STATE OF INDIANA

DEPARTMENT OF VETERANS AFFAIRS
302 WEST WASHINGTON STREET ROOM E120
INDIANAPOLIS, INDIANA 46204-2738

Michael R. Pence, Governor
James M. Brown, Director

December 30, 2013

To: County Veterans' Service Officers

SUBJECT: Annual Reappointment of Indiana County Veterans' Service Officers

This letter addresses the practice of many counties which annually reappoint the County Veterans' Service Office (CVSO) for the upcoming calendar year. CVSOs should forward this letter to their County Commissioners.

To our knowledge annual reappointments are not required by Indiana statute and there is no requirement for counties to do this. Since the CVSOs serve under the supervision of the Director of the Indiana Department of Veterans' Affairs we ask that the Director and or Deputy Director be notified whenever the CVSO position is or becomes vacant and when a new CVSO is appointed.

Counties that wish to have a contract for the appointed CVSO can do so on their own accord and can stipulate the details in the individual contracts at their discretion. CVSOs would still be subject to removal if not satisfactorily performing their duties, or if the Director of the Indiana Department of Veterans' Affairs can show just cause why they should be dismissed.

Any questions concerning this letter can be addressed to the Director or Deputy Director of the Indiana Department of Veterans' Affairs.

James M. Brown
Director
Indiana Department of Veterans' Affairs