

Transportation Librarians Roundtable-20241212_140309-Meeting Recording

December 12, 2024, 7:03PM

58m 39s

BC **Bob Cullen** 0:04

OK.

There we go. OK.

As already highlighted, I think just about everyone here already knows that this is an annual. Today's TLR is an annual end of the year tradition. This is when we have the opportunity to hear from.

Our colleagues at NTL just to go over the updates on what has been pursued and what has been accomplished over the past year.

My expectation is there will also be just at least some touching upon what's new and what's next as we all prepare for.

The next.

Year in 2025, but in any case so to certainly go over what has transpired over the past 12 months or so. And I think this is one of my favorite types of TLRs that because.

I think it is just really wonderful just to get that kind of information and as you hopefully have already seen in the e-mail that I sent out to everyone this morning, we do have quite an auspicious group of speakers from national and.

I guess one of the things is and then I guess I should.

I should have checked with this with our speakers before now, but what?

I what I'll do though is.

Officially launching the most of the remainder of this hour.

I'm going to go ahead and identify the speakers and in their job titles, and then the floor is essentially all of theirs.

I think what can be done since I'm going to go ahead and identify the speaker's, you know.

To begin with, is that unless anybody thinks otherwise, it can essentially just be a tag team. One person goes, and then another person goes just to keep things moving along there.

Without my having to jump into any point to do any more, introducing there and also it and hopefully this is OK with the speakers too.

I think it will be.

Very effective if we just go ahead and go from 1 presentation to another and then just save the questions, comments and queries until the final part of the hour and I would expect that'll help ensure that we that we do have ample time for Q&A.

As well.

So I just wanted to mention those things.

Let me go ahead then and first of all, like I said, I'll formally, introduce our speakers by name here.

And then I'll go ahead and.

Step aside in a manner speaking and let them give what I know will be very worthwhile and engaging presentations.

So the speakers are as follows from NTL, Roslyn Alleman, the reference librarian.

No stranger to the TLR, of course.

Beth Burnett.

The metadata Librarian

Jesse Long, Data Curation Librarian.

And last but certainly not least, Eden Orelove, the archivist and historian. And of course, all four of them are

Wonderful individuals and we're all.

Very familiar with them and their accomplishments and what they've really have contributed to our transportation libraries community.

In having given that introduction, I think I'll go ahead and call on Roslyn to go ahead and get things started here.

Floor is all yours, Rosalyn.



Alleman, Rosalyn (OST) 3:47

Great. Thanks Bob.

So hold on please.

There we go.

Persuade him a little bit sometimes.

So my name is Rosalyn Alleman.

I've been reference and outreach librarian at NTL for

Almost four years and I also worked here as a contractor earlier in my career. For 9 1/2 years.

So I guess that technically that makes me the old timer, although of the current staff,

David has still been here a little bit longer than me.

So it's been an interesting four years and I've been really happy to be back at NTL, so these are a few of the things I'm going to talk about.

Reference, knowledge management, the TLR and the Transportation National Transportation Knowledge Network.

So our reference team, which is made-up of me and also our reference librarians, Charlotte Gavin and Vicky Milam, our first responsibility is responding to inquiries from the public.

We have a customer relationship management system called Lib Answers which is from spring share.

And we can respond to live online chats, web form emails.

That's about 2/3 of the total.

Phone calls and voice mails to DOT staff and the public.

We also get a few through outlooks from internal staff, so it was about 37191 for the year ending in November 30th.

That's a lower volume than we used to have years ago because a lot more is easily available on the website and.

People are more web savvy than they were, you know, 10-15 years ago.

So that makes a little bit less of.

Volume for us to handle.

There's some information about how people can contact us.

Transportation.libanswers.com is a link to our FAQs and also you can see what our 800 line that is technically the Bureau of Transportation Statistics 800 line.

That's our parent agency.

We are the primary customer service contacts for BTS for their data products.

And so we get the bulk of the largest amount of our questions are about those products.

I was looking at our statistics for response time. About 25% of all tickets are resolved in less than 10 minutes, which is, you know, pretty good times now.

There are plenty also that we have to contact our people. We know in BTS or other parts of DOT to track down answers or even just a referral in many cases.

Some statistics on what our top customer types and top topics are for.

For the questions from the public and dot staff.

So about half of it is people asking about a specific product, like they'll say I'm looking at the airline traffic statistics and I noticed this and this. And where can I find

this?

So that's the largest category.

So besides BTS, statistical products such as traffic, financial, on-time data, the most frequently asked about products are the National Transportation statistics, which comes out every year and the freight analysis framework.

Because BTS has various freight statistics that statistical products are very useful to business and state and local governments.

We also get a lot of questions about other parts of the DOT other than BTS. Just about any part of DOT really. We also get questions about NTL programs and things about Rosa P our digital repository.

And we get questions about transportation issues that have nothing to do with USDOT.

Maybe they're about the state DOT.

About it.

Got another government agency?

We have a certain amount of overlap with, say, energy and TSA and.

Yeah, just a number of agencies that people think, OK, who's going to be the contact for this? And they think dot and maybe it is maybe it's not. But in most cases we can point them in the right direction. We also get a lot of questions that.

Have to really go to industry associations.

