

COUNTY COUNCIL OF BEAUFORT COUNTY
ADMINISTRATION BUILDING
BEAUFORT COUNTY GOVERNMENT ROBERT SMALLS COMPLEX
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www.bcgov.net

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SPECIAL COUNSEL

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COUNTY ATTORNEY

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CLERK TO COUNCIL

AGENDA
COMMUNITY SERVICES COMMITTEE
Monday, August 28, 2017
2:30 p.m.
Large Meeting Room
Hilton Head Island Branch Library
11 Beach City Road, Hilton Head Island

Staff Support:
Monica Spells, Assistant County Administrator
Civic Engagement and Outreach

1. CALL TO ORDER – 2:30 P.M.
2. PRESENTATION / FISCAL YEAR 2018 COMMUNITY SERVICES GRANT RECOMMENDATIONS FROM THE BEAUFORT COUNTY HUMAN SERVICES ALLIANCE TO LOCAL NON-PROFIT AGENCIES IN THE CUMULATIVE AMOUNT OF \$398,000* (*PREVIOUSLY \$598,000 DUE TO INCLUSION OF \$200,000 ALLOCATION TO THE LOWCOUNTRY REGIONAL TRANSPORTATION AUTHORITY DBA PALMETTO BREEZE TRANSIT) ([backup](#))
3. UPDATE / LIBRARY SYSTEM ([backup](#))
 - A. PRESENTATION OF THE BEAUFORT COUNTY LIBRARY'S STRATEGIC PLAN (APPROVED BY THE BEAUFORT COUNTY LIBRARY BOARD OF TRUSTEES JULY 2017)
 - B. DISCUSSION OF A RESOLUTION AUTHORIZING THE BEAUFORT COUNTY LIBRARY TO DRAW UPON AND UTILIZE ACCUMULATED LIBRARY IMPACT FEES ANNUALLY TO PURCHASE COLLECTION MATERIALS
 - C. DISCUSSION OF BIBLIOTHECA SELF-CHECK MACHINES PURCHASE (KIOSK REFRESH - \$181,728)
4. UPDATE / BEAUFORT COUNTY DISABILITIES & SPECIAL NEEDS DEPARTMENT ([backup](#))
5. CONSIDERATION OF REAPPOINTMENTS AND APPOINTMENTS
 - A. Disabilities and Special Needs Board
6. ADJOURNMENT

