



# Society of Fire Protection Engineers

*Advancing the Art and Science of Fire Protection Engineering*

60 Batterymarch Street  
Boston, Massachusetts 02110  
617 482-0686

## MINUTES OF MEETING

Librarians, Universal Fire Protection Library System  
9:00am - Tuesday - January 7, 1986  
CFR/NBS, Gaithersburg, MD

1. Present: John L. Bryan, University of Maryland; Cindy Baumann, University of Maryland; Irene Bilas, Rolf Jensen & Associates, Ltd. (Canada); Fred Bradley, P.E., Gage-Babcock & Associates; Lynn Harpool, National Emergency Training Center; Adele M. Chiesa, National Emergency Training Center; Nora H. Jason, CFR/NBS; Andrea Kiene, Rolf Jensen & Associates, Inc.; Florice T. Madden, FMRC; Scott Mellon, NRC Canada; Daniel O'Connor, P.E.; Schirmer Engineering Corp.; Martha M. Pettrossi, FIREPRO Incorporated; Arlene Port, NFPA; and D. Peter Lund, SFPE.
2. Introductions were exchanged and special greetings were extended from Jim Winger, Deputy Director, CFR/NBS and Bud Nelson (Immediate Past President, SFPE), Head, Fire Safety Performance Research, CFR/NBS. Executive Director of SFPE Pete Lund traced the history of the project to date citing its beginnings with the CFR/NBS and NFPA co-sponsored National Fire Research Strategy Conference held in July 1985.
3. Nora Jason explained FIREDOC and followed it with hands on time for those present. She will be doing a similar presentation at the SFPE May Annual Meeting. Some points from her discussion . . .
  - . average input was 10 records per day. Those inputting data also had their regular daily duties to deal with.
  - . "purests" take a book and enter data from it; not-so-pure will take data from a secondary source.
  - . when inputting material, put in this year's acquisitions and then go back and pick up previous years.
  - . minimize decisions that those inputting need to make.
  - . Greek characters handled by spelling out. Use a dictionary.
  - . Nora edits each record.
  - . other data bases include Engineering Index, Chemical Abstracts, Dialogue.

- . strength of FIREDOC will be its historical base.
  - . would like people to access FIREDOC and would expect reciprocity.
4. Discussion of the several agenda items developed the following points . . .
- . keyword accessing, although time consuming, seems to be the optimum way to go.
  - . of those present, only CFR/NBS, NRC Canada and FEMA are automated.
  - . information needs to be shared but what information. Need to identify common needs.
  - . "Fire Science Abstracts" are coming from Fire Research Station, England which references their collection.
  - . "Fire Technology Abstracts" is out of business for a number of reasons, which is unfortunate.
  - . focus of those present is on fire protection engineering with a "lean" toward research.
  - . entering a system by author is a valuable search tool.
  - . abstracts are a valuable addition and in all probability should be written when not otherwise provided. Cost for an "abstractor" to abstract is about \$15.00 per abstract.
  - . a central source of who has what would be a great help to an engineer.
  - . public sector libraries in business to share all that they have. Private sector libraries may or may not be willing to share. They have proprietary rights.
  - . volume of information appears to be increasing daily.
  - . rather than force uniformity of vocabulary, a gateway system which looks at various data bases may be an option.
  - . two kinds of libraries represented - those which catalogue virtually everything which comes along (CFR, NFPA, FM, FEMA, NRC) and those which catalogue only that which is perceived to be needed today and tomorrow (consultants).
  - . need to strengthen network among librarians. Currently exists but is very low key.
  - . possible ways to strengthen network are to develop and circulate a "library profile" of each library, exchange accessions lists and listings of serial publications.

5. Where to from here? It was agreed that the following steps would be taken.

- a. develop a library network. That which currently exists informally should be expanded and formalized. The mechanism to accomplish that objective is to develop, have each library complete and then circulate among participants a "library profile". The one sheet (8 1/2" x 11") profile would include the following: organization, address, telephone number, contact person (librarian), interlibrary loan policy and name of person responsible, brief (200 word) description of collection including the perceived focus (strengths) of the collection, photocopying charge and hours of operation. Nora Jason and Pete Lund will develop the form. SFPE Headquarters will distribute the form to participants, collect the returns and circulate a complete set to each participant. March 1, 1986 is the target date to circulate the completed forms.
- b. coincident with the above, each library will provide a list of serial publications holdings including how long each is held, language, and voids. This also to be accomplished by March 1, 1986.
- c. accession lists will also be exchanged. Each library will provide 20 copies of their monthly accession list to SFPE Headquarters by the 5th of the month for the second previous month. February 5, 1986 is the deadline for the first exchange and it will be the December 1985 list.
- d. a resource list of library and librarian associations and societies will be developed and circulated among participants.

The above actions were taken recognizing that . . .

- a. establishing the network in a mechanical fashion (telephone and mail) will in all probability lead to an automated system in the future as the participant libraries become computerized. Firstly, the system needs to be established then comes its automation.
- b. for those embarking upon an automated information retrieval system, the FIREDOC vocabulary list is offered as a good place to start. However, one should use a list which meets one's needs yet strive for compatibility.
- c. the librarians will become better acquainted as time progresses and information exchange will more readily occur. With that in mind a second meeting was tentatively planned for Boston in June coincident with the Special Libraries Association (SLA)

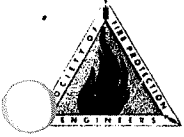
annual meeting. Arlene Port, NFPA offered to host the meeting.

- d. the focus of the current group is on providing and exchanging fire protection engineering information which may lean toward the research end of the total continuum of fire information.
6. Meeting adjourned at 3:20 pm with sincere thanks to all, special thanks to Nora Jason for acting as host, for a productive day's work.



D. Peter Lund, CAE  
Executive Director

/j



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(1-7-86)

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