



BOARD OF HEALTH MEETING AGENDA

TUESDAY, AUGUST 11, 2026 AT 3:30 PM

515 S. FIRST STREET - WATERTOWN HEALTH DEPARTMENT

1. CALL TO ORDER

2. CITIZENS TO BE HEARD

Each individual who would like to address the Committee will be permitted up to three minutes for their comments

3. REVIEW AND APPROVE

- A. Review and take action: Board of Health minutes from May 12, 2026
- B. Review and take action: Finance Report - Preliminary July 2026
- C. Review and take action: A Resolution to Support Sustainable State Funding for Local Public Health Departments

4. REVIEW AND DISCUSS

- A. Review and discuss: Department of Health Services 140 Review on Thursday November 5, 2026 from 1 p.m. - 4 p.m.
- B. Review and discuss: Public Health Emergency Preparedness Program
- C. Review and discuss: Public Health Environmental Health Program updates
- D. Review and discuss: Public Health Community Health Program updates

5. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at cityclerk@watertownwi.gov phone 920-262-4000

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only



**Watertown Board of Health
Meeting Minutes
Watertown Dept of Public Health
515 S First Street/Zoom
May 12, 2026 – 3:30 PM**

Members Present: Dr. Donene Rowe, Dr. Todd Huhn, Ald. Dana Davis, Ald. Gina Nietecki, Megan Wierschke

Others in attendance: Carol Quest, Abbigail Kuehn, Kim Hiller

1. Call to Order

Dr. Rowe called the meeting to order at 3:30pm.

2. Welcome New Board Members:

Megan Wierschke and Ald. Gina Nietecki were welcomed to the board.

3. Review and take action: Board Reorganization

Chair & Vice Chair positions are filled annually at the first meeting following Board of Health appointments.

Motion was made by Ald. Dana Davis to nominate Dr. Huhn to be Chair and was seconded by Dr. Rowe.

Motion carried by unanimous voice vote.

Motion was made by Ald. Dana Davis to nominate Dr. Rowe to be Vice Chair and was seconded by Ald. Gina Nietecki.

Motion carried by unanimous voice vote.

4. Citizens to be heard

None.

5. Review and take action: Board of Health Minutes – February 3, 2026

Minutes from the February 3, 2026, meeting were reviewed. Motion by Ald. Dana Davis to approve; second by Dr. Rowe

Motion carried by unanimous voice vote.

6. Review and take action: Finance Reports – Preliminary March 2026

The preliminary March 2026 financial report was reviewed.

Carol noted that accounts are running as expected for the year. Emergency Preparedness budget salaries show a rate of 29% of the budget spent.

Revenue accounts in the Environmental Health budget will get the majority of revenue in the months of May, June and July with license renewals.

Motion was made by Dr. Rowe to approve; second by Ald. Gina Nietecki.

Motion carried by unanimous voice vote.

7. Review & take action: Health Department – Annual Report 2025

Members commented that the annual report was very well done and they were impressed with the information that was provided within it.

Motion for approval was made by Ald. Dana Davis and seconded by Megan Wierschke.

Motion carried by unanimous voice vote.

8. Review and discussion: Public Health Emergency Preparedness Program updates

Staff participated in a tabletop exercise coordinated by Jefferson County Emergency Management.

The Community Hazard Vulnerability Assessment is under way. The survey is given to community partners including long-term care facilities, hospitals, and schools to rank the top hazards to their businesses/facilities. This survey is compiled and then sent to the State who then creates a list of the top five hazards for the state.

Review and discussion: Public Health Environmental Health Program updates

The license/inspection year for Environmental Health is July 1st to June 30th. The inspections are for hotels, motels, tourist rooming houses, restaurants, grocery stores, gas stations, pools and recreational campgrounds. License renewal notices have been mailed out for these facilities.

The department is coordinating inspections with all involved City departments to facilitate a consistent approach to facility inspections.

Special events are increasing with the warm weather. Inspectors contact event organizers to coordinate food vendor inspections/licensing.

The water lab is now available for homeowners to get private well water testing. There is a fee for this service.

9. Review and discussion: Public Health Community Health Program updates

Update on the building on the additional lot. Public Works is assisting with the RFP for design. The RFPs are due on Wednesday.

The CHA (Community Health Assessment) is completed. Work has started on the CHIP (Community Health Improvement Plan) with Dodge Jefferson Healthier Community partners.

The department had a Vaccines for Children (VFC) Wisconsin Department of Health Services program assessment/site visit on May 11, 2026. The report stated no notable corrections needed. The letter is addressed to Dr LeGrow who is the medical advisor for the department's vaccines program.