2017 Strategic Plan Committee Assignments
Affordable / Workforce Housing
Housing Survey
Residential Homes (3) Port Royal



Human Services Department

Fiscal Year 2018

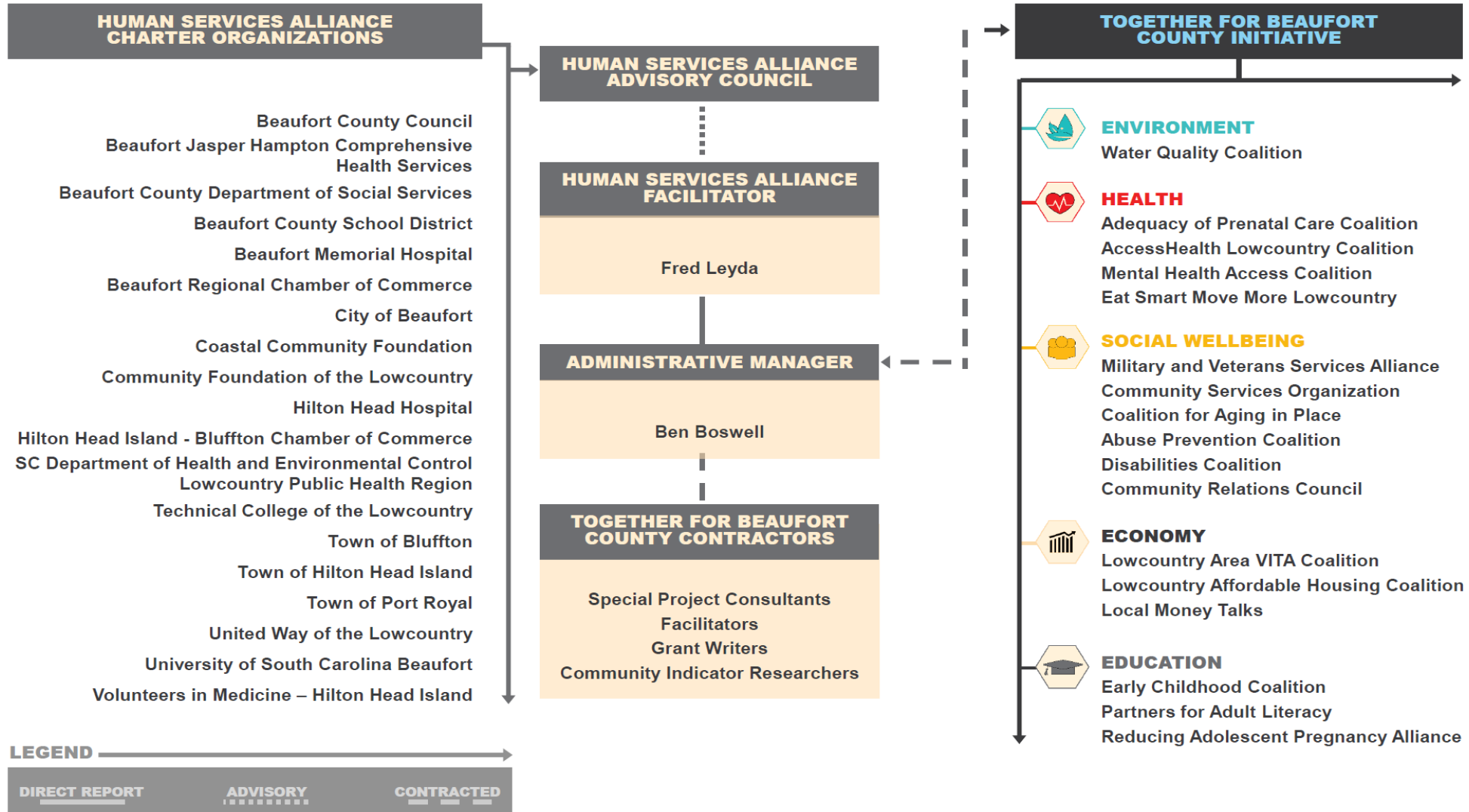
Community Services Grant Recommendations
by the Human Services Alliance

Community Services Committee Meeting
August 28, 2017





Beaufort County Human Services Alliance





Purpose of the Grant Process

Promote and sustain activities that improve the quality of life for all Beaufort County residents.



FY18 Review Process

- Received **23** applications with **2** ongoing commitments.
- Evaluated by a diverse volunteer panel of community professionals.
- Applications evaluated on their own merit using a competitive process.



Highlights from FY17

- Over 7 tons of fresh produce delivered to meet the nutritional needs of food-insecure families.
- Over 3,000 Beaufort County children received dental services.
- Over 2,200 hours of legal services provided, including 4 disaster recovery seminars.

FY18 Grant Recommendations

• Abuse Prevention Coalition**	\$20,000
• AccessHealth Lowcountry**	\$10,800
• Alliance Match Funding***	\$52,775
• Beaufort County Community Relations Council**	\$6,500
• Beaufort County Early Childhood Coalition**	\$20,325
• Beaufort Jasper Economic Opportunity Commission	\$2,500
• Bluffton Self-Help	\$15,000
• Bluffton Jasper Volunteers in Medicine	\$25,000
• Child Abuse Prevention Association (CAPA)	\$15,000

* Established Agreement with Beaufort County

** Together for Beaufort County (T4BC) Coalition

*** Account administered by United Way of the Lowcountry

FY18 Grant Recommendations

• Coalition for Aging in Place**	\$9,600
• Disabilities Coalition**	\$4,500
• Family Promise	\$10,000
• Good Neighbor Free Medical Clinic	\$20,000
• Hopeful Horizons	\$27,500
• Lowcountry Affordable Housing Coalition**	\$7,000
• LowCountry Habitat for Humanity	\$10,000
• Lowcountry Legal Volunteers	\$25,000
• Memory Matters	\$5,000

