



STATEWIDE INDEPENDENT LIVING COUNCIL

December 16, 2025

2:00 p.m.

Membership Committee Meeting

ZOOM

Members Attending: Committee Chair Ryan Witterschein, Andrew Harmon, Matthew Greenwood, and Sarah Sweeney.

Staff: Jennifer Beaulieu (SILC Assistant)

The meeting was called to order by Committee Chair Ryan Witterschein at 2:05pm.

Approval of Minutes from past meetings

Regarding the minutes, Ryan Witterschein mentioned that they will be approved at the next Membership Committee meeting. Jennifer Beaulieu mentioned that they will have minutes from three meetings that will need to be voted on at the next meeting because they were not voted on at the last meeting. Ryan Witterschein mentioned that is okay.

Current Membership Status Report

Ryan Witterschein mentioned that have a spot open for another member on the NH SILC. He noted that Jennifer Cook referred him to an individual named Danielle Murphy who is interested in joining the NH SILC. Andrew Harmon noted that she regularly attends Advocacy Committee meetings. He will reach out to Danielle Murphy and invite her to the next Membership Committee meeting.

Ryan Witterschein asked if there were any updates on Herb Carpenter's pending appointment to the NH SILC. Jennifer Beaulieu mentioned that she hasn't received any updates and that there is a long backlog at the Governor's Office. Discussion ensued on how long it takes to get an individual appointed by the Governor. Ryan Witterschein noted that once she is appointed, we will be at full capacity. Jennifer Beaulieu asked if Deborah Ritcey responded back to an email she was carbon copied on regarding the max membership number. Ryan Witterschein mentioned that she did and told him that ex-officio members don't count towards the quorum. Andrew Harmon mentioned that Governance has a policy that they are working on where ex-officio members don't count towards quorum or the max membership number.

Ryan Witterschein mentioned that the next person who needs to be reappointed is Jennifer Cook. At Ryan Witterschein's request, Jennifer Beaulieu will send the link to the form for governor reappointment to Jennifer Cook.

Member Orientation and Development

Ryan Witterschein noted that when he was talking to Jennifer Cook, one of the things that came to mind is that we need a SOP for new members. A SOP that includes who members should reach out to if they know of an individual who would make a good fit to the NH SILC. Discussion ensued. Ryan Witterschein noted that he is going to create the SOP and that they will be able to review the document at the next Membership Committee meeting. There were questions on if interested individuals would still go before the Membership Committee before going to the Full SILC. Ryan Witterschein answered that they still would, it's more to put the process in writing for the Full SILC.

Andrew Harmon asked how often mentees and mentors should meet. Is there a set number? Ryan Witterschein mentioned that it varies. The mentorship survey asked about the frequency of meetings and created mentorship relationships between members with similar answers to that question. Andrew Harmon mentioned that he had a few check-ins with Joshua Gehling. Joshua Gehling told him he thinks he has a strong handle on the process. Andrew Harmon will check in again when we get closer to the development of the new SPIL. He was wondering if there is a preset frequency. Ryan Witterschein answered that it more depends on the mentor/mentee relationship. There isn't a set guideline. Andrew Harmon mentioned the idea of maybe including that in the SOP. Ryan Witterschein agreed.

Action Items

- Ryan Witterschein will call Danielle Murphy about her interest in joining the NH SILC.
- Ryan Witterschein will create a SOP for new members.
- Andrew Harmon will try to track down the person that Jen Buteau referred to.
- Jennifer Beaulieu will send the link to the online form for governor appointments and reappointments to Jennifer Cook.

Adjournment of Meeting

*Andrew Harmon made the motion.

Second: Sarah Sweeney

Discussion: None

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

Motion Carried.

Meeting adjourned at 2:20pm.