Advisory Committee on Veterans Employment, Training, and Employer Outreach

Membership Balance Plan

Name of committee:

Advisory Committee on Veterans Employment, Training, and Employer Outreach (ACVETEO)

Authority for committee:

The authorizing legislation for the Advisory Committee on Veterans Employment, Training and Employer Outreach (ACVETEO) is codified at 38 U.S.C. § 4110. The committee is established in accordance with the Federal Advisory Committee Act (FACA), 5 U.S.C. App. 2, as amended.

Mission/function:

The ACVETEO has several responsibilities as delineated in the authorizing statute. This includes:

- assessing employment and training needs of Veterans and their integration into the workforce;
- determining the extent to which programs and activities of the Department of Labor are meeting such needs;
- assisting the Assistant Secretary for Veterans' Employment and Training (ASVET) in carrying out outreach activities to employers regarding the training and skills of Veterans and advantages afforded employers by hiring Veterans;
- making recommendations to the Secretary of Labor through the ASVET, for outreach activities and the employment and training of Veterans; and
- preparing and submitting an annual report on the employment and training needs of Veterans with a special emphasis on disabled Veterans.

Points of view:

The ACVETEO's authorizing legislation PL 109-233, is very specific as to the representation and qualifications for membership on the committee. The membership of the ACVETO must consist of at least 12, but no more than 16, individuals appointed by the Secretary of Labor:

- Seven individuals, one each from among representatives nominated by each of the following service organizations: the Society of Human Resource Managers, the Business Roundtable, the National Association of State Workforce Agencies, the United States Chamber of Commerce, the National Federation of Independent Business, a nationally recognized labor union or organization, and the National Governors Association.

- Not more than five individuals from among representatives nominated by veterans' service organizations that have a national employment program.

- No more than five individuals who are recognized authorities in the fields of business, employment, training, rehabilitation, or labor and who are not employees of the Department of Labor.

The following, or their representatives, are ex-officio, non-voting members: Secretaries of Veterans Affairs and Defense; Director of the Office of Personnel Management; Assistant Secretary of Labor for Veterans Employment and Training; the Assistant Secretary of Labor for Employment and Training; and the Administrator of the Small Business Administration.

These members of the ACVETEO are considered Representative members.

The recognized authority members are selected to increase the relevancy, impact and stature of the committee and its impact upon Veterans' employment in America. Given that objective, the following are items of interest in selecting these candidates:

- Veterans' employment and the agency are best served by having committee members who are nationally renowned for their track record of contribution, expertise, innovation and global perspective. Moreover, they should have an extensive network of talent and resources that they can engage on behalf of the department and the issue.

- The level of membership should be sufficient to provide a national consensus. Members should be in leadership roles within their organizations, not just their organization's Veteran program hiring manager, or an individual who has a personal interest in Veterans hiring.

Other balance factors:

Membership on the ACVETEO will be fairly balanced. Members will come from a cross-section of those directly affected, interested, and qualified as appropriate to the nature and functions of the ACVETEO.

The composition of the committee will depend upon several factors, including i) the committee's mission; ii) the geographic, ethnic, social, economic, or scientific impact of the Advisory Committee's recommendations; iii) the types of specific perspectives

required, for example, those of consumers, technical experts, the public at-large, academia, business, or other sectors ; iv) the need to obtain divergent points of view on the issues before the committee; and v) the relevance of State, local or tribal governments to the development of the committee's recommendations.

To the extent permitted by FACA and other laws, committee membership should also be consistent with achieving the greatest impact, scope and credibility among diverse stakeholders. The diversity in such membership includes, but is not limited to, race, gender, disability, sexual orientation and gender identity.

Candidate Identification Process:

The Department of Labor only has discretion in determining the five recognized authorities. Candidate for the other two categories are nominated by their respective organizations.

The Veterans' Employment and Training Service (VETS) will employ a multi-faceted approach to identify potential candidates for the recognized authority memberships. The following steps are among those that VTS will take to solicit a broad and diverse range of qualified candidates.

To promote widespread notification of those vacancies, VETS will also work with other agencies in the Department of Labor, other government agencies, and with diverse stakeholders throughout the country, including professional organizations, academia, and individuals, such as past members of the ACVETEO. VETS' outreach will include notification to those who have historically had limited awareness of and participation in the ACVETEO and its activities but whose interests may be implicated or affected by the work and/or recommendations of the ACVETEO.

VETS will review all proposed candidates through the Department's internal vetting process to assure compliance with all legal and ethical requirements.

VETS will report on its efforts to the ACVETEO and the Secretary or her designee.

Vacancies on the committee are handled in the same manner as the original appointees. Candidates for vacancies must be representative of their respective organization, and are appointed to fill the remaining term of the vacancy.

Subcommittee balance:

This committee does not have any subcommittees.

Date prepared:

The plan was prepared on March 14, 2011.