

TRB Committee on Information and Knowledge Management (AJE45)

Winter 2024 Committee Meeting

NOTES

1:30 – 3:00 PM (EDT)

Monday, January 22, 2024

Participants: Rosalyn Alleman (USDOT NTL), Siddharth Banerjee (Cal State Polytechnic), Sandy Brady (LTRC), Laura Burns (MBTA), Glen Code (TAC), Dan Cook (SCDOT), Matrice Denson (GA SRTA), Bronwyn Dorhofer (Sound Transit), Michelle Duncan (Alaska DOT&PF), Lorri Economy (UDOT), Bryan Gibson (KYTC), Joseph Glowitz (PS-E, LLC), Frances Harrison (SPP), Kendra K. Levine (ITS Berkeley), Kalef Lewis (GA SRTA), Cara Marcus (National RTAP), Mary Moulton (USDOT NTL), Michael Nugent (TxDOT Research Library), Erin O’Meara (Sound Transit), Emily Parkany (VT AOT), Geoffrey Potter (TxDOT Research Library), Stephan Schindehette (CapMetro Transit), Kathy Szolomayer (WSDOT), Alyson Tamer (NCDOT), Chris Senesi (HDR), Enid White (WYDOT), Lamara Williams-Jones (NCDOT Research Library), Rahel Yehdego (Sound Transit), Hong Yu (TTI)

1:30 – 1:35	Welcome and Agenda Review	Thanks to everyone who participates and supports the work of this committee! Please put your name and org affiliation in the chat
1:35 – 1:55	TRB 2024 Report-Out	Opportunity for TRB 2024 attendees to share highlights of the meeting: • TRB Critical Issues Doc • Current NAS Conflict of Interest Policy • TRB 2024 Online Program (most presentations should be posted there, accessible to registrants only)
1:55-2:05	News and Updates	• NTKN has scheduled meetings for 2024 – see calendar here. The first Transportation Librarian’s roundtable of the year will be on 1/25. • Mary Moulton is retiring April 2024 • GA SRTA is transitioning to ServiceNow and exploring KM-related uses • WYDOT (Enid) has a 3-4 hour training course on sec 508 compliance, copyrighting, and AI • Sound Transit is creating a company-wide business glossary, has several “learning communities” (Communities of Practice) and is piloting an oral history project with deputy executives. • Michelle Duncan noted that Alaska DOT&PF has a consultant developing a template for documenting projects – this might be of interest to others; she will reach out to Cara or Amanda about this to see if it fits with the materials they are curating. • Glen Cole from TAC reports that the future of the ITRD program is under discussion. • Lorri Economy reports that the 2024 AASHTO CKM will be meeting with the other AASHTO Admin committees in the fall, possibly in Michigan, but details are forthcoming.

2:05-2:30	Ideas for the 2024 IKM Action Plan	• Erin O’Meara volunteered to help with a 2024 webinar series but she needs others to assist. Please let Frances or Kendra know if you are willing to help. • There is a lot of interest in Sec 508 compliance. The NTKN’s CoP on this topic provides a forum for practitioners to work on remediation issues. There’s an NTL LibGuide on this. And FHWA has a page. And an Executive Order. Enid noted that there is also an active government accessibility community with many resources. The Transportation Library Connectivity Pooled Fund project has some quick reference materials on this topic in development. Mary suggested that one activity we might pursue is to identify a visually impaired transportation researcher who might speak about their experience with different document readers. • Kendra suggested that our committee might work with the TRB RIIM committee on ways to ensure awareness of good practices for 508 compliance/accessibility early on in the research lifecycle (focusing on grad students and other researchers) – noting challenges given high turnover. • Joseph G suggested an activity around pushing out information about transportation agency data sources related to mobility to users and other members of the general public.
2:30 – 3:30	IKM White Papers	Discussion of possible 2024 initiative to develop white papers on topics of interest relevant to the intersection of information and knowledge management. • Initial Topic Ideas: (1) Controlled vocabularies and ontologies, (2) Information retrieval and discovery, (3) information curation and retention – how to decide what to store and how long to keep it • There was general interest in these topics – a few comments: - o Need for CV’s for both text and images - o CV’s help with information discovery • Stay tuned for a future email with a call for participation in further discussions.

