

**OFFICE OF HISTORIC PRESERVATION  
DEPARTMENT OF PARKS AND RECREATION**

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**Office of Historic Preservation Annual Goals  
October 1, 2014 through September 30, 2015****Introduction**

*Sustainable Preservation: California's Statewide Historic Preservation Plan, 2013-2017* (State Plan) states that, in order to be successful, the plan "should be the starting point for developing subsequent specific strategic or action plans developed by and for individual agencies." It goes on to direct the Office of Historic Preservation to develop annual plans or goals that list specific activities the office will undertake in order to help fulfill the goals and objectives in the State Plan. This document, and the list of activities it includes, serves as the statement of annual goals for the office for the 2014/2015 federal fiscal year.\*

Below you will find information about specific activities the office will undertake this year, including which goals and objectives in the State Plan each activity supports. The activities are generally grouped by program area, but there is considerable overlap for some tasks and thus many of them could fall under multiple program areas. The activities are numbered for reference purposes only and are not a reflection of priority.

It should also be noted that these activities are being undertaken in addition to the regular workload of the office managing the various programs and responsibilities with which it is tasked under federal and state law.

If you are interested in learning more about any of these activities, there is a contact person listed for each. Contact information for these individuals can be found online at [www.ohp.parks.ca.gov/contactus](http://www.ohp.parks.ca.gov/contactus). To read the State Plan, visit [www.ohp.parks.ca.gov/stateplan](http://www.ohp.parks.ca.gov/stateplan).

**Registration**

1. Finalize Latinos in Twentieth Century California statewide context, take Multiple Property Submission before State Historical Resources Commission, and submit to Keeper when approved.  
Supports State Plan Goal: I  
Contact: Jay Correia

\* Although the Office of Historic Preservation is a State agency, and therefore operates administratively on the State fiscal year, this document uses the Federal fiscal year because that is the basis for how the office reports its activities to the National Park Service.

Office of Historic Preservation Annual Goals – October 1, 2014 through September 30, 2015

2. Finalize the guide to using the Latinos in Twentieth Century California statewide context statement to prepare National Register nominations.  
Supports State Plan Goals: I & II  
Contact: Jay Correia
3. Select properties to nominate using the National Park Service under-represented communities grant and identify what entities (OHP, local governments, non-profits) will prepare which nominations.  
Supports State Plan Goal: I  
Contact: Jay Correia
4. Identify next phase of *Five Views* follow-up and develop a plan and budget for it.  
Supports State Plan Goal: I  
Contact: Jenan Saunders
5. Revise the forms used for nominating California Historical Landmarks and Points of Historical Interest to make them more user friendly; also update the guidance for preparing and submitting those nominations.  
Supports State Plan Goal: I  
Contact: Amanda Blosser

Review and Compliance

6. Create guidance for State agencies on complying with Public Resources Code 5024 in relation to their inventory and Master List responsibilities and post on the OHP website.  
Supports State Plan Goals: IV & V  
Contact: Michelle Messinger
7. Create guidance for local agencies on Public Resources Code 5028 application and post on the OHP website. Analyze need for legislative changes to PRC 5028.  
Supports State Plan Goal(s): V  
Contact: Tim Brandt
8. Create CEQA advisories on specific topics for local governments and post on the OHP website.  
Supports State Plan Goal: V  
Contact: Sean deCourcy
9. Coordinate with the Native American Heritage Commission on developing guidance related to tribal consultation issues (for tribes and for agencies working with tribes) and assist with and promote efforts to develop guidance related to AB 52.  
Supports State Plan Goal: V  
Contact: Jenan Saunders
10. Analyze need to make legislative and/or regulatory changes to the California Environmental Quality Act and/or the California Register of Historical Resources in relation to historical resources evaluated in a survey.  
Supports State Plan Goal: V  
Contact: Lucinda Woodward

11. Work with agencies and consulting firms to develop a model or template Section 106 historical properties survey report and post on the OHP website.  
Supports State Plan Goal: V  
Contact: Jessica Tudor

#### Incentives

12. Compile a list of communities that offer the Mills Act, with up to date contact information, and post on the the OHP website.  
Supports State Plan Goals: IV & V  
Contact: Shannon Lauchner

#### Outreach/Education

13. Present four free webinars in cooperation with the California Preservation Foundation on the following topics: Introduction to the Office of Historic Preservation, Preparing National Register nominations, consulting with the OHP under Section 106, and accessing the California Historical Resources Information System inventory.  
Supports State Plan Goals: I, IV & V  
Contact: Diane Barclay
14. Produce three issues of the *Preservation Matters* newsletter (Themes: Cultural Diversity, Tribal Issues, and Modernism).  
Supports State Plan Goals: I, II & III  
Contact: Diane Barclay
15. Finalize reorganization of the OHP website: Revise tab dropdowns, create needed splash pages, revise Frequently Asked Questions page.  
Supports State Plan Goal: I  
Contact: Diane Barclay
16. In coordination with the CalTHPO committee, hold a SHPO/THPO summit.  
Supports State Plan Goal(s): IV & V  
Contact: Jenan Saunders
17. Create and promote HistoryPin site for Preserve Latino History initiative.  
Supports State Plan Goals: I, II, III & IV  
Contact: Diane Barclay
18. Conduct press/media outreach for the Preserve Latino History initiative.  
Supports State Plan Goals: I, II, III & IV  
Contact: Jay Correia
19. Conduct six or more workshops for local governments at various locations throughout the state on topics identified by Certified Local Governments in their annual reports to the OHP.  
Supports State Plan Goals: I, III & IV  
Contact: Sean deCourcy

Surveys

20. Revise the DPR 523 set of forms, promote use of revised forms, create fillable versions of the forms; update the *Instructions for Recording Historical Resources* accordingly.  
Supports State Plan Goals: I, IV & V  
Contact: Amanda Blosser
21. Apply for a grant to develop a mobile survey/recordation application for use in the field.  
Supports State Plan Goals: I, IV & V  
Contact: Amanda Blosser

IT/Inventory Management

22. Working with a committee of tribal representatives, develop a draft California Historical Resources Information System (CHRIS) inventory access policy (or set of policies) for Native American tribes, and continue consultation with tribes about the policies.  
Supports State Plan Goals: IV & V  
Contact: Eric Allison
23. Develop a CHRIS Service Delivery Models Analysis and Recommendations Report.  
Supports State Plan Goals: IV & V  
Contact: Jenan Saunders
24. Finish Office of Historic Preservation Tracking and Information System (OTIS) modules for Tax Incentives, Local Government, and Fiscal/Grants programs.  
Supports State Plan Goal: V  
Contact: Eric Allison
25. Develop and carry out a plan for inventory digitization in the 2014/2015 fiscal year, using available funds, that includes the Information Centers and OHP.  
Supports State Plan Goal: V  
Contact: Eric Allison
26. Develop a CHRIS digital data submission policy and application.  
Supports State Plan Goals: II, IV & V  
Contact: Eric Allison
27. Begin development of a structured transition plan to carry out recommendations that are to be implemented from the CHRIS Service Delivery Models Analysis and Recommendations Report.  
Supports State Plan Goals: IV & V  
Contact: Jenan Saunders