

**Department of Veterans Affairs
Charter of the
Veterans' Advisory Committee on Rehabilitation**

- 1. Committee's Official Designation.** Veterans' Advisory Committee on Rehabilitation
- 2. Authority.** The Committee is established pursuant to 38 U.S.C. § 3121 and operates under the provisions of the Federal Advisory Committee Act, as amended, 5 U.S.C. Ch. 10.
- 3. Objectives and Scope of Activities.** The Committee will advise the Secretary on the administration of Veterans' rehabilitation programs under Title 38, United States Code.
- 4. Description of Duties.** The Committee shall submit to the Secretary an annual report on the rehabilitation programs and activities of the Department of Veterans Affairs (VA) and shall submit such other reports and recommendations to the Secretary as the Committee determines appropriate. The annual report shall include an assessment of the rehabilitation needs of Veterans and a review of VA programs and activities designed to meet such needs.
- 5. Official to Whom the Committee Reports.** The Committee will report to the Secretary of Veterans Affairs.
- 6. Support.** The Veterans Benefits Administration is responsible for providing support to the Committee.
- 7. Estimated Annual Operating Costs and Staff Years.** Estimated annual operating costs for the committee are \$235,000 and 1.20 full-time equivalent staff. All members receive travel expenses and a per diem allowance in accordance with the Federal Travel Regulation for any travel made in connection with their duties as members of the Committee.
- 8. Designated Federal Officer.** The Designated Federal Officer (DFO), a full-time VA employee, will approve the schedule of Committee and subcommittee 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 Meetings.** The Committee is expected to meet at least two times annually.
- 10. Duration.** Continuing.
- 11. Termination.** Unless renewed by appropriate action prior to the expiration, the charter will terminate 2 years from the filing date below.

12. Membership and Designation. Committee members will be appointed by the Secretary from the general public and shall serve for terms to be determined by the Secretary not to exceed three years. Veterans with service-connected disabilities shall be appropriately represented in the membership of the Committee, and the Committee shall also include persons who have distinguished themselves in the public and private sectors in the fields of rehabilitation medicine, vocational guidance, vocational rehabilitation, and employment and training programs. The Secretary may designate one of these appointed members to chair the Committee.

Ex-officio members of the Committee shall include representatives from the following agencies: (A) one representative from the Veterans Health Administration and one from the Veterans Benefits Administration, (B) one representative from the Rehabilitation Services Administration of the Department of Education, (C) one representative from the National Institute on Disability, Independent Living, and Rehabilitation Research in the Administration for Community Living of the Department of Health and Human Services, (D) and one representative from the Veterans' Employment and Training Service of the Department of Labor.

The Committee will be comprised of approximately 15 special government employees and 5 ex-officio members. Several members may be regular government employees, but most of the Committee's membership will be special government employees.

13. Subcommittees. The Committee may create 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 the creation of any subcommittee, including its function, membership, and estimated duration. Such subcommittees may not work independently of the chartered Committee and must report their recommendations and advice to the full Committee for full deliberation and discussion. Subcommittees have no authority to make decisions on behalf of the parent Committee, nor can they report directly to VA.

14. Recordkeeping. Records of the Committee shall be handled in accordance with General Records Schedule 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. Filing Date

Approved. _____/s/_____
Denis McDonough
Secretary of Veterans Affairs

____5/20/2024_____
Date