CHARTER OF THE
DEPARTMENT OF VETERANS AFFAIRS
VOLUNTARY SERVICE (VAVS) NATIONAL ADVISORY COMMITTEE

A. OFFICIAL DESIGNATION: Department of Veterans Affairs Voluntary Service (VAVS) National Advisory Committee.

B. OBJECTIVES AND SCOPE OF ACTIVITY: The VAVS National Advisory Committee provides advice to the Secretary of Veterans Affairs, through the Under Secretary for Health, on the coordination and promotion of volunteer activities within VA health care facilities, and on other matters relating to volunteerism.

C. PERIOD OF TIME NECESSARY FOR THE COMMITTEE TO CARRY OUT ITS PURPOSE: Since the voluntary services meet an ongoing demand at VA health care facilities, the Committee's advice will be needed for the foreseeable future.

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

E. OFFICE RESPONSIBLE FOR PROVIDING THE NECESSARY SUPPORT TO THE COMMITTEE: Support is provided by the Veterans Health Administration, through the offices of the Chief Communications Officer and the Voluntary Service Office.

F. DUTIES OF THE COMMITTEE: The Committee serves in an advisory capacity by making recommendations to the Under Secretary for Health for the improvement of voluntary services to veteran-patients by means of coordination on a national level of the established plans and policies for community volunteer participation.

With the exception of the Chairperson and Deputy Chairperson, all members of the Committee are named by the national organizations represented. Those members are designated either VAVS National Representative or VAVS Deputy National Representative. Organizational membership on the Committee includes five categories: Service (voting); Associate Service; Donor; Associate Donor; and Adjunct Membership for youth organizations. Most of the Committee's members serve as representatives of the various organizations involved in VA volunteer activities.

G. ESTIMATED ANNUAL OPERATING COSTS IN DOLLARS AND STAFF-YEARS: Annual operating costs of the Committee is estimated at $154,000 and 2 staff years.

H. ESTIMATED NUMBER AND FREQUENCY OF COMMITTEE MEETINGS: Committee meetings are held annually, and subcommittees meet on an as needed basis. The Designated Federal Officer (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.

I. COMMITTEE'S TERMINATION: None.

J. DATE CHARTER IS FILED:

Approved: _____ Date: 2/27/09

Eric K. Shinseki
Secretary of Veterans Affairs