

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?*

Wednesday, February 4, 2026

5:30 PM

Hybrid; Attend virtually via Zoom or in
person at the City-County Building Room
357 (Overflow Room 351, if needed)

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

In-person will be held at:

City-County Building
210 Martin Luther King Jr. Blvd, Room 357 (Overflow Room 351, if needed)
Madison, WI 53703

Written Comments:

- You can send comments on agenda items to 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).

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.

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.

Watch the Meeting:

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

Join Zoom Meeting

<https://cityofmadison.zoom.us/join/86367485428>

Meeting ID: 863 6748 5428

Passcode: 325470

Phone #: (877) 853-5257

If you would like to watch the recorded meeting:

Please visit: <https://www.cityofmadison.com/city-hall/committees/watch-meetings-online>

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.

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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 hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

تامولعمل نم ديزملل لمعل لودج لفساً نلع عطل بجري . امدقم تمجرتل تامدخ بلطب مدقتل بجي

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

CALL TO ORDER / ROLL CALL

The Chair called the meeting to order at 5:31pm.

Present: 6 - Joann Pritchett; Lisa Jackson; Ceri E. Jenkins; Gene Musser; Leslie Seltzer and Jerry L. Halverson

OPENING REMARKS

CONSIDERATION OF MINUTES

1. [91726](#) MINUTES FOR THE BOARD OF HEALTH FOR MADISON AND DANE COUNTY ON JANUARY 14, 2026.

Attachments: [Board of Health Minutes for 14Jan2026](#)

A motion was made by Halverson, seconded by Jenkins, to Approve the Minutes. The motion passed by voice vote/other, 6-0.

PUBLIC COMMENT

Pursuant to Dane County Ordinance 7.255(2)(b), public testimony will not be taken on agenda item #7.

2. [91727](#) PUBLIC COMMENT BEFORE THE BOARD OF HEALTH FOR MADISON AND DANE COUNTY ON FEBRUARY 4, 2025

Registrants = 0

DISCLOSURES & RECUSALS

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

NEW BUSINESS

COUNTY RESOLUTIONS

3. [91738](#) AUTHORIZING APPROVAL OF INCREASING THE ANNUAL ESTABLISHMENT LICENSE FEES FOR THE LICENSED ESTABLISHMENT PROGRAM

Attachments: [2025 RES-287](#)
[2025 RES-287](#) [2026 Food License Fees](#)
[2025 RES-287](#) [2026 General License Fees](#)
[2025 RES-287](#) [County Fiscal Note](#)

A motion was made by Halverson, seconded by Jenkins, to Forward to County Personnel and Finance Committee, then Dane County Board with the Recommendation for Approval. The motion passed by voice vote/other, 6-0.

4. [91735](#) FUNDING 0.35 FTE USING GRANT FUNDS TO ADD TO POSITION #946 PUBLIC HEALTH NURSE FOR THE NURSE FAMILY PARTNERSHIP PROGRAM

Attachments: [2025 RES-255](#)
[2025 RES-255](#) [Fiscal Note](#)

A motion was made by Halverson, seconded by Jenkins, to Forward to County Personnel and Finance Committee, the Dane County Board with the Recommendation for Approval. The motion passed by voice vote/other, 6-0.

BOARD OF HEALTH RESOLUTIONS

5. [91736](#) AUTHORIZATION OF LINE-ITEM BUDGET TRANSFERS

Attachments: [2025 BOH RES-038](#)

A motion was made by Jenkins, seconded by Halverson, to Grant Final Approval by the Board of Health. The motion passed by voice vote/other, 6-0.

6. [91737](#) AUTHORIZATION TO ACCEPT ADDITIONAL FUNDS FROM THE STATE OF WISCONSIN DEPARTMENT OF HEALTH SERVICES (DHS) FOR THE MATERNAL AND CHILD HEALTH (MCH) PROGRAM (TITLE V) BLOCK GRANT

Attachments: [2025 BOH RES-039](#)

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, 6-0.

ACTION ITEMS

7. [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 Resolution 91055 be removed from the table. The motion carried unanimously voice vote/other, 6-0.

Ayes: 5 - Joann Pritchett; Lisa Jackson; Ceri E. Jenkins; Leslie Seltzer and Jerry L. Halverson

Non Voting: 1 - Gene Musser

A motion was made by Halverson, seconded by Jenkins, to Postpone Indefinitely. The motion passed by the following roll call vote:5-0, with Musser non-voting.

