

CITY OF MIDDLETOWN

BOARD OF HEALTH

Minutes

December 9, 2025

The City of Middletown Board of Health met in regular session at 7:30 AM on December 9, 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**

Ms. Baggett was absent from the December Board of Health Meeting.

**Motion:** Ms. Lolli moved, seconded by Ms. Miller to excuse Ms. Baggett from the Board of Health meeting.

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

**CITIZEN COMMENTS**

None.

**APPROVAL OF MINUTES –November 2025**

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

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

**RECEIVE AND FILE FINANCIAL REPORT -August & September 2025**

Ms. Phillips Carter informed the board that the completed August and September financial reports were included in the board packet. The Finance Department is still entering data from October-December due to the cybersecurity incident. Ms. Phillips Carter informed the board that, following the cybersecurity incident, each department will now be required to purchase Microsoft Suite licenses on an annual basis. As a result, the board may notice an additional line item added to future budgets.

**Motion:** Ms. Lolli moved, seconded by Ms. Miller to approve the August & September financial reports.

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

## **NEW BUSINESS**

Travel Authorizations-None.

### **Approval of MBHE Ordinance No. 2025-05-Pay & Benefits-by emergency**

An ordinance establishing pay ranges and certain benefits for employee classifications in the Middletown Department of Health and Environment and declaring an emergency.

**Motion:** Ms. Miller moved, seconded by Ms. Lolli to approve MBHE Ordinance No. 2025-05.

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

### **Approval of MBHE Ordinance No. 2025-06-Health Department Budget-by emergency**

A regulation approving the proposed fiscal year 2026 operating budget for the Middletown Department of Health & Environment and declaring an emergency.

**Motion:** Ms. Miller moved, seconded by Mr. Richmond to approve MBHE Ordinance No. 2025-06.

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

### **Review of 2026 Board of Health Meeting Dates**

The 2026 Board of Health meeting dates were included in the packet. The board will continue to meet the second Tuesday of each month at 7:30am in Conference Room 2C of the City Building.

### **Review of Health Commissioner Job Description**

Ms. Phillips Carter informed the board that Mr. Bonnell's notes had been very useful in revising the job description. The position will be posted on January 13<sup>th</sup> after the next Board of Health meeting.

## **REPORTS**

### **Health Commissioner**

Ms. Phillips Carter informed the board of the recent updates the Center for Disease Control (CDC) has made to childhood vaccinations. The Hepatitis B vaccine will no longer be given to newborns. The National Association of County and City Health Officials (NACCHO) released a statement expressing concern over the CDC advisory panel's recent vote to end the universal recommendation for administering hepatitis B vaccinations to newborns. NACCHO contends that this decision poses significant risks and could result in an increase in Hepatitis B cases.

### Medical Director

Dr. Jennewine reported the November communicable disease case numbers.

C. auris	1
CPO	2
Campylobacteriosis	1
Chlamydia infection	20
Gonococcal Infection	8
Hepatitis C	3
Pertussis	10
Salmonellosis	1
Streptococcal Pneumoniae-invasive	1
Streptococcal-Group A-invasive	1
Syphilis	5
Varicella	2

### Director of Nursing

Ms. Corbin informed the Board that pertussis cases have been steadily increasing across the Southwest Ohio region, although no individuals have required hospitalization.

Highly Pathogenic Avian Influenza (HPAI) has been confirmed among 70 deceased vultures in Clermont County. HPAI is very contagious among birds.

Ms. Corbin informed the board that the tabletop exercise required by PHEP was held on December 5<sup>th</sup>. The exercise focused on Points of Dispensing (POD) and met one of the PHEP deliverable requirements. CMHD's high school intern as well as CMHD administrative assistant attended the exercise along with Ms. Corbin.

Ms. Phillips Carter noted that the PHAB Annual Report is due at the end of December.

### Environmental Director

Ms. Ealy informed the Board that in November, CMHD received one plan review-a remodel at Walmart. Two facilities were licensed-Gifted by Goss and Tropical Smoothie. One facility has closed-Hardee's. Starvin Marvin's and Middies Sports Bar are both temporarily closed.

Ms. Ealy noted that all septic inspections have been completed.

Ms. Ealy stated that CMHD is in the process of collecting license renewal applications for T21, body art and septic businesses.

Ms. Ealy informed the board that Environmental Health Specialist-in-Training, Brandy Barner, has turned in her resignation. Ms. Barner's last day will be January 23<sup>rd</sup>. The position will be posted immediately to find a replacement.



### Board Member Open Discussion

Ms. Lolli announced that the next Walk With a Doc event will take place on December 13<sup>th</sup> at the Downtown YMCA, with a nutritionist scheduled to speak. She also noted that CBI held its official ribbon-cutting ceremony. Mayor Slamka remarked that CBI is an outstanding community resource and highlighted the annual “Middletown Rocks” event they host as exceptional. She also shared that the City of Middletown’s new Communication Manager will begin in January, expressing her enthusiasm for future collaborations between the Communication Manager and CMHD to better serve the community.

### ADJOURNMENT

The meeting was adjourned at 8:11AM. The next meeting will be held on January 13, 2026 at 7:30AM in Conference Room 2C.

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

Elizabeth Slamka, President  
City of Middletown Board of Health