



CITY OF MIDDLETOWN  
 BOARD OF HEALTH  
 Minutes  
 August 13, 2019

The City of Middletown Board of Health met in regular session at 7:30 AM on August 13, 2019.

**Members Present**

Lawrence Mulligan Jr., President  
 Leslie Ford,  
 Margie Davis, RN  
 Sally Kash, MS, RN  
 Dr. Ken Patrick, DVM  
 Jeff Bonnell

**Health Department Staff Present**

Jackie Phillips, MPH, BSN, RN  
 Carla Ealy, RS  
 Paul Jennewine, MD  
 Amanda McDonald  
 Janay Mourer, RS

**Absent and Excused**

Charlene Kurtz, BSN, RN  
 David Schul

**ROLL CALL**

**Motion:** Ms. Kash moved, seconded by Ms. Ford to excuse absent board members.

**Roll call vote:** Yes-5 (Ford, Davis, Kash, Patrick, Bonnell). No-0. **Motion passed.**

**CITIZEN COMMENTS**

Ms. Phillips introduced Brittany Williams, a registered nurse currently completing her bachelor’s degree. Ms. Williams stated that as a part of her curriculum requirements, she would be observing the Board of Health meeting.

**APPROVAL OF MINUTES -July 2019**

**Motion:** Dr. Patrick moved, seconded by Ms. Kash to approve the July 2019 Board of Health Meeting Minutes.

**Roll call vote:** Yes-5 (Ford, Davis, Kash, Patrick, Bonnell). No-0. **Motion passed.**

**RECEIVE AND FILE FINANCIAL REPORT - July 2019**

Ms. Phillips stated that the financials are right on course, with revenue being slightly up. The 2020 health department budget is currently being discussed. Ms. Phillips has presented three different budget proposals to the city manager and the finance department for the upcoming year. Ms. Phillips stated that she will be looking into the health department potentially providing paramedicine alongside EMT’s and fire personnel. Paramedicine would be a billable service, providing additional revenue to the health department. Ms. Phillips stated that the health department has also been working on completing a Medicaid Administrative Claiming (MAC) time study, this will also provide additional revenues by being compensated for Medicaid support work.

**Motion:** Dr. Patrick moved, seconded by Ms. Kash to receive and file the July 2019 financial report.

**Roll call vote:** Yes-5 (Ford, Davis, Kash, Patrick, Bonnell). No-0. **Motion passed.**

**Ms. Kurtz arrived at 7:37 AM.**

## **OLD BUSINESS**

### **PHAB**

Ms. Phillips stated that the Public Health Accreditation Board (PHAB) efforts are moving right along. All documentation must be submitted by October 1, 2019. The health department is aiming to have documentation completed by August 31, 2019.

### **Sewage**

Ms. Phillips stated that at the next Board of Health meeting, Ms. Ealy and Ms. Mourer will be presenting an up-to-date septic report. Ms. Phillips will be inviting the city manager, law department, and public works departments to attend the meeting.

## **EDUCATION PRESENTATION -Algal Blooms**

Ms. Mourer provided a presentation on algal blooms. Harmful algal blooms (HAB's) can produce toxins that are harmful, especially to those that are immunocompromised. Swimming and/or wading in algal blooms is not recommended for children, pregnant or nursing women, those with certain medical conditions, or pets. Ohio Department of Health has an application on their website called Beachguard, a system that allows users to monitor water test results, advisories, and reports.

## **NEW BUSINESS**

### **Approval of Addendum to the Agreement between the Board of Health of the Butler General Health District and the City of Middletown Health Department-Public Health Emergency Preparedness Grant**

**Motion:** Ms. Kurtz moved, seconded by Ms. Kash to approve the addendum.

**Roll call vote:** Yes-6 (Ford, Davis, Kash, Patrick, Bonnell, Kurtz). No-0. **Motion passed.**

### **Discussion of Proposed 2020 Retail Food Establishment/Food Service Operation Environmental Fees**

Ms. Ealy stated that food license fees will not be increasing. The city fees for mobile licenses will be increased from \$90.00 to \$107.00, vending fees from \$17.00 to \$17.32, and plan review fees will increase from \$150 to \$300. An expedited seventy-two hour plan review will also be offered for \$600.00. Sewage fees will be increasing by roughly 5% for sewage haulers, installers, and service providers.

### **Workforce Development Plan**

Ms. Phillips stated that as a part of PHAB accreditation a workforce development plan has been created. This plan highlights the values, strategic priorities, and workforce policies of the City of Middletown Health Department.

## **REPORTS**

### **Health Commissioner**

Ms. Phillips stated that the Syringe Exchange Program (SEP) changed its operational hours in July to 10:00 AM- 1:00 PM. The time transition has been a smooth process. The Middletown location tends to be the busiest of the SEP locations. Hepatitis A vaccinations are still being offered at SEP.

### **Medical Director**

Dr. Jennawine stated that the first measles case in Ohio was reported out of Stark County, noting that it was an unvaccinated child that contracted the virus.

Dr. Jennawine reported June and July reportable communicable diseases.

**JUNE**

Chlamydia infection	31
Gonococcal Infection	18
Hepatitis A	6
Hepatitis B-acute/chronic	3
Hepatitis C-acute/chronic	13
Streptococcus pneumonia-Invasive	1

**JULY**

Campylobacteriosis	2
Chlamydia infection	39
Gonococcal Infection	24
Hepatitis A	3
Hepatitis B-acute/chronic	5
Hepatitis C-chronic	7
Mumps	1
Pertussis	1
Shigellosis	2
Streptococcus pneumonia-invasive	1
Syphilis	1

**Environmental Director**

Ms. Ealy stated that orders were issued to a homeowner on Hendrickson Road regarding a failed septic system. The health department is working with the homeowner on resolving the issues.

Ms. Ealy stated that she and Ms. Mourer attended a quarterly meeting at Butler County General Health District regarding Public Health Emergency Preparedness (PHEP) deliverables.

**ADJOURNMENT**

The meeting was adjourned at 8:20 AM. The next meeting will be held on September 10, 2019 at 7:30 AM.

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Jacquelyn D. Phillips, MPH, BSN, RN

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Lawrence Mulligan Jr., President  
City of Middletown Board of Health