

MINUTES
ADVISORY COMMITTEE ON ARLINGTON NATIONAL CEMETERY (ACANC)
REMEMBER AND EXPLORE SUBCOMMITTEE MEETING

November 8, 2017

1. DESIGNATED FEDERAL OFFICER'S REMARKS: Ms. Renea Yates, Designated Federal Officer (DFO) for the Advisory Committee on Arlington National Cemetery (ACANC), opened the Remember and Explore subcommittee Meeting. Ms. Yates noted that present in person were Major Shannon Way, ANC Strategic Planner and Mr. Timothy Keating, Alternate Designated Federal Officer, ACANC. Ms. Yates stated for the record that the subcommittee meeting is pursuant to the National Defense Authorization Act of 2012, codified in 10 U.S.C. § 4723. The subcommittee operates under authority and provisions of the Federal Advisory Committee Act of 1972, 5 U.S.C. Appendix 2, and 41 Code of Federal Regulation 102-3.50(d). The DFO, nominated by ANC Executive Director and appointed by the Secretary of the Army, is provided by ANC. Additionally, ANC provides administrative support to the subcommittee.

Ms. Yates reminded subcommittee members not to conduct any formal business by deliberating on any substantive matters which are before the Committee as a whole for vote. Additionally, the subcommittee will report to the Committee any recommendations or information relevant as a result of the day's work. She also noted that the meeting was open to the public and reminded the attending public that they were not allowed to present questions from the floor or speak to any issue under discussion by the subcommittee without permission of the Chair. She noted that any member of the public was eligible to file a written statement with the subcommittee in accordance with the published Federal Register notice provided in the binder at the entrance of the meeting room. Ms. Yates also noted that the proceedings were being recorded in written form, and that minutes of the meeting will be prepared.

Ms. Yates then stated that in the July 12, 2017 report to the Secretary of the Army, the Advisory Committee recommended appointment of Mr. Farley as Chair of the Remember and Explore subcommittee. Additionally, on July 14, 2017, the Executive Director, ANMC nominated Mr. Farley to SecArmy for appointment as the Chair of the subcommittee. However, since the official appointment by SecArmy is pending, according to the Business Rules, the subcommittee meeting today must be chaired by a member approved by subcommittee member vote for an Acting Chairman until such time as an official appointment is made. A member proposed Mr. Farley for the position of Acting Chair, another member seconded, and all members voted in favor of Mr. Farley Chairing the meeting as Acting Chairman. The DFO then noted for the record that the subcommittee voted for Mr. Farley to chair today's meeting of the Remember and Explore subcommittee.

The meeting was called to order at 0900.

2. ROLL CALL: Ms. Yates noted a quorum for the record with the following members in attendance:

Secretary of the Army Nominees: Ms. Rose Duval, Mr. Mark Farley, Ms. Debra Fix, and

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Mr. Robert Hess.

Secretary of the American Battle Monuments nominee: Mr. Chet Edwards.

The following members were not present:

Secretary of the Army Nominees: Ms. Ryan Manion, Mr. Ronald Fetherson

3. **CHAIRMAN'S OPENING REMARKS:** Mr. Mark Farley, Acting Chairman opened by welcoming all members, thanking them for their service, and sharing his thoughts regarding the extremely important issues before the subcommittee.

4. **PRIOR MEETING MINUTES:** The DFO announced that the minutes from the 7 June 2017 Remember and Explore Subcommittee meeting were available for review in the strategic documents binders on the tables.

5. **'SMART CITIES' TECHNOLOGY:** In 2015, the US Department of Transportation launched a "Smart Cities Challenge" asking cities across the country to develop and share ideas to use electronic data collection / sensors to provide information to manage assets and resources more efficiently. ANC Chief Information Officer, Mr. Dan Gardner presented a briefing to the subcommittee about ANC technologies that are used in the same fashion to enhance operations and the ANC visitor experience. He noted systems in place which parallel Smart Cities characteristics include:

- **Advanced Transportation Network.** ANC conducts 4 to 5 services each hour. Each service procession has different starting, transfer and ending points within the cemetery. The network, utilizing ANC Mapper and ANC Explorer effectively de-conflicts processions ensuring dignity and respect for every service. Additionally, the network provides accurate directions from anywhere within ANC to an interment site.

- **Geo-fencing:** Geo-fencing utilizes GPS technology to create a virtual geographic boundary which enables software to alert users when a mobile device enters or leaves particular areas. This allows ANC to create geo-fences around various points of interest within the cemetery to provide contextual data and media related to the points of interest. Additionally, Emergency Alert data, such as weather, wind or storm warnings can be delivered to users.

- **GPS Vehicle Tracking:** Coordination of resources throughout the cemetery is required to deconflict funeral processions, security vehicles, tour buses, and field operations vehicles. Deploying a combination of hardwire and portable GPS tracking devices in various ANC fleet vehicles provides a common operating picture of resource movement throughout the cemetery to increase efficiency and ensures a sense of dignity and respect is maintained.

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- Office Mobility: Extending mobile office automation systems to gravesites for the efficient completion of all burial services and accountability documentation is being developed. Ruggedized mobile tablets that utilize the ANC Wi-Fi Network will automate processes required to update the requisite web-services for the digital storage of PDF documentation and digital signature to complete the automation processes.

