

The Year in Review
Flight 93 National Memorial
Fiscal Year 2003
October 1, 2002 to September 30, 2003

The administrative and organizational support structure for the planning, design and management of Flight 93 NM was firmly put in place in FY 03. The many complex partnerships, both grass roots and legislatively mandated, were successfully developed and orchestrated. While the relationships will be constantly evolving and shifting as needs arise and change, a firm platform is now in place from which the efforts and activities of the NPS, the Flight 93 Advisory Commission, the Flight 93 Memorial Task Force and the Families of Flight 93, Inc., can spring forward.

All of the partners are moving forward and supporting simultaneous activities that will ensure that by September 24, 2005, there is one unified voice that will bring recommendations to Congress and to the Secretary on the boundaries of the national memorial, the design of the memorial, and the management of the memorial.

A. NPS Personnel, Administration, and Budget

- ❑ Successfully hosted and implemented a 3-day team to reorganize the national parks in SW Pennsylvania. The team visited with all of the major partner organizations for recommendations on NPS management structure in the region.
- ❑ Along with the Acting Superintendent of FONE/FRHI, successfully led the parks through the reorganization in order to support the new park.
- ❑ Classified position for FLNI Community Planner. Hired Jeff Reinbold who has hit this project with both feet running, and with all the partners embracing him.
- ❑ Opened new NPS office in Somerset with assistance of GSA doing RFPs, bids and negotiations. Contract with Glades Pike Properties for three to five year contract.
- ❑ Requested three positions for FY '05 budget totaling \$245,000:
 - Superintendent (currently in FONE budget which creates deficit);
 - Curator (Historical Society is turning over curatorial responsibilities and collections to NPS since they have been doing this service on a volunteer basis and can no longer commit); and
 - Volunteer Coordinator/Interpretive Specialist (to manage over 29,000 volunteer hours and 100,000 visitors a year).

B. Families of Flight 93, Inc.

- ❑ A private, non-profit 501C3 whose mission is to assist in the planning, design and construction of the memorial.
- ❑ NPS and Families signed a cooperative agreement to implement planning and design activities towards the development of the memorial.
- ❑ NPS transferred \$198,000 Statutory Aid to Families in FY 03 in absence of a Commission and jointly developed spending plan.
- ❑ NPS sits in on family conference call as requested every month for briefings.

C. Flight 93 Advisory Commission

- ❑ NPS assisted the Task Force in developing a process for nomination and selection of Advisory Commission members.
- ❑ Over 25 candidates were interviewed; 14 nominees recommended to Secretary. NPS prepared nomination package. Commission approved.

- ❑ September 11, 2003 swearing-in ceremony was organized and managed by NPS.
- ❑ Briefing books prepared for Commission by NPS. Planning ongoing for 1st meeting.
- ❑ Attended FACA training in Washington.

D. Flight 93 Memorial Task Force

The make up of the Flight 93 Task Force represents a multitude of over 80 people, voices and interests including family members; landowners, community residents, emergency responders, and representative of other key local, regional, state and national stakeholder groups.

- ❑ The NPS was instrumental in helping the County of Somerset plan for a TF this fiscal year.
- ❑ The NPS took members of the TF and families to Oklahoma City for a four-day seminar with Ed Linenthal. This one activity by far, did more to bond the group and get us on the same page than any other activity all year long. Another OKCI seminar is requested for this year for families who could not attend the first one.
- ❑ Somerset County appointed the TF in January and February of this year.
- ❑ Three full TF meetings have been held, and three executive committee conference calls. The work of the TF and of the memorial process is done through committees of the TF.
- ❑ The TF is NOT subject to FACA for the following reasons:
 - The TF is a pre-existing group.
 - The federal government did not set up the TF, nor is it managed or controlled by the federal government (utilized).
 - The TF will be sending its recommendations to the Advisory Commission, not the federal government,
 - The TF can be considered the operational arm (committee) of the Advisory Commission, in that it is doing the legwork i.e. the “worker bees.” It is the operational body.
 - Regardless, the TF is operating under the spirit of FACA in that it is inclusive, represents balanced points of view, and its meetings are advertised and open to the public.
- ❑ Co-Chairs: Mr. Larry Catuzzi (family member) and Judge Kim Gibson
- ❑ Executive Committee
 - Co-chairs Catuzzi and Gibson
 - Chairs of each standing committee
 - Mr. Ken Nacke, Chair of the Family Memorial Committee
 - Ms. Susie Hankinson, Flight 93 Task Force Coordinator
 - Ms. Joanne Hanley, Superintendent of Flight 93 National Memorial, NPS
 - Representative(s) of Flight 93 Advisory Commission
 - President, Families of Flight 93, Inc.
- ❑ The executive committee is responsible for ensuring that all facets of the Memorial process move forward in a manner that is coordinated and seamless, and true to the guiding principles

E. Committees of the Task Force

The following describes the work of the major committees of the Task Force. The NPS has at least one or two representatives on each committee, and in most instances, we provide guidance, and/or leadership, and/or support. This involvement ranges from either major or minor, depending on the expertise of the committee members, their time constraints, and the degree of federal involvement needed and/or permitted. All recommendations from the TF will go forward to the Commission for approval.

