

## CITY OF MIDDLETOWN

## BOARD OF HEALTH

## Minutes

July 11, 2023

The City of Middletown Board of Health met in regular session at 7:30 AM on July 11, 2023.

Members Present

Mayor, Nicole Condrey, BS, President  
Jeff Bonnell  
Sally Kash, MS, RN  
Ruth Lolli  
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  
Dr. Paul Jennewine, MD  
Amanda McDonald, Vital Statistics Registrar  
Olivia Hall, Emergency Preparedness Coordinator

Absent

None.

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ROLL CALL

All board members were present.

CITIZEN COMMENTS

None.

Mayor Condrey informed board members that an application has been submitted to fill the vacant spot on the board. It is possible that City Council will vote on it and have a decision as early as next week.

APPROVAL OF MINUTES

June 13, 2023-Regular Session

**Motion:** Ms. Lolli moved, seconded by Ms. Sibcy to approve the June 13, 2023 Board of Health meeting minutes.

**Roll call vote:** Yes-6 (Bonnell, Kash, Lolli, Richmond, Sibcy, Zollett). No-0. Motion Passed.

June 20, 2023-Special Session with City Council

**Motion:** Mr. Richmond moved, seconded by Ms. Lolli to approve the June 20, 2023 special session with City Council and Board of Health meeting minutes.

**Roll call vote:** Yes-6 (Bonnell, Kash, Lolli, Richmond, Sibcy, Zollett). No-0. Motion Passed.

RECEIVE AND FILE FINANCIAL REPORT-June 2023

**Motion:** Ms. Kash moved, seconded by Mr. Richmond to receive and file the June 2023 Financial Report.

**Roll call vote:** Yes-6 (Bonnell, Kash, Lolli, Richmond, Sibcy, Zollett). No-0. Motion Passed.

### Education Presentation- Emergency Preparedness-Olivia Hall

Ms. Hall presented the board with an overview of emergency preparedness. Ms. Hall explained that emergency preparedness plans began in earnest after 9/11. A Public Health emergency is defined as anything that acutely affects Public Health.

The National Preparedness Goal (2<sup>nd</sup> Edition) states that the goal of emergency preparedness is, "A secure and resilient nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to and recover from the threats and hazards that pose the greatest risk."

Emergency plans are broken down by federal, state, regional, county and local levels as well as by organizational, agency, departmental, divisional and individual levels. The plans that affect City of Middletown Board of Health are the CMHD Emergency Operations Plans and the CMHD Emergency Response Plans. Ms. Hall stressed that emergency plans are living documents, the planning never ends and plans are constantly being updated and revised.

Ms. Hall stated that emergency plan topics cover anything that would affect Public Health including, but not limited to: epidemics and pandemics, natural disasters, bioterrorism, terrorism and civil unrest.

The Board of Health has multiple roles in emergency preparedness. The first role is to represent CMHD's interests in larger systems. The BOH will use their backgrounds and disciplines for the staffing of emergency operations such as dispensing medicines and vaccines and aid in communication and education. The BOH also helps with preparation and planning by authorizing and approving CMHD emergency response plans.

### OLD BUSINESS

#### PHAB

Ms. Phillips Carter informed the board that this week is the end of the data gathering portion of the Community Health Improvement Plan (CHIP). Focus groups will be held on Wednesday and Thursday of this week (July 12-13, 2023).

#### Tobacco 21 (T21)

Ms. Phillips informed the board that Interact for Health has received CMHD's grant application. The grant will assist with additional financial support for T21 programming.

#### Discussions

Dr. Zollett asked what happens now with T21 after the special meeting with the BOH and City Council.

Mayor Condrey stated that it is up to City Council what happens from here regarding implementing a retail density number, stating that the Legal Department recommends that any capping/retail density goes through the Planning Commission or City Council.

Ms. Phillips Carter stated that the topic could be revisited, Councilman Muterspaw stated he had no problem with capping the number of tobacco retailers in the city to the current number (69), but had an issue with decreasing the number.

