

## **GODORT Federal Documents Task Force Meeting Minutes**

ALA Annual Conference

Sunday, June 29, 2014: 1:00 – 2:30 p.m.

Caesars Palace – Messina

Convener: Jill Vassilakos-Long (Coordinator)

Recorder: Tim Dodge (Coordinator-Elect)

**Attendees:** Mary Alice Baish (GPO), Stephanie Braunstein (Louisiana State Univ.), Tim Byrne (OSTI), Brandon Burnette (Southeastern Oklahoma State Univ.), Marie Concannon (Univ. of Missouri), Daniel Cornwall (Alaska State Library), Elizabeth Cowell (Univ. of California – Santa Cruz), Rachel Dobkin (Government Information Student Group), Tim Dodge (Auburn Univ.), Sarah Erikson (Chicago Public Library), Cindy Etkin (GPO), Carlos Fernandez, Julia Frankosky (Michigan State Univ.), Bernadine Abbott Hoduski, James Jacobs (Stanford Univ.), Linda Johnson (Univ. of New Hampshire), Shari Laster (Univ. of California – Santa Barbara), Kevin McClure (Illinois Institute of Technology – Kent College of Law), Jim Noel (Marcive), Justin Otto (Eastern Washington Univ.), Hallie Pritchett (Univ. of Georgia), Aimee Quinn (Univ. of New Mexico), Larry Romans (Vanderbilt Univ.), Dan Stanton (Arizona State Univ.), Barbie Selby (Univ. of Virginia), Helen Sheehy (Pennsylvania State Univ.), Melanie Sims (Louisiana State Univ. Law), Wayne Strickland (NTIS), Lori Thornton (New Mexico State Library), Marilyn Von Seggern (Washington State Univ.), Jeffrey Wilhite (Univ. of Oklahoma).

**First Order of Business:** FDTF Coordinator Jill Vassilakos-Long convened the meeting and welcomed attendees. She stated how happy we are that GPO personnel were there and that we feel that the Public Printer acknowledges librarians as partners when she sends people from GPO to the American Library Association meeting and we appreciate it.

**Second Order of Business:** Barbie Selby made a motion to adopt the meeting agenda for June 29, 2014; Helen Sheehy seconded; the meeting agenda was approved.

**Third Order of Business:** Helen Sheehy made a motion to accept the minutes of the January 26, 2014 ALA Midwinter GODORT FDTF meeting; Barbie Selby seconded; the minutes were approved.

**Fourth Order of Business: Announcements.** Ms. Vassilakos-Long reported that the Freedom to Read Foundation's focus on emerging issues includes the disappearance of electronic government documents from the public record. Please send any egregious examples of such to her at [jvlong@csusb.edu](mailto:jvlong@csusb.edu) so she can send them on to the Freedom to Read Foundation.

Sarah Erikson encouraged people to attend the ALCTS (Association for Library Collections and Technical Services) PARS ((Preservation and Reformatting Section) Presidential Forum for discussion of the ALA Committee on Legislation Federal Depository Library Program Task Force Final Report and Recommendations scheduled to take place at 4:30 – 5:30 p.m. that day.

Rachel Dobkin encouraged people to attend the ALA Conversation Starter “Tumblerian Talk” scheduled for 9:15 – 10:00 a.m. on Monday, June 30; Ms. Dobkin was on the panel.

Justin Otto announced that Eastern Washington University is seeking a Coordinator of Reference Services.

### **Fifth Order of Business: Committee Liaison Reports.**

- 1) **Cataloging:** Steven Jeffrey reported that the GODORT Cataloging Committee is updating the Toolkit for processing and cataloging federal government documents and that the committee thanked the Public Printer for the RDA (Resource Description and Access) transition.
- 2) **Education:** The GODORT Education Committee would be meeting later this day to discuss teaching non-government documents librarians about government information literacy.
- 3) **Legislation:** Bernadine Abbott Hoduski reported on behalf of the absent GODORT Legislation Committee Liaisons. Ms. Abbott Hoduski reported that the Resolution on Preserving Public Access to Scientific and Technical Reports Available through the National Technical Information Service was endorsed at an ALA Committee on Legislation (COL) meeting the previous day (June 28).  
Ms. Abbott Hoduski also reported there are ongoing discussions concerning plans for the future of the FDLP with Superintendent of Documents Mary Alice Baish and that associated reports are still being analyzed. Federal libraries were affected as a result of the government shutdown. Feedback from the FDTF is desirable.  
There would *not* be a committee meeting held on June 30.  
Frank Lester reported that the Resolution in Support of Stable Funding for Air Force Libraries was endorsed in Council this morning.
- 4) **Program:** On behalf of the absent Liaison, Helen Sheehy reported the GODORT Program Committee would be meeting later this day and would be looking at two or three proposals for the Annual Conference to be held in San Francisco in 2015 including data visualization with MAGERT, copyright in state government information, and a subject-based classification being devised by Louisiana State University for state government documents.
- 5) **Rare and Endangered Government Publications:** Shari Laster reported that this committee is studying the *GODORT Policies and Procedures Manual* in regard to locating, collecting, and preserving local government information sources (and advocacy for these efforts). More information will be announced via ALA Connect for further discussion.
- 6) **Publications:** James Jacobs reported that the GODORT Publications Committee is exploring the permissions allowed for access (beyond search) to *Documents to the People (DttP)* being made available via the Hathi Trust. Revisions are under discussion regarding the *Occasional Papers* in the *Policies and Procedures Manual (PPM)*. Also under discussion is changing the Notable Documents Panel Chair term to a three-year to a three-year position and for the Past-Chair to chair the *Occasional Papers*.

