

## Red Tape Review Rule Report (Due: September 1, 2024)

<b>Department Name:</b>	Department of Administrative Services (DAS)	<b>Date:</b>	8/26/2024	<b>Total Rule Count:</b>	8
<b>IAC #:</b>	286 (aligned with IAC 11)	<b>Chapter/ SubChapter/ Rule(s):</b>	3 (to be combined with Chapter 6)	<b>Iowa Code Section Authorizing Rule:</b>	8A.104(5) 8A.203(3) as amended by SF 2385
<b>Contact Name:</b>	Tami Wiencek	<b>Email:</b>	tami.wiencek@iowa.gov	<b>Phone:</b>	(515) 725-2017

**PLEASE NOTE, THE BOXES BELOW WILL EXPAND AS YOU TYPE**

**What is the intended benefit of the rule?**

The intended benefit is to give the public, local libraries, and any branch of state government information on the statewide programs and services provided by the State Library of Iowa.

**Is the benefit being achieved? Please provide evidence.**

The benefit has been achieved in that the State Library of Iowa relied on this chapter to provide information about statewide programs and services it provided while it was part of the Department of Education before state government realignment.

**What are the costs incurred by the public to comply with the rule?**

No costs to the public are identified.

**What are the costs to the agency or any other agency to implement/enforce the rule?**

Personnel costs would be present to implement and maintain these programs and services.

**Do the costs justify the benefits achieved? Please explain.**

Yes, the costs do justify the benefits in the provision of services and programs for Iowa libraries.

**Are there less restrictive alternatives to accomplish the benefit?  YES  NO**

If YES, please list alternative(s) and provide analysis of less restrictive alternatives from other states, if applicable. If NO, please explain.

These are the basic services of the State Library of Iowa that are provided to Iowa libraries.

Does this chapter/rule(s) contain language that is obsolete, outdated, inconsistent, redundant, or unnecessary language, including instances where rule language is duplicative of statutory language? [list chapter/rule number(s) that fall under any of the above categories]

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Yes, this chapter has outdated and unnecessary language because through SF514, the state government alignment bill of 2023, the State Library of Iowa was incorporated in the Department of Administrative Services (DAS).

**RULES PROPOSED FOR REPEAL (list rule number[s]):**

- IAC 286—3.1
- 286—3.2
- 286—3.3
- 286—3.4
- 286—3.6
- 286—3.7
- 286—3.8
- 286—3.9

**RULES PROPOSED FOR RE-PROMULGATION (list rule number[s] or include rule text if available):**

Rescind 286—3 and adopt new 11—131 (This new chapter combines 286—3 and 6)

**Chapter 131 - Statewide programs and services**

**11—131.1(8A) - Purpose.** The state library is charged with developing a long-range plan, known as the State

Library of Iowa Library Services and Technology Act (“LSTA”) Five-Year Plan, for the continued improvement of library services in the state. The major outcomes of this planning effort include the maintenance of the State of Iowa Libraries Online (“SILO”) program, professional development and continuing education of Iowa library staff, including a voluntary endorsement program for public library staff, the development of standards for public libraries which includes a voluntary accreditation program, the IA Shares delivery service for public libraries, providing Iowans access to the publications of state government, and digital information resources.

**11—131.2(8A) Financial support.**

**11—131.2(1) – Funding.** Funding for the stated outcomes is provided through both state appropriations and federal funding to the state library.

a. Funding for the Enrich Iowa program, through a state appropriation, allows the state library to implement the program as outlined in Iowa Code 8A.209.

b. Funding from the federal government is provided through the Grants to States program from the Institute for Museum and Library Services (“IMLS”). The program’s focus is on six focal areas: lifelong learning, information access, institutional capacity, employment & economic development, human services, and civic engagement. The current authorization is through the Museum and Library Services Act of 2018 (PL 115-410).

**11—131.2(2) Federal funding administration.** The state library administers and uses the state-based LSTA funds (in any proportion) directly or through subgrants or cooperative agreements. The actual amount, timing, and availability of funds for projects is determined by the state library in consultation the Iowa library community. In accordance with the principles set forth in the basic guidelines of the Five-Year Plan for the Use of LSTA Funds, individual grants are not anticipated. However, when individual grants are deemed to be the appropriate vehicle to meet the identified needs as well as the intent of the guidelines, information on grants will be published and distributed statewide. *Eligibility.* Eligibility of projects will be determined by the Five-Year Plan for the Use of LSTA Funds. The use of the funds will have a major impact on library service to Iowans; increase access to information; have a statewide benefit; foster cooperation, resource sharing, and partnerships; involve all types and sizes of libraries; encourage innovation; and emphasize evaluation. The plan is found on the state library’s website, [statelibraryofiowa.gov](http://statelibraryofiowa.gov).

a. *Reporting procedures.* All LSTA grant recipients shall submit to the state library documentation of LSTA project-related expenses and periodic and final project reports. LSTA funded projects are subject to on-site monitoring by state library personnel.

**11—131.3(8A)**

**11—131.3(1) Purpose.** The Enrich Iowa program is set forth in Iowa Code 8A.209. Enrich Iowa provides direct state assistance to public libraries, supports the open access and interlibrary loan programs, provides public libraries with an incentive to improve library services, and reduces inequities among communities in the delivery of library services. Enrich Iowa funding is intended to supplement, not replace, local funding.

