

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 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 115 surveys. Eighty-five visitors thought that the state museum provided an excellent experience while 30 rated the museum as good. A new survey form was developed for next year.

Output Measure: Staff entered 903 catalog cards into the museum's Past Perfect data entry of catalog cards. A total of 6,736 people attended 175 programs and/or training sessions.

Objective 2: The Wyoming Arts Council enhances the quality of life for the people of Wyoming by providing resources to sustain, promote, and cultivate the arts.

Outcome Measures: A written survey asking these questions, among others, was handed out during the town meetings the new WAC manager held in communities throughout the state during his statewide tour April through July 2004. Approximately 100 people participated in the study, performance and presentation of the fine and performing arts and related crafts. Also, as it does annually, the Arts Council required all of its grantees to evaluate the impact of their programs as part of their final reports throughout constituent surveys, audience attendance statistics or other appropriate methods.

Output Measures: In Fiscal Year 2004, the Wyoming Arts Council provided grants to every Wyoming County through its Grants to Organizations, Arts in Education, Arts Across Wyoming, Open Door, Arts Access, Technology in the Arts and Tumblewords grant programs

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

180 full-time; 92 part-time

Organizational structure

Administration and Support (includes Executive Office and Intergovernmental Affairs Liaison), 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.

and Literary, Performing and Visual Arts Fellowship Grants. Other programs the Wyoming Arts Council made available for all Wyoming Counties included: "Writers in Electronic Residency (WIER)": an online program connecting professional writers to Wyoming's public school students. Writers critiqued student work online and suggested further reading to enhance the students' skills. In Fiscal Year 2004, one school in Albany County and eight schools in Crook County paid the \$500 fee to participate. "Professional Development for Educators": a cooperative program with the Wyoming Department of Education available to organizations and schools providing focused professional development in the arts for educators. During Fiscal Year 2004, twelve organizations and school districts received a grant through this program. The Blanchan/Doubleday memorial Award: an annual \$1,000 cash award program honoring the best short story by a Wyoming writer. The Warren Adler Fiction Award: an annual \$1,000 cash award program honoring the best short story by a Wyoming writer. The Baer Award: an annual \$2,000 cash award recognizing excellence among Wyoming artists who work in painting and sculpture.

The Arts Council manager met directly with half of all of Wyoming's current state legislators during his statewide tour April through July of '04. With each of them, he shared copies of statistical data demonstrating the reach of the WAC's grant programs into each of the legislator's districts. The data included the total amount of public funding that went to each county, the specific constituent groups served and the types of arts activities funded.

While meeting with legislators, city government leaders, economic development leaders, artists, arts organizations and citizens, he addressed advocacy specifically by sharing information regarding the economic and community development impact of arts activities and the proven benefits of arts education to children and adults.

The Arts Council utilized the Arts Council gallery to provide regular exhibits showcasing Wyoming adult and student artists and conducting annual events which enhanced the visibility of the arts in Wyoming including **The Governor's Arts Awards** recognizing long-term contributions to the arts in Wyoming by citizens, organizations, businesses or communities. Four awards were given in 2004. **The Governor's Capitol Art Exhibition** showcasing some of the finest work by Wyoming's visual artists for display in the offices of statewide elected officials. **The Annual Art on the Move Exhibit** recognizing excellence in the visual arts works of Wyoming K-12 students. **The Biennial Fellowship Art Exhibition** featuring the work of Wyoming visual arts recipients. **The Art in Public Buildings Program** mandating 1 percent of the construction costs of state funded buildings for the permanent installation of public art by Wyoming artists.

As has been the long-standing standard procedure for the Arts Council, State elected officials, legislators, employees, community leaders and the public at large were invited

to all of these events. The members of the WAC staff who traveled also incorporated advocacy and addressed the visibility issue as part of their standard routine, as they are expected to do each year while on the road providing grants training, attending major statewide arts events, or participating in other important statewide activities.

The Arts Council strived to create partnerships with other state agencies, statewide arts organizations, economic development organizations, community foundations and nonprofit community service organizations to increase the visibility of the importance of the arts in addressing the many issues which are unique to each of these organization's missions.

The Arts Council also provided advocacy and support for statewide public school arts teachers through its "Arts in Education" program and provided advocacy support for cultural institutions around the state, using its partnerships and statewide communication networks to help publicize and broaden the visibility of their programs.

Finally, the Arts Council's communications tools helped enhance the visibility of the arts statewide during the 2004 Fiscal Year including the Arts Council Website, and two electronic e-newsletters "Wyolitmail" and "Artmail".

