

## Revised NPS National Leadership Council and Decision Making Structure

**National Leadership Council (NLC):** A representative body of managers from the National Park Service which meets to achieve alignment, consultation, and coordination regarding the issues facing the National Park Service. It is not a decision making body, but provides advice, input and opportunity for debate and open analysis of issues.

- **Membership:** The NLC consists of the Director, both Deputy Directors, Chief of Staff, Comptroller, all Regional Directors, all Associate and Assistant Directors, all SES superintendents, the Albright and both Bevinetto Fellows, one superintendent from each grades 12, 13, 14, 15 (selected by the Regional Directors) and one additional program lead from each Associate Directorate. The non-SES superintendents and additional program leads are two-year appointments. The Chair of the NLC is the Deputy Director for Operations.
- **Frequency of meeting:** Twice per year, both in Washington.

**Executive Council:** The EC is the decision making body for the cross cutting issues of the NPS. The Council is a subset of the NLC and derives information from the NLC as well as their peers to apply to cross cutting issues. The Council reports to the Director, who serves as Chair.

- **Membership:** Director, both Deputy Directors, Comptroller, two Regional Directors elected by the RDs, and two Associate Directors elected by the ADs. The Chief of Staff participates as staff to the Director.
- **Frequency of meeting:** Four times per year with two of them immediately after the NLC meeting. One meeting will always be in the field.

**Budget Executive Committee:** The BEC is the decision making body for budget priorities, development and execution. This body develops the strategy for handling budget cuts, proposals, and emphasis areas for requests.

- **Membership:** Director, both Deputy Directors, Comptroller, two Regional Directors elected by the RDs, and two Associate Directors elected by the ADs. The Chief of Staff participates as staff to the Director.
- **Frequency of meeting:** Four times per year: two face-to-face and two via teleconference.

**Standing NLC Committees:** Established by the Executive Council for the purposes of alignment, consultation and coordination for specific priority areas that need longer term attention. One NLC Standing committee will serve as the liaison to the National Park Foundation.

**Task Forces:** Task forces to address Servicewide issues may only be created by or with the written permission of the Director or the Executive Council. The goals and outcomes of the task force must be

clear and written so that the team leader and the team understand their purpose. Task forces are by their design temporary and may not exceed one year without specific renewal by the Director or the Executive Council.

**NLC Calls:** Once a month calls with all members of NLC. Actings and substitutes are permitted. Sensitive information is not to be discussed due to the open lines. Intended for alignment only and notification of issues that are coming up within the next 30 days: focus on events, media interest, political interest, floods, fires, etc.

**All Superintendents Calls:** Conducted by the Director within one week of each NLC at a minimum and additionally when issues demand it, such as a government closure. Open to all park superintendents, program chiefs and staff.

**NLC Journal/Meeting Notes:** Within two weeks of each NLC, a summary of the topics discussed will be posted on the Intranet.

**Regional Directors:** The seven Regional Directors meet for the purposes of alignment, consultation, coordination and decision making. The purpose of the meeting is to develop and implement consistent approaches to policies and practices in the regions and the parks.

- **Membership:** Regional Directors and the Deputy for Operations. The RDs select their own leadership of the meetings.
- **Frequency of meeting:** As needed.

**Associate Directors:** The Associate Directors meet for the purposes of alignment, consultation, coordination and decision making. The purpose of the meeting is to develop and implement consistent approaches to policies and practices in the program responsibilities of the Washington Office.

- **Membership:** Associate Directors and the Deputy for Operations. The ADs select their own leadership at the meeting.
- **Frequency of meeting:** As needed.

**Flat Hat Chat/Blog:** A monthly video and blog on the NPS intranet for the Director to communicate to the field on specific topics.

**Senior Staff:** This bimonthly one hour meeting is intended as an information sharing and coordinating session for the senior management of the NPS in Washington. In attendance are the Director, both Deputy Directors, Chief of Staff, Comptroller, all Associate and Assistant Directors, the Albright and

both Bevinetto Fellows, the chief spokesman, and the DOI solicitors. Visiting RDs and superintendents are welcome.

The agenda must at a minimum include the following:

- Upcoming decisions including NEPA, GMP, controversial issues
- Litigation updates
- Press releases
- Events involving the Secretary, the Director, or the Senior staff
- Budget status
- Congressional hearings
- Federal register notices
- Natural disasters (flood, fire, volcano, etc.)

**Monthly Managers Meeting:** This monthly meeting is always held at Eye Street and includes the Assistant and Associate Directors and the program chiefs in Washington. The meeting is intended to be an information sharing and coordinating session and is planned by the Chief of Staff. The Director or the Deputies lead the meeting and report on current issues and direction for the NPS and the Department. The meeting can have a specific focus, such as safety, if there is preplanning. At least one half of the meeting is for Qs/As and discussion with the program chiefs.