There will be a Public Health intern starting in June. They will be helping to create a template for the CHIP. The student has already started to research

The Rock River Community Clinic moved to Johnson Creek. The new site will have an integrated health approach including medical, behavioral health and dental.

Nursing staff are partnering with Watertown Family Connections to host a community baby shower next week. There are 22 families signed up; 12 Spanish speaking and 10 English speaking families. The baby shower will include resources through a vendor fair, lunch for attendees, and a raffle. Each family will receive diapers and a baby basket full of useful items for their new baby. Funds to support the baby shower are donations or grants.

The Seal A Smile program just completed the 2025/2026 school year. The program saw 218 students and provided \$51,968 worth of preventative dental care.

Two additional dental hygienists will join the program next school year this will allow for the program to see more students. The program currently has one hygienist that is available one day of the week. The addition of the two hygienists will allow the program to operate more than one day a week. The program would expand to include 9th & 10th grade students. Currently the program sees 2nd, 3rd, 6th & 7th grade students in the Watertown Unified School District. Participation rates are currently 30% for the elementary schools & 20% for the middle school.

Seal A Smile is a grant funded program through Children's Health Alliance and the State. The program is open to any child regardless of whether they have insurance or not. In addition to grant funding the program also operates on Medical Assistance revenue.

10. New business

None

11. Adjourn.

Motion made to adjourn by Ald. Dana Davis and seconded by Ald. Gina Nietecki. Carried by unanimous voice vote.

Next Board of Health meeting will be Tuesday, August 11, 2026, at 3:30 p.m.

Respectfully Submitted,



Carol Quest
Director/Health Officer

Note: The minutes are uncorrected. Any correction made thereto will be noted in the minutes of the proceedings at which these minutes are approved.

Watertown Department of Public Health

Financial Report

End of Month Preliminary July 2026

Revenue

Acct #	Description	YTD Revenue	Budgeted Amount	Balance	%
01-427315	Health Dept Grants	\$ 36,011.00	\$ 67,300.00	\$ 31,289.00	53.5%
443100	Health Dept Revenue Tax	602.79	1,500.00	\$ 897.21	40.2%
443101	Health Rev Non-Tax	2,374.55	5,000.00	\$ 2,625.45	47.5%
443112	Health Check Revenue	3,380.50	7,000.00	\$ 3,619.50	48.3%
Grand Total Revenue		\$ 42,368.84	\$ 80,800.00	\$ 38,431.16	52.4%

01 - Expenses		YTD Expenses	Budgeted Amount	Balance	%
531210	Salaries	\$ 199,268.09	\$ 362,373.00	\$ 163,104.91	55.0%
531214	Overtime	\$ -	\$ -	\$ -	0.0%
531216	Part Time Salaries	\$ 17,880.93	41,425.00	23,544.07	43.2%
531218	Supplies & Expenses	\$ 6,004.67	12,850.00	6,845.33	46.7%
531219	Grant Expenses	\$ 3,616.89	15,750.00	12,133.11	23.0%
531220	Repairs	584.37	900.00	315.63	64.9%
531222	Dues, Fees, Subs	883.73	1,500.00	616.27	58.9%
531223	Education & Seminars	1,653.03	4,000.00	2,346.97	41.3%
531226	Maintenance Supplies	4,147.78	7,000.00	2,852.22	59.3%
531228	Fuel	1,611.70	4,000.00	2,388.30	40.3%
531230	Electric	989.38	6,000.00	5,010.62	16.5%
531231	Water	571.88	1,100.00	528.12	52.0%
531232	Telephone	1,378.82	3,200.00	1,821.18	43.1%
531233	WI Retirement	14,814.47	27,070.00	12,255.53	54.7%
531234	Social Security	12,947.29	25,035.00	12,087.71	51.7%
531235	Medicare	3,027.90	5,855.00	2,827.10	51.7%
531236	Health Insurance	43,670.43	66,483.00	22,812.57	65.7%
531237	Life Insurance	588.60	1,069.00	480.40	55.1%
531238	Dental Insurance	1,946.30	4,540.00	2,593.70	42.9%
531242	Vaccinations	420.04	6,550.00	6,129.96	6.4%
531243	Mileage	810.42	1,200.00	389.58	67.5%
531260	Capital Outlay	0.00	0.00	0.00	0.00%
Grand Total Expenses		\$ 316,816.72	\$ 597,900.00	\$ 281,083.28	53.0%
		YTD Actual	Budgeted	Difference	
City Tax Liability (revenue-expenses)		\$ (274,447.88)	\$ (517,100.00)	\$ (242,652.12)	

