

**United States Department of Homeland Security
Homeland Security Advisory Council Charter**

I. OFFICIAL DESIGNATION:

Homeland Security Advisory Council (HSAC)

II. AUTHORITY:

This charter establishes the Homeland Security Advisory Council (HSAC) under the authority of section 871 of the Homeland Security Act of 2002, 6 U.S.C. section 451. This committee shall operate in accordance with the provisions of the Federal Advisory Committee Act (FACA), 5 U.S.C. App.

III. PURPOSE, OBJECTIVES, AND SCOPE OF ACTIVITIES:

The HSAC exists to provide organizationally independent advice and recommendations to the Secretary of the Department aiding in the creation and expeditious implementation of critical and actionable policy and operational capacities across the spectrum of Homeland Security operations. The HSAC shall periodically report, as appropriate, to the Secretary on matters within the scope of that function. The HSAC serves as an advisory body with the goal of providing advice upon the request of the Secretary. The HSAC shall provide the Secretary advisory services as follows:

A. POLICY DEVELOPMENT: *Recommendations on developing the implementation of comprehensive, compatible, objectively measurable, and executable national strategies and plans to secure the United States from terrorist threats, attacks, and/or national emergencies;*

B. COORDINATION: *Recommendations on coordinating the implementation of such comprehensive national strategies within the Department; among the Department's Federal Government partners; and among state, local and tribal governments, first responders, the private sector, and experts within academia and the research communities;*

C. IMPLEMENTATION: *Recommendations on the feasibility and effectiveness of implementing specific measures to detect, prepare for, prevent, protect against, respond to, and recover from terrorist threats, attacks, or national emergencies within the United States;*

D. IMPLEMENTATION EVALUATION: *Recommendations to the Secretary on ways to improve coordination, cooperation, and communication among Federal, State, local, and tribal officials; the private sector; and other organizations through the evaluation of the Secretary's policies and plans in light of the actual implementation of those plans;*

E. FORCE MULTIPLICATION: *Providing a vital means for the Secretary to leverage and integrate into the Department's operations the Nation's diverse expertise by collecting and analyzing scholarly research, technological advice, and "best practice" processes and organizational management techniques from Federal, state, tribal and local governments; the private sector; and other organizations throughout the nation.*

IV. DESCRIPTION OF DUTIES:

The duties of the HSAC are solely advisory in nature.

V. OFFICIAL TO WHOM THE COMMITTEE REPORTS:

The HSAC reports to the Secretary of the Department of Homeland Security.

VI. AGENCY RESPONSIBLE FOR PROVIDING NECESSARY SUPPORT:

The Policy Directorate, Homeland Security Advisory Committee Office, shall be responsible for providing financial and administrative support to the HSAC.

VII. ESTIMATED COSTS, COMPENSATION, AND STAFF SUPPORT:

The estimated annual operating costs for Fiscal Year 2007 are \$1,410,000 which includes travel and per diem, operating and other administrative expenses and support for 8 FTE positions.

VIII. DESIGNATED FEDERAL OFFICER:

The Executive Director of the Homeland Security Advisory Council shall serve as the HSAC Designated Federal Officer (DFO). The DFO or her/his designee shall approve or call HSAC meetings, approve meeting agendas, attend all committee, subcommittee, and task force meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings in the absence of the Chair or Vice Chair or as directed by the Secretary.

IX. ESTIMATED NUMBER AND FREQUENCY OF MEETINGS:

The HSAC will strive to meet quarterly, or as frequently as the Secretary desires. The HSAC and its components may meet in the form of standing subcommittees, in *ad hoc* task force entities, or working groups as HSAC functions require or as tasked by the Secretary.

X. DURATION:

This charter shall be in effect for 2 years from the date it is filed with Congress unless sooner terminated. The charter may be renewed at the end of this 2-year period in accordance with section 14 of FACA.

XI. MEMBERSHIP, OFFICERS, AND ORGANIZATION:

The HSAC shall be composed of not more than 21 members and a number of voting *ex officio* members as appointed by and serving at the pleasure of the Secretary for specified terms as defined by the Secretary. All members shall serve as Special Government Employees as defined in section 202(a) of title 18 U.S.C. Term length shall be up to 3 years in order to promote membership continuity and currency of expertise. Effective February 28, 2009, the terms of all members who did not have clear term lengths established upon their appointment will expire.

Hence forth term lengths will be staggered to allow for rotation of one-third of membership each year. In the event the HSAC terminates, all appointments to the committee shall terminate.

In order for the Secretary to fully leverage broad-ranging education and experience, the HSAC must be professionally, technically, and culturally diverse. These members shall all be national leaders found within diverse and appropriate professions and communities. The membership shall be drawn from the following fields:

- A. Police, Fire, Emergency Medical Services and Public Works,
- B. Public Health, and Hospital Managers,
- C. State, Local, and Tribal Officials,
- D. National Policy Makers,
- E. Experts in Academia and the Research Community,
- F. Private Sector Representatives,
- G. Owners and Operators of Critical Industries, Resources, and Infrastructure

In addition to its 21 members, the HSAC shall also include as *ex officio* members the Chair or, in consultation with the Executive Director, the Vice Chair of the following without concern to the term limitation designated above:

- H. The National Infrastructure Advisory Council,
- I. The National Security Telecommunications Advisory Committee,
- J. The Panel on the Science and Technology of Combating Terrorism, President's Council of Advisors on Science and Technology.

The Secretary shall designate a Chair and a Vice Chair from among the appointed members of the HSAC.

XII. SUBCOMMITTEES, TASK FORCES, AND WORKING GROUPS:

The HSAC Chair, with the concurrence of the Executive Director, may establish subcommittees, task forces, or working groups. Subcommittees shall be composed of a number of members to be determined by the Chair subject to the appointment to that position by the Secretary. The Executive Director, with the consultation of the HSAC Chair, shall designate a Chair and a Vice Chair for each of the subcommittees from among the HSAC's members. The Chair of each subcommittee, in consultation with or at the direction of the HSAC Chair and Executive Director, may establish task force or working group entities to exchange information with other entities and to advise the subcommittees or the HSAC.

HSAC may establish subcommittees for any purpose consistent with this charter subject to the approval of the Executive Director. Such subcommittees may not work independently of the HSAC and must report their recommendations and advice to the HSAC for full deliberation and discussion. Subcommittees have no authority to make decisions on behalf of the HSAC and may not report directly to the Federal government or any other entity.

All subcommittee members shall serve as Special Government Employees as defined in section

202(a) of title 18 U.S.C., with the exception of state and local officials appointed as representative members because of their leadership role within a relevant association. Term length shall be up to 3 years in order to promote membership continuity and currency of expertise. Effective February 28, 2009, the terms of all members who did not have clear term lengths established upon their appointment will expire.

February 7, 2007

Agency Approval Date

February 6, 2007

GSA Consultation Date

February 20, 2007

Date Filed with Congress