



February 29, 2024

To Texans interested in informal caregiving issues:

The Texas Health and Human Services Commission is accepting applications for membership on the Texas Respite Advisory Committee. The committee was formed to assist HHSC to develop strategies to reduce barriers to accessing respite services; improve the quality of respite services; and provide training, education, and support to family caregivers.

The HHS executive commissioner will appoint members to the committee to serve a term to be determined at the first meeting, with a maximum of a four-year term. Currently, HHSC is seeking representatives to be selected from among the following categories:

- Family caregivers
- Primary caregivers, including respite care providers
- Advocacy organizations interested in respite care issues
- Faith-based organizations
- Members of the public interested in respite care issues

A committee member must regularly take part in committee meetings and may also have to take part in subcommittee meetings, projects and presentations. Committee 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 committee member who receives services from HHSC or is a family member of a client may be repaid for their travel expenses to and from meetings if money is available and in accordance with the HHSC Travel Policy. Other committee members aren't paid to attend or travel to and from committee meetings.*

If you would like to apply to serve on the committee, please complete and return the attached application by **Mar. 29**. HHSC prefers that you submit your application electronically, but you may submit the application by email, mail or fax at these addresses:

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Email:

HHS_Appointments@hhs.texas.gov

Subject: TRAC

Mail:

Texas Health and Human Services Commission

P.O. Box 13247, Mail Code 0223

Austin, TX 78711

Attn: ACCO

Fax:

512-206-3984

Attn: TRAC

HHSC will notify applicants if they have been selected to serve as a member of the Texas Respite Advisory Committee.

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

For more information about the committee, [visit the committee website](#) or contact Kaiya Washington at Kaiya.Washington@hhs.texas.gov.

For more information about applying to be on the committee, or for Americans with Disabilities Act accommodations, email the Advisory Committee Coordination Office at HHS_Appointments@hhs.texas.gov or call 512-438-2897.