



# STATEWIDE INDEPENDENT LIVING COUNCIL

**November 18, 2025**

**2:00 p.m.**

**Membership Committee Meeting**

**ZOOM**

**Members Attending:** Committee Chair Ryan Witterschein, Matthew Greenwood, Sarah Sweeney, and Rob Kallin.

**Staff:** Jennifer Beaulieu (SILC Assistant)

The meeting was called to order at 2:07pm.

The meeting in October was cancelled due to the Committee Chair's pet needing medical assistance.

### **Approval of Minutes from past meeting**

Ryan Witterschein tabled this item due to not having enough members who aren't abstaining to approve the minutes.

### **Current Membership Status Report**

The committee first went over the SOP for the reappointment process. The SOP consists of the following: Keeping the term tracker up to date, using the term tracker to identify members whose first term is going to end within 6 months, and approaching those members within that time to see if they are interested in reappointment. He asked if the committee wanted to adopt the policy.

**\*Rob Kallin motioned.**

**Second:** Committee Chair Ryan Witterschein

**Discussion:** None

**All in Favor:** Yes      **Abstention:** None

**Motion Carried.**

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Rob Kallin noted that he likes the policy because we as the membership need to keep track of changes in membership. It's also good to have a policy that future chairs of this committee can use. Everyone in this committee has a role with this SOP. The leadership reaches out to members whose first term is going to end within 6 months and asks if they are interested in being reappointed. Everyone on this committee keeps track of that information.

Ryan Witterschein moved on to talk about the term tracker. The committee went through the term tracker to see whose first term is going to end within 6 months. Ryan Witterschein mentioned that Jennifer

Cook's term is coming to end within 6 months. Rob Kallin noted that we should approach her by the next committee meeting. Ryan Witterschein mentioned that he has been in communication with Jennifer Cook and can ask if she is interested in reappointment. He noted that Ryan Donnelly will be next member who needs to be reappointed but it's not going to end within 6 months.

### **Recruitment and Outreach Initiatives**

Ryan Donnelly moved on to discuss membership and outreach. He mentioned that if Jennifer Cook doesn't want to be reappointed, we would need to look for someone to fill that spot. He just sent out a connection email to someone who is interested in joining the council. She works at Wellsense. He doesn't know if Jennifer Cook intends for her to fill in her spot or not. Discussion ensued. Sarah Sweeney asked if it seemed like she was trying to fill her spot or if it seemed more like recruitment. Ryan Witterschein mentioned that it seemed more like recruitment.

Ryan Witterschein noted that he thinks overall, we are in a good position. We have a well-rounded council. Rob Kallin mentioned that now that we have a fully staffed membership committee and Full SILC, our next goal could be to bring people in to tell us what we need so we can come up with a plan to work on it. Discussion ensued around when the next SPIL is due. Rob Kallin mentioned that we have been making good progress on our SPIL goals, and he thinks it makes sense to create some strength goals. Ryan Witterschein noted that he agrees.

Jennifer Beaulieu mentioned the one thing she is concerned about is that we are still waiting for an appointment and a reappointment. We are waiting on Herb Carpetner's appointment. Herb Carpenter filled out the Governor's online form on July 26<sup>th</sup>. She recently asked him if he received a letter of appointment when he confirmed his attendance for the upcoming Full SILC meeting. He said that he did not. Jennifer Beaulieu will send Ryan Witterschein contact information for our contact at the Governor's Office. We are also waiting on Deborah Ritcey's reappointment but there is less concern over her reappointment because originally her term was going to end if she retired or resigned, but that was before we knew that her position needs to be reappointed.

### **Member Orientation and Development**

Ryan Witterschein moved on to talk about mentors and mentees. He asked if people were able to meet for mentorship. Discussion ensued. Ryan Witterschein mentioned how mentorship is part of the SPIL, so we need to make sure we are doing that.

### **Adjournment of Meeting**

**\*Rob Kallin motioned.**

**Second:** Sarah Sweeney

**Discussion:** None

**All in Favor:** Yes      **Abstention:** None

**Motion Carried.**

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Meeting adjourned at 2:26pm.