

**First Quarter Report  
August 1999 - September 1999**

**Submitted October 27, 1999**

**Information Access  
for Public Health Professionals in North Dakota**

**NATIONAL NETWORK OF LIBRARIES OF MEDICINE/  
GREATER MIDWEST REGION  
OUTREACH SUBCONTRACT  
August 1, 1999 - July 31, 2001**

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## Introduction

The project account was set up by the university's Budget and Grants Office on August 30, 1999.

### I. Description of Progress Towards the Project's Major Objectives

#### A. Administrative and Planning Activities

**Equipment:** We have ordered and received the portable projector to be used for presentations. With this addition we will be sending a projector to Minot for use by the northwest and southwest (Minot and Bismarck) clinical campus librarians who will be giving training, and we will have another projector in Grand Forks for use by the northeast and southeast campus (Grand Forks and Fargo) trainers.

A notebook computer has been ordered. It will be used by the northeast campus librarian for training. With the addition of this new computer, we now have a notebook computer on site at each of the four clinical campuses!

**Planning:** A planning meeting was held by conference phone from 9:30 - 10:30 a.m. on Tuesday, August 17, 1999. The meeting was attended by Karen Anderson, NW Clinical Campus Librarian, Leeila Bina, SW Clinical Campus Librarian, Kathy Van Eeckhout, SE Clinical Campus Librarian, Barbara Knight, NE Clinical Campus Librarian and Project Coordinator, and Lila Pedersen, Project Manager.

Items discussed included the contract account set up by the university, activities to accomplish next, planning focus groups, the home page, meetings and presentations, document delivery, establishing contacts, utilization of the reference desk mail box and research on information-seeking behavior.

The following plans were made:

- Barb Knight will announce the project to the College of Nursing through a letter from Pedersen and Knight. Knight will work on a brochure and facilitate announcements to the state's public health offices.
- *Focus Groups:* Knight will meet with Debbie Swanson, Nursing Supervisor at the Grand Forks Public Health Department, about dates and locations..
- *Home page:* The group decided to incorporate the public health outreach project into the library's current Outreach page.
- *Meetings and Presentations:* Knight will contact Dawn Botsford of UND's Division of Continuing Education to let her know that we have funding to exhibit at the Dakota Conference on Rural and Public Health and to see if there are other meetings scheduled where an exhibit in conjunction with this project would be appropriate. Knight will also contact the meeting facilitator for the North Dakota Nursing Conference to let them know we would like to exhibit.

Knight will discuss with Debbie Swanson the possibility of incorporating focus groups and/or training sessions in some of the scheduled meetings of various public health groups in the state.

- *Document Delivery:* A document delivery fact sheet needs to be developed that highlights the Loansome Doc feature. Knight will coordinate.
- *Contacts:* We need to establish a one-on-one contact person at each public health site. It was noted that a few of the offices are single-person offices.
- *Reporting:* Knight said that she will be gathering data on training activities on a monthly basis. This will facilitate preparation of the quarterly reports. She is assuming that the GMR will want the same outreach forms filled out. Lila suggested we augment the form to gather some data that we would like to have as well.
- *Reference Desk e-mail :* The group discussed having separate reference mail boxes and decided to utilize the hhref@medicine.nodak.edu box already established at the Harley French Library. It was decided that this would be appropriate to field all e-mail generated questions. Bina would like to see all questions come into Harley French since we have both Knight and another reference librarian available to respond on a daily basis.
- *Information Seeking Research:* Van Eeckhout and Knight will work with this part of the project with input from Anderson, Bina and Pedersen.

**Baseline Data** The baseline data questionnaire was distributed by Debbie Swanson to the directors of nursing and administrators of the North Dakota public health offices at a statewide meeting on September 1<sup>st</sup> and 2<sup>nd</sup>, 1999 in Bismarck.

## **B. Publicity/Marketing Activities**

All participants involved in initiation of project activities have been notified. They include the North Dakota Department of Health and the University of North Dakota's College of Nursing.

Debbie Swanson, RN, Nursing Supervisor at the Grand Forks Public Health Department, announced the project at a meeting of the North Dakota Public Health Department for directors of nursing and administrators around the state.

We have designed a brochure and have begun to update the library's outreach page, where information on activities related to this project will be maintained. This report and the future project reports will be posted to the page.

## **C. Training/Demonstration Sessions**

No sessions held in the first quarter.

#### **D. Exhibits**

We are scheduled to exhibit at the annual Dakota Conference on Rural and Public Health, "Rural and Public Health: on the Road to a Healthy Future", which will be held March 8-10, 2000 in Fargo.

#### **II. Loansome Doc/ Document Delivery Activities**

A document delivery fact sheet is being developed that highlights the Loansome Doc feature.

#### **III. Evaluation Activities**

No evaluation needed during the first quarter.

#### **IV. Problems/Corrective Action**

No problems encountered during the first quarter.

#### **V. Lessons Learned/Significant Feedback**

Nothing to report in the first quarter.

#### **VI. Projected Activities for Next Quarter**

One projector will be placed on site in Minot for use in the western half of the state by Leeila Bina at the Southwest campus library and Karen Anderson at the Northwest campus library. Kathy Van Eeckhout at the Southeast campus will be trained to use the new projector.

All of the baseline surveys will be collected and the data recorded.

Exhibits, training sessions, and presentations will be scheduled from the four sites.

#### **VII. Reporting Forms for Training/Demonstration Sessions and/or Exhibit Reports**

No sessions were held in the first quarter.

#### **VIII. Appendix**

\* The brochure

\* The baseline data form