U. S. Department of the Interior
National Park Service

Captain John Smith Chesapeake National Historic Trail Advisory Council

Charter

1. **COMMITTEES OFFICIAL DESIGNATION.** The official designation of the Council is the Captain John Smith Chesapeake National Historic Trail Advisory Council (Council).

2. **AUTHORITY.** This Council is established under the National Trails System Act (Act), 16 U.S.C. §§ 1241 to 1251, as amended. Establishment is in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. Appendix 2.

3. **OBJECTIVES AND SCOPE OF ACTIVITIES.** The purpose of the Council is to consult with the Secretary of the Interior (Secretary) on matters relating to the Captain John Smith Chesapeake National Historic Trail (Trail), including but not limited to, standards for erection of markers, interpretation and administration of the Trail.

4. **DESCRIPTION OF DUTIES.** The duties of the Council are solely advisory.

5. **AGENCY OR OFFICIAL TO WHOM THE COMMITTEE REPORTS.** The Council reports to the Secretary through the Director of the National Park Service (NPS).

6. **SUPPORT.** Support for the Council is provided by the NPS.

7. **ESTIMATED ANNUAL OPERATING COSTS AND STAFF YEARS.** The annual operating costs associated with supporting the Council are estimated to be $69,000, including all direct and indirect expenses and .25 staff years.

8. **DESIGNATED FEDERAL OFFICER.** The DFO is a full-time Federal employee appointed in accordance with Agency procedures. The DFO will approve or call all Council and subcommittee meetings, prepare and approve all meeting agendas, attend all Council and subcommittee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the Secretary.

9. **ESTIMATED NUMBER AND FREQUENCY OF MEETINGS.** The Council will meet approximately two times a year, and at such other times as designated by the DFO.

10. **DURATION.** In accordance with the Act, statutory authority for the Council will terminate May 21, 2018.

11. **TERMINATION.** The Council will become inactive 2 years from the date the charter is filed, unless, prior to that date, it is renewed in accordance with Section 14 of the FACA. The Council will not meet or take any action without a valid current charter.

12. **MEMBERSHIP AND DESIGNATION.** The Council must not exceed 35 members and will be appointed by the Secretary as follows:

1. The head of each Federal department or independent agency administering lands through which the Trail route passes, or a designee;

2. A member appointed to represent each State through which the Trail passes (Maryland, Virginia, and Delaware), and such appointments will be made from recommendations of the Governors of such States; and

3. One or more members appointed to represent private organizations, including corporate and individual landowners and land users, which, in the opinion of the Secretary, have an established and recognized interest in the Trail, and such appointments shall be made from recommendations of the heads of such organizations.

4. A member appointed to represent the District of Columbia through which the Trail passes, and such appointment will be made from recommendations of the Mayor.

Members will be appointed for 2-year terms. Any vacancy on the Council will be filled in the same manner in which the original appointment was made. All members serve at the pleasure of the Secretary.

Members of the Council will serve without compensation. However, while away from their homes or regular places of business, Council and subcommittee members engaged in Council or subcommittee business approved by the DFO may be allowed travel expenses, including per diem in lieu of subsistence, in the same manner as persons employed intermittently in Government service under Section 5703 of Title 5 of the United States Code.

13. **ETHICS RESPONSIBILITIES OF MEMBERS.** No council or subcommittee member will participate in any specific party matter including a lease, license, permit, contract, claim, agreement, or related litigation with the Department in which the member has a direct financial interest.

14. **SUBCOMMITTEES.** Subject to the DFOs approval, subcommittees may be formed for the purposes of compiling information or conducting research. However, such subcommittees must act only under the direction of the DFO and must report their recommendations to the full Council for consideration. Subcommittees must not provide advice or work products directly to the Agency. The Council Chair, with the approval of the DFO, will appoint subcommittee members. Subcommittees will meet as necessary to accomplish their assignments, subject to the approval of the DFO and the availability of resources.

15. **RECORDKEEPING.** The records of the Council, and formally and informally established subcommittees of the Council, shall be handled in accordance with General Records Schedule 26, Item 2 and other approved agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.

Sally Jewell

Secretary of the Interior

MAY 14 2014

Date Signed

MAY 21 2014

Date Filed