

Transportation Library Connectivity
Pooled Fund Study TPF-5(105)
TAC conference call – 3/16/10 – Minutes

Technical Advisory Committee:

Arizona, Dale Steele	Minnesota DOT, Sheila Hatchell	Pennsylvania DOT, Bonnie Fields
California DOT, Janet Coles	Mississippi DOT, Cindy Smith	Tennessee DOT, Sandi Hoff
Connecticut, Betty Ambler	Missouri DOT, AJ Million	University of Minnesota CTS, Arlene Mathison
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Illinois DOT, Karen Perrin	New Jersey, Carol Paszamant, Ed Kondrath	Washington State DOT, Kathy Szolomayer
Iowa DOT, Hank Zaletel	New Mexico, Krystyna Cherry	Wisconsin DOT, Ann Pahnke, John Cherney
Kansas DOT, Marie Manthe	New York State DOT, Jane Minotti	
LA County MTA, Matt Barrett	Ohio DOT, Zona Kahkonen	
Louisiana DOT/LTRC, Glynn Cavin, Sandy Brady	Keppler	
Michigan DOT, Alexandra Briseno	Oregon, Laura Wilt	

Ex officio members: NTL, Amanda Wilson; TRB, Barbara Post; LIST, Ken Winter; AASHTO, Bob Cullen

Emeritus: Jerry Baldwin

Guests: MTKN, Amy Emrick; WTKN, Kendra Levine, AASHTO RAC Task Force on TKNs, Leni Oman

CTC & Associates: Pat Casey, Maggie Sacco, Kirsten Seeber

Agenda

Welcome – Ann Pahnke

1. Ann welcomed the new TAC members: Karen Perrin of IL DOT and Carol Paszamant of NJDOT. She also announced that Bonnie Fields of PA DOT will continue as a TAC member thanks to the sponsorship of the TAC.

NTL and TKNs: Plans for the immediate future of 2011-2012 – Amanda Wilson, Amy Emrick, Kendra Levine and Jane Minotti

1. NTL – Amanda Wilson
 - o The NTL mission is getting lots of attention and support from the RITA folks, at the top levels on down. People are asking Amanda about the NTKN and how it can help connect folks across local, state and federal agencies.
 - o Amanda is involved in a listening project that involves 30-40 power users of RITA and the Bureau of Transportation Statistics. She has learned that NTL is playing the role of providing the information and data people are seeking.
 - o The projects outlined at the 2009 NTKN meeting will be coming online the week of 3/22/10. These projects will allow the members of the TKNs to demonstrate their value because people are ready to listen. They are starting to apply the TKN model to their own issues.
 - o Monthly meetings between Amanda and the TKN chairs have resumed with the purpose of looking at what can be done on a broad basis. The goal is to facilitate a conversation around NCHRP Report 643 Implementing Transportation Knowledge Networks; to develop a strategic plan for the TKNs. NCHRP Report 643 can help identify problem areas, which will then be discussed at the NTKN meeting in June 2010.
2. MTKN – Amy Emrick
 - o The MTKN has different levels of memberships including state DOT libraries, university libraries, corporate libraries, affiliates and friends.
 - o Current communication methods to its members include emails, a password protected collaborative Web site (Drupal) and meeting minutes. Future communication methods will include surveys, blogs and collaborative documents.
 - o Collaborative efforts under way include the DOT state statistics project, which is an online pathfinder to transportation reports and publications, and the performance measure study group that is working on collecting circulation, ILL and reference statistics.
 - o Amy feels that monthly NTL/TKN chairs meetings help her learn how the other TKNs operate and allow the groups to put forth a national effort on issues.

