



STATEWIDE INDEPENDENT LIVING COUNCIL

January 21, 2026

1:00 p.m. – 2:30 p.m.

FULL SILC Meeting

IN-PERSON AND ZOOM

Voting Members: First Vice-Chair Ryan Witterschein, Second Vice-Chair Deborah Ritcey, Member Jennifer Cook, Member Andrew Harmon, Member Joshua Gehling, Member Rob Kallin, Member Michelle McConaghy, and Member Isadora Rodriguez-Legendre.

Staff: Jennifer Beaulieu (NH SILC Assistant)

Guests: Amy Clark (Acting DSE Representative), Matthew Greenwood (Member of the Public), Danielle Murphy (Applicant), Lisa Beck (SBVI Administrator), Adam Schrier (Brain Injury Association of NH), Herbert Carpenter (Applicant), Laurie Meyer (ASL Interpreter), and Paula Collins (ASL Interpreter)

*First Vice-Chair Ryan Witterschein called the meeting to order at 1:08pm.

*Quorum was reached.

Discussion/Vote on Interim Vacancies

Ryan Witterschein reported on temporary vacancies within the Executive Committee. He shared that Randy Pierce, the current Chair, has requested a leave of absence due to health concerns to focus on recovery, and Sarah Sweeney has also requested a leave from her role as Secretary. Neither provided an estimated timeframe for their return. Ryan Witterschein asked if any members were interested in filling either of these positions during their absence.

***Deborah Ritcey would like to make a motion that we appoint Ryan Witterschein as the Interim Chair of the SILC effective immediately.**

Second: Jennifer Cook

Discussion: None

Roll Call:

- **Yes:** Deborah Ritcey, Jennifer Cook, Andrew Harmon, Joshua Gehling, Rob Kallin, Michelle McConaghy, and Isadora Rodriguez-Legendre.
- **No:** None

All in Favor: Yes **Abstention:** Ryan Witterschein

Motion Carried.

Ryan Witterschein was voted in as the Acting Chair of the NH SILC.

Deborah Ritcey mentioned that regarding the Secretary position, she did reach out because right now there are only two voting members on the Executive Committee. This puts the Executive

Committee in an uncomfortable position. She mentioned that Krystal Chase offered to step up to serve as Interim Secretary. She asked if anyone else was interested in that position.

*** Deborah Ritcey mentioned that she is willing to make a motion that we appoint Krystal Chase as the Interim Secretary of the SILC effective immediately.**

Second: Andrew Harmon

Discussion: None

Roll Call:

- **Yes:** Jennifer Cook, Andrew Harmon, Joshua Gehling, Robert Kallin, Michelle McConaghy, Isadora Rodriguez-Legendre, Deborah Ritcey, and Ryan Witterschein.
- **No:** None

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

Motion Carried.

Krystal Chase was voted in as the Acting Secretary of the NH SILC.

Approval of Minutes from Last Full SILC Meeting

*** Ryan Witterschein motioned to approve the minutes.**

Second: Andrew Harmon

Discussion: None

Roll Call:

- **Yes:** Deborah Ritcey, Jennifer Cook, Andrew Harmon, Joshua Gehling, Rob Kallin, Michelle McConaghy, Isadora Rodriguez-Legendre, and Ryan Witterschein.
- **No:** None

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

Motion Carried.

DSE Update- Introduction of Lisa Beck

Lisa Beck introduced herself as the new Administrator for Services for the Blind and Vision Impaired (A program within the Bureau of Vocational Rehabilitation). She mentioned that she has been a part of VR since 2015. Amy Clark mentioned that Lisa Beck's governor appointment is in progress.

Bylaw Discussion

Deborah Ritcey mentioned that she would be more than happy to answer any questions that people may have regarding the bylaw changes. She mentioned that the changes were the result of there always being uncertainty on if ex-officio members have voting rights and if they did have voting rights, would they count towards the quorum. The Governance Committee made a recommendation to the Executive Committee who approved of this change. Richard Sala also provided input as one of the ex-officio members. She mentioned how last year we learned that the DSE Representative needs to be appointed by the Governor which brought up more questions. It was determined that Ex-officio members don't have a vote and don't count towards quorum which is reflected in the changes to the bylaws.

