

**October 29, 2019**

**11:30 A.M.**

**TYPE OF MEETING:** Industrial Commission Special Meeting

**ATTENDEES:** Chairman Jim Hughes  
Commissioner Jodie M. Taylor  
Commissioner Karen L. Gillmor  
Tim Adams, Executive Director  
Tom Connor, Director of Hearing Services  
Laura Schank, Hearing Officer Trainer  
Jim Burkart, Chief Legal Counsel  
Greg Hickman, Assistant Legal Counsel  
Amanda Brown, Assistant Legal Counsel  
Steven Kramer, Administrative Assistant  
Kim Ferkany, Administrative Assistant  
Debbie Fodey, Administrative Assistant

**CALL TO ORDER:**

Chairman Hughes called the special meeting to order.

**ACTION BY:**

Mr. Adams called the roll.

**ROLL CALL:**

Commissioner Gillmor: Present  
Commissioner Taylor: Present  
Chairman Hughes: Present

**OLD BUSINESS:**

**Meeting Minutes: September 10, 2019**

Chairman Hughes offered discussion of the approval of the September 10, 2019 Commission Meeting Minutes.

**MOTION**

Chairman Hughes moved to approve the September 10, 2019 minutes as circulated. There was no second to the Motion.

Chairman Hughes stated that hearing no second on the Motion, the September 10, 2019 minutes are not approved.

**NEW BUSINESS**

**Five-Year Rule Review**

Chairman Hughes offered discussion or questions for the Chief Legal Counsel on the “no-change” rules.

**MOTION**

Hearing no discussion, Chairman Hughes moved to approve the following “no change” rules:

- Ohio Adm.Code 4121-4-01 Accessing Confidential Personal Information, Definitions.
- Ohio Adm.Code 4121-4-02 Accessing Confidential Personal Information, Procedures for accessing confidential personal information.
- Ohio Adm.Code 4121-4-03 Accessing Confidential Personal Information, Valid reasons for accessing confidential personal information.
- Ohio Adm.Code 4121-4-04 Accessing Confidential Personal Information, Confidentiality statutes.
- Ohio Adm.Code 4121-4-05 Accessing Confidential Personal Information, Restricting and logging access to confidential personal information in computerized personal information systems.

Commissioner Taylor asked whether these rules were going to be submitted to the Joint Committee on Agency Rule Review.

Chairman Hughes answered that the rules would be sent to the Joint Committee on Agency Rule Review.

Chairman Hughes asked if there was a second to the Motion to approve. Commissioner Taylor seconded the Motion.

**ACTION BY**

Mr. Adams called the roll.

Commissioner Gillmor: Yes

Commissioner Taylor: Yes

Chairman Hughes: Yes

**2020 Statewide Hearing Officer Meeting Location**

Chairman Hughes stated that there would be a discussion regarding the location of the meeting first, followed by a discussion regarding the suggested dates.

Chairman Hughes asked Laura Schank whether the Nationwide Hotel and Conference Center was a good venue for the meeting and whether she had anything to add.

Ms. Schank answered that it is a good venue, and it received favorable reviews from attendees. She noted there had been a few issues with the microphone that would be addressed.

Commissioner Taylor asked Ms. Schank how many people this venue holds.

Ms. Schank answered that it holds 300.

Commissioner Taylor inquired of Tom Connor how many people were on the waitlist this year.

Mr. Connor replied that roughly 10-12 people could not be accommodated.

Commissioner Taylor asked how many people from the waitlist were not able to attend.

Mr. Connor answered that none of the waitlisted people were able to attend.

Commissioner Taylor stated that she wanted to make sure that the number of people who want to attend are able to attend.

Commissioner Taylor asked if it is something that has happened in the past.

Mr. Connor stated that not usually, because the Industrial Commission does not get that many requests to attend. In addition, if it had happened, the waitlisted people could not attend because the cancellations were not far enough in advance to reach out to the waitlisted people.

