

CITY OF MIDDLETOWN  
BOARD OF HEALTH  
Minutes  
January 10, 2023

The City of Middletown Board of Health met in regular session at 7:30 AM on January 10, 2023.

Members Present

Mayor Nicole Condrey, BS, President  
Jeff Bonnell  
Sally Kash, MS, RN  
Ruth Lolli  
Dr. Ken Patrick, DVM  
Joseph Richmond  
Amy Sibcy  
Dr. Scott Zollett, MD

Health Department Staff Present

Jackie Phillips Carter, MPH, BSN, RN  
Carla Ealy, BS, REHS  
Chandra Corbin, BSN, RN  
Amanda McDonald, Vital Statistics Registrar

---

ROLL CALL

All board members were present.

Ms. Phillips Carter introduced three new members of the Board of Health: Joe Richmond, Amy Sibcy and Dr. Scott Zollett.

CITIZEN COMMENTS

None.

APPROVAL OF MINUTES- December 2022

**Motion:** Ms. Lolli moved, seconded by Ms. Kash to approve the December 2022 Board of Health meeting minutes.

**Roll call vote:** Yes-4 (Bonnell, Kash, Lolli, Patrick). No-0. Abstained-3 (Richmond, Sibcy, Zollett). **Motion Passed.**

RECEIVE AND FILE FINANCIAL REPORT-December 2022

**Motion:** Ms. Kash moved, seconded by Ms. Lolli to receive and file the December 2022 Financial Report.

**Roll call vote:** Yes-7 (Bonnell, Kash, Lolli, Patrick, Richmond, Sibcy, Zollett). No-0. **Motion Passed.**

Education Presentation- Public Health in Ohio

Ms. Corbin provided the board with an overview of public health in Ohio. The definition of public health is: "a coordinated effort at the local, state and federal levels whose mission is fulfilling a society's interest in assuring conditions in which people can be healthy." Public health formalized their approach in 1919, following the Smallpox and Influenza epidemics. Prior to 1920, there were 2,158 independent health units in Ohio, all providing differing services. In 2022, there were 113 local health departments within the 88 counties of Ohio. The City of Middletown Health Department is one of three health departments in Butler County. The City of Middletown Health Department works cooperatively within the Southwest Ohio Region which includes 13 health departments: Adams County, Brown County, Butler County, Clermont County, Clinton County, Hamilton County, Highland County, Warren County, City of Middletown, City of Hamilton, City of Cincinnati, City of Norwood and City of Springdale.

Local health departments are required by the Ohio Revised Code to establish a board of health, employ the leadership "Triad" (consisting of a Health Commissioner, Director of Environmental Health and Director of Nursing) and to employ a

Medical Director (if the Health Commissioner is not a doctor). Local health departments are governed by regulations in the Ohio Revised Code (ORC) and the Ohio Administrative Code.

Local health departments strive to protect and improve the health of their communities by preventing and controlling the spread of disease and injury, protecting against environmental hazards, promoting and supporting healthy behaviors, and preparing for and responding to emergencies.

Core services provided by the Environmental Division of the City of Middletown Health Department (CMHD) include: retail/food service inspections and licensing, regulation of septic systems and private wells, body art, campgrounds, swimming pools, schools, rabies investigations, emergency preparedness and smoking complaints. Core services provided by the Nursing Division of CMHD include: disease outbreak surveillance, tracking and reporting, immunizations and the Children with Medical Handicaps program. Core services of the Administrative Division of CMHD include: health promotion and education, vital statistics, Public Health Accreditation Board (Accredited November 4, 2022).

Public health is funded by local government, federal and state funding as well as state subsidy-based upon meeting minimum standards provided by administrative code and based on population.

#### Discussions

Mayor Condrey asked how public health differs from other departments within the city.

Ms. Phillips Carter stated that CMHD is governed by the Board of Health whereas the other departments fall directly under the City Manager. The City Mayor is always the President of the Board of Health (BOH) and the BOH is regulated by the board and commission official laws.

#### OLD BUSINESS

##### Septic Systems

Ms. Ealy informed the board that there is a total of 690 septic systems located in Middletown, with 424 of those being in the Amanda area.

Ms. Condrey added that there are several issues with the septic systems in that area such as: the location is in a flood plain, lot sizes are too small for new septic systems and it is cost prohibitive to connect to sanitary sewer.

Ms. Phillips Carter stated that she has spoken with the City Manager and has requested a meeting to discuss possible solutions.

##### PHAB

Ms. Phillips Carter presented the official accreditation plaque to the board and informed the board that there was a letter from PHAB congratulating CMHD on accreditation included in the board of health packet.

Ms. Phillips Carter stated that the new Community Health Assessment (CHA) begins January 11, 2023. In the past, board of health members have been involved in the CHA, Ms. Phillips Carter has sent an invitation to all board members. The CHA will focus on mental health, chronic illness and infant mortality.

#### NEW BUSINESS

##### Travel Authorizations

There were no travel authorizations requested.

##### Approval of Facility Use Agreement-Middletown City Schools

Ms. Phillips Carter stated that this is a renewal of the agreement allowing CMHD to utilize Middletown City School buildings as needed for immunization clinics or in the event of an emergency.

