

**Department of Veterans Affairs (VA)
Advisory Committee on Women Veterans (ACWV)
Meeting Minutes
VACO Room 230
810 Vermont Avenue, NW
Washington, DC 20420
June 19, 2008**

Advisory Committee Members Present:

COL Shirley Quarles, USAR, Chair	1SG Pamela Cypert, USA, Retired
CMSgt Helena R. Carapellatti, USAF, Retired	The Honorable Brenda Moore, USA
Velma Hart, USAR	COL Jacqueline Morgan, USAF, Retired, Vice-Chair
CPO Kathleen Janoski, USN, Retired	TSgt Barbara Pittman, USAF, Retired
Marlene R. Kramel, USA	Celia Szelwach, USA
The Honorable Mary Antoinette Lawrie, USAF	Joanna Crosariol Truitt

Advisory Committee Members

Excused:

CDR René Campos, USN, Retired

Ex-officio Members Present:

COL Denise Dailey, Military Director, Department of Defense (DoD) – Defense Advisory Committee on Women in the Services (DACOWITS)
Cheryl Rawls, Director, VA Regional Office (VARO), North Little Rock, Arkansas

Ex-officio Members Excused:

Denise Jefferson, Department of Labor

Advisors Present:

None

Advisors Excused:

Carolyn Bryant, Veterans Benefits Administration (VBA), Program Manager for Women Veterans Outreach Program
Dr. Patricia Hayes, Chief Consultant, Veterans Health Administration (VHA), Women Veterans Health Strategic Healthcare Group (WVHSHG)
CAPT Angela M. Martinelli, Division of Treatment and Recovery Research, National Institute on Alcohol Abuse and Alcoholism, National Institute of Health (NIH)
Lindee Lenox, Director, Memorial Programs Service, National Cemetery Administration (NCA)

VA Staff Present:

Center for Women Veterans	Dr. Irene Trowell-Harris, Director Dr. Betty Moseley Brown, Assoc. Director	Desiree Long Shannon Middleton Michelle Terry
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Guests:

Martha Abdelsalam, VFW
Meg McLagan
Rebecca Nava
Ranie Ruthig
Jamie Schor
Daria Sommers
Denise Williams, The American Legion

Thursday, June 19, 2008- Room 230
Meeting was called to order by the Chair

- . Items discussed included:
 - o Introduction of members and visitors.
 - o Agenda review.
 - o Approval of minutes from February 2008 meeting.

Discussion: Team Lioness Documentary

- o Directors Meg McLagan and Daria Sommers provided background on the project (*LIONESS*) and their motivation to share the story of the members of Team Lioness.
- o *LIONESS* follows five female support soldiers who served together for a year in Iraq and became the first female service members in U.S. history to be sent into direct ground combat.
- o Three members of Team Lioness who are featured in the documentary (Jamie Schol, Ranie Ruthing, Rebecca Nava) each gave their impressions of their experience in Iraq, and relayed to the Committee how they are readjusting since their return to their respective communities.
- o Their mission was to help defuse the tensions between local Iraqi civilians and the U.S. service members deployed to Iraq.

Briefing: Training on process for 2008 Report Timeline, Irene Trowell-Harris, R.N., Ed.D. Director, Center for Women Veterans (CWV)

- o Report recommendations should not address issues outside of the ACWV's area of responsibility, should not be repetitive of past recommendations and should follow established guidelines.
- o Recommendations should cover issues that have impact on a broad number of women veterans.

- o Dr. Trowell-Harris, Designated Federal Officer (DFO) will coordinate the report with ACWV chair and members and review recommendations to assure that they

are specific, clear, appropriate, have an adequate rationale, and is in appropriate format for submission.

- Report will be formally submitted to Secretary on July 1.
- CWV staff will assist by making assignments to appropriate VA administrations and staff offices for responses.
- Responses from the administrations will be placed in the electronic document management system for formal concurrence and CWV staff will follow-up on overdue concurrences, if necessary. CWV staff will consolidate Committee's report and administrations' responses for submission to Secretary.
- DFO submits report/response packet to Executive Secretariat for review and Secretary's final signature on August 5.
- Report and Department's responses formally submitted to Congress on August 18.

Discussion: 2008 Report of the Advisory Committee on Women Veterans

- Committee members discussed amendments to recommendations and suggestions for clarification.
- Sub-committees reviewed and revised report recommendations.

Briefing: Training for Role at Summit 2008, Betty Moseley Brown, Ed.D., Associate Director, CWV

- ACWV members will serve as facilitators for breakout sessions; they will introduce the speakers and moderate the session.
- Reviewed facilitator guidelines for before, during and, after the workshops.
- Explained function members will perform at the town hall meeting.


Discussion: Next Steps and Wrap-up, Chair, ACWV

- Full Committee meeting was called to order by the Chair.
- Following the EES sponsored moderated training for the Committee, VA staff and volunteers for the Summit, the Committee resumed work on report, and agreed to regroup to amend and finalize recommendations to ensure that they are relevant and accurate.
- Committee departed for EES training.

Meeting Adjourned



COL Shirley A. Quarles, Chair



Irene Trowell-Harris, RN, EdD, Designated Federal Official