

The Board of Directors will foster an atmosphere of professionalism and cooperation throughout the Network. The Board will provide guidance for the organizational and administrative functions of the Heartland Network Program.

The Prairie Cluster Long-Term Ecological Monitoring (PC-LTEM) staff will continue to provide assistance to the Heartland Network. The PC-LTEM will work closely with the Network I&M Coordinator and Information Manager, who will be duty-stationed at Wilson's Creek I & M Center in Springfield, Missouri.

The Prairie Cluster Long-term Ecological Monitoring program (PC-LTEM), a cluster of 6 prairie park units, is included primarily within the Heartland Network (EFMO, HOME, PIPE and WICR). The mission of the PC-LTEM is broader in scope than the I&M Vital Signs Monitoring Program. The PC-LTEM serves as a testing ground for long-term monitoring, emphasizing the development of sound monitoring protocols, attention to data management and data quality issues, and regular reporting of results to management. The PC-LTEM program includes 6 team members of professional biologists, botanists, and ecologists and an administrative assistant duty-stationed at Wilson's Creek I & M Center. Funding for the PC-LTEM has been permanently added to WICR base accounts. The WICR Superintendent supervises the program with management input provided by PC-LTEM superintendents at annual meetings. The Midwest Region I&M Coordinator provides technical input.

Membership

The membership of the Board of Directors includes at least 3 superintendents from the Heartland Network parks, with at least one superintendent from each of the three eco-regions (the Eastern Forest eco-region (CUVA, LIBO, HOCU), the Ozark Highlands eco-region (ARPO, BUFF, GWCA, HOSP, OZAR, PERI), and the Tallgrass Prairie eco-region (EFMO, HEHO, HOME, PIPE, TAPR, WICR). Additional members of the Board of Directors include the Midwest Region I&M Coordinator, the Heartland Network I&M Coordinator, and the Prairie Cluster LTEM Manager. The Heartland Network I&M Coordinator facilitates meetings and communication to members.

Responsibilities of the Board of Directors

The major responsibilities of the Board of Directors shall be to:

- Promote accountability and effectiveness by reviewing organizational and administrative development of the Heartland Network I&M Program.
- Provide guidance in the design and implementation of vital signs monitoring to ensure that the program is relevant to natural resource management issues within the parks, as well as the comprehensive Servicewide I&M Program requirements.
- Recommend strategies for leveraging funds and personnel to best accomplish the inventory and monitoring objectives.
- Review monitoring plans and recommend network budgets and personnel selections.

Procedures

Board Meetings: Formal board meetings will occur annually. Additionally, 3 members can jointly request meetings of the board when determined necessary and appropriate. Formal meetings will require that a written agenda be distributed at least 2 weeks before the meeting. At the end of each meeting, members of the board responsible for arranging the logistics and agenda for the next meeting will be designated. Telephone conference meetings and electronic mail messages will provide information to all members throughout the year.

Any member who cannot attend or otherwise participate in a meeting of the board may assign an alternate. A board member can not serve as the alternate, or carry the proxy for an absent member.

All recommendations will be supported by a majority. All recommendations will be documented with responsible individuals and deadlines identified, as appropriate. Meeting minutes will be distributed to all board members.

Technical Committee

A Science Advisory (technical) committee comprised of natural resource managers and subject matter experts, both within and outside the NPS, will be formed to provide technical assistance and advice to the board and network parks. The committee will include the network coordinator, resource managers from each of the three eco-regions (the Eastern Forest, the Ozark Highlands, and the Tallgrass Prairie), the MWR I&M Coordinator and a member from the Prairie Cluster LTEM Program. In addition 3 scientists with knowledge of sampling procedures, monitoring techniques and statistical methods will serve as reviewers, evaluating conceptual designs, monitoring strategies and ecological relevance of monitoring proposals. The composition of the technical committee will be approved by the board and the network I&M Coordinator will chair its meetings and coordinate its efforts. Responsibilities of the technical committee include:

- Advising network parks in the development of the Network Strategic Plan and identification of monitoring objectives by:
 - Compiling and summarizing existing information about park resources and the findings and recommendations of any scoping workshops.
 - Assisting in the development a network monitoring strategy.
 - Assisting in the selection of indicator species, communities, and processes.
 - Evaluating initial sampling designs, methods and protocols to assure they are scientifically credible.
- Reviewing annual data reports and interpretation as well as participating in the preparation of the Annual Work Plan and Annual Report.
- Developing materials for and facilitating the Five Year Program Review.

The products and recommendations of the technical committee will be presented to the board for discussion, modification, and final approval. The board may form a standing Information and

Education Committee comprised of interpretation, education, and public affairs staff at a later date.

When needed, the board, the technical committee, or the network I&M Coordinator may form groups of specialists to work on a particular task or a particular sub-program area.

