TRB Committee on Information and Knowledge Management (AJE45)
Fall Committee Meeting
AGENDA
1:30 – 3:00 PM (EDT)
Friday, September 29, 2023

Participants: Rosalyn Alleman (National Transportation Library/USDOT), Benjamin Anyacho (Texas DOT) John Cherney (Wisconsin Department of Transportation), John Cherney (WisDOT), Glenn Cole (Transportation Association of Canada), Rachel Cole (Northwestern University Transportation Library), Lorri Economy (Utah Department of Transportation), Joseph Glowitz (PS-E, LLC), Amanda Holland (Holland Enterprise Resource Solutions), Kyle Innes (Georgetown University), Amanda Laib (Idaho Transportation Department), David Jared (TRB/NCHRP), Anders Johnson (Montana Department of Transportation), Shubhangi Kelekar (Caltrans), Kendra Levine (UC Berkely ITS Library), Cara Marcus (National RTAP), Cara Menges (Perigean Technologies), Erin O'Meara (Sound Transit), Emily Parkany (Vermont Agency of Transportation, Chair AJE35 Research Innovation Implementation Management Committee), Claire Randall (TRB), Shelly Ray (Los Angeles County Metropolitan Transportation Authority), Chris Senesi (HDR), Cindy Smith (Mississippi DOT), Terry Swygert (SCDOT), Kathy Szolomayer (WSDOT), Alison Taymer (NCDOT), Scott Tousley (independent & Smart Cities/Communities leader), Paul Tykodi (MassDOT), Enid White (WYDOT), Rahel Yehdega (Sound Transit)

1:30 –1:35	**Welcome and Agenda Review**	Thanks to everyone who participates and supports the work of this committee!
1:35 – 1:45	**Update on Workshops and Sessions for TRB 2024**	We are co-sponsoring 3 workshops and have volunteers to be our liaisons to help with planning and also to report back to us on takeaways - Frances We are planning 2 sessions: "Navigating and Safeguarding Transportation Agency Information: Applications of Taxonomies, Ontologies and Knowledge Graphs", and "Applications of Large Language Models for Information and Knowledge Management" – Frances and Kendra We will also have a poster session – we got 6 submittals in response to our call for posters. If you have ideas for agenda items (including short presentations) please email Frances and Kendra. TRB session schedule information should be available by October 26th. TRB has decided to discontinue annual themes for the meetings.
1:45-1:55	**Communications Update**	Update on AJE45 Communications New Snap Search for KM is available Suggestions for website content – please send to Cara or Joe (Cara Marcus)
1:55 – 2:05	**Research Update**	Update on research related to our committee (Benjamin Anyacho)

2:05– 2:10	**AASHTO CKM Update**	Lorri Economy (General) – recap of July Admin Conference highlights Discussions are underway about next year's timing and location.
2:10 – 2:40	**Featured Speaker**	Benjamin Anyacho, MBA, PMP, Texas DOT. "Igniting Curiosity: Unleashing the Power of Knowledge Exchange Through the Dynamic Knowledge Cafe Environment" See slides on the AJE45 website. Feel free to connect with Benjamin via email or linkedin. Response to question about difference between CoP and KC: Key Distinctions: Formality: Knowledge Cafés are informal, while CoPs are more formal and structured. Focus: Knowledge Cafés emphasize open dialogue and exploration of ideas, while CoPs focus on deepening expertise and addressing specific challenges. Membership: CoPs have defined memberships based on shared expertise, while Knowledge Cafés are open to a broader range of participants. Outputs: CoPs often produce tangible outputs such as best practices or guidelines, while Knowledge Cafés prioritize the quality of conversation and shared insights.
2:40 – 3:00	**Member/Friend News**	Opportunity for participants to share what is happening in their organizations or make announcements that are of interest to this Committee - Rosalyn Alleman (NTL) – note that NTL is not subject to the government shutdown, though may lose access to certain services and resources. Also, BTS launched the Vehicle Inventory and Use Survey (VIUS). New NTKN Data Curation Community of Practice: Jesse Long, NTL Fellow, and Ariel Hahn from LA Metro spoke on the topic of Data Curation and the new NTKN Community of Practice. Monthly meetings are starting Oct. 17 at 3:00 ET (will be added to the NTKN calendar. They have created a survey on what topics are of interest at https://transportation.libwizard.com/f/data_community or contact jesse.long.ctr@dot.gov or hahna@metro.net directly for more information. - Cara Menges (Peregrine Technologies) – working on an FRA-funded project on expertise management for safety leadership positions. Capturing expertise and knowledge, developing projects to transfer knowledge. Will be presenting this work in January at our committee meeting.
Next Meeting		Our committee will meet next at the TRB Annual Meeting (January 7-11th, meeting time/location TBD)

		We will be scheduling a follow up web meeting later in January – stay tuned for the Save the Date!

TRB Committee on Information and Knowledge Management – 2023 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 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 27 members and 299 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)

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

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- 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 (* indicates change from last quarter)

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)
  - o 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 (Pending)
- NCHRP 20-44(45) Supporting state DOT adoption of Knowledge Management practices (Pending)
- NCHRP 23-30 Knowledge Strategies to support the Research Lifecycle and Application of Research Results (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 (Pending)
- NCHRP 23-23 Data Governance Design and Implementation — Links Between Governance Approaches and Performance Effects in DOTs*
- Tacit Knowledge Model to Support Knowledge Capture and Transfer in GDOT*
- 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) – in publication process
- [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)
- [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](#) (2016)

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)