



City of Middletown Health Department

Middletown, Ohio

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

CITY OF MIDDLETOWN  
BOARD OF HEALTH  
Minutes  
January 13, 2026

The City of Middletown Board of Health met in regular session at 7:30 AM on January 13, 2026.

**Members Present**

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

**Absent and Excused**

Amy Sibcy

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**ROLL CALL**

Ms. Sibcy was absent from the January Board of Health meeting.

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

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

**CITIZEN COMMENTS**

None.

**APPROVAL OF MINUTES** –December 2025

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

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

**RECEIVE AND FILE FINANCIAL REPORT**–October-December 2025

Ms. Phillips Carter noted that health department revenue exceeded 2025 projections even with the cybersecurity incident.

**EDUCATION-Emergency Preparedness-Chandra Corbin, RN, BSN**

Ms. Corbin provided an emergency preparedness crash course for the Board of Health. Ms. Corbin explained that emergency preparedness began in earnest post 9/11. Public Health emergencies are defined as anything that acutely affects Public Health. The emergency planning is broken down by federal, state, regional, county and local levels and is further broken down by organizational, agency, departmental, divisional and individual.

Emergency plans are considered living documents as the planning never ends and are constantly being updated and revised. Ms. Corbin provided examples of public health emergencies which include, but are not limited to: Epi/pandemics, tornados, earthquakes, power outages, bioterrorism, civil unrest, cyber incidents and snowstorms.

Ms. Corbin explained the Board of Health's role in an emergency response could include: representing CMHD's interest in larger systems, using individual board member's backgrounds and disciplines, and preparation and planning.

Ms. Phillips Carter added that the City of Middletown Fire Chief, Brian Wright, is planning to provide emergency preparedness training to all city employees.

**NEW BUSINESS**

Travel Authorizations-None.

**2026 Election of President Pro Tem**

**Motion:** Ms. Lolli moved, seconded by Ms. Miller to appoint Jeff Bonnell as President Pro Tem.

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

**2026 Board of Health Committees**

The Finance Committee will be comprised of the following board members: Mayor Slamka, Ms. Sibcy, Ms. Baggett and Mr. Richmond. The Personnel Committee will be comprised of the following board members: Mayor Slamka, Dr. Zollett, Mr. Bonnell, Ms. Lolli and Ms. Miller.

**2025 3<sup>rd</sup> & 4<sup>th</sup> Quarter Reports**

Both the 2025 3<sup>rd</sup> & 4<sup>th</sup> Quarter Reports were included in the Board of Health packet along with the 2024 3<sup>rd</sup> & 4<sup>th</sup> Quarter Reports for comparison.

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

The NAPH form was included in the packet. This form is updated annually and maintained on file for emergency medication administration.

## Approval of Health Commissioner Job Description

Mayor Slamka thanked the Personnel Committee for all their effort and input on the Health Commissioner job description, noting that Mr. Bonnell's input was especially helpful.

**Motion:** Ms. Miller moved, seconded by Dr. Zollett to approve the Health Commissioner job description.

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

## REPORTS

### Health Commissioner

Ms. Phillips Carter informed the board that she and Ms. Ealy have been working on completing evaluations and the Health Commissioner job description.

The CEO of Atrium, Kevin Harlan, is meeting with the City Manager and Health Commissioner quarterly.

Ms. Phillips Carter informed the board that the City of Middletown has a new Communications Manager, Ken Brown, and is looking forward to working with him.

Ms. Phillips Carter stated that the City is now at about 80-85% recovered from the cybersecurity incident. Board of Health meetings are now able to be taped and uploaded to the city YouTube channel.

### Medical Director

Dr. Jennewine reported the December communicable disease case numbers.

C. auris	1
CPO	1
Chlamydia infection	22
Gonococcal Infection	5
Hepatitis B	1
Hepatitis C-Perinatal Infection	2
Hepatitis C-chronic	1
Influenza-associated hospitalization	16
Legionellosis	2
Pertussis	8
Salmonellosis	2
Streptococcal Group A-invasive	1
Syphilis	2

### Director of Nursing

Ms. Corbin informed the Board that she is currently completing the PHEP deliverables. These deliverables were added when the rest of the PHEP money was released.

Ms. Corbin noted that there have been more cases of Legionellosis reported as of late, in part because of additional testing that is being conducted. The current case Ms. Corbin is tracing may have come from a hospitalization.

Ms. Corbin noted that all influenza hospitalizations have been influenza A and have been among unvaccinated patients.

Ms. Phillips Carter added that Atrium CEO confirmed this is the first time since COVID that Atrium has been at capacity.

### Environmental Director

Ms. Ealy informed the board that one set of plans was received in December, The Press Room. Three food facilities were licensed: PT Alliance, Bismark and Jet's Pizza. Six vending locations were closed. Ms. Ealy noted that many vending locations are being replaced by micro markets. Hardee's, Club Cin Day and The Treat Shop were closed.

Ms. Ealy informed the board that payments for septic businesses are still being collected. Food renewal applications will go out at the end of January and payments for 2026 licenses will begin being accepted on February 1<sup>st</sup>.

Ms. Ealy informed the board that a job offer for the position of Registered Environmental Health Sanitarian-in-Training has been made. The new hire will hopefully begin the position in mid-February.

### Board Member Open Discussion

Ms. Phillips Carter stated that Middletown Connect is hoping to stretch into all neighborhoods in Middletown, becoming a strong piece of the community.

Ms. Lolli informed the board that there will be no Walk With a Doc in January.

### 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. Miller moved, seconded by Ms. Lolli to move to executive session at 8:14am.

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



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## ADJOURNMENT

The meeting was adjourned at 8:38 AM. The next meeting will be held on February 10, 2025 at 7:30AM in Conference Room 2C.

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

A handwritten signature in black ink that reads "Jacquelyn D. Phillips Carter".

Elizabeth Slamka, President  
City of Middletown Board of Health

A handwritten signature in black ink that reads "Elizabeth Slamka".