

ACVETEO - ADVISORY COMMITTEE ON VETERANS' EMPLOYMENT,
TRAINING AND EMPLOYER OUTREACH

U.S. DEPARTMENT OF LABOR

May 3, 2017

SUMMARY MINUTES

THE ADVISORY COMMITTEE ON
VETERANS' EMPLOYMENT, TRAINING, AND
EMPLOYER OUTREACH (ACVETEO)

U.S. Department of Labor
Frances Perkins Building
200 Constitution Avenue, N.W.
Room N-3437
Washington, D.C. 20210

PARTICIPANTS:

CHAIRMAN RYAN GALLUCCI, Deputy Director, National Veterans
Service for the
Veterans of Foreign Wars

MS. LOIS A. BETHARDS, Executive Director, American Indian Center
of Arkansas

MR. JIM BORBELY, Bureau of Labor Statistics

MS. NICHOLE COLEMAN, Executive Director, Hancock County Veterans
Service Office

MS. ANN CONYERS, Office of the Secretary, Department of Defense

MS. MIKA CROSS, Department of Labor VETS

MR. MICHAEL ERVIN, District of Columbia Department of Employment
Services

MR. ERIC EVERSOLE, President, Hiring our Heroes

MS. AMY GARCIA, Small Business Administration, Office of
Veterans Business Development

MS. PAM GERASSIMIDES, Assistant Executive Director, National
Association of State Workforce Agencies

DR. NANCY GLOWACKI, Program Manager, Women Veteran Program,
Department of Labor VETS

MR. GREGORY GREEN, Office of Strategic Outreach, Department of
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MR. TIM GREEN, Office of Strategic Outreach, Department of Labor
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MS. NANCY HAMMER, Society for Human Resource Management

MR. JON JUKURI, National Conference of State Legislatures

MS. JOYLIN KIRK, Senior Director of Mission Services, Goodwill
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MS. LINDA LEE, District of Columbia Department of Employment
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MR. MIKE MILLER, Department of Defense

MR. STEPHEN PARKER, National Governors Association

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MR. TIM STECHER, Executive Vice President of Veteran Employment,
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MR. MARK TOAL, Office of Strategic Outreach, Department of Labor
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MR. GEORGE TRIEBSCH, Deputy Director, Office of Field
Operations, Department of Labor VETS

IN THE PUBLIC:

MR. STAN SEIDEL

WELCOME AND REMARKS

Ms. Mika Cross welcomed the attendees present. **Mr. Sam Shellenberger**, the Deputy Secretary of DOL VETS, made opening remarks, highlighting the importance of apprenticeships and employer outreach in the new administration. **Mr. Shellenberger** discussed the Hire Vets Act and the 2017 budget.

ADMINISTRATIVE BUSINESS

Ms. Cross held a vote to confirm the minutes from the last meeting, which passed unanimously. **Chair Ryan Gallucci** reviewed the agenda for the day and explained that subcommittee briefings should be limited to 5 minutes to allow for briefings from veteran employment stakeholders.

BRIEFING ON THE DISTRICT OF COLUMBIA DEPARTMENT OF EMPLOYMENT SERVICES

Mr. Chris Rollins, Veteran Program Coordinator, D.C. Department of Employment Services, thanked the Committee for the opportunity to present and introduced Ms. Linda Lee. **Ms. Linda Lee** explained that she is the only LVER in Washington, D.C.

Mr. Michael Ervin, DVOP, D.C. Department of Employment Services, explained his role in providing intensive services to disabled veterans to get them job-ready to find long-term, sustainable employment using an individual employment development plan. Some of these services are sought through referral to VSOs located in the same building as his VR&E office. After being deemed job-ready, the DVOP reaches out to a LVER for assistance matching the veteran to employers. Mr.

Ervin discussed the strong partnership with HVRP grantees and the newly developing partnerships with area TAP programs.

Chairman Gallucci asked what the left/right limits apply when working with military installations as an American Job Center. **Mr. Ervin** explained that after becoming familiar to the TAP program, he is able to provide any service necessary to veterans on Joint Base Anacostia/Bolling.

Chairman Gallucci asked what challenges may affect work with bases outside of Washington, D.C. **Mr. Ervin** explained that Maryland and Virginia are strong partners when finding veterans for job placement, and discussed how D.C. provides employment services to veterans from other states seeking employment in D.C. and vice versa.