**11—131.3(2) Eligibility.** All Iowa libraries are eligible to participate in the Enrich Iowa program. Direct State Aid funding is limited to public libraries meeting Tier 1 requirements or higher. Open Access funding is limited to public libraries meeting Tier 1 requirements or higher and academic libraries. Interlibrary loan reimbursement funding is available to all public, academic, AEA, institutional, school, and special libraries. To participate in the Enrich Iowa program, an Iowa library must sign an agreement from the State Library that outlines the general provisions and assurances. Information, including forms for signature, terms of agreement, and program reporting requirements are made available on the state library’s

website, [statelibraryofiowa.gov](http://statelibraryofiowa.gov).

**11—131.4** *State of Iowa Libraries Online (SILO)*. Pursuant to Iowa Code 8A.202, the state library provides resource sharing services, including the Iowa Locator, the statewide union catalog used to locate library items, and the SILO Interlibrary Loan System to all types of libraries in Iowa. SILO also offers hosted services including DNS, e-mail lists, and web hosting to any public library.

**11—131.5** *Standards and accreditation program*. Pursuant to Iowa Code 8A.202, the state library provides performance measures to encourage the ongoing development of high-quality public library service in the state. *In Service to Iowa: Public Library Standards* is the manual for the state library of Iowa's standards program. Iowa's voluntary public library standards program was established to give public libraries a tool to identify strengths and areas for improvement. It is also used to document the condition of public library service in Iowa, to distribute Direct State Aid funding, and to meet statutory requirements. Program information can be found on the state library's website, [statelibraryofiowa.gov](http://statelibraryofiowa.gov). This rule implements Iowa Code 8A.202 Subsection 1. Paragraph k.

**11—131.6** *Endorsement program for the Iowa public library community*. Pursuant to Iowa Code 8A.202, the state library improves library service in Iowa by developing the skills of public library directors and staff, provide recognition for public librarians, enhance the public image of librarians and libraries, and provide guidelines that public library boards may use in developing staff hiring policies. Program information can be found on the state library's website, [statelibraryofiowa.gov](http://statelibraryofiowa.gov)

**11—131.7** *Summer library program*. Pursuant to Iowa Code 8A.202, the state library aids public libraries in planning summer reading programs by working with an outside vendor for promotional and programming materials, which are locally adaptable, to help improve library service to youth in Iowa and to improve skills of librarians. Program information can be found on the state library's website, [statelibraryofiowa.gov](http://statelibraryofiowa.gov)

**11—131.8** *State Publications Depository Program*. Pursuant to Iowa Code 8A.202 and 8A.208, the state publications depository program is established within the state library for the collection and distribution of publications issued by state agencies to designated depository libraries around the state, and maintains a digital repository for electronic government publications. The program shall be administered by the state librarian and coordinated through the Library's specialized library services unit. The state library shall serve as the last copy depository for pre-depository state information products and for those products never deposited with the center since its 1979 inception. Both print and digital materials are collected for the program.

**11—131.8(1)**

*"State agency"* means a legislative, executive, or judicial office of the state and all of its respective offices, departments, divisions, bureaus, boards, commissions, committees, and state institutions of higher education governed by the state board of regents.

*"State publications"* are defined as any multiply produced informational products or materials regardless of format, method of reproduction, or source, originating in or produced with the imprint of, by the authority of, or at the total or partial expense of, any state agency. The definition incorporates those publications that may or may not be financed by state funds but are released by private bodies such as research and consultant firms under contract with or supervision of any state agency. State information products specifically include, but are not limited to, public documents appearing as reports, directories, statistical compendiums, bibliographies, lists, state plans, statutes, codes, laws and bills, rules, regulations, transcripts of public hearings, journals, newsletters, bulletins, periodicals, books, pamphlets, brochures, charts, maps, surveys, other printed matter, audiovisual materials, microfilm, microfiche, and all electronic information sources in

all electronic formats. State information products do not include correspondence and memoranda intended solely for internal use within the agency or between agencies, materials designated by law as being confidential, materials excluded from this definition by the department through the adoption and enforcement of rules, and materials determined by the depository library center staff to be exempt

**11—131.8(2) State agency requirements.** Pursuant to 8A.205, upon issuance of a state publication in any format, a state agency shall provide the state library an electronic version of the publication, at no cost to the state library. The publication will be deposited into Iowa Publications Online, [publications.iowa.gov](http://publications.iowa.gov), a digital repository of documents produced by Iowa state agencies. Print documents are accepted. It shall be the responsibility of the issuing state agency to create duplicate copies of publications in limited supply to meet the minimal copy requirements of the depository program as specified by the state library.

**11—131.8(3) Depository libraries.** The state library and the University of Iowa shall be designated as the two permanent depositories for Iowa state publications. The Library of Congress shall receive one copy of each state publication collected. Depository status shall be determined by the state librarian. Information about the depository libraries program can be found on the State Library’s website, [statelibraryofiowa.gov](http://statelibraryofiowa.gov)

**11—131.9 IA Shares.** A statewide delivery service program has been established in the state library to provide a method of sending and receiving library materials between public libraries and the State Library. Program information can be found on the state library’s website, [statelibraryofiowa.gov](http://statelibraryofiowa.gov).

**11—131.10 People’s Law Library of Iowa.** The state library, in conjunction with the University of Iowa Law Library, provides an easy-to-understand, basic information website about the law. The People’s Law Library of Iowa is available at [www.peopleslawiowa.org](http://www.peopleslawiowa.org).

**\*For rules being re-promulgated with changes, you may attach a document with suggested changes.**

**METRICS**

<b>Total number of rules repealed:</b>	8
<b>Proposed word count reduction after repeal and/or re-promulgation</b>	705
<b>Proposed number of restrictive terms eliminated after repeal and/or re-promulgation</b>	19

**ARE THERE ANY STATUTORY CHANGES YOU WOULD RECOMMEND INCLUDING CODIFYING ANY RULES?**

No.