

Transportation Library Connectivity

Pooled Fund Study - TPF-5(105) - Kick-Off Teleconference - March 18, 2005 -10 a.m. to 12 noon CST

I. Introductions

Participants: Nina McLawhorn, Wisconsin DOT; Jerry Baldwin, Minnesota DOT; John Cherney, Wisconsin DOT; Janet Bix, Ohio DOT; Marie Manthe, Kansas DOT; Leni Oman, Washington DOT; Susan Sillick, Montana DOT; Laura Wilt, Oregon DOT; Christi Powers, staff.

Participants introduced themselves and outlined details on their unit, its resources, and how it fits into their agency organizational structure.

II. Clarify Teleconference Objectives

Nina McLawhorn provided an overview of teleconference objectives. The first meeting of the Transportation Library Connectivity Pooled Fund Study (TLC) proposal included:

- Reviewing the need for the TLC and how it evolved
- The TLC proposal, FAQs, state matrix, contact list
- A summary of the pooled fund study concept and how it works
- Discussion of goals, objectives and deliverables of the TLC
- Main goals/priorities/needs of participating states

III. Background – How Did We Get Here

The TLC idea came from recommendations in a study prepared for the American Association of State Highway Transportation Officials (AASHTO) Research Advisory Council (RAC). The “Scoping Study for a National Strategic Plan for Transportation Information Management,” July 2003, documented the need for an effective process to manage library and information resources. Although it has yet to be widely distributed, the Scoping Study identifies three-tiered needs for a transportation information management framework. The TLC falls under level three:

Level 1 – *Breadth* – Sustain present level of activities and prevent erosion of services and capabilities by broadening the number of state DOTs and federal organizations that make information available through existing national information services

Level 2 – *Depth* – Enhance services and expand the reach of information infrastructure to more participating organizations and to a deeper range of subject content

Level 3 – *Connectivity* – Provide support to allow a seamless flow of timely and reliable information independent of source and media type.

Transportation Library Connectivity Pooled Fund Study Overview

The proposal calls for providing an array of services and opportunities:

- Technical library assistance and staffing
- Marketing expertise and services
- Travel and conference opportunities
- Administration of the pooled fund study

Participants reviewed TLC materials that included a contact list, pooled fund proposal and set of FAQs.

Other documents reviewed were a spreadsheet matrix outlining the status of prospective states and their interest in the TLC. Currently CA, NV, AK, TN, AZ, PA and AZ are considering participation pending interagency discussion and evaluation. Nevada, Alaska and California have specifically inquired about reduced-rate participation from the \$15,000 to \$20,000 level. It was decided that prospective participants could join at tiered rates to receive the following benefits:

Tier I - \$5,000

- remain current on TLC initiatives
- receive marketing materials generated by the study
- learn best practice and evaluation results generated by the study

Tier I - \$10,000

- all of the above
- sit on the TLC Technical Advisory Committee (TAC)
- receive travel reimbursement to whichever annual seminar/conference the TLC convenes
- receive technical services and cataloging expertise

Tier III - \$15,000 - \$20,000

- all of the above
- technical services and cataloging expertise
- a survey and evaluation of existing services of each participating state

Christi Powers 3/20/05 6:45 PM

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Travel decisions

Participants agreed that one face-to-face conference annually, plus teleconferences as needed, and perhaps one videoconference would be sufficient for TAC meetings. It was tentatively decided that the TRB Library and Information Science for Transportation (LIST) Committee meeting in Boston, July 10 to 12, 2005 might be the next opportunity for participants to meet in person.

IV. Discussion of Goals, Objectives and Deliverables

Participants identified top goals/deliverables they would like to result from the TPC:

Nina McLawhorn – Wisconsin DOT

- Provide technical assistance to other state DOT libraries
- Identify the ‘low hanging fruit’ for marketing and to promote awareness of success stories
- Help state DOT libraries learn how to help market themselves
- Develop an information literacy quiz
- Develop an evaluation and measurement component of the TLC and publish results

John Cherney – Wisconsin DOT

- Recruit and assist new libraries not currently using OCLC
- Establish a procedure for identifying transportation resources not currently in OCLC; particularly ones produced by non-transportation agencies
- Identify need to involve other libraries that are currently not using the OCLC system
- Improve and increase TLCat holdings

Jerry Baldwin – Minnesota DOT

Short term:

- Weed through several thousand documents and videos to identify items that should be added to cataloged collections
- Educate transportation policymakers regarding scope and benefits of library services and resource investment needs

Long term:

- Develop transportation library networks and networking agreements

- Institutionalize libraries and information services within AASHTO committee structure and other policy development groups
- Preserve and develop library and information services in transportation operating agencies

Laura Wilt – Oregon DOT

- Establish a platform for information sharing among states to increase the accessibility of national information resources
- Expand Oregon DOT’s access to other state agency library and information resources
- Obtain technical assistance to post ODOT’s electronic catalogue on the Internet (currently on Intranet)
- Benefit from marketing provided by TLC so that libraries and books are better utilized

Susan Sillick – Montana DOT

Short term

- Re-advertise TLC to increase participants at various funding levels
- Develop RFP, issue, and hire consultant to analyze needs and develop an evaluation plan
- Develop measurement tools
- Develop group contracts for OCLC

Long term:

- Synthesize value of library services and market them
- Catalog materials that are not already in OCLC
- Develop BMPs for items such as weeding, collection of statistics, collection development, etc.
- Develop a worldwide transportation library network to include OCLC (WorldCat) and TLCAT

Marie Manthe – Kansas DOT

- Increase access to holdings through OCLC
- Increase awareness of the value of libraries through marketing
- Promote more of KDOT’s resources among other state DOTs

Janet Bix – Ohio DOT

- More networking capability among pooled fund participants and other state DOT libraries
- Increased visibility through marketing
- Recognition of gaps and the fact there are state DOTs without libraries
- Recognition that research becomes invisible when not cataloged through OCLC

Leni Oman – Washington DOT

- Stabilize and market existing networks
- Provide collection management of periodicals
- Manage cost of and stabilize interlibrary loan system
- Develop marketing strategies – a sound byte for executives – that includes success stories
- Get other libraries into OCLC
- Recognize gaps and inefficiencies in the system that currently exist
- Study certain aspects of the library community

V. Next Steps and Moving Forward

RFP Development and Timeline

As part of the Request for Proposal development process, it was suggested that a better understanding of the logical functions of the study would be needed. This could help form a work list and set of goals for incorporation into an RFP. An evaluation of needs/gaps would also provide potential goals for the TPC.

Next Steps and Assignments

It was decided that Wisconsin DOT will continue to lead the TLC study and will draft a timeline and straw man RFP for review during the next teleconference.

Nina McLawhorn will mail TLC participants National Transportation Knowledge Network brochures and a link to the accompanying video.

Jerry Baldwin will check with OCLC in how it markets TLCat as a success story. He will also contact John McCracken of FHWA to determine his interest in sitting on the pooled fund TAC.

Nina McLawhorn will follow up with Nelda Bravo of the National Transportation Library to determine her interest in sitting on the pooled fund TAC.

Another teleconference will be scheduled in late April. Participants are asked to submit a list of pooled fund priority goals/objectives to Christi Powers by Wednesday, March 23, 2005.