

**MEMORANDUM OF UNDERSTANDING BETWEEN  
DEPARTMENT OF VETERANS AFFAIRS, AUSTIN VET CENTER #703 AND  
WILLIAMSON COUNTY, TEXAS (For Veteran Affairs In-Office Support)**

1. **PURPOSE.** This document serves as a Memorandum of Understanding (MOU) between the **Austin Vet Center #703**, 2015 S. IH 35, Austin, TX 78741– a program of Readjustment Counseling Service under the Department of Veterans Affairs (VA) and Williamson County, 100 Wilco Way Suite V-101 Georgetown, Texas, a political subdivision of the State of Texas (hereinafter “WilCo”).

2. **AUTHORITY.** Section 1712A of Title 38, United States Code permits the Secretary of Veterans Affairs to, upon request of the Veteran; furnish counseling to the Veteran to assist the Veteran in readjusting to civilian life.

3. **RESPONSIBILITIES.**

i. Austin Vet Center responsibilities:

a. **Tour of Duty:** In compliance with WilCo hours of operation, the Vet Center’s representative’s tour of duty will be every Tuesday from 0800-1630. This tour of duty will ensure that the WilCo staff is on-site and available during this time.

b. **Sessions:** Austin Vet Center will provide a counselor to meet with Veterans to conduct individual and/or group counseling sessions to eligible veterans. The exact time of the group or individual appointments will be coordinated between the Austin Vet Center and the Williamson County Veteran Office.

c. **Supervision.** While at the WilCo, the Vet Center representative shall be organizationally and professionally responsible to the Vet Center line of authority.

ii. WilCo responsibilities:

a. **Office Space.** WilCo will ensure that space is available for veteran’s individual and/or group members to meet with the Vet Center representative on the date designated herein. The Vet Center representative will have access to copiers, faxes, and telephone equipment.

b. **Administrative Staff Meetings.** The Vet Center representative will be apprised of any pertinent information discussed in WilCo staff meetings when the agenda includes information and coordination of WilCo activities involving the Vet Center.

c. **Duty Hours:** The WilCo will arrange for access to the facility for the agreed group counseling or individual appointment times during regular business hours.

4. **REFERRALS.** The WilCo will refer Veterans in need of other Vet Center services to the Vet Center core staff. Services provided within this MOU are for eligible veterans only. Independent access to the Vet Center or to client data is not available under this MOU.

5. **POINT OF CONTACT:** (Donna Harrell, Director Veterans Services), 100 Wilco Way Suite V-101 Georgetown, TX 78626, WilCo, 512-943-1900.

6. **EFFECTIVE DATE:** This MOU becomes effective on the date of the last signature below.

7. **MODIFICATION:** The parties have the authority to amend or modify this MOU at any time in writing and upon mutual consent of both parties.

8. **TERMINATION** Either party may terminate this agreement by giving no less than 60 days' notice in writing to the individuals titled below. All written notices to either party shall be at the address contained herein.

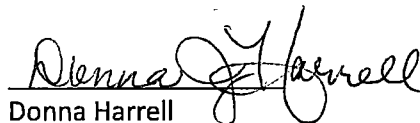
IN WITNESS WHEREOF, County and Service Provider have duly executed this MOU to be effective as of the date of the last party's execution below.

Jane E. Olien  
1568942

Digitally signed by Jane E. Olien  
1568942  
Date: 2019.02.07 07:10:37 -06'00'

Jane Olien, LCSW, LCDC  
Director  
Austin Vet Center

Date: 2/6/19



Donna Harrell  
Director  
Williamson County Veteran Services

Date: 2/6/19

Leticia L. Dreiling  
506231

Digitally signed by Leticia L. Dreiling  
506231  
Date: 2019.02.07 08:53:45 -06'00'

Leticia L. Dreiling, LCMFT, LCAC  
Deputy District Director  
Continental District 4, Zone 2

Date: 2/6/19

Bill Gravell  
Williamson County Judge  
Commissioners Court

Date: \_\_\_\_\_