### **Sixth Order of Business: National Plan for the Future of the FDLP.**

Superintendent of Documents Mary Alice Baish explicated the strategic direction, much of which was based on GODORT input, in the National Plan for the Future of the FDLP. She noted that, unfortunately, we cannot count on the U.S. Congress at this point to invest the necessary interest and time to revise the FDLP, so, for now, we need to see what can be done

with minimal risk to the FDLP. A major theme that emerged from the study was flexibility. Three major strategic priorities were identified and discussed.

Cindy Etkin explained the first priority: *to establish Library Services and Content Management processes and procedures that apply life cycle management best practices for all formats, while also ensuring permanent public access to government information dissemination products in the digital age.* For GPO to get processes in place to go from print-centric to content-centric in its processes.

Ms. Baish explained the second priority: *to provide a governance process and a sustainable network structure that ensures coordination across the FDLP and allows the most flexible and effective management of depository libraries and their resources.* Flexibility was a recurring theme. Libraries that wish to have an all-electronic collection are inhibited from doing so by a mandate that they hold the core collection, which includes two item numbers that are only available in print. The Superintendent of documents is repealing this as a mandate so that libraries that wish to be all electronic can be all electronic, and states would only be required to select the tangible memorial resolutions about people from their state.

Flexibility in another arena was discussed. Possible changes for document retention requirements for regional depositories: keep tangible documents for seven years and then request approval from the Superintendent of Documents to substitute an electronic copy available through FDsys. Provisions would need to be made to ensure sufficient copies of tangible documents were available on a geographic basis (“geographic equality”). Concerns to address include those of selective depositories that gave up tangible copies to regionals under the assumption that permanent future access to these tangible copies was assured. Other concerns regarded the future possibility of library administrators facing space constraints who might seek the removal of remaining tangible document collections. For now, Title 44 of the *United States Code* provides protections against the arbitrary destruction of tangible collections.

Finally, the third strategic priority presented was to *deliver dynamic, innovative, strategic services and mechanisms to support the needs of federal depository libraries in providing accurate government information to the public at large in a timely manner.*

Concerns were also expressed regarding permanent electronic back-up. James Jacobs noted that FDsys is *not* a trusted digital repository. By default, right now, the 37 LOCKSS DOCS-participating libraries (10 of which are regional depositories) are serving as a permanent electronic back-up system.

A subcommittee consisting of Aimee Quinn, Barbie Selby, Jill Vassilakos-Long, James Jacobs, and Shari Laster (appointed to lead the group) was formed to draft a response to this recommendation. The recommendation will be shared with FDTF members and sent to the GODORT Steering Committee by late August.

Ms. Baish said plans are in the works for a Spring 2015 Depository Library Council meeting. She would also like to thank ALA and GODORT for supporting the nomination of Davita Vance-Cooks for Public Printer.

### **Seventh Order of Business: Fugitive Documents.**

Jill Vassilakos-Long introduced the topic. Fugitive documents (*i.e.*, documents that are within the scope of the FDLP but, for various reasons, have not been submitted to GPO for dissemination to depositories) have been a problem for decades and with the advent of

electronic-only documents, have only become more problematic as federal agencies often mount such documents on their web sites unannounced and then take them down unannounced, completely bypassing GPO in the process.

There were some successful efforts made in the past to deal with the fugitive document situation. Before GODORT existed congressional committee prints were being collected by the Congressional Information Service and the Library of Congress who would send staff to go around to the committees and get copies, but they were not getting into the Depository Library Program. Bernadine Abbott Hoduski told us that her first assignment as a staffer at the Joint Committee on Printing: to meet with all 55 congressional committees to convince them to authorize GPO to ride the print orders to get copies for the depository library program. When she went and spoke to the committees she found that they believed that, since they were giving copies to the Library of Congress, the information was getting disseminated through LC to all libraries. When they found out that was not true they were shocked and horrified and they agreed to comply. Similarly, materials from the Supreme Court, and even the CIA were brought into the program through personal contact.

Many documents that were not in the program prior to the 1962 Act were brought into the program through GODORT's work. The problem of fugitive documents has been exacerbated by materials going online.

Mention was made of Robin Haun-Mohamed's work at GPO in tracking down fugitive documents and developing agreements to bring them into the program.

The Department of State used to produce 15-20 page reports on the current situation in different countries. These were printed kind of like travel alerts. One had to be on their mailing list in order to get those sent to one's library. Sheila McGarr got them into the program.

Utah State University wanted to get military specifications. There are millions of pages and the JCP staff convinced Defense Dept. to provide standards to Utah State. It was so voluminous that the Library Director would not let them take them. Defense was in the process of digitizing, once it was digitized it was made available to libraries that wanted to get it.

Modern technology suggests several potential solutions for handling fugitive documents. James Jacobs at Stanford University reported on a project known as Everyday Electronic Materials (EEMs): a couple hours a month of one of their Acquisitions staff checks on 10 agencies (identified as creating many fugitives through the Lost Docs blog) and their publications and checks to make sure they're in the CGP. If not there, the publications are reported to GPO and captured to a local digital repository. So far they have saved about 600 documents. It only takes a couple hours a month to adopt an agency. Interested participants should contact Mr. Jacobs.

We used to have an Agency Liaison program to try to get them to put things into the program. Sometimes it worked and sometimes it didn't.

People were asked to come up with ideas for actions that someone like them could take to bring fugitive documents into the program.

Suggestions included:

Keep other libraries informed about fugitives as you find them.

Educate agencies about the FDLP obligation.

Work to get declassified documents into FDLP.

Hold agencies accountable to their Title 44 requirements.

Follow-up on directly mailed items to see if they are in the system.

Bug an agency.

Assign various acquisitions staff to this.

Put word out to local library associations, faculty, etc.

Local web harvesting.

Tweet.

Adopt an agency.

Follow through.

GODORT project to monitor all agencies.

Librarians harvest and host digital copies.

Enforcement of the law agencies provide publications to GPO.

Adopt an agency.

Send your fugitive receipts to LostDocs (freegovinfo.info).

Record discovered electronic fugitives on widely available blog.

Have NSA monitor all agencies.

Steal James' idea (he says it's public domain, feel free).

Fugitive apprehension dragnet.

Education committee webinar on ABCs of fugitive reporting.

Send retirement card to encourage retirees to deposit things they're clearing out.

Call representatives to encourage centralized management of information products.

Other reference librarians, when notice fugitives report them.

Find documents when performing reference service and report it.

Adopt an agency.

Remind/explain purpose of FDLP to agencies.

Expand the scope of LOCKSS USDocs to include agencies.

Create an email or form for anybody who is not a librarian to submit.

Monitor agency websites.

Librarians have virtual space set aside to house fugitives.

More public submission form on GPO, library website, etc.

Prizes!

Develop a tool kit/primer on federal fugitive documents.

Talk to faculty who use documents, maybe at conferences and ask what is missing.

Participate in design and content of agency sites.

Jill will create opt-out system, email everyone on sign-in sheet to continue conversation, send photo of wall, and then pair, and then name columns.

### **Eighth Order of Business: One-Page Handout on FDLP for Legislators.**

The following formed a subcommittee to work on this handout: Kevin McClure, Kathy Bayer, Bernadine Abbott Hoduski, Tim Dodge, and Jill Vassilakos-Long.

**Ninth Order of Business: ALA Committee on Legislation, Federal Depository Library Program Task Force Final Report and Recommendations.**

Ms. Vassilakos-Long expressed concerns over the process used in the creation of the report and asked for comments. Both James Jacobs and Bernadine Abbott Hoduski noted that the report is mixed: perhaps in some ways it is more of a laundry list lacking context and flow; concerns over the possible destruction of tangible documents in favor of electronic-only with the possible danger that government information might be lost forever. It would have been useful to survey end-users as well as librarians. Ms. Abbott Hoduski concerned about destructive digitization being promoted, why not non-destructive? The paper could be a useful backup. It was a very mixed report, some things were good, others, not. Shari found it interesting that despite the fact that the charge to the committee was to look at preservation, the committee noticed the importance of educating librarians about government information. Seems like an opening, a recommendation for better education, which is a form of advocacy. Sarah mentioned that we should also strive to work better with other groups in ALA, such as PARS, maybe co-sponsoring programs.

There is no way to alter that report. No point now even in a response. GODORT needs a document that lays out the essential things that we feel are important in the depository library program and other programs that are related. Suggestions were made to have GODORT produce its own vision for the future of the FDLP; Bernadine Abbott Hoduski suggested that the FDTF be involved. Jill Vassilakos-Long said she would explore technology that could be used to facilitate the conversation.

**NTIS:** Leg. passed the resolution, it will be coming to GODORT Membership meeting for GODORT to endorse. COL GIS and GODORT Leg both endorsed. Will be part of the GODORT report to Council.