

OFFICE OF
INSPECTOR GENERAL
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John R. Kasich, Governor
Thomas H. Bainbridge, *Chairman*
Jodie M. Taylor, *Member*
Karen L. Gillmor, Ph.D., *Member*
Tim Adams, *Executive Director*

September 29, 2016

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

Re: File ID No. 2015-CA00057
Response to Report of Investigation dated September 8, 2016

Dear Inspector General Meyer:

The Ohio Industrial Commission (OIC) 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.

Inspector General's Recommendation #1:

Review the conduct of the employee named in this report of investigation and consider whether administrative action is warranted.

Response: The Ohio Industrial Commission (OIC) reviewed Mr. Matthews' conduct and determined that his conduct warranted administrative action. Relying upon R.C. 124.11 and Ohio Adm.Code 123:47-01(A)(82), the OIC removed Mr. Matthews from his unclassified position on September 8, 2016.

Inspector General's Recommendation #2:

Consider revising the ICO HR057 *Hours of Work* policy to require ICO employees to document the start and end times of their lunch period.

Response: Prior to the issuance of this report of investigation, the OIC had been reviewing its HR057 *Hours of Work* policy. The OIC will continue to review its hours of work policy and ensure the policy complies with mandates from the Department of Administrative Services as well as pertinent statutory and administrative provisions.

Inspector General's Recommendation #3:

Consider incorporating the *Political Activity Policy* issued by the Office of the Ohio Governor as an ICO policy and, at a minimum, require employees to annually complete acknowledgements stating that they have read and understand the policy.

Response: On May 17, 2016, the OIC adopted a political activity policy, which incorporates the *Political Activity Policy* issued by the Office of the Ohio Governor. On May 25, 2016, the OIC disseminated the policy, ADM008, to all permanent OIC employees, advising them to review and acknowledge the new policy. As of September 9, 2016, all permanent employees had acknowledged ADM008.

The OIC appreciates the opportunity to detail the actions it has undertaken in response to your recommendations. If you have any questions regarding this response or are in need of additional information, please contact me at (614) 466-5733.

Sincerely,

A handwritten signature in blue ink, appearing to read "Thomas H. Bainbridge". The signature is fluid and cursive, with a large initial "T" and "B".

Thomas H. Bainbridge, Chairman
Ohio Industrial Commission