OFFICE OF THE SECRETARY OF DEFENSE
1950 DEFENSE PENTAGON
WASHINGTON, DC 20301-1950

ADMINISTRATION AND MANAGEMENT

DEC 22 2010

MEMORANDUM FOR COMMITTEE MANAGEMENT SECRETARIAT
GENERAL SERVICES ADMINISTRATION

SUBJECT: Committee Charter Consultation – *Board on Coastal Engineering Research*

The Department of Defense, pursuant to the Federal Advisory Committee Act of 1972, as amended, intends to renew the charter for the *Board on Coastal Engineering Research* (attached). The Task Force will operate under the provisions of the Federal Advisory Committee Act of 1972, as amended and in accordance with 41 CFR § 102-3.50.

Prior to filing the Task Force's charter with the Library of Congress and the appropriate congressional committees the Department of Defense respectively requests that the Committee Management Secretariat review and approve the proposed charter (attached). The proposed charter has been reviewed and approved by the Office of the General Counsel for the Department of Defense.

If you should have any questions about this charter please contact my point of contact, Len O'Reilly, at 703-601-6148.

James D. Freeman II
Deputy Advisory Committee Management
Officer for the Department of Defense

Attachments
Proposed Charter

CHARTER
BOARD ON COASTAL ENGINEERING RESEARCH

1. Committee's Official Designation: The Committee shall be known as the Board on Coastal Engineering Research (hereafter referred to as "the Board").

2. Authority: The Secretary of Defense, under the provisions of 33 U.S.C. § 426-2, the Federal Advisory Committee Act of 1972 (5 U.S.C., Appendix), and 41 CFR § 102-3.50(a), established the Board.

3. Objectives and Scope of Activities: The Board shall provide independent advice and recommendations on coastal engineering research, as set out in paragraph (4) below.

4. Description of Duties: The Board shall provide the Coastal Engineering Research Center, through the Chief of Engineers/Commander, U.S. Army Corps of Engineers, independent advice and recommendations on reports of investigations made concerning shore erosion on coastal and lake waters and the protection of such shores.

The Chief of Engineers/Commander, U.S. Army Corps of Engineers may act upon the Board's advice and recommendations.

5. Agency or Official to Whom the Committee Reports: The Board shall report to the Secretary of the Army through the Chief of Engineers/Commander, U.S. Army Corps of Engineers.

6. Support: The Department of Defense, through the Secretary of the Army, the Assistant Secretary of the Army (Civil Works), and the U.S. Corps of Engineers, shall provide support as deemed necessary for the performance of the Board's functions and shall ensure compliance with the requirements of the Federal Advisory Committee Act of 1972 and the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b).

7. Estimated Annual Operating Costs and Staff Years: The estimated annual operating cost, to include travel costs and contract support, is approximately $314,000 and 1.5 full-time equivalents.

8. Designated Federal Officer: The Designated Federal Officer, pursuant to DoD policy, shall be a full-time or permanent part-time DoD employee and shall be appointed in accordance with governing DoD policies and procedures. In addition, the Designated Federal Officer is required to be in attendance for the duration at all committee and subcommittee meetings. In the absence of the Designated Federal Officer, an Alternate Designated Federal Officer shall attend each committee and subcommittee meeting in its entirety.

9. Estimated Number and Frequency of Meetings: The Board shall meet at the call of the Designated Federal Officer, in consultation with the Board's president. The estimated number of Board meetings is two each year.

10. Duration: The need for this advisory function is on a continuing basis; however, this charter is subject to renewal every 2 years.

11. Termination: The Board shall terminate upon completion of its mission or 2 years or two years from the date this charter is filed, whichever is sooner, unless extended by the Secretary of Defense.

12. Membership and Designation: The Board shall be composed of not more than seven members, of whom four shall be officers of the Corps of Engineers and three shall be civilian engineers recommended by the Chief of Engineers due to his or her special fitness in the field of beach erosion and shore protection.

If the Secretary of Defense nominated the Deputy Commanding General for Civil and Emergency Operations, U.S. Army Corps of Engineers to the Board by ex officio position, that person shall serve as the President of the Board; otherwise, the Board shall pick its president.

Board members may be appointed by the Secretary of Defense for 2-year terms; however, all appointments shall be renewed by the Secretary of Defense on an annual basis.

Board members, who are not full-time or permanent part-time federal officers or employees, shall be appointed by the Secretary of Defense to serve as experts and consultants under the authority of 5 U.S.C. § 3109 and shall serve as special government employees, whose appointments must be renewed on an annual basis.

Pursuant to Public Law 91-611, Title I, Section 105, December 31, 1970, 84 Stat. 1819, Board members who are not full-time or permanent part-time federal officers or employees, may be paid at rates not to exceed the daily equivalent of the rate for a GS-15, step 10, for each day of attendance at Board meetings, not to exceed thirty days per year, in addition to the traveling and other necessary expenses connected with their duties on the Board in accordance with the provisions of Title 5, United States Code, Section 5703(b), (d), and Section 5707. All other Board members shall receive compensation for travel and per diem for official travel.

13. Subcommittees: With DoD approval, the Board is authorized to establish subcommittees, as necessary and consistent with its mission. These subcommittees shall operate under the provisions of the Federal Advisory Committee Act of 1972, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b) and other governing DoD and federal statutes and regulations.

Such subcommittees shall not work independently of the chartered Board, and shall report all their recommendations and advice to the Board for full deliberation and discussion. Subcommittees have no authority to make decisions on behalf of the chartered Board; nor can they report directly to DoD or any Federal officers or employees who are not Board members.

Subcommittee members, who are not Board members, shall be appointed by the Secretary of Defense according to governing DoD policy and procedures. Such individuals, if not full-time or part-time government employees, shall be appointed to serve as experts and consultants under the authority 5 U.S.C. § 3109, and shall serve as special government employees, whose appointments must be renewed on an annual basis.

14. Recordkeeping: The records of the Board and its subcommittees shall be handled according to section 2, General Record Schedule 26 and governing DoD policies and procedures. These records shall be available for public inspection and copying, subject to the Freedom of Information Act of 1966 (5 U.S.C. § 552).

15. Filing Date: