



2020-11-20

To: Veterans' Services, Department of (DVS)

From: Municipal Library Staff

The New York City Charter, Chapter 49, Section 1133, requires that agencies submit to the Department of Records and Information Services (DORIS) all reports, documents, studies and publications required by local law, executive order, or mayoral directive to be published, issued, or transmitted to the City Council or Mayor, within 10 business days of their publication. For any report that is not received within 10 business days of the publication date, DORIS is required to email the agency to request the report, and to provide the text of that email in place of the report in the Government Publications Portal.

Consistent with these requirements, DORIS hereby requests the transmission of the report shown below, which DORIS has not received as of 2020-11-20. Please submit this report to the Government Publications Portal. If you have questions, please contact staff at the Municipal Library at [munilib@records.nyc.gov](mailto:munilib@records.nyc.gov).

**Required Report Type:** Bi-annual Report on Veterans Resource Centers

**Report Description:** Report including (i) the number of veterans utilizing such center; (ii) a summary of the services offered by such center; (iii) a description of the services and information most frequently requested by veterans utilizing such center; (iv) the number of full-time and part-time staff persons working at such center; and (v) the number of complaints received by and against such center from veterans regarding the services offered by such center, including feedback received by the 311 customer service center and a general description of the nature of such feedback. With Veteran's Advisory Board (VAB)

**Reporting Frequency:** Every 6 Months

**Report Due Date:** 2020-01-02

**Authorizing Resource (Charter and Code):** New York City Administrative Code, Title 31, Section 106(f)

**Authorizing Resource (Local Law):** LL 215/2018