



THE SECRETARY OF HEALTH AND HUMAN SERVICES  
WASHINGTON, D.C. 20201

**CHARTER  
PRESIDENT'S COMMITTEE FOR  
PEOPLE WITH INTELLECTUAL DISABILITIES**

**AUTHORITY**

The President's Committee for People with Intellectual Disabilities (PCPID) is governed by Public Law 92-463, the Federal Advisory Committee Act, which sets forth standards for the formation and use of advisory committees (5 U.S.C., Appendix). Executive Order 12994, as amended by Executive Orders 13309 and 13446, provides the authority for PCPID.

PCPID has been continued every two years by Executive Order and most recently by Executive Order 13811, issued on September 30, 2017, and effective through September 30, 2019.

**OBJECTIVES AND SCOPE OF ACTIVITIES**

In order to promote full participation of people with intellectual disabilities in their communities, the PCPID provides advice to the President and to the Secretary of Health and Human Services, through the Administration for Community Living (ACL), concerning a broad range of topics relating to people with intellectual disabilities.

**DESCRIPTION OF DUTIES**

Consistent with Executive Order 12994 (as amended), PCPID shall:

- (1) provide such advice concerning intellectual disabilities as the President or the Secretary of Health and Human Services may request;
- (2) provide advice to the President and the Secretary of Health and Human Services related to, but not necessarily limited to, priorities in the following areas for people with intellectual disabilities: (a) expanding employment opportunities; (b) connecting people to services; (c) supporting families and caregivers; (d) strengthening the networks; and (e) protecting rights and preventing abuse.

**AGENCY OR OFFICIAL TO WHOM THE COMMITTEE REPORTS**

The PCPID shall make an annual report to the President concerning intellectual disabilities through the Secretary of Health and Human Services. Such additional reports may be made as the President may direct or as the PCPID may deem appropriate. Discussions regarding the development of the annual report to the President should be aligned with the appointments of new members at the first full PCPID Committee meeting. If members are not being appointed and there is no quorum until the third quarter of a fiscal year, the annual report should be submitted to the President during the following fiscal year.

Presidential Advisory Committee Follow-up Report: The United States Department of Health and Human Services (HHS) is responsible for ensuring the reporting requirements of Section 6(b) of the Federal Advisory Committee Act (FACA) are fulfilled.

**SUPPORT**

Support services will be provided by the ACL. HHS shall provide the PCPID with necessary staff, administrative services and facilities, and funding, to the extent permitted by law.

## **ESTIMATED ANNUAL OPERATING COSTS AND STAFF YEARS**

The estimated annual cost for operating the PCPID, including compensation and travel expenses for members to attend Committee meetings, but excluding staff support, is projected at \$81,600 subject to the availability of funds. The estimated annual FTEs (Full Time Equivalent) are up to two at a cost of up to \$173,656.

## **DESIGNATED FEDERAL OFFICER**

The ACL Commissioner of the Administration on Disabilities shall serve as the Designated Federal Officer (DFO). The DFO (or designee) will approve or call all meetings of the PCPID and its subcommittees, prepare all meeting agendas, attend all Committee and subcommittee meetings, and adjourn any meeting when it is determined to be in the public interest.

## **ESTIMATED NUMBER AND FREQUENCY OF MEETINGS**

Meetings of the full Committee will be held not less than twice within a fiscal year. Meetings shall be open to the public except as determined otherwise by the Secretary of Health and Human Services or other official to whom the authority has been delegated. Notice of all meetings shall be given to the public in accordance with the Government in the Sunshine Act (5 U.S.C. 552b(c)) and the Federal Advisory Committee Act.

## **DURATION**

Continuing; however, the PCPID is subject to termination pursuant to the Termination section below. (Unless renewed by appropriate action, the Charter of the Committee expires two years from the filing date below.)

## **TERMINATION**

Unless extended by the President, the PCPID will terminate on September 30, 2019.

## **MEMBERSHIP AND DESIGNATION**

The Committee shall be comprised of the following 13 ex officio and 21 citizen members appointed by the President:

1. The Attorney General
2. The Secretary of the Interior
3. The Secretary of Commerce
4. The Secretary of Labor
5. The Secretary of Health and Human Services
6. The Secretary of Housing and Urban Development
7. The Secretary of Transportation
8. The Secretary of Education
9. The Secretary of Homeland Security
10. The Chief Executive Officer of the Corporation for National and Community Service
11. The Commissioner of Social Security
12. The Chair of the Equal Employment Opportunity Commission
13. The Chairperson of the National Council on Disability

The citizen members shall not exceed 21 individuals who represent a broad spectrum of perspectives, experience, and expertise in the area of intellectual disabilities; persons with intellectual disabilities and members of families with a child or adult with intellectual disabilities; and persons employed in either the public or the private sector. Except as the President may from time to time otherwise direct, appointees under this paragraph shall serve for two-year terms, except that an appointment made to

fill a vacancy occurring before the expiration of a term shall be made for the balance of the unexpired term. All members will serve as Special Government Employees (SGEs).

The President shall designate the Chair of the Committee from the citizen members. The Chair shall preside over meetings of the PCPID and represent it on appropriate occasions.

### **SUBCOMMITTEES**

Subcommittees may be established with the approval of the Secretary of Health and Human Services or designee. Subcommittee members may be composed of the parent committee. The subcommittee shall make recommendations to be deliberated by the parent committee. The Department Committee Management Officer will be notified upon establishment of each subcommittee and will be provided information on its name, membership, function, and estimated frequency of meetings.

### **RECORDKEEPING**

Meetings of the PCPID and its subcommittees will be conducted in accordance with the Federal Advisory Committee Act, other applicable laws and Departmental policies. Committee records will be handled in accordance with General Records Schedule 6.2, Federal Advisory Committee Records or other approved agency records disposition schedule. These records will be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.

### **FILING DATE**

May 30, 2018

### **APPROVED**

**MAY 2, 1 2018**

Date



Alex M. Azar II