Chairman Hughes asked Ms. Schank whether it was her recommendation to use this venue again.

Ms. Schank answered that it was her recommendation to use this venue again.

#### **MOTION**

Chairman Hughes moved that the Industrial Commission proceed with using the Nationwide Hotel and Conference Center as the location for the 2020 Statewide Hearing Officer Meeting.

Commissioner Taylor seconded the Motion.

#### **ACTION BY**

Mr. Adams called the roll.

Commissioner Gillmor: Yes

Commissioner Taylor: Yes

Chairman Hughes: Yes

Mike DeWine, *Governor*  
Jim Hughes, *Chairman*  
Jodie M. Taylor, *Member*  
Karen L. Gillmor, Ph.D., *Member*  
Tim Adams, *Executive Director*

### **2020 Statewide Hearing Officer Meeting Dates**

Chairman Hughes inquired of Ms. Schank whether she was suggesting September 14<sup>th</sup> and 15<sup>th</sup> as the best dates to hold the 2020 Statewide Hearing Officer Meeting.

Ms. Schank replied that there were other open dates in September, but that one date was immediately after Labor Day, which would require paying Holiday pay.

Chairman Hughes asked whether it is beneficial to lock in the dates early and whether it would provide Ms. Schank with an ample amount of time by voting on the dates now.

Ms. Schank stated that it is best to lock in the dates early so the venue does not book the dates with another group.

Commissioner Taylor asked whether Commissioner Gillmor had any issues with the dates.

Commissioner Gillmor replied that she does not.

Commissioner Taylor stated that she would prefer the earlier dates because the Ohio State Bar Association has a workers' compensation seminar towards the end of September. Ms. Taylor stated that it is best to avoid any overlap, and to avoid a back-to-back workers' compensation seminar situation.

Chairman Hughes asked Ms. Schank if both dates were available.

Ms. Schank stated that as of last week both dates were available, and that she can hopefully lock in the dates. Thereafter, the contract will need to go to Legal for review.

Chairman Hughes asked Commissioner Gillmor if she had a preference. Commissioner Gillmor stated that she did not have a preference.

Ms. Schank stated that both dates are open.

Chairman Hughes asked Commissioner Taylor if September 14<sup>th</sup> and September 15<sup>th</sup> are the most appropriate dates, and if the dates are booked, would everyone be amenable to moving it to the second set of dates, September 28<sup>th</sup> and September 29<sup>th</sup>.

Commissioner Taylor stated that she prefers the earlier date, that September 14<sup>th</sup> and 15<sup>th</sup> would be her preference, and the secondary dates as the next option.

### **MOTION**

Commissioner Taylor moved that the earlier dates, September 14<sup>th</sup> and September 15<sup>th</sup>, are the preferred dates for the Statewide Hearing Officer Meeting, and the secondary dates are September 28<sup>th</sup> and September 29<sup>th</sup>.

Chairman Hughes seconded the Motion.

Mike DeWine, *Governor*  
Jim Hughes, *Chairman*  
Jodie M. Taylor, *Member*  
Karen L. Gillmor, Ph.D., *Member*  
Tim Adams, *Executive Director*

**ACTION BY**

Mr. Adams called the roll.

Commissioner Gillmor: Yes  
Commissioner Taylor: Yes  
Chairman Hughes: Yes

**ADJOURNMENT**

Prior to adjourning, Chairman Hughes stated that there was cake provided to celebrate Russ Keith's public service.

**MOTION**

Chairman Hughes moved that the meeting be adjourned.

Commissioner Taylor seconded the motion.

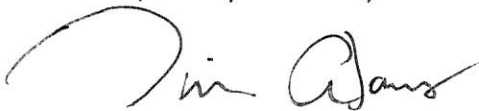
**ACTION BY**

Mr. Adams called the roll.

Commissioner Gillmor: Yes  
Commissioner Taylor: Yes  
Chairman Hughes: Yes

Meeting adjourned.

Respectfully submitted,



Tim Adams, Executive Director