People have industry questions that aren't things that BTS collects or that other parts of DOT.

Collect.

People just generally just tend to assume that of course, the government will have these statistics.

So another part of the reference job is responding to research and literature review requests from dot staff.

Sometimes that just means walking them through what our subscription databases are that are available to them.

Sometimes it means doing literature reviews that take days and days to do.

And I've gotten a lot more expert in using Endnote than I had been before, partly thanks to help from Deena at the FHWA library.

Most of what I know comes from her, and we also feel interlibrary loan requests from dot staff about 431 for the last 12 months.

We can only do electronic since we're not in the office, so we borrow things only and

It's only like book chapters and reports and journal articles and so on. We can't do physical items. Vicki and Charlotte are the ones who handle all those. They almost always get the requests submitted in OCLC the same day or within a day.

It's just a matter of how whether OCLC can respond positively to those requests. And of course, sometimes we can find things in our subscription databases, but we have an online form that DOT staff can use to submit that which has saved a lot of effort.

One other thing that I do is reach out to new staff in OST-R which is BTS's parent agency Research Office of the Office of the Secretary. And whenever we get an e-mail about new staff, I'll send out a response saying, hey, you know, I'm Rosslyn Alleman from.

The library.

These are some of the resources we have available.

Here's a one-pager on how to search TRID you know.

Here's some different things that you might want to take a look at and feel free to contact me if you want.

You know, guided tour.

So we also, Ian and I have been involved in DOT's, day one orientation for new staff since last February and keeping statistics on those, we have presented information about the NTL to almost 1200 new staff in 2024 in 11 months of 2024 because.

It was beginning of February.

It was the 1st that we did that, so that's been a great way to reach out to.

To new staff as they're coming in the department, including things like telling them hey.

If your office produces this publication, you probably are supposed to send us a copy of it for the NTL's digital repository.

Now another important part of what I do is knowledge management, and that includes FAQ's in our knowledge base. So just.

This is what our knowledge base looks like.

It's also through Lib answers Libshare.

It rank it ranks them by the ones that get used most frequently.

You can also see you know what are some recent ones we've added or updated and we can we can set particular ones to stay at the top in the feature list we want we also have.

Information on how they can contact us. They can initiate a chat here and they can

also click here to open a web form or they can contact us by phone on the BTS 800 line.

So every year we check all the content and all the links in all the FAQs that are available on our website.

So that's that could be more time consuming than others.

Sometimes you fall down a hole and you end up updating an FAQ and then you end up, you know, going off to all these other.

Their tangents before we get back to them and get the list finished. But that's how to keep it, keep it fresh, keep it alive and not just as one office that I used to work for would do where they would put up an FAQ on their website and.

Then no one would ever look at it again, like no one would ever update it.

No one would ever say this is still true. Once it was up there, it was written in Stone. So.

We also update content that we use just within our team like we have a lot of what I call Q&A's for particular data products.

Questions that we've obscured questions or infrequently asked questions. You might say that we've asked dot staff over the years.

Like, why does this airline on time statistics not include this bit of information?

Or why did this change in in the traffic data in October of 2002?

And then we got the explanation there from the person who's the best expert on that.

And so maybe it's a question that only comes up once every five years, but.

I went through a bunch of them and updated them this year just to see if there was anything that really needed to be removed.

I also looked at our funding transportation statistics brochure, which is linked to our FA QS. An FAQ on the topic.

I created that back in, I think 2012 when I was here before and when I was at TRB this year, talking to somebody from TOT. It occurred to me that we hadn't to find that and update it.

So we went through a couple different iterations of that BTS.

We reached out to BTS staff and got their input on, you know, what are the what's, what are the topics?

What are the products that we ought to be linking to?

And it's not just dot sources.

It's sources from outside too that are.

Related to the topic of transportation statistics, another thing that I came across when I was doing updates was the NTL's transportation dictionaries and Glossaries FAQ and I fell down a hole and I ended up on the BTS acronyms and initialisms list. We ended up creating a new website for that.

BTS was just linking to an old publication from 2012 that had lists like that.

So I worked with BTS staff again and their Webmaster to get a website created for that and.

Some of you also contributed to that and in fact we're the ones who told me this site needs to be updated in the first place.

So we always appreciate those tips.

I do monthly bibliography updates for the transportation and Climate Change Clearinghouse live guide.

That basically is we go through a number of the database databases that we have access to and run these.

Bibliography searches and then compile them and post it every month and we usually announce it on Twitter when that's available.

We also have a list called the BTS Main contacts list which we initiated in about 2006 because everybody had their own.

List of contacts about particular topics and we had new people starting around that time and we needed to get have everybody be on the same page. So we created that list then started updating it. When I came back in in 2021 and we reach out.

To BTS, staff and others frequently to find out, you know who's the who's the expert on this, these different topics and. And so whenever we get a question about that, we know who to refer people to.

I've also, as you may have noticed, work with the with Bob and David for the Transportation Librarians round table handling, the sort of administrative tasks you know that's updating the webinar or the Lib guide that says when the webinar's going to be sending tweets about the.

Date and the link handling the dry runs and recording the webinars, taking attendance and trying to find all those things later.

And save them in SharePoint. And I also created an SOP this year for all those tasks which I keep having to update just about every time I use it.