Ayes: 5 - Lisa Jackson; Ceri E. Jenkins; Leslie Seltzer; Jerry L. Halverson and Joann Pritchett

Non Voting: 1 - Gene Musser

REPORTS TO COMMITTEE

DIRECTOR - JANEL HEINRICH

NEXT MEETING

ADJOURNMENT

A motion was made by Pritchett, seconded by Jackson, to Adjourn the meeting. The motion passed by voice vote/other, 6-0. The meeting adjourned at 6:18pm.

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?*

Wednesday, January 14, 2026

5:30 PM

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

The City of Madison and County of Dane are holding the Public Hearing 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

This meeting will be noticed as a public hearing and will include a single agenda item titled: Public Hearing 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).

Pursuant to Dane County Ordinance 7.225(2)(b), the Board will take additional public testimony and registration on this resolution. Members of the public will be able to register in the usual way and provide additional testimony on this item. No action will be taken on the resolution at this meeting.

Public comment will follow our standard five-minute limit. Depending on the number of registrants, the Board may limit comment to three minutes, consistent with Dane County Ordinance 7.225(2)(a), which allows the committee to reduce speaking time to ensure all registrants are heard and the Board can complete its scheduled business.

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Watch the Meeting:

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Zoom Link: <https://cityofmadison.zoom.us/join/zoom/register/tDCvMR9NTIKhRVfurvQtTA>

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Listen by Phone

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Passcode: 615548

Meeting ID: 843 2411 4251

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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 hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

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

For accommodations, contact Public Health Staff via:

Email: health@cityofmadison.com

Phone: (608) 266-4821

CALL TO ORDER / ROLL CALL

The Chair called the meeting to order at 5:35pm.

Jackson joined the meeting at 5:42pm.

Present: 6 - Joann Pritchett; Lisa Jackson; Ceri E. Jenkins; Gene Musser; Leslie Seltzer and Jerry L. Halverson

CONSIDERATION OF MINUTES

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

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

A motion was made by Musser, seconded by Jenkins, to Approve the minutes. The motion passed by voice vote/other, 5-0.

2. PUBLIC HEARING

Total Registrants = 70

(Total Online & In-Person Registrants = 68)

(Total Accepted Registrants During Meeting (See Note) = 2)

Support = 45

Oppose = 18

Neither = 7

Note: Due to IT Registration issues, the Chair also accepted two registrants during the meeting (Perry Howard & Chloe Flesh = Both Support and Spoke virtually

91570

PUBLIC HEARING REGISTRANTS ON 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.

Attachments: [Online Registrants Report](#)
[In-Person Registrants](#)

Total Registrants = 70

(Total Online & In-Person Registrants = 68)

(Total Accepted Registrants During Meeting (See Note) = 2)

Support = 45

Oppose = 18

Neither = 7

Note: Due to IT Registration issues, the Chair also accepted two registrants during the meeting (Perry Howard & Chloe Flesh = Both Support and Spoke virtually

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](#)

NEXT MEETING

February 4, 2026 at 5:30pm

Hybrid Format:

Attend in-person at City-County Building

(Room 357)

Attend Virtually via Zoom

ADJOURNMENT

**A motion was made by Pritchett, seconded by Musser, to Adjourn. The motion passed by voice vote/other, 6-0.
Meeting adjourned at 8:08pm.**

AUTHORIZING THE INCREASE OF ANNUAL FEES FOR GENERAL LICENSES AND FOOD ESTABLISHMENT LICENSES FOR THE LICENSED ESTABLISHMENT PROGRAM

Public Health Madison & Dane County (Public Health) proposes a 17% increase in the annual fees for General Licenses and Food Licenses for the work performed within the Licensed Establishment program as described in the General License and Food License fee schedules attached to this resolution. This 17% increase will support the staffing levels required by our agent contract to deliver high-quality, customer-focused services while maintaining a balanced budget for the 2026-2028 licensing cycles.

Public Health is an agent for the State of Wisconsin to license and inspect retail food establishments, lodging facilities, public swimming pools, recreational and educational camps, campgrounds, beaches, body art and manufactured home communities. These activities help prevent illness and ensure public safety. This program is entirely fee supported.

An equitable sliding scale based on gross sales, previously established by Public Health, will continue to apply with this fee adjustment, reflecting our ongoing commitment to equity in program services.

NOW, THEREFORE, BE IT RESOLVED that annual establishment license fees shall be established by the Board of Health for Madison and Dane County and may be reestablished by the Board of Health for Madison and Dane County as needed, per MGO Ch 7 and Ch 9; and

BE IT FURTHER RESOLVED that the Board of Health for Madison and Dane County on behalf of Public Health Madison & Dane County authorizes approval of the 17% increase to the Public Health Madison & Dane County Licensed Establishment program for General License and Food License fee schedules, effective January 1, 2026; and

BE IT FINALLY RESOLVED that the published Public Health Madison & Dane County license fee schedules for the annual establishment license fees be publicly available at the City Clerk's Office and posted on the Department's website.

