

ADMINISTRATION DEPT

Program: GOVT AND CITIZEN SERVICES

Activity: OFFICE OF STATE ARCHAEOLOGIST

Narrative

Activity Description

The Office of the State Archaeologist (OSA) helps manage the state's archaeological resources, including sites and data under provisions of the *Field Archaeology Act* (M.S. 138.31-138.42) and the *Private Cemeteries Act* (M.S. 307.08). In addition to federal legislation addressing cultural heritage resource management, state statutes including the *Outdoor Recreation Act* (M.S. 86A) and the *Minnesota Environmental Rights Act* (M.S. 116B) also speak to issues of archaeological resource management.

OSA reviews under these statutes are critical to preserving Minnesota archaeological resources and controlling impacts to public and private development costs. The processes involve identifying, evaluating, and, in some cases, preserving archaeological sites, including unplatted burial sites over 50 years old.

Held annually each spring, Minnesota Archaeology Week is a key component of the OSA's public participation and education programming. The OSA assumes the lead role in organizing, coordinating, and promoting this statewide series of events that celebrate Minnesota's archaeological heritage. In 2007, an estimated 1,600 plus individuals attended Minnesota Archaeology Week activities.

Population Served

OSA clients include: local, state, and federal agencies; representatives of Minnesota's tribal communities; builders and development associations; cultural resource management firms; county historical societies; private homeowners; professional and avocational archaeologists; local heritage preservation commissions; educators and school districts; and other public and private agencies and individuals.

Services Provided

Major service categories include data management; consultation; licensing and project review; compliance enforcement; research; and information dissemination. Both integrated and interdependent, these program services function as a whole. As an example, the scheduling, cost, and progress of both public and private development projects depend on accurate and timely consultative services, which in turn require comprehensive data management, information dissemination, and research capabilities.

Historical Perspective

The State Archaeologist was created in 1963 by the *Field Archaeology Act*. In 1996, Executive Reorganization Order 175 established OSA as a division within the Department of Administration. OSA is currently administered as a unit of the Office of Geographic and Demographic Analysis.

Studies by the Management Analysis Division and the Office of the Legislative Auditor explored alternative funding options for the OSA. The Office of the Legislative Auditor's April 2001 OSA program evaluation report concluded that "... the Office of the State Archaeologist should continue to receive its funding primarily from a General Fund appropriation, (and) the legislature should direct the office to determine the feasibility of charging fees to supplement its budget." In the March 2002 assessment of the feasibility of supplementing OSA's budget with fee-for-service funds, the Management Analysis Division concluded that "... a fee-for-service model does not appear to be in the best interest of the Office of the State Archaeologist or the state."

Activity at a Glance

Key activity statistics related to OSA program for FY 2007 include:

- ◆ reviewed/licensed 199 archaeological projects;
- ◆ evaluated/accepted 256 site data forms;
- ◆ completed 20 burial site investigation cases; and
- ◆ Over 1,600 participants at Minnesota Archaeology Week events.

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Key Program Goals

Minnesota Milestones statewide goals

- ♦ *Community and Democracy:* The State Archaeologist has worked to increase satisfaction with and reduce the cost of government services through clarification and simplification of M.S. 307.08 in FY 2007 and the issuance of written M.S. 307 standards in FY 2008.
- ♦ *Environment:* The State Archaeologist was added to the list of Environmental Assessment Worksheet reviewers in FY 2007 to help preserve archaeological sites that may be impacted by land development. Increased review of public projects under M.S.138.140 is a key goal for FY 2010 - 2011.

Agency strategic goals

- ♦ The State Archaeologist will increase *Customer Value* and *Innovation and Efficiency* by providing additional online services to professional archaeologists and public agencies, including archaeological resource locations and predictive models.

Key Measures

Turnaround time for issuing archaeological licenses: target is within ten days of receipt of application. (Note: OSA response time is not the sole variable in determining turnaround time as the Minnesota Historical Society must sign the licenses). In FY 2007, the turnaround goal was met 100% of the time. A new streamlined process was implemented in May 2006, reducing the total number of licenses issued. In most cases, licenses are now issued on a yearly basis to qualified archaeologists rather than for each project.

Turnaround time for review/correction of site data forms and issuance of Smithsonian Site Designation Numbers (SSDN): target is within seven days of receipt of correctly completed site forms. Actual average turnaround time met the goal 100% of the time.

The most comprehensive assessment of OSA's performance is described in the Office of the Legislative Auditor's 2001 OSA program evaluation report, which thoroughly documents the base of support for OSA program activities.

Activity Funding

The program operates through a general fund appropriation.

Contact

State Archaeologist

Phone: (612) 725-2411

www.osa.admin.state.mn.us

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Budget Activity Summary

<i>Dollars in Thousands</i>					
	Current		Forecast Base		Biennium
	FY2008	FY2009	FY2010	FY2011	2010-11
<u>Direct Appropriations by Fund</u>					
General					
Current Appropriation	196	196	196	196	392
Technical Adjustments					
Approved Transfer Between Appr			10	10	20
Forecast Base	196	196	206	206	412
<u>Expenditures by Fund</u>					
Direct Appropriations					
General	196	206	206	206	412
Statutory Appropriations					
Gift	2	4	4	4	8
Total	198	210	210	210	420
<u>Expenditures by Category</u>					
Total Compensation	169	174	179	182	361
Other Operating Expenses	29	36	31	28	59
Total	198	210	210	210	420
Full-Time Equivalents (FTE)	2.1	2.0	2.0	2.0	