- Wi-Fi Access Expansion: Currently, ANC Wi-Fi is available in the ANC Welcome Center, Administration Building, and ANC Services Complex. Service is being installed at the Columbarium and Memorial Amphitheater. Efforts will establishing Wi-Fi capabilities to act as a continuity of operations plan for ANC's primary network in case of network outages. Expanded capabilities will provide multiple Service Set Identifiers (SSID's) to provide Wi-Fi services for public devices, government devices, and employee's personal devices. The Wi-Fi and CSN will provide the backbone for office mobility, CCTV deployment, wireless irrigation controls, funeral queuing signs and future cemetery requirements.

- Informational Kiosks: Kiosks provide information that details routing directions to interments throughout the cemetery as well as information on ANC points of interest for visitors. Currently, kiosks are located in the Welcome Center and Administration Building. Additionally, outdoor kiosks are being planned for the Columbarium and Millennium sites.

6. HORTICULTURE UPDATE: ANC Horticulture Division Chief, Mr. Steve Van Hoven updated the subcommittee regarding status of various horticultural efforts to maintain the iconic image of ANC. He noted ANC was accredited as a Level II Arboretum having at least 100 species of woody plants, employing paid staff, and having enhanced public education programs and a documented collections policy. He discussed the significant efforts to achieve Level III accreditation which includes at least 500 species of woody plants, a collections curator, substantial educational programming, collaboration with other arboreta, publicized collections, and active participation in tree science and conservation. He then presented information on various on-going projects:

- Wheaton Parking Area: A redesign of plantings to replace grass. Benches will be added for visitors to rest in a shaded area supporting the iconic look and feel of ANC in that area.

- Linden Hedge: The Linden Hedge along the Mall of the Tomb of the Unknown Soldier was evaluated in August 2016. Of the 44 trees that were over 50 years old, 30 were assessed to be in either Fair to Poor or Poor to Critical condition. The trees were replaced in March of 2017 and the iconic nature of the area restored.

- Columbarium Plantings: He briefed that the Columbarium was constructed in

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different stages, thus plantings and growth developed differently. New design objectives will update the Columbarium to unify the complex, individualize different Courts, screen unsightly elements, and enhance the landscape overall. The design improvements include more flowering trees, shade trees along York Drive, entry landscaping at Courts 5, 6, and 7, and improvements to shelter landscaping. Scope of work includes plantings completed in spring 2017, fall 2017, and spring 2018.

- Other ANC areas that have had landscaping and plantings completed include the McClellan Circle, Sections 73 – 76, and the Clayton Drive Triangle.

Further discussion brought out that some trees in the cemetery are over 250 years old and some trees have been identified as “State Champions”. ANC loses about 250 trees a year for various reasons, however, the contract and budget sustains that loss and about 250 new trees are planted annually. When large trees are lost, such as the tree at the JFK gravesite lost to Hurricane Irene, multiple trees cannot be planted as replacements because of multiple gravesites which are normally found around the larger and older trees. In response to a question about the challenge of maintaining sod life in Section 60, the current contract does replace the sod, however, no irrigation is currently available because Section 60 is still active which prevents the installation of water lines for irrigation.

7. COMMEMORATIVE MONUMENTS UPDATE: ANC Strategic Planner, MAJ Shannon Way briefed the subcommittee regarding the status of commemorative markers throughout ANC. He noted that ANC preserves space for memorial markers, in accordance with Public Law 112-154, specifically for memorializing individual service members whose remains are missing, never recovered, scattered, or buried at sea. Additionally, there are hundreds of group burial markers at Arlington National Cemetery, ranging in size. In a group burial, the individuals are known, but because of the circumstances of their deaths, they are individually unidentifiable. When this occurs, DoD directs that all remains be interred together and a headstone be erected with each person's name and other data engraved upon it. Other than a large collection of trees which serve as living monuments commemorating military units and battles, veterans, families, and others who serve, ANC has few commemorative works that do not memorialize the individual service member. Of the 163 commemorative works within ANC, **142 are commemorative tree monuments**. Due to the dwindling capacity of the cemetery, these works have been more closely regulated in recent times – and only three have been placed within the last quarter of a century.

He informed the subcommittee that in accordance with 38 U.S.C. § 2409, SecArmy may set aside a suitable area to honor the memory of those Missing in Action or who's remains are not recovered, are buried at sea, donated to science, or scattered without interment of any portion of the ashes. Additionally, except for a monument containing or marking remains, no monument may be placed unless the following criteria are met:

- The monument commemorates an individual, or individuals, whose memory is to

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be honored or a particular military event that occurred more than 25 years in the past;

- The monument can be placed in an area not suitable for burial and the Commission of Fine Arts is consulted regarding the design;
- A non-governmental entity pays for 100% of costs and provides rationale for placement at ANC; and,
- SecArmy notifies Congressional Oversight Committees (if approved) and must allow 60 days (for Congressional disapproval) before placement of a monument.

Further, requests submitted to place a commemorative monument within ANC must contain:

- A clear articulation of the purpose of the monument;
- A copy of the independent study required by law;
- A copy of the architectural drawings;
- Verification that the placement date is no less than 25 years following the last day of the service commemorated; and,
- Indication that the construction, placement, and all supporting activities for the installation of the monument will be paid for and sustained in perpetuity from the sponsoring organization's privately-sourced funds. Certification of funds must be included.

8. **MEETING ADJOURNED.** The Chair then called for any other business. Hearing none, he called for a motion to adjourn. The motion was made and seconded. All members voted in favor.

Meeting Adjourned at 1120.


MARK FARLEY
Acting Chairman