Mr. Ervin discussed the vocational rehab referral process and the role of priority of service in moving disabled veterans to the front of the line for training and other services in the American Job Center.

Ms. Ann Conyers, Transition to Veteran Program Office, asked how employers become veteran-friendly. **Ms. Lee** explained her process of building and maintaining relationships with employers. She finds employers through job fairs and hiring events, then sets up appointments to discuss hiring veterans. At these appointments she clarifies whether the employer is open to employing veterans with misdemeanors or felonies, and often brings back job listings to fill with veterans. She receives

the resumes for these veterans from DVOPs and Wagner-Peyser staff, then personally vets each to find the right fit.

Ms. Lee went on to discuss how she uses to-do lists and other forms to track the progress of veterans through their job-seeking process, as well as how she leverages connections with employers to advance veteran job-seekers.

Mr. Ervin discussed agency initiatives, particularly the office's monthly workshops on employment resources, quarterly hiring workshops with ten D.C. employers, and annual two-day "mega" workshops with Virginia and Maryland.

Chairman Gallucci asked how veterans are brought into these workshops and how attendance looks. **Mr. Ervin** replied that veterans are notified through the state work site or canvassed through the local veteran center; HVRP partners, non-vet-focused Wagner-Peyser staff, and VA VR&E staff are invited to workshops and kept informed. Mr. Ervin's team reaches out to 65-70 veterans each month and sees 10-20 show up at workshops.

Ms. Lee continued the presentation by sharing success stories about finding an understanding employer for a disabled veteran and about building new relationships with employers.

Ms. Conyers and **Mr. Ervin** discussed work with other states to facilitate warm handovers. **Mr. Shellenberger** explained the way that D.C. and state employment services are funded, and how employment data is aggregated. **Ms. Kirk** and **Mr. Rollins** discussed retention rates; veterans employed through D.C.

employment services generally work at their employer for at least 6 months.

BRIEFING ON TRANSITION TO VETERAN PROGRAM OFFICE

Ms. Ann Conyers presented information on the Transition Assistance Program (TAP) as it applies to the Department of Defense. She explained that in the Department of Defense, TAP is overseen by the Office of the Secretary of Defense, then executed a bit differently by each branch of military service.

Ms. Conyers presented separation data, and explained that Reserve and Guard members only participate in TAP when under a Title X authority. Most separating servicemembers have between four and ten years' military service and are between 22 and 32.

Ms. Conyers explained that the TAP program was designed with evidence-based standard learning objectives, and is highly successful. She discussed the importance of re-training facilitators for the 80-hour core and other supplementary programs to work interactively in classes of less than fifty students. The higher education track curriculum underwent review and was updated in 2016, and is found to be successful for those who use it.

Ms. Conyers explained that the 16-hour career technical training track curriculum is being re-vamped under the Department of Labor. **Mr. Shellenberger** added that the review

will benefit from Secretary Acosta's focus on apprenticeship and a partnership with employers such as Amazon.

Ms. Conyers discussed the Small Business Administration's work revamping the Boots to Business program. It is difficult to determine performance measures for the program because small businesses are high-risk.

Chairman Gallucci asked whether data was available on individual participation in multiple voluntary courses; **Ms. Conyers** replied that it is not.

Ms. Conyers discussed capstone assessment, which determines whether servicemembers are career-ready after completing the TAP curriculum. If not, the office facilitates a warm handover to the Department of Labor or Veterans Administration to improve readiness.

Ms. Conyers went on to explain that the program's curriculum undergoes technical review of resources on even-number years, and deep dives on odd-number years. The Department of Labor is performing deep dives in the Employment Workshop and the career technical training track in 2017.

Financial readiness is currently under deep dive in preparation for blended retirement in 2018. An effort is being made to familiarize servicemembers with Thrift Savings Plan (TSP) resources, and means of access to healthcare and daycare as civilians. The new curriculum is currently six hours.

Ms. Conyers discussed TVPO's participation in discussions on changes to the curriculum for resilient transition, partnership with the VA to improve VA benefits through input from woman veterans, and the MOC crosswalk.

Ms. Conyers explained that content review will take place between October and June, with a final format in September, and will result in a pilot if the recommended changes are more than 15%.

Ms. Conyers highlighted TVPO's focus on public/private collaboration, the creation and distribution of effective tools, evidence-based adult learning; targeting long-term satisfying careers.