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3. WTKN – Kendra Levine
 - o The WTKN is younger than the other TKNs and not as developed. Their membership includes state DOTs libraries, university libraries and corporate libraries.
 - Nevada and Oklahoma may become members of the WTKN.
 - o Kendra is interested in exploring other opportunities for outreach to recruit new members, especially more non-librarian members. They would prefer their members to be in OCLC, but this is not mandatory.
 - o The WTKN is sending a survey to data folks at transportation agencies to determine the sources of the information they are using in their jobs. They would ultimately like to develop a portal to show what everyone else uses for their data sources. The link to the survey will be sent out shortly.
 - o The WTKN is also working on a synthesis project about climate change to find out what transportation organizations are doing to be more environmentally friendly.
 - o Current communication methods to its members include emails and monthly teleconferences, with more methods to come.
 - o A solid base of funding is needed for the WTKN to grow and do more as a group.
 - o The WTKN is trying to build collaborations with researchers.
4. ETKN – Jane Minotti
 - o The mission of the ETKN is to increase access to transportation research and information, reduce operating costs of member libraries and offer new and improved information services for member libraries and their users.
 - o The ETKN has 23 members, most of whom are state DOT libraries. The Georgia DOT is the most recent DOT member to join. R-TRAC, a federal transit group in MA, is the newest member.
 - o The ETKN is working on a digital collaboratory to share research reports.
 - o Outreach to recruit new members has been an ongoing effort.
 - o Current communication methods to its members include a listserv and bi-monthly teleconferences.
 - o The ETKN is soliciting volunteers for the upcoming NTKN projects. Their strategic direction is to bring back activities of the other TKNs so their members keep a focus on the national picture and exchange information between organizations.
5. General discussion – All
 - o The WTKN is focusing on outreach, getting a jump start on the NTKN projects and showing their stakeholders their value.
 - They need better informational materials on why new members should join the WTKN.
 - o The MTKN is working on better collaboration among members and getting a handle on their members' statistics.
 - o Membership criteria: The criteria across all TKNs are that members must be information or data providing entities. All of the TKNs have non-DOT members that are both private and public organizations.
 - o Communication: The ETKN and MTKN both have listservs, while the WTKN doesn't yet. All use email and monthly teleconferences to communicate with their members.
 - o Collaborations: All of the TKNs are working on collaborations via new projects.
 - o The monthly calls between NTL and the TKN chairs are a great step forward to work on plans for 2011 and 2012. The reauthorization bill will not be coming quickly so it is good to have direction during this gap time.
6. Questions – All
 - o How do you specifically reach out to potential new members?
 - ETKN – They have an informal process where current members suggest potential new members. The chair sends a letter to that organization to gauge their interest.
 - WTKN – They are trying to get the LTAP tech transfer folks involved. The University of California Berkeley works with the LTAP researchers so there are established relationships there. The WTKN is also looking for other transportation-related organizations to reach out to, such as technical colleges that train auto mechanics.
 - MTKN – They also have an informal process and are interested in applying the other TKNs' methods to their own outreach efforts. The physical region of the MTKN is not as large as the other two TKNs, so they don't have as many places to look for new members. They are looking at planning organizations and UTCs. The MTKN changed their membership structure to include affiliates and friends, which may help involve more organizations.
 - o Who should or shouldn't be involved in a TKN? Who makes this decision?
 - Hank: Make sure others, such as MPOs, know that the libraries want their publications.

