



## DEPARTMENT OF STATE ADVISORY COMMITTEES ASSESSMENT

DECEMBER 2008

Report No. 08-S12

### *Scope*

The Florida Government Accountability Act directs OPPAGA to review state agencies and their advisory committees, examine their costs, and evaluate their operations.<sup>1</sup> As part of our review, we examined the advisory committees of the Department of State to assess their purposes, related costs, and need for continuation. Our review addressed the following questions for each advisory committee to determine its purpose, effectiveness, and public accessibility.<sup>2</sup>

- Why was the advisory committee created and has it fulfilled its specific purpose?
- Does the advisory committee's advice and support significantly contribute to the agency's mission?
- Are advisory committee members representative of the public and stakeholders affected by its actions and can the public readily access advisory committee proceedings, materials, and products?

### *Background*

The Department of State's mission is to facilitate public access to government and enhance the quality of life for Floridians and their communities through five programs:

- corporations;
- elections;
- historical resources;
- cultural affairs; and
- library and information services.

The department reported having 11 advisory committees in Fiscal Year 2007-08: 6 for historical resources; 1 for cultural affairs; and 4 for library and information services.<sup>3</sup> In addition, 29 grant review panels made recommendations for the distribution of cultural and historical grant awards (see Appendix A for a list of grant programs administered by the department).<sup>4</sup>

Seven of the department's 11 advisory committees are established in the *Florida Statutes*, 2 are authorized in federal code, 1 is authorized in the *Florida Administrative Code*, and 1 was established by managerial initiative. Cultural and historical grant review panels are authorized in the *Florida Statutes*.

Collectively, these committees and grant review panels incurred travel, staff, and other expenses totaling \$153,846 in Fiscal Year 2007-08 (see Exhibit 1).

<sup>1</sup> Sections 11.901-11.920, *F.S.*

<sup>2</sup> Included in our review were advisory committees that the department was directed to include in its Agency Report to the Sunset Committee. These included advisory committees established in statute or by managerial initiative and defined in ss. 20.03 (3), (7), (8), (9), (10), and (12), *F.S.* We did not review the Citizen Support Organizations, as these are primarily fundraising rather than advisory entities.

<sup>3</sup> Four Department of State advisory committees were repealed by the 2008 Legislature: the Discovery of Florida Quincentennial Commemoration Commission and three advisory boards affiliated with the regional historic preservation offices.

<sup>4</sup> As described in Exhibit 2, some of the department's advisory committees also make recommendations for grant awards. The number of groups convened to review grant applications varies from year to year because some programs are multi-year, and others do not receive funding every year.

**Exhibit 1**

**The Department of State Reported \$153,846 in Advisory Committee and Grant Review Panel Costs in Fiscal Year 2007-08**

Advisory Committee	Reported Cost
Florida Historical Commission	\$ 30,538
Florida Arts Council	26,706
Florida State Historical Records Advisory Board	22,953
Historical Resources Grant Review Panels <sup>1</sup>	15,782
Cultural Affairs Grant Review Panels <sup>1</sup>	14,727
Library Services and Technology Act Advisory Council	14,406
State Historical Marker Council	8,983
State Library Council	6,393
Florida Folklife Council	5,832
Florida Library Network Council	5,305
Great Floridians Ad Hoc Selection Committee	2,221
Folklife Apprenticeship Ad Hoc Advisory Committee	0
The Grove Advisory Council	0
<b>Total</b>	<b>\$153,846</b>

<sup>1</sup> In Fiscal Year 2007-08, 4 Historical Resources Grant Review Panels incurred expenses totaling \$15,782, and 25 Cultural Affairs Grant Review Panels incurred expenses totaling \$14,727.

Source: Department of State.

*Assessment and Recommendations*

In assessing department advisory committees, we considered criteria including the intended purpose of the committee and if it had fulfilled that purpose, if it is effective in contributing to the department’s mission, if committee members are representative of the public and stakeholders affected by its actions, and public accessibility to the committee.