Each year the network Coordinator, with the assistance of the technical committee, will prepare a budget to be approved by the Board of Directors for the travel, per diem, and any other costs associated with the conduct of meetings. These costs will be summarized in the Annual Work Plan.

Monitoring Plan: A monitoring plan that identifies the management and scientific issues facing each park, the vital signs to be monitored, where they will be monitored, and why they will be monitored shall be prepared by the technical committee and approved by the board. In addition, the Monitoring Plan will specify the overall sampling design, staffing plan, and data management strategy. The initial monitoring plan will be completed no later than November 2002.

Annual Work Plan: The network I&M Coordinator will present a proposed Annual Work Plan to the board for discussion, modification, and approval no later than December 31 each year. The Annual Work Plan will identify specific projects, responsible individuals and deadlines, I&M program budget, anticipated accomplishments and products, to which park or office funds are assigned, and additional and potential funding sources (both NPS and others).

Annual Report: The network I&M Coordinator will present a proposed Annual Report to the board for discussion, modification, and approval. The Annual Report will detail specific accomplishments and products, lessons learned, coordination with other projects supported by alternate funding sources, and a budget summary. A detailed accounting of the utilization of all I&M program funds assigned to each park and office will be appended to the Annual Report. This Annual Report will be widely distributed and posted at appropriate websites on the Internet. The Annual Report will be released no later than December 31 of each year.

Five Year Program Review: Beginning at the end of fiscal year 2006 and every 5 years thereafter, the Network will undertake a comprehensive program review to be conducted by national and regional NPS specialists as well as qualified independent specialists from other agencies and organizations. The purpose of this review will be to evaluate accomplishments and products, protocols used for gathering data, data management, fiscal management, and staffing. The program review shall provide the principal basis for any significant changes in program direction as well as reassignment of resources to any park or office.

Funding: The Heartland Network will receive both inventory and vital signs monitoring funds in FY 2001. Available I&M program funds will be distributed to network parks and offices as directed through the Strategic, Monitoring, and Annual Work Plans. All I&M program funds must be accounted for using a discrete PWE code and disclosed in the Annual Report Appendix. Additionally, other funds contributed by parks and other NPS programs will be incorporated and tracked in the process.

The vital signs monitoring funds are designated for the I&M program activities in a manner approved by the board and approved by a majority of the network superintendents. Resource Management Assessment Program (RMAP) park Full Time Equivalent (FTE) allotments for the constituent parks have been proposed as a general guideline for distribution of available monitoring funds among eco-regions of the network.

Note: The Prairie Cluster LTEM Program (EFMO, HOME, PIPE and WICR) already has permanent ONPS funding; consequently those parks will not receive direct monitoring funds under the Park Vital Signs Monitoring Program, although they will receive a portion of special monitoring funds (i.e. Water Quality Monitoring). The PC-LTEM Coordinator and the Heartland I&M Network Coordinator will jointly coordinate the monitoring funds for the Tallgrass Prairie (TAPR and HEHO) until some future time when these parks may be incorporated into the PC-LTEM.

Coordination

To be most effective, the board will need to maintain a close working relationship with the Chief of Natural Resources of each park in the network, members of the technical committee, and the regional and network I&M Coordinators. Board meetings are open to all of the above. Board members are encouraged to participate in and/or keep informed with respect to the work of the technical committee. The network I&M Coordinator will be expected to provide regular briefings (by memoranda, electronic mail or telephone conference) to the board.

The regional I&M Coordinator will provide professional supervision to the Heartland I&M Coordinator and administrative support will be provided by the host park where duty-stationed. The Information Manager will be supervised by the Network Coordinator. Selection of staff positions will require the concurrence of the board and may be duty-stationed to parks within the network and be supervised by the Network Coordinator. Other issues will be addressed through a memorandum of understanding from the Heartland I&M Network.

Partnerships

The network I&M program may evolve to include other land and resource managers (e.g. Federal, State, or Tribal) in the Heartland Network area. The Strategic Plan will identify the conditions under which board membership may be expanded to include non-NPS participants. In no case will this be done without unanimous approval of the board as well as approval by the Associate Regional Director of Natural Resource Stewardship and Science.