Environmental Health

Financial Report

End of Month Preliminary July 2026

Revenue

Account #	Description	YTD Revenue	Budgeted Amount	Balance	%
14-429210	Jefferson Cty Consortium	20417.00	\$ 35,000.00	\$ 14,583.00	58.3%
429115	Cares Covid Grant	0.00	\$ -	\$ -	0.0%
429116	Body Art	0.00	0.00	0.00	0.0%
429120	Prevention Block Grant	4,263.00	7,967.00	3,704.00	53.5%
429140	Misc Enviro Rev	4,626.38	11,000.00	6,373.62	42.1%
429150	Transient Well Water Prog	42,497.50	48,000.00	5,502.50	88.5%
429152	Water Lab Rev	13,110.00	15,000.00	1,890.00	87.4%
429155	AG Inspections	298,500.00	290,000.00	(8,500.00)	102.9%
480510	Interest Income	7,571.98	22,320.00	14,748.02	0.0%
Grand Total Revenue		\$ 390,985.86	\$ 429,287.00	\$ 38,301.14	91.1%

14 - Expenses		YTD Expenses	Budgeted Amount	Balance	%
531310	Salaries	\$ 173,534.46	\$ 314,843.00	\$ 141,308.54	55.1%
531314	Overtime	\$ -	\$ 2,000.00	\$ 2,000.00	0.0%
531316	Part Time Administrative	\$ 12,102.11	\$ 26,353.00	\$ 14,250.89	45.9%
531318	Supplies & Expenses	4,693.83	15,000.00	10,306.17	31.3%
531319	Agent Expenses	0.00	28,000.00	28,000.00	0.0%
531323	Education/Training	914.99	8,000.00	7,085.01	11.4%
531325	IT Share	0.00	0.00	0.00	0.0%
531326	Vehicle Maintenance	312.81	4,250.00	3,937.19	7.4%
531332	Telephone	1,132.80	4,000.00	2,867.20	28.3%
531333	WI Retirement	12,959.39	23,792.00	10,832.61	54.5%
531334	Social Security	10,879.60	22,948.00	12,068.40	47.4%
531335	Medicare	2,544.29	4,976.00	2,431.71	51.1%
531336	Health Insurance	47,021.73	81,675.00	34,653.27	57.6%
531337	Life Insurance	279.25	488.00	208.75	57.2%
531338	Dental Insurance	2,281.81	3,981.00	1,699.19	57.3%
531342	Gasoline/Mileage	2,428.84	4,000.00	1,571.16	60.7%
531344	Water Lab Supplies	8,563.13	15,000.00	6,436.87	57.1%
531350	Unemployment	0.00	0.00	0.00	0.0%
531360	Capital Outlay	0.00	145,000.00	145,000.00	0.0%
Grand Total Expenses		\$ 279,649.04	\$ 704,306.00	\$ 424,656.96	39.7%

Projected Carry Over	\$ 111,336.82	\$ (275,019.00)		
-----------------------------	----------------------	------------------------	--	--

Emergency Preparedness Division					
Financial Report					
End of Month Preliminary July 2026					
Revenue					
Account #	Description	YTD Revenue	Budgeted Amount	Balance	%
15-42-92-10	Preparedness Consortium	\$ 46,820.00	\$ 67,262.00	\$ 20,442.00	69.6%
15-42-92-20	Building Project Revenue	\$ 1,200.00	\$ 90,359.00	\$ 89,159.00	1.3%
Grand Total Revenue		\$ 46,820.00	\$ 157,621.00	\$ 110,801.00	29.7%
Expenses					
15		YTD Expenses	Budgeted Amount	Balance	%
531410	Salaries	\$ 13,119.17	\$ 22,246.00	\$ 9,126.83	59.0%
531411	Salaries - LTE	\$ -	\$ -	\$ -	0.0%
53-14-14	Overtime	\$ -	\$ 250.00	\$ 250.00	0.0%
53-14-16	PT Salaries	\$ 7,995.10	\$ 18,364.00	\$ 10,368.90	43.5%
53-14-18	Supplies & Expenses	\$ -	\$ 1,100.00	\$ 1,100.00	0.0%
53-14-23	Education & Training	\$ -	\$ -	\$ -	0.0%
53-14-33	Retirement	\$ 1,339.59	\$ 2,128.00	\$ 788.41	63.0%
53-14-34	Social Security	\$ 1,365.52	\$ 2,549.00	\$ 1,183.48	53.6%
53-14-35	Medicare	\$ 319.44	\$ 596.00	\$ 276.56	53.6%
53-14-36	Health Insurance	\$ 5,212.43	\$ 7,506.00	\$ 2,293.57	69.4%
53-14-37	Life Insurance	\$ 14.25	\$ 21.00	\$ 6.75	67.9%
53-14-38	Dental Insurance	\$ 375.09	\$ 542.00	\$ 166.91	69.2%
53-14-42	Mileage	\$ -	\$ -	\$ -	0%
53-14-50	Unemployment	\$ -	\$ -	\$ -	0.0%
53-14-60	Capital Outlay	\$ -	\$ 90,000.00	\$ 90,000.00	0.0%
Grand Total Expenses		\$ 29,740.59	\$ 145,302.00	\$ 115,561.41	20.5%
		YTD Actual	Budgeted		