We concluded that most of the department’s advisory committees serve the purpose for which they were created, supplement the expertise of program staff, and provide opportunities for stakeholder input. Meetings are noticed through the *Florida Administrative Weekly*, and public participation is facilitated by holding meetings in various locations around the state and via teleconference.

Based on our assessment of the Department of State’s advisory committees, we recommend that the Legislature continue five committees as well as

the cultural and historical grant review panels, continue three committees with modifications, and abolish three committees whose functions could be assumed by other department advisory committees. Specifically, we recommend that the Legislature:

***Continue***

- Historical Resources Program
  - The Grove Advisory Council
  - Historical Resources Grant Review Panels
  - State Historical Marker Council
- Cultural Affairs Program
  - Cultural Affairs Grant Review Panels
  - Florida Arts Council
- Library and Information Services Program
  - Florida State Historical Records Advisory Board
  - Library Services and Technology Act Advisory Council

***Continue with Modifications***

- Historical Resources
  - Florida Folklife Council (assume responsibilities of the Folklife Apprenticeship Ad Hoc Advisory Committee)
  - Florida Historical Commission (assume responsibilities of Great Floridians Ad Hoc Selection Committee)
- Library and Information Services
  - State Library Council (assume responsibilities of the Florida Library Network Council)

### ***Abolish***

- Historical Resources
  - Folklife Apprenticeship Ad Hoc Advisory Committee (combine functions with Florida Folklife Council)
  - Great Floridians Ad Hoc Selection Committee (combine functions with Florida Historical Commission)
- Library and Information Services
  - Florida Library Network Council (combine functions with State Library Council)

We recommend that the department expand the practice of using teleconferencing to contain costs and facilitate public participation in committee meetings. The department should also enhance citizen access to committee proceedings and products by using its website to announce all committee meetings and provide documentation of activities such as minutes of committee meetings.

For more detailed information on our assessment and recommendations, please see Exhibit 2.

## Exhibit 2

### The Department of State Had 11 Advisory Committees in Fiscal Year 2007-08, as Well as Grant Review Panels for Cultural and Historical Programs and Federal Library Programs

#### Cultural Affairs Grant Review Panels

Fiscal Year 2007-08 ■ Cost: \$14,727 ■ Authorization: Statutory, created in 1981, Section 265.285(1)(c), *F.S.*

**Purpose:** Grant review panels are the primary mechanism the department uses to make decisions about the distribution of cultural grant funds (See Appendix A for a complete list of the Department of State's cultural grant programs). Twenty-five panels were convened in Fiscal Year 2007-08.

**Effectiveness:** Grant review panels help the department make decisions about the use of state and federally appropriated arts and culture funds. Florida's use of grant review panels mirrors the decision-making model used by the federal National Endowment for the Arts and most state arts agencies. Panelists with expertise related to each cultural grant program review applications, evaluate them based on established criteria, and make recommendations on their merit to the Florida Arts Council. In Fiscal Year 2007-08, panels reviewed 885 grant applications and recommended 678 grants for the \$14.9 million in cultural grant funds appropriated by the 2007 Legislature.

**Public Access:** Grant review panelists are nominated by the general public, the arts community, legislators, and program staff. Recommendations are reviewed by the Florida Arts Council, and appointments are made by the Secretary of State. Twenty-one of the 25 panel meetings held in Fiscal Year 2007-08 were held via teleconference.

**Assessment:** Grant review panels ensure that cultural organizations receiving state support meet established criteria, and provide a mechanism for public input into decisions about the distribution of state funds. Holding meetings via teleconference promotes public access and provides the department with an opportunity to receive input on the structure and operation of the state's cultural support programs.

**Recommendations:** Continue the Cultural Affairs Grant Review Panels.

#### Florida Arts Council

Fiscal Year 2007-08 ■ Cost: \$26,706 ■ Authorization: Statutory, created in 1981, Section 265.285, *F.S.*

**Purpose:** The Florida Arts Council is the primary cultural advisory group to the Secretary of State. It is actively involved in planning and setting priorities for the state's cultural development, including cultural grant programs.

