AASHTO RAC TKN Task Force
April 7, 2016
Meeting Notes

AGENDA

1. **Roll call and welcome to Curtis Bradley, new Co-Chair**
Present: Amanullah Mommandi/Colorado DOT, Betty Ambler, Bill Stone, Carol Paszamant, Ryan Culton (Illinois DOT?), Enid White, Hafiz Munir/MnDOT, Jerry Rice/OKDOT, Jessica VanDenBogaert, Lynn Matis, Mitch Ison, Pat Casey, Dale Peabody, Renee McHenry, Rick Kreider/Kansas DOT, Sandy Brady, Cindy Smith, Katy Callon, Sue Sillick, Louise Rosenzweig, Jane Minotti; AASHTO guests: Erin Grady, Keith Platte, Greg Pearson, Jim McDonnell.

   Leni Oman, Curtis Bradley, Co-Chairs; Kathy Szolomayer, Notes

   Curtis introduced himself; he is the new manager of research at MassDOT and gave an overview of that role and its responsibilities.

2. **Looking for a new Secretary (note-taker)** – skipped over this; covered later in meeting.

3. **Quick update on the fate of the NCHRP Problem Statement**: Navigating Security in an Open Government World (attached at end of notes) – (Carol, Curtis, Bradley, Leni)

   a. This problem statement rated very well with SCOR and RAC but, in the discussion, comments/questions were raised that took it off the funding list.

   b. The comments/questions were: this issue is bigger than just transportation – why should we be the one to fund it? Need for evidence that this was a problem.
      i. So… I'm disappointed. I wish I'd been there to advocate for the problem statement, and I think we can address these issues for another run at funding.
      ii. I propose that the problem statement group have a phone call to discuss ways to do so. We can also ask TKN TF members if they have some examples of delay, questions, challenges. As for the "why should DOTs shoulder this?" solutions aren't forthcoming from other government sectors. Government has a different context than the private sector (different enough). Carol is willing to re-convene the group but needs a timeline; she may not have time to work on this for May or June deadlines. Curtis said he would set up the meeting.
      iii. Funding options: TCRP is open until June 15th. AASHTO SCOH has an option in May but we need a member to advocate – one of our members may be willing to do so. We can submit to NCHRP again in the fall.

4. **AASHTO Publications discussion** -- AASHTO staff were present for questions and Erin Grady noted that this new process is a big change for all involved.

- Brief recap of the new publication delivery process provided by Leni.
- Renee McHenry described the previous process for distribution of AASHTO publications and noted that for most DOTs, the library was central to making the publications available within their departments. The new process is quite different and she talked about some of the efforts by librarians to be more involved. As the process has unfolded, librarians have been sharing best practices with one another. She stated that the FAQ (attached at end of notes) gives a good outline of the new e-pub distribution process, and added that now librarians can receive notifications when new pubs come out, in addition to the committee member (or, if a DOT has no librarian, another person could be designated -- the research person, for example. Let Erin Grady know of others to copy on the notifications: egrady@aashto.org

  As Renee pointed out, however, the second e-mail with the access instructions is not sent to librarians, but only to the committee members; librarians then need to track down who gets the access instructions. Erin reported that in future there will be only 1 e-mail (with all pertinent information including access instructions) sent to the committee member, with copies to librarians or others designated to receive it.
- Mitch asked whether only the committee member can deal with the licenses, or can that role be taken on by the librarian? Answer: It is up to how that DOT sets it up – it certainly can be the librarian.
- Sue reported that in Montana they made sure the library would have access at the beginning of this change, and got the word out across the agency.
- Via the chat box, Sandy remarked that the 5 licenses per publication are problematic, and stated that IP verification across a DOT would be better. Per AASHTO, the 3rd-party software they use does not support IP verification. Rick asked whether there's any possibility to upgrade the software to support IP verification. Response: not a priority of the vendor.
- Current access questions/challenges
    - Can users download copies to support timely access to the material? Answer: Not at this time. However, most of the books in future will be PDFs and will be downloadable via the licenses provided, according to Greg at AASHTO.
    - Other – How does everyone feel about going to the 5 licenses instead of the 10 copies? (Asked by Curtis.) For many of the publications, there will be a print option where 5 hard copies will be distributed in addition to 5 e-copies. For publications that are created digitally, there will not be a print option.
    - Version access concerns
        - Need for access to past publications and ensuring stable access to this.
        - Sometimes a new edition replaces an old one. How will access be provided to the older version? Rick said not maintaining access to all versions of a publication is a major flaw, from a legal as well as a specification standpoint. Erin said they

know this is a concern and they are working on it. For now, she recommends printing out an archival copy (though it was noted that many publications run thousands of pages). Sue pointed out that their print shop will not print copyrighted material, so asked whether there could be a statement that it was okay to copy the publications and Erin said that was doable.

- o Carol asked whether it would be possible to send the librarians one print copy of every publication, and Erin said they would consider it, though there are production issues with that; additionally, there would possibly be restrictions such as "library use only".
- Differences between online subscription processes and AASHTO publication management – no discussion on this for now.
  - o Where we are today, options for the future

5. **The role of the TKN TF** – where we are, where we want to be and how we get there – 2016 and beyond – Curtis reported that he and Leni discussed this a few weeks ago and he said they are very open to suggestions for the future direction of the task force.

No one had an immediate response – so he suggested sending an email survey to gather responses.

Carol asked if the TKN TF has a budget. She stated that because there is not a current transportation libraries pooled fund, perhaps the TF, if it had a budget, could take on some projects. Curtis said he would check with Leni on this.

Curtis asked for any other comments/questions and Kathy said she wanted to make sure to note that the position of note-taker for this group is available, and asked that others in the group give some thought to taking that on. She would be glad to help in the transition.

Kathy also mentioned that Katy Callon from Montana DOT has been named a Special Libraries Association "Rising Star", and congratulated her on that honor.

6. **Summary of actions and responsibilities –**
Curtis will send out a survey via email about future directions of the TF. He'll also send a solicitation for a new note-taker.

Navigating Information Security ir

MemberFAQ_AASHT O Digital Publications.c