

# **ARNOLD AIR FORCE BASE (AAFB)**

## **FAMILY SUPPORT COUNCIL**

### **CHARTER**

I. PURPOSE: The purpose of this charter is to establish the authority, mission, functions, membership, and procedures of the Arnold Air Force Base (AAFB) Family Support Council.

II. AUTHORITY: This charter is enacted under the oversight of Arnold Engineering Development Complex (AEDC) Test Support Division (TSD).

III. MISSION AND FUNCTIONS: The mission of the Family Support Council is to have a standing forum where issues relating to the quality of life for the spouses and families of AAFB are addressed and considered in the operations of AAFB. The Family Support Council will help be the cornerstone of the AAFB family support system, helping DoD personnel and families enhance their readiness and quality of life. To accomplish its mission, the Family Support Council performs the following primary functions:

- Serves as the primary advisory body on matters related to family readiness to AEDC/CC.
- Develops and champions, as needed, initiatives that increase the quality of life for the DoD personnel and their family members.
- Establishes and maintains close relationships with off base and on base partners in the pursuit of outstanding support and care for DoD personnel and families.
- Establishes close relationships and communication with DoD spouses.
- Performs additional tasks, as necessary, to ensure the care and support of all DoD AAFB families.

V. MEMBERSHIP: The Family Support Council will be chaired by the TSD Chief and/or Deputy. Other permanent members are the TSD/SV, TSD/SG, AEDC/DP, AEDC/SEL, and a minimum of five volunteer family members from the AAFB Community. A minimum of one year is preferred for volunteer family members serving on the council. Additional organizations/personnel, both government and civilian, may be asked to participate by the Council when specific expertise is required.

VI. PROCEDURES: The Family Support Council will meet quarterly or as needed. Invitations for each meeting will be sent by the TSD/SG representative.

Any Family Support Council member may introduce items at a Family Support Council meeting. The Family Support Council will formally document its activities and provide formal updates on initiatives and family support issues on an as-needed basis.

This charter will remain in place until terminated or superseded by the Chief, Test Support Division.

Effective Date: 8 June 2017

Council charter will be updated and reviewed annually.

Chair (TSD)

Recorder (TSD/SG)