



Society of Fire Protection Engineers

Advancing the Art and Science of Fire Protection Engineering

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Minutes of Meeting

Participating Organizations
Universal Fire Protection Library System
9:00 am - Friday - June 6, 1986
NFPA Headquarters, Quincy, Massachusetts

1. Present. Irene Bilas, Rolf Jensen & Associates, Ltd.; Richard L.P. Custer, WPI; Nora Jason, CFR/NBS; Andrea Kiene, Rolf Jensen & Associates, Inc.; Florice Madden, FMRC; Scott Mellon, IRC; Martha M. Pettirossi, FIREPRO Incorporated; Arlene Port, NFPA; and D. Peter Lund, Executive Director, SFPE.
2. Participants were provided a tour of the NFPA headquarters which included a visit to the Charles S. Morgan Technical Library and a description of its operation by Arlene Port. Brochure attached.

3. Librarians update.

NFPA. Records management is being added to the library's list of responsibilities. Retention period criteria will be established. The system will initially be a manual one.

RJAL. Are using dBase III to catalogue reference material which engineers use such as minutes of code group meetings. Office is moving. Have a branch office in Vancouver, B.C. which has a library of sorts. Difficult to manage a library from a distance.

RJAI. Deerfield office is also moving. As move takes place are sending records out to be microfilmed and then into microfiche. Will probably computerize after the move.

FMRC. Have two employees doing reference work. Trying to develop a system to incorporate accession lists from UFPLS.

FIREPRO. Goal is to access the rest of the world. In-house manual system is currently sufficient. No present need for a computer.

CFR/NBS. Nora is presenting a paper at a Luxemborg conference entitled "New Technology to Reduce Fire Losses and Costs". It will be on FIREDOC. Librarians and information specialists should publish more often. Everything new is going on FIREDOC and as time permits going back and incorporating existing material. Currently back to 1982.

IRC. This is the new acronym for "Institute for Research in Construction", the new name for the Division of Building Research, NRC, Canada. Institute is moving toward cost recovery for services so will probably charge for what it used to do for free. Have acquired a PC and R base 5000. Hope to produce monthly accession list in 45 minutes as opposed to 2 1/2 days, once program is functioning. dBase III would probably work equally as well for them.

WPI. Fire library is a departmental library and when there is an overflow it goes to the main library. Main library very cooperative in building fire collection. Main library has completed converting 2/3 of card catalogue to electronic means. When job is complete many terminals throughout the campus will be able to access the former card catalogue. Dick Custer has purchased "REF-II (software) System - a Database Management System for References" from DG Systems, 222 Prospect Avenue, Hartford, CT 01606 (203-247-8500) version 2.3 for IBM-PC and MS-DOS. It is very reasonably priced. Much of public domain data is available through NTIS; other data is why we are coming together. There are two basic sources of databases - a strong central organization with clout and a cooperative venture. UFPLS is the second variety. A five year cumulative index of "Fire Journal" is needed. Could be easily automated. "Fire Technology" could be similarly indexed.

4. FIREDOC update. Pilot Study was a success as it pointed out things that were not known. Not all participants were able to access due to hardware problems at CFR. However, those problems can be addressed by the equipment vendor. All participants, except one, read the manual first and the exception said he should have. Was a knowledgeable group of ten. A second pilot study is coming. The same group of ten will be asked and passwords assigned. It is scheduled for the Fall.
5. Review of UFPLS procedures. All seems in order for the moment. Possible additions to the system are University of Akron and a group from Australia. Word-of-mouth appears the best way to advertise the system.
6. Union list of fire serial publications. It was agreed to develop a union list which would name the serial publication and indicate who holds what and which years. A master list will be developed and circulated to participating organizations for review. The union list will then be provided on a diskette probably using "Word Perfect". The following acronyms were assigned from union list purposes.

Rolf Jensen & Associates, Inc.	RJAI
Rolf Jensen & Associates, Ltd.	RJAL
Schirmer Engineering Corp.	SEC
Gage-Babcock & Associates	GBA
National Fire Protection Assoc.	NFPA
CRF/National Bureau of Standards	FRIS
University of Maryland	UMD
Worcester Polytechnic Institute	WPI
Center for Firesafety Studies, WPI	CFS

Institute for Research in Construction	CISTI
Univ. of California, Berkeley	UCB
Factory Mutual Research Corp.	FMRC
U.S. Forest Service	USFS
National Emergency Training Center	NETC
Fire Research Station	FRS
Oklahoma State University	OSU
Office of Fire Marshal - Ontario	OFM
FIREPRO Incorporated	FPI

Nora Jason and Pete Lund will develop and circulate the initial list.

7. In the interest of giving greater and more appropriate identity to the group it was voted to change its name to "International Network for Fire Information and Reference Exchange" (inFIRE).
8. A draft scope statement will be prepared by Peter Lund and circulated to inFIRE participating organizations for review.
9. It was agreed to meet next in early May 1987 in Ottawa, Ontario. Scott Mellon will arrange a suitable location. Announcement of the meeting will be made in January 1987 and a call for papers issued. The meeting will be one-half day papers; one-half day general session.
10. Meeting recessed for lunch and the journey to Factory Mutual Research Corporation in Norwood and adjourned at 3:45 pm in Norwood.



D. Peter Lund, CAE
Executive Director

Encl.

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