**Effectiveness:** The council helps Florida meet the federal requirement that each state arts agency have an advisory group in order to receive federal funds through the National Endowment for the Arts. Council members chair grant review panels and advise the Secretary of State on the distribution of federal and state grant funds; assist the department with planning; and approve the selection process for art placed in state buildings. Following Fiscal Year 2007-08, the Art in State Buildings rule was amended and the Arts Council no longer has a role with the selection process.

**Public Access:** The 15-member council, appointed by the Governor, Senate President and House Speaker, includes members with demonstrated community involvement with the arts and representing various geographic areas of the state. Quarterly meetings serve as a forum for a broad review of Division of Cultural Affairs activities as well as public input regarding programs and funding. In Fiscal Year 2007-08, one of the quarterly meetings was held via teleconference, increasing access for individuals and cultural organizations that may lack the funds to travel to meeting locations.

**Assessment:** The Florida Arts Council is actively engaged in planning for Florida's cultural development. It oversees the state's cultural planning initiatives, and advises the Secretary of State on funding recommendations made by grant review panels. Membership with diverse expertise and geographic representation promotes a well-rounded view of the state's cultural needs, and meetings held via teleconference encourage public input into council deliberations.

**Recommendations:** Continue the Florida Arts Council.

## Florida Folklife Council

Fiscal Year 2007-08 ■ Cost: \$5,832 ■ Authorization: Statutory, created in 1979, Section 267.161, *F.S.*

**Purpose:** The Florida Folklife Council helps the Division of Historical Resources preserve Florida's cultural heritage by providing advice on the development and promotion of Florida folk artists, performers, festivals, folklife projects, and folk resources.

**Effectiveness:** The Department of State relies on the Florida Folklife Council, whose members have demonstrated knowledge of Florida's folklife and its interpretation, to provide advice on the development of folklife programs. The council also makes recommendations for Florida Folk Heritage Awards, a recognition program that recognizes outstanding folk artists and folk culture advocates, and approves the selection of apprentice teams recommended by the Folklife Apprenticeship Ad Hoc Advisory Committee (described on page 7).

**Public Access:** The seven-member council, appointed by the Secretary of State, consists of members of both the general public and academia: one council member currently represents Florida's folk artists and performers. The council met twice in Fiscal Year 2007-08, and has three meetings scheduled for Fiscal Year 2008-09 at various locations around the state and via teleconference. Council meetings serve as an opportunity for members to be briefed on staff activity and to offer input on program development issues.

**Assessment:** The Florida Folklife Council provides expertise to help the department preserve Florida's cultural heritage. Members with demonstrated knowledge of Florida's folklife help ensure the authenticity of activities receiving the department's support.

**Recommendations:** Continue the Florida Folklife Council with modifications. Council responsibilities could be expanded to include functions currently carried out by the Folklife Apprenticeship Ad Hoc Advisory Committee (described on page 7), which we recommend be abolished. No legislative action is required to implement this recommendation.

## Florida Historical Commission

Fiscal Year 2007-08 ■ Cost: \$30,538 ■ Authorization: Statutory, created in 2001, Section 267.0612, *F.S.*

**Purpose:** The Florida Historical Commission advises the director of the Division of Historical Resources on the preservation and protection of Florida's historic and archaeological sites and properties; makes recommendations for historic grants and awards; and identifies public goals for historic preservation.

**Effectiveness:** The commission helps ensure the relevance of department activities by including members with expertise in historic preservation, architecture and archaeology. It helps set priorities for state historic preservation initiatives; made recommendations for use of the \$8.5 million in historical grant funds appropriated by the 2007 Legislature; makes recommendations for historic preservation recognition awards; and approves requests for naming state facilities. A sub-group of the commission reviews proposals to ensure that Florida properties nominated for National Register of Historic Places designation meet federal standards.

**Public Access:** The 11-member commission, appointed by the Governor, Senate President, and House Speaker, includes members of the general public as well as those with historic preservation expertise. Florida law specifies that members include representatives of less populous areas of the state. Quarterly meetings, held at various locations around the state as well as via teleconference, provide a forum for discussing state policies that support historic preservation initiatives.

