

# City of Madison

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## Agenda - Approved

Wednesday, January 14, 2026

5:30 PM

**\*\*\*PUBLIC HEARING\*\*\* Hybrid Format: Attend in-person at  
City-County Building (Room 357); Attend Virtually via Zoom**

### **BOARD OF HEALTH FOR MADISON AND DANE COUNTY**

*Consider: ~~Who benefits?~~ Who is burdened?*

*Who does not have a voice at the table?*

*How can policymakers mitigate unintended consequences?*



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Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

تامولعمل نم ديزملل لمعل لودج لفسا نلع علطل بجري. امدمقم ةمجرتل تامدخ بلطب مدقتل بجي

For accommodations, contact Public Health Staff via:  
Email: [health@cityofmadison.com](mailto:health@cityofmadison.com)  
Phone: (608) 266-4821

## CALL TO ORDER / ROLL CALL

## CONSIDERATION OF MINUTES

December 12, 2025: <http://madison.legistar.com/Calendar.aspx>

1. [91499](#) MINUTES FOR THE BOARD OF HEALTH FOR MADISON AND DANE COUNTY ON DECEMBER 12, 2025

Attachments: [Board of Health Minutes for 12Dec2025](#)

## 2. PUBLIC HEARING

Additional Public Public Testimony on Board of Health Resolution: Authorization to enter into contract with and distribute funds to CAYA Clinic, Inc. from the 2025 Harm Reduction and Prevention Drop-In Center RFP (County #2025 BOH RES-019 / City File #91055).

No action will be taken on the resolution at this meeting. Pursuant to Dane County Ordinance 7.225(2)(b), the Board will take additional public testimony and registration on this resolution.

[91055](#)

AUTHORIZATION TO ENTER INTO CONTRACT WITH AND DISTRIBUTE FUNDS TO CAYA CLINIC, INC. FROM THE 2025 HARM REDUCTION AND PREVENTION DROP-IN CENTER RFP

Attachments: [2025 BOH RES-019](#)

Legislative History

12/12/25	BOARD OF HEALTH FOR MADISON AND DANE COUNTY	Table
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**NEXT MEETING**

February 4, 2026 at 5:30pm  
Hybrid Format:  
Attend in-person at City-County Building  
(Room 357)  
Attend Virtually via Zoom

**ADJOURNMENT**

## Master

**File Number: 91499**

**File ID:** 91499

**File Type:** Miscellaneous

**Status:** In Committee

**Version:** 1

**Reference:**

**Controlling Body:** BOARD OF  
HEALTH FOR  
MADISON AND  
DANE COUNTY

**File Created Date :** 01/09/2026

**File Name:**

**Final Action:**

**Title:** MINUTES FOR THE BOARD OF HEALTH FOR MADISON AND DANE COUNTY  
ON DECEMBER 12, 2025

**Notes:**

**Sponsors:**

**Effective Date:**

**Attachments:** Board of Health Minutes for 12Dec2025

**Enactment Number:**

**Author:**

**Hearing Date:**

**Entered by:**

**Published Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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### Text of Legislative File 91499

Title

MINUTES FOR THE BOARD OF HEALTH FOR MADISON AND DANE COUNTY ON  
DECEMBER 12, 2025

**Meeting Minutes - Draft**  
**BOARD OF HEALTH FOR MADISON**  
**AND DANE COUNTY**

*Consider: Who benefits? Who is burdened?*  
*Who does not have a voice at the table?*  
*How can policymakers mitigate unintended consequences?*

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Friday, December 12, 2025

10:30 AM

Hybrid Format:  
Attend in-person at City-County Building  
(Room 357)  
Attend Virtually via Zoom

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The City of Madison and County of Dane are holding the Board of Health for Madison and Dane County meeting in hybrid format.

In-person will be held at:

City-County Building  
210 Martin Luther King Jr. Blvd, Room 357  
Madison, WI 53703

Written Comments:

- You can send comments on agenda items to [PHBOHSupport@cityofmadison.com](mailto:PHBOHSupport@cityofmadison.com)

Register for Public Comment:

- Register to speak at the meeting.
- Register to answer questions.
- Register in support or opposition of an agenda item (without speaking).

If you want to speak at this meeting you must register. The public comment section of the meeting allows comments on any matter on the agenda or matters not on the agenda, provided, however, that the Board shall not take action on a matter raised in the public comment portion of the meeting unless that matter is otherwise identified on the agenda. The Board will listen to public comment but will not engage in discussions.

