

## BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the February 5, 2026, Personnel and Human Services Committee Meeting.

Meeting held in conference Room 4B of the County Administration Center. Attendance was as follows:

NAME	PRESENT	ABSENT	ALSO PRESENT
Bob Harrison		X	
Julie Wuerfel	X		
Chokwe Pitchford	X	X	
			Kristin Reynolds, Guy Miller, Mike Hagerty, Andrew Ott, Mike Sepic, Teri Freehling

### COUNTY ADMINISTRATION

- Meeting called to order at 9:15 a.m.
- Attendance is reflected above.
- Motion by Commissioner Pitchford, supported by Commissioner Ott to approve the minutes of February 5, 2026, as presented. 3 years, 0 days, motion carried.
- Motion by Commissioner Pitchford, supported by Commissioner Ott to approve advanced step hire of Andrea Loveless for the Prevention specialist position
- Motion by Commissioner Pitchford, supported by Commissioner Ott to approve advanced step hire of Deven Martin for the MEO position
- Approved Resolution #P2602149 authorizing the BCHRD to apply for grant funding from the MDHHS Transforming Rural Health Through Partnerships Initiative, Chronic Disease Collaborative Fund grant.
- Guy Miller discussed Health Department Updates:
  - Lead & Environmental Health team onsite at Benton Harbor City Hall Feb 2-3 to assist residents with Lead Education and Plumbing Assessment applications.
  - Prevention & Community Engagement - Q2 underage vaping prevention campaign received statewide/national media coverage; Completed Year 3 of Taking Pride in Prevention at Benton Harbor High School; Launched first virtual Triple P class with strong enrollment; Community Service Round Table (Feb. 27) full.
  - Clinical & Public Health Messaging - Valentine's Day STI testing promotion launched Feb. 10; Media outreach completed for Cervical Health Awareness Month, Radon Action Month (free test kits) 273 handed out, Rising influenza activity & vaccination reminders.
  - South County renovation project progressing as planned. Improvements will enhance workspace functionality and better support service delivery in the southern portion of the county.
  - Board Room and Library audio/visual upgrades completed 2/11. Modernize technology, improve hybrid meeting capabilities, and support clearer communication during Board of Health and public meetings.
  - Rx Kids expansion launch event successful with strong attendance and media coverage.
  - Online vaccination waiver technology launching soon.
- Discussed Gallagher
  - The BAC will have a 3-week delay from the time that they receive the necessary information to start date.
  - The consulting contract which is still in works with attorneys.
  - Gallagher agreed to coming to PHS on a quarterly basis.
- Teri Freehling and Mike Sepic discussed the personnel department staffing needs regarding benefits and the Gallagher contract.
  - Questions from Admin regarding the Gallagher contract and communications

Adjourned : 10: 30 a.m.

Respectfully submitted,

Kristin Reynolds, MBA, SHRM-CP

Human Resources Director