Food License Fees

Includes retail food serving meals, not serving meals, mobiles, service bases, micromarkets, and transients. License fees effective 4/1/2026. License fees are non-refundable.

Retail Food Establishment – Serving Meals

Gross Annual Food and Drink Sales	Complexity	Our Annual Fee	State Annual Fee	Pre-inspection/Plan Review Fee	New License Fee (Our fee + State fee + Pre-Inspection fee)
\$0 – \$10,000 (sales < \$250/week or \$800/month)	Prepackaged TCS Meals	\$266.76	\$13.50	\$562.50	\$842.76
	Simple	\$266.76	\$30.00	\$562.50	\$859.26
	Moderate	\$266.76	\$43.00	\$562.50	\$872.26
	Complex	\$266.76	\$70.00	\$562.50	\$899.26
\$10,001 - \$100,000 (sales between \$200 - \$1,900/week or \$800 - \$8,300/month)	Prepackaged TCS Meals	\$591.08	\$13.50	\$600.00	\$1,204.58
	Simple	\$591.08	\$30.00	\$600.00	\$1,221.08
	Moderate	\$591.08	\$43.00	\$600.00	\$1,234.08
	Complex	\$591.08	\$70.00	\$600.00	\$1,261.08
\$100,001 - \$250,000 (sales between \$1,900 - \$4,800/week or \$8,300 - \$20,800/month)	Prepackaged TCS Meals	\$759.56	\$13.50	\$675.00	\$1,448.06
	Simple	\$759.56	\$30.00	\$675.00	\$1,464.56
	Moderate	\$759.56	\$43.00	\$675.00	\$1,477.56
	Complex	\$759.56	\$70.00	\$675.00	\$1,504.56
\$250,001 - \$500,000 (sales between \$4,800 - \$9,615/week or \$20,800 - \$41,667/month)	Prepackaged TCS Meals	\$1,062.83	\$13.50	\$750.00	\$1,826.33
	Simple	\$1,062.83	\$30.00	\$750.00	\$1,842.83
	Moderate	\$1,062.83	\$43.00	\$750.00	\$1,855.83
	Complex	\$1,062.83	\$70.00	\$750.00	\$1,882.83
\$500,001 - \$1,000,000 (sales between \$9,615 - \$19,231/week or \$41,667 - \$83,333/month)	Prepackaged TCS Meals	\$1,090.91	\$13.50	\$900.00	\$2,004.41
	Simple	\$1,090.91	\$30.00	\$900.00	\$2,020.91
	Moderate	\$1,090.91	\$43.00	\$900.00	\$2,033.91
	Complex	\$1,090.91	\$70.00	\$900.00	\$2,060.91
\$1,000,001 - \$5,000,000 (sales between \$19,231 - \$96,200/week or \$83,333 - \$416,700/month)	Prepackaged TCS Meals	\$1,312.74	\$13.50	\$1,050.00	\$2,376.24
	Simple	\$1,312.74	\$30.00	\$1,050.00	\$2,392.74
	Moderate	\$1,312.74	\$43.00	\$1,050.00	\$2,405.74
	Complex	\$1,312.74	\$70.00	\$1,050.00	\$2,432.74
> \$5,000,000 (sales > \$96,200/week or \$416,700/month)	Prepackaged TCS Meals	\$1,457.35	\$13.50	\$1,200.00	\$2,670.85
	Simple	\$1,457.35	\$30.00	\$1,200.00	\$2,687.35
	Moderate	\$1,457.35	\$43.00	\$1,200.00	\$2,700.35
	Complex	\$1,457.35	\$70.00	\$1,200.00	\$2,727.35

