



**Public Health**  
Prevent. Promote. Protect.

CITY OF MIDDLETOWN

BOARD OF HEALTH

Minutes

May 12, 2020

The City of Middletown Board of Health met in remote session at 7:30 AM on May 12, 2020.

Members Present

Mayor Nicole Condrey, BS, President  
Jeff Bonnell  
Margie Davis, RN  
Dr. Anita Scott Jones, Ed.D., MBA, BS  
Sally Kash, MS, RN  
Charlene Kurtz, BSN, RN  
Dr. Ken Patrick, DVM  
David Schul

Health Department Staff Present

Jackie Phillips, MPH, BSN, RN  
Carla Ealy, RS  
Paul Jennewine, MD  
Chandra Corbin, BSN, RN  
Amanda McDonald

Absent and Excused

All board members were present.

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CITIZEN COMMENTS

None.

APPROVAL OF MINUTES-April 2020

Motion: Ms. Kash moved, seconded by Mr. Schul to approve the April 2020 Board of Health Meeting Minutes.

Roll call Vote: Yes-7 (Bonnell, Davis, Jones, Kash, Kurtz, Patrick, Schul). No-0. Motion passed.

RECEIVE AND FILE FINANCIAL REPORT- April 2020

Ms. Condrey asked Ms. Phillips how CMHD felt about being the only health department county wide that has continued to work in-office throughout the COVID-19 pandemic. Ms. Phillips explained that the primary concern remains keeping staff healthy and well. Ms. Phillips stated that she is proud of staff members and this COVID event has been a very team building experience.

Motion: Mr. Schul moved, seconded by Ms. Davis to receive and file the April 2020 Financial Report.

Roll call Vote: Yes-7 (Bonnell, Davis, Jones, Kash, Kurtz, Patrick, Schul). No-0. Motion passed.

EDUCATION PRESENTATION-Coronavirus (COVID-19) Update

Dr. Jennewine informed the board that there are currently 48 total cases of COVID-19 in Middletown, 46 are confirmed and two are probable. Ms. Phillips stated that as of May 11, 2020, total Butler County case count is 509. Most cases appear to be coming from long term care facilities or factories.

## OLD BUSINESS

### PHAB

Ms. Phillips reiterated that all PHAB site visits have been suspended for the time being.

The COVID-19 pandemic has utilized community partnerships and education opportunities that fall under PHAB requirements.

## NEW BUSINESS

### Travel Authorizations

None.

### Approval of Agreement For Facility Use with Miami University-Renewal

Ms. Phillips informed the board that this agreement runs from June to June and must be updated annually.

**Motion:** Dr. Patrick moved, seconded by Mr. Schul to approve the agreement.

**Roll call Vote:** Yes-7 (Bonnell, Davis, Jones, Kash, Kurtz, Patrick, Schul). No-0. **Motion passed.**

### Read Ordinances by Title Only

**Motion:** Dr. Jones moved, seconded by Ms. Kash to read MBHE Ordinance NO. 2020-01 and MBHE Ordinance NO. 2020-02 by title only.

**Roll call Vote:** Yes-7 (Bonnell, Davis, Jones, Kash, Kurtz, Patrick, Schul). No-0. **Motion passed.**

MBHE ORDINANCE NO. 2020-01, AN ORDINANCE AUTHORIZING THE HEALTH COMMISSIONER TO TAKE ACTION THAT MAY BE TAKEN BY THE BOARD OF HEALTH AS LICENSOR OR PURSUANT TO OHIO REVISED CODE SECTIONS 3717.29(D)(1) OR 3717.49(C)(1) TO SUSPEND OR REVOKE A LICENSE ISSUED TO A RETAIL FOOD ESTABLISHMENT OR A FOOD SERVICE OPERATION AND DECLARING AN EMERGENCY.

Ms. Phillips informed the board that both MBHE Ordinances No. 2020-01 and NO. 2020-02 have been on the books since 2003. The state surveyor requested that language be modified to include "clear and present danger." The ordinances were updated to include the requested language and taken to City of Middletown Law Department for approval as a response to the survey conducted by Ohio Department of Health.

**Motion:** Dr. Jones moved, seconded by Ms. Kash to approve MBHE Ordinance NO. 2020-01.

**Roll call Vote:** Yes-7 (Bonnell, Davis, Jones, Kash, Kurtz, Patrick, Schul). No-0. **Motion passed.**

MBHE ORDINANCE NO. 2020-02, AN ORDINANCE AUTHORIZING THE HEALTH COMMISSIONER, ANY REGISTERED SANITARIAN OR SANITARIAN-IN-TRAINING EMPLOYED BY THE BOARD OF HEALTH TO TAKE ACTION THAT MAY BE TAKEN BY THE BOARD AS A LICENSOR PURSUANT TO OHIO REVISED CODE SECTIONS 3717.29(C)(1) OR 3717.49(B)(1) TO SUSPEND OR REVOKE A LICENSE ISSUED TO A RETAIL FOOD ESTABLISHMENT OR A FOOD SERVICE OPERATION AND DECLARING AN EMERGENCY.

**Motion:** Dr. Jones moved, seconded by Ms. Kash to approve MBHE Ordinance NO. 2020-02.

**Roll call Vote:** Yes-7 (Bonnell, Davis, Jones, Kash, Kurtz, Patrick, Schul). No-0. **Motion passed.**

### **Crisis Response Grant (COVID-19)**

Ms. Phillips explained that in response to a federal emergency, the state and federal government allocates funds to local health departments. This funding comes in the form of Butler County Coronavirus Response Grant. These funds are to ensure that local cities and areas are prepared in the event of emergencies. Ms. Condrey pointed out an error on page four of the contract which incorrectly listed the contractor as the grantee.

**Motion:** Dr. Jones moved to make the changes necessary to correct the Crisis Response Grant Agreement, seconded by Ms. Kash.

**Roll call Vote:** Yes-7 (Bonnell, Davis, Jones, Kash, Kurtz, Patrick, Schul). No-0. **Motion passed.**

### **Approval of Crisis Response Agreement**

**Motion:** Dr. Jones moved to approve the Crisis Response Agreement once corrections had be made, seconded by Ms. Davis.

**Roll call Vote:** Yes-7 (Bonnell, Davis, Jones, Kash, Kurtz, Patrick, Schul). No-0. **Motion passed.**

### **Approval of Contact Tracer Agreement**

Ms. Phillips informed the board that she and Ms. Corbin have been performing all contact tracing, with difficulties communicating with Spanish speaking patients. CMHD would like to hire contact tracers that are bilingual and also familiar with the community. This agreement states that contact tracing compensation is not to exceed \$15,000.

**Motion:** Dr. Jones moved, seconded by Ms. Davis to approve the Contact Tracer Agreement.

**Roll call Vote:** Yes-7 (Bonnell, Davis, Jones, Kash, Kurtz, Patrick, Schul). No-0. **Motion passed.**

## **REPORTS**

### **Health Commissioner**

Ms. Phillips explained that the focus of CMHD remains on COVID-19 as well as conditions relating to COVID-19, such as mental health. The syringe Exchange Program (SEP) is still operating at a limited capacity. CMHD has provided SEP employees with masks. Ms. Phillips serves at the direction of the board of health. The health commissioner's decisions are driven by public health principles, erroring on the side of health and safety first.

Governor DeWine has ordered that 90% of businesses will be reopened, there are different safety protocols in place for each variety of business (hair dressers, bars, restaurants, etc.). Ms. Phillips has met with several local businesses and organizations and has provided direction and guidance on reopening while providing safety measures for both customers and employees.

Ms. Phillips stated that CMHD will be receiving indigent burial reimbursements from Ohio Department of Health. The money received will be given to the city coffers which funded indigent burials.

### **Medical Director**

Dr. Jennewine reported that the status of COVID-19 is ever-changing. Increased testing could be a reason that numbers rising. Dr. Jennewine stated that while the focus remains on COVID-19, other diseases are still ongoing. Dr. Jennewine reported on March and April communicable diseases.



#### March

Chlamydia infection	27
COVID-19	3
Gonococcal Infection	15
Hepatitis A	3
Hepatitis B	5
Hepatitis C	13
Influenza-associated hospitalization	5
Streptococcal-Group A-invasive	1
Invasive Streptococcus pneumonia	1

#### April

Chlamydia infection	23
COVID-19	32
Gonococcal Infection	17
Hepatitis A	2
Hepatitis B	4
Hepatitis C	10
Pertussis	1
Streptococcal-Group A-invasive	2
Invasive Streptococcus pneumoniae	2
Syphilis-any stage	1

#### Director of Nursing

Ms. Corbin stated that amidst the COVID-19 pandemic, she has been closely monitoring epidemiology reports for the City of Middletown. The communicable disease numbers appear to be following the same trend as previous years.

Ms. Corbin informed the board that long term care facilities are now entering the planning phase, looking into developing a method to test staff for COVID-19.

#### Environmental Director

Ms. Ealy informed the board that she and Ms. Mourer will resume standard inspections, while wearing personal protective equipment. They will begin by inspecting retail food establishments, being as that they are generally less populated.

Ms. Ealy stated that she has been working closely with Middletown businesses on developing safe procedures to reopen. The goal remains to slow the spread of COVID-19.

Ms. Ealy informed the board that RiverRun RV Park, located on Carmody Boulevard, has been licensed.

ADJOURNMENT

The meeting was adjourned at 8:30AM. The next meeting will be held on June 9, 2020 at 7:30 AM.



Jacquelyn D. Phillips, MPH, BSN, RN  
Secretary



Nicole Condrey, President  
City of Middletown Board of Health