

CITY OF MIDDLETOWN  
BOARD OF HEALTH  
Minutes  
August 12, 2025

The City of Middletown Board of Health met in regular session at 7:30 AM on August 12, 2025.

Members Present

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

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

Absent and Excused

Tiffani Baggett

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ROLL CALL

Motion: Ms. Lolli moved, seconded by Ms. Miller to excuse Ms. Baggett from the board meeting.  
Roll call vote: Yes-6 (Lolli, Bonnell, Sibcy, Zollett, Richmond, Miller). No-0. Motion Passed.

CITIZEN COMMENTS

None.

APPROVAL OF MINUTES –July 2025

Motion: Mr. Richmond moved, seconded by Ms. Lolli to approve the July Board of Health minutes.  
Roll call vote: Yes-6 (Lolli, Bonnell, Sibcy, Zollett, Richmond, Miller). No-0. Motion Passed.

RECEIVE AND FILE FINANCIAL REPORT-July 2025

Motion: Mr. Richmond moved, seconded by Ms. Miller to approve the July financial report.  
Roll call vote: Yes-6 (Lolli, Bonnell, Sibcy, Zollett, Richmond, Miller). No-0. Motion Passed.

EDUCATION PRESENTATION-Creutzfeldt-Jakob Disease-Dr. Jennewine

Dr. Jennewine provided the board with a presentation Creutzfeldt-Jakob Disease (CJD). The disease was first described in 1920 almost simultaneously by Creutzfeldt and Jakob. It is an incurable, always fatal disease that rapidly progresses causing spongiform encephalopathy. There are multiple classifications: spontaneous, genetic, acquired and variant. CJD is caused by a prion (proteinaceous infectious particle). The prion is an abnormally folded protein that causes normal proteins to also become misfolded. The prion then destroys neurons.

Symptoms of CJD include: memory loss, confusion, ataxia, muscle twitching, personality change and seizures.

CJD is diagnosed by MRI, EEG, lumbar puncture and a tissue biopsy. There is no effective treatment for CJD, instead supportive care such as hospice is offered. The prognosis is 100% fatal with death occurring most often between one month to two years from symptom onset.

There are approximately 1-2 cases per million reported in the United States annually. Classic CJD is seen at an average age of 68 and the average life expectancy is 4-5 months from symptom onset. vCJD (“mad cow disease”) is seen at an average age of 28 with a 13-14-month life expectancy after symptom onset. vCJD is contracted by consuming contaminated beef products.

## NEW BUSINESS

### Travel Authorizations

None.

### Approval of Agreement between Butler County General Health District and City of Middletown Health Department-Public Health Emergency Preparedness Grant (PHEP)

Ms. Phillips Carter explained that the PHEP agreement has been in place since the events following 9/11 to ensure that local health departments are prepared in the event of public health emergencies. The agreement is approved each year by the board of health. There is less funding available this year (from \$22,000 to \$17,000), but it appears that we may receive additional funding in March up to the full amount.

**Motion:** Dr. Zollett moved, seconded by Ms. Miller to approve the PHEP grant.

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

## REPORTS

### Health Commissioner

Ms. Phillips Carter informed the Board that on August 5, the City Council held the first reading for the appropriation of \$150,000 to support the WPCLF septic repair and replacement project. She further stated that she will be seeking matching funds from Butler County to enhance the project's funding.

Ms. Phillips Carter shared that she and Ms. Ealy attended the annual Pay and Benefits Ordinance meeting with representatives from the Finance Department and the City Manager. The purpose of the meeting was to review pay scales, salary ranges, and position classifications, and to make any necessary adjustments. The discussion also covered potential changes to departmental revenues and expenditures. Ms. Phillips Carter mentioned that the Health Department did not propose any adjustments this year.

Ms. Phillips Carter shared that she plans to meet with Board member Mr. Richmond to review the Health Department's budget. Her objective is to present it to the Board in a format that is clear, concise, and easier to understand.

### Medical Director

Dr. Jennewine reported the July communicable disease case numbers.

C. auris	1
COVID-19	35
CPO	1
Campylobacteriosis	1
Chlamydia infection	21
Gonococcal Infection	11
Hepatitis A	2
Hepatitis B	5
Hepatitis C	3
Influenza-associated hospitalization	1
Meningitis-aseptic/viral	1
Salmonellosis	2
Syphilis	1
Yersiniosis	1

### Director of Nursing

Ms. Corbin informed the Board that the Health Department distributed 160 free bike helmets at National Night Out. In addition, they gave away Narcan, mosquito and tick information and repellents, as well as coloring books.

The upcoming health fair is six weeks away, with 25–30 vendors already signed up. Ms. Corbin also announced that a signed FC Cincinnati soccer ball and four zoo passes will be given away at the event.

The next planning meeting is scheduled for August 21st at 9 a.m.



#### Environmental Director

Ms. Ealy informed the Board about a septic system failure on Finley Street. The Health Department is working with the property owner to begin replacing the system. The current dry well cannot be repaired and must be replaced if possible. A soil and site evaluation have been ordered to determine if a new system can be properly installed. Ms. Ealy mentioned that the WPCLF grant is unavailable for this property because it is not owner-occupied. However, Mrs. Phillips Carter noted that the department is following the established process for dealing with failing systems.

Ms. Ealy informed the board that five plan reviews were received in July: Tropical Smoothie Café, Ollie's, Jet's Pizza, Treat Shop and Gifted by Goss (event center). There were eight temporary events held in July and 15 temporary licenses were issued.

Ms. Ealy informed the board that a Lefferson home has connected to city sewer.

The Ohio Department of Health Sewage Survey results are included in the board packet along with the action plan.

Ms. Ealy stated that although an action plan was required, CMHD passed the survey with no points deducted. The action plan required conditions to be placed on the operational permit for each type of system.


Ms. Ealy stated that the department continues weekly office hours with Accela and ODH for questions and answers. There continues to be issues with the Accela system statewide.

#### Board Member Open Discussion

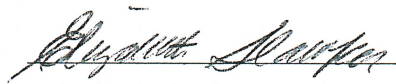
Ms. Lolli informed the board that the next Walk with a Doc will be held August 16<sup>th</sup> at Jacot Park. Dr. Feldman with Centerpoint Health will be focusing on back to school wellness.

#### ADJOURNMENT

The meeting was adjourned at 8:31AM. The next meeting will be held on August 12, 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