

Technical Assistance Committee

The technical assistance subcommittee is to provide advice and information to assist the Council in developing the strategic plan. The technical assistance committee may include, without limitation, representatives of federal, state and local agencies, providers of services, religious organizations, persons involved in the sale or lease of housing and members of the public.

The Technical Assistance Committee (TAC) was established in September 2020 by the ICHH. The primary focus of the TAC is to develop the statewide strategic plan. Initially, the TAC met bi-monthly in 2020 and 2021, however, in 2022 the TAC began meeting monthly.

Each standing committee, through the standing committee Chair, may appoint additional non-voting members to their committee, as needed based on area of expertise and/or specific projects.

Evaluating and Updating the Plan

The strategic plan is intended to be used as both a management and communication tool for action. It is intended to be a living document that guides the work of the ICHH. To implement the plan, the ICHH established Committees to complete the strategies within each goal area. The Technical Assistance Committee is tasked with annually updating the strategic plan and working with the Legislative, Regulations, and Communications committees to accomplish the goals and collaborate with statewide stakeholders. Each Committee will include a Chair and one voting member of the ICHH. Each of the Committees will be responsible for tracking and reporting progress.

Four workgroups will be established and report back to the ICHH. Legislative, Regulations, TA, Communications.

Staggered two-year terms means:

Members serve 2-year terms, but not everyone starts and ends at the same time. Instead, their terms are offset so that only a portion of the committee rotates off each year.

Simple Example (12-Member Committee)

When first forming or resetting the committee:

- 6 members are appointed to 1-year terms
- 6 members are appointed to 2-year terms

After Year 1:

- The 1-year group's seats are up for renewal or replacement
- Those seats are then filled for full 2-year terms

From that point forward:

- Every year, about half the committee's seats come up for renewal
- The other half remain, providing continuity

Why It Matters

Without staggered terms:

- All members could roll off at the same time
- Institutional knowledge disappears
- Momentum is lost
- New members must learn everything at once

With staggered terms:

- There is always experienced leadership at the table
- New members are onboarded gradually
- The committee remains stable but refreshed

Membership Terms and Participation

Term Length and Staggering

Members will serve two-year terms. To prevent full committee turnover at one time and to maintain continuity of leadership and institutional knowledge, initial appointments will be staggered so that roughly half of the members serve one-year terms and half serve two-year terms. After the first cycle, all terms will be two years. This helps keep experienced members on the committee while new people join.

Term Limits

Members may serve up to two consecutive two-year terms (a maximum of four consecutive years). After completing two consecutive terms, a member must rotate off the committee for at least one year before being eligible for reappointment. This allows new voices to join while still keeping strong leadership.

Attendance and Participation

Active participation is expected of all members. A member who has three consecutive unexcused absences may be subject to removal. Members may also be removed for failure to participate meaningfully in committee work.

Impartial Service and Conflict of Interest

Members serve in the interest of advancing the work of the committee as a whole, not as representatives of a specific agency, employer, or funding interest. Members must disclose any potential conflicts of interest and affirm their ability to participate impartially.