You can register at <https://www.cityofmadison.com/MeetingRegistration>. When you register to speak, you will be sent an email with the information you will need to join the meeting if you are attending virtually. You can also register to speak in person. Registrations will be accepted until 30 minutes prior to the beginning of the meeting. Please note: If the Board of Health has already taken public comment on an item on the agenda at a previous meeting, public comment will not be taken on that item, unless a new amendment has been posted and the public has not had the opportunity to testify on the new amendment.

Watch the Meeting:

If you would like to join the live meeting as an observer:

Zoom Link: [https://cityofmadison.zoom.us/j/88392628793?](https://cityofmadison.zoom.us/j/88392628793?pwd=KaWhnETdfSGZYDcbhhHeKFhKhFUvmo.1)  
[pwd=KaWhnETdfSGZYDcbhhHeKFhKhFUvmo.1](https://cityofmadison.zoom.us/j/88392628793?pwd=KaWhnETdfSGZYDcbhhHeKFhKhFUvmo.1)

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Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnub ua hauj lwm ua ntej yuav tuaj sib tham.

تامولعمل نم ديزملل لمعل لودج لفساً بلع عطل بجري . امدقم قمجرتل تامدخ بلطب مدقتل بجي

For accommodations, contact Public Health Staff via:  
Email: [health@cityofmadison.com](mailto:health@cityofmadison.com)  
Phone: (608) 266-4821

## CALL TO ORDER / ROLL CALL

**The Chair called the meeting to order at 10:35am.**

**Present:** 5 - Joann Pritchett; Ceri E. Jenkins; Gene Musser; Leslie Seltzer and Jerry L. Halverson

**Absent:** 1 - Lisa Jackson

## APPROVAL OF MINUTES

1. [91034](#) MINUTES FOR THE BOARD OF HEALTH FOR MADISON AND DANE COUNTY ON NOVEMBER 5, 2025.  
  
**Attachments:** [Board of Health Minutes for November 5, 2025](#)  
  
**A motion was made by Musser, seconded by Jenkins, to approve the minutes. The motion passed by voice vote/other, 5-0.**
2. [91171](#) MINUTES FOR THE BOARD OF HEALTH FOR MADISON AND DANE COUNTY ON DECEMBER 3, 2025  
  
**Attachments:** [Board of Health Minutes for December 3, 2025](#)  
  
**A motion was made by Musser, seconded by Jenkins, to Approve. The motion passed by voice vote, 5-0.**

## PUBLIC COMMENT



3. [91173](#) PUBLIC COMMENT BEFORE THE BOARD OF HEALTH FOR MADISON AND DANE COUNTY ON DECEMBER 12, 2025.

**Attachments:** [2025 RPT-565 - Registrants Report](#)

Registrants = 4  
Oppose - 4

## DISCLOSURES AND RECUSALS

Members of the body should make any required disclosures or recusals under the Ethics Code.

## NEW BUSINESS

### COUNTY BOARD RESOLUTIONS

4. [91048](#) AUTHORIZING THE RECLASSIFICATION OF 1.0 GRANTS & BILLING SPECIALIST TO 1.0 ACCOUNT CLERK II AND 2.0 GRANTS & BILLING SPECIALIST TO 2.0 ACCOUNTING ASSISTANTS FOR PUBLIC HEALTH MADISON & DANE COUNTY

**Attachments:** [2025 RES-188](#)  
[2025 RES-188 Fiscal Note](#)

A motion was made by Pritchett, seconded by Musser, to Forward to County Personnel and Finance Committee with the Recommendation for Approval. The motion passed by voice vote/other, 5-0.

### BOARD OF HEALTH RESOLUTIONS

5. [91049](#) AUTHORIZATION TO ACCEPT CARRYOVER FUNDS FROM THE WISCONSIN DEPARTMENT OF HEALTH SERVICES (DHS) FOR PUBLIC HEALTH EMERGENCY PREPAREDNESS (PHEP) - BIOTERRORISM PREPAREDNESS PROGRAM AND TO AMEND THE 2025 PUBLIC HEALTH OPERATING BUDGET

**Attachments:** [2025 BOH RES-015](#)

A motion was made by Pritchett, seconded by Musser, to Grant Final Approval by the Board of Health. The motion passed by voice vote/other, 5-0.

