



OHIO DEPARTMENT OF HEALTH

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John R. Kasich / Governor

Theodore E. Wymyslo, M.D. / Director of Health

DEC 19 2013

Randall J. Meyer
Inspector General
Office of the Inspector General
30 East Broad Street, Suite 2940
Columbus, Ohio 43215-3414

RE: Ohio Department of Health's Response
October 24, 2013 Report of Investigation
(File ID No. 2012-CA00027)

2013 DEC 20 AM 10:27
OFFICE OF
INSPECTOR GENERAL

Dear Inspector General Meyer:

The Ohio Department of Health would like to thank the Inspector General's office for its thorough investigation in response to our March 16, 2012 request concerning allegations of downloading copyrighted material and possible computer security issues.

The Office of Inspector General's October 24, 2013 report made three (3) recommendations and asks the Ohio Department of Health to respond within sixty (60) days with a plan detailing how the recommendations will be implemented. The Ohio Department of Health would like to offer the following response to the recommendations contained in your report.

- 1) **Review the actions of the individuals named in this report and determine if administrative action or additional training is warranted.**

Edward Jones, Jr. retired from the Department of Health effective November 15, 2013. Mr. Jones retired before the Department performed an administrative investigation. However, based on the findings of the Inspector's General's investigation, the Department placed a copy of the October 24, 2013 report and a "Not Recommended for Rehire" instruction in Mr. Jones's personnel file.

The Department's Office of Employee Services has commenced an administrative investigation concerning Mr. Jones's supervisor, Ron Ferencz, to determine among other things: (1) Whether he was aware that staff may have downloaded unapproved software; and, (2) If so, whether he took no action.

2) **Ensure the policy governing downloading of software or computer programs is adhered to by employees in OMIS and throughout the agency.**

As of December 5, 2013 the majority of the Department's computers will not allow for the downloading of software by employees since they are locked down by running Windows 7. The Department's Office of Management Information Systems (OMIS) will finish the Windows 7 rollout by February 2014.

In addition, the Department has sent an agency-wide email to all employees reminding them of the policy governing downloading of software and computer programs. The email contained a link to Directive 7c and the other OMIS policies and procedures. The email reminded employees that it is the responsibility of every employee to follow these policies and procedures and that employees may be disciplined for violations.

Finally, Department employees electronically sign the IT Code of Responsibility annually and, through this process, employees are reminded of the prohibitions contained in Directive 7c.

3) **Review any free software downloaded by employees to ensure it does not compromise the security of the ODH computer network. Remove software determined to be unauthorized.**

As noted in response to recommendation number two (2) above, the majority of the Department's computers will not allow for the downloading of software by employees since they are locked down by running Windows 7.

In addition, OMIS has educated the limited number of employees with "administrator rights" who have the ability to install onto Department equipment regarding what constitutes appropriate and secure software.

OMIS will continue to monitor this issue and promptly remove any software determined to be unauthorized. In addition, the Department will take administrative action, as necessary, related to any employee's failure to follow applicable policies concerning downloading and installation of software.

We again thank you for your assistance in this matter. If you have any questions, please contact Lance Himes, General Counsel, at (614) 466-4882.

Sincerely,



Theodore E. Wymyslo, M.D.
Director