1. Family Memorial Committee

This committee is a stand-alone committee, and is a part of Families of Flight 93, Inc. It is recognized as such to place the significance and importance that the family members bring to this process. Any family members who wish to be a part of this committee are welcomed. All family members are also invited to be a part of any other committee of the Task Force if they so desire.

2. Memorial Ideas Committee

- ❑ Jeff Reinbold is working substantially with this committee in scoping, public involvement and outreach. Following meetings with the Task Force, the public and the families, this committee will prepare a 'mission statement' for the memorial which describes its purpose, significance, goals, visitor experiences and themes. This mission will guide the design competition for the memorial and park unit.
- ❑ These initial public outreach meetings also serve to satisfy the NPS requirement for public meetings at the beginning of the General Management Planning Process for the new national park unit, in which purpose, significance, mission, and visitor experience must be solicited.
- ❑ Jeff and committee prepared and mailed over 5,000 planning newsletters. Have received several hundred mail-in response cards from newsletter.
- ❑ Developed flight93memorialproject.org website, which incorporates newsletter. Several hundred thousand hits.
- ❑ Developed a separate website for task force, NPS, Commission and family members where meeting notes, agendas and other relevant information are posted.
- ❑ Held public town meeting in Shanksville for public input. Attended by over 60 residents.
- ❑ Held first family scoping meeting in SFO for West Coast families. Over 10 families were represented.
- ❑ Notice of Intent drafted for Federal Register for EIS.
- ❑ Consultants are on board for preparation of EIS.
- ❑ GMP project agreement is in final draft.
- ❑ DAB presentation anticipated early in FY 04 for partnership approval.

3. Design Solicitation Committee

- ❑ Jeff is working with this committee to develop the methodology for a design competition by which designs for the Memorial will be solicited. The methodology is being drafted; however, design solicitation will only begin after the extensive public outreach is completed.
- ❑ The design competition will solicit both designs for the "memorial," as well as planning for the entire park unit, i.e. what is the entrance, where should park facilities be located, how is parking and internal circulation handled, etc. The final three to four selected designs will be the alternatives in the GMP.
- ❑ An RFP for a competition manager has been drafted. Funding is being sought. Heinz endowment is interested in providing seed money for this.

4. Fundraising Committee

- We have been very thoughtful and deliberate in determining the organizational, administrative and legal structure and requirements to conduct a fundraising campaign, which includes all of the partners, and which complies with DO-21.
- Fundraising Agreement has been drafted and is currently being reviewed which includes the following partners:
Families of Flight 93, Inc. The legal 501C3 organization which may accept donations on behalf of the project.

National Park Service Department of Interior and NPS require a fundraising agreement with all parties, and which outlines roles and responsibilities. NPS is a partner in all ongoing activities, and will ultimately be responsible for accepting and managing the memorial, including lands and facilities.

Flight 93 Advisory Comm. Is the legal entity authorized in the statute to forward recommendations to Secretary and to participate in fundraising. Commission must also meet all guidelines for government involvement in fundraising.

National Park Foundation The organization which has the administrative capability, the national stature, an impeccable audit record and the trust of the American public in administering large grants which benefit the national parks, and to do so in a transparent manner. Will have fiduciary responsibility to manage and disperse funds, and will be responsible for all audits and record keeping.

- Prior to Task Force being formed
 - Somerset County formed Trust and has approximately \$495,000 in a donation account.
 - Community Foundation for the Alleghenies is holding \$`133, 445
 - One-Year Anniversary Checking account in Somerset has a balance of \$44, 625.
 - Families of Flight 93, Inc. have \$1 million commitment from Pennsylvania Senator Jane Orie, which she is placing in a trust account.
- Held a briefing in June with Heinz Endowments and Committee Chair.
- Held a follow up meeting in September with Heinz Endowments to discuss future strategy.
- Drafted Scope of Work for Fundraising consultant.
- Obtained preliminary list of fundraising consultants to which to send RFP.
- Tour, briefing and reception for major donors being held in NPS Somerset Office November 14, 2003, in conjunction with Commission meeting.