Retail Food Establishment – Not Serving Meals

Gross Annual Food and Drink Sales	Complexity	Our Annual Fee	State Annual Fee	Pre-inspection/Plan Review Fee	New License Fee (Our fee + State fee + Pre-Inspection fee)
\$0 – \$10,000 (sales < \$200/wk or \$800/month)	Prepackaged TCS Non-Meal	\$266.76	\$6.00	\$562.50	\$835.26
	Simple Non-TCS	\$266.76	\$8.00	\$562.50	\$837.26
	Simple TCS	\$266.76	\$24.50	\$562.50	\$853.76
	Moderate	\$266.76	\$34.50	\$562.50	\$863.76
	Complex	\$266.76	\$89.00	\$562.50	\$918.26
\$10,001 - \$100,000 (sales between \$200 - \$1,900/week or \$800 - \$8,300/month)	Prepackaged TCS Non-Meal	\$591.08	\$6.00	\$600.00	\$1,197.08
	Simple Non-TCS	\$591.08	\$8.00	\$600.00	\$1,199.08
	Simple TCS	\$591.08	\$24.50	\$600.00	\$1,215.58
	Moderate	\$591.08	\$34.50	\$600.00	\$1,225.58
	Complex	\$591.08	\$89.00	\$600.00	\$1,280.08
\$100,001 - \$250,000 (sales between \$1,900 - \$4,800/week or \$8,300 - \$20,800/month)	Prepackaged TCS Non-Meal	\$759.56	\$6.00	\$675.00	\$1,440.56
	Simple Non-TCS	\$759.56	\$8.00	\$675.00	\$1,442.56
	Simple TCS	\$759.56	\$24.50	\$675.00	\$1,459.06
	Moderate	\$759.56	\$34.50	\$675.00	\$1,469.06
	Complex	\$759.56	\$89.00	\$675.00	\$1,523.56
\$250,001 - \$500,000 (sales between \$4,800 - \$9,615/week or \$20,800 - \$41,667/month)	Prepackaged TCS Non-Meal	\$1,062.83	\$6.00	\$750.00	\$1,818.83
	Simple Non-TCS	\$1,062.83	\$8.00	\$750.00	\$1,820.83
	Simple TCS	\$1,062.83	\$24.50	\$750.00	\$1,837.33
	Moderate	\$1,062.83	\$34.50	\$750.00	\$1,847.33
	Complex	\$1,062.83	\$89.00	\$750.00	\$1,901.83
\$500,001 - \$1,000,000 (sales between \$9,615 - \$19,231/week or \$41,667 - \$83,333/month)	Prepackaged TCS Non-Meal	\$1,090.91	\$6.00	\$900.00	\$1,996.91
	Simple Non-TCS	\$1,090.91	\$8.00	\$900.00	\$1,998.91
	Simple TCS	\$1,090.91	\$24.50	\$900.00	\$2,015.41
	Moderate	\$1,090.91	\$34.50	\$900.00	\$2,025.41
	Complex	\$1,090.91	\$89.00	\$900.00	\$2,079.91
\$1,000,001 - \$5,000,000 (sales between \$19,231 - \$96,200/week or \$83,333 - \$416,700/month)	Prepackaged TCS Non-Meal	\$1,312.74	\$6.00	\$1,050.00	\$2,368.74
	Simple Non-TCS	\$1,312.74	\$8.00	\$1,050.00	\$2,370.74
	Simple TCS	\$1,312.74	\$24.50	\$1,050.00	\$2,387.24
	Moderate	\$1,312.74	\$34.50	\$1,050.00	\$2,397.24
	Complex	\$1,312.74	\$89.00	\$1,050.00	\$2,451.74
> \$5,000,000 (sales > \$96,200/week or \$416,700/month)	Prepackaged TCS Non-Meal	\$1,457.35	\$6.00	\$1,200.00	\$2,663.35
	Simple Non-TCS	\$1,457.35	\$8.00	\$1,200.00	\$2,665.35
	Simple TCS	\$1,457.35	\$24.50	\$1,200.00	\$2,681.85
	Moderate	\$1,457.35	\$34.50	\$1,200.00	\$2,691.85
	Complex	\$1,457.35	\$89.00	\$1,200.00	\$2,746.35

Mobile Retail Food Establishment Service Base

No Food Preparation or Processing Activities

License Type	Our Annual Fee	State Annual Fee	Pre-inspection/ Plan Review Fee	New License Fee <small>(Our fee + State fee + Pre-Inspection fee)</small>
Service Base – No Processing	\$266.76	\$6.00	\$150.00	\$422.76

Micro Market

License Type	Our Annual Fee	State Annual Fee	New License Fee <small>(Our fee + State fee)</small>
Single micro market	\$35.00	\$5.00	\$40.00
2 or more micro markets at the same location	\$52.00	\$8.00	\$60.00

Transient Food Establishment

License Type	Our Annual Fee	State Annual Fee	New License Fee <small>(Our fee + State fee)</small>
Transient – Prepackaged TCS Food Only	\$105.30	\$6.00	\$111.30
Transient – Non-TCS Foods	\$140.40	\$10.00	\$150.40
Transient – TCS Foods	\$175.50	\$22.00	\$197.50

General License Fees

Includes Lodging, Recreation, Body Art, or Manufactured Home Community
License fees effective 4/1/2026. License fees are non-refundable.