**Assessment:** The Florida Historical Commission helps the department plan and carry out activities that ensure the preservation of Florida's unique heritage. It also functions as the state-level entity that reviews proposals for National Register of Historic Places designation and advises the Secretary of State on historic preservation grant and recognition awards. Its membership is broadly representative of statewide interests.

**Recommendations:** Continue the Florida Historical Commission with modification. Commission responsibilities could be expanded to include functions of the Great Floridians Ad Hoc Selection Committee (described on page 7), which we recommend be abolished. Implementing this recommendation would require modifying or repealing Section 267.0731(b), *F.S.*, which specifies appointment procedures for members of the Great Floridians Ad Hoc Selection Committee.

## Florida Library Network Council

Fiscal Year 2007-08 ■ Cost: \$5,305 ■ Authorization: Managerial initiative, created in 1987.

**Purpose:** The Florida Library Network Council is one of the entities that provides the department with advice regarding interlibrary cooperation, library network development, and oversight of the department's Florida Electronic Library Program.

**Effectiveness:** The council actively participates in the development and implementation of the department's strategic plan for library services, focusing specifically on technology, e-government services and library resource sharing.

**Public Access:** The council, with 14 members appointed by the state librarian, met twice during Fiscal Year 2007-2008. Members broadly represent library entities in the state including public, school, academic and special interest libraries. The council also includes representatives of agencies with standing appointments (i.e., the College Center for Library Automation, which represents community college libraries; the Florida Center for Library Automation, which represents state university libraries; and the Florida Department of Education's Office for School Library Media Centers). While all members represent the library community, the council is directed to consider the views of the broad public.

**Assessment:** The council is one of several entities providing the department with advice about library initiatives. While its membership is broadly representative, some sectors of the library community represented on this council are also included in other department advisory groups. It would be sufficient for the state to have a single advisory group to focus on library development, since the well-organized library community also provides opportunities for communication with the department.

**Recommendations:** Abolish the Florida Library Network Council, and transfer its responsibilities to the statutorily authorized State Library Council (described on page 10). The State Library Council's statutorily defined membership would need to be expanded to include library professionals with expertise in library network development and related electronic library technology. In addition, the council's authority would need to be amended to incorporate these network and electronic library responsibilities. By incorporating these network and electronic functions into the State Library Council's statutory mission, federal funds currently used to support Florida Library Network Council activities could be used to cover costs of the State Library Council pertaining to these activities.

## Florida State Historical Records Advisory Board

Fiscal Year 2007-08 ■ Cost: \$22,953 ■ Authorization: Federal, 36 CFR Part 1206

**Purpose:** The Florida State Historical Records Advisory Board is the state's advisory body for historical records coordination, and is charged with providing leadership and guidance to ensure the identification, preservation, and use of records that document the culture, government and people of the state. The board also reviews grant applications for federal funding.

**Effectiveness:** One of the primary functions of the board, which is made up of members with recognizable experience in government records, historical records or archives, is to develop the state's five-year plan for state historical records projects. It also serves as the state-level review board for funding proposals submitted to the National Historical Publications and Records Commission (NHPRC). This federally required review ensures that Florida projects receiving NHPRC funding reflect the identified state priorities of preservation, electronic records, and access. Most advisory board costs (82% in Fiscal Year 2007-08) are used for staff support of board activities.

**Public Access:** The eight-member board includes the state historical records coordinator and other members appointed by the Governor. It met twice in Fiscal Year 2007-2008, and has three meetings scheduled during Fiscal Year 2008-2009 at various locations around the state. Federal regulations ensure that board members represent and provide coordination among the historical records community by requiring that it be broadly representative of public and private archives, records offices, and research organizations in the state.

**Assessment:** The Florida State Records Advisory Board helps the department implement requirements of the National Historical Publications and Records Commission (NHPRC), which is a federal entity that provides guidance and funding for the preservation and use of Florida's historical records. The board ensures coordination among the public and private entities that collect, preserve and use the state's historical records, and its functions are a prerequisite for Florida's receipt of federal NHPRC funds.

