

Department of State Parks and Cultural Resources

Mission and philosophy

Through Wyoming's arts, parks and history, we help people enjoy life more fully. We create an exceptional environment internally which reflects itself in extraordinary delivery of service. We work toward encouraging both residents and non-residents to experience Wyoming's best: arts, parks and history.

Results of outcomes

Goal I: Enrich, educate and provide for the preservation, evaluation and development of cultural and recreational resources under the stewardship of the Department of State Parks and Cultural Resources.

Objective 1: Through Museum exhibits, programs and collections activities, visitors will have a better understanding of Wyoming's heritage and culture.

Outcome Measure: Visitors to the state museum filled out 54 surveys. Thirty-six visitors thought that the state museum provided an excellent experience while 14 rated the museum as good. Strategy: Facilitate collections research and access and enable staff to maintain and care for state owned museum collections.

Output Measure: Staff entered 580 catalog cards into the museum system database.

Strategy: Provide education and outreach activities for museum constituencies.

Output Measures:
A total of 1,541 people participated in 57 programs and/or training sessions.

Objective 2: Stimulate and encourage public interest and participation in the study, performance and presentation of the fine and performing arts and related crafts.

Outcome Measures: Conduct surveys in targeted areas to assess the positive impact of Wyoming Arts Council (WAC) programs, technical assistance or funding.

No surveys were conducted in target areas. Two hundred three people participated in the study, performance and presentation of the fine and performing arts and related crafts.

Strategy: Serve as a principle resource for funding, technical assistance and programming in Wyoming.

Output Measures: Provide grants or programming for every Wyoming county.

Every county in Wyoming received one or more WAC programs. These programs included access to two

General information

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Other locations

Arts Council, Cheyenne; State Archaeologist, Laramie; State Historic Preservation Cultural Records Office, Laramie; State Parks and Historic Sites, statewide; Collections Center, Cheyenne; Archives South, Cheyenne.

Year established and reorganized

Established 1895, reorganized July 1, 1999 as the Department of State Parks and Cultural Resources.

Statutory references

W.S. 9-2-1701 through 9-2-1708; 9-2-2001;36-4-101 through 36-4-123;36-8-105 through 36-8-106;9-2-401 through 9-2-419;9-2-901;9-2-91;9-2-2017;11-10-113;16-6-801;24-14-102; 36-8-301 through 36-8-320;36-8-401 through 36-8-407;36-8-501 through 36-8-502;36-8-601 through 36-8-602;36-8-801;36-8-1001;39-17-111.

Authorized personnel

163 full-time; 126 part-time

Organizational structure

Administration and Support (includes Executive Office), Division of Cultural Resources, Division of State Parks and Historic Sites

Clients served

General public (resident and nonresident), local governments, federal agencies, nonprofit organizations, special friend groups, state boards and commissions, State Legislature, specific interest groups.

websites, Litmail, technical assistance, all funding programs and the opportunity to attend Artspeak and the Governor's Arts Awards. In FY03, 131 grants were distributed to 22 counties. Access to programs was made known through the Web, newspapers, mailings and electronic media to all counties. These four programs included Artspeak, Governor's Arts Awards, Museum Stipends and the WAC art gallery. All grant and fellowship programs encompassing seven categories were also made known by the same means.

Strategy: Develop visibility and advocacy plans designed to create an awareness of the impact and importance of the arts to Wyoming's quality of life.

Output Measure: Target at least one population group each year (i.e. political decision makers, general public).

Political decision makers and arts constituents are invited to the Governor's Arts Awards presentation and annual dinner each year to hear about the impact the award recipients have made on the quality of life in Wyoming. At this event, the governor delivers his "State of the Arts Address" where he gives additional information about the impact of the arts on our state.

We implemented and expanded the Casper Star Tribune's weekly articles to include arts, state museum, archives, parks, etc. Our interactive calendar - www.wyarts.com — involves 50 subscribers who provide calendar information on events to the general public through the World Wide Web.

Objective 3: Perpetuate an understanding and stewardship of Wyoming's prehistoric and early historic archaeological record, and share that knowledge with the public.

Outcome Measure: Number of programs provided.

Strategy: Conduct archaeological research, increase public knowledge of Wyoming's prehistory and archaeology, and serve as the principle repository of archaeological records.

The Office of the Wyoming State Archaeologist tracks three output measures that, combined, represent our contribution to the outcome measure delineating number of programs provided. These measures are: number of formal projects initiated, number of programs/contacts, and number of University of Wyoming Archaeological Repository boxes initiated in the inventory. Counts for each are listed below.

The Office of the Wyoming State Archaeologist conducts archaeological field investigations on sites and projects every fiscal year, both through compliance efforts by the archaeological survey section and basic research through the general fund portion of the office. Each of these projects furthers our understanding of Wyoming archaeology. Many fulfill regulatory requirements for clients, and some provide volunteer opportunities for members of the public. This past fiscal year, the Office of the Wyoming State Archaeologist initiated nine projects through the

archaeological survey section.

The Office of the Wyoming State Archaeologist tracks this output by keeping a list of various outreach activities conducted by staff, including educational programs, certain correspondence, lectures, and the like. A public presentation form is filled out for each activity and the number of people attending or benefiting is estimated on the form. Staff documented 25 outreach programs that reached approximately 1,384 people.

Our efforts for this output are tracked by collection management activities at the University of Wyoming Archaeological Repository. For the last several years, staff has been conducting a box inventory of existing archaeological collections on campus and entering that information into a computer database. Slightly over 40 percent of the collections have been inventoried, so these activities will continue for the next several years before the task is finished. We measure progress on this output by counting the number of boxes that have been initiated into the inventory each fiscal year. Sixteen University of Wyoming Archaeological Repository boxes have been initiated in the inventory.

