

STATE OF OHIO  
ADJUTANT GENERAL'S DEPARTMENT  
2825 West Dublin Granville Road  
Columbus, Ohio 43235-2789

October 2, 2015

Office of the  
Adjutant General

Mr. Randall J. Meyer  
Ohio Inspector General  
James A. Rhodes State Office Tower  
30 East Broad Street, Suite 2940  
Columbus, Ohio 43215-3414

Re: Report of Investigation 2014-CA00038

Dear Inspector General Meyer:

The Ohio National Guard has completed its review of your office's recommendations contained in the above-referenced report. I respectfully submit this response to you regarding the recommendations outlined in the report.

Recommendation #1:

Review the actions of James Sims as outlined in this report and determine if administrative action or additional training is warranted.

Response:

We are currently conducting an internal review of all of Mr. Sims' actions, including actions that are beyond the scope of the OIG investigation, and will take appropriate action as soon as the review is complete. Mr. Sims is currently on an approved leave of absence.

Recommendation #2:

Create a secondary employment policy that requires employees to seek approval for secondary employment, complete a secondary employment notification form that is maintained with their personnel records, and outline the expectations and prohibited activities while an employee is engaged in any secondary employment.

Response:

Effective August 11, 2015, I published a work rule regarding secondary employment. The work rule creates policy boundaries within which secondary employment may be authorized if it does not create or appear to create a conflict of interest with employment at the Adjutant General's Department, and it does not impair or conflict with work duties.

Recommendation #3:

Revise the Ohio Adjutant General's Department "State Employee Procedure Letter #22 and State Employee Discipline and Work Rules," or implement a separate policy explicitly referencing the Ohio Department of Administrative Services IT Policy ITP-E.8, "Use of Internet, E-mail and Other IT Resources."

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OFFICE OF  
INSPECTOR GENERAL

Response:

The Ohio Adjutant General's Department utilizes the Department of Defense (DOD) network and assets. Each employee, when they sign on to their DOD computer and access the internet, receives the forgoing warning which they must acknowledge.

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We are in the process of updating the "State Employee Procedure Letter #22 and State Employee Discipline and Work Rules," to include misuse of DOD network and assets which include computers, internet, and email.

If you require further information, please contact Major Daniel E. Roche, Government Affairs Officer, Ohio National Guard, at (614) 336-7269.

Sincerely,



Mark E. Bartman  
Major General  
The Adjutant General