**Recommendations:** Continue the Florida State Historical Records Advisory Board.



## Folklife Apprenticeship Ad Hoc Advisory Committee

Fiscal Year 2007-08 ■ Cost: \$ 0 ■ Authorization: Created by administrative rule in 2000, *Florida Administrative Code (FAC)*, Rule 1P-1.009

**Purpose:** The Folklife Apprenticeship Ad Hoc Advisory Committee helps determine the teams of applicants (i.e., master artist and apprentice) selected to participate in the department's federally funded folklife apprenticeship program, which helps maintain folk art as a vital part of Florida's heritage.

**Effectiveness:** Committee member qualifications, which include an advanced degree in folklife or a related fields such as cultural anthropology or ethnomusicology, help ensure the authenticity of folk traditions and the technical skills of master folk artists selected to participate in the program. In 2007, the committee reviewed 14 applications and recommended six master folk artists to share skills and cultural knowledge with apprentices.

**Public Access:** The committee meets once a year to make recommendations for apprenticeship awards. The Secretary of State considers geographical distribution and balanced coverage of folklife genres and folk groups in making committee appointments. The five-member advisory group, newly appointed each year, represents different areas of folklife specialty. According to the department, the committee members are not only folklife experts but also are themselves practitioners of a wide range of folk traditions.

**Assessment:** The Folklife Apprenticeship Ad Hoc Advisory Committee helps ensure the authenticity of folk traditions and skills of master folk artists selected to participate in the Folklife Apprenticeship Program. However, members of the Florida Folklife Council (described on page 5), also have the expertise to make these decisions and are currently responsible for approving the recommendations made by the ad hoc advisory committee. We see no need for this separate ad hoc committee to review apprenticeship applications.

**Recommendations:** Abolish the Folklife Apprenticeship Ad Hoc Advisory Committee, and have the Florida Folklife Council assume its responsibilities. No legislative action is required to implement this recommendation.

## Great Floridians Ad Hoc Selection Committee

Fiscal Year 2007-08 ■ Cost: \$2,221 ■ Authorization: Statutory, created in 1997, Section 267.0731, *F.S.*

**Purpose:** The Great Floridians Ad Hoc Selection Committee helps select individuals who have made contributions to the progress and welfare of the state for designation as a "Great Floridian."

**Effectiveness:** The committee reviews nominations, and recommends to the Secretary of State individuals for designation as a "Great Floridian." In Fiscal Year 2007-08 it recommended six individuals, and two were so designated.

**Public Access:** Committee members are appointed by the Governor, Cabinet, legislative leadership, and Secretary of State. Members meet twice a year to discuss the achievements of nominees.

**Assessment:** The committee advises the Secretary of State in decisions about individuals to designate as a "Great Floridian." While broad input into this process is desirable, input could be obtained through a less formal process than convening an ad hoc selection committee twice a year. For example, recommendations for historic preservation recognition awards are handled by an advisory committee with more wide-ranging responsibilities, i.e., the Florida Historical Commission.

**Recommendations:** Abolish the Great Floridians Ad Hoc Selection Committee, and delegate its responsibilities to the Florida Historical Commission (described on page 5). Transferring the responsibilities to the Florida Historical Commission would require modification or repeal of Section 267.0731(b), *F.S.*, which specifies appointment procedures for members of the Great Floridians Ad Hoc Selection Committee.

## The Grove Advisory Council

Fiscal Year 2007-08 ■ Cost: \$0 ■ Authorization: Statutory, created in 1997, Section 267.075, *F.S.*

**Purpose:** The purpose of The Grove Advisory Council is to advise the Department of State on the operation, maintenance, preservation, and protection of the Call/Collins House in Tallahassee, commonly known as The Grove. This includes the grounds, cemetery, structures, and furnishings.

**Effectiveness:** The council cannot report recent accomplishments because it did not meet in Fiscal Year 2006-07 due to the illness of Mrs. LeRoy Collins, who currently occupies the house. It also did not meet in Fiscal Year 2007-08. The meeting held in 2005 served as an opportunity to discuss The Grove and surrounding properties. The council will provide guidance to the department when The Grove becomes a house museum of history to educate Florida's citizens.