Dr. Zollett stated that he felt that the special meeting held between BOH and City Council was intimidating toward BOH members and it was an eye opener.

Ms. Sibcy commented that it turned into quite a show and she will excuse herself from attending any future meetings with City Council as she found it to be disrespectful and not productive.

Mayor Condrey stated that she does not plan to make any recommendations to City Council regarding retail density. Mayor Condrey stated that she is unsure if the Planning Commission is aware that they can propose those recommendations.

Ms. Lolli asked why the Legal Department is recommending that retail density recommendations come from the Planning Commission and not the BOH.

Mayor Condrey stated that the Legal Department had informed her that if the City were to be questioned later, it would carry more weight coming from the Planning Commission.

Ms. Phillips Carter stated that she was proud of BOH members for the way they conducted themselves at the special meeting.

#### NEW BUSINESS

##### Travel Authorizations

No travel requests.

##### Approval of Maternity Licensure-Atrium Medical Center

Ms. Carter Phillips explained that the BOH is responsible for approving the Maternity Licensure for Atrium Medical Center each year.

**Motion:** Ms. Kash moved, seconded by Ms. Lolli to approve the Maternity Licensure.

**Roll call vote:** Yes-6 (Bonnell, Kash, Lolli, Richmond, Sibcy, Zollett). No-0. **Motion Passed.**

##### Review of Smoke Free Investigations Provider Agreement

Ms. Ealy explained that the Smoke Free Investigations Provider Agreement is between CMHD and Ohio Department of Health (ODH). There has been a fee change this year that will reimburse CMHD \$175 for each smoking investigation that is completed. Ms. Ealy further explained that smoking complaints are made to ODH and then turned over to CMHD. CMHD then investigates each complaint and is reimbursed for their time by ODH.

##### Discussion of 2024 Environmental Fees

Ms. Ealy explained to the board that CMHD is required to conduct a cost analysis each year. The time CMHD staff spends in each program dictates the fees that are charged. If more time is spent in a program the fees may increase, as less time is spent in a program the fees may decrease. CMHD is not recommending any food, pool or private water fee changes for 2024. Mrs. Ealy stated that there will be a new fee for water sampling of new off-lot discharging systems. Sampling is required for these types of systems. Ms. Ealy explained that CMHD needs to create the fee in case newer types of systems are installed that require sampling. Ms. Ealy recommended a sampling fee of \$75.00, there would be a separate lab fee required at the homeowner's expense. The health department would have to drive the sample to a lab in Cincinnati. Mayor Condrey asked about Mileage due to having to take the sample to Cincinnati. Ms. Phillips Carter stated that staff would use the city vehicle so there would be no paid millage.

Ms. Phillips Carter also asked about the cost of the lab fee. Ms. Ealy stated she did not know the lab fee cost.

Ms. Phillips Carter stated that staff would gather more information on the cost and bring back next month.

Ms. Ealy stated there would not be an increase to the Body Art Program. Campground fees will increase from \$150.00 to \$200.00 and the Temporary Campground fees will increase from \$35.00 to \$50.00 per event. There will be a small fee increase for Vending licenses and Mobiles licenses.

**Motion:** Dr. Zollett moved, seconded by Ms. Sibcy to accept the fee changes as proposed.

**Roll call vote:** Yes-6 (Bonnell, Kash, Lolli, Richmond, Sibcy, Zollett). No-0. **Motion Passed.**

##### Board Member Topic-Open Discussion

Mayor Condrey stated that Senator Lang's office is hosting the Butler County Homeless Meeting on August 14<sup>th</sup> in Hamilton. Mayor Condrey stated that more mental health facilities need to be available to those in need.

#### REPORTS

##### Health Commissioner

Ms. Phillips Carter informed the board that she attended the "17 Strong" Summit. This is a City of Hamilton initiative. It is a neighborhood program that has been around for approximately ten years; the City of Hamilton has been heavily involved with this project and has seen great success.

