DEPARTMENT OF VETERANS AFFAIRS (VA)
CHARTER OF THE
ADVISORY COMMITTEE ON HOMELESS VETERANS

1. OFFICIAL DESIGNATION: Advisory Committee on Homeless Veterans.

2. AUTHORITY: The Committee is authorized by statute, 38 United States Code (U.S.C.) § 2066, and operates under the provisions of the Federal Advisory Committee Act, as amended, 5 U.S.C. Appendix 2. Section 306 of Public Law 114-58 extended the Committee's statutory authority to December 31, 2016.

3. OBJECTIVES AND SCOPE OF ACTIVITY: The Committee provides advice to the Secretary, through the Under Secretary for Health, on the provision of benefits and services to Veterans experiencing homelessness. In providing this advice, the Committee shall assemble and review information relating to the needs of homeless Veterans; provide an ongoing assessment of the effectiveness of the policies, organizational structures, and services of VA in assisting Veterans experiencing homelessness; and provide ongoing advice on the most appropriate means of providing assistance to Veterans experiencing homelessness.

4. DESCRIPTION OF DUTIES: The Committee shall perform the duties set forth in 38 U.S.C. § 2066(b). In addition, 38 U.S.C. § 2066(c)(1) provides that not later than March 31 of each year, the Committee shall submit to the Secretary a report with recommendations on the programs and activities of VA designed to assist homeless Veterans. The report shall include an assessment of the needs of homeless Veterans; a review of programs and activities of VA designed to meet such needs; a review of the activities of the Committee; and such recommendations (including recommendations for administrative and legislative action) as the Committee considers appropriate.

5. OFFICIAL TO WHOM THE COMMITTEE REPORTS: The Committee reports to the Secretary of Veterans Affairs through the Under Secretary for Health.

6. OFFICE RESPONSIBLE FOR PROVIDING THE NECESSARY SUPPORT TO THE COMMITTEE: Support for the Committee is provided by the Veterans Health Administration (VHA), Homeless Programs Office. The Director of VHA's Homeless Programs Office, or her designee, is assigned the responsibilities of Designated Federal Officer (DFO) for the Committee. VHA's Homeless Programs Office may engage the services of governmental experts or contract for the services of non-governmental consultants, who may conduct analyses, prepare reports and background papers, or prepare other materials for consideration by the Committee.

7. ESTIMATED ANNUAL OPERATING COSTS IN DOLLARS AND STAFF-YEARS: The estimated annual cost for operating the Committee is $115,000 and 0.75 full-time equivalent staff. Members shall serve without pay. All members will receive travel expenses and a per diem allowance in accordance with the Federal Travel Regulations for any travel made in connection with their duties as members of the Committee.

8. DESIGNATED FEDERAL OFFICER: The DFO, a full-time VA employee, will approve the schedule of Committee meetings. The DFO, or a designee, will be present at all meetings, and each meeting will be conducted in accordance with an agenda approved by the DFO. The DFO is authorized to adjourn any meeting when he or she determines it is in the public interest to do so.

9. ESTIMATED NUMBER AND FREQUENCY OF COMMITTEE MEETINGS: The Committee is expected to meet approximately no less than two times annually.

10. DURATION: 38 U.S.C. § 2082, Section 201 extended the Committee's authority to December 31, 2016.

11. COMMITTEE TERMINATION DATE: On December 31, 2016, unless extended by statute.

12. MEMBERSHIP AND DESIGNATION: The Committee shall consist of not more than 15 members submitted through the Under Secretary for Health, for approval by the Secretary, and appointed from among the following: Veterans Service Organizations; advocates of homeless Veterans and other homeless individuals; community-based providers of services to homeless individuals; previously homeless Veterans; state Veterans affairs officials; experts in the treatment of individuals with mental illness; experts in the treatment of substance use disorders; experts in the development/management of permanent housing alternatives for lower income populations; experts in vocational rehabilitation; experts on increasing access to mainstream benefits; such other organizations or groups as the Secretary considers appropriate.

The Committee staff will aim to include ex officio members, or a designated representative, as follows: the Secretary of Labor, the Secretary of Defense, the Secretary of Health and Human Services, the Secretary of Housing and Urban Development, the Secretary of Agriculture, the Attorney General of the United States, the Executive Director of the United States Interagency Council on Homelessness, VA's Under Secretary for Health and VA's Under Secretary for Benefits.

The Secretary shall determine the terms of service and allowances of the members of the Committee, except that a term of service may not exceed 3 years. The Secretary may reappoint any member for an additional term of service. Several members may be Regular Government Employees, but the majority of the Committee's membership will be Special Government Employees.

13. SUBCOMMITTEES: The Committee is authorized to establish subcommittees, with the DFO's approval, to perform specific projects or assignments as necessary and consistent with its mission. The Committee chair shall notify the Secretary, through the DFO, of establishment of any subcommittee, including its function, membership, and estimated duration. Subcommittees will report back to the Committee.

14. RECORDKEEPING: Records of the Committee shall be handled in accordance with General Records Schedule GRS 6.2 or other approved agency records disposition schedules. Those records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. § 552.

15. DATE CHARTER FILED:

Approved: _____ Date: _____

Robert A. McDonald
Secretary of Veterans Affairs