BRIEFING ON EMPLOYER OUTREACH

Mark Toal, Office of Strategic Outreach, presented slides on employer outreach, with a focus on utilizing and integrating resources to facilitate veteran employment. He discussed the development of an apprenticeship partnership with Amazon, with at least 95 veterans enrolled in three states.

Mr. Toal discussed NASWA's progress resolving challenges getting jobs onto NLS, the advantage employers gain by working through veterans.gov, and integrating local and national resources with VSO assets to create a career skills program for veterans. **Mr. Toal** discussed the TAP pilot, the 3-day Employment Workshop, and an upcoming apprenticeship event at the Washington Hilton.

Mr. Toal explained how messaging for Employer Outreach now focuses on the fact that all studies show that hiring a veteran is a good business decision.

Mr. Toal moved on to discuss how the Office of Strategic Outreach has responded to last year's recommendations.

The first recommendation was on EW curriculum review. The curriculum has been sent to non-governmental stakeholders for review for input; its revised curriculum based on this input will be taught by January 1, 2018.

The second recommendation focused on review of the career technical training track under TAP, which is underway and must determine whether the curriculum will continue to center on a career assessment.

The third recommendation was on the creation of a TAP app. **Ms. Cross** reported that crowdfunding under challenge.gov is being examined as a possible means of funding a TAP app. **Mr. Shellenberger** explained how the 2017 budget would allow for collaboration with ETA to incorporate TAP into the ETA's workforce system app project ("Career One Stop"), and invited comment from the Committee on whether that would be sufficient.

The fourth recommendation involved working with the Small Business Administration to examine how information related to state and federal funding programs is messaged to small businesses. **Mr. Toal** reported that he will be working with Amy Garcia to chart a path for this recommendation.

TRANSITION AND TRAINING SUBCOMMITTEE BRIEFING

Mr. Toal presented the Transition and Training Subcommittee's proposed recommendations for 2017.

The first recommendation is to continue incorporating stakeholder engagement to improve DOL and TAP curriculums.

The second recommendation is to increase outreach efforts to address veteran skill gaps through registered apprenticeships. **Mr. Toal** elaborated on the challenges that national organizations face when registering apprenticeships state-by-state; which could be alleviated through partnership with the VA, the American Legion, and other stakeholders.

The third recommendation is to increase outreach to military spouses. **Mr. Toal** suggested that military spouse data may be added to veterans.gov.

The fourth recommendation is to create a pilot and conduct outreach to veterans over 45, who comprise over half of unemployed veterans.

The fifth recommendation is to refine and update veterans.gov, which has been a game-changer in employment and employer outreach.

Mr. Darrel Roberts, Helmets to Hardhats, and **Mr. Toal** discussed how veterans in apprenticeship programs can wait up to six months to receive their GI Bill stipends, and possible avenues through partnership with national companies and the VA to find a way to close that gap.

Mr. Shellenberger discussed how the subcommittee's recommendations align with the incoming administration's objectives of creating partnership and removing duplications, and highlighted the importance of American Job Centers for veterans over 45.

LUNCH

Chairman Gallucci informed the Committee of changes in the day's schedule. The Committee broke for lunch.

BLS BRIEF ON THE 2016 EMPLOYMENT SITUATION OF VETERANS

Mr. Jim Borbely, Bureau of Labor Statistics, briefed the Committee on veteran data that was released in March. He explained that the data presented is collected on a monthly basis through a voluntary survey of 60,000 households with a 90% response rate; allowing for responses from 8,000-9,000 veterans per month. A more intensive veteran supplement data is collected once annually, in August.

Mr. Borbely explained that this survey provides ideal data for exploring possible data points relevant to veterans. He explained that the definition of veterans in this data includes those who have served active duty and now are civilians, and may not fully capture Reserve and Guard statistics. He also discussed the importance of clearly defining categories of comparison to effectively use that data.

Mr. Borbely showed that 19% of veterans served in Gulf War 2; with the largest group having served in World War II,

Korea, and Vietnam. Almost half of veterans are over 65 years old, but survey participation is much lower in those age ranges.

Mr. Borbely demonstrated that 60% of unemployed veterans are over age 45, and highlighted the importance of approaching veteran unemployment with a multi-generational focus.

For the last five years the highest rates of unemployment for male veterans have been higher than non-veterans in the 25-34 and 55-64 year age ranges. Woman veterans have a higher unemployment rate for 45-54 year olds.