Ms. Phillips Carter stated that the Ambassadors of Middletown Connect decided to beautify the area of Yankee Road and 8<sup>th</sup> Avenue. The Amanda area is the next census tract to begin Middletown Connect initiatives.

Ms. Phillips Carter informed the board that she had been interviewed by Dan Monk of WCPO in regards to a report naming the “ten worst restaurants in Butler County.” Six of the ten restaurants named were Middletown restaurants based on inspection reports. Ms. Phillips Carter explained that you cannot compare apples and oranges. There are many different factors that need to be included, such as inspection frequency. Middletown businesses may be inspected and/or followed up on more frequently than other jurisdictions, there may be more 24-hour businesses which naturally lead to the possibility of more violations than businesses that are only operating limited hours.

Ms. Phillips Carter informed the board of Dottie Emrick’s passing. Ms. Emrick was a long time Middletown resident that had worked with Shalom for many years. Ms. Phillips Carter stated that Ms. Emrick was an amazing woman and will be deeply missed by the community.

#### Medical Director

Dr. Jennewine reported the June Communicable Disease cases.

Chlamydia infection	19
Coccidioidocytosis	1
COVID-19	33
CP-CRE	3
Gonococcal infection	10
Haemophilus influenzae (invasive disease)	1
Hepatitis B	3
Hepatitis C	9
HIV	2
Meningitis-aseptic/viral	2
Streptococcus pneumoniae (invasive disease)	3
Streptococcal-Group A (invasive disease)	5
Syphilis	2

#### Director of Nursing

Ms. Corbin informed the board that she is currently following up on a multi-drug resistant bacterial infection that has been found at local nursing homes. Ms. Corbin stated that two facilities are in the process of being screened for the infection.

#### Environmental Director

Ms. Ealy informed the board that plans have been approved for Bigsby Coffee. Middletown Food Mart LLC on Verity Parkway has been licensed. Plans have been received for Cancun, located at the old Golden Corral site. Plans have been received for the Headstart program that will be at Rosa Parks Elementary school. Angry Chicken has completed their expansion. Mobile plans have been received for Highland Food Truck.

Ms. Ealy informed the board that Runaway Tacos refused to allow the health inspector to conduct an inspection. Ms. Ealy contacted Runaway Tacos to inform the owner that inspections are not optional and they must allow the inspectors to come in and inspect the facility. Ms. Ealy also contacted the Legal Department to see what the next steps are to obtain an inspection warrant if this should happen again. A letter was also sent to the owner of the facility.



City of Middletown Health Department  
Middletown, Ohio

*A Connected and Healthy Community to Live, Work and Play*

#### EXECUTIVE SESSION

Personnel Discussion, under the authority of O.R.C. 121.22(G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

**Motion:** Ms. Lolli moved, seconded by Ms. Sibcy to move to executive session at 8:46AM.

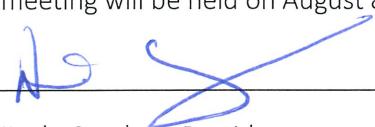
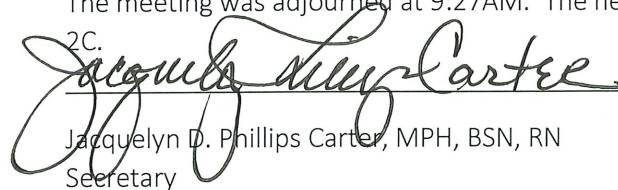
**Roll call vote:** Yes-6 (Bonnell, Kash, Lolli, Richmond, Sibcy, Zollett). No-0. Motion Passed.

Executive Session Ended at 9:27AM

#### ADJOURNMENT

The meeting was adjourned at 9:27AM. The next meeting will be held on August 8, 2023 at 7:30AM in Conference Room

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

Nicole Condrey, President  
City of Middletown Board of Health