5. Government Liaison Committee

- Briefings have been given to:
 - Congressman Murtha's staff
 - Congressman Shuster's staff
 - Senator Santorum's Pennsylvania State Director
 - Senator Spector's Pittsburgh Director
 - House and Senate Appropriations Committee anticipated in November with assistance of Sue Masica; Shaffer has been notified.

6. Archives Committee

- ❑ The Archives Committee of the Flight 93 Memorial Task Force is AWESOME.
- ❑ It actively collects, documents and preserves the inclusive memory of the events on September 11, 2001 and the events thereafter pertaining to Flight 93 and the nation's response including the memorialization process.
- ❑ Barbara Black of the Somerset Historical Center is the Chair. She has her degree in Museum and Curatorial Services from William and Mary. She is following all NPS guidelines and procedures.
- ❑ The purpose of the Collection shall be to honor, memorialize and educate.
- ❑ The Archives Committee is sub-divided into three working committees:
 - a. Story Collection Sub-Committee
The Individual Story Sub-Committee of the Archives Committee on the Flight 93 Memorial Task Force will organize and oversee the collection and preservation of the individual stories of those connected in any way to the events of September 11, 2001 and United Airlines Flight 93. The Sub-Committee shall work with the Archives Committee, Somerset Historical Center and the National Park Service. Through our Coop Agreement, the oral history will be done by this subcommittee and \$50,000 in one year CRPP funding.
 - b. Documentation Sub-Committee:
The Documentation Sub-Committee of the Archives Committee on the Flight 93 Memorial Task Force will coordinate the collection of the official record of Flight 93, and the documentation of the memorialization process and the administrative (developmental) history of the site/memorial. The Sub-Committee shall work with the Archives Committee, Somerset Historical Center and the National Park Service.
 - c. Collection Management Plan Sub-Committee:
The Collection Management Plan Sub-Committee of the Archives Committee on the Flight 93 Memorial Task Force will create a Collection Management Plan (CMP) to plan for the management of the Collection. The CMP will include recommendations for collections policy, procedure, facility, use, care and staffing. The Sub-Committee shall work with the Archives Committee, Somerset Historical Center and the National Park Service. Through our Coop Agreement, this subcommittee and \$25,000 in one year funding will do the CMP.

Temporary Memorial Management Committee

- ❑ This committee gives a structure to managing the temporary memorial through the work of the TF.
- ❑ The Somerset Historical Society has volunteered over the last two years to collect, clean and archive the artifacts left at the temporary memorial. They will only do this for another year and they wish the NPS to take over this responsibility. This will require a curator.
- ❑ This committee works through 3 subcommittees
 - Volunteer Subcommittee
Over 90,000 visitors have visited the site this calendar year. There is a desperate need for a volunteer coordinator to manage the annual 29,000 volunteer hours. The NPS provided financial assistance for volunteer supplies including emergency kit. Provided basic Interpretation 101 training. Took 40 volunteers and five family members on an all-day field trip to World Trade Center site and Ellis Island for VIP training. We are currently assisting with the preparation of a visitor informational brochure for the site.
 - Curatorial Subcommittee
Over 10,000 artifacts have been collected through the voluntary efforts of the PHMC and the Somerset Historical Society. They are about to undergo an accreditation process, and within the year, can no longer take on this responsibility for Flight 93 collections. We obtained a

\$29,000 Challenge Cost Share grant to assist in this effort, which is currently running out. We provided the Center with a laptop and printer for cataloguing, and NPS training for archives management.

- Maintenance Subcommittee

We provided this subcommittee with trash free signs and bags. Most importantly, we are assisting in the redesign and repaving of the temporary memorial lots with FHWA park roads funding. Fee money needs to be reprioritized for FY 04 in order to accommodate the vault toilets and wind shelter so desperately needed by volunteers.

Lands and Resource Assessment Committee

- ❑ Lands issues are being handled by either the County regarding the “core” properties; or the Resource Assessment Committee for the surrounding lands.
- ❑ The mission of the Resource Assessment Committee is to connect the story of Flight 93 to the resources surrounding the impact site. Use those connections to focus the boundary identification and land acquisition efforts for the National Memorial.
- ❑ Randy Cooley is the Chair of this committee and is bringing forth all of his knowledge and resources to help. He has risen above what was expected of him.
- ❑ Three priorities for land acquisition are as follows:
 - The core 70 acres inside the fenced area
 - The “bowl” which includes about 500 acres of surrounding land
 - The land from the drag lines to Route 30 for access and facilities.

Other Committees

- ❑ Public Relations Committee, Administration Committee.