

Appendix 1

Task Force Charter

DEPARTMENT OF VETERANS AFFAIRS VOCATIONAL REHABILITATION & EMPLOYMENT (VR&E) TASK FORCE CHARTER

- A. **OFFICIAL DESIGNATION:** Department of Veterans Affairs (VA) Vocational Rehabilitation & Employment Task Force
- B. **OBJECTIVES AND SCOPE OF ACTIVITY:** The Task Force will conduct an independent review of the Vocational Rehabilitation & Employment (VR&E) Program within the Veterans Benefits Administration (VBA). The Task Force will make recommendations to the Secretary of Veterans Affairs on improving the Department's ability to provide comprehensive services and assistance to veterans with service-connected disabilities and employment handicaps in becoming employable, and obtaining and maintaining suitable employment. The Task Force will also assess independent living services provided by VR&E.
- C. **PERIOD OF TIME NECESSARY FOR THE TASK FORCE TO CARRY OUT ITS PURPOSES:** The Task Force recommendations shall be submitted in writing to the Secretary approximately 120 days after the Task Force is established.
- D. **OFFICIAL TO WHOM THE TASK FORCE REPORTS:** The Task Force will report its findings and recommendations to the Secretary of Veterans Affairs.
- E. **AGENCY RESPONSIBLE FOR PROVIDING THE NECESSARY SUPPORT FOR THE TASK FORCE:** The Veterans Benefits Administration will provide administrative support as required for the Task Force. The Veterans Health Administration and VA Staff Offices will provide pertinent information and support as necessary. The executive director of the Task Force, appointed by the Secretary, is assigned the responsibilities of the Designated Federal Official (DFO).

The VR&E Task Force members will be selected for expertise in organizational assessment, functional analysis, and improving operational processes within the context of vocational rehabilitation and employment services. Attention will be given to equitable geographic distribution as well as to ethnic and gender representation.

Department of Veterans Affairs
Vocational Rehabilitation and Employment Task Force
Page 2

F. **DUTIES FOR WHICH THE TASK FORCE IS RESPONSIBLE:**

The duties and responsibilities of the Task Force will focus on training, employment, and independent living services. The Task Force will engage in the following activities: (i) conduct a functional and organizational assessment of the Vocational Rehabilitation and Employment Service; (ii) evaluate eligibility criteria, procedures, and processes for determining how a veteran is approved for training, employment, or independent living services as governed by applicable provisions of Chapter 31 of title 38, United States Code; (iii) appraise current VR&E processes, information systems, and management controls; (iv) determine consistency in the administration of the VR&E Program across VBA regional offices; and (v) examine clinical rehabilitation practices and employment placement services being utilized by other Federal, state, local or private organizations serving disabled persons, including veterans.

G. **ESTIMATED ANNUAL OPERATING COSTS IN DOLLARS AND**

FTE: The estimated cost of operating the VR&E Task Force is \$450,000 and 2 FTE.

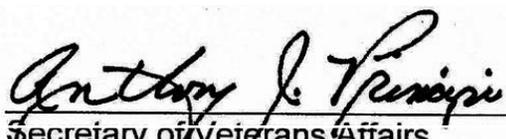
H. **ESTIMATED NUMBER AND FREQUENCY OF MEETINGS:**

The Task Force will meet as frequently as necessary to accomplish its mission. It is expected that the Task Force will hold 6-8 meetings. A Federal government official will be present at all meetings. All meetings of the Task Force shall be held in conformance with the requirements of the Federal Advisory Committee Act

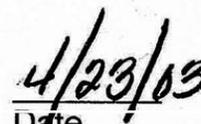
I. **TASK FORCE TERMINATION DATE:** The Task Force will terminate not later than one year after it is established.

J. **DATE THE CHARTER IS FILED:**

Approved:



Secretary of Veterans Affairs



Date