* Established Agreement with Beaufort County

** Together for Beaufort County (T4BC) Coalition

*** Account administered by United Way of the Lowcountry

FY18 Grant Recommendations

•	Mental Health Access**	\$4,500
•	Military and Veterans Service Alliance**	\$3,000
•	Ronald McDonald Mobile Care Unit* (BJH Comp Health partner)	\$19,000
•	Second Helpings	\$10,000
•	<i>Together for Beaufort County</i> Administration***	\$20,000
•	The Literacy Center	\$15,000
•	United Way of the Lowcountry*	\$25,000
•	Volunteers in Medicine - Hilton Head Island	\$15,000

* Established Agreement with Beaufort County

** *Together for Beaufort County (T4BC) Coalition*

*** Account administered by United Way of the Lowcountry



Examples of Planned Activities for FY18

- The community is dedicated to improving the availability of fresh produce for food-insecure residents.
- Enhancing cross-sectoral, multidisciplinary civic engagement activities.
- Outreach and support services to low-income, at-risk children and families.



Questions?

Reminder of the process for expenditure of library impact fees

- Library director makes a recommendation of need to the library board of trustees
- Library board of trustees approves/disapproves
- If approved, director schedules a date to present the proposal to the community services committee of county council
- If community services committee approves the proposal goes to full county council
- If approved library follows all county procurement rules to request purchase
- No impact fee funds are expended without county council approval

RESOLUTION 2017/

A RESOLUTION AUTHORIZING THE BEAUFORT COUNTY LIBRARY TO DRAW UPON AND UTILIZE ACCUMULATED LIBRARY IMPACT FEES ANNUALLY TO PURCHASE COLLECTION MATERIALS

WHEREAS, the Beaufort County Library is an active and vibrant part of Beaufort County and is important to the lives of its residents with three established Friends groups and one Foundation all of which are registered non-profit organizations which supplement public funding for programs and materials; and

WHEREAS, the Beaufort County Library has five branches (Beaufort, Bluffton, Hilton Head Island, Lobeco, and St. Helena Island) located throughout the County in addition to the Beaufort District Collection and a Bookmobile, all of which provide public WIFI access, and combined 183 public computers, 11 public meeting rooms and 81 full-time and part-time staff positions as of fiscal year 2018; and

WHEREAS, the Library's collection currently consists of 375,000 items on the shelves, 4,000 plus e-titles in the cloud library and 550,000 e-titles available through Hoopla; and

WHEREAS, during fiscal year 2017 the Library:

- Had 109,538 cardholders who borrowed 837,459 items with 69,707 digital checkouts;
- Had 474,975 visits;
- Had 32,634 people attend library hosted events;
- Hosted 43,072 public computer sessions;
- Had 59,805 WIFI users;
- Had 1,075 meeting room bookings;
- Experienced 65,053 website visits;
- Answered 53,814 reference questions; and
- Added 23,076 items to its collection; and

WHEREAS, during this same time period the library upgraded WIFI at all branches, introduced Hoopla Digital Library, reduced wait time on popular fiction titles, increased purchases of new materials, expanded children's summer reading programs, expanded its SmartSpot WIFI loan program and introduced a new library website; and

WHEREAS, it is important to maintain the vibrancy of the Library and to enhance availability of programming, content and media for the benefit of the residents of Beaufort County; and

WHEREAS, Beaufort County Ordinance Sec. 82-119 allows library impact fees to be used for collection materials and the Library Board of Trustees as the governing body of the Beaufort County Library System believes it is in the best interest of the Library for Beaufort County Council to authorize the Library to utilize five percent (5%) of the accumulated library impact fees at the beginning of each fiscal year to purchase additional collection materials during that fiscal year.

NOW, THEREFORE, BE IT RESOLVED, by the County Council of Beaufort County, South Carolina, that effective fiscal year 2018 the Beaufort County Library is authorized to draw and utilize five percent (5%) of the accumulated library impact fees at the beginning of each fiscal year to purchase additional collection materials during that fiscal year.

Adopted this ____ day of _____, 2017.

