

KSC Councils, Boards, and Committees Charter

Title	KSC Vets
Purpose	This team promotes education and awareness in support of the NASA Diversity Policy and the objectives of the John F. Kennedy Space Center (KSC) Diversity Program, with focus on the Military Veteran segment of our workforce. Specifically, this team works to support recruitment, outreach, and development activities of our Military Veteran employees in support of our Agency mission and to work towards advancement, representation, and inclusion of our Military Veteran employees.
*Applicability/Scope	N/A
*Functions	<ul style="list-style-type: none"> • Initiate activities and programs to foster positive diverse relationships and communication among KSC employees with programs such as networking and professional growth, with a focus on the Military Veteran segment of the workforce. • Make recommendations to resolve any noted barriers to the employment and advancement of Military Veterans. • Serve as the point of contact for requesting Military Veterans as escorts in support of KSC activities. • Provide professional and personal education opportunities to Veterans for career growth and advancement. • Support community outreach activities that promote Agency mission by promoting and supporting Science, Technology, Engineering and Math (STEM) community and educational activities among a demographically diverse audience, with a focus on Military Veteran outreach.
Membership	<p>Executive Champion: Tracy Wetrich, Director, Human Resources Office Co-Chair/Treasurer: Lisa Singleton, Human Resources Office Co-Chair/ Diversity and Inclusion Committee of Employees (DICE) Representative: Ana Contreras, Center Operations Members: KSC civil servant and contractor employees</p>
Period of Performance	<p>Start date: March 2012 End date: On-going</p>
Deliverables	<ul style="list-style-type: none"> • Status and strategy reports to the DICE on team accomplishments and/or on-going activities that demonstrate positive change in building an inclusive community. • Recommendations on initiatives and changes to policy and procedures that create barriers to advancement and/or opportunities for Veterans. • E-mails to KSC-DL-VETS highlighting current Veterans' issues, initiatives, and events. • Website developed and maintained to provide information regarding opportunities for networking, professional growth, community outreach, and diversity pertinent to the advancement, representation, and inclusion of KSC's Military Veterans. • Provide KSC Veterans timely access to pertinent on-going issues, initiatives and programs addressing Veteran's rights, benefits, support groups, and available assistance. • Maintain KSC-DL-VETS e-mail distribution list.

Meeting Guidelines	<ul style="list-style-type: none"> • Meeting Frequency: Monthly • Length of Appointment: Not to exceed 2 year term for all positions. • Minutes/Agenda Requirements: Agenda will be distributed prior to meeting, and minutes will be recorded, distributed, and archived.
Reporting To	<p><i>/original signed by/</i> 5/29/12</p> <hr style="width: 50%; margin-left: 0;"/> <p>Milton R. Grant, Manager Date Office of Diversity & Equal Opportunity</p>
Applicable Requirements (KNPDs, NPDs, KNPRs, NPRs, KDPs, KCAs)	<p>NASA Policy Statement on Diversity KDP-B-1029, Business Objectives and Agreement for Office of Diversity and Equal Opportunity Executive Order 13518 – Employment of Veterans in the Federal Government</p>

* Required for Councils only

Concurrences:

/original signed by/ 5/29/12

Tracy Wetrich Date
Director, Human Resources Office

/original signed by/ 5/17/12

Michael J. Benik Date
Director, Center Operations