I've also been the coordinator of the National Transportation Knowledge Network for the last three years, and that includes a variety of things related to NTKN meetings and including the NTKN meet and greet, which is our monthly.

So you can say social event. We helped launch a new AI community of practice this year, which is exciting and we got a new leader for the cooperative digitization community of practice.

We up.

We had a live guides clinic for people since a lot of people in the NTK and do create live guides in our system.

And then update them over time and help set up new ones as needed and manage the new transportation library and mentoring program, which I'm going to.

Be kicking that into high gear again soon.

I'm also involved in social media with the NT LS Twitter account with in cooperation with Eden. I feature new publications and Rosa P each week.

The transportation Climate Change Clearinghouse updates, and I go through and I look at, you know, other BTS and other government publications that I can share that would be relevant to other people who are looking at transportation data and research and so on.

We have an active BTS social media team which has been really great to be a part of and I've also been publicizing NTL job announcements on Twitter and LinkedIn, and on Tran Lib. So if anybody has suggestions for like places in LinkedIn and so on that that we.

Should be spreading those around that we aren't.

Please let me know.

And I'll hand it off to Beth Burnett at this point. Thank you.

BB **Burnett, Beth (OST)** 17:20

Hey everyone.

So I'm going to share my screen here.

OK.

Well, thank you, Rosalyn, and thank you everyone for giving me the opportunity to speak with you today.

I'm Beth Burnett, metadata librarian, and I joined the national one year ago.

Last week was my one year anniversary and I'm excited to share updates with you all from the cataloguing and metadata team.

I'm going to start by sharing some metrics about what's been added to Rosa P and overall usage, and this covers January 1st through yesterday, December 11th, and some of this data comes from Google Analytics.

In 2024, we cataloged over 4400 new records, and our cataloging is done by many people, and it's often invisible labor.

So I did want to highlight the efforts of our entire USDOT team.

So these numbers, when we're looking at new records added, that's going to include records that are in CL catalogers that Sean and Nellie have cataloged.

It includes data sets and other materials cataloged by Peyton and Jesse.

It includes archival materials.

Catalog by Eden Records.

Catalog by Don Reinhardt with the FHWA Library and work done by the STIPDIG and turns over the summer.

One thing these numbers do not reflect are the records that we update.

Or enhanced during the year.

And that's a significant aspect of our work too. But these metrics do give an idea of the volume of activity for Rosa P.

So looking at the entire repository, there were over 205,000 full text downloads and nearly 474,000 unique visitors in 2024.

And the most downloaded item was the 2023 TSAR, or transportation statistics annual report, with over 10,300 downloads this year.

These are a few of the new collections that are in Rosa P for 2024.

But first, a little background about our team.

So NT LS catalogers, Sean and Nelly receive manage and catalog our new submissions that come in to the NCL digital submissions inbox. And these new submissions can come from USDOT funded research and works produced by the US Department of Transportation.

So Nellie and Sean are cataloguing publications like technical reports, research briefs, presentations and accepted manuscripts. And then, in addition to that.

When all the new publications are caught up, they have side projects that they work on, and so a lot of these side projects are digitized materials from either a specific office or administration at the US Department of Transportation.

And so that makes it ideal content for forming a new.

Election or series around?

So two of our new collections are the Federal Aviation Regulations and the Federal Committee on Statistical methodology working papers.

The Federal Aviation regulations consist of almost 450 special Federal Aviation regulations, final rules and amendments that were published by the FAA between

1960 and 2003.

And our Federal Committee on Statistical methodology working papers is a collection of statistical policy working papers from multiple federal agencies, not just the Department of Transportation.

And then for just to give you an idea of a few of our new series that were added to Rosa P, We have the air Travel Consumer Reports, and this is it's actually reports and data sets from the US Department of Transportation's Office of Aviation Consumer Protect.

And these come out monthly. So our team is working on cataloging current ones and adding older ones as well.

And another new series, we have the annual reports of the Maritime Administration. And this is a collection that dates from 1917 to 2013, and it's from MERAD and its predecessor agencies.

And so, yeah, these, these are all still growing and we're adding content to these new series.

One of our new initiatives this year was implementing a technical services ticketing system.

So this is for internal use at the NTO and it helps us keep track of our work and prioritize projects.

It also serves as a record of how we approached a project in case we need to refer to it later.

And so we can add notes. We can upload files or screenshots and we can transfer tickets to whoever is working on them.

And what we did is we took advantage of the spring share.

The answers tool and created a dedicated queue for technical services and we have three general categories for our tickets and we use different colors to tag those categories so that we can see at a glance what's in our queue and what type of work is involved.

Now right now, NTL has an interagency agreement with the Centers for Disease Control and Prevention to manage the public facing repository site for Rosa P + A. Behind the scenes system that we use to ingest our records and files into Rosa P. So when we submit a support request to the CDC, they will e-mail us from their help desk.

And then we forward that e-mail to our Lib answers technical services queue.

And then from there on out, any communications can be.

Logged on that or added as an internal note to our ticket so we don't miss what's happened over the latest update is and all of those tickets with those communications get that Green CDC ticket tag.

