

Charter
Armed Forces Retirement Home Advisory Council

1. Committee's Official Designation: The committee shall be known as the Armed Forces Retirement Home Advisory Council (AFRHAC).
2. Authority: The Secretary of Defense, consistent with authorities delegated to the Secretary of Defense as described in 24 U.S.C. § 411(d)(3), as required by 24 U.S.C. § 416(a), and in accordance with chapter 10 of title 5, U.S.C. (formerly known as the Federal Advisory Committee Act (FACA) (5 U.S.C., Appendix)) and 41 C.F.R. § 102-3.50(a), established this non-discretionary advisory committee.
3. Objectives and Scope of Activities: Pursuant to 24 U.S.C. § 416(b), the AFRHAC provides such guidance and recommendations on the administration of the Armed Forces Retirement Home (AFRH) and the quality of care provided to AFRH residents as the AFRHAC considers appropriate.
4. Description of Duties: In carrying out its objectives and activities, the AFRHAC will receive and review advice, reports, and recommendations provided by the AFRH Senior Medical Advisor as described in 24 U.S.C. §§ 413a(b) and (c)(4) and by civilian accrediting organizations in accordance with 24 U.S.C. § 418. Pursuant to 24 U.S.C. § 416(b)(2), not less often than annually, the AFRHAC shall submit to the Secretary of Defense a report summarizing its activities during the preceding year and provide such observations and recommendations with respect to the AFRH as the AFRHAC considers appropriate.
5. Agency or Official to Whom the Committee Reports: The AFRHAC reports to the Secretary of Defense and the Deputy Secretary of Defense ("the DoD Appointing Authority"), through the AFRH Chief Operating Officer (COO), the AFRH Chief Executive Officer, and the Administrator of each facility of the AFRH. The AFRH COO, as the Sponsor of the AFRHAC, may act upon the AFRHAC's advice and recommendations in accordance with Department of Defense (DoD) policy and procedures.
6. Support: The DoD, through the Office of Director of Administration and Management and the Office of the COO AFRH, provides the necessary support for the AFRHAC and ensures compliance with the requirements of the FACA, the Government in the Sunshine Act ("the Sunshine Act") (5 U.S.C. § 552b), governing Federal statutes and regulations, and DoD and AFRH policy and procedures.
7. Estimated Annual Operating Costs and Staff Years: The estimated annual operating cost, to include travel, meetings, and contract support, is approximately \$31,500. The estimated personnel cost to the AFRH 0.15 full-time equivalents.
8. Designated Federal Officer: The AFRHAC's Designated Federal Officer (DFO) shall be a full-time or permanent part-time AFRH Federal civilian officer or employee, or active-duty member of the Armed Forces, designated by the AFRH COO in accordance with DoD policy and procedures. The AFRHAC's DFO is required to attend all AFRHAC and subcommittee meetings for the entirety of each meeting. However, in the absence of the AFRHAC's DFO, a properly approved Alternate DFO, duly designated to the AFRHAC in accordance with DoD policy and procedures, shall attend the entirety of all AFRHAC meetings.

Charter
Armed Forces Retirement Home Advisory Council

The DFO, or the Alternate DFO, calls all AFRHAC meetings; prepares and approves all meeting agendas; and adjourns any meeting when the DFO, or the Alternate DFO, determines adjournment to be in the public interest or required by governing regulations or DoD policy and procedures.

