



STATEWIDE INDEPENDENT LIVING COUNCIL

Executive Committee Meeting

December 17, 2025

1:30 PM – 2:30PM

ZOOM

PRESENT: Chair Randy Pierce, First Vice-Chair Ryan Witterscheinn, Second Vice-Chair Deborah Ritcey, DSE Representative Amy Clark, SBVI Administrator Lisa Beck, and SILC Assistant Jennifer Beaulieu.

First Vice-Chair Ryan Witterschein called the meeting to order at 1:33pm. Chair Randy Pierce was unable to chair the meeting.

*Quorum was reached.

Approval of the Minutes (EC 10/15/25 Meeting)

***Second Vice-Chair Deborah Ritcey moved to accept as written.**

Second: First Vice-Chair Ryan Witterschein

Discussion: None

All in Favor: No **Abstention:** Chair Randy Pierce

Motion Carried.

New Business

Medical Leave of Chair

Randy Pierce noted that he is currently on medical leave from Future in Sight. His health is not good, but he has received some encouraging news. In terms of his role on the NH SILC, he anticipates that he will be unable to review materials and attend meetings. He hopes it may be less than that, but he can't promise that it won't be more than that either. His question to the Executive Committee is whether he should step down from his role as the Chair or take a leave of absence. Deborah Ritcey noted that if he is on leave from Future in Sight, he would also minimally be on leave from the NH SILC. She would rather him take a leave from the SILC instead of stepping down for a couple of reasons. The first is that we value your participation and how he was able to guide the SILC down a path that was way overdue. Unless he is determined to step off from the SILC in its entirety, she would suggest a leave of absence

which allows him to stay in his seated position but gives him time to focus on his health. Randy Pierce clarified that he put both options on the table because both are available options. He didn't come with a hidden agenda; he doesn't lean strongly to either option. Ryan Witterschein, Amy Clark, Lisa Beck, and Jennifer Beaulieu agreed with Randy Pierce taking a leave of absence from the NH SILC.

RSA 91-A and Committees

Deborah Ritcey shared that the SCC board received clarification from the NH Department of Justice (DOJ) about RSA 91-A, confirming that subcommittee meetings must follow the same public meeting requirements as full committees, including having an in-person quorum. Currently, our subcommittees are not in compliance. Randy Pierce asked if informal discussions without votes would be allowed, but Deborah Ritcey noted the DOJ clarified that any gathering of voting members discussing committee matters qualifies as a meeting under RSA 91-A. Randy Pierce mentioned that hearsay Deborah Ritcey passed along news from a separate organization, the clarification from their DOJ representative. He thinks based on that we should have someone from the DOJ come to speak to the full SILC on the requirement. We pretty much know the answer, but it gives us time to figure out how to meet the requirements of RSA 91-A. We may be out of compliance, but we are based out of compliance due to "hearsay". Since SILC is not a state entity, we don't have a direct DOJ representative. Amy Clark offered to check with Richard Sala at VR, which may have a DOJ contact. Deborah Ritcey suggested that if VR doesn't have a contact, she could reach out to her DOJ connections. She mentioned either having the DOJ Representative present or having a written statement for them. She thinks that the SCC requested a written statement but doesn't know if they received one yet. Amy Clark shared a document from the NH Municipal Association on RSA 91-A. There were concerns over the document not being directly from the DOJ.

Randy Pierce left the meeting at this point.

DSE Update/PPR Discussion

Things are currently in flux regarding the DSE Representative's role. Lisa Beck is expected to take on the position, but it's not official yet and ACL approval is required. Richard Sala is still listed as the DSE Representative, and although he emailed ACL for clarification, there's been no response. The question is whether to wait for Lisa Beck's transition to the position before submitting the PPR. The PPR requires signatures from the DSE Representative and SILC Chair; however, Randy Pierce is now on leave. The group discussed appointing Ryan Witterschein as Acting Chair to sign off as the Chair. Deborah Ritcey noted she also signs the PPR as the CIL Representative. Amy Clark can submit through Q90, and Deborah Ritcey has backup access if needed. Lisa Beck has completed the appointment form.

Regarding the data from the Part B vendors for the PPR, Amy Clark mentioned that she received data from 3 out of the 4 vendors. She is missing data from one vendor. Discussion ensued. Amy Clark is missing data from Northeast Deaf and Hard of Hearing Services, Inc. There were questions about when the data is due. Amy Clark mentioned that the data isn't due until Friday of this week. She believed that she talked to Michelle McConaghy briefly on December 11th about it, so it's on her radar. Deborah Ritcey offered to reach out to Michelle McConaghy if needed. Amy Clark mentioned that she will give Michelle McConaghy another day. If she hasn't heard from her by then, she will take Deborah Ritcey up on her offer.