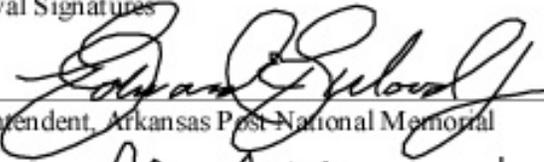
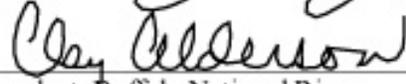
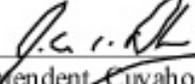
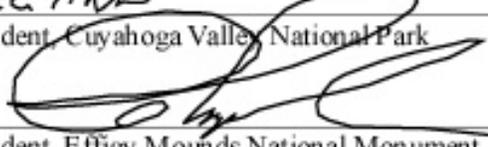
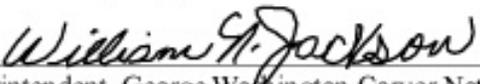
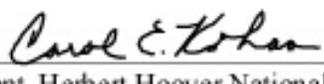
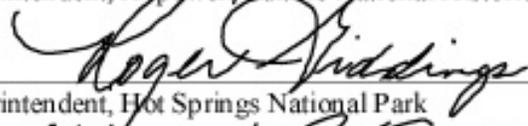
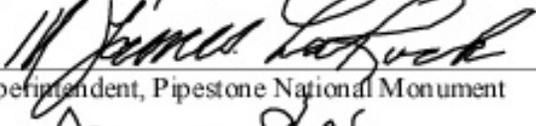
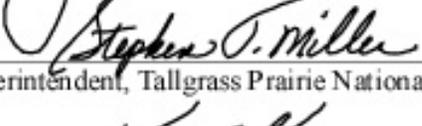
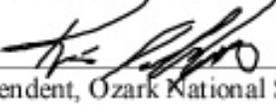
Reporting

Minutes of board and technical committee meetings will be circulated by the network I&M Coordinator to all members and the regional I&M Coordinator. Copies of the Annual Work Plan, Annual Report and Strategic Plan will be circulated to all members and the regional I&M Coordinator. The network I&M Coordinator will be responsible for maintaining the administrative record.

Amendment

The board may make amendments to this charter at any time. All board members will be provided a 30-day advanced notice of any proposed amendments before they will take effect.

Approval Signatures

 Superintendent, Arkansas Post National Memorial	2-20-01 Date
 Acting Superintendent, Buffalo National River	Feb 15, 2001 Date
 Superintendent, Cuyahoga Valley National Park	2-21-01 Date
 Superintendent, Effigy Mounds National Monument	Feb 20, 2001 Date
 Superintendent, George Washington Carver National Memorial	Feb. 16, 2001 Date
 Superintendent, Lincoln Boyhood National Memorial	2/15/2001 Date
 Superintendent, Herbert Hoover National Historic Site	2/15/01 Date
 Superintendent, Homestead National Monument of America	2/15/2001 Date
 Superintendent, Hopewell Culture National Historic Park	2/16/01 Date
 Superintendent, Hot Springs National Park	2/15/2001 Date
 Superintendent, Pipestone National Monument	2-20-01 Date
 Superintendent, Pea Ridge National Memorial Park	3-12-01 Date
 Superintendent, Tallgrass Prairie National Preserve	2/16/01 Date
 Superintendent, Ozark National Scenic Riverways	2/20/01 Date
 Superintendent, Wilson's Creek National Battlefield	16 Feb 01 Date

CHARTER
of the
HEARTLAND INVENTORY & MONITORING NETWORK
BOARD OF DIRECTORS
(The Managers Advisory Group)

Introduction

This charter describes the process used to plan, manage, and evaluate the inventory and monitoring program within the Heartland Network in accordance with the intent and purpose of the National Park Service (NPS) Natural Resource Challenge (NRC). The NRC strategy requires the development of an integrated monitoring program that includes short-term tactical monitoring as well as long-term monitoring. This program will provide scientifically sound information for managing park resources and informing the public and will allow managers to confront and mitigate threats to the parks and operate more effectively in regulatory, legal, and political arenas. The Board of Directors represents Superintendents from the 15 parks within the Heartland Network and is charged with oversight of the Network’s vital signs monitoring program. The Board of Directors serves as the park managers advisory group for the Inventory and Monitoring (I&M) program.

The Heartland Network is comprised of 15 units of the NPS across 8 States. Due to the broad diversity of habitats and biogeographic regions the network is subdivided into three eco-regions, allowing for the development and implementation of a monitoring program to fit the unique set of resource issues and threats within each eco-region. Procedural and reporting requirements are coordinated at the Network level adhering to guidelines established by the WASO and I&M program.

<i>Tallgrass Prairie</i>	Effigy Mounds National Monument (EFMO) Herbert Hoover National Historic Site (HEHO) Homestead National Monument of America (HOME) Pipestone National Monument (PIPE) Tallgrass Prairie National Preserve (TAPR) Wilson’s Creek National Battlefield (WICR)
<i>Ozark Highlands</i>	Arkansas Post National Memorial (ARPO) Buffalo National River (BUFF) George Washington Carver National Monument (GWCA) Hot Springs National Park (HOSP) Ozark National Scenic Riverways (OZAR) Pea Ridge National Memorial Park (PERI)
<i>Eastern Forest</i>	Cuyahoga Valley National Park (CUVA) Hopewell Culture National Historic Park (HOCU) Lincoln Boyhood National Memorial (LIBO)