



Legislative Fiscal Bureau

One East Main, Suite 301 • Madison, WI 53703 • (608) 266-3847 • Fax: (608) 267-6873
Email: fiscal.bureau@legis.wisconsin.gov • Website: <http://legis.wisconsin.gov/lfb>

April 30, 2013

Joint Committee on Finance

Paper #376

Library and Archives Digital Repository (Historical Society)

[LFB 2013-15 Budget Summary: Page 263, #4]

CURRENT LAW

The Wisconsin Historical Society is responsible for maintaining the official state archives.

GOVERNOR

Provide \$237,900 GPR in 2013-14 and \$177,600 GPR in 2014-15 and 1.0 data services specialist position, beginning in 2013-14, for the continued development of a digital repository for state and local government records.

DISCUSSION POINTS

1. The Wisconsin Historical Society (WHS), as trustee for the state, is required by statute to be the ultimate depository of the official state archives. The Society receives from state agencies and local offices all original records and reproductions that have been deemed worthy of permanent preservation by the Public Records Board. The digital repository is the digital component of the state archives.

2. The records management program works with state and local government agencies to manage and preserve records in accordance with retention schedules established by the Public Records Board. An increasing number of large and complex government records are either originally created as digital files, or are reformatted from paper to digital files. The development of a functional digital repository, with sufficient capacity to accept, store, manage, and preserve digital information is, according to the WHS, essential to meet its statutory mandate to preserve state and local government records.

3. Currently the WHS has digital records from approximately one-quarter of the state's agencies, and few county government agencies. However, the Society plans to begin preserving the digital records of each Governor, the Secretaries and policy makers from most state agencies, the state's circuit court system and the state Supreme Court, and all 72 counties.

4. The WHS was one of seven states' archives to participate in a three-year research project that was funded by the Library of Congress and known as the persistent digital archives and library system (PeDALS), as one part of the Library's initiative to preserve state government information with long-term value to Congress and others. The PeDALS project's goal was to develop techniques and adapt technologies to create an automated system to collect, process, input, and manage collections of digital publications and records, in a wide variety of formats, and to implement digital repositories using an inexpensive storage network that can preserve the authenticity and integrity of the collections. PeDALS uses software developed by Stanford University Libraries, which maintains secure copies of, and provides access to, digital documents in separate physical locations. Through the PeDALS program, WHS has developed the tools and processes to develop an efficient, low-cost digital repository, allowing originating agency staff to upload records through a "drop box" system, which can then be accessed, vetted, logged into a database and processed by an archivist. However, the software and middleware used in the PeDALS system is complex and an uncommon skillset among library or state archive staff. Therefore, it may be desirable to provide a dedicated specialist position to program and administer the system within the Historical Society.

5. The proposed funding would provide an information technology data services specialist position, who would work with the current WHS electronic records archivists to provide information technology management and oversight for the digital repository, and funded at \$58,900 for salary and fringe benefits (for nine months) in 2013-14 and \$78,600 for salary and fringe (for 12 months) in 2014-15. In addition, \$80,000 in 2013-14 would be provided on a one-time basis for a digital-to-microfilm archive writer. The archive writer would be used to convert digital files to analog microfilm to ensure the long-term preservation of the digital repository. Digital-to-analog conversion provides for security of the digital records through back-ups and ensures the long-term survival of electronic files due to the very stable nature of microfilm. (When properly produced and stored under the right conditions, microfilm has a life expectancy of 500 years.) Further, the archive writer would allow the WHS to quickly convert analog files back to digital formats if required for access or publication.

6. Dedicated drive storage and servers would be located at UW-Madison's Division of Information Technology (DOIT), along with the rest of the WHS data center, due to insufficient space, lack of cooling/ventilation, and flooding risk in the prior location, the basement of the Historical Society headquarters building on the UW-Madison campus. Funding would also provide: (a) computing hardware and software acquisition and maintenance (\$27,000 annually); (b) dedicated server maintenance (\$12,000 annually); (c) drive storage and backup with 20 TB (terabytes) of capacity (\$40,000 annually); (d) PeDALS programming support (\$15,000 annually); and (e) membership for multi-site data storage (\$5,000 annually).

ALTERNATIVES

1. Approve the Governor's recommendation to provide \$237,900 GPR in 2013-14 and \$177,600 GPR in 2014-15 and 1.0 data services specialist position, beginning in 2013-14, for the continued development of a digital repository for state and local government records.

2. Delete the provision.

ALT 2	Change to Bill	
	Funding	Positions
GPR	- \$415,500	- 1.00

Prepared by: Layla Merrifield