And the other two types of tags we're using are cataloguing for materials that need to be added to Raza P and then projects for some of the long term or large scale projects that don't have a firm deadline, like maybe enhancing records that are already existing in R.

P.

And like I said, this ticketing system has helped us track our work, and it gets things out of e-mail where they can easily get buried by everybody, understand what happens with an e-mail box. So.

And we conduct a weekly review of tickets at our national cataloging meetings, and from there we can discuss any new or ongoing work.

And we use the tech services queue as a guide.

Behind the scenes we are updating workflows and internal guidance documents, just like Roslyn mentioned for the reference team, we're doing that for technical services as well.

So as part of an internal audit of our NTL staff Lib guides, we are consolidating and updating content for technical services tasks.

At an earlier TLR this year, the topic was succession planning and having documentation is one of those ways.

To not only help for that event, but for when staff are out of the office or if a task occurs infrequently and you need a reminder of the sequence of steps to take.

So some of the internal guidelines that we've created this year are how to create and manage collections. And Rosa P, including managing and updating home page content.

How to handle removal or take down requests? We don't get a lot of these and we follow our collection development policy and.

Very rarely would remove items, but if we receive a request, this new workflow describes what to do from a technical and customer service perspective to ensure that the metadata record remains even if the file does get removed.

We also wrote guidelines for crediting individual authors when cataloguing works for hire.

So our procedure credits the agency in many cases, Bureau of Transportation Statistics as the creator.

And we add individuals as contributors for the major publications like the Pocket Guide to Transportation and the Transportation Statistics Annual report.

We now have internal workflows for how to report issues with our cataloguing systems for reporting errors on records and troubleshooting errors that may happen when ingesting records into reuse P and one of our other new guidelines is how to create banners on records.

We haven't fully taken advantage of this new feature, but we're starting to add some banners to records if we want to highlight important information.

Another accomplishment this year is writing a metadata policy, and this is a new public facing policy and it describes our collection management, discovery and access.

It describes metadata creation and metadata standards, metadata quality, and we have a metadata tables for our required and recommended fields. When cataloguing as well as a note about how national uses those fields.

So again, this public facing policy has been uploaded to Rosa P.

We've posted it on our NCL policies page and we've posted it on the Rosa P about page and the DOI is on this slide. If you'd like to check it out and read the full policy.

And we see this as a living document and expect to update it regularly. And there are also plans to work on more detailed internal metadata guidelines for cataloguing for next year.

Here.

In my portion of this presentation, with an announcement that I think the Members of this Community will be happy to see, we've completed cataloguing the entire backlog of transportation librarians, roundtables.

Anything that is available has been added to Rosa P and this includes video recordings, slides, transcripts and handouts.

Just depends on what was saved or collected over the years.

The collection covers 2007 when the TLR.

Made its debut through the most recent session was November 2024.

So in one year, we went from having 16 TL Rs and Rosa P that was in January to 190 TL Rs.

Right now, they were cataloged in reverse chronological order, making the most recent ones available 1st, and then we're adding new TL Rs cataloging and adding them to RZA, P usually within a week or two of the event.

If you look at the collection, you may notice some gaps where we're missing

materials.

That's most notably in 2009, so if anybody has copies of missing slides or materials that you'd like to have in ROSA P, please feel free to send them to me and we will get those catalogued.

Great. Thank you for your time. And I'm going to turn this over to Jesse now.

 **Long, Jesse (OST)** 29:26

Hey. Hello everyone.

OK.

So I'm going to go over kind of what data services have accomplished this year, which is a lot.

So I'm excited to share a bunch with you guys.

So for reminder, I'm the data curation librarian.

I started this position in March, so I'm approaching my one year in this position, but I was previously a fellow for 4 1/2 years and I have the pleasure of working with.

Who is the data management and data creation fellow.

And we figured you guys would much rather see pictures of our pets than us.

They're much cuter.

So looking over 2024, I kind of categorized a lot of our things into five major things.

So LibGuides updates to guidance documents, policies, templates, tools, which is all Payton.

It's awesome work. Some publications that came from our team and then our application to core trust seal.

So jumping right in near the start of the year, we kind of realized that our Lib guides hadn't been touched in about.

Four to five years and we decided we needed to kind of do some updates to them because a lot has changed in four to five years, especially in our industry.

So we did major updates to research, data management, persistent identifiers and citation.

And then we had two new Lib guides.

So a smart grant DNP guidance LibGuide that was designed specifically for that program and then our core trust Seal guide which is made parallel to our application which.

Allowed us to make it also available to the public.

Anyone that was interested and why we believed Rosa P should be core trust steel

certified and for our reviewees for easier of reading through our application. So because we did so many changes this year, I wanted to kind of look at some statistics of 2023.

Versus 2024. So the green is 2023 and the kind of green purple is 2024 and we believe these statistics show a clear demonstration of how effective.

These changes have been as well as are like our increased outreach with them and making sure we get this into the transportation research community.

So Pitts has always been a really popular guy, but we're seeing, like double or more for our other guides, which is really exciting and getting a lot of feedback of, like, someone emailed me the other day and was like asking me a clarifying question, but said our rese.

Data management Live guide was really awesome and like, that's just so great to hear. To see how people are using these guidance tools we're creating and because core trust seal and smart grants are new, we have the comparison statistics.

