



Veteran's Advisory Committee (VAC) Monthly Meeting MINUTES
Thursday, February 4, 2016
11:30 a.m. - 1:00 p.m.
Building 6, Conference Room S19 (Telecom: 1-844-467-6272; 830655)
Facilitator: Eric Holmes
VAC Secretary/Meeting Recorder: David Boon

- I. Attendees: David Boon, Mark Hubbard, Terry Evans, Brennan Hay, Eric Harbison, Patrick Smith, Kevin McCarthy, Karen Rogers, Andrea McClendon, Steve Wadding, Nick Greene, Maria Romo, Teresita Smith, Eric Holmes, Kevin Reed, Regina Dean, Dean Patterson, Alfred Fordan, Charles Sanders, John Wood, Naomi Manadier**

- II. VAC WHO ARE WE:** The Veterans Advisory Committee (VAC) was established to assist all levels of management in creating an inclusive environment that in turn, is conducive to the recognition, development, understanding, and utilization of each employee's abilities, skills, and knowledge in order to achieve maximum productivity. The sponsoring organization is the Goddard's Diversity and Inclusion Program Office. Veterans refer to military veterans.

- III. RECOGNITION OF PAST TERM CO-CHAIRS & AC MEMBERS BY PROGRAM MANAGER**

- IV. WELCOME TO OUR VAC OFFICERS & LEADERSHIP**
 - Eric Holmes, Co-Chair
 - Mark Hubbard, Co-Chair
 - Maria Romo, Vice-Chair
 - David Boon, Secretary
 - Judy Bruner, Senior Champion
 - Kevin Reed, OHCM Liaison
 - Teresita Guevara Smith, Program Manager
 - Dan Krieger, Diversity and Inclusion Program Manager

- V. 2015 CENTER DIRECTOR BRIEFING REPORT-OUT**

Reference Monthly Meeting Agenda for complete report-out.

- VI. OPERATION GIVE THANKS REPORT-OUT**

Reference Monthly Meeting Agenda for complete report-out.

 - *Here is a link to the Goddard View Article at <https://www.nasa.gov/sites/default/files/files/GoddardViewV11111online.pdf>*
 - *VAC PM will look into seeing if we can get a copy of the Thank You letter sent to Chris by one of the units.*



VII. BRAINSTORMING FOR COMMEMORATION OF MEMORIAL DAY 2016

- What do we want to do? Keynote speaker? Center Program? Others ideas?
- When do we want to have the event/program/activities? Date & Time ideas?
- Where do we want to have the event (we will need to book locations in advance)?
- Theme for this year's Memorial Day?
- Do we want to partner with other Advisory Committees? Exploring Leadership Colloquium??
- Who (externally) do we need to contact to be a part of the event?

Send ideas to David Boon (david.l.boon@nasa.gov) ASAP

An idea from Brennan Hays: We have lots of involvement with DoD on joint organizations. It might be interesting to think about bringing in some of our collaborators that receive downstream data from us. Partners like NAVO, FNMO, AFWA, National Ice Center, and equivalent DoD space programs that like to ingest NASA and NOAA data. Furthermore, we are working with DoD on some joint projects like LCDR.

VIII. CENTER DIVERSITY AND INCLUSION COMMITTEE MEETING REPORT-OUT

No report-out for this month, next meeting is Thursday, February 11 which is a ½ retreat.

IX. WFF DIVERISTY AND INCLUSION COMMITTEE MEETING REPORT-OUT

No report-out for this month, next meeting is January 27 at 2:30 p.m.

X. EOPO COMBINED AC CHAIR MEETING REPORT-OUT

No report-out for this month, next meeting is Wednesday, February 17 at 11:30 a.m.

XI. BRAINSTORMING: WAYS TO RE-ENGAGE WFF & INCREASE MEMBERSHIP

We need ideas ASAP!!!!!!!!!!!!!!!

