



## **Statewide Independent Living Council – Executive Committee**

Approved Minutes for Friday, December 8, 2017 (3:00 PM– 5:00 PM)

Meeting Held Via Teleconference, To Connect Via Teleconference:

Dial 1-866- 848-2216, pin code 8099566334#

### **Council Members Present:**

Dr. Danita Applewhite, Laura Duval, Wendy Swager, Scott Lindbloom

### **Staff Members Present:**

Larry Wanger, Melissa Ann Santora

### **Public Present:**

None

### **Welcome and Introductions:**

Dr. Danita Applewhite, SILC Chair, called the meeting to order at 3:35 p.m. Dr. Applewhite welcomed all to the meeting, and introductions were completed.

### **Overview and discussion of the hiring process to be used for Identifying a new Executive Director (ACTION ITEM):**

Council members reviewed the existing Executive Director Job Description and most recent Job Posting. The existing Job Description and Job Posting were synthesized into one document, which will be used in accordance with the following hiring process:

- Melissa Ann Santora will post revised Executive Director Job Description with closing date of: 1/15/18.
- Cover Letters and Resumes will be received by Melissa Ann Santora, assigned a chronological number, and forwarded to Search Committee members, in a timely manner.
- Search Committee identified as: Danita Applewhite, Laura Duval, Wendy Swager, Scott Lindbloom, Melissa Ann Santora.
- Search Committee will select candidates for interview, using a standardized scoring technique. Melissa Ann Santora will schedule interviews.
- Search Committee will conduct initial interviews with select candidates.
- Search Committee and interested AZSILC members will conduct second and/or final interviews, if deemed necessary.

Danita Applewhite sought a motion regarding the hiring of a new AZSILC Executive Director. Wendy Swager moved to adopt the newly revised Executive Director Job Description, and hiring process as outlined. Laura Duval seconded the motion. All were in favor, none were opposed, none abstained. The motion carried unanimously.



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**Executive Session**

Danita Applewhite sought a motion to move to Executive Session at 7:05pm to discuss compensation for the Interim Executive Director. Laura Duval moved. Wendy Swager seconded. All were in favor, none were opposed, and none abstained. The motion carried unanimously.

Following the Executive Session, Danita Applewhite called the meeting back to order at 7:10pm, and entertained a motion regarding compensation of the Interim Executive Director. Wendy Swager moved to compensate the Interim Executive Director at \$55,000, beginning 12/16/17, and continuing through the interim period, with an allowance for the Interim Executive Director to carry over up to an additional 24 hours of earned annual leave to be by 3/31/18. Laura Duval seconded. All were in favor, none were opposed, and none abstained. The motion carried unanimously.

**Announcements:**

Danita Applewhite called for any announcements. No announcements were received.

**Public Comment:**

Danita Applewhite called for public comment. No public comments were received.

**Adjournment:**

Danita Applewhite entertained a motion to adjourn. Laura Duval moved to adjourn. Scott Lindbloom seconded. The meeting was adjourned.