COUNTY COUNCIL OF BEAUFORT COUNTY

By: _____
D. Paul Sommerville, Chairman

APPROVED AS TO FORM:

Thomas J. Keaveny, II County Attorney

ATTEST:

Ashley Bennett, Clerk to Council

Customer Official System Quote



Quote Number: QUO-29433-H8C5, Rev: 4

Quote Date: August 24, 2017

Name: George Duncan

Email: g.duncan@bibliotheca.com

Telephone:

Quote To

Beaufort County Public Library SC - Main

Ray McBride

311 Scott St,

Beaufort, SC 29902-5591

United States of America

rmcbride@bcgov.net

(843) 255-6471

Quote Details:

Beaufort County: Kiosk Refresh

Quote expires sixty (60) days from Quote Date above.

If applicable, the hardware and software includes 12-month warranty, set-up and configuration

Item ID	Item Type	Quantity	Sale Price	Sub Total
SCK200009-000-US	selfCheck 1000 Integrated Unlocker	12	\$4,380.000	\$52,560.00
SCK200019-000-US	selfCheck 1000 Desktop Kiosk, Black	12	\$8,584.000	\$103,008.00
SCK904000-000-US	Heartland Terminal S300	12	\$1,099.000	\$13,188.00
SER903994-000-US	Heartland Payment Services Installation	12	\$100.000	\$1,200.00
SER903993-000-US	Heartland Payment Annual Subscription	12	\$399.000	\$4,788.00
SHP000001-000-US	Shipping and Handling Shipping is estimated on one receiving location, unless otherwise noted, and on current rates and proposal.	1	\$3,684.000	\$3,684.00
SWR000004-000-US	libraryConnect™ Devices subscription - 1 license / device Subsequent renewals after year 1 (SWR000017-000)	12	\$275.000	\$3,300.00
Total				\$181,728.00
(Less Sales Tax):				

Grand Total:	\$181,728.00
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Additional Details

All prices including Service and Maintenance do not include any applicable sales tax. If tax exempt, please provide Tax Exempt Certificate.

Terms are NET 30 Days from Date of Invoice. Invoice is generated at the time of Shipment.

A copy of Tax Exemption Certificate is required with purchase order for all tax exempt customers.

Quotations are good for 60 days. All dates are based on ship dates. Order must ship within the 60 day window.

After 60 days, quotation expires. Contact Bibliotheca for a New Quotation.

Manager Approval: _____

Submit Purchase Order by fax to 1-877-689-2269 or by email to orders-us@bibliotheca.com.

Accepted By: _____

Accepted Date: _____

Customer Purchase Order Number: _____

Bibliotheca, LLC

3169 Holcomb Bridge Road, NW, Suite 200,
Norcross, GA 30071, USA

Phone No - 877-207-3127

Fax No - 1-877 689 2269

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bibliotheca selfCheck™ 1000

Designed to meet all your library self-service needs



Seamless integration

To provide the best possible user experience, the selfCheck™ 1000 has many options that are all integrated in ergonomic locations for quick and easy use during the self-service process.

A simple change makes a huge difference

We've flipped and enlarged the touchscreen. This 22" monitor allows over 20 items to be visible in a list view without the need for scrolling.

Collect more money, in any form you like!

With the ability to accept notes, coins, cards, chip & pin and now even Near Field Communication (NFC) payments, all payment methods are possible.

Light-based guidance simplifies the process

Our ingenious light-based user guidance system uses a series of LEDs to highlight the next step in the transaction, helping patrons effortlessly navigate through the self-service process.



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the best of both worlds

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Benefits that are not so 'standard'

These very attractive benefits can be seen in the standard model of every selfCheck™ 1000.



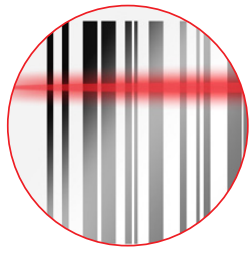
22" portrait orientation displays
over 20 items on screen