SUBCOMMITTEES (MANDATORY FOR ALL DIRECTORATE REPRESENTATIVES)

These subcommittees will be created for a specific purpose and will make recommendations for Committee action(s) on respective coverage areas. All Directorate Representative must select a subcommittee to be under, all others are highly encouraged to select a subcommittee. If you are interested in be a Subcommittee lead please let Co-Chairs/PM know. ALL DIRECTORATE REPRESENTATIVE MUST SIGN-UP FOR A SUBCOMMITTEE.

- 1. Internal Subcommittee**
 - a. Partnerships with other Advisory committees, Directorates, and/or Management
 - b. Veteran's Day and Memorial Day (external team support for external guest)
 - c. Support for events at satellite locations
- 2. External Subcommittee**
 - a. Partnership with community
 - b. Bringing external visitors to the Center
 - c. TAPS
 - d. Wounded Warriors
 - e. Department of Veterans Affairs
 - f. Operation Give Thanks
- 3. Communications Subcommittee**
 - a. Website oversight (partnered with PM)
 - b. Marketing across all activities
 - c. New Employees and Veterans across GSFC Engagement
 - d. Efforts to Increase Membership across GSFC
- 4. Special Projects Subcommittee**
 - a. Request for support that comes to VAC
- 5. Team Building Subcommittee**
 - a. Recognition of committee members
 - b. Team building activities
 - c. Retreat Planning
 - d. Luncheons

Once subcommittee are put in place, each subcommittee will be expected to report out each month.

I. AC MEETING SHADOWING (MANDATORY FOR ALL DIRECTORATE REPRESENTATIVES)

All Directorate Representatives are required to attend at least 1 of the 3 AC meetings in which the VAC Co-Chairs regularly attend. The goal is to get members actively involved in what is going on in the space of Diversity and Inclusion and Advisory Committees, and to increase engagement with management and stakeholders. Sign-up sheet will be available at each monthly meeting and you may also sign up by contacting VAC PM.

1. Center Diversity and Inclusion Committee meeting (Co-Chair Lead: ???)
2. WFF Diversity and Inclusion Committee meeting (Co-Chair Lead: ???)
3. EOPO Combined AC Chair meeting (Co-Chair Lead: ???)

II. PROGRAM MANAGER REPORT-OUTS

VAC Directorate Directors Briefings Start of 2016 VAC Directorate Director's Briefings by VAC Directorate Representatives briefing will be the same or similar to the Center Director's briefing.

GOBBS ad Will be released Wednesday, February 10 – 24
 D&I Directorate Roadshows Diversity and Inclusion Directorate Roadshow CALL FOR AC MEMBER VOLUNTEERS, if you are available to present, please email sharron.s.pinkney-hayes@nasa.gov.
 VAC Website New requirements within 700, have caused enormous delays in pushing updates to our website. I am still monitoring progress with Code 700.

XII. VAC UPCOMING EVENTS/MEETINGS: If you would like to volunteer to help with any of the below please contact VAC Co-Chairs

Activity	Date & Time	Location	Topic/Speaker	Lead
Memorial Day	TBA	TBA	TBA	TBA
Veterans Day	TBA	TBA	TBA	TBA
Operation Give Thanks	TBA	TBA	TBA	TBA

XIII. COMMITTEE MEMBER REPORT-OUTS/REQUEST/QUESTIONS/ANNOUNCEMENTS (ALL)
 Brennan Hay volunteered to help with the VAC website, and also made suggestions on how we can become more knowledgeable around the current Center Veteran data available to VAC.

XIV. WHAT’S NEXT/CLOSING REMARKS
 The next committee meeting will be on Wednesday, February 24, 2016 from 11:30 a.m.-1:00 p.m. in Building 8, Conference Room 235.

**Veteran’s
 Good to
 Know
 (information
 sharing)**

What is the Choice Program?

If you are already enrolled in VA health care, the Choice Program allows you to receive health care within your community. Using this program does NOT impact your existing VA health care, or any other VA benefit.

Learn more at <http://www.va.gov/opa/choiceact/>.