License Type	Number of Rooms or Sites	Our Annual Fee	State Annual Fee	Pre-inspection Fee/ Plan Review Fee	New License Fee <small>(Our fee + State fee +Pre-inspection fee)</small>
Beach	N/A	\$234.47	\$0.00	\$562.50	\$796.97
Recreational/Educational Camp	Simple No Hospitality	\$674.27	\$66.50	\$562.50	\$1,303.27
	Simple w/ Hospitality	\$743.02	\$73.00	\$562.50	\$1,378.52
	Moderate No Hospitality	\$733.77	\$72.00	\$562.50	\$1,368.27
	Moderate w/ Hospitality	\$873.91	\$86.00	\$562.50	\$1,522.41
	Complex No Hospitality	\$784.01	\$77.00	\$562.50	\$1,423.51
	Complex w/ Hospitality	\$983.64	\$96.50	\$562.50	\$1,642.64
Campground	1-25	\$280.10	\$23.00	\$562.50	\$865.60
	26-50	\$491.40	\$32.50	\$562.50	\$1,086.40
	51-100	\$596.70	\$39.50	\$562.50	\$1,198.70
	101-199	\$701.30	\$46.00	\$562.50	\$1,309.80
	200+	\$807.30	\$53.50	\$562.50	\$1,423.30
Special Event Campground	1-25	\$280.10	\$23.00	N/A	\$303.10
	26-50	\$491.40	\$32.50	N/A	\$523.90
	51-100	\$596.70	\$39.50	N/A	\$636.20
	100-199	\$701.30	\$46.00	N/A	\$747.30
	200 +	\$807.30	\$53.50	N/A	\$860.80
Hotel/ Motel	5-30	\$292.73	\$26.50	\$562.50	\$881.73
	31-99	\$416.99	\$36.50	\$562.50	\$1,015.99
	100-199	\$601.61	\$46.00	\$562.50	\$1,210.11
	200+	\$679.54	\$63.50	\$562.50	\$1,305.54
Bed and Breakfast	N/A	\$209.20	\$14.50	\$562.50	\$786.20
Tourist Rooming House	1 - 4	\$209.20	\$14.50	\$562.50	\$786.20
Manufactured Home Community	1-20	\$142.86	\$46.50	\$562.50	\$751.61
	21-50	\$250.97	\$83.50	\$562.50	\$896.72
	51-100	\$312.39	\$129.50	\$562.50	\$1,004.39
	101-175	\$399.44	\$166.50	\$562.50	\$1,128.44
	176+	\$456.30	\$185.00	\$562.50	\$1,203.80

Public Pool and Water Attraction	Simple, no Feature	\$669.24	\$27.00	\$562.50	\$1,258.74
	Simple with Feature	\$1,110.04	\$45.00	\$562.50	\$1,717.54
	Moderate, no Feature	\$912.60	\$40.50	\$562.50	\$1,515.60
	Moderate with Feature	\$1,316.25	\$58.50	\$562.50	\$1,937.25
	Complex, no Feature	\$1,026.68	\$50.50	\$562.50	\$1,639.68
	Complex with Feature	\$1,387.33	\$68.50	\$562.50	\$2,018.33
Tattoo Establishment	N/A	\$400.84	\$13.50	\$375.00	\$789.34
Body Piercing Establishment	N/A	\$400.84	\$13.50	\$375.00	\$789.34
Combined Tattoo and Body Piercing Establishment	N/A	\$525.10	\$22.00	\$375.00	\$922.10
Temporary Tattooing and/or Body Piercing Establishment	N/A	First Day \$76.05 Each Add'l Day \$29.25	\$10.00	N/A	First Day \$75 Each Add'l Day \$25

**DANE COUNTY
POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
Sponsor: LISA JACKSON		Resolution No. 2025 RES-287
Vote Required: Majority _____ Two-Thirds <input checked="" type="checkbox"/>		Ordinance Amendment No. _____

Title of Resolution or Ord. Amd.:

AUTHORIZING THE INCREASE OF ANNUAL FEES FOR GENERAL LICENSES AND FOOD ESTABLISHMENT LICENSES FOR THE LICENSED ESTABLISHMENT PROGRAM

Policy Analysis Statement:

Brief Description of Proposal -
Public Health proposes a 17% increase in the annual fees for General Licenses and Food Licenses for the work performed within the Licensed Establishment program.

Current Policy or Practice -
Public Health is an agent for the State of Wisconsin to license and inspect retail food establishments, lodging, pools, campgrounds, body art, etc. This program is entirely fee supported.

Impact of Adopting Proposal -
The 17% increase will support the staffing levels required by our agent contract to deliver high-quality, customer-focused services while maintaining a balanced budget for the 2026-2028 licensing cycles.