Objective 4: Preserve, promote, and interpret Wyoming's archaeological and historic records.

Outcome Measure:

Number of national register nominations submitted
No national register nominations were submitted and listed on the National Register of Historic Places.

Strategy: Provide technical and economic assistance, education, information, resource oversight and training to the historic preservation field.

Output Measures: Staff processed four 425 requests for technical assistance. One grant was issued. Staff conducted 33 presentations, educational activities and training sessions. Staff participated in 1,002 consultations relating to the preservation, promotion and interpretation of Wyoming's archaeological and historic records.

Objective 5: Provide complete and accurate documentation of Wyoming's governmental history for the public, ensuring efficient use of the resources through access and accountability.

Outcome Measure: Surveys were distributed by each unit (Records Management, Archives and Historical Research, and Technical Services), and 44 were returned. Thirty-seven surveys indicated that patrons had received excellent services from the State Archives.

Strategy: Establish and promote high standards of record-keeping, ensuring that significant documents telling the history of Wyoming are preserved.

Output Measures: Twenty-eight training workshops, orientation programs and tours were sponsored or co-sponsored by the State Archives. Training programs include everything from meetings with various groups, a newsletter, website postings and programs for school children.

One hundred ninety-eight new records retention schedules were legally approved.

Strategy: Make it easy for researchers/users to retrieve the information they seek.

Output Measures: What is the optimal balance between user guidelines and human assistance? A patron survey pointed out that automated (computer) databases would be used by most patrons, but all patrons appreciated the personal and excellent assistance that staff provides. Until additional resources including funding can be obtained to increase the hardware and software necessary for the public to use and more databases are created, our current balance of existing public facilities/equipment and computerized information to knowledgeable staff will have to provide the best assistance possible.

A draft photograph management plan was drafted and submitted on June 27, 2002 for review and comment.

Technical services staff microfilmed 904 cubic feet of records between and preserved and made accessible records totaling 1,867 cubic feet. Staff processed 5,079 research requests and provided eleven programs/displays to the public and patrons.

Objective 6: Increase public awareness of department programs and provide support and/or coordination of the informational and educational activities.

Outcome Measure: One hundred twenty public contacts were made; 48 news releases, radio and television programs and articles were produced and four partnerships were developed outside of the department.

Objective 7: Annually provide for the preservation, protection, development, use, enjoyment and education of cultural and recreational resources under the stewardship of State Parks and Historic Sites.

Outcome Measures: Visitor use in state parks and historic sites between July 1, 2001 and June 30, 2002 numbered: 3,131,157 visitors. Staff is still evaluating survey results to determine customer satisfaction with our state parks and historic sites. During the time frame of this annual report, 18,393 residents purchased snowmobile permits; 1,030 were sold for commercial use and 19,730 non-residents purchased permits generating 72875 trail use days.

Strategy: Operate and maintain state parks and historic site areas in a responsible manner to protect the resources while providing recreational and educational opportunities for the visitors.

Output Measures: Staff operated 27 state parks and historic sites between July 1, 2001 and June 30, 2002. State parks were open for business 365 days this past year. The webpage dealing with state parks and historic sites received 84,000 contacts this past year.

Strategy: Collect state park and historic sites fees and provide informational services appropriate to meet cultural and recreational needs.

Output Measures: Between July 1, 2001 and June 30, 2002, \$1,334,622.85 in fees was collected.

Strategy: Plan and develop cultural and recreational facilities in response to visitor needs and construct and renovate state parks and historic sites structures in accordance with long term use and care.

Output Measures: During this past fiscal year, staff revised and/or developed two new master plans. Fifteen Land and Water Conservation Fund grants were awarded to appropriate recreational entities.

Strategy: Promote the protection of historic trail resources and develop, maintain and approve recreational trail opportunities that meet the needs of a wide variety of users.

Output Measures: Two thousand three hundred fourteen miles of existing snowmobile trails were maintained. Thirty-nine miles of new trail opportunities were added. Staff improved grooming and signage on all 2,314 miles of snowmobile trails and widened and improved approximately one thousand miles of trails. Eighteen recreational trail grants were awarded between July 1, 2001 and June 30, 2002.

Strategy: Increase public awareness of department programs and provide support and coordination of informational and education activities.

Output Measures: To generate public interest in department programs, 445 news releases, radio and television programs and articles were produced. Twenty-eight partnerships were developed and 526 public contacts were made between July 1, 2001 and June 30, 2002.

Goal II: Operate the Department of State Parks and Cultural Resources responsibly, effectively and efficiently in an open, ethical and accountable manner.

Objective 1: Annually provide policy-level support and leadership, prioritize and coordinate activities, establish and direct department programs and policies, allocate department resources and provide for effective coordination with other entities.

Outcome Measure: No survey has been done to date.

Objective 2: Annually provide support services to external and internal customers through responsible management of the human resources, procurement, financial, legal and information technology resources.

Outcome: No survey has been done to date. IT staff installed upgraded or repaired 259 computer systems. The system experienced three hours of unplanned downtime and two hours planned downtime for all nine file server systems in the department. Staff processed 1,880 "help desk" calls and provided training for 41 staff members.

HR staff conducted one training sessions for 35 employees. Staff also facilitated 13 defensive driving video training sessions for 23 employees.

Department of State Parks and Cultural Resources organization chart

