

Department of State Parks & 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 to encourage 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 Measures:

Visitors to the state museum filled out 492 surveys. Of the surveys completed 411 rated their experience in the museum as excellent while 74 rated it as good. A new survey form was developed and with the efforts of the museum's volunteers, more surveys were completed than in previous years.

Output Measure:

Collection staff entered 1,580 catalog cards into the museum's PastPerfect data base. A total of 3,794 people attended 121 programs.

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

Outcome Measures:

The WAC board conducted a retreat in November of '04 in Cody, WY which yielded five major priorities for its long term plan: Advocacy, Education, Supplementary Funding, Diversity, and Community Development. Ad hoc planning committees consisting of WAC staff, board and at-large community members were established to draft plans relating to each of these areas.

Also, a survey initiative was mounted to garner public input on the Arts Council and its programs as well as on the environment for the arts in communities statewide.

General information

Phil Noble, Director
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Agency contact

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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

9-2-1701 through 9-2-419; 9-2-901 through 911; W.S. 9-2-1701 through 9-2-1708; 9-2-2017; 9-2-2301 through 2308; 11-10-113; 16-6-801; 24-14-101 through 102; 31-2-401 through 409; 31-2-701 through 707; 36-4-101 through 36-4-123; 36-8-103 through 36-8-1002; 36-8-1301; 36-8-1401-1403; 39-17-111.

Authorized personnel

181 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.

Input was sought from artists, arts organizations, business people, and members of the general public. In addition to a comprehensive survey handed out during a series of 15 "visioning meetings" held across the state, targeted surveys were available on line through the WAC's web site. The WAC hired a summer intern to analyze and present the resulting data from all of these sources in a written report to the board at its August '05 board meeting in Rawlins. 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 2005, the Wyoming Arts Council once again 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 and Literary, Performing and Visual Arts Fellowship Grants. In addition to these established programs, the WAC instituted new grant programs in support of the folk and traditional arts including a Festival Support grant, Project Grant and Apprenticeship Program. Thanks to the budget increase realized through the WAC's "100 Days of Arts" campaign, the WAC was able to nearly double the available funds in its grant programs from the previous year and was gratified to see a nearly doubled demand for these programs thanks to the greatly increased visibility the private "100 Days..." campaign engendered.

Other programs instituted in FY 05 included the annual visual arts, literary arts and performing arts fellowship awards in which three \$3,000 are awarded in each category, and the Blanchan/Doubleday memorial Award: an annual \$1,000 cash award program honoring the best short story by a Wyoming writer.

In FY05 the WAC board chose to place greater emphasis on another program entitled "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 2005, 11 classes in nine schools participated. Six of these schools were new to the program.

In addition to the Arts Council's grants and fellowship programs, 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. Paramount among these was the annual The Governor's Arts Awards recognizing long-term contributions to the arts in Wyoming by citizens, organizations, businesses or communities. Four awards were given at the February 2005 event. Another important event was the June, 2005 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 WAC was able to greatly expand private corporate support for the event this year including a lead gift from Qwest which will poise the event committee to further develop and expand the event in subsequent years. The Annual Art on the Move Exhibit recognizing excellence in the visual arts works of Wyoming K-12 students was exhibited in the offices of the State Dept. of Education. The Biennial Fellowship Art Exhibition featuring the work of Wyoming visual arts recipients was conducted at the Nicolaysen Arts Museum in Casper, WY. Finally, the Art in Public Buildings Program mandating 1 percent of the constructions costs of state funded buildings for the permanent installation of public art by Wyoming artists was activated thanks to the identification of two new correctional facility projects in Riverton and Rawlins.

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 during FY 05 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.

One important priority of the WAC during FY05 was to realize the long time goal of developing a comprehensive folk arts program housed within the Arts Council. Tremendous strides were realized in this important area as the WAC was granted permission to re-classify an open position to hire a full time folk arts specialist and the WAC received a \$40,000 "Folk Arts Infrastructure" grant from the National Endowment for the Arts to provide administrative support resources, granting funds and travel funds for the fledgling program.

The Arts Council continued to strive 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. Specifically, the Arts Council focused its partnership strategy with the Department of Travel and Tourism on developing and promoting Cultural Heritage Tourism in Wyoming. Another successful partnership project was the Arts Council's partial funding of the Wyoming Council for the Humanities' ambitious "Community Conversations" program.

The Arts Council also continued to provide 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 communica-

tion 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 2005 Fiscal Year including a revised Arts Council Website, and two electronic e-newsletters "Wyolitmail" and "Artmail".

Finally, the WAC took a leadership role in supporting and developing the Wyoming Cultural Trust Fund which enjoyed an infusion of \$5,000,000 through the Governor's supplementary budget request in FY05.

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 University of Wyoming Archaeological Repository initiated in the boxes 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, 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 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, 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:

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 Measures:

Surveys were distributed by the Government Records Branch within the Wyoming State Archives, and Reference, Research and Historical Photos unit of the Museum and Historical Collections Branch. Of the 69 surveys that were returned, 54 indicated that patrons had received excellent services from both sections.

Output Measures:

A total of 29 training workshops, orientation programs and tours, and programs/displays for the public and patrons were sponsored or co-sponsored by the Government Records Branch.

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

Most of the workshops were co-sponsored with the State Historical Records Advisory Board (SHRAB), an activity funded by a grant from the National Historical Publications and Records Commission (NHPRC), National Archives. Conducted in Cheyenne, Rock Springs and Gillette, these workshops provided people from state and local government, and private organizations an opportunity to learn how to legally and properly manage records (including electronic records), prepare for and handle disasters, and provide proper access to their records as required by the Wyoming Public Records Law.

There were 294 new records retention schedules that were legally approved.

Micrographic Services microfilmed 805 cubic feet of records and a total of 4,578 cubic feet of records were preserved and made accessible by staff of the Government Records Section. Staff processed 10,634 research requests for 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 or State Parks and Historic Sites.

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" fund-raising 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 many 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 continues to calculate the total number of fees collected between July 1, 2004 and June 30, 2005.

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, four hundred forty-five news releases, radio and television programs and articles were produced. Twenty-eight partnerships were developed and five hundred twenty-six 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 Measure:

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, Museum of the American West, Historic mines and Byway Commission, Wyoming Veteran’s Memorial Museum,, Hawk Springs Reservoir, Statewide Recreation Map, Collections Center Consultant Contract, 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.

Department of State Parks & Cultural Resources organizational chart