Male veterans the 25-34 year age range are more likely to be enrolled in school than their non-veteran counterparts, but this does not fully explain the higher rates of unemployment.

Mr. Shellenberger and **Mr. Borbely** discussed how the data presented was captured. **Ms. Gerassimides** and **Mr. Borbely** discussed the ability to examine the data by state, which is limited; or by race, which is fairly robust. **Ms. Coleman** and **Mr. Borbely** discussed how those enrolled in school full-time are incorporated into the data with relation to employment.

Mr. Borbely moved on to discuss historical data trends. Veteran unemployment peaked in 2011, and has come down for all veterans since. The 2016 unemployment rate for Gulf War II veterans was at its lowest on record.

Veterans overall are still more likely to be long-term unemployed than they were in 2008. Early intervention is highly beneficial, because as an individual continues to be unemployed

their chance of getting a job in the next month drops precipitously. **Mr. Shellenberger** discussed the inclusion of early intervention in the 2017 budget through Re-Employment Services and Eligibility Assessments.

Mr. Borbely continued his presentation by showing that labor force participation is down for all groups and has not returned to pre-recession levels. Of over 700,000 veterans not currently in the labor force; one third are enrolled in school and one third are rated at 60% or more service-related disabled, but the data doesn't show why the final third are not in the labor force.

Mr. Borbely showed that over 270,000 veterans are working part-time involuntarily, and explained that this is the only metric available to show underemployment levels for veterans.

Mr. Borbely moved on to present employment breakdown by industry. A Gulf War II veteran is eight times more likely to work in the federal government than a non-veteran; but less likely to work in education, healthcare, retail, leisure and hospitality. 1.2 million veterans are self-employed, and their likelihood of self-employment increased drastically with age.

Male Gulf War II veterans are much more likely to work in protective services, and much less likely to work in sales and office occupations, than male non-veterans. Conversely, female veterans are more likely to work in management and professional occupations than non-veterans or male veterans.

Mr. Borbely presented data for state veteran unemployment rates, and explained the importance of looking at population levels along with rates to understand the employment situation in each state.

Mr. Borbely moved on to show the veteran supplement data. The supplement found that 36 % of Gulf War II veterans have a rated service-connected disability. Veterans with service-related disabilities are less likely to be in the labor force, but once in the labor market to not appear to have higher rates of unemployment. BLS is currently looking for ways to capture statistics on non-service-connected disability in veterans.

The data available on members of the Reserve or Guard is only for those who have served on active duty, but shows that they are more likely to be in the labor force.

Mr. Borbely showed that the location of active duty service has very little impact on unemployment or participation in the labor market, and discouraged conflating location of service with conflict period.

Mr. Borbely provided links to access the data shown and invited questions from the Committee. **Mr. Toal** commented that the data presented helps to frame messaging to employers to be more cross-generational. **Mr. Cross** discussed a possible partnership with Student Veterans of America to target employers with applicable information about student veterans, and committed to send the Committee the National Veterans Education

Success Tracker (NVEST) for reference. **Ms. Cross** and **Mr. Toal** - discussed a possible SVA brief to the Committee.

BRIEF ON 2016 EMPLOYMENT SITUATION OF WOMEN VETERANS

Dr. Nancy Glowacki explained that her presentation would work from the data that Mr. Borbely presented, with a specific focus on woman veterans.

Dr. Glowacki explained that in 20 years, the highest rate for unemployment has been for either male non-veterans or woman veterans. These populations are also the most likely to be in the work force, and are currently the most likely to be employed.

Women veterans' average length of unemployment is lower than that of male veterans, but higher than that of women non-veterans.

Woman veterans are more likely than male veterans or any non-veterans to be enrolled in school, but are least likely to be enrolled in school at age 18-24. Women are more likely than male veterans or any non-veterans to be enrolled in school between ages 25-54, and have different financial needs than younger students. For example, women veterans are more likely than male veterans or any non-veterans to be in the workforce or seeking full-time employment while enrolled in school.

Women veterans enrolled in school have an unemployment rate of 8%, which is very high. Women veteran students have had a

high rate of unemployment the last three years, before which data on this intersection of details was not collected.

Dr. Glowacki pointed out that although woman veterans currently have a higher rate of unemployment in the 45-54 age bracket than non-veteran women, the statistics for women veterans change dramatically from year to year. For this reason, Dr. Glowacki has not selected a specific age group of women veterans to target when discussing employment.

