

**MINUTES OF THE REGULAR BOARD MEETING
OF THE BOARD OF LAW LIBRARY TRUSTEES OF
LOS ANGELES COUNTY**

**A California Independent Public Agency Under
Business & Professions Code Section 6300 et sq.**

March 22, 2023

The Regular Meeting of the Board of Law Library Trustees of Los Angeles County was held on Wednesday, March 22, 2023 at 12:15 p.m., at the Los Angeles County Law Library Mildred L. Lillie Main Library Building at 301 West First Street, Los Angeles, California 90012 for the purposes of considering reports of the affairs to the Library, and transacting such other business as might properly come before the Board of Trustees.

ROLL CALL/QUORUM

Trustees Present: Judge Mark Juhas
Judge Michelle Williams Court
Kenneth Klein, Esquire
Judge Dennis Landin
Judge Laura Seigle
Judge Michael Stern
Susan Steinhauser, Esquire

Trustees Absent: None

Senior Staff Present: Sandra J. Levin, Executive Director
Jaye Steinbrick, Senior Director

Also Present: Marcelino Juarez, Finance Manager
Ann Marie Gamez, Executive Assistant

President Juhas determined a quorum to be present, convened the meeting at 12:16pm and thereafter presided. Executive Director, Sandra J. Levin recorded the Minutes.

1.0 PUBLIC COMMENT

No public comment.

2.0 PRESIDENT'S REPORT

No president report.

3.0 CONSENT CALENDAR

- 3.1 Approval of Minutes of the February 22, 2023 Regular Board Meeting
- 3.2 Review of January Financials and List of February Checks and Warrants

President Juhas requested a motion to approve the Consent Calendar. So moved by Trustee Court seconded by Trustee Landin. The motion was unanimously approved, 7 - 0.

4.0 DISCUSSION ITEMS (TAKEN OUT OF ORDER)

4.2 Staff Presentation: Community Connections Program

Community Resource Specialist, Chloe Casey, presented to the Board, the operation, mission and goal of the newly established, Community Connections Program, at LA Law Library. C. Casey described some of the daily duties in the program which include but are not limited to, offering resources to patrons such as housing, welfare and food distributions. C. Casey added that many patrons who visit the library are unaware of such resources or find it difficult to locate them. Also, patrons have difficulty focusing on legal research and issues when faced with other significant social services needs. President Juhas expressed excitement about the program, adding that such a resourceful program will undoubtedly assist many of our vulnerable patrons who need assistance with societal issues rather than legal issues.

No action requested or taken.

4.1 Staff Presentation: Naloxone (NARCAN) Administration Program

Community Resource Specialist, Chloe Casey, and Facilities Manager, Stuart Heinemann, presented a new program for the training of Staff and the administration of Naloxone (NARCAN) to any individual on library property should they be experiencing an overdose of fentanyl or any other related substance. The effects of NARCAN are meant to save a person's life in the event that they overdose, but are harmless if inadvertently administered when not needed.

No action requested or taken.

5.0 CLOSED SESSION

5.1 Conference with Labor Negotiator (G.C. 54957.6). Library Negotiator: Executive Director, Sandra J. Levin; Employee Organization: SEIU Local 721.

No reportable action was taken.

6.0 AGENDA BUILDING

No future items were presented by Trustees to be referred to staff or placed on the agenda for consideration at a future meeting of the Board.

7.0 EXECUTIVE DIRECTOR REPORT

No Executive Director report.

8.0 ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 1:15pm. The next Regular Meeting of the Board of Law Library Trustees is currently scheduled for Wednesday, April 19, 2023 at 12:15pm.



Sandra J. Levin, Executive Director and Secretary
Los Angeles County Law Library Board of Trustees