

# UNITED STATES DEPARTMENT OF HOMELAND SECURITY

## U.S. Immigration and Customs Enforcement Advisory Committee on Family Residential Centers

### 1. Official Designation:

Advisory Committee on Family Residential Centers (ACFRC)

### 2. Authority:

This charter establishes the Advisory Committee on Family Residential Centers under the authority of Title 6, United States Code, section 451. This discretionary committee is established in accordance with and operates under the provisions of the *Federal Advisory Committee Act* (FACA) (Title 5, United States Code, Appendix).

### 3. Objectives and Scope of Activities:

The Committee provides advice and recommendations to the Secretary of the Department of Homeland Security (DHS) through the Assistant Secretary for U.S. Immigration and Customs Enforcement (ICE) on matters concerning ICE's family residential centers as it relates to primary education, immigration law, physical and mental health, trauma-informed services, family and youth services, detention management, and detention reform.

### 4. Description of Duties:

The duties of the Committee are solely advisory in nature.

### 5. Officials to Whom the Committee Reports:

The Committee reports to the Secretary of the Department of Homeland Security through the Assistant Secretary for ICE.

### 6. Support:

ICE Enforcement and Removal Operations is responsible for providing financial and administrative support to the Committee.

## **7. Estimated Annual Operating Costs and Staff Years:**

Assuming a full committee and full meeting schedule, the estimated annual operating costs will not exceed \$500,000 including travel, logistics support, and personnel costs for two [2] staff years of support.

## **8. Designated Federal Officer:**

The Assistant Secretary for ICE will appoint a full-time employee of ICE as the Designated Federal Officer (DFO). The DFO or the Alternate DFO approves or calls meetings to order, approves meeting agendas, attends all Committee and subcommittee meetings, adjourns any meeting when the DFO determines adjournment to be in the public interest, and chairs meetings in the absence of the Chair or Vice Chair as directed by the Assistant Secretary.

## **9. Estimated Number and Frequency of Meetings:**

The Committee anticipates meeting at least twice per fiscal year. Additional meetings may be held with the approval of the DFO. Members may be reimbursed for travel and per diem, and all travel for Committee business must be approved in advance by the DFO. Meetings are open to the public, unless a determination is made by the appropriate DHS official, in accordance with DHS policy and directives, that the meeting should be closed in accordance with Title 5, United States Code, section 552b, subsection (c).

## **10. Duration:**

Ad hoc.

## **11. Termination:**

This charter is in effect for two years from the date it is filed with Congress. Unless the Committee is terminated prior to expiration, the charter may be renewed at the end of this two-year period in accordance with section 14 of FACA.

## **12. Membership and Designation:**

The ACFRC is composed of up to 15 representative members who are appointed by and serve at the pleasure of the Secretary of DHS. To ensure a diverse membership and that a variety of perspectives are represented, the Committee will consist of experts and advocates as follows:

- A. Members are appointed to represent their respective academic institution or organization and are not Special Government Employees (SGEs) as defined in Title 18, United States Code, section 202(a).
- B. Up to 10 members from the following fields, with at least one representative from each: primary education, immigration law, physical and mental health, trauma-informed services, family and youth services, detention management, and detention reform. To the extent possible, each of the interests listed will be represented on the Committee. There will also be other such individuals as the Secretary of DHS deems appropriate. The appropriate membership designation for each member in this category will be determined at the time of appointment in consultation with agency ethics officials.
- C. Members serve terms of office of up to three years, with approximately one-third of the membership terms expiring each year. A member appointed to fill an unexpired term will serve the remainder of that term. In the event the Committee terminates, all appointments to the Committee terminate.
- D. Gender, age, race, ethnicity, national origin, religion, sexual orientation, gender identity, disability, and regional diversity will also be considerations.

**Officers:**

The Assistant Secretary for ICE will appoint one of the members of the committee as the Chair and one of the members as Vice Chair. The Vice Chair will act as Chair in the absence or incapacity of the Chair or in the event of a vacancy in the office of the Chair. The term of office of the Chair and Vice Chair will be one year, and members may serve more than one term.

**13. Subcommittees:**

The DFO may establish subcommittees for any purpose consistent with this charter. Such subcommittees may not work independently of the chartered committee and must present their work to the Committee for full deliberation and discussion. Subcommittees have no authority to make decisions on behalf of the Committee and may not report directly to the Federal Government or any other entity.

**14. Recordkeeping:**

The records of the Committee, formally and informally established subcommittees, or other subgroups of the Committee shall be handled in accordance with General Records Schedule 26, Item 2 or other approved agency records disposition schedule. Upon request, Committee records will be available for public inspection and copying.

**15. Filing Date**

July 17, 2015  
Department Approval Date

June 17, 2015  
CMS Consultation Date

July 24, 2015  
Date Filed with Congress