

**Spring Committee Meeting
MINUTES
12 PM – 1:30 PM (EDT)
Wednesday, April 7, 2021**

Attendees: Elizabeth Andrews, Benjamin Anyacho, Siddharth Banerjee, Kevyn Barnes-Sanchez, Sandy Brady, Sharon Bremser, Kelly Brothers, Omar Camacho, John Cherney, Rachel Cole, Bobbi deMontigny, Sebnem Duzgun, Lorri Economy, Maurice Elliot, David Gansz, Lauren Gardner, Lorraine Godwin, David Guerra-Zubiaga, Frances Harrison, Ryan Holman, Alicia Hunt, Yuna Kim, Brigette Kornbroke, Dianne Kresich, Paranjyoti Lahkar, Kendra Levine, Alex Linthicum, Cara Marcus, Jessica Martin, Matt Miller, Michael Molina, Mary Moulton, Michael L Nugent, Leni Oman, Ngan Phan, Shelly Ray, Jeff Rockower, Christopher Senesi, Cindy Smith, Bob Sweet, Stacy Wyman, Tod Yankee, Hong Yu

<p>12:00 –12:05</p>	<p>Welcome and Agenda Review (Frances Harrison & Kendra Levine)</p>	<p>Thanks to everyone who participates and supports the work of this committee!</p>
<p>12:05 – 12:25</p>	<p>Subcommittee Updates:</p> <p><i>Research (Benjamin Anyacho & Leni Oman)</i></p> <p><i>Communications (Bobbi deMontigny & Jessica VanDenBogaert)</i></p>	<p>See below for full research update. Note that 3 new NCHRP IKM-related projects are getting started and panel nominations are open until April 28th. Consider volunteering or nominating someone you think would be interested.</p> <p>We are moving the current committee website (TRBIKM.ORG) to the Google Sites platform, consistent with TRB CCC Guidance.</p> <p>We are also looking for content suppliers for the new LibGuide</p> <p>If you are not a committee member and have not signed up at myTRB.org as a committee friend, please do so – that is how we maintain our mailing list! See: https://www.mytrb.org/Committees/SelfNominationAsFriend</p>
<p>12:25-12:45 pm</p>	<p>Partner Updates</p> <p><i>National Transportation Library (David Gansz)</i></p> <p><i>NTKN (Bob Sweet)</i></p> <p><i>AASHTO CKM (Leni Oman)</i></p>	<p>NTL News:</p> <ul style="list-style-type: none"> • Strategic Planning exercise with assistance from the Volpe Center – will include stakeholder interviews • Digitizing back issues of Public Roads magazine • Climate Change Clearinghouse – to provide monthly curated updates, part of larger USDOT initiative • Online platform for transportation acronyms • Guidance on open access to government information <p>NTKN News:</p> <ul style="list-style-type: none"> • Mission is to strengthen the transportation knowledge sharing “infrastructure” • Meet quarterly – 3rd Wed of the monthly; last meeting was on 3/24

		<ul style="list-style-type: none"> • Launching 3 communities of practice – on 508 compliance, cooperative digitization, and library advocacy • Transportation Library Roundtables (TLR) series – all are welcome, professional development opportunities to be provided • Evaluating wiki platform for creating a library of transportation knowledge and information management professionals <p>AASHTO CKM News:</p> <ul style="list-style-type: none"> • Will be meeting in the fall with the other AASHTO Administration committees – likely to be a hybrid format • Discussing webinars for the coming year • Have launched a monthly discussion series – currently open only to AASHTO CKM members; may open this up in the future. • Upcoming surveys of (1) DOT KM Practices and (2) awareness and use of KM research products
<p>12:45-1:30</p>	<p>AJE45 Action Planning (Alex Linthicum) <i>We will build our Action Plan for 2021 based on the Final Draft Strategic Plan (clean or with comments).</i></p>	<p>Alex walked through our priority action items and asked for volunteers. See: Action Plan for 2021</p> <p><i>Action plan is based on the Final Draft Strategic Plan (clean or with comments).</i></p> <p><i>Still seeking volunteers to help with:</i></p> <ul style="list-style-type: none"> • Planning annual meeting workshops and sessions • Serving as the Committee’s Membership Coordinator • Helping us select a collaboration platform for document sharing <p>If you have not volunteered for anything and have ideas for what you’d like to do, please email us:</p> <ul style="list-style-type: none"> • fharrison <at> gmail.com • kklevine <at> berkeley.edu • Alex.Linthicum <at> dot.gov
	<p>Member Updates</p>	<ul style="list-style-type: none"> • TxDOT is using a wiki for knowledge sharing (Benjamin A.) • OKDOT is using TEAMS for helping to onboard new hires, including social interaction (Michael M.) • WSDOT has a vocabulary team working on a strategy for implementing integrated glossaries/taxonomies/ontologies (Leni O.) • Volpe project management office has set up a user-centered information page for project managers (Alex L.) • Northwestern University recently completed a digitization project – the Ronald Sullivan Photograph Collection, used ArcGIS Story Maps (Rachel C.)

