

**FAMILY READINESS COMMITTEE (FRC) CHARTER
MARINE CORPS COMMUNITY SERVICES (MCCS) BOARD OF DIRECTORS (BOD)**

1. Establishment. A permanent Family Readiness Committee is established.

2. Composition. The Committee will normally consist of 16 members; 17 voting, 2 ex officio, and a recorder. Appointment to the Committee is in addition to regularly assigned duties of the members concerned. The appointed permanent members are:

Voting Members

Commanding General, I or II Marine Expeditionary Force (MEF)
(Chair)

Representative, I MEF

Representative, II MEF

Representative, III MEF

Representative, U.S. Marine Corps Forces Command

Representative, U.S. Marine Corps Bases Pacific

Representative, Marine Corps Forces Reserve

Representative, Marine Corps Recruiting Command

Representative, Marine Corps Installations East

Representative, Marine Corps Installations West

Representative, Marine Corps Base Camp Butler

Medical Officer, United States Marine Corps

Chaplain, United States Marine Corps

Spouse, Commandant of the Marine Corps

Spouse, Assistant Commandant of the Marine Corps

Spouse, Sergeant Major of the Marine Corps

Senior Enlisted Representative, I or II Marine

Expeditionary Force SgtMaj

Non-voting/Ex Officio Members

Director, Personal and Family Readiness Division, Manpower
and Reserve Affairs

Deputy Director Marine and Family Programs, Personal and
Family Readiness Division, Manpower and Reserve Affairs

Recorder, MCCS BOD

Nine voting members, or their designated representatives, constitute a quorum and are empowered to act for the Committee. The Chair may accept the proxy vote of absent principals if a quorum is present at the meeting.

3. Command Relationship. The Committee will report to the MCCS BOD.

4. Mission. Advise the MCCA BOD on matters having a major impact on family readiness Marine Corps-wide. Family readiness is defined as families who are prepared and equipped with the skills and tools to successfully meet the challenges of the military lifestyle. Family readiness directly affects the fundamental purpose of the Marine Corps to make Marines and win battles by building commitment, raising morale, and increasing Corps readiness.

5. Duties

a. Review family readiness policies, strategic plans, and resources.

b. Identify family readiness concerns or issues that cannot be resolved at command level.

6. Coordinating Instructions. The Committee will meet three times per year in advance of BOD meetings or on the order of the Chair. The meeting agenda will be coordinated between the Chair and the Director, Personal and Family Readiness Division. The Chair may elect to poll members on matters that require expeditious handling or are not significant enough to call a full meeting. The Chair may establish subcommittees as required. Meeting proceedings will be provided to the members prior to their next regularly scheduled meeting. Members have the right to submit, individually or collectively, minority reports. Minority reports will be signed and given to the Recorder within five working days after the meeting for submission as an enclosure to the record of proceedings.



D. THIESSEN
Chairman
Board of Directors