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: 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. Fifty-one formal projects were initiated. Fifty programs were initiated that reached approximately 1,602 people. Two-hundred and fifty-five boxes of artifacts in the University of Wyoming Archaeological Repository were inventoried.

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, etc. 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 twenty-five 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, and these activities will continue for the next several years until 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: Twenty national register nominations were submitted and listed on the National Register of Historic Places.

Output Measures: Staff processed 4,453 requests for technical assistance. Seven grants were issued. Staff conducted 57 presentations, educational activities and training sessions. Staff participated in 3,850 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 128 were returned. One-hundred and twelve surveys indicated that patrons had received excellent services from the State Archives.

Output Measures: Seventy-two 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, web site postings and programs for adults and school children.

Three-hundred and ninety new records retention schedules were legally approved.

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 Photo Management Plan was accepted December 22, 2003.

Technical services staff microfilmed 1,126 cubic feet of records between and preserved and made accessible

records totaling 4,094 cubic feet. Staff processed 10,644 research requests and provided 13 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: *Note:* The following goals and strategies were at one time divided between the Cultural Resources and State Parks and Historic Sites divisions. Since the merger of the two Public Information Officers into one office two years ago, the goals and strategies are now reported department-wide rather than those assigned to Cultural Resources and State Parks.

The Public Information Office did not undertake any surveys during the time period. However, a survey was conducted by the Planning section of the department and the Wyoming Division of Tourism conducts visitor and resident surveys on an annual basis. We rely on that information in determining marketing strategies.

Output Measure: A marketing plan was determined based on survey information provide by the Wyoming Division of Tourism via studies provided by Longwoods and Morey & Associates in conjunction with the University of Wyoming.

In addition to the department's usual production of press releases and information and promotion brochures, the department now distributes "radio releases" written in broadcast format and including sound bites for use by the electronic media. Additionally, all print press releases are sent to all employees improving internal communication resulting in better communication with the public.

Personal, telephone and e-mail contacts amounted to 2,148. Three-hundred and fifty-eight news and radio releases were produced resulting in an average of 12 news articles per release in the print media. We were unable to track the number of radio news stories produced. The department was involved in the "100 Days of Arts" fundraising campaign. As a result of the campaign a variety of partnerships were developed including those with the Governor's Office, Qwest, Nicolaysen Art Museum, Cheyenne Depot Museum, Jackson Arts Association, and a variety of artists and performers. Other partnerships included the Historic Governors' Mansion Foundation, Sheridan Travel and Tourism Office, Game and Fish Department, and of course the Division of Tourism.

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 numbered 2,357,485 visitors. Staff continually evaluates survey results to determine customer satisfaction with our state parks and historic sites. Nineteen- thousand and thirty-one residents purchased snowmobile permits;

1,023 were sold for commercial use and 19,461 non-residents purchased permits generating 76,467 trail use days.

Output Measures: Staff operated 27 state parks and historic sites. State parks and historic sites were open for business 365 days this past year. The division continues to develop information of web page contacts dealing with state parks and historic sites for this period. The division calculated the total number of fees collected at \$1,255,637.

During this past fiscal year, staff revised and/or developed two new master plans. Fifteen Land and Water Conservation Fund Grants were awarded. Visitation use surveys, developing a planning and construction databases, and critical deferred maintenance surveys were done to develop measurable standards to understand resource and facility status through time.

No needs assessments of trail users were done. Twenty-three hundred snowmobile and 5,000-8,000 ORV miles of existing trail opportunities existed. There were no miles of new trail opportunities added. Maintenance, grooming, rock removal, tree trimming, and signage were improvements made to trails. Fifteen recreational trail grants were awarded.

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.

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 (HR), procurement, financial, legal and information technology (IT) 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 forty-one staff members.

HR staff conducted 16 training sessions for 73 employees. Staff also facilitated defensive driving video training sessions for employees.

In late 2003, the position of Intergovernmental Affairs

Liaison was created within the Department. This position reports to the Director, and the primary responsibilities are to monitor, evaluate, and mediate ongoing issues and projects development with all levels of government and the public. This position also assists with development of policies and procedures. During the past year coordination occurred with the Wyoming Territorial Prison, Statewide Recreation Map, Carissa Mine, Hot Springs State Park, and numerous meetings with BLM, Forest Service, and National Park Service. A major focus of the position is to monitor state and federal legislation affecting this agency and provide summaries, reports and recommendations.

State Parks & Cultural Resources organization chart

