Department of Veterans Affairs

Memorandum

Date:

January 31, 2020

From:

Executive in Charge, Office of the Under Secretary for Health (10)

Subj:

Department of Veterans Affairs (VA) National Advisory Committee (NAC) Recommendation for the Office of Voluntary Service (VIEWS 1498817)

то: Secretary (00)

- 1. The VA Voluntary Service (VAVS) NAC met in April 2019 and adopted one recommendation for consideration. On behalf of the Committee, attached is their formal recommendation, Lifetime VA Volunteer Service Award, for review and an official response.
- 2. The VAVS NAC provides advice on the coordination and promotion of volunteer activities within VA health care facilities, in the community, and on other matters relating to volunteerism and charitable giving. The Committee keeps the officers and members of participating organizations informed regarding VA's need for volunteers and volunteer accomplishments.
- 3. Should you have any questions, please contact the Director of Voluntary Service, Sabrina Clark at (202) 266-4588, or by email at Sabrina.Clark@va.gov. The Committee looks forward to your response and continued support.

IS/	
Richard A. Stone, M.D.	
Attachment	
Approve Disapprove	
Ref L. Ville	
Robert L. Wilkie	

3-13-2020

Department of Veterans Affairs (VA) Response to the VA Voluntary Service (VAVS) National Advisory Committee (NAC) 2019 Recommendations

Recommendation: VAVS NAC recommends the Secretary of VA:

recognition. Approve VAVS to design and implement a new 5,500-Hour "Lifetime Secretary, Veterans Affairs Voluntary Service" award for volunteer

VA Response:

will utilize the VA enterprise-wide volunteer tracking system to determine eligibility. All efforts for this award will be managed by VA consist of a signed letter and certificate from the Secretary of VA and a lapel pin (or something comparable in size and price). VAVS VA concurs with this recommendation. VA supports VAVS to design and implement this new volunteer award. VAVS will create a Central Office (VACO) VAVS. team of field experts to develop the process of obtaining this award for VA Secretary's signature. The custom-designed award will

Actions to implement

		i av		Intergovernmental Affairs		
Sabrina.Clark@va.gov			 Draft official certificate for Secretary signature. 	(VHA) Office of Communications and The Office of Public and		the Secretary.
Sabrina Clark (202) 461-7300	Open	Đ	 Draft official letter for Secretary signature; and 	Veterans Health Administration's	VAVS	Create official letter and certificate from
Contact Person	Current Status	Due Date	Tasks	Other Offices	Lead Office	Steps to implement

Department of Veterans Affairs (VA) Response to the VA Voluntary Service (VAVS) National Advisory Committee (NAC) 2019 Recommendations

Steps to	VA A	Other Offices	VA Action Plan – VAVS to design and implement the new Secretary of VA Volunteer Award Pad Other Offices Tasks Due Date Current Status	Secretary of	VA Volunteer Aw Current Status	- 0
Steps to Implement	Lead Office	Other Offices	Tasks	Due Date	δ	Current Status
Create Award Level in Voluntary Service System (VSS).	VAVS	None	 Create award level in VSS; and Educate VAVS Field Staff on using new award level. 			Open
Create process for submitting award through VACO VAVS.	VAVS	VAVS Field Staff	 Implement award level in VSS; Educate VAVS Field Staff on process for submitting award; and Verify award level met in VSS; and Submit name, facility, total number of volunteer hours, and point of contact to VACO VAVS VACO VAVS to submit award for signature via proper channels. 			Open
Develop Communications	VAVS	VHA Office of Communications	 Create field toolkit to include process and communication tools. 			Open