***Deborah Ritcey made the motion to accept the bylaws changes as written.**

Second: Joshua Gehling

Discussion: None

Roll Call:

- **Yes:** Jennifer Cook, Deborah Ritcey, Rob Kallin, Michelle McConaghy, Isadora Rodriguez-Legendre, Andrew Harmon, and Ryan Witterschein.
- **No:** None

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

Motion Carried.

Deborah Ritcey noted that Jennifer Beaulieu will circulate the bylaws with the final changes to the Full SILC.

Review/Discussion/Possible Vote on SPIL Development Policy

Jennifer Cook mentioned how she likes the idea of each committee reviewing their assigned SPIL objectives at each committee meeting. Discussion ensued. Questions arise on if she was talking about Full SILC meetings or committee meetings. She was talking about committee meetings. A few of the members mentioned the idea of having a policy or something in the actual SPIL that the assigned SPIL objectives should be an agenda item for each committee meeting. Ryan Witterschein mentioned how we have to be flexible because different things arise as we progress through the SPIL. He thinks coming up with a SOP (Standard Operating Procedure) about the agenda being structured prevents that flexibility we need with the committees. Deborah Ritcey mentioned the idea of trying what she is asking for at the next Advocacy Committee meeting with Andrew Harmon’s approval or at the next Full SILC meeting. Jennifer Cook will discuss the matter further with Andrew Harmon.

*** Ryan Witterschein motioned we vote to approve the policy for SPIL development as written.**

Second: Deborah Ritcey

Discussion: Andrew Harmon mentioned that the policy is not set in stone, this is the first version. Rob Kallin requested that, because it is a working document, to be dated and have a version number.

Roll Call:

- **Yes:** Deborah Ritcey, Jennifer Cook, Andrew Harmon, Joshua Gehling, Rob Kallin, Michelle McConaghy, Isadora Rodriguez-Legendre, and Ryan Witterschein
- **No:** None

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

Motion Carried.

Deborah Ritcey added a point of clarification that all of our policies and procedures are working documents and none of them are versions. She asked Rob Kallin if he would like her to date and version number all the policies. Rob Kallin responded yes.

RSA 15-A Statement of Financial Interest Reminder

Ryan Witterschein reminded everyone to submit their RSA 15-A forms if they haven’t already.

Potential Report from DOJ regarding RSA 91-A/Presentation

Ryan Witterschein tabled the discussion about the presentation on RSA 91-A. Amy Clark mentioned that Richard Sala was going to reach out to the DOJ regarding RSA 91-A.

PPR Reminder

Ryan Witterschein moved on to talk about the PPR (Program Performance Report) reminder. Amy Clark noted that they have all the data they need from the vendors. Some errors were found when she inputted the data from two of the vendors into the PPR portal. She has spoken with one vendor who corrected their error and hopes to speak with the other vendor after today’s meeting.

Committee Updates

Membership

Ryan Witterschein introduced Danielle Murphy who is interested in joining the NH SILC and has a great background in transportation. She introduced herself as a member of the public, but she works at WellSense which is one of the MCOs (Managed Care Organization) for NH Medicaid. In her role, she

oversees Medicaid transportation operations. She has been doing that for almost 4 years, and she has over 15 years of experience in the transportation industry. She works collaboratively with her peer partners at AmeriHealth and NH Healthy Families. She also works collaboratively on other care coordination efforts such as behavioral health and other transitional resources for their members.

Ryan Witterschein opened the floor to questions. Andrew Harmon mentioned how she has been attending the Advocacy Committee meetings as a member of the public. He asked if she has an interest in continuing with that committee or if she is interested in one of the other committees. She mentioned that she doesn't have a preference but thinks in any way that she can be of help to the NH SILC and its members. Deborah Ritcey asked if she falls into one of the categories for membership. Ryan Witterschein mentioned that she works with people with disabilities directly through the MCOs, so he believes that she would qualify. Deborah Ritcey asked if she has any conflicts of interest. Danielle Murphy answered that she doesn't think so partly because she is here as a member of the public. Deborah Ritcey mentioned that a law called RSA 91-A requires there to be an in-person quorum for meetings. She asked if she is able to be in-person every other third Wednesday. Danielle Murphy noted that it wouldn't be a problem. Deborah Ritcey mentioned that Ryan Witterschein as the Membership Committee Chair should go through the membership categories with Danielle Murphy and pick one.