But I will say we're really excited to see kind of the result of the smart grants.

Live guide because we made it in this fall and we have a deadline approaching this week actually for their DMP.

So we're really excited to hopefully see a lot of awesome DM PS if they follow this guidance.

So moving on, what else we kind of updated, so policies we did kind of four core trustee, a little bit we intended to do these updates kind of this year anyways, but I'm definitely not the lead of the collection development and maintenance policy.

That'll be Mary's replacement, but I did want to update it for our application and ensure that it aligned because it was so it was over five years old.

So we did some minor updates in it and then we did a more complete overhaul of the digital curation.

And they are also both published in recipe with the new metadata policy.

And then for templates and guidance, we kind of looked at just again guidance that hadn't been touched for a long time.

So we looked at our DNP template and made it make sure it was updated with federal standards kind of across all agencies aligned with outputs from the subcommittee of Open Science for README'S.

We looked at we kind of started moving towards.

Markdown file format for a README'S which is becoming more and more common.

GitHub has always used markdown to render their readme's, and Dryad just recently

started, so we kind of move towards that in hopes that also will be able to render that file format one day in Rosa P, but also because it is just a better format than T. But we do have both.

We updated both.

They're both obviously still available and recommended, but we kind of went through an update with them and then we did data package.

Data package guidance.

Which had been updated since 2018, and this is kind of looking at like what should you include in a data package?

What is a data package and kind of more in depth guidance on that. We have a lot of simple guidance in our live guides, but this was a more in depth kind of document and then we also created a program office level DMP template and then a.

Guidance document on how to write that type of DMP and that DMP.

Is most common with our UTCs.

They do a kind of.

Program level for their UTC, which informs individual researchers as they write their project level DN PS.

So we also think this could be obviously used internally at dot, but even for other institutions.

So we created this kind of general guidance that could be beneficial to everyone.

Moving into kind of a more exciting thing, which is all pay in this, everything we want to talk about here is Peyton's amazing work. Honestly, making all of our lives easier. But I want to tell a little bit about them. If you have any questions, feel free to reach out her specifically on them.

So the first is the DOI parser program, which is how we update reserve mint. RDO is now.

Previously it was a very like multi step manual process.

Now it's one spreadsheet going into this program that she created.

And also in doing this it doesn't even make it.

It makes it simpler and more efficient, but it also has allowed us to capture a lot more metadata.

So when I started, our UI metadata was like a paragraph long. I would say it's probably pages.

Now she's also built in Word integration into it ORCID's. She's exports the TRT terms to make sure it's their match correctly.

And she's always looking for ways to improve it.

So it's a really awesome program.

Next is an automated readme generator.

This is especially useful for like when you're making a bunch of readmes, which happens a lot with our legacy data work.

So she can have multiple of rows in a CSV file and just tweak like a title or an abstract if needed. A year publication date but not have to like manually go into every single file or copy and paste and then go in and change every file she.

Can do it all in a spreadsheet and then export a bunch of markdown files all at once.

So that's really awesome.

And then the next two are associated with our required DCAT US metadata schema.

So it's a file that technically is required to be submitted to us.

I think we've received one ever. So in efforts to make it easier for researchers to make this file, she created a tool that is embedded in our research data management Lib guide.

And it's just a form that they fill out and generate, and then they have that Jason metadata file and it's just ready to go for their submission.

So hopefully that will obviously.

Limit our required our.

Creating of these required documents and then she also recently adopted this into a automated DCAT US generator, which again can do bulk so she can again make a bunch for legacy datasets.

She can.

I'm going to do a major update so I can just go in and pull metadata, match it, and then generate more accurate DCAT files.

We have a upcoming project about putting an OST-R data inventory into recipe and you have to have a file.

For something to go into recipe and because these are data sets, they would require the D cat USL anyways.

I won't be able to do these so quickly.

Like just last week, after she created this tool, she was able to prep 109 data packages for a legacy data set, and that would probably have taken months before.

But she had to do.

She automated at the Readmes and the DCATs.

And it's just, it makes our work go so much faster. So all of these are she has put on

her public GitHub.

So if you're interested in them, also reach out to her.

But there's some amazing tools that are making us.

Generate more work and put more things in rows of P much quicker.

So we had also two publications this year. So the first one is an open refined primer that Peyton was a co-author on.

She worked with the data Creation network.

I think it was for over a year.

She can correct me if I'm wrong. Working on this primer and then it also served as our final project for her data stewardship certification course, which she completed in June of 2024.

And the purpose of this primer is designed.

To describe and demonstrate useful features and aspects of the open refine software. And help data creators understand how they can use open refine as part of the data curation process.

Then the data. Then we also put out our public version of our newly implemented. Steps workflow so we also adapted that from the DCN last year.

We just completed a little over a year in the workflow and we are already seeing a lot of improvements and benefits. We've been able to also identify gaps where we can then go to researchers or to a grant program and be like we're seeing these issues. How can we work together to kind of maybe close these gaps, enhance the data we're getting? So in publishing this workflow, though, we wanted to kind of offer like kind of a case study experience on how we were able to do this because I could not find any.

