



Arizona Statewide Independent Living Council Personnel Committee Meeting Minutes

Tuesday, June 2, 2020 at 10:30 am
Teleconference and Videoconference

Committee Members Present:

Susan Molloy, Laura Duval, Scott Lindbloom and Randy Russell

Staff Members Present:

Sarah Kader and Melissa Ann Santora

Public Present:

None

Welcome and Introductions:

Susan Molloy, called the meeting to order at 10:38 am. Welcome and introductions were completed.

Public Comment (on agenda items only):

Susan Molloy called for public comment. No public comments were received.

Personnel Committee Action:

Staff Evaluations:

Laura Duval indicated the Staff Evaluations were completed and that she was compiling all of the information and would be emailing everything to the Board prior to the Board meeting.

Succession Planning:

Melissa reiterated that Sara Ann would be receiving ongoing training to take over her position when she leaves AZSILC in December 2020. Scott Lindbloom inquired if Mellie can cross-train Sarah Kader as well, and Melissa indicated that is also ongoing. Sarah Kader was in agreement.

Susan Molloy inquired whether Sara Ann will need an assistant. Melissa explained that when the time comes, the person in that position along with Sarah Kader will evaluate the need to hire someone. But we will likely need to hire a Disability Integration Specialist to replace Sara Ann and fulfill her current job responsibilities. Laura Duval concurred that when Sara Ann steps into the role, she will know what she needs and then can assess who to hire and how best to go about doing that. Susan Molloy agreed that was the best plan to go forward. Susan also asked if any financial changes were needed given these upcoming staff changes. Sarah Kader explained that none were necessary because no new hires will be made before the end of this fiscal year. Laura



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Duval also explained that funding is already in the budget for these positions for the next fiscal year. Scott asked if Mellie is training Sara Ann now. Melissa explained that yes she is and that has been ongoing and will continue. Melissa explained that once she goes on leave after her surgery in August, her primary goal will be to train Sara Ann and get everything in place to phase out for the remainder of the year.

Laura Duval made a motion that this succession plan be forwarded to the Board. Scott Lindbloom seconded the motion. All voted and were in favor. No nays or abstentions, motion passes unanimously.

Call to the Public Information:

Laura Duval, Personnel Committee Chair, called for public comment. No public comments were received.

Adjournment:

Scott Lindbloom made a motion to adjourn. Randy Russell seconded the motion.

The meeting was adjourned at 11:15 am by Laura Duval.

Submitted by: Sarah Kader