

Department of Health and Human Services

CHARTER

National Advisory Committee on the Trafficking of Children and Youth in the United States

1. **Advisory Committee's Official Designation.** National Advisory Committee on the Trafficking of Children and Youth in the United States
2. **Authority.** The Committee is established under agency authority pursuant to and in accordance with the provisions of the Federal Advisory Committee Act, as amended (5 U.S.C. Chapter 10) (the "Act").

From January 18, 2017 to January 18, 2022 the National Advisory Committee on the Sex Trafficking of Children and Youth in the United States was authorized pursuant to Section 121 of the Preventing Sex Trafficking and Strengthening Families Act (Public Law 113-183) and governed by the provisions of Public Law 92-463, as amended (5 U.S.C. App. 2). The Committee has published two Congressional reports: Best Practices and Recommendations for States (2020) and Preliminary State Self-Assessment Overview (2022).

Following the sunset of the statutorily authorized Committee in January 2022, the National Advisory Committee on the Trafficking of Children and Youth in the United States (hereinafter referred to as the National Advisory Committee or Committee) is being established under a revised name as a discretionary committee under the authorization of Secretary of the U.S. Department of Health and Human Services (HHS).

3. **Objectives and Scope of Activities.** The discretionary advisory Committee will build on the work of the previous National Advisory Committee on the Sex Trafficking of Children and Youth in the United States, authorized pursuant to Section 121 of the Preventing Sex Trafficking and Strengthening Families Act (Public Law 113-183)

The Committee advises on practical and general policies concerning improvements in the Nation's response to the human trafficking of children and youth in the United States, including the cooperation of Federal, state, local, and tribal governments; child welfare agencies; social service providers; physical health and mental health providers; victim service providers; Federal, state, and local police; juvenile detention centers; state or local courts with responsibility for conducting or supervising proceedings related to child welfare or social services for children and their families; runaway and homeless youth programs; schools; technology, gaming and entertainment industry; and, businesses and organizations that provide services to youth. While addressing the response to the trafficking of children and youth, the Committee shall consider recommendations related to the intersection of sex trafficking and labor trafficking among children and youth in the United States.

4. **Description of Duties.** The duties of the Committee are solely advisory and shall extend only to the submission of advice and recommendations to the Secretary and Attorney

General, which shall be non-binding. The Committee shall:

- Advise on the development and implementation of successful interventions with children and youth who are exposed to conditions that make them vulnerable to, or victims of, sex trafficking and labor trafficking;
- Make recommendations for administrative or legislative changes necessary to use programs, properties, or other resources owned, operated, or funded by the Federal Government to provide safe housing for children and youth who are sex and labor trafficking victims, and provide support to entities that provide housing or other assistance to victims;
- Complete a report on state responses to two-tiers of previously developed best practices and recommendations for states, including sample training materials, protocols, and screening tools to prepare individuals who administer services to identify and serve children and youth who are trafficking victims or at-risk of trafficking; multidisciplinary strategies to identify victims, manage cases, and improve services for all children and youth who are at risk of trafficking, or are sex trafficking victims, in the U.S.; sample protocols and recommendations that provide for cross-system collaborations; criteria and guidelines for establishing safe residential placements for foster children who have been trafficked as well as victims of trafficking identified through interactions with law enforcement; and training guidelines for caregivers that serve children and youth being cared for outside the home; and
- Share best practices and recommendations with State Governors and child welfare agencies on responding to the trafficking of children and youth.

Cross-system collaboration protocols and recommendations shall include strategies to identify victims; strategies to collect, document, and share data across systems and agencies; strategies to help agencies better understand the type of trafficking involved, the scope of the problem, and the needs of the population served; strategies to address the demand for trafficked children and youth; strategies to increase prosecutions of individuals involved in the trafficking children and youth; and information on the degree of victim interaction with multiple systems of care and technology platforms.