6. [91050](#) AUTHORIZATION TO ACCEPT ADDITIONAL FUNDS FROM THE WISCONSIN DEPARTMENT OF CHILDREN AND FAMILIES (WI DCF) FOR THE MATERNAL, INFANT, AND EARLY CHILDHOOD HOME VISITING PROGRAM (MIECHV)

**Attachments:** [2025 BOH RES-016](#)

A motion was made by Pritchett, seconded by Jenkins, to Grant Final Approval by the Board of Health. The motion passed by voice vote/other, 5-0.

7. [91051](#) AUTHORIZATION TO ACCEPT ADDITIONAL FUNDS FROM THE STATE OF WISCONSIN DEPARTMENT OF HEALTH SERVICES (DHS) FOR PREVENTIVE HEALTH AND HEALTH SERVICES (PHHS) BLOCK GRANT

**Attachments:** [2025 BOH RES-017](#)

A motion was made by Musser, seconded by Pritchett, to Grant Final Approval by the Board of Health. The motion passed by voice vote/other, 5-0.

8. [91052](#) AUTHORIZING APPROVAL OF INCREASING THE ANNUAL ESTABLISHMENT LICENSE FESS FOR THE LICENSED ESTABLISHMENT PROGRAM

**Attachments:** [2025 BOH RES-018](#)  
[2025 BOH RES-018](#) [2026 Food License Fees](#)  
[2025 BOH RES-018](#) [2026 General License Fees](#)

A motion was made by Pritchett, seconded by Seltzer, to Grant Final Approval by the Board of Health. The motion passed by voice vote/other, 5-0.

9. [91053](#) AUTHORIZATION OF LINE-ITEM BUDGET TRANSFERS

**Attachments:** [2025 BOH RES-020](#)

A motion was made by Musser, seconded by Jenkins, to Grant Final Approval by the Board of Health. The motion passed by voice vote/other, 5-0.

10. [91054](#) 2026 PUBLIC HEALTH MADISON & DANE COUNTY GRANTS AND CONTRACTS

**Attachments:** [2025 BOH RES-021](#)

A motion was made by Musser, seconded by Jenkins, to Grant Final Approval by the Board of Health. The motion passed by voice vote/other, 5-0.

## REPORTS

11. [91056](#) 2025 TAX LEVY REPORT

**Attachments:** [2025 RPT-530](#)

A motion was made by Halverson, seconded by Musser, to Accept and Approve the 2025 Tax Levy Report. The motion passed by voice vote/other, 5-0.

## PRESENTATIONS & RELATED RESOLUTIONS

### PRESENTATION #1

12. [91057](#) HARM REDUCTION & PREVENTION DROP-IN CENTER - RFP PRESENTATION

Attachments: [2025 PRES-200 Presentation Slides](#)

A motion was made by Halverson, seconded by Pritchett, to receive the presentation and table action on it until the next Board of Health meeting. The motion passed by voice vote, 5–0

#### BOARD OF HEALTH RESOLUTION ASSOCIATED WITH PRESENTATION #1

13. [91055](#) AUTHORIZATION TO ENTER INTO CONTRACT WITH AND DISTRIBUTE FUNDS TO CAYA CLINIC, INC. FROM THE 2025 HARM REDUCTION AND PREVENTION DROP-IN CENTER RFP

Attachments: [2025 BOH RES-019](#)

A motion was made by HALVERSON, seconded by PRITCHETT, that the BOHMDC Resolution be tabled until the next Board of Health meeting. The motion carried by a voice vote, 5-0.

#### REPORTS TO COMMITTEE

CHAIR: JERRY HALVERSON

DIRECTOR: JANEL HEINRICH

#### FUTURE MEETING ITEMS AND DATES

#### ADJOURNMENT

A motion was made by Pritchett, seconded by Jenkins, to Adjourn. The motion passed by voice vote/other, 5-0. The meeting adjourned at 12:05pm.

## Master

**File Number: 91055**

<b>File ID:</b> 91055	<b>File Type:</b> Board of Health Resolution	<b>Status:</b> In Committee
<b>Version:</b> 1	<b>Reference:</b>	<b>Controlling Body:</b> BOARD OF HEALTH FOR MADISON AND DANE COUNTY
<b>File Created Date :</b> 11/26/2025		
<b>File Name:</b>	<b>Final Action:</b>	
<div><b>Title:</b> AUTHORIZATION TO ENTER INTO CONTRACT WITH AND DISTRIBUTE FUNDS TO CAYA CLINIC, INC. FROM THE 2025 HARM REDUCTION AND PREVENTION DROP-IN CENTER RFP</div>		
<b>Notes:</b>		
<b>Sponsors:</b>		
<b>Effective Date:</b>		
<b>Attachments:</b> 2025 BOH RES-019		
<b>Enactment Number:</b>		
<b>Author:</b>		
<b>Hearing Date:</b>		
<b>Entered by:</b>		
<b>Published Date:</b>		

## History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	BOARD OF HEALTH FOR MADISON AND DANE COUNTY	12/12/2025	Table				Pass
	<b>Action Text:</b> A motion was made by HALVERSON, seconded by PRITCHETT, that the BOHMDC Resolution be tabled until the next Board of Health meeting. The motion carried by a voice vote, 5-0.						