TRB Committee on Information and Knowledge Management – 2024 Updates & Resource Materials

1. Committee Status

- Our committee was officially approved by the TRB Technical Activities Council on June 30, 2020
- We are situated within the Executive Issues Section of the Policy and Organization Group
- Our official scope statement is:
 - *The TRB IKM committee is concerned with advancing and disseminating practices that improve knowledge and information creation, access, sharing, preservation and retention within and among transportation organizations. The committee identifies critical research needs in these areas, promotes understanding of these topics throughout the transportation community, and fosters the use of library and information science and knowledge management practices through education, training, collaboration, outreach and research.*
- We have a Research Task Force that meets jointly with the AASHTO Committee on Knowledge Management's Research Subcommittee.
- We currently have 31 [members](#) and 325 friends.

2. Committee Meetings

- We hold quarterly committee meetings – all committee members and friends are invited.
- To get on our committee email list, please sign up as a friend to committee AJE45 at: <https://www.mytrb.org/Committees/SelfNominationAsFriend> (We do not maintain a separate mailing list)

3. Committee Contacts

- Co-Chair – Frances Harrison (fharrison <at> spypondpartners.com)
- Co-Chair – Kendra Levine (kklevine <at> berkeley.edu)
- Co-Communications Coordinator – Cara Marcus (cmarcus <at> nationalrtap.org)
- Co-Communications Coordinator – Joseph Glowitz (josephglowitz <at> ps-e.com)
- Research Coordinator – Benjamin Anyacho (benjamin.anyacho <at> txdot.gov)
- AASHTO CKM Liaison – Lorri Economy (leconomy <at> utah.gov)

4. Communications

- Our website is TRBIKM.ORG
- Please contact one of our communications coordinators with suggestions for new content and offers of assistance.

5. Committee Volunteer Opportunities

Our committee depends on strong engagement from members and friends to achieve our goals. Please contact one of the co-chairs if interested in helping:

- Organizing webinars

- Serving as a liaison between our committee and other TRB committees
- Helping with paper reviews, session planning and document review
- Helping us strengthen our diversity, equity and inclusion practices
- Drafting research needs statements
- Coordinating content curation for the committee website and the Knowledge Management LibGuide

6. Research

The TRB IKM Committee Research Task Force and the AASHTO Subcommittee on Knowledge and Information Management Research meet jointly every month to discuss and develop problem statements on topics of interest to our community. Please contact our research coordinator for further information on how to get involved.

Research Resources

- KM LibGuide: <https://transportation.libguides.com/KM>
- TRB's TRID: [Home - Transport Research International Documentation - TRID \(trb.org\)](#)
- TRB's Research in Progress: [Home - Research in Progress - RiP \(trb.org\)](#)
- TRB's Research Needs Statements: [TRB Research Needs Statements](#)
- USDOT Research Hub: [Welcome to Research Hub \(bts.gov\)](#)
- Research Funding Guide: <http://www.trb.org/ResearchFunding/ResearchFunding.aspx>

CURRENT RESEARCH

Research Underway and In Development

Developed by the IKM Research Task Force

- [NCHRP 23-14](#) Research Roadmap for Knowledge Management (Underway)
- [NCHRP 23-17](#) Assessing and Measuring the Business Value of Knowledge Management (Underway)
 - This project folds in what was NCHRP 23-21-Enabling Knowledge Management through Leadership Strategy and Culture and NCHRP 23-18-Understanding Knowledge Management in Context with Other Organizational Practices
- [NCHRP 20-24\(141\)](#) Advancing the Art and Science of Decision Making (Underway)
- [NCHRP 23-27](#) Strategies for Developing and Using Data Ontologies for Data-Driven Decision-Making (Underway)
- [NCHRP 23-30](#) Knowledge Strategies to support the Research Lifecycle and Application of Research Results (Underway)
- [NCHRP 20-44\(45\)](#) Supporting state DOT adoption of Knowledge Management practices (Pending)
- [NCHRP 23-31](#) Strategies to Foster the Implementation of Knowledge Management (Pending)
- [NCHRP 23-36](#) Development of a Knowledge Capture Toolkit for State DOTs (In Development for FY24)