5. **Agency or Federal Officer Receiving the Advisory Committee's Advice/Recommendations.** The National Advisory Committee shall provide advice and guidance to the Secretary of HHS and the Attorney General of the United States. The Committee shall prepare and submit a final report to the Secretary, Attorney General, and Congress within two years after the establishment of the discretionary Committee.
6. **Support.** The HHS Administration for Children and Families (ACF) will support the Committee as consistent with the Act and subject to the availability of resources.
7. **Estimated Annual Operating Costs and Staff Years.** The estimated annual operating cost of the Committee is approximately \$153,000, including .52 staff years. Annual operating costs include meeting expenses, travel, staff salary and benefits, contract support, and other expenses.
8. **Designated Federal Officer (DFO).** HHS must designate a Federal officer or employee

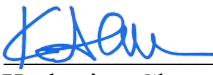
who must be either full-time or permanent part-time, to be the Designated Federal Officer (DFO) for the advisory committee and its subcommittees. The DFO will be the Director of the ACF Office on Trafficking in Persons (OTIP) and shall ensure compliance with the requirements of FACA and its implementing statutory, regulatory, and HHS General Administration Manual Directives. The DFO must ensure the advisory committee activities comply with the Act, FACA Final Rule, HHS administrative procedures, and any other applicable laws and regulations; approve or call all meetings of the advisory committee or subcommittee; approve the agenda; attend all advisory committee and subcommittee meetings for their duration; fulfill the requirements under § 10(b) of the Act (codified at 5 U.S.C. 1009(b)); adjourn any meeting when the DFO determines it to be in the public interest; chair any meeting when so directed by the Secretary of HHS; maintain information on advisory committee activities and provide such information to the public, as applicable; and ensure advisory committee members and subcommittee members, as applicable, receive the appropriate training (e.g., FACA overview, ethics training) for efficient operation and compliance with the Act and FACA Final Rule. Also, the DFO should ensure a public facing website is created and maintained for the advisory committee to which they are assigned according to 41 cFR § 102-3.120(b).

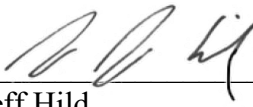
9. **Estimated Number and Frequency of Meetings.** The Committee shall meet at such intervals as are necessary to carry out its duties with the goal of holding at least two public meetings annually. Meetings shall be open to the public except as determined by the Secretary, HHS, or other official to whom the authority has been delegated in accordance with the Government in the Sunshine Act (5 U.S.C. 552b(c)) and Section 10(e) of the Federal Advisory Committee Act. Notice of all meetings shall be given to the public.
10. **Duration.** The Committee is authorized for a period of two years from the date of establishment.
11. **Termination.** The Committee shall terminate two years from the date this Charter is filed unless the charter is renewed prior to termination.
12. **Membership and Designation.** The Committee shall consist of no more than 25 members, whose diverse experience and background enable them to provide balanced points of view with regard to carrying out the duties of the Committee. The members shall be selected by the Secretary of HHS in consultation with DOJ.

At least one Committee member shall be a survivor of child sex trafficking and one Committee member shall be a survivor of child labor trafficking. Two Committee members shall be a Governor of a state, one of whom shall be a member of the Democratic Party and one of whom shall be a member of the Republican Party. Governors may send a leadership-level designee representing a state agency to attend Committee meetings. The members will be selected from among advocacy and victim service organizations; survivors of child trafficking at least 18 years of age; child welfare representatives; state, tribal and local government human services officials; health and mental health representatives; law enforcement and judiciary; juvenile and youth development specialists; educators; the technology, entertainment and gaming industries; and the business community. The Democratic and Republican Governors shall be selected in consultation with the National Governor's Association.

These individuals will be appointed as representative members. There will be no special or regular government employees serving as Committee members. The Secretary shall appoint one of the members to serve as the Chairperson and another member to serve as the Vice Chairperson. Members will be appointed to serve for the two-year life of the Committee. If any member is absent for more than two meetings without proper communication with the DFO or is determined to be neglecting their duties, the DFO can recommend to the Secretary that their membership be terminated.

13. **Subcommittees.** The DFO has the authority to create subcommittees that must report back to the parent Committee. The subcommittees, if any, may not provide advice or work products directly to officials of OTIP, ACF, HHS, or of the Department of Justice. Subcommittees will be composed of members of the 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.
14. **Recordkeeping.** The records of the Committee and subcommittees shall be handled in accordance with the General Records Schedule 6.2, Presidential Records Act, , or other approved agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.
15. **Filing Date.** The filing date of this Charter is 11/07/2024 .

Submitted By:  11/04/2024
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Director
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Administration for Children and Families
U.S. Department of Health and Human Services
Date

Approved By:  11/05/2024
Jeff Hild
Principal Deputy Assistant Secretary
Administration for Children and Families
U.S. Department of Health and Human Services
Date