

NH SILC
Governance Committee Meeting Minutes
November 5, 2025

Present Members:

Deb Ritcey, GSIL, Committee Chair (voting member)
Krystal Chase, Brain Injury Association, (voting member)
Michelle McConaghy, NDHH, (voting member)

Ad Hoc attendees:

Andrew Harmon, Community Member, (non-voting member)
Randy Pierce, Council Chairperson, (non-voting member)
Erin Hall, Brain Injury Association, (Community member, non-voting)

Motion to approve the August Governance meeting minutes made by Deb Ritcey, second by Krystal Chase; motion passed unanimously.

Motion to approve the September Governance meeting minutes made by Deb Ritcey, second by Krystal Chase; motion passed unanimously.

DSE Discussion

The executive Committee presented to the governance committee a policy for outlining the DSE position within the council as it relates to voting and quorum.

It is the position of the executive committee, the DSE, a required representation from: [29 U.S.C. § 796d\(b\)](#); [34 C.F.R. § 364.21\(b\)](#), should not be a voting member, which is supported by the current bylaws and not be counted in the requirements for membership or quorums of the full council or any committee meetings.

Based on the committee discussion, this committee agrees that while the DSE is appointed by the governor, they will not hold a vote or count toward members and quorums of the council and committees. Deb Ritcey will prepare to send updated bylaw recommendations to this council. If needed, the membership committee may determine whether a policy is needed if the bylaws are updated. If so, the policy creation will be deferred to the membership committee.

The committee also discussed whether community members, who are non-voting, are appointed to committees. This committee stated they can be, but the community member who has not been appointed by the governor will not have any voting rights.

SPIIL discussion

Prior to the meeting, Deb Ritcey distributed a draft policy for SPIIL development. Deb Ritcey asked the team to review the policy and provide feedback at the December meeting. The essence of this policy is to ensure completion of the SPIIL in a timely manner to achieve basic requirements and collaboration for all interested parties.

New business

Randy Pierce updated the committee on governor appointments of the DSE. Randy advised that no movement has been made on the appointment of a DSE, and VR is still looking at a freeze on the previous position, so Richard Sala will be covering in the DSE capacity, but not seeking a nomination for appointment. Richard Sala is hoping the frozen position will be filled and that person will be the appointed DSE representative.

Motion to adjourn made by Deb Ritcey, second by Michelle McConaghy; motion passed unanimously.

Next meeting date: December 3, 2025 at 8:00am