When I went to do it last year and I hope that it will be beneficial to someone who's looking for how to implement these steps can stumble across and kind of see how we adapted it for our work flows and how they might be able to adapt it.

For theirs.

And then finally, I just want to briefly go over that. We did apply for port trust deals certification this year and we're currently in the review process.

It can be reviewed up to five times and we've just sent back our first review not too long ago, so we originally applied for it in July.

We got revisions back October 10th and we were able to quickly turn them around and send our revisions back on October 22nd, so.

We technically have four more rotations we can go through back and forth with

them.

But we're really hopeful we don't have a ton of edits and a lot of it was just clarifications.

So we're really hopeful that soon early after the holidays, we will be officially quarantine.

Still certified, but you'll just have to kind of wait to find out about that.

And that was it.

Thank you. And I'm going to pass it over to Eden now to close this out.

 **Bob Cullen** 40:41

So, Eden, are you with us?

Think I heard something.

 **Ganz, David (OST)** 40:54

Eden, you're muted.

 **Orelove, Eden (OST)** 41:01

Can you hear me now?

 **Bob Cullen** 41:03

Here you now perfect.

 **Orelove, Eden (OST)** 41:05

OK, that was really weird.

It seems to be really delayed on this end so.

I'm in the office supposed to have good supposed to be good.

Just a second, let me share my.

Thank you.

Where?

Can you guys see my presentation?

 **Bob Cullen** 41:42

Yeah. See it now.



Alleman, Rosalyn (OST) 41:43

Yes.



Orelove, Eden (OST) 41:44

OK.

Yeah, apparently this is going to be delayed.

I don't know what's going on.

Oops, just a second. Here we go.

All right.

Hi everybody.

I've recently presented for you guys.

I'm not going to spend a lot of time going over this.

Plus, we've already run over time a bit, so I've been spending the last year I've been at DOT now for a year and a half and in the role of archivist and historian.

I've been developing the archives.

A big thing I did was created a website.

I did a collections catalog, so I implemented archive space which is specific to archives.

And.

I did a lot of acquiring of collections.

The big one was FA as archives.

And then also the one from Blue Origin staff, they gave us a model rocket ship which is now in the FAA.

Lobby.

Done a lot of processing as I can.

We went ahead and rehoused several, collect several big collections.

We're currently putting the, sorry.

Currently putting this this thing is really delayed.

We're currently putting the Secretary of transportation speeches online, which is exciting. So we've got 904 up.

At this point, we're also working on the dot press releases.

There's not many up now, but we're preparing them for digitization.

I've created 27 records in the archives catalog.

That's the archive space I was showing you and starting to do inventory in

preparation for digitization.

Outreach. This was my favorite day when I had 44th graders come in. That was a lot of fun to learn about our map collections.

I've done a lot of presentations.

These are some of them.

I talked about them in the earlier presentation, but I present in front of OGC OST-R. About 550 to 10 days Social Libraries association. I've been doing some. I used to do this again.

Actually some show and tells where I bring in items to the BTS managers meetings so that they can see what archives have and I can talk about them and their importance. And then, of course, Transportation libraries roundtable.

I've been doing a lot of orientations as I can.

OGC Honors Attorneys FA new employees BTS Management and Roslyn mentioned earlier, and she went to more detail that we've had over 1000 new employees.

See what we now in the archives and Library have to offer.

Roslyn also went over this social media, been very active, developing a presence for the archives.

There are several different accounts I've listed there that we post to.

And so I'm just continuing to work on that.

This is the big issue. This is where my primary goal for 2025.

We currently have a lot of boxes and we don't have shelves for them. And so here's a couple photos of two different rooms that kind of show that. And my main goal for this year is to get space.

I don't have space and I cannot.

I'm not currently accepting collections until we can figure out if.

Basically, if we can be good stewards of the materials so.

I hope we get that figured out, but that's the big one. I also need help.

Really need to get a contractor to help me because. I just can't do it all.

Upcoming outreach there's a few different presentations I'm going to have, I think in April to bring your child to work day, participate in a booth if they're invited to do.

Possibly a presentation at annual conference. I've reached out to the people at the Dolce and Reagan Airport about Poss.

Doing an exhibit of our materials they were interested.

And then coming up in, I guess next month I'll be doing a presentation at the History Subcommittee at TRB.

And that's it.

Oh, also really quick.

Thank you to the oils team.

I know you just heard all how much work we've been doing over the past year, but you guys have really, I've worked with every single person on the team and we've worked really hard to help each other and just get the archives off the ground. I mean you.

Can see them involved in a lot of different things, and I've needed help as a newer employee so just thank you.

I appreciate it.

BC **Bob Cullen** 46:17

Thank. Thank you very much, Eden and thank you to all of our great speakers today. During this TLR well and we do have time for Q&A here.

So anybody has any questions?

Comments queries just do the usual electric show of hands and I will call on you and I see we already have somebody and.

First up would be Enid White.

Go ahead, Enid.

EW **Enid White** 46:43

Yeah, this is for Jesse Long.

How do I get a copy of your DM template?

LJ **Long, Jesse (OST)** 46:52

Yeah. So we have it available on our RDM Lib Guide which I well no, we don't have a chat which I could give to Bob this and not to the group.

I can include all of ours.