Discussion on Agenda for Full SILC Meeting on 1/21

The committee discussed items that should be included on the agenda for the Full SILC Meeting on 1/21. The items include the following: (1) Vote on Ryan Witterschein as Acting Chair in Randy Pierce's absence; (2) Potential Report from the DOJ regarding RSA 91-A; (3) Introduction of Lisa Beck; (4) Discussion on RSA 91-A requirements and its implementation; and (5) Bylaws approval.

Deborah Ritcey mentioned the need to stress that we want members to attend in-person for Full SILC meetings and committee meetings. She also mentioned how the process should be so that council members decide if they approve a member's reason for attending remotely. She thinks that the requirement to attend meetings in-person should be stressed during the onboarding process through the Membership Committee for potential members. Currently, we meet this requirement for Full SILC meetings but not for the committee meetings. She noted that she can share a motion that the SCC created and voted on. It includes the reasons that are automatically covered for remote participation such as health matters and weather issues. Any other reason would need to be approved individually. She will send the motion to all the Executive Committee members.

Education/Presentation Idea

Ryan Witterschein wondered if we should have a presenter for the next Full SILC meeting because we need time for the DOJ Representative to discuss RSA 91-A. Deborah Ritcey mentioned the idea of having a backup presenter in case we don't have a DOJ Representative available for the next Full SILC meeting. If a DOJ Representative is available, we can move the backup presenter to the Full SILC meeting in March. Discussion ensued. Ryan Witterschein mentioned having someone present from BDS. Jennifer Beaulieu mentioned that the Part B vendors was an idea that was discussed at the last Executive Committee meeting. Deborah Ritcey noted that it would be great to hear from the organizations that the members represent. She would like to hear from Herb Carpenter about what his organization does. Discussion ensued. Ryan Witterschein raised the idea of having a sign-up sheet at the next Full SILC meeting and having members select a meeting to present at. Ryan Witterschein will send an email out to Joshua Gehling, asking if he is able to present at the next Full SILC meeting.

PPR Reminder/Discussion

Deborah Ritcey mentioned the idea of reminding members of the importance of the PPR and how much work is put into it.

Continuation of Presentation of Part B Survey Results

Deborah Ritcey noted how this item was taken off the agenda at November's Full SILC meeting. She mentioned that if we do anything with the Part B surveys, that it should come from the DSE. Maybe something like a general report on the results of the surveys. It's something that could be an email instead of usurping time from a Full SILC meeting. Ryan Witterschein agreed and mentioned how much time it takes for the vendors to report on their surveys individually.

Deborah Ritcey raised concerns about audit fairness among Part B vendors, noting that GSIL is regularly audited due to its status as a CIL, while other vendors receiving Part B funds are not. She emphasized the importance of ensuring all vendors are held accountable and suggested that audits, even if not annual, should occur at least once to verify compliance and service delivery. Amy Clark reported that she had a brief discussion with Richard Sala on the matter after the monitoring visit. He said that he will discuss it further. She noted that they still have a couple of things that they still need to do. She also

noted that they need to get a protocol together for what constitutes a monitoring visit, what steps need to be taken, etc. They have been told that they need to document what they are doing and that it needs to be standardized. Deborah Ritcey expressed trust that the DSE would do what's right but stressed that transparency and oversight are essential when public funds are involved.

She lastly mentioned how we have lost quite a bit of Part B dollars over the years because of how the money was distributed from the DSE.

SPIL Review

Ryan Witterschein shared that the SPIL is in a good place, with the Advocacy Committee working on its assigned objectives, and the transitional objectives are still in progress. Amy Clark noted she has tasks related to those goals but they're currently on hold; both Ryan Witterschein and Deborah Ritcey offered support through their respective transition services. Amy also mentioned VR has many transitional resources. The group discussed being in the resource-gathering stage, aiming to compile a centralized list of available supports. Jennifer Beaulieu highlighted the YEAH Council, which focuses on youth with disabilities and special health needs, and will share info with the committee. Lisa Beck mentioned VR's "Level Up!" event connecting high school students with colleges. Jennifer Beaulieu will send Lisa Beck the SPIL Word document and Excel tracker.

Jennifer Beaulieu mentioned that the due date for the coming year's RSA 15-A form is coming up. Deborah Ritcey mentioned putting that as an item on the agenda and maybe sending something out before the meeting because it's due before the next Full SILC meeting. Deborah Ritcey noted that RSA 15-A is a form that members need to file out to disclose any conflicts of interest.

Adjournment

***Second Vice-Chair Deborah Ritcey moved.**

Second: First Vice-Chair Ryan Witterschein

Discussion: None

All in Favor: Yes **Abstention:** N/A

Motion Carried.

Meeting adjourned at 2:28pm.

Minutes recorded by Jennifer Beaulieu.

[Right to Know Law | New Hampshire Municipal Association](#)