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Library

MARGARET DONNELLAN TODD
COUNTY LIBRARIAN

June 10, 2005

TO: Supervisor Gloria Molina, Chair
Supervisor Yvonne B. Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

FROM: Margaret Donnellan Todd
County Librarian

SUBJECT: **TEMPORARY PROFESSIONAL/PARAPROFESSIONAL AND CLERICAL CONTRACTS**

On June 8, 2005, the Union Contracting Committee met with representatives from the Library Department regarding the Library Department's request for increased authorization for the professional temporary contract and a six-month extension of the clerical temporary contract (Items on the Board agenda for June 14, 2005). After a lengthy meeting, no agreement could be reached.

I believe that any further discussion will be nonproductive. Further, it is essential that the Library Department be able to resume the use of temporary staff to fill positions due to long-term absences or long-term vacancies.

While I fully understand the Union's concern regarding the substitution of temporary contract employees for full-time permanent staff, the Library Department has never engaged in that activity. On the contrary, our policy is to fill professional vacancies as quickly as possible. We are currently engaged in an aggressive recruitment campaign as indicated in the recruitment report that I sent to you on May 18, 2005.

Long-term vacancies whether due to illness or recruitment issues have a significant impact on service to our residents as well as increased workload for library staff. In the field, fewer librarians result in a reduced level of service or significantly increased "wait' times for assistance. In addition, the lack of catalogers, especially foreign language specialists, results in backlogs and significant delays of delivery of new books and materials to the community libraries.

In addition to the professional temporary contract, the Department is requesting a six-month extension on the current contract for clerical staff which expires at the end of June. The Library's use of temporary clerical staff is not excessive and has never been used to circumvent the hiring of full-time staff.

Therefore, I recommend that you approve items 47 and 48 on the June 14 agenda so that the Library Department can continue to provide excellent service to our residents.

MDT:rmo
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c: David E. Janssen, Chief Administrative Officer
Violet Varona-Lukens, Executive Officer, Board of Supervisors