Fiscal Estimate:

<u>Fiscal Effect (check all that apply) -</u>	<u>Budget Effect (check all that apply)</u>
<input type="checkbox"/> No Fiscal Effect	<input type="checkbox"/> No Budget Effect
<input checked="" type="checkbox"/> Results in Revenue Increase	<input checked="" type="checkbox"/> Increases Rev. Budget
<input type="checkbox"/> Results in Expenditure Increase	<input type="checkbox"/> Increases Exp. Budget
<input type="checkbox"/> Results in Revenue Decrease	<input type="checkbox"/> Decreases Rev. Budget
<input type="checkbox"/> Results in Expenditure Decrease	<input type="checkbox"/> Decreases Exp. Budget
	<input type="checkbox"/> Increases Position Authority
	<input type="checkbox"/> Decreases Position Authority
	Note: if any budget effect, 2/3 vote is required

Narrative/Assumptions about long range fiscal effect:

This is a 100% fee funded program. The fee increase covers the cost to continue over the next three years. (2026-2028).

Expenditure/Revenue Changes:

	Current Year		Annualized			Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Expenditures -					Revenues -				
Personal Services					County Taxes			\$415,425	
Operating Expenses					Federal				
Contractual Services					State				
Capital					Other				
Total	\$0	\$0	\$0	\$0	Total	\$0	\$0	\$415,425	\$0

Personnel Impact/FTE Changes:

N/A

Prepared By:

Agency: Public Health Madison & Dane County	Division: Environmental Health Division
Prepared by: Bonnie Armstrong	Date: 12/19/25 Phone: 608-216-3494
Reviewed by:	Date: Phone:

FUNDING 0.35 FTE USING GRANT FUNDS TO ADD TO POSITION #946 PUBLIC HEALTH NURSE FOR THE NURSE FAMILY PARTNERSHIP PROGRAM

Public Health Madison & Dane County (Public Health) received funds from the Wisconsin Department of Children and Families (WI DCF) and has received funding from WI DCF since 2015. These funds enable Maternal, Infant, and Early Childhood Home Visiting (MIECHV) Program recipients to address the needs of expectant parents and families with young children. These funds support Public Health's Nurse Family Partnership (NFP) Program.

The purpose of the MIECHV Program, authorized by section 511 of the Social Security Act, is to support the delivery of coordinated and comprehensive high-quality and voluntary early childhood home visiting services to eligible families. Health Resources & Services Administration (HRSA) intends for these funds to support home visiting activities that address immediate needs of parents, children, and families. This evidence-based program provides nurse home visiting services to low-income people during pregnancy and supports the family until the child is two (2) years old. Public Health is a Local Implementing Agency for the MIECHV Program.

The WI DCF increased our grant by \$54,234.00 to increase our NFP nurse capacity 0.35 FTE for this program.

Position #946, a Public Health Nurse position in the NFP program is currently funded at 0.75 FTE, with 0.10 FTE grant funded per Board of Health previously approved Resolution 2020 RES-333. The incumbent retired on November 3, 2025. Using the WI DCF grant dollars, Public Health proposes funding 0.35 FTE of position #946 to make it a 1.0 FTE position. The NFP program continues to have a waitlist of clients to enroll in the program. The current waitlist has 70 pregnant clients. This increase in FTE will help our ability to enroll more pregnant clients earlier in their pregnancy, improve birth outcomes and reduce health inequities.

NOW, THEREFORE, BE IT RESOLVED that the 0.35 FTE of position #946 is funded effective immediately making position #946 a funded 1.0 FTE Public Health Nurse position contingent on continued grant funding.

**DANE COUNTY
POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
Sponsor: Lisa Jackson		Resolution No. 2025 RES-255
Vote Required:		Ordinance Amendment No. _____
Majority	Two-Thirds <input checked="" type="checkbox"/>	

Title of Resolution or Ord. Amd.:

FUNDING 0.35 FTE USING GRANT FUNDS TO ADD TO POSITION #946 PUBLIC HEALTH NURSE FOR THE NURSE FAMILY PARTNERSHIP PROGRAM

Policy Analysis Statement:

Brief Description of Proposal -

Public Health Madison & Dane County proposes increasing position #946 by 0.35 FTE to create a full-time (1.0 FTE) Position supporting the Nurse-Family Partnership (NFP) Program. The Wisconsin Department of Children & Families awarded an additional \$54,234.00—bringing the total grant to \$560,910.00—to expand NFP nurse capacity by 0.35 FTE.

Current Policy or Practice -

The Dane County Board of Supervisors must approve funding to a current position.

Impact of Adopting Proposal -

The NFP program continues to have a wait list of clients to enroll in the program. The current wait list has 70 pregnant clients. This increase in FTE will help our ability to enroll more pregnant clients earlier in their pregnancy, improve birth outcomes and reduce health inequities.

