

FGDC CULTURAL RESOURCES SUBCOMMITTEE CHARTER (December 10, 2013)

BACKGROUND

The National Historic Preservation Act of 1966 created the National Register of Historic Places, the National Historic Landmark program, and the network of State Historic Preservation Offices (SHPOs), now expanded through subsequent amendments to territories, certified local governments (CLGs) and Tribal Historic Preservation Officers (THPOs). The Act also authorized the creation of the Historic Preservation Fund (HPF) to partially support activities conducted by SHPOs, CLGs and THPOs. The National Park Service (NPS) administers the HPF, provides technical assistance to SHPOs/THPOs, and maintains the National Register of Historic Places among other important functions related to the national historic preservation program.

For the most part, SHPOs/THPOs focus on the cultural resources within their own jurisdictions. Determined eligible for the National Register of Historic Places, these resources constitute districts, sites, buildings, structures, and objects significant in American history, architecture, archaeology, engineering, and culture. The SHPOs/THPOs serve as stewards of the documentation associated with these cultural resources within their own political boundaries and may encompass prehistoric and historic features, as well as landscapes and offshore submerged features. SHPOs/THPOs and Federal agencies submit National Register nominations to the NPS, maintain a statewide inventory of cultural resources, participate in the Section 106 process which specifies how Federal agencies should consider the impact of their undertakings on cultural resources, assist the NPS in administering the historic preservation tax incentive program, as well as a variety of other local programs involving the recognition, use and protection of cultural resources.

One of the most important functions of the SHPO/THPO is the collection and dissemination of survey and inventory data. These inventories inform Federal, state and local organizations of the presence of potential National Register eligible cultural resources that may be affected by their undertakings; provide a pool of cultural resources to nominate to the National Register; provide a pool of cultural resources from which other preservation tax and grant programs may draw upon; and serve as a repository of information gleaned from surveys conducted by Federal, state and local agencies throughout the state. All preservation activities ultimately relate to information on an historic property, whether architectural or archaeological, therefore the statewide inventory of resources provides the primary source of data for SHPOs/THPOs, but also for Federal and state agencies that use the information daily.

PURPOSE

This Charter establishes the Federal Geographic Data Committee (FGDC) Cultural Resource Subcommittee, which is charged with the identification, prioritization, implementation, coordination, and oversight of strategies and tasks required to support the national cultural resource geospatial data theme

and to coordinate these activities across Federal geospatial programs to that end. The Cultural Resource Subcommittee is accountable to, and provides recommendations to, the FGDC Coordination Group, which provides recommendations to the FGDC (Steering Committee), which is the policy-level interagency authority responsible for providing leadership and direction in the use and development of geospatial data and information across Federal geospatial programs and in conjunction with public and private sector partners/stakeholders.

Because each SHPO, CLG, THPO, and Federal agency operates independently to collect, maintain, and utilize their portion of the repository of over four million cultural resources nation-wide, coordination in data standards is a key aspect for the utility of the data. Increasingly, the SHPOs/THPOs are turning to GIS to share data across state and local lines and to Federal agencies. The Cultural Resources Subcommittee will provide the framework for developing cultural resource data standards to facilitate data sharing, in addition to fostering coordination efforts among SHPOs/THPOs and other Federal and state users of historic resource data.

AUTHORITIES

The Cultural Resource Subcommittee is chartered under the direction of the FGDC Coordination Group, which is granted authority through Office of Management and Budget (OMB) Circular A-16, Executive Order 12906, and the E-Government Act of 2002. The National Park Service is designated as the lead agency for the cultural resource data theme in the same OMB Circular A-16, and the subsequent FGDC endorsed revised themes list, August 19, 2011.

CULTURAL RESOURCES SUBCOMMITTEE OBJECTIVES

The primary objective of the Cultural Resources Subcommittee is to provide assistance and identify best-practices useful to the National Park Service in meeting its cultural resource data theme stewardship responsibilities under OMB Circular A-16. These responsibilities include developing and implementing appropriate FGDC standards, a strategic plan for populating the cultural resource data theme, and goals that support the NSDI. Additionally, the Cultural Resources Subcommittee will periodically assist the National Park Service in meeting its administrative responsibilities under OMB Circular A-16. These include preparing performance reports documenting the Subcommittee's activities to the FGDC Coordination Group, as well as disseminating cultural resource spatial data, and publishing proven practices for the use and application of creating, maintaining, and distributing cultural resource data sets.

The Subcommittee will also promote coordination among SHPOs/THPOs, as well as cooperation between SHPOs/THPOs and Federal or state agencies, by providing a forum for discussion, partnering, information sharing, and participation in the development of standards.

