

CITY OF MIDDLETOWN

BOARD OF HEALTH

Minutes

January 14, 2025

The City of Middletown Board of Health met in regular session at 7:30 AM on January 14, 2025.

Members Present

Mayor, Elizabeth Slamka  
Ruth Lolli  
Jeff Bonnell  
Joseph Richmond, MBA  
Amy Sibcy  
Dr. Scott Zollett, MD  
Emily Miller, BSN, RN  
Tiffani Baggett

Health Department Staff Present

Jackie Phillips Carter, MPH, BSN, RN  
Carla Ealy, BS, REHS  
Dr. Paul Jennewine, MD  
Chandra Corbin, BSN, RN  
Amanda McDonald, Vital Statistics Registrar

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ROLL CALL

All board members were present.

CITIZEN COMMENTS

Ms. Phillips Carter introduced newest board member, Tiffani Baggett. Ms. Baggett is a lifelong Middletonian and has worked in healthcare for over twenty years. Ms. Baggett stated that she is looking forward to serving on the City of Middletown Board of Health.

APPROVAL OF MINUTES – December 2024

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

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

RECEIVE AND FILE FINANCIAL REPORT-December 2024

**Motion:** Mr. Richmond moved, seconded by Ms. Lolli to approve the December financial report.

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

EDUCATION PRESENTATION-Norovirus-Dr. Jennewine

Dr. Jennewine explained that Norovirus is the most common cause of gastroenteritis and food borne illness. The virus has a rapid onset as well as a rapid recovery rate. The virus is self-limiting with low complication rates. There is no treatment for norovirus.

Signs and symptoms of norovirus include: nausea/vomiting, non-bloody diarrhea, stomach pain and cramping, fever and dehydration. The virus is transmitted by fecal-oral route via contaminated food or water, contact surfaces, person-to-person exposure and air transmission from emesis. Diagnosis is based on symptoms and PCR testing.

There is no treatment or vaccine available to prevent norovirus. Handwashing is the most effective prevention tool available, hand sanitizer is not effective against the virus. Bleach should be used to clean surfaces that have come into contact with the virus and patients should be isolated as much as possible to prevent further spread of the virus.

The virus is commonly found in clams and oysters, leafy greens and fruits, carried by food handlers and in close quarters and spaces.

There are 38 million cases of norovirus annually. An “outbreak” is defined as two or more linked cases.

### NEW BUSINESS

#### Travel Authorizations

None.

#### 2025 Election of President Pro Tem

Motion: Dr. Zollett moved, seconded by Ms. Lolli to elect Jeff Bonnell as President Pro Tem.

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

#### 2025 Board of Health Committees

Following discussion amongst board members, committees will be comprised as follows:

Finance Committee-Mayor Slamka, Ms. Sibcy, Ms. Bagget and Mr. Richmond.

Personnel Committee-Mayor Slamka, Dr. Zollett, Mr. Bonnell, Ms. Lolli and Ms. Miller.

#### 2025 Board of Health Roster

Ms. Phillips Carter informed board members that the 2025 roster was included in the packet and advised board members to review and make any necessary corrections to their information.

#### 2024 4<sup>th</sup> Quarter Report

The 2024 4<sup>th</sup> Quarter Report was included in the packet as well as the 2023 4<sup>th</sup> Quarter Report for comparison.

#### Name, Address, Phone, Health History (NAPH) Form Update

Ms. Phillips Carter explained that CMHD began NAPH forms after 9/11 as a means of Emergency Response Planning. These forms allow us to know how many medications are needed and list all known allergies for board members and their households in the case of an emergency. Once board members have completed their forms, they may turn them into Ms. McDonald.

### REPORTS

#### Health Commissioner

Ms. Phillips Carter stated that she was pleased to announce that board member Ruth Lolli is now the point of contact for Walk With a Doc. The next Walk With a Doc will be held indoors at the YMCA. The February session will be back outdoors at the Atrium Medical Center walking path.

Ms. Phillips Carter stated that we are currently working on an easier-to-read financial report to include in the board packets.

Ms. Phillips Carter will be speaking at Sabin Hall on Martin Luther King Day.

Ms. Phillips Carter informed the board that Primary Health Solutions has added a chiropractor to the practice.

Jason Menchhofer will be replacing Wally Burton as the Ohio Department of Health Liason.

Ms. Phillips Carter informed the board that Middletown Connect is conducting a survey about the Code Enforcement in Middletown.

Ms. Phillips Carter was interviewed for a Cincinnati Newspaper, The Soap Box, by Steve August.

### Medical Director

Dr. Jennewine reported the December communicable disease case numbers.

C. auris	2
Campylobacteriosis	2
Chlamydia infection	20
COVID-19	124
Gonococcal Infection	8
Hepatitis B	1
Hepatitis C	6
HIV	1
Influenza-associated hospitalization	3
Legionellosis	1
Pertussis	8
Salmonellosis	1

### Director of Nursing

Ms. Corbin informed the board that the NAPH is available in a fillable PDF document and is available upon request.

Ms. Corbin stated that the regional Public Health Emergency Preparedness (PHEP) chemical response exercise will be held the first week of February. The exercise will be an invitation only, half day event from 8am-12:30pm and will focus on the PHEP standards of communication and coordination. Board members are welcome to attend the exercise and hot wash (after action report and improvement planning).

Ms. Corbin stated that the Workforce Development Grant is moving right along, with the 2024 4<sup>th</sup> quarter deliverables having just been submitted.

### Environmental Director

Ms. Ealy informed the board that two food facility plans were received in December. A body art facility and La Rosa's were licensed.

Ms. Ealy stated that homeowner septic operating permits, septic business license renewals, Tobacco 21 license renewals and body art license renewals were all due December 31<sup>st</sup>.

Ms. Ealy informed the board that health department staff continues to train with Accela. This is a web-based licensing program that is offered to health departments at no cost and will replace Healthspace.

### Board Member Open Discussion

Mayor Slamka informed the board that SHALOM is now open and will operate from January 5<sup>th</sup>-March 2<sup>nd</sup>. Every two weeks the churches will switch locations. The first location will be at First United Methodist Church on Broad Street and dinner and sign-in is between 4-5pm.

Board members and health department staff went around the room giving brief introductions to new board member.

ADJOURNMENT

The meeting was adjourned at 8:09AM. The next meeting will be held on February 11, 2025 at 7:30AM in Conference Room 2C.

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

  
Elizabeth Slamka, President  
City of Middletown Board of Health