Dr. Glowacki discussed the campaign underway in partnership with Student Veterans of America and clarified its two goals: one, increasing awareness of free employment services among student veterans; and two, offering information to overcome myths circulating about student veteran populations.

Dr. Glowacki asked the Committee to keep woman veterans enrolled in school in mind while crafting recommendations.

Dr. Glowacki presented demographic data showing that while one in six men is a veteran, only one in sixty-three women is a veteran. It is important to explain to employers and VSOs that woman veterans blend in, and are easily overlooked when offering services. She also pointed out that woman veterans are twice as likely as male veterans to be under 35, which is an age group that experiences higher unemployment rates.

Dr. Glowacki moved on to show that woman veterans are very likely to work in the federal government, and expressed concern

regarding the impact of possible federal downsizing on the employment of woman veterans.

Dr. Glowacki showed that women veterans are as likely to work in protective services as male non-veterans, and thrice as likely as woman non-veterans. Women veterans are also more likely to work in computer mathematical operations than women non-veterans.

Dr. Glowacki informed the Committee that the data presented would be on the women veteran page in the next two months as three webinars.

BRIEF ON THE EASTER SEALS' HVRP GRANT USE

MR. Tim Stecher, Executive Vice President for Veterans Employment, Easter Seals, discussed the work Easter Seals does for veterans using its HVRP grants, which he oversees.

Easter seals has an IVTP grant, an HVRP grant, and a Homeless Female Veterans and Veterans with Families grant. Between these three grants, Easter Seals achieve 281 placements per year.

To ensure success, Easter Seals partners with VA medical centers, community resource referral centers, one stop centers, transition living programs, shelters, and VA vet centers. By partnering with these organizations, Easter Seals is able to refer a veteran to whatever service they may need to advance toward becoming job-ready, even if they don't yet meet the criteria for employment. For example, Easter Seals will direct

homeless veterans to housing resources, because housing is necessary to gain employment.

Easter Seals started the Veteran Staffing Network (VWN) to help anyone who has worn a uniform find employment, regardless of whether they fit DOL grants. This includes veterans with dishonorable discharges and previously incarcerated veterans. Easter Seals also provides services to spouses and family members of veterans.

Chairman Gallucci and **Ms. Nichole Coleman** asked clarifying questions about how veterans find Easter Seals and connect with its partnered services. **Mr. Stecher** explained that Easter Seals finds homeless veterans by maintaining a conversation with one stop centers and other resources veterans access. Easter Seals seeks out and maintains contact with partnered resources so that they can present those resources to veterans.

Mr. Stan Seidel added that in order to enroll in HVRP programs, veterans must first enroll at American Job Centers to avoid duplication of services. **Mr. Stecher** elaborated that before enrolling in Easter Seals' HVRP grant, a veteran must complete an assessment to determine that they meet certain requirements, including AJC registration.

Chairman Gallucci asked how Easter Seals' HVRP work differs from that of a DVOP and what steps the HVRP program takes when a veteran is referred to them from an AJC. **Mr. Stecher** explained that while DVOPs focus on jobs and job-readiness, Easter Seals'

job coaches line up resources for veterans to move beyond challenges such as addiction and advance toward career-readiness.

Chairman Gallucci asked how long it takes for veterans to reach job-readiness and how many quit the program. **Mr. Stecher** explained that although the process of preparing veterans who are homeless, have post-traumatic stress, or struggle with addiction is time-consuming; not many drop out of the program.

Mr. Stecher responded to clarifying questions from **Ms. Gerassimides** about the services and referrals Easter Seals provides. **Mr. Stecher** also responded to clarifying questions from **Mr. Gallucci** about how employers are encouraged to hire homeless veterans. **Mr. Seidel** added that the biggest challenge facing homeless veterans seeking employment is transportation.

Chairman Gallucci asked **Mr. Stecher** what room he saw for improvement in the HVRP grant system, as a grantee. **Mr. Stecher** replied that because the timelines of recovery can be longer, his staff had told him they would benefit from a longer term for the grant, perhaps 18 months rather than a year.

PUBLIC FORUM

Ms. Cross opened the meeting for public comment.