Lib guides, but it is it is on a data management plan page within the live guide.

It's probably the easiest way to find it.

EW **Enid White** 47:14

OK.

Yeah, because we submit DMPs to Rosa P.

And it might be nice if I could see what you guys are looking at to make sure we're hitting your requirements too.

LJ **Long, Jesse (OST)** 47:28
Yeah.

EW **Enid White** 47:31
Thank you.

BC **Bob Cullen** 47:31
Great. Thank you. Thank you, Enid.
Caroline Stewart, go ahead.
You're muted, I believe.

SC **Stewart, Caroline** 47:47
Hi, I'm so sorry.
Can you hear me now?
OK.
Great. What was the GitHub that you shared?

LJ **Long, Jesse (OST)** 47:56
So the GitHub for the tools is Peyton's personal GitHub, which again it can be a link.

SC **Stewart, Caroline** 47:59
Yes.
OK.

LJ **Long, Jesse (OST)** 48:03
We can share to the group she really just wanted to get it online so that anyone could make use of those tools.

SC **Stewart, Caroline** 48:08
OK.

LJ **Long, Jesse (OST)** 48:09

So she's obviously welcomes everyone to go look at it.

SC **Stewart, Caroline** 48:15

I appreciate that. Thanks.

BC **Bob Cullen** 48:18

Thank you, Caroline Michael Newton. Apologies.

I may have leapfrogged over you there. Go ahead.

MN **Michael L Nugent** 48:25

Hello this is a question for Jesse.

Jesse, you may have touched on this and I just missed it.

You mentioned core trust seal.

Is the repository going to seek full certification?

LJ **Long, Jesse (OST)** 48:37

Yeah. So we currently are in that process. We hope to receive it early next year.

We are in the first review cycle, so if they have more revisions for us, we should find out in the next month or so.

The holidays are throwing everything a bit out, but as long as they liked all of our previous revisions, we should get certification the next time we hear from them.

MN **Michael L Nugent** 48:59

It's very exciting to wish you luck.

LJ **Long, Jesse (OST)** 49:01

You.

BC **Bob Cullen** 49:03

Thank you, Michael.

I'd like to now call on Amanda Carter. Go ahead, Amanda.

CJ **CARTER Amanda J** 49:09

Hi this question is for Rosalyn.

You mentioned all the statistics for the tracking, the request and answering time I think was awesome and I know you use Lib Answers for that.

Does it also track those? Or how were you tracking those?



Alleman, Rosalyn (OST) 49:26

So the spring share platform in general.

Is, you know, the customer relationship management system, the knowledge base, LibGuides.

Calendar report and reporting on pretty much everything.

So if we want to see which FAQs have gotten the most hits in a particular month, we can do that.

There's a whole range does that.

Does that help at all?

I'm not sure I remember the last part of the question.



CARTER Amanda J 49:55

Yes. No, that's it.



Alleman, Rosalyn (OST) 49:57

Yeah, it's.



CARTER Amanda J 49:58

I was just kind of wondering what you used to track it.

So that's very helpful. Thank you.



Alleman, Rosalyn (OST) 50:01

Yeah, it's all. It's all part of the same CRM system.



Bob Cullen 50:06

Great. Thank you, Amanda.

And next I would like to call on Kara Marcus.

Go ahead, Cara.



Cara Marcus 50:14

This is also for Rosalyn in your slides.

That you get questions from the general public and also that you get questions on traveler information.

Do you ever get questions on to the level of detail like I need to get from here to there?

What? What bus or train do I take, and if so, how do you answer them?

Or your staff or whatever.



Bob Cullen 50:37

You're muted Rosalyn.



Alleman, Rosalyn (OST) 50:39

Sorry in terms of transit, probably not because. Most people will understand that transit is a local thing, but we do.

We do get a lot of questions that are really state and local government, anything to do, almost anything do with driver licensing for example, we get a lot.

We often still get questions about that because there is some division, especially with commercial driver's licenses. The regulations come from the USDOT.

But the drivers are actually licensed by the states, so there's some of those kind of Gray areas.

Well, not really Gray, but it's complicated for the public to understand that.

Can you know, throw people off? And I mean we some.

Occasionally we get bizarre ones like, you know, who regulates elevators and escalators? Because. That's transportation, right?

Parachutes. You know, we're like well.

Yeah. And when I started working at NTL, excuse me, was the same month that dot spun off.

The what became the Transportation Security Administration back in 2003.

And so we had a whole new administration handling a big new topic that nobody could get ahold of.

So the fact that it was not part of the OT anymore didn't really matter to the public.

They just wanted to know how to get a hold of people there.

So you know the kind of questions we get now versus then people are so much more tech savvy.

People are better at Googling.

You know, that kind of thing.
And we're and there's so much more information that's available out there.
So we don't get as many of those kind of questions as we used to.
But the public does.
Always amaze us with their creativity.
When it comes to asking questions.

 **Cara Marcus** 52:19

It's interesting interfacing with the public rather than, you know, researchers or states or whatever.

 **Alleman, Rosalyn (OST)** 52:25

Yeah. And we have a.

