

# Preserving State Government Digital Information Tennessee Partners Meeting Summary

**Monday, July 13, 2009**  
**Tennessee State Library and Archives**  
**Nashville, Tennessee**

*Robert Horton and Carol Kussmann, of the Minnesota Historical Society (MHS), met with the Tennessee partners of the NDIIPP-sponsored project, Preserving State Government Digital Information.*

*Tennessee participants included Jami Awalt, Wayne Moore, and Greg Yates (Tennessee State Library and Archives); Brian Lewis and Jason Dunnivant (Legislative Information Services); Tammy Letzler (Assistance Chief Clerk, State House of Representatives); and Alan Whittington (Assistant Chief Clerk, State Senate).*

*The day consisted of two meetings, one with the Library and Archives staff only and another that included the legislative IT staff. Much of the morning meeting was spent updating staff on the pilot project and also discussing possibilities of testing digital audio files with the Washington Digital Archives through another NDIIPP project. The afternoon meeting that included IT staff was a general overview of the project with a summary of the pilot project. The PowerPoint presentation was shown to the entire group in the afternoon. Discussion occurred during and after both presentations given by Robert Horton.*

*The following account is summarized and paraphrased.*

*Morning Meeting with Library and Archive staff...*

Bob gave an overview of the project developments and discussed the pilot project, publicity options, and the opportunity to test full text audio file indexing with Washington State Digital Archives, another State NDIIPP project.

**Pilot Project:**

Workflow includes information of various types from various sources are submitted to a trusted intermediary. The submitted files may or may not use an authentication specification and may or may not be wrapped with an XML metadata wrapper. The trusted intermediary then transforms the data and places it into a native XML database which can be accessed via a user web interface or by user APIs. The trusted intermediary could also make content available for batch downloads. The trusted intermediary would also take advantage of a preservation archive to ensure the original files are preserved overtime.

This process will be tested over this year with Minnesota data. Other states (KS and CA) will help test the ingestion of data from other states the following year. If possible, testing the ingestion of audio files, log sheets, and metadata could be done with files from Tennessee.

#### Publicity:

Publicity about the project is done in various ways including meetings with professional groups with specific interests such as NCSL and others. In addition to giving presentations and discussing the program with people, MHS has developed a brochure and bookmark for distribution. These handouts can easily be modified for other state partners to hand out in their state, but replacing MHS logo with a state appropriate logo. The text can also be modified slightly to highlight specific areas of interest, such as the testing of audio files with Washington Digital Archives. Photos can also be replaced to reflect a local flavor. More recently, MHS has developed a podcast about the project. A rough cut was shown to Tennessee which sparked discussions on the process of creating a podcast, what equipment was needed, where podcasts are posted, and the opportunities of creating their own. Overall, it was decided that having a brochure and bookmark to hand out to legislators and legislative staff is important because having something in writing seems to somehow validate to goals of the project. Interest in creating a podcast was also high.

#### Washington Digital Archives:

([http://www.digitalpreservation.gov/partners/states\\_wa/states\\_wa.html](http://www.digitalpreservation.gov/partners/states_wa/states_wa.html) and <http://www.digitalarchives.wa.gov/>)

Washington Digital Archives has developed a digital archives system for government data. One record type the archive accepts is audio files. These audio files are then full 'text' indexed and ingested into the archive. The audio 'text' becomes full text searchable. A search retrieves audio files that include the searched for word/s. The audio files can then be played in its entirety or jump to individual instances where the keyword is found. Tennessee has a long history of audio recordings of the legislature. It is hoped that this system can be tested by Tennessee as an option of providing access to this resource. Tennessee will choose a select number of digital files to submit for this test. Tennessee, Minnesota, and Washington will work together to facilitate this test. Requirements for depositing files were given to Tennessee to provide background information on what will be necessary for transferring and ingesting of test files.

*Afternoon meeting with IT Staff...*

Robert Horton gave a general PowerPoint explaining the program, its purpose, accomplishments, and goals. More time was spent on explaining the pilot project (as discussed above). A short discussion followed.

Tennessee IT Staff continued the discussion by explaining the features of the streaming video system they are now using. They started using Granicus in January to video- stream and record legislative sessions. This system allows them to mark/tag the videos at any point in the video. Clerks mark where individual bills are being discussed. Other events, such as roll call, or calendar messages, are also marked in some videos. Streaming videos can be viewed live or archived. These videos are then archived both by Granicus and the Legislature. Two of the main benefits of partnering with Granicus were the availability of additional bandwidth and the ability to tag videos at the time of creation.

Access to the video files can be done directly through a link to the video files section of the website; however files can also be found by keyword searching. A keyword search scans the subject index of each bill. Any bill marked with that keyword is retrieved. Selecting a particular bill brings up the bill history, links to bill amendments, and links to videos that discuss the bill.

*Next Steps...*

- Develop a plan to test Tennessee audio files with Washington.
- Modify the brochure/bookmarks for Tennessee
- Assist with a podcast if necessary
- Continue to update partners via BaseCamp, project website, and other communication methods.