9. Estimated Number and Frequency of Meetings: The AFRHAC shall meet at the call of its DFO, in consultation with the AFRHAC Chair and the AFRH COO. The AFRHAC shall meet at least twice per year.
10. Duration: The need for this advisory function is on a continuing basis; however, the AFRHAC is subject to renewal every two years.
11. Termination: The AFRHAC shall terminate upon rescission of 24 U.S.C. § 416.
12. Membership and Designation: Pursuant to 24 U.S.C. §§ 416(c)(1)-(3), the AFRHAC shall consist of at least 15 members, and shall include the following members:
 - 1) One member who is an expert in nursing home or retirement home administration and financing.
 - 2) One member who is an expert in gerontology.
 - 3) One member who is an expert in financial management.
 - 4) Two representatives of the Department of Veterans Affairs, one to be designated from each of the regional offices nearest in proximity to the facilities of the Retirement Home.
 - 5) The Chairpersons of the Resident Advisory Committees.
 - 6) One enlisted representative of the Services' Retiree Advisory Council.
 - 7) The senior noncommissioned officer of one of the Armed Forces.
 - 8) Two senior representatives of military medical treatment facilities, one to be designated from each of the military hospitals nearest in proximity to the facilities of the Retirement Home.
 - 9) One senior judge advocate from one of the Armed Forces.
 - 10) One senior representative of one of the chief personnel officers of the Armed Forces.
 - 11) Such other members as the Secretary of Defense may designate.
 - 12) The administrators of AFRH-Washington and AFRH-Gulfport shall be nonvoting members of the AFRHAC.

In accordance with 24 U.S.C. § 416(d)(1) and DoD policy, members shall serve a two-year term of service, with annual renewal, and the DoD Appointing Authority may designate a member to serve one additional term of service. Pursuant to 24 U.S.C. § 416(c)(2), each member of the AFRHAC shall be designated by the DoD Appointing Authority, except that individuals who are not employees of the DoD shall be designated, in consultation with the DoD Appointing Authority, by the head of the Federal department or agency that employs the individual. Pursuant to 24 U.S.C. § 416(e), a vacancy in the AFRHAC shall be filled in the same manner in which the original designation was made, and an AFRHAC member designated to fill a vacancy occurring before the end of the term of the predecessor shall be designated for the remainder of the term of the predecessor.

Charter
Armed Forces Retirement Home Advisory Council

Pursuant to 24 U.S.C. § 416(d)(2) through (4), a member of the AFRHAC member, unless earlier terminated by the DoD Appointing Authority, may continue to serve as a member of the AFRHAC after the expiration of the member's term until a successor is designated; the DoD Appointing Authority may terminate the term of service of a member of the AFRHAC before the expiration of the member's term; and a member of the AFRHAC serves as a member of the AFRHAC only for as long as the member is assigned to or serving in a position for which the duties include the duty to serve as a member of the AFRHAC.

The DoD Appointing Authority shall appoint the AFRHAC's Chair from among the membership previously approved, in accordance with DoD policy and procedures, for a term of service of one-to-two years, with annual renewal, which shall not exceed the member's approved AFRHAC appointment. Pursuant to 24 U.S.C. § 416(c)(5), the AFRHAC's Chair shall conduct the meetings of the AFRHAC.

AFRHAC members who are not full-time or permanent part-time Federal civilian officers or employees, or active-duty members of the Uniformed Services, shall be appointed as experts or consultants pursuant to 5 U.S.C. § 3109 to serve as special government employee (SGE) members. AFRHAC members who are full-time or permanent part-time Federal civilian officers or employees, or active-duty members of the Uniformed Services, shall be designated pursuant to 41 C.F.R. § 102-3.130(a) to serve as regular government employee (RGE) members.

All AFRHAC members are appointed to exercise their own best judgment without representing any particular point of view and in a manner that is free from conflict of interest. While away from home or regular place of business in the performance of services for the AFRHAC, each member may be allowed reimbursement for official AFRHAC-related travel and per diem. Pursuant to 24 U.S.C. § 416(f)(1)(A) and (2), the DoD Appointing Authority may provide a stipend consistent with the daily government consultant fee for each day on which an AFRHAC member is engaged in the performance of services for the AFRHAC unless the member is a full-time or permanent part-time Federal civilian officer or employee, or active-duty member of the Uniformed Services.

13. Subcommittees: The DoD has determined that subcommittees are not authorized for the AFRHAC.
14. Recordkeeping: The records of the AFRHAC and its subcommittees shall be managed in accordance with General Records Schedule 6.2, Federal Advisory Committee Records, or other approved agency records disposition schedule, and the appropriate DoD and AFRHAC policy and procedures. These records will be available for public inspection and copying, subject to the Freedom of Information Act (5 U.S.C. § 552).
15. Filing Date: April 7, 2023