		<ul style="list-style-type: none"> • SW Solutions (consultant) is creating tools for interactive collaboration (Lorraine G.
	<p>Possible 2022 Annual Meeting Topics</p>	<ul style="list-style-type: none"> • Consider a workshop on knowledge audits • How different agencies are using and maintaining wikis • Data Management – partnering with statewide/national data committee • Semantic structures – organizing content for long term use

Transportation Knowledge and Information Research Subcommittee Update Spring 2021

Update

The Research Subcommittee update was provided by Benjamin Anyacho and Leni Oman. Points discussed:

- New leadership for the Research Subcommittee: Benjamin Anyacho has accepted the role beginning this month.
 - Please contact Benjamin if you have questions, comments, or would like to join the Subcommittee.
 - We meet monthly on the 4th Thursday of the month at 10:00 am CENTRAL time.
- We have been fortunate to receive funding for several research projects. See below for a summary of projects underway and completed.
- The subcommittee will be conducting a survey this spring to learn about the use of knowledge and information management research products.
- There is an [open call for panel members](#) for several NCHRP projects, including three submitted by the KIM Research Subcommittee. If you are interested in serving, please submit your nomination by April 28th.
 - [NCHRP 23-18](#) [formerly NCHRP 20-24 (132)] Understanding Knowledge Management in Context with Other Organizational Practices
 - [NCHRP 20-123 \(14\)](#) Scoping study for the development of a platform for AASHTO Committee Surveys
 - [NCHRP 23-21](#) Enabling Knowledge Management through Leadership Strategy and Culture
- We are discussing topics to develop for funding requests and welcome your ideas, draft problem statements, or participation in the Subcommittee. Contact Benjamin to engage.

Underway

Developed by the KIM Research Subcommittee

- [NCHRP 23-02](#) Guidelines on Collaboration and Information Security for State DOTs
- [NCHRP 20-24 \(131\)](#) Mapping the Common Interests of AASHTO Committees
- [NCHRP 23-17](#) Assessing and Measuring the Business Value of Knowledge Management
- [NCHRP 23-14](#) Research Roadmap for Knowledge Management

Initiated by other organizations but of potential interest to the IKM community

- Using Knowledge Graph technology to improve online search capabilities (funded through NCHRP administrative/IT budget)
- [NCHRP 2-44 \(09\)](#) Quantitative and Qualitative Methods for Capturing the Impacts and Value of NCHRP Research
- [NCHRP 20-123 \(9\)](#) Pathway to Innovation
- [TPF-5 \(442\)](#) Transportation Research and Connectivity
- [NCHRP 20-102 \(20\)](#) [Workforce Capability Strategies for State and Local Agencies](#)

Research Authors

The final draft of the CIKM's Triennial Plan proposes a metric tracking the number of research problem statement authors. The purpose is to monitor the committee's capability to initiate research through authoring problem statements.

- Baseline, Spring 2021: 5 individuals. Authors since 2018: Leni Oman, Benjamin Anyacho, Cindy Smith, Denise Bedford, Sue Sillick. Please contact Benjamin Anyacho if we've missed anyone.

Completed Research

- [Best Practices in Guidance for Workforce Transition and Succession Planning \(includes WisDOT 'Guide For Knowledge 'Management\)](#)
- [Advances in Transportation Agency Knowledge Management. NCHRP Project 20-68A, Scan 12-04 \(Domestic scan\)](#)
- [A Guide to Agency-Wide Knowledge Management for State DOTs. NCHRP Report 813](#)
- [Implementing Transportation Knowledge Networks. NCHRP Report 643](#)
- [Improving Findability and Relevance of Transportation Information. NCHRP Report 846](#)
- [Keeping What You Paid For - Retaining Essential Consultant-Developed Knowledge within State DOTs. NCHRP Report 867](#)
- [Knowledge Management Resource to Support Strategic Workforce Development for Transit Agencies. TCRP Report 194](#)
- [Preserving and Using Institutional Memory Through Knowledge Management. NCHRP Synthesis 365](#)
- [Transportation Knowledge Networks, A Management Strategy for the 21st Century. TRB Special Report 284](#)
- [Ward, M., 2007. Preserving and Using Institutional Memory Through Knowledge Management Practices \(No. Project 20-5 \(Topic 37-02\)\). NCHRP Synthesis of Highway Practice Issue Number: 365](#)
- [Chang-Albitres, C.M. and Krugler, P.E., 2005. A Summary of Knowledge Management Information Gathered from Literature, Web Sites, and State Departments of Transportation \(No. 0-4505-P1\). Texas Transportation Institute.](#)
- [Data Management and Governance Practices. NCHRP Synthesis 508](#)
- [Guidance for Development and Management of Sustainable Information Portals, NCHRP Report 865.](#)
- [Closing the Knowledge Gap for Transit Vehicle Maintenance Employees--A Systems Approach. TCRP Report 29](#)
- [A Guide to Ensure Access to the Results of Federally Funded Transportation Research, NCHRP Report 936.](#)
- [The Transportation Research Thesaurus: Capabilities and Enhancements. NCHRP Report 874](#)
- [Improving Management of Transportation Information. NCHRP Report 754.](#)
- [TCRP Report 194: Knowledge Management Resource to Support Strategic Workforce Development for Transit Agencies.](#)
- [NCHRP 20-24\(95\) Ensuring Essential Capability for the Future Transportation Agency \(portal\)](#)
- [NCHRP 20-44 \(11\) Advancing practices for data governance, information management, and managing the impact of digitization on DOT workforces](#)

Also, monitor:

- KM LibGuide: <https://transportation.libguides.com/KM>
- TRB's TRID: [Home - Transport Research International Documentation - TRID \(trb.org\)](https://trid.trb.org/)
- TRB's Research in Progress: [Home - Research in Progress - RiP \(trb.org\)](https://trb.org/research-in-progress/)
- USDOT Research Hub: [Welcome to Research Hub \(bts.gov\)](https://bts.gov/research-hub/)