MEMORANDUM OF UNDERSTANDING
BETWEEN
TEXAS VETERANS COMMISSION
AND
TOM GREEN COUNTY, TEXAS

1. PURPOSE

This Memorandum of Understanding (MOU) is entered into by the Texas Veterans Commission ("TVC") and Tom Green County to identify the respective responsibilities of the organizations and represent the shared goals of both organizations in serving the veterans of Tom Green County by providing claims representation and counseling services.

2. AUTHORITY

This agreement is authorized in accordance with Chapter 434 of the Texas Government Code.

3. SCOPE

This MOU is a mutual agreement between TVC and Tom Green County to enable residents who are veterans to promptly, properly, and rightfully obtain federal and state benefits to which they are entitled.

4. AGREEMENT, SUPPORT AND RESOURCE NEEDS

It is understood and agreed by the parties that both organizations will work together to aid any eligible veteran who served in the armed forces of the United States, as well as any orphan or dependent of an eligible veteran. Such aid will include the preparation, submission, and representation of any claim against the United States or the State of Texas for benefits to which the person may be entitled under United States or Texas law arising from military service.

a. Tom Green County agrees to:

(1) Provide suitable office space and facilities for TVC representatives to meet with veterans in privacy. Such facilities shall include appropriate utilities (adequate lighting, ventilation, and heat), restrooms, handicapped access, sufficient parking, and janitorial services.

(2) Employ one (1) full-time Assistant Veterans County Service Officer within the office to assist with processing veterans claims.

(3) Employ one (1) part-time clerical staff member to assist with the administration of the office.

(4) Provide the necessary office furniture and equipment including computer(s), telephone(s), internet connection/service, copier and fax machine, and office supplies required to operate the office.

(5) The use, operation and occupation of the office premises and facilities shall be provided without cost or expense to TVC.

b. The Texas Veterans Commission agrees to:

(1) Employ one (1) full-time TVC claims counselor within the office who will have operational and supervisory control of the office and county personnel.

(2) The TVC claims counselor will be dedicated to ensuring veterans, their dependents and survivors receive the veteran's benefits they are entitled to receive.

5. EFFECTIVE PERIOD

This agreement will be effective on the date the last signature is affixed to this document. It may be amended by mutual consent of the parties and will continue in effect until terminated by one of the parties with 30 days written notice to the other party, or superseded by a successor MOU.

Judge Mike Brown County Judge Tom Green County	Thomas P. Palladino Executive Director Texas Veterans Commission
3-13-12 Date	3-15-2012 Date