

**Minutes of the
BOH Personnel Committee Meeting – Special Meeting
Tuesday, February 10, 2026 at 5:30 pm
Winnebago County Health Department
555 North Court Street
Room 221
Rockford, IL 61103**

Members Present: Derrick Kunz (Chair), Lori Thompson, Penelope Lechtenberg, Dr. Allen Williams (Ex-Officio)

Members Absent: None

WCHD Staff Present: Stephanie Bahling, Executive Assistant (recorder)

Legal Counsel: ASA Lafakeria Reuter

Derrick Kunz acknowledged that a quorum had been established and called the Personnel Committee meeting to order at 4:34 pm.

1. **Approval of Agenda – February 10, 2026** – Derrick entertained a motion to approve the February 10, 2026 Personnel Committee Meeting Agenda which was provided by Lori Thompson, seconded by Penny Lechtenberg. All were in favor and the February 10, 2026 Personnel Committee Meeting Agenda was approved. Ayes (4), Nays (0), Absent (0)
2. **Approval of Minutes: January 20, 2026:** Derrick Kunz entertained a motion to approve the January 20, 2026 meeting minutes which was provided by Penny Lechtenberg, seconded by Lori Thompson. All were in favor and the January 20, 2026 meeting minutes were approved.
3. **Renewal of Executive Employment Agreement for Public Health Administrator:**
Closed Session – Convene into Closed Session: Derrick Kunz indicated that closed session was needed and motioned to go into closed session pursuant to the Illinois Open Meetings Act, 5 ILCS 120/2(c)(1), to discuss the personnel matter. A roll call vote will be taken, please respond aye or nay. Ayes were received by Derrick Kunz, Lori Thompson, Penelope Lechtenberg, Dr. Allen Williams and the meeting convened in closed session 4:35.
Closed Session – Adjourn Closed Session
Derrick Kunz entertained a motion to adjourn closed session pursuant to the Illinois Open Meetings Act, 5 ILCS 120/2(c)(1), A roll call vote will be taken, please respond aye or nay. Ayes were received by Derrick Kunz, Lori Thompson, Penelope Lechtenberg, Dr. Allen Williams and the meeting adjourned closed session at 5:57 with no action taken.
The board reconvened in open session: Derrick Kunz reiterated that no action was taken in closed session and discussion for the renewal of the executive employment agreement for the public health administrator is laid over to the next meeting.
4. **Executive Session** - none
5. **Additions** – none
6. **Adjournment:** Derrick entertained a motion to adjourn the February 10, 2026 Personnel Committee meeting which was provided by Penelope Lechtenberg, seconded by Lori Thompson, all were in favor and the meeting adjourned at 5:58 pm. Ayes (4), Nays (0), Absent (0).