

**U.S. Department of the Interior
National Park Service**

**Paterson Great Falls National Historical Park Advisory Commission
Charter**

1. **COMMITTEE'S OFFICIAL DESIGNATION.** The official designation of the Committee is the Paterson Great Falls National Historical Park Advisory Commission (Commission).
2. **AUTHORITY.** This is a Federal advisory committee established by Title VII, Section 7001(e) of Public Law 111-11, the Omnibus Public Land Management Act of 2009. The Commission also functions in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App. 2.
3. **OBJECTIVES AND SCOPE OF ACTIVITIES.** The purpose of the Commission is to advise the Secretary of the Interior in the development and implementation of the management plan.
4. **DESCRIPTION OF DUTIES.** The duties of the Commission shall be to advise the Secretary in the development and implementation of the management plan.
5. **AGENCY OR OFFICIAL TO WHOM THE COMMITTEE REPORTS.** The Commission reports to the Secretary through the Designated Federal Officer (DFO).
6. **SUPPORT.** Support of the Commission is provided by the National Park Service.
7. **ESTIMATED ANNUAL OPERATING COSTS AND STAFF YEARS.** The annual operating costs associated with supporting the Commission's activities are estimated to be \$75,000, including all direct and indirect expenses and .25 of 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 Commission and subcommittees' meetings, prepare and approve all meeting agendas, attend all Commission 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 official to whom the Commission reports.
9. **ESTIMATED NUMBER AND FREQUENCY OF MEETINGS.** The Commission will meet approximately four times a year, and at such other times as designated by the DFO.
10. **DURATION.** In accordance with the Act, statutory authority for the Commission will terminate March 30, 2019.

11. **TERMINATION.** The Commission shall terminate 10 years after the enactment of this Act. Therefore, the Commission will terminate on March 30, 2019, unless otherwise amended by Congress.

The Commission may take no action unless the charter filing requirement of Sections 9 and 14(b) of the Act have been complied with. The provisions of Section 14(b) of the FACA requiring a biennial rechartering are inapplicable to this Commission. However, there shall be a biennial review of this Commission to determine if its purposes are being fulfilled.

12. **MEMBERSHIP AND DESIGNATION.** The Commission shall be composed of nine members, to be appointed by the Secretary, of whom:
- a. Four members shall be appointed after consideration of recommendations submitted by the Governor of the State of New Jersey;
 - b. Two members shall be appointed after consideration of recommendations submitted by the City Council of Paterson, New Jersey;
 - c. One member shall be appointed after consideration of recommendations submitted by the Board of Chosen Freeholders of Passaic County, New Jersey; and
 - d. Two members shall have experience with national parks and historic preservation.

Members will be appointed for a term of 3 years. Members are expected to participate in Commission meetings and activities. If a member fails to do so, the DFO may recommend that the Secretary terminate the member's appointment to the Commission. All members serve at the pleasure of the Secretary.

A member may be reappointed for not more than 1 additional term.

A vacancy on the Commission shall be filled in the same manner as the original appointment was made.

Members of the Commission shall serve without compensation. However, while away from their homes or regular places of business, members engaged in Commission business approved by the DFO, shall 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.

The Commission shall select a Chairperson and Vice Chairperson from among the members of the Commission. The Vice Chairperson shall serve as Chairperson in the absence of the Chairperson. A member may serve as Chairperson or Vice Chairman for not more than 1 year in each office.

A majority of the Commission shall constitute a quorum.

13. **ETHICS RESPONSIBILITIES OF MEMBERS.** No Commission or subcommittee member shall 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. In addition, the Department of the Interior will provide materials to those members appointed as special Government employees, explaining their ethical obligations with which the members should be familiar. Consistent with the ethics requirements, members will endeavor to avoid any actions that would cause the public to question the integrity of the Commission's operations, activities or advice. The provisions of this paragraph do not affect any other statutory or regulatory ethical obligations to which a member may be subject.
14. **SUBCOMMITTEES.** Subject to the DFO's 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 Commission for consideration. Subcommittees must not provide advice or work products directly to the Agency. The Commission 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 Commission, formally and informally established subcommittees of the Commission, shall be handled in accordance with General Records Schedule 26, Item 2 or 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.



Secretary of the Interior

JUL 13 2010

Date Signed

JUL 13 2010

Date Filed