

**Meeting Minutes - Approved**  
**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?pwd=KaWhnETdfSGZYDcbhhHeKFhKhFUvmo.1>

If you would like to watch the recorded meeting:

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

Listen by Phone

Phone #: (877) 853-5257

Passcode: 388967

Meeting ID: 883 9262 8793

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.

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 hnub ua hauj lwm ua ntej yuav tuaj sib tham.

تامو لعمل نم ديز مال لعمل لودج لفسا لع عاطل بجري. امدقم مجرتل تامدخ بطلب مدقفل 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. Thee meeting adjourned at 12:05pm.