

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

**Meeting Minutes**

**January 30, 2018**  
**11:00 A.M.**

|                        |  |
|------------------------|--|
| <b>TYPE OF MEETING</b> | Commission Meeting   |
| <b>ATTENDEES</b>       | Chairman Thomas H. Bainbridge<br>Commissioner Jodie M. Taylor<br>Commissioner Karen L. Gillmor<br>Tim Adams, Executive Director<br>Tom Connor, Director of Hearing Services<br>Rachael T. Rentas-Black, Chief Legal Counsel<br>Steven Kramer, Administrative Assistant<br>Kim Ferkany, Administrative Assistant<br>Debbie Fodey, Administrative Assistant<br>Julia Smythe, Administrative Assistant<br>Jennifer Rohrbaugh, Assistant Legal Counsel |

**CALL TO ORDER**  
The meeting was called to order by Chairman Bainbridge.

**ACTION BY**  
Mr. Adams called the roll.

|                      |         |
|----------------------|---------|
| <b>ROLL CALL</b>     |         |
| Commissioner Gillmor | Present |
| Commissioner Taylor  | Present |
| Chairman Bainbridge  | Present |

**OLD BUSINESS**  
Chairman Bainbridge stated there was no old business to discuss.

**NEW BUSINESS**  
**4121-1-02 Notice of public meetings – Final File**

**MOTION**  
Chairman Bainbridge moved that, after the review required pursuant to R.C. 106.03, the Industrial Commission approve the final filing of 4121-1-02 “Notice of public meetings.”

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Chairman Bainbridge indicated that the Industrial Commission does not strictly adhere to *Roberts Rules of Order*, nor has it been formally adopted. However, Chairman Bainbridge requested going forward that a motion be seconded prior to discussion.

Commissioner Taylor seconded the motion.

Chairman Bainbridge asked if there was any discussion regarding the final filing of Ohio Adm.Code 4121-1-02. Commissioner Taylor questioned if approval was previously provided to file Ohio Adm.Code 4121-1-02. Ms. Rentas-Black responded that the Commission previously approved the original filing of the 2018 five-year rule review and that public hearings were held regarding the proposed changes. Ms. Rentas-Black went on to add that no comments were received from the public. Ms. Rentas-Black stated that approval is now needed to final file the amended rule.

Commissioner Taylor asked Ms. Rentas-Black if notifications are still sent out to certain constituents. Ms. Rentas-Black answered yes. Commissioner Taylor followed up and questioned if this notification is required pursuant to the Joint Committee on Agency Rule Review rules. Ms. Rentas-Black answered yes. Commissioner Taylor asked whether this should be included in the rule. Mr. Connor stated that the requirements for notification of public meetings and alerting of changes in Commission rules was being confused. Chairman Bainbridge asked if there were further questions to which there were none.

**ACTION BY**

Mr. Adams called the roll.

**ROLL CALL**

|                      |     |
|----------------------|-----|
| Commissioner Gillmor | Yes |
| Commissioner Taylor  | Yes |
| Chairman Bainbridge  | Yes |

**MOTION**

Chairman Bainbridge moved that the effective date of Ohio Adm.Code 4121-1-02 “Notice of public meetings” be February 8, 2018.

Commissioner Taylor seconded the motion.

**ACTION BY**

Mr. Adams called the roll.

**ROLL CALL**

|                      |     |
|----------------------|-----|
| Commissioner Gillmor | Yes |
| Commissioner Taylor  | Yes |
| Chairman Bainbridge  | Yes |

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**MOTION**

Chairman Bainbridge moved that the next five-year rule review date for Ohio Adm.Code 4121-1-02 “Notice of public meetings” be February 1, 2023.

Commissioner Taylor seconded the motion.

**ACTION BY**

Mr. Adams called the roll.

**ROLL CALL**

|                      |     |
|----------------------|-----|
| Commissioner Gillmor | Yes |
| Commissioner Taylor  | Yes |
| Chairman Bainbridge  | Yes |

**4121-1-03 “Non-adjudicatory meetings of the industrial commission” – Final File**

**MOTION**

Chairman Bainbridge moved that after the review required pursuant to R.C. 106.03, the Industrial Commission approve the final filing of Ohio Adm.Code 4121-1-03 “Non-adjudicatory meetings of the industrial commission.”