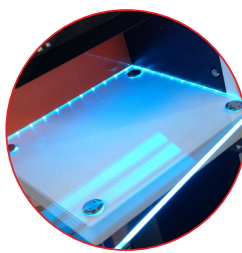
light based indicators guide
the patron through the process



dedicated RFID zone reads up to
15 items at a time



user cards and barcode-only
items are scanned with ease



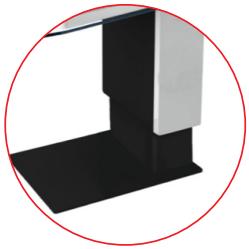
health status light indicators
alert library staff from afar



built-in receipt printer provides a
complete account statement

Limitless possibilities to accommodate any request

Create your perfect kiosk by choosing between the following add-on options:



height adjustable control to
suit individual users



desktop version saves
valuable library space



secured media items can
be unlocked at the kiosk



additional surface area
holds bags and extra books



integrated bins allow patrons
to return items at the kiosk



over 200 custom colors to
match any library decor



accept user payments in the
form of credit/debit card



increase library collections
with chip & pin payments



accept fees and return
change with cash & coin



collect smaller
payments using NFC

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Specifications

Freestanding: w: 680mm / 26.8" | d: 617mm / 24.3" | h: 1,484mm / 58.1"
Height Adj: w: 700mm / 27.6" | d: 685mm / 27.0" | h: 1,484mm / 58.1"

Dimensions:

Height Adj height from floor to the top face of the glass:
Min height: 784mm | Max height: 1014mm

Desktop: w: 610mm / 24.0" | d: 550mm / 21.7" | h: 759mm / 29.9"
Shelf + : w: 290mm / 11.4"

Weight:

Freestanding: 105 kg | 232 lbs.
Freestanding (shelf): 110 kg | 243 lbs.
Height Adj: 110 kg | 243 lbs.
Height Adj (shelf): 115 kg | 254 lbs.
Desktop: 52 kg | 115 lbs.

Power:

Input C13 connector
240 VAC input, 130 watts, 50Hz
240 VAC for European installs; 110 VAC for North American installs
5 AMP fuse

Data:

10/100 ethernet

Touchscreen:

Large 22" portrait oriented touchscreen
Brightness : 250 nits
HD widescreen resolution : 1920 x 1080
Projective capacitive touchscreen technology

PC:

Windows 7 32 bit OS (64 bit available upon request) | 2GB RAM | 56GB SSD

RFID Item capacity:

Approximately 15 items at any one time

Login types:

Barcode (full range of barcode types), RFID, smartcard and manual screen entry

Standards & compliance:

DDA, ADA, CE, MET*, FCC, C-tick
*MET Labs is a Nationally Recognised Testing Laboratory (NRTL) recognised by OSHA regulation: 1910.308(d). MET is also accredited by the Standards Council of Canada for approval throughout Canada as a Certified Body (CB) for Industry Canada (IC). UL rating is covered within MET certification. For further details please visit www.osha.gov.

Reporting:

Configuration and reporting is made available in real-time via our optional smartadmin™ central management software

Software:

selfCheck™ 1000 comes pre-loaded with our quickConnect™ self-service software, which provides the customer with the full range of borrow, return and account functions. The software is configured for connection to the library ILS/LMS through SIP2 or NCIP. Access to the library's network via Ethernet is required.

Colour option:

selfCheck™ 1000 is available in a variety of custom colors to match any library atmosphere. 213 RAL classic colors choices can be viewed at <http://bit.ly/RALcolours>.

Options:

height adjustable base*
desktop version
integrated return bin with a 60 item capacity*
automatic media case unlocker
large illuminated glass side shelf
custom color
payment options : chip & pin, credit/debit, cash & coin**, and/or NFC
tilt alarm

*integrated return bins cannot be used with height adjustable base

**selfCheck™ 1000D: cash and coin not available

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**Beaufort County
Disabilities & Special Needs Department**

Departmental Update

**Community Services Committee Meeting
August 28, 2017**

Beaufort County Disabilities & Special Needs

- DSN has the lowest employee turnover rate in South Carolina compared to its peer agencies!
 - The State average is 35% and Beaufort County's is 10.7%
- Changes to waiver program and impact on Day Program request in Okatie area (Riverwalk Business Park building)

DSN



We rise by lifting others!

Beaufort County Disabilities & Special Needs

- Identification of lots for three new homes
 - Transition plan for residents of Port Royal property
- “Conflict-free” case management potential impact to local families
- The **ABLE Foundation** Fall Bazaar
 - Saturday, October 14
 - 11 a.m. to 4 p.m.
 - 100 Clear Water Way, Beaufort
 - For more information call 843.255.6300



We rise by lifting others!