**Public Access:** The council comprises eight members, including the Secretary of the Department of Management Services or his or her designee, the director of the Division of Historical Resources, five members appointed by the Secretary of State, and one direct descendent of Mary Call Darby Collins (Mrs. LeRoy Collins). No council meetings are scheduled for Fiscal Year 2008-09.

**Assessment:** The Grove Advisory Council is the only state advisory body that brings together individuals and departments knowledgeable about preserving and operating the historic sites deeded to the state. It has not finished fulfilling its purpose, and has the potential to be a valuable resource regarding preserving The Grove and developing the property as a house museum.

**Recommendations:** Continue The Grove Advisory Council, with the understanding that the department examine the need to establish a single advisory group to provide expertise related to maintaining and operating the historic properties managed by the Department of State. Reassess the need for continuation of The Grove Advisory Council, based on the department's analysis of needs.

## Historical Resources Grant Review Panels

Fiscal Year 2007-08 ■ Cost: \$15,782 ■ Authorization: Statutory, created in 2001, Section 267.0617(3), *F.S.*

**Purpose:** Grant review panels are part of the process the department uses to make decisions about the distribution of funds the Legislature appropriates for the historical resources grant programs, which totaled \$8.5 million for Fiscal Year 2007-08. (See Appendix A for a complete list of the department's grant programs). Four historical resources grant review panels met in Fiscal Year 2007-08; two for the historic preservation grant program, and two for the historical museums grant program. Effective July 1, 2008, grants for historic museums are administered through the department's cultural affairs program.

**Effectiveness:** Grant review panels supplement the work of department staff. They review grant applications, consider staff recommendations for funding levels and the scope of grant-assisted work, and rank the projects in funding priority order. In Fiscal Year 2007-08, the panels reviewed 193 applications.

**Public Access:** Grant review panels are composed of individuals from different areas of the state who are knowledgeable about Florida's historical resources and historic preservation. Both professionals and members of the general public are included in decision-making about the distribution of historical resources grants and the panels apply "public benefit" criteria to each application reviewed.

**Assessment:** Historical Resources Grant Review Panels provide public input into the department's decisions about the distribution of grant funds. The department's approach of using both grant review panels and staff to make funding recommendations is reasonable because historic preservation projects may require specialized knowledge in areas such as architecture and building codes.

**Recommendations:** Continue the Historical Resources Grant Review Panels.



## Library Services and Technology Act Advisory Council

Fiscal Year 2007-08 ■ Cost: \$14,406 ■ Authorization: Federal, created in 1996, Section 20 *U.S.C.*, Section 9151 of the Museum and Library Services Act

**Purpose:** The primary purpose of the Library Services and Technology Act (LSTA) Advisory Council is to make recommendations for the use of Florida's federal LSTA grant, including recommending amounts to be re-granted to local constituents. Florida received \$8.4 million in LSTA funds for Fiscal Year 2007-08.

**Effectiveness:** The council advises the department on the administration of federal funds granted through the Library Services and Technology Act (LSTA). It is specifically responsible for one step in the four-phase process Florida uses to make decisions regarding the use of these funds. The review process helps assure that projects funded with Florida's federal LSTA grant are consistent with needs and priorities outlined in the state's strategic plan for the library community. In Fiscal Year 2007-08, the council reviewed 36 applications and recommended 27 of them for funding.

**Public Access:** The nine-member council, appointed by the Secretary of State, meets once a year and broadly represents libraries in the state including public, school, academic, and special libraries. Four members represent library users, including those with disabilities. Proceedings of meetings are not readily accessible to the public as activities are documented in transcripts prepared by court reporters, rather than provided as summarized minutes of meetings.

**Assessment:** The Library Services and Technology Act Advisory Council serves a public purpose by reviewing applications to ensure that federal library funds re-granted to Florida constituents are for projects consistent with identified needs and priorities. However, its process of using court reporter services to document the grant review process, at a cost of \$1,970, is not cost-efficient.