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- John: Reach into universities that have engineering libraries that service transportation areas in their schools.
 - o How are the NTL/TKN chairs meetings going to affect the regional TKN growth? Will the TKNs still be doing their own thing or will they work more collaboratively?
 - Amanda: Her objective is to have TKN chairs discuss their various projects and bring the ideas back to their membership so the TKNs move along the same path and collaborate more. The overall goal is to have the TKN chairs bring together topics of mutual interest across the TKNs. The NCHRP Report 643 would serve as the starting point or guide. Leni Oman will join the meetings to contribute her perspective as the chair of the AASHTO RAC Task Force on TKNs.
 - o What is the role of the pooled fund moving forward?
 - The pooled fund is one of several organizations that are looking to move the NTKN forward and its role within the broader issue of sharing knowledge across all transportation organizations.
 - The pooled fund will be a topic at an upcoming NTL/TKN chairs meeting. How should the remainder of the pooled fund be used across the TKNs? How might a new pooled fund support the NTKN effort moving forward?
 - o How do we manage the TKN message in a more diverse community?
 - Kendra: She would like to see a more uniform vision and criteria across the TKNs. Because the TKNs each have their own flavor, it makes outreach to potential new members more difficult. She would like to reach out to non-libraries, but it seems like the TKNs are aimed at libraries right now.
 - AJ: Membership in TKNs consists of mostly libraries right now, so we need to get more non-libraries involved to broaden the focus.
 - Leni: There are pockets of groups moving toward a shared vision, but they need to work together.
 - Dale: Each TKN can try something different in terms of outreach and see what works successfully.
 - Ann: The current pooled fund is just for libraries and that has led, in some part, to the situation of the focus on libraries. A new pooled fund can broaden out beyond libraries.
 - o What are the upcoming agenda items for the NTL/TKN chairs meetings?
 - Amanda: The first topic is a facilitated conversation on NCHRP Report 643. The idea is for the chairs to identify key topics from the report and bring them back to the TKN membership over the next few months. The chairs will then bring back their member discussions to the NTL/TKN chairs meetings. The goal is to have priority action items and strategic direction. Some of the priority topics and strategic direction will be discussed at the NTKN meeting in June, where the group can identify actions, related projects and who can work on them over the next year.
 - o A new library connectivity pooled fund needs to be scoped? Does the TAC want to discuss that scope or would they prefer to have input from the NTL/TKN chairs meeting with the TAC making the final decision?
 - John: John would prefer to react to the national strategic options that come out of the NTL/TKN chairs meetings.
 - Marie: Agrees that the TAC should hear about the national agenda first.
 - AJ: Agrees because he feels the TAC doesn't have all of the information from the national level.
 - Leni: The TAC members should think about how to engage their research directors to get the directors' input on the next steps for the pooled fund.
 - Ann: Ann would like to hear options from the research directors as well.
 - The next step will be a discussion of the future of the pooled fund on a NTL/TKN chairs teleconference, either as part of their next meeting or a separate call. Leni will be at that meeting. Out of that meeting will also come guidance on how the TAC members should approach their research directors.
 - o 2010 NTKN meeting update
 - The NTKN meeting is on 6/17/10 in New Orleans at the Latter Branch of the New Orleans public library. The meeting is scheduled to run from 9:00am to 2:00pm. Webcasting may be an option for those who can't attend in person. The TKNs could have their individual annual meetings immediately following.
7. Pooled fund business - All
- o Pooled fund annual meeting
 - Option 1: If the TKNs decide to have their own annual meetings immediately following the NTKN meeting, then the pooled fund could have its own annual meeting in Madison, WI in the Fall.
 - Option 2: The TKNs could hold their annual meetings at the pooled fund annual meeting in Madison, WI in the fall.

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- Amy: Obtaining travel approval is a barrier for the MTKN members. The MTKN would consider having their annual meeting in Madison as an add on to the pooled fund annual meeting.
- Kendra: The WTKN will discuss this at their 3/17/10 meeting.
- Jane: The ETKN will discuss this at their 3/25/10 meeting.
- o Year Five Final Report
 - Maggie thanked the TAC for their feedback on the Year Five final report outline. She is starting to develop text and will forward a draft of the first three sections: Introduction, Background and Methodology. The format of the final report is to be brief and at a high level, but provide enough information to let the readers know what the study has accomplished over the last five years.
- o Site visits
 - Maggie will be visiting New Mexico on 3/23/10, Arizona on 4/2/10 and New York in April.
- o Announcements – all
 - Jane: NYSDOT is upgrading their ILS to EOS.Web and will feature the new catalog during National Library Week.
 - Marie: Someone called her about the Resource Sharing project. March is the last month of the project. Are there funds left in the project?
 - Ann: The topic of the remaining funds in the study will be part of the NTL/TKN chairs meeting where the future of the pooled fund will be discussed.
 - Maggie: Please provide your metrics from the Resource Sharing project by 4/17/10 to NTL. That way the final report for this project can be included in the Year Five final report.
 - Dale: The ADOT library is moving to the DOT headquarters building in September 2010. Maggie asked folks to let her know if they would join a conference call to share their experiences of moving or reconfiguring their library space.
- o Next TAC webinar
 - Would the members prefer the next teleconference to occur pre- or post-NTKN meeting? The TAC preferred to have a call before the NTKN meeting. **Action: Maggie will send an email to the members to figure out which date during the week of 6/7/10 works best.**

Next meeting:

Monday, June 7, 2010, 10:00am – noon, CST.