



April 15, 2022

To Texans interested in improving services for families of children who have a disability:

The Texas Health and Human Services Commission is accepting applications for membership on the Policy Council for Children and Families. The council works to improve the coordination, quality, efficiency and outcomes of services provided to children with disabilities and their families through the state's health, education and human services systems.

The HHS executive commissioner will appoint members to the council to serve a term expiring Dec. 31, 2025 or Dec. 31, 2026. Currently, HHSC is seeking representatives to be selected from the following categories:

- Member of a family of a child 25 or younger with mental health care needs
- Member of a family of a child 25 or younger with a disability
- Faith-based organization
- Organization that advocates for children with disabilities
- Organization that provides services to children with disabilities and their families
- Physician providing services to children with disabilities and their families
- Person with expertise providing mental health services to children with disabilities

A council member must regularly participate in council meetings and may also have to participate in subcommittee meetings, projects and presentations. Council meetings will be held in Austin about once every three months or at the call of the presiding officer. *To the extent permitted by the current state budget, a council member who receives services from HHSC or is a family member of a child who receives services may be repaid for their travel expenses to and from meetings if money is available and in accordance with the HHSC Travel Policy. Other council members aren't paid to attend or travel to and from council meetings.*

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If you would like to apply to serve on the council, please complete and return the attached application by **May 15**. It is preferred that you submit your application electronically, but you may submit the application by email, mail or fax. Here are the addresses:

Email:

HHS\_Appointments@hhs.texas.gov  
Subject: PCCF

Mail:

Texas Health and Human Services Commission  
P.O. Box 13247, Mail Code 0223  
Austin, TX 78711  
Attn: Susanna Sparkman

Fax:

512-206-3984  
Attn: PCCF

HHSC will notify applicants if they have been selected to serve as a member of the Policy Council for Children and Families.

In selecting members to serve on the council, HHSC considers the applicants' qualifications, background and interest in serving on the council. HHSC tries to choose council members who represent the diversity of all Texans. For that reason, HHSC considers applicants' ethnicity, gender and geographic location.

For more information about the council, [visit the council website](#) or contact Viral Khakkar at [PolicyCouncilforChildrenandFamilies@hhs.texas.gov](mailto:PolicyCouncilforChildrenandFamilies@hhs.texas.gov).

For more information about applying to be on the council, or for Americans with Disabilities Act accommodations, email Susanna Sparkman at [HHS\\_Appointments@hhs.texas.gov](mailto:HHS_Appointments@hhs.texas.gov) or call 512-438-2897.