**Recommendations:** Continue the Library Services and Technology Act Advisory Council. However, the department should reduce the cost of council activities by making audio recordings of council meetings, rather than using more costly court reporting services to document decisions.

## State Historical Marker Council

Fiscal Year 2007-08 ■ Cost: \$8,983 ■ Authorization: Statutory, created in 2001, Section 267.0743, *F.S.*

**Purpose:** The council identifies goals for the State Historical Marker Program and evaluates proposals for historical markers to be placed throughout Florida.

**Effectiveness:** The council is the primary mechanism the department uses to evaluate proposals for historical markers. Members are required to have professional training and experience in interpretation of the state's history and historical properties. They provide the expertise needed to establish the significance of the subject proposed for markers and ensure the accuracy and relevance of information contained on the state's historical markers. In Fiscal Year 2007-08, the council reviewed 50 applications, and 39 new state historical markers were approved for placement throughout the state.

**Public Access:** The council consists of three members, appointed by the Secretary of State, who represent different geographic areas of the state. It typically meets four times a year via telephone conference call.

**Assessment:** The State Historical Marker Council performs the function of establishing the significance of subjects to be represented in state historical markers, and ensuring the accuracy and relevance of information contained on the markers. While council members have credentials similar to members of the Florida Historical Commission (FHC), (described on page 5), transferring its responsibilities to the FHC would result in an unrealistic workload for the FHC.

**Recommendations:** Continue the State Historical Marker Council.

## State Library Council

Fiscal Year 2007-08 ▪ Cost: \$6,393 ▪ Authorization: Statutory, created in 1970, Section 257.02, *F.S.*

**Purpose:** The State Library Council's purpose is to advise the department on library programs and activities.

**Effectiveness:** The council is one of several entities that provide advice about state library programs, but is the only one authorized by Florida law. Minutes of council meetings indicate that meetings primarily serve as a forum to brief members on library and information technology issues and department operations. Members also serve on the committee that develops the state's strategic plan for library development.

**Public Access:** The nine-member council, appointed by the Secretary of State, meets three times a year; most meetings are held via conference call. The council includes representatives of professional library, records management, and archival associations as well as at least one member who has never been employed by a library or taught library science courses.

**Assessment:** The State Library Council is the group statutorily charged with advising the department on its library initiatives. However, it appears to be underutilized. The department has established a separate library advisory group via managerial initiative (i.e., the Florida Library Network Council), and establishes separate planning committees to develop strategic plans for library and information services programs. Our assessment is that although there may be a need for separate library grant review panels, the department should have one primary advisory committee for library issues.

**Recommendations:** Continue the State Library Council with modifications. The council could assume functions currently handled by the Florida Library Network Council (described on page 6), which we recommend abolishing. It could also serve as the primary planning committee for developing strategic plans for library and information services programs. While the department would need to ensure inclusive representation of library and records management sectors in order for the council to effectively assume these responsibilities, implementing our recommendations would not require legislative action.

Source: OPPAGA analysis.

## Appendix A

# Grant Programs Administered by the Department of State<sup>1</sup>

In Fiscal Year 2007-08, the Department of State administered 22 grant programs. This includes 15 programs for cultural grants, 2 for historical grants, and 5 for libraries (see Exhibit A-1).<sup>2</sup> Per Chapters 265 and 267, *F.S.*, applications for cultural and historical grants are reviewed and funding recommendations made by grant review panels made up of members with expertise in the type of project proposed for funding; some programs use more than one panel. For example, the cultural support program uses separate panels to review funding requests from science museums and symphony orchestras. In Fiscal Year 2007-08, 29 separate cultural and historical grant review panels were convened at a total cost of \$30,509. The department does not convene review panels for state funded library grant programs, but an advisory group does review applications for federal grant programs.

