

IDEC Task Forces

The IDEC Board may appoint, as necessary, a Task Force whose purpose is to address an identified issue within a predetermined timeframe. The issue may be generated by the work of the IDEC Board, by individual officers on the IDEC Board, or by members of the organization and its related Boards, Collaboratives, Committees, and Networks. Issues for potential task forces should be brought forth to the Board for their review and initiation. Detailed calls for task forces and their charges may be written by the Board or by others at the option of the Board.

The Task Force receives a written charge from the IDEC Board outlining the purpose of the group, the expected outcomes, and the dates of accountability including interim and final reports. A task force may be assembled at any time of the year.

Composition and Appointment

Chair: A temporary chair of the Task Force will be appointed by the IDEC Board. The task force may then determine who will serve as the chair.

Members: The IDEC Board may appoint some or all members of the Task Force. The Board may, at its option, also appoint the task force chair. Non-IDEC members are encouraged to participate in the work of IDEC Task Forces as appropriate.

Process

- A Task Force receives a charge and a temporary appointment for Chair from the IDEC Board.
- Additional members of the group are volunteers, invited by the Task Force or its chair, or appointed by the IDEC Board.
- The Task Force members meet as a group and determine chair or co-chairs and inform the IDEC Board of the leadership positions.
- The Task Force works as appropriate and makes interim reports of progress to the IDEC Board as specified in the written charge. Dates of additional reports are determined as necessary by agreement between the IDEC Board and the leadership of the Task Force.

The work of the Task Force is provided to the IDEC Board in the format requested in the charge. At this point, the Task Force may be asked to continue its work or be dissolved by the IDEC Board.

Dissolution

A Task Force may be dissolved:

- when the work of the Task Force is complete;
- if interim reports indicate that no progress is being made;
- at the request of the chair(s) of a Task Force or of the IDEC Board;
- if the issue being addressed by the Task Force otherwise is resolved; or for other just cause.