Commissioner Taylor seconded the motion.

Commissioner Taylor stated that the past practice of retaining the Commission’s meeting minutes was to compile the hard copy versions of the minutes in a binder. Commissioner Taylor asked whether these minutes are still kept in the binders. Ms. Rentas-Black stated that all of the Commission meeting minutes are being converted to electronic versions. Commissioner Taylor questioned whether the binders will be retained in this process and Ms. Rentas-Black responded that the goal is to digitize all of the Commission meeting minutes and that they are to be kept for 75 years per the retention schedule.

Commissioner Gillmor requested an update on the status of the August 24, 2017 meeting minutes. Ms. Rentas-Black responded that the minutes were released to the Commission Members for their desired changes and Chairman Bainbridge was still working on his changes. Chairman Bainbridge stated that he would finish his changes as soon as possible. Commissioner Taylor stated she finished her changes two weeks ago. Ms. Rentas-Black responded that, once Chairman Bainbridge returns his changes to her office, she will re-circulate the proposed minutes to the Commission Members for their final approval.

Chairman Bainbridge asked if there was any further discussion regarding the pending motion on the floor regarding Ohio Adm.Code 4121-1-03. There was no further discussion.

**ACTION BY**

Mr. Adams called the roll.

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**ROLL CALL**

|                      |     |
|----------------------|-----|
| Commissioner Gillmor | Yes |
| Commissioner Taylor  | Yes |
| Chairman Bainbridge  | Yes |

**MOTION**

Chairman Bainbridge moved that the effective date of Ohio Adm.Code 4121-1-03 be February 8, 2018.  
Commissioner Taylor seconded the motion.

**ACTION BY**

Mr. Adams called the roll.

**ROLL CALL**

|                      |     |
|----------------------|-----|
| Commissioner Gillmor | Yes |
| Commissioner Taylor  | Yes |
| Chairman Bainbridge  | Yes |

**MOTION**

Chairman Bainbridge moved that the next five-year rule review date for Ohio Adm.Code 4121-1-03 be February 1, 2023.  
Commissioner Taylor seconded the motion.

**ACTION BY**

Mr. Adams called the roll.

**ROLL CALL**

|                      |     |
|----------------------|-----|
| Commissioner Gillmor | Yes |
| Commissioner Taylor  | Yes |
| Chairman Bainbridge  | Yes |

Prior to adjournment, Commissioner Taylor asked when the next proposed Commission Meeting would be held. Ms. Rentas-Black responded that she did not have anything foreseeable to set on a meeting agenda, but that the Commission can call a meeting at any time, if needed. Commissioner Taylor requested that Mr. Hickman be present at the next Commission Meeting so that he can provide an update regarding the Resolutions project he is spearheading. Commissioner Taylor added that she would like the project to be finished prior to the Statewide Hearing Officer training in the fall so that the changes can be addressed at that time. Ms. Rentas-Black responded that she would convey the importance of the project and its completion to Mr. Hickman and would be sure to add him to the agenda for the next meeting. Ms. Rentas-Black further stated that she would schedule the next meeting after the Commission Members have provided their final approval of the proposed August 24, 2017 meeting minutes so that Commission Members can vote on those meeting minutes at the next meeting.

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**ADJOURNMENT**

Chairman Bainbridge moved to adjourn.  
Commissioner Taylor seconded the motion.

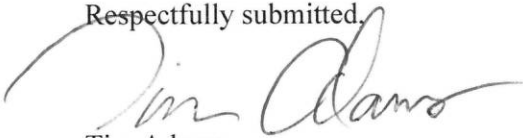
**ACTION BY**

Mr. Adams called the roll.

**ROLL CALL**

|                      |     |
|----------------------|-----|
| Commissioner Gillmor | Yes |
| Commissioner Taylor  | Yes |
| Chairman Bainbridge  | Yes |

Respectfully submitted,



Tim Adams  
Executive Director