## Text of Legislative File 91055

### Title

AUTHORIZATION TO ENTER INTO CONTRACT WITH AND DISTRIBUTE FUNDS TO CAYA CLINIC, INC. FROM THE 2025 HARM REDUCTION AND PREVENTION DROP-IN CENTER RFP

### Body

Public Health Madison & Dane County (Public Health) released the 2025 Harm Reduction and Prevention Drop-In Center Request for Proposals (RFP) to seek a qualified applicant to establish and operate a Harm Reduction and Prevention Drop-In Center that acts as a nonjudgmental community hub offering a safe environment and trauma-informed services that meet people where they are, reduces immediate health risks, and helps individuals connect to care and long-term support. The goal is to reduce stigma, prevent overdose deaths, promote health and dignity, and connect people to care through a welcoming, accessible environment.

Applicants responding to this RFP were evaluated by a review panel, which included external subject matter experts beyond Public Health. Based on the panel's funding recommendation, the following agency, CAYA Clinic, Inc. is recommended for contract award and funding allocation for \$800,000.00 annually for three (3) years (January 1, 2026 to December 31, 2028) to fund the operation of a Harm Reduction and Prevention Drop-In Center.

**NOW, THEREFORE, BE IT RESOLVED** Public Health utilizes a Harm Reduction and Prevention Drop-In Center to provide access to services such as peer support, supplies, education, and referrals primarily for people at risk of overdose, infectious disease, or other substance-related impacts; and

**BE IT FURTHER RESOLVED** Public Health worked with the Purchasing Division to issue RFP #14050-0-2025-AM through a competitive process to solicit proposals for a Harm Reduction and Prevention Drop-In center, and received 4 proposals; and

**BE IT FURTHER RESOLVED** an evaluation team conducted a detailed evaluation, scored and ranked each of the proposals using criteria including cost, program design, past experience, plan for low barrier access, community responsiveness, start-up plan, implementation timeline, evaluation design, and partnerships; and CAYA Clinic, Inc. received the highest score; and

**BE IT FURTHER RESOLVED** Public Health has proposed a contract amount for \$800,000.00 annually, totaling \$2,400,000.00 over a three-year (3) period; and

**BE IT FURTHER RESOLVED** the Public Health RFP advertised the contract as a three (3) year contract; and

**BE IT FURTHER RESOLVED** the contract is set to start on January 1, 2026 and due to expire on December 31, 2028; and

**BE IT FINALLY RESOLVED** that the Board of Health for Madison and Dane County, on behalf of Public Health Madison & Dane County, authorizes the Director of Public Health, or their designee, to enter into an agreement with CAYA Clinic, Inc. accepting and distribute the funding of \$800,000.00 annually for three (3) years from January 1, 2026 to Dec 31, 2028, to fund the operation of a Harm Reduction and Prevention Drop-In Center.

Drafted by: Julia Olsen and Adrienne Bonow  
Introduced: 03Dec2025

**BOARD OF HEALTH FOR MADISON AND DANE COUNTY**  
*2025 BOH RES-019*

**AUTHORIZATION TO ENTER INTO CONTRACT WITH AND DISTRIBUTE FUNDS TO  
CAYA CLINIC, INC.  
FROM THE 2025 HARM REDUCTION AND PREVENTION DROP-IN CENTER RFP**

Public Health Madison & Dane County (Public Health) released the 2025 Harm Reduction and Prevention Drop-In Center Request for Proposals (RFP) to seek a qualified applicant to establish and operate a Harm Reduction and Prevention Drop-In Center that acts as a nonjudgmental community hub offering a safe environment and trauma-informed services that meet people where they are, reduces immediate health risks, and helps individuals connect to care and long-term support. The goal is to reduce stigma, prevent overdose deaths, promote health and dignity, and connect people to care through a welcoming, accessible environment.

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Drafted by: Julia Olsen and Adrienne Bonow

Introduced: 03Dec2025

Action: