**North Carolina Statewide Independent Living Council**November 15, 2017

Executive Committee Meeting

Conference Call

In attendance: Mark Steele, Ashley Elrod

10:00 a.m. Meeting called to order

Discussion:

Members completed review of job descriptions for executive directors from four state SILCs (Texas, Missouri, Tennessee, Ohio) as well as NCSILC’s job posting from 2012 as basis for drafting desired qualifications, skills, and job description for new staff hire.

Secretary will distribute the drafted job description to the Council for review and feedback.

Meeting adjourned.