

Activity at a Glance

For FY 2009

- Reviewed and licensed 56 archaeological projects
- Evaluated/accepted 203 archaeological site data forms
- Completed 12 burial site investigation cases
- Reviewed 92 development projects
- Coordinated Archaeology Week, involving 23 events in 17 counties, attended by more than 1,300 individuals

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, OSA is responsible for archaeological resource management as specified in the *Outdoor Recreation Act* (M.S. 86A) and the *Minnesota Environmental Rights Act* (M.S. 116B).

OSA reviews 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.

Population Served

OSA clients include government 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, 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 (Admin). OSA is a unit within 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." The rationale for the conclusion was based primarily on the state's obligation to ensure that archaeological resources are protected and that funding the office's operations through fees was not feasible. 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."

Key Activity Goals & Measures

Admin Goal – To provide our customers with valuable services, products, advice, and expertise
(<http://www.admin.state.mn.us/admin.html>)

ADMINISTRATION DEPT

Program: GOVT AND CITIZEN SERVICES

Activity: OFFICE OF STATE ARCHAEOLOGIST

Narrative

Measure: OSA will review and issue licenses to qualified applicants within ten days of receipt of application. In FY 2010, 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. (Note: OSA response time is not the sole variable in determining turnaround time as the Minnesota Historical Society must sign the licenses.)

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

Admin Goal – To be recognized for our innovation and efficiency

(<http://www.admin.state.mn.us/admin.html>)

OSA will be recognized for its innovation and efficiency in protecting Minnesota archaeological resources.

Measure: OSA will provide additional online services to professional archaeologists and public agencies, including archaeological resource locations and predictive models.

Minnesota Milestones Statewide Goals – Government in Minnesota will be cost-efficient, and services will be designed to meet the needs of the people who use them

(<http://server.admin.state.mn.us/mm/goal.html>)

Measure: Success in clarifying and implementing state statutes regarding protection of archaeological resources and burials sites. In FY 2007 and 2008, the State Archeologist worked to clarify and simplify M.S. 307.08 through statutory changes and revised procedural guidelines to increase customer satisfaction and reduce the cost of government services. In FY 2010, the State Archaeologist intensified efforts to map unplatted pioneer cemeteries and to assess remotely burial mound conditions to assist landowners, developers, and planning agencies in avoiding adverse impacts to cemetery sites thus reducing development costs and more rapidly providing essential information.

Activity Funding

The program operates through a general fund appropriation.

Contact

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ADMINISTRATION DEPT

Program: GOVT AND CITIZEN SERVICES

Activity: OFFICE OF STATE ARCHAEOLOGIST

Budget Activity Summary

<i>Dollars in Thousands</i>					
	Current		Governor's Recomm.		Biennium
	FY2010	FY2011	FY2012	FY2013	2012-13
<u>Direct Appropriations by Fund</u>					
General					
Current Appropriation	206	206	206	206	412
Subtotal - Forecast Base	206	206	206	206	412
Total	206	206	206	206	412
<u>Expenditures by Fund</u>					
Direct Appropriations					
General	201	211	206	206	412
Statutory Appropriations					
Gift	3	0	0	0	0
Total	204	211	206	206	412
<u>Expenditures by Category</u>					
Total Compensation	177	176	176	176	352
Other Operating Expenses	27	35	30	30	60
Total	204	211	206	206	412
Full-Time Equivalents (FTE)	2.1	2.0	2.0	2.0	