### Exhibit A-1

#### The Department of State Administered 22 Grant Programs in Fiscal Year 2007-08

**Cultural Grant Programs - \$14,883,122 appropriated for Fiscal Year 2007-08, which includes \$297,200 in federal funds**

##### Programs for Cultural Organizations

- |                                 |   |
|---------------------------------|---|
| ▪ Arts in Education             | ▪ Local Arts Agency                       |
| ▪ Challenge Grants              | ▪ Quarterly Assistance                    |
| ▪ Culture Builds Florida        | ▪ Regional Cultural Facilities            |
| ▪ Cultural Endowment            | ▪ State Service Organizations             |
| ▪ Cultural Facilities           | ▪ State Touring                           |
| ▪ Cultural Support <sup>a</sup> | ▪ Underserved Arts Communities Assistance |

##### Programs for Individuals

- |   |                        |
|---|------------------------|
| ▪ Artist Enhancement                        | ▪ State Touring Roster |
| ▪ Individual Artist Fellowship <sup>b</sup> |                        |

**Historical Resources Grant Programs - \$8,467,937 appropriated for Fiscal Year 2007-08, which includes \$85,870 in federal funds**

- |                         |                                   |
|-------------------------|-----------------------------------|
| ▪ Historic Preservation | ▪ Historical Museums <sup>c</sup> |
|-------------------------|-----------------------------------|

**Library and Information Services Grant Programs<sup>d</sup> - \$43,140,870 appropriated for Fiscal Year 2007-08; including \$3,641,637 in federal funds**

- |                                       |                                      |
|---------------------------------------|--------------------------------------|
| ▪ Community Libraries in Caring       | ▪ Public Library Construction Grants |
| ▪ Library Services and Technology Act | ▪ State Aid to Libraries             |
| ▪ Multi-type Library Cooperatives     |                                      |

<sup>a</sup> Cultural support grants are offered in the following disciplines: dance, folk arts, interdisciplinary, literature, media arts, multidisciplinary, museums (art, science, youth and children's), music (vocal, instrumental), sponsor/presenter, community theatre, professional theatre, and visual arts. The department convenes discipline-specific grant review panels to make funding recommendations.

<sup>b</sup> Individual artist fellowships may be awarded in the following areas: dance, folk arts, interdisciplinary, literature, media arts, music, theatre, and visual arts. Each area uses a separate grant review panel.

<sup>c</sup> The Historical Museums grant program was transferred from Historical Resources to Cultural Affairs as of July 1, 2008.

<sup>d</sup> National Historical Publications and Records Commission grants are reviewed by the department and the Florida State Historical Records Advisory Board. However, the Florida Legislature does not appropriate grant funds for this program and successful applicants receive funds directly from the federal National Historical Publications and Records Commission.

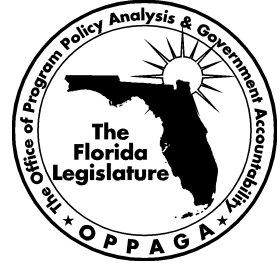
Source: Florida Department of State.

<sup>1</sup> Amounts awarded through grant programs vary from year to year. Some programs are multi-year, and others do not receive funding every year.

<sup>2</sup> The Historical Museums grant program was transferred from Historical Resources to Cultural Affairs as of July 1, 2008.

# *The Florida Legislature*

## *Office of Program Policy Analysis and Government Accountability*



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### *The Florida Government Accountability Act Sunset Reviews*

The 2006 Legislature passed the Florida Government Accountability Act (Ch. 2006-146, *Laws of Florida*) to create a Sunset review process. The act

- establishes the process, criteria, and schedule for the Legislature to assess whether state agencies and advisory committees need to continue to exist;
- provides for the creation of a Legislative Sunset Advisory Committee and describes the membership and organization of the committee and committee duties; and
- requires reports and assistance from state agencies and the Legislature's Office of Program Policy Analysis and Government Accountability (OPPAGA).

Using these reports and other information, the Sunset Advisory Committee is to produce a report that includes recommendations to abolish, continue, or reorganize an agency or advisory committee under review.

### *Second Year Schedule for Agency Reviews*

Agencies to be reviewed by July 1, 2010:

- (a) Department of Children and Family Services
- (b) Department of Community Affairs
- (c) Department of Management Services
- (d) Department of State

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