Fiscal Estimate:

<u>Fiscal Effect (check all that apply) -</u>		<u>Budget Effect (check all that apply)</u>	
<input type="checkbox"/> No Fiscal Effect		<input type="checkbox"/> No Budget Effect	
<input checked="" type="checkbox"/> Results in Revenue Increase		<input checked="" type="checkbox"/> Increases Rev. Budget	
<input checked="" type="checkbox"/> Results in Expenditure Increase		<input type="checkbox"/> Increases Exp. Budget	
<input type="checkbox"/> Results in Revenue Decrease		<input type="checkbox"/> Decreases Rev. Budget	
<input type="checkbox"/> Results in Expenditure Decrease		<input type="checkbox"/> Decreases Exp. Budget	
		<input checked="" type="checkbox"/> Increases Position Authority	
		<input type="checkbox"/> Decreases Position Authority	
Note: if any budget effect, 2/3 vote is required			

Narrative/Assumptions about long range fiscal effect:

The WI DCF increased our grant by \$54,234.00 to increase our NFP nurse capacity 0.35 FTE for this program. Position #946 is currently funded at 0.75 FTE, with 0.10 FTE grant funded per Board of Health previously approved Resolution 2020 RES-333. Using the WI DCF grant dollars, Public Health proposes funding 0.35 FTE of position #946 to make it a 1.0 FTE position. Funding is anticipated to be ongoing. This annual grant has continued for 10 years and has been reauthorized to increase in future years. All changes in FTE would be subject to the continued availability of the identified revenue sources.

Expenditure/Revenue Changes:

	Current Year		Annualized			Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Expenditures -					Revenues -				
Personal Services			\$48,850		County Taxes				
Operating Expenses					Federal	\$54,234			
Contractual Services					State				
Capital					Other				
Total	\$0	\$0	\$48,850	\$0	Total	\$54,234	\$0	\$0	\$0

Personnel Impact/FTE Changes:

A .35 FTE Public Health Nurse will be added to the Public Health roster.

Prepared By:

Agency: Public Health Madison & Dane County	Division: Public Health Madison & Dane County - Community Health
Prepared by: Daniel Stattelmann-Scanlan	Date: 11/24/25 Phone: (608) 243-0404
Reviewed by:	Date: Phone:

BOARD OF HEALTH FOR MADISON AND DANE COUNTY
RESOLUTION 2025 BOH RES-038

AUTHORIZATION OF LINE-ITEM BUDGET TRANSFERS

This resolution includes a series of transfers within PHMDC to reflect projected spending levels through the end of the fiscal year; all proposed transfers are net neutral. Under the terms of the merger agreement, the Board of Health for Madison and Dane County may authorize PHMDC to move funds within appropriations during a fiscal year (IGA, VIII, G).

TRANSFERS:

- WIC BREASTFEEDING PEER COUNSELING
 - *Transfer \$1,051.10 to Fringe as follows:*
 - *\$458.88 from Cellular Telephone*
 - *\$592.22 from Salary*
- MCH HEALTH EQUITY GRANT
 - *Transfer \$925.00 from Food & Beverages to Salary*
 - *Transfer \$5,177.71 from Conferences/Training as follows:*
 - *\$2,514.05 to Salary*
 - *\$2,663.66 to Fringe Benefits*
- PHEP BIOT
 - *Transfer \$910.45 from Salary to Cellular Telephone*
 - *Transfer \$2,777.05 to Fringe Benefits as follows:*
 - *\$765.18 from Salary*
 - *\$2,011.87 from Software Supplies*
- ARPA PFAS
 - *Transfer \$778.14 from Community Agency Contracts to Work Supplies*
- INJECTION DRUG USE PREVENTION
 - *Transfer \$2,234.00 from Advertising Services as follows:*
 - *\$289.87 to Food & Beverages*
 - *\$573.10 to Program Supplies*
 - *\$1,371.03 to Fringe Benefits*
 - *Transfer \$1,236.76 to Fringe Benefits as follows:*
 - *\$638.98 from Salary*
 - *\$630.78 from System License and Maintenance*
- MATERNAL CHILD HEALTH PERINATAL NURSE FAMILY PARTNERSHIP
 - *Transfer \$5,752.87 to Consulting Services as follows:*
 - *\$1,533.60 from Salary*
 - *\$4,219.27 from Program Supplies*
- FUTURE PATH GRANT
 - *Transfer \$10,558.60 from Fringe Benefits to Salary*
- PROVISION OF HIV PARTNER SERVICES
 - *Transfer \$546.86 from Salary to Fringe Benefits*

NOW THEREFORE BE IT RESOLVED, that the Board of Health for Madison and Dane County, on behalf of Public Health-Madison and Dane County, authorizes the transfer of the amounts as outlined within the department.