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

- [TPF-5\(442\)](#) Transportation Research and Connectivity (Underway) – see [Research Note](#) for status
- [NCHRP 20-44\(40\)](#) Implementing the Agency Capability Building Framework to Activate Organizational Change
- [NCHRP 20-102 \(20\)](#) Workforce Capability Strategies for State and Local Agencies
- [NCHRP 23-23](#) Data Governance Design and Implementation — Links Between Governance Approaches and Performance Effects in DOTs
- [Tennessee DOT, Identifying Critical Knowledge Gaps](#) and Assessing Organizational Readiness for Improved Knowledge Management

COMPLETED RESEARCH

General KM

- [ACRP 01-49](#) The Evolution of Knowledge Management at Airports (2023)
- [Tacit Knowledge Model](#) to Support Knowledge Capture and Transfer in GDOT
- [NCHRP Project 20-123 \(09\) Feasibility Study for a Platform to Capture Innovations from State Departments of Transportation](#) (2021).
- [A Guide to Agency-Wide Knowledge Management for State DOTs. NCHRP Report 813](#) (2015)
- [Advances in Transportation Agency Knowledge Management. NCHRP Project 20-68A, Scan 12-04 \(Domestic scan\)](#) (2014)
- [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.](#) (2005)

Knowledge Retention

- [Keeping What You Paid For - Retaining Essential Consultant-Developed Knowledge within State DOTs. NCHRP Report 867](#) (2017)
- [Preserving and Using Institutional Memory Through Knowledge Management Practices. NCHRP Synthesis 365](#) (2007)

Workforce

- [NCHRP 20-24\(95\)](#) Ensuring Essential Capability for the Future Transportation Agency ([portal](#)) (2019)
- [TCRP Report 194: Knowledge Management Resource to Support Strategic Workforce Development for Transit Agencies.](#) (2018)
- [Best Practices in Guidance for Workforce Transition and Succession Planning \(includes WisDOT 'Guide For Knowledge 'Management\)](#) (2011)
- [Closing the Knowledge Gap for Transit Vehicle Maintenance Employees--A Systems Approach. TCRP Report 29](#) (1998)

Data/Information

- [NCHRP 20-24 \(131\)](#) Mapping the Common Interests of AASHTO Committees (2023) – links to final deliverables on the NCHRP project page.
- [Guidelines on Collaboration and Information Security for State DOTs, NCHRP Report 1034](#) (2023)
- [A Guide to Ensure Access to the Results of Federally Funded Transportation Research, NCHRP Report 936.](#) (2020)
- [NCHRP 20-44\(11\) Advancing practices for data governance, information management, and managing the impact of digitization on DOT workforces](#) (2020)
- [Guidance for Development and Management of Sustainable Information Portals, NCHRP Report 865.](#) (2018)
- [The Transportation Research Thesaurus: Capabilities and Enhancements. NCHRP Report 874](#) (2018)
- [Improving Findability and Relevance of Transportation Information. NCHRP Report 846](#) (2017)
- [Data Management and Governance Practices. NCHRP Synthesis 508](#) (2017)
- [Improving Management of Transportation Information. NCHRP Report 754.](#) (2013)
- [Implementing Transportation Knowledge Networks. NCHRP Report 643](#) (2009)
- [Transportation Knowledge Networks, A Management Strategy for the 21st Century. TRB Special Report 284](#) (2006)