Seal A Smile

Financial Report

End of Month Preliminary June 2026

Revenue - 18

Account #	Description	YTD Revenue	Budgeted Amount	Balance	%
427815	SAS Grant	\$ 4,519.50	\$ 4,955.00	\$ 435.50	91.2%
427816	M/A	4,132.39	12,500.00	8,367.61	33.1%
427818	Donation	0.00	0.00	0.00	0.0%
Grand Total Revenue		\$ 8,651.89	\$ 17,455.00	\$ 8,803.11	49.6%

Account #	Description	YTD Expenses	Budgeted Amount	Balance	%
531810	Salaries	\$ 2,558.67	\$ 8,120.00	\$ 5,561.33	31.5%
531817	Contracted Staff	1,459.58	5,000.00	3,540.42	29.2%
531818	Supplies	911.68	4,500.00	3,588.32	20.3%
531820	Equipment	0.00	0.00	0.00	0.0%
531824	Travel	0.00	0.00	0.00	0.0%
531833	Wisconsin Retirement	184.20	585.00	400.80	31.5%
531834	FICA - Social Security	142.31	503.00	360.69	28.3%
531835	Medicare	33.27	118.00	84.73	28.2%
Grand Total Expenses		\$ 5,289.71	\$ 18,826.00	\$ 13,536.29	28.1%

RESOLUTION TO SUPPORT SUSTAINABLE STATE FUNDING FOR LOCAL PUBLIC HEALTH DEPARTMENTS

**SPONSOR: DANA DAVIS
FROM: HEALTH BOARD**

WHEREAS, in Wisconsin, local health departments (LHDs) are legally required to provide a core set of public health services under Wisconsin Statutes Chapter 251 and Wisconsin Administrative Code Chapter DHS 140; and,

WHEREAS, responsibilities of LHDs have expanded significantly in recent years due to emerging public health threats, workforce shortages, and increasing community health needs; and,

WHEREAS, local health departments rely heavily on a combination of limited state aids, categorical grants, and local property tax levy to fund these mandated services; and,

WHEREAS, current state funding mechanisms for public health are largely outdated, not indexed to inflation, and do not reflect the true cost of delivering foundational public health services; and,

WHEREAS, Wisconsin currently ranks 49th lowest in state dollars dedicated to public health per person (https://www.americashealthrankings.org/explore/measures/PH_funding); and,

WHEREAS, Public health initiatives consistently deliver high returns on investment (ROI), with recent data showing a median ROI of 14.3 to 1, often saving \$14 in medical and societal costs for every \$1 spent (<https://www.pew.org/en/research-and-analysis/articles/2025/07/08/public-health-initiatives-deliver-big-returns-on-investment>); and,

WHEREAS, reliance on short-term, restricted, or competitive grant funding creates instability and limits long-term planning; and,

WHEREAS, counties bear a disproportionate share of the financial burden for providing foundational public health services, placing additional pressure on local property taxpayers; and,

WHEREAS, a strong and adequately funded public health system is essential to protect the health, safety, and economic stability of Wisconsin residents and communities.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WATERTOWN, WISCONSIN: that the City of Watertown supports continuing to build and retain public health infrastructure through increased and flexible funding; and,

BE IT FURTHER RESOLVED that such a funding model should:

- Provide increased General Purpose Revenue (GPR) support for local health departments
- Include automatic inflationary adjustments
- Allow for flexible use of funds to meet local needs
- Reduce reliance on short-term, restricted, and/or competitive grants

(Type meeting date) Exhibit XXXX

BE IT FURTHER RESOLVED that the State of Wisconsin recognizes public health as a core governmental function and prioritizes sustained investment to ensure consistent service delivery across all jurisdictions; and,

BE IT FURTHER RESOLVED that the City of Watertown requests that the Wisconsin Counties Association advocates for policies that reduce the reliance on local property tax levy to fund foundational public health services; and,

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Governor of Wisconsin, members of the Wisconsin State Legislature, the Wisconsin Department of Health Services, and all Wisconsin counties.

That this Resolution shall be in full force and effect upon its passage and adoption.

	YES	NO
DAVIS		
LAMPE		
BERG		
NITECKI		
BLANKE		
SMITH		
ARNETT		
HAASE		
MOLDENHAUER		
MAYOR STOCKS		
TOTAL		

ADOPTED Type meeting date

CITY CLERK

APPROVED Type meeting date

MAYOR