We have a real mix of that because you know with the, with the like airline on time statistics for example, we have a lot of users that they know what they're doing. They just go in and they pull a month's data. You know, whenever it's released, that kind of thing. And we never hear from them unless the website's down. But there's a lot of people who are just end users and they just want to know why was my. Flight cancelled.

You know, that kind of thing.

So then you have to sort of, you know, gear your answer towards what is the you know, the end user's never going to do this again.

Versus the.

Repeat user that does the same thing every month and understands how the process works.

So yeah, we have a lot of power users.

 **Cara Marcus** 53:02

Yeah.

 **Alleman, Rosalyn (OST)** 53:04

Replay.

 **Cara Marcus** 53:05

Great. Thanks.

BC Bob Cullen 53:07

Thank you, Kara.

We still have a great Q&A.

I've really I love this.

This is great.

We have at least a couple more minutes for any other questions or comments.

Caroline Stewart, you have your hand raised.

Is that from previously or did you have something else you needed to ask about?

SC Stewart, Caroline 53:27

Oh, I'm so sorry. I'm already looking at the GitHub. I forgot to lower my hand.

Thanks.

BC Bob Cullen 53:33

Oh, OK.

No worries. If anybody else has any questions or comments, we might have time for another one or two. Just do the show of hands.

Here, I'll ask as long as there seems to be a brief flow here, I'll ask a question. I have a couple of questions and comments throughout, but I'll ask this one of Beth.

Beth, I believe you mentioned that that.

Your first anniversary there.

It either is coming up or has already happened. Looking back on this past year, I want to ask if you've enjoyed, if you like your Coworkers and I don't.

I don't want to put you on the spot there, but what for you was the steepest learning curve just in terms of the many activities and responsibilities that have. I was there learning curve because you certainly demonstrated plenty of expertise and accomplishment. But I just thought I'd ask.

You that question?

BB Burnett, Beth (OST) 54:28

That's so kind.

Thank you, Bob and my coworkers are amazing and wonderful to work with, so I don't mind answering that publicly.

I think the steepest learning curve was getting to know our cataloguing system and

how it interfaces with Rosa P.

Just kind of the back end work flows.

We have a separate system to catalogue in, and then we ingest our records through.

A platform and then get them into Rosa P.

So it's a little it was a little tricky for me at first, but.

We have a great team here that definitely was patient and showed me the way through, so it helped a lot.

BC **Bob Cullen** 55:10

Excellent. Thank you for answering that question. And the final question and our comment for this hour goes to Eric Schwartz.

BB **Burnett, Beth (OST)** 55:11

OK.

BC **Bob Cullen** 55:19

Go ahead, Eric.

SE **Schwarz, Eric (Consultant) [DOT]** 55:22

OK.

Thank you.

Thank you, Bob, and thank you everyone for.

Giving us all these updates and sharing all the great works that you're doing.

My question again is for Beth.

So you had discussed the banners on records that you might have showed you might have shown it on a screenshot or explained it, but could you explain again what the?

Banners on records are.

BB **Burnett, Beth (OST)** 55:47

Sure. Great question.

I didn't have a screenshot for my slides, but we have an ability to add a colorful strip of a banner across an individual record in Rosa P and they have some information. In some cases they will give a link to an external website that takes you out.

Of Rosa P.

Or it may be a banner to alert you that there are additional files on that record.

And besides the primary file, we haven't done a lot with it just yet.

But we're kind of excited to see what we can do.

It's again some of the we don't have complete control over what it looks like or the language and the banners, the instructional language. But I think it's a nice feature we want to implement soon.

SE **Schwarz, Eric (Consultant) [DOT]** 56:35

OK.

Yeah. If you do think if you have a record, if you know the name of it off the top of your head.

Or maybe we could share it later, you know, then we can see. What? What it looks like.

BB **Burnett, Beth (OST)** 56:45

OK.

SE **Schwarz, Eric (Consultant) [DOT]** 56:45

But you said.

You said you're still working on it, so no, no pressure.

BB **Burnett, Beth (OST)** 56:49

Thanks.

SE **Schwarz, Eric (Consultant) [DOT]** 56:50

Sure. Thank you.

BC **Bob Cullen** 56:50

Wait, wait, wait, wait.

Thank you, Eric and all good things must come to an end.

We're at the end of the hour here.

I want to again thank all of our all of our great our great speakers.

For the very informative, very engaging presentations and as I already indicated, I thought the Q&A was just wonderful.

Thanks to those of you who participate in that and to our speakers for the responses, so.

David and I again cannot thank our speakers enough, but we also cannot thank all of you enough.

The rest of you for taking the time to join us today.

I hope you found this past hour very worthwhile.

And.

Just a couple of quick.

It's one big schedule. Thing is, the first TLR for 2025 does take place on Thursday, January 23rd.

Our speakers will be members of the library staff at LA Metro.

Please stay tuned for further details about that between now and then. I certainly hope to see at least a few of you at the TRB annual meeting coming up in the early part of next year. Early part of January.

So something else to look forward to. So in closing, again round of applause to all of you and David and I certainly want to wish each of you a happy holiday season especially to those of you who celebrate the holiday season and just a great end of two.

1024 so we all jointly get together, look forward to.

What we'll I know will be a wonderful introductive new year.

2025, thank you again. Take care.

● **Alleman, Rosalyn (OST)** stopped transcription