The group discussed membership categories and whether a member can meet multiple categories. It was clarified that a member can only fall under one category, as required by the bylaws and the Rehabilitation Act. The Governor's appointment application and the PPR also require a single category designation. Isadora Rodriguez-Legendre asked about changes in category, and Deborah Ritcey explained that members may reidentify if their circumstances change, such as shifting from a parent of a child with a disability to an individual with a disability. Deborah Ritcey noted that on another board she serves, members reidentify annually in January. This data is included in the PPR submitted to ACL each year. Ryan added that the SILC plans to redo category identification in December.

Both Ryan Witterschein and Deborah Ritcey mentioned their need for more voting members to sit on their respective committees. Danielle Murphy was asked to leave the room for the vote.

***Andrew Harmon moved to recommend Danielle Murphy to the Governor's Office for appointment.**

Second: Isadora Rodriguez-Legendre

Discussion: None

Roll Call:

- **Yes:** Deborah Ritcey, Jennifer Cook, Andrew Harmon, Joshua Gehling, Rob Kallin, Michelle McConaghy, and Isadora Rodriguez-Legendre.
- **No:** None

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

Motion Carried.

After the vote, Ryan Witterschein notified Danielle Murphy that she had been approved to move forward with the process. He mentioned that appointments can take anywhere from 90 days to a year. Deborah Ritcey mentioned that what she has heard from the Director of Appointments is that they are focusing on people who never had an appointment. Due to a state law, members seeking reappointment are in a hold-over status until they are reappointed.

Governance

Deborah Ritcey reported out for the Governance Committee. She mentioned that they have been working on the bylaws and the SPIL policy. In February, they will be focusing back on their SPIL objectives.

Advocacy

Andrew Harmon reported out for the Advocacy Committee. He mentioned that they didn't have a meeting in December. They have been primarily focused on Objective 4.3 regarding hosting a public benefits orientation session. They are hoping to have at least one more presentation before they start working on the public benefits orientation session. They plan to have a representative from Community Crossroads present on benefits counseling at the next committee meeting. The other objectives they have been assigned have been put on the backburner, but he is hoping to work on them at the next couple of meetings.

Other Business

Andrew Harmon asked about the status of the ad hoc objectives, specifically the transportation ones. Deborah Ritcey mentioned that she and Krystal Chase were assigned the first transportation objective which is the one regarding MCOs. They had originally put that objective on hold until the MCOs completed their vendor change from one transportation provider to another. They were also waiting for the state budget to finish because what the SILC is asking for is budgetary as it relates to the MCOs. She and Krystal Chase will be picking that one back up. She mentioned how some of the objectives were assigned to the Executive Committee which will be reported on at the next Full SILC meeting. Discussion ensued on how the committees need to do a better job at reporting out completed objectives.

Matthew Greenwood mentioned the idea of having public input sessions regarding the SPIL. Deborah Ritcey clarified that when we develop the SPIL, we request input from the members and the public on what should be in the SPIL. What we don't do is update those participants on how we are doing on the SPIL. Matthew Greenwood suggested having periodic public input sessions where we provide updates on the SPIL and where the public can comment or provide feedback on their concerns. These sessions would occur during the SPIL Implementation phase instead of just at the development phase.

Amy Clark asked if they could spend a little bit of time at the next Executive Committee meeting to go over the SPIL and the parts that she is responsible for. She also mentioned that it would be a good idea to provide some education to the Full SILC on the PPR. Discussion ensued. It was suggested to have the PPR as the educational component at November's Full SILC meeting. Deborah Ritcey mentioned the idea of having the Part B vendors as the educational component for the next few Full SILC meetings. At the next Full SILC meeting, Michelle McConaghy will speak about the services that Northeast Deaf and Hard of Hearing Services, Inc. provides.

Motion to Adjourn

***Andrew Harmon motioned to adjourn.**

Second: Joshua Gehling

Discussion: None

Roll Call:

- **Yes:** Deborah Ritcey, Jennifer Cook, Andrew Harmon, Joshua Gehling, Rob Kallin, Michelle McConaghy, and Isadora Rodriguez-Legendre.
- **No:** None

All in Favor: Yes **Abstention:** Ryan Witterschein (Didn't vote)

Motion Carried.

Meeting adjourned at 2:15pm.

Minutes recorded by Jennifer Beaulieu.