systems.

2. The SLRC will conduct an annual audit of SAILOR security controls to ensure for continuous and secure network services.

3. The SLRC will submit and implement a corrective action plan based on any serious deficiencies identified in the annual audit to MSLA within 30 days of the final audit findings.

4. The SLRC will provide regular monitoring of the network and will keep records about up time, average speed, and other quality indicators. The SLRC will ensure that these data points adhere to the current agreed upon standards, varying as technology changes."

Sailor Updates/Issues

SLRC Digital Presence Plan (Liz Sundermann-Zinger and Candice Zhu)
- The group is headed by Liz Sundermann-Zinger and members include Candice Zhu, Maddie Hines, Megan Heburn, Rachael Stein, and Daria Parry
- The group met January 18, 2023
- Twelve statewide entities are sharing information with duplication in some cases, and they need to be streamlined. The group is tasked with this assignment.
- One decision that was made was that the Sailor site will probably get folded in to whatever SLRC.info becomes.

MDLIBTECH
- No update

Statewide Privacy and Security Workgroup
- Some talk about revitalizing SNMG (Sailor Network Managers Group)
- Bill Taylor spoke about the need for further conversation about customer data retention

[1]**ULC IT Security Roundtable**
- No update

[2]**Cybersecurity Audit (DoIT)?**
- No update

[3]**Site Visits**
- Update – Waiting until someone is in the CTO position

Other Updates

Sailor Customer Service (Shane Williams)
- Hired another helpdesk person
- Working on internal process escalation
- Still working on the ticketing system

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[1] This may or may not be a priority for the new CTO
[2] Ibid
[3] Ibid

Sailor Updates/Issues (Mike Brown)
E-Rate
- In process. Erate season starting. Easy year, because the vendors are on multi-year contracts.

Harford and Washington County upgrades
- Update – No progress. The stumbling block was getting paperwork signed. Should go mor smoothly from here.

Another update from Mike Brown
Request to run another Comcast circuit to the secondary POP in downtown Baltimore. The POP is built. Mike Fried was opposed. Had an incident five or six years ago that took down every Sailor circuit for about four hours.

M. Brown and Heidi Daniel more than happy to do it.
Consensus of the group – go for it.

[FY 22 Annual Report](#)
- Update
[FY23 Q1 Report](#)
- Update
[FY23 Q2 Report](#)
- Update

Marina Resource Sharing (Liz Sundermann-Zinger for Paula Mitchell)
Delivery Study
- Study has been completed. Test runs by Pratt drivers to alleviate the need for SMRLA to use UPS haven't gone as the study suggested they might. Hub City, who is currently used for other portions of the delivery and internally at WMRL, did several test runs including scenarios in which they take over the Southern run for Pratt. They have provided quotes. SLRC needs to analyze the quotes and talk with MSLA and the Regionals about the quotes and the test runs.
- BCPL still does central runs.

In-Person MILO Meeting (Circulation Conference)
- No update

SAILOR

Other Updates

Digital Maryland Update (Liz Sundermann- Zinger for Michael Johnson)

From the Page – Crowdsource transcription of the Reginald F. Lewis Museum Ledger Books
- Update on November 10, about 20 people were trained on how to do this crowdsourcing project. The volunteers are translating the records of the first Black-owned insurance company, Mutual Benefit's Society. The documents hold a wealth of data that is hard to come by.

Other Updates

Sailor Databases
- Database promotional efforts and Gale Trainers – No update
- Announced Sailor E-Resource Symposium - A two day all virtual conference is

scheduled for February 8th & 9th. Save the date and call for proposals have been
sent out. Registration opened January 9th, 2023.

■ Keynote: Dr. Nicole Turner Lee

■ Sessions:
● Family History E-resources: It may not all be on-line, but a lot of
important stuff is
● Digital Maryland Demonstration
● Sailor E-resource Vendor Sessions
● National Geographic Kids/Gale Elementary E-Resources:
Exploring Student Choice
● Panel Discussion on electronic resource purchasing and contract
negotiation.

Other Business / Good of the Order
- [AnchorNets Conference](), Sponsored by the Schools, Health & Libraries Broadband Coalition (SHLBC) – Oct. 12-14, 2022. (Ryan Rickels)

AnchorsNet 2022 Conference

- October 12th – 14th, 2022
- Focuses on broadband access for anchor institutions in underserved communities
- Brings together policy makers, industry leaders, and community advocates
- Provides opportunities for attendees to network, learn, and share experiences and knowledge

- Covers the latest trends, technologies, and policies related to broadband and anchor institutions
- Featured keynote speakers included
    - Crosby Kemper III, Director IMLS – General discussion about his career, role of libraries in society
    - Discussion with FCC Legal Advisors
        - Priscilla Delgado Argeris, Chief Legal Advisor, Office of FCC Chairwoman
        - Justin Faulb, Chief of Staff, Office of the FCC Commissioner
        - Discussion on future of E-rate and competitive bidding portal proposal
        - Discussion on Wi-Fi on school buses
        - Discussion on cybersecurity and cost allocation reform raised by SHLB Petition from 2021
        - Discussion on Rural Health Care program
        - Discussion on Emergency Connectivity Fund and the Affordable Connectivity Program. Discussion on Rural Digital Opportunity Fund
        - Discussion on pole attachments and broadband mapping
    - Alan Davidson, Assistant Secretary of Commerce for Communication and Information, NTIA – General Discussion about the impact of broadband funding programs on anchor institutions
- Panel discussions included
    - Digital Equity Showcase – speakers highlighted several projects
        - Transforming Immigrant Digital Equity: An Ecosystem Model
        - Measuring Digital Literacy in Anchor Communities
        - Libraries Partnering to Expand Community Digital Inclusion
        - The Public Library as a Community Digital Connector – a Public/Private Partnership
        - Digital Literacy Partnership Networks for Broadband Adoption
        - The Pressing Issue of Digital Equity for Criminal Justice-Involved People
        - Benefiting Residents of Public Housing Through the Affordable Connectivity Program
    - Progress Report: Capital Project Funds:
        - Capital Projects Fund (CPF) is already up and running with $10 billion
        - Treasury Department has awarded significant broadband funding to several states
        - Panel discussion to understand how to attract CPF funds for states
        - Discussion on how anchor institutions can benefit from the CPF
        - Overview on coordination between Treasury and other Federal agencies for distributing broadband funding.

Google Analytics 4 (Candice Zhu)
- Candice was able to set up GA4 on the Sailor sites. She noted that there is not a big difference in data.

CTO Search (Liz Sundermann- Zinger)

- The search is active. In the meantime, deputy chiefs – Candice Zhu, Shane Williams and Michael Brown have divided up those duties, and they are reporting to both Heidi Daniel and Gordon Krabbe. Gordon is helping with the administration management and Heidi is providing directional and strategic level guidance.

Future Meeting Dates: 3/16/23, 6/15/23 – Daria will send out Zoom invitations

Adjourn
- Motion to adjourn – Bill Taylor
- Second – Ryan Rickels
- Approved 10:45 AM