ACCOUNT STRINGS:

PROGRAM CODE	OBJECT CODE	GRANT CODE	LINE-ITEM TITLE	AMOUNT
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2025 WIC BREASTFEEDING PEER COUSELING

32021	54121	15543	CELLULAR TELEPHONE	(\$458.88)
32021	51000	15543	SALARY	(\$592.22)
32021	52000	15543	FRINGE BENEFITS	\$1,051.10

2025 MCH HEALTH EQUITY GRANT

32323	53250	15544	FOOD & BEVERAGES	(\$925.00)
32323	54520	15544	CONFERENCES/TRAINING	(\$5,177.71)
32323	51000	15544	PERMANENT WAGES	\$3,439.05
32323	52000	15544	FRINGE BENEFITS	\$2,663.66

2025-2026 PHEP BIOT

32540	51000	15309	SALARY	(\$1,675.63)
32540	53145	15309	SOFTWARE SUPPLIES	(\$2,011.87)
32540	52000	15309	FRINGE BENEFITS	\$2,777.05
32540	54121	15309	CELLULAR TELEPHONE	\$910.45

2025 ARPA PFAS

32437	54820	13979	COMMUNITY AGENCY CONTRACTS	(\$778.14)
32437	53210	13979	WORK SUPPLIES	\$778.14

2025 INJECTION DRUG USE PREVENTION

32913	51000	15549	SALARY	(\$638.98)
32913	54650	15549	ADVERTISING SERVICES	(\$2,234.00)
32913	54335	15549	SYSTEM LICENSE AND MAINTENANCE	(\$630.78)
32913	52000	15549	FRINGE BENEFITS	\$2,640.79
32913	53250	15549	FOOD & BEVERAGES	\$289.87

32913	53155	15549	PROGRAM SUPPLIES	\$573.10
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2025 MATERNAL CHILD HEALTH PERINATAL NURSE FAMILY PARTNERSHIP

32025	51000	15551	SALARY	(\$1,533.60)
32025	53155	15551	PROGRAM SUPPLIES	(\$4,219.27)
32025	54645	15551	CONSULTING SERVICES	\$5,752.87

2025 FUTURE PATH GRANT

32104	52000	15576	FRINGE BENEFITS	(\$10,558.60)
32104	51000	15576	SALARY	\$10,558.60

2025 PROVISION OF HIV PARTNER SERVICES

32319	51000	15708	SALARY	(\$545.86)
32319	52000	15708	FRINGE BENEFITS	\$545.86

Drafted by: Adrienne Bonow
 Introduced: 04Feb2026
 Action:

BOARD OF HEALTH FOR MADISON AND DANE COUNTY
RESOLUTION 2025 BOH RES-039

**AUTHORIZATION TO ACCEPT ADDITIONAL FUNDS FROM THE STATE OF
WISCONSIN DEPARTMENT OF HEALTH SERVICES (DHS) FOR THE MATERNAL
AND CHILD HEALTH (MCH) PROGRAM (TITLE V) BLOCK GRANT**

Public Health Madison and Dane County (Public Health) proposes the acceptance of an additional \$5,838.00 from the Wisconsin Department of Health Services (DHS) for the Maternal and Child Health (MCH) Program (Title V) Block Grant- MCH Health Equity.

The Board of Health for Madison and Dane County previously approved the 2026 Public Health Madison & Dane County Grants and Contracts (City File #91054 / County #2025 BOH RES-021) Resolution authorizing the acceptance of \$180,791.00 from the State of Wisconsin Department of Health Services for the Title V MCH Block Grant. Public Health received an additional \$5,838.00 from DHS, increasing the total amount to \$186,629.00.

Wisconsin receives federal funding from the Health Resources and Services Administration to support programs and infrastructure to promote health of Wisconsin's families. DHS distributes these funds to local public health departments, Tribal agencies, and other organizations across the state. Public Health's Maternal and Child Health Unit uses Title V Block grant funds to address the systems, policies, and environments that contribute to the health outcomes for Dane County families. These funds help support the Dane County Fetal and Infant Mortality Review process, community partnerships across the perinatal landscape, policy advocacy, and connecting teams internally such as Women, Infants, and Children (WIC) and Nurse Family Partnership.

NOW THEREFORE BE IT 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 sign the agreement, accept and expend the funding, and amend the 2026 Public Health Budget by \$5,838.00.

Drafted by: Sarah Dobbins and Adrienne Bonow
Introduced: 04Feb2026
Action:

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.

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

Action: