

**United States Department of Homeland Security  
Federal Law Enforcement Training Center  
State and Local Training Advisory Committee**

**1. Committee's Official Designation (Title):**

State and Local Training Advisory Committee

**2. Authority:**

This charter establishes the State and Local Training Advisory Committee (SALTAC) under the authority of 6 U.S.C. section 451. This committee is established in accordance with and shall operate under the provisions of the Federal Advisory Committee Act (FACA) (5 U.S.C. App.).

**3. Objectives and Scope of Activities:** The Committee will advise and make recommendations to the Federal Law Enforcement Training Center (FLETC), Department of Homeland Security (DHS), on matters relating to the selection, development, content and delivery of training services by the Office of State and Local Training (OSL), FLETC, to its state, local, campus, and tribal law enforcement customers.

The SALTAC will be responsible for specific assignments and may conduct studies, inquiries, workshops and fact finding in consultation with individuals and groups in the private sector and/or with state and local government jurisdictions.

**4. Description of Duties:**

The duties of the SALTAC are solely advisory in nature.

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

The SALTAC shall provide advice and recommendations to the FLETC Director and the Deputy Assistant Director, OSL, FLETC.

**6. Agency Responsible for Providing Necessary Support:**

The FLETC shall be responsible for providing financial and administrative support to the SALTAC. Within the FLETC, the Office of State and Local Training will provide this support.

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

The estimated annual operating cost of the SALTAC is \$174,000 which includes 1.1 staff years of support.

**8. Designated Federal Officer:**

A full-time employee of the FLETC shall be appointed by the Deputy Assistant Director, OSL, as the SALTAC Designated Federal Officer (DFO). The DFO or their designee shall approve or call SALTAC meetings, approve meeting agenda, attend all committee and subcommittee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meeting when directed to do so by the Deputy Assistant Director, OSL, FLETC.

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

The SALTAC is expected to meet approximately twice per year, usually every 6 months. Additional meetings may be held with the approval of the Designated Federal Officer. Non-Federal members shall be reimbursed for travel and per diem by the FLETC; Federal members are reimbursed by their parent agency. All travel for SALTAC business must be approved in advance by the DFO. Committee meetings shall be 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 subsection (c) of section 552b of title 5, United States Code.

**10. Duration and Termination:**

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

**11. Member Composition:** The SALTAC is composed of up to 21 members who are appointed by and serve at the pleasure of the Secretary of DHS. These members are responsible for or represent organizations involved in law enforcement training. To ensure a diverse, balanced membership on the Committee, the members shall be as follows:

a. The Federal officials occupying the seven positions listed below who will serve as ex-officio members.

(1) Assistant Secretary, State and Local Law Enforcement, Office of Policy, Department of Homeland Security, Co-chair of the Committee

(2) Assistant Attorney General, Office of Justice Programs, Department of Justice, Co-chair of the Committee

(3) Director, Office of Training, Immigration and Customs Enforcement, Department of Homeland Security

(4) Director, Training Operations, National Preparedness Directorate, Federal Emergency Management Agency (FEMA), Department of Homeland Security

(5) Assistant Director, Training, Federal Bureau of Investigation, Department of Justice

(6) Director, Office of Community Oriented Policing Services, Department of Justice

(7) Director, Bureau of Justice Assistance, Department of Justice

b. Up to twelve members representing nationally recognized state, local, campus, tribal, and criminal justice professional organizations concerned with law enforcement training. Each of the following interests shall have a member on the committee: chiefs of police; sheriffs; state, campus, tribal, Hispanic, and Black law enforcement; small and large police agencies; police education and research; police standards and training; and academia. The organizations will nominate candidates to represent their view. A member appointed to fill an unexpired term shall serve the remainder of that term. These twelve members are appointed to represent the viewpoints of their respective organizations or associations and are not Special Government Employees as defined in section 202(a) of title 18, United States Code.

c. Other such individuals as the Secretary determines to be appropriate. The appropriate membership designation for each member in this category will be determined at the time of appointment by Department ethics officials.

d. Members shall serve terms of office of up to three years. A member appointed to fill an unexpired term shall serve the remainder of that term. In the event the SALTAC terminates, all appointments to the committee shall terminate.

## **12. Subcommittees:**

Subcommittees may be established for any purpose consistent with this charter subject to the approval of the DFO or the Deputy Assistant Director, OSL. Such subcommittees may not work independently of the chartered committee and must report their recommendations and advice to the SALTAC for full deliberation and discussion. Subcommittees have no authority to make decisions on behalf of the SALTAC and may not report directly to the Federal government or any other entity.

March 21, 2008  
Department Approval Date

March 4, 2008  
CMS Consultation Date

March 24, 2008  
Date Filed with Congress