Mr. Stan Seidel expressed concern at how few service-disabled veterans exit the adult Workforce Investment Act Program - just ten compared to the 2,000 who are registered at AJCs. He asked that the Committee look at the data and discuss

the issue with ETA to ensure priority of service, and to explore the potential benefits of the Work Opportunity Tax Credit. This has been a concern for three years.

DIRECT SERVICES SUBCOMMITTEE BRIEFING

Mr. Randall Smith provided updates on the recommendations that the Direct Services Subcommittee wrote last year.

The first recommendation was to provide veteran training to non-JSVG employees in job centers. The Office of National Programs is looking at making JVSG staff online training modules available to non-JVSG staff. Funding for non-JVSG staff to attend open slots in JVSG staff training courses should be available, but isn't completely fleshed out.

The second recommendation was to increase outreach with the federal contractor community. The Department of Labor has been working with NASWA to identify opportunities for collaboration.

Mr. Smith and **Nancy Hammer** discussed reaching out to the National Association of Government Contractors. VETS will also look at contractors that have created partnerships with other departments and agencies.

The third recommendation was to improve employment outcomes by increasing the number of job opportunities in state job banks and on veterans.gov. The Department of labor is working with NASWA to define how jobs will be put on state job banks, and has put a link to those job banks on veterans.gov.

Ms. Gerassimides discussed NASWA's work with Student Veterans of America and efforts to incorporate the state job banks with the National Labor exchange to create as many effective access points for job opportunities as possible.

Chairman Gallucci asked **Ms. Gerassimides** to brief the Committee on that work next meeting.

The fourth recommendation was to improve the coordination and visibility of department-funded direct services to veterans by engaging with stakeholder groups. This has been pursued through VSO coffees, expansion of VETS social media, and partnerships with Virginia SHRM. **Ms. Cross** discussed partnership plans with Student Veterans of America, NASWA, SBA, EEOC, and ODEP; for live social media events and materials for Disability Employment Awareness Month and National Work and Family Month.

The Direct Services Subcommittee did not raise potential recommendations for 2017.

BARRIERS TO EMPLOYMENT SUBCOMMITTEE BRIEFING

Mr. Mike Slater provided updates on the subcommittee's recommendations from last year.

The first recommendation was that Congress take legislative action to amend the McKinney-Vento Homeless Assistance Act's definition of homelessness to include those fleeing domestic violence and other life-threatening conditions. Congress has passed this amendment.

The second recommendation was that the Department of Labor should expand its outreach and education of those eligible for priority of service to active duty and Reserve military spouses. This work is being done through the TAP Strategic Communications Work Group (SCWG), which is co-chaired with the VA; in partnership with the ESGR; and through VETS' strategic communications plan.

The third recommendation was asked that the Department of Labor take action to expand the JVSG program outreach facilitation to include outreach to community-based organizations that provide employment support services such as transportation and childcare for veterans, military spouses, and caregiver.

The fourth recommendation folded into the third, and asked that the Department research opportunities to implement a methodology to identify and share lessons learned and best practices between American Job Centers; with consideration to women veterans, veterans with disabilities, and Native American veterans.

Mr. Slater and **Ms. Cross** discussed plans to incorporate best practices success stories into grant communications and solicitations for HVRP, NVTAC, and JVSG; as well as the development of a platform to share data and quarterly reports with state programs.

The fifth 2016 recommendation asked that the Department re-evaluate its definition of special veteran population to ensure that the designation encompasses all appropriate veterans populations. Potential populations are currently under examination, in partnership with the VA.

Ms. Kirk discussed potential upcoming briefings and discussions on recommendations from 2015 for data sharing and the creation of training for field staff in sub-populations of persons with disabilities women, and Native Americans.

Randall Smith encouraged the Committee to look at the Hire Vets Act, which is in Section (n) of HR 244 (The Consolidated Appropriations Act 2017) and includes general guidelines for recognizing large employers, and provide feedback.

FURTHER ADMINISTRATIVE BUSINESS

Chairman Gallucci asked that each subcommittee work with their federal partners and come to the next meeting with draft recommendations for the 2017 report. He informed the Committee that Dr. Shirley Quarles has resigned as vice chair.

Ms. Cross explained that the ACVETEO charter is in clearance. The charter must be renewed before the Committee reconvenes, which they expect to do in July or August.

CLOSING REMARKS AND ADJOURNMENT

Chairman Gallucci thanked those present for their participation, and adjourned the meeting at 4:03 p.m.