Based on the reports and activities of the Cultural Resources Subcommittee, additional tasks may be assigned by the FGDC Coordination Group related to cultural resource data. The Cultural Resources Subcommittee will also maintain close coordination with other FGDC subcommittees and work groups to

ensure that their recommendations to Federal agencies, as well as SHPOs/THPOs meet the requirements of other standards.

Specific Objectives include:

- Formulate business practices and strategies for development and management of the Cultural Resources components of the A-16 portfolio and other components of the NSDI and the cultural resource data theme.
- Provide recommendations on corresponding policies and actions to the FGDC Coordination Group and establish corresponding priorities and actions and FGDC interagency activities in tandem with input from other executive champions and theme managers.
- Advance inter- and intra-governmental coordination to ensure implementation of the Cultural Resources components of the NSDI by formalizing and promoting use of standards, geospatial portfolio management practices, and guidance to enhance Federal enterprise management of the Cultural Resources National geospatial data sets.
- Promote the designation and support of the Theme Lead, national data set managers, and data stewards, to implement the cultural resource spatial data theme as outlined in OMB Circular A-16 and associated guidance.
- Facilitate compliance of Federal geospatial investments in the implementation of Federal standards, policies, and protocols as they apply to acquisition, management, development, and maintenance of cultural resource data and information.

MEMBERSHIP

The Cultural Resources Subcommittee will be composed of representatives of Federal agencies that as part of their mission collect, maintain or interact with cultural resource inventories related to their responsibilities under the National Historic Preservation Act (Section 110), as well as other similar authorities. Member agencies shall designate their Federal Preservation Officer and any alternates desired, as well as changes thereto, to the Subcommittee chairperson.

Public and private sector agencies or organizations who are involved in historic preservation, including, but not limited to, representatives of State Historic Preservation Offices, Tribal Historic Preservation Offices, Certified Local Governments, the National Conference of State Historic Preservation Offices, universities, or consultants may be added with the consensus of the Cultural Resource Subcommittee representatives. Although non-Federal participants may engage in Subcommittee discussions and offer information and opinions, their participation is limited to a non-decision making role. Participants will be solicited and rotated on an as needed basis from the established historic preservation community. A roster of Federal members and other participants will be maintained by the Chair of the Subcommittee.

MEMBER RESPONSIBILITIES

The Cultural Resource Subcommittee shall advance the development and maintenance of the cultural resource data theme, and associated coordination of Federal programs through collaboration of its member representatives in the performance of its responsibilities by:

- Regularly attending and participating in quarterly Subcommittee meetings and presenting their agency perspective.
- Ensuring that FGDC actions and activities are communicated to the appropriate entities within their respective agencies.
- Staffing task groups as needed.

CHAIRMANSHIP

The Chair of the Subcommittee will be from the National Park Service, as the lead agency for the cultural resource theme established in OMB A-16, and the members will be subject-matter specialists on cultural resource GIS, or collection and creation of cultural resource data.

MEETINGS AND DECISION MAKING

Regularly scheduled meetings of the FGDC Cultural Resource Subcommittee are typically held on a quarterly basis. The Subcommittee, or designated task groups, may hold additional meetings as needed. Meetings and teleconferences will be announced at least a week in advance and conducted in accordance with a published agenda. Meetings are normally open to all interested parties. Draft meeting minutes documenting action items and responsibilities will be circulated to all members following the meeting. The meeting announcement and the final minutes will be co-posted within two weeks on the FGDC website (www.fgdc.gov). Members unable to attend may send designated alternates.

Decisions may be made at scheduled Subcommittee meetings, during teleconferences, and by electronic ballot, as appropriate. The preferred process for decision-making is by consensus of the members present. If consensus is not reached, the issue may be put to a vote or decided by a method determined by the Chair.

A vote may be taken by voice, the results of which shall be included in the meeting minutes. A simple majority of votes determines the outcome of a vote or decision. Matters for Subcommittee decision shall be presented to the membership no later than 10 working days prior to the meeting at which they will appear on the agenda. Members or their alternates who cannot attend a meeting may in advance provide their proxy to either the Chair or the theme lead.

REPORTS

The Cultural Resource Subcommittee will develop an annual goals and objectives plan and provide it to the FGDC Coordination Group and FGDC Secretariat. The Subcommittee will also develop an annual summary of accomplishments. All progress documented as a result of Subcommittee activities shall be submitted to the FGDC Coordination Group and the FGDC Secretariat.

APPROVAL

This Charter will be reviewed annually and shall remain in effect until amended or replaced. Any amendments or revisions to the Charter will be posted on the FGDC website (www.fgdc.gov).

Approved by FGDC Coordination Group vote on: December 10, 2013
Date