**Motion:** Ms. Lolli moved, seconded by Ms. Kash to approve the Facility Use Agreement.

**Roll call vote:** Yes-7 (Bonnell, Kash, Lolli, Patrick, Richmond, Sibcy, Zollett). No-0. **Motion Passed.**



### Approval of Agreement between Butler County General Health District and City of Middletown Health Department-Community Health Assessment (CHA)

Ms. Phillips Carter informed the board that all three Butler County health departments (City of Middletown Health Department, Butler County General Health District and Hamilton City Health Department) will be working together to complete the CHA.

**Motion:** Ms. Kash moved, seconded by Dr. Patrick to approve the CHA Agreement.

**Roll call vote:** Yes-7 (Bonnell, Kash, Lolli, Patrick, Richmond, Sibcy, Zollett). No-0. **Motion Passed.**

### 2023 Board of Health Roster

An updated Board of Health roster was provided to board members.

### 2023 Election of President Pro Tem

Dr. Patrick volunteered to be the President Pro Tem of the Board of Health.

**Motion:** Ms. Kash moved, seconded by Dr. Patrick to elect Dr. Patrick as President Pro Tem.

**Roll call vote:** Yes-7 (Bonnell, Kash, Lolli, Patrick, Richmond, Sibcy, Zollett). No-0. **Motion Passed.**

### 2023 Board of Health Committees

Ms. Phillips Carter stated that the Board of Health is comprised of two committees, the finance committee and the personnel committee. Members will discuss and notify Ms. McDonald of which committee they wish to serve on at the next Board of Health meeting.

### 2022 4<sup>th</sup> Quarter Report

The 2022 4<sup>th</sup> Quarter Report was included in the board of health packet.

### Discussions

Mayor Condrey requested that "Board of Health Member Topic-Open Discussion" be added under New Business on each BOH meeting agenda.

### REPORTS

#### Health Commissioner

Ms. Phillips Carter stated that she will provide the board with OneOhio information regarding the money won in the opiate lawsuit. Ms. Phillips Carter explained that \$54 million was awarded to Ohio with the City of Middletown receiving \$50,000 annually for the next 18 years. The remaining money will be allotted by region. Butler County is trying to receive a larger allocation, arguing that Butler County was hit harder than many other regions by the opioid epidemic.

Mayor Condrey stated that it may be beneficial to send a copy of the letter that was signed by all mayors regarding the impact of opioids in their jurisdictions.

Ms. Phillips Carter stated that the OHIZ Middletown Connect grant is partnering with Safety Council continuing to work on Social Vulnerability Index (SVI) activities.

Ms. Phillips Carter informed the board that SHALOM is back up and running to serve the unhoused population in Middletown.

### Medical Director

In Dr. Jennewine's absence, Ms. Corbin reported the communicable diseases for December 2022.

Chlamydia infection	16
COVID-19	377
Gonococcal infection	4
Haemophilus influenzae (invasive disease)	1
Hepatitis B	1
Hepatitis C	5
Influenza-associated hospitalization	32
Meningitis-aseptic/viral	1
Streptococcal-Group A-invasive	1
Streptococcus pneumoniae-invasive	2
Varicella	1

### Director of Nursing

Ms. Corbin informed the board that CMHD continues to hold COVID and flu vaccine clinics on the first and third Thursday of each month.

### Discussions

Mayor Condrey asked Ms. Phillips Carter to touch on the Syringe Exchange Program (SEP).

Ms. Phillips Carter explained that SEP provides HIV and hepatitis testing in addition to exchanging used needles for new needles and paraphernalia and offering resources and education. SEP is held in the Access Counseling parking lot on Coles Road each Tuesday from 10am-1pm. SEP is currently considering relocating in response to Access Counseling's requests to do so. Ms. Phillips Carter explained that SEP is very controversial, but also very needed.

Mayor Condrey informed new board members that the needle exchange is not based on a one-to-one ratio.

Ms. Phillips Carter stated that SEP exchanges needles and paraphernalia based on need, since the program is only offered once a week.

Ms. Lolli stated that she is aware that many families/groups will send one person for the entire household.

### Environmental Director

Ms. Ealy informed the board that CMHD has licensed a micro-market inside of Phoenix Metals, explaining that micro-markets are like self-service convenient stores.

CMHD has approved plans for an addition at Kroger and a culinary kitchen at Marshall High School.

Ms. Ealy stated that there are three properties on Lefferson that have not yet connected to sanitary sewer, those homeowners have been turned in to the Prosecutor's Office.

Ms. Phillips Carter explained to the board that homeowners are required by Sewage Rules to connect to sanitary sewer when it is available.

Ms. Ealy informed the board that the food licensing year ends in February, CMHD will be mailing out license renewals in the coming weeks.

Mayor Condrey stated that she was unable to locate Level One Food Safety Training online options on the CMHD website, and that CMHD may want to look into it to make it more user-friendly.

Ms. Ealy stated that a walk-thru of Primo has been completed and areas that need to be addressed were identified.

ADJOURNMENT

The meeting was adjourned at 8:59 AM. The next meeting will be held on February 14, 2023 at 7:30 AM.

  
Jacquelyn D. Phillips Carter, MPH, BSN, RN  
Secretary

  
Nicole Condrey, President  
City of Middletown Board of Health