

The Executive

State Government Departments

Within the executive branch, 24 administrative departments are largely responsible for carrying out the laws enacted by the Ohio General Assembly. In the order listed in this chapter, they are:

- the Adjutant General's Department
- the departments of Administrative Services, Aging and Agriculture
- the Office of Budget and Management
- the Department of Commerce
- the Development Services Agency
- the departments of Developmental Disabilities and Education
- the Environmental Protection Agency
- the departments of Health, Higher Education, Insurance, and Job and Family Services
- the departments of Medicaid, Mental Health and Addiction Services, Natural Resources, Public Safety, Rehabilitation and Correction, Taxation, Transportation and Veterans Services
- the Bureau of Workers' Compensation
- the Department of Youth Services

The governor appoints all department heads with the exception of the Superintendent of Public Instruction, who is appointed by the State Board of Education to oversee the Department of Education.

While there is no established pattern for the structure of a department, most operate through a number of **divisions** or **bureaus** appropriate to the assigned duties; divisions may be subdivided into *offices, boards, programs* and other designations. Usually division heads are appointed by, and responsible to, the director of the department; in a few cases, the governor has appointment power. The attorney general represents all state departments in the courts.

State agencies adopt rules of procedure for administering state laws and must hold public hearings before their adoption. Major boards and commissions relating to each department are typically included in the descriptions of departments.

Adjutant General's Department

The adjutant general is the military chief of staff to the governor and assists and advises the governor in matters affecting the security of the state and the operation of its military forces. The adjutant general is responsible for supervision of military property owned by the state or issued to it by the federal government. The office also maintains military service records.

The adjutant general is responsible for the operation of the **Ohio National Guard**, made up of both army and air units. As of 2017, the total strength was nearly 16,700 officers and enlisted personnel. Each unit has a deployment priority in U.S. Department of Defense war plans.

The **Ohio Military Reserve** is a military force organized and maintained to provide the state with defense in the event the Ohio National Guard is employed or mobilized.

The governor, as commander-in-chief, may order units of the organized forces to provide aid to local civil authorities and areas when tornadoes, floods or other natural disasters cause significant damage. Through the governor, local civil authorities may request that the Guard come to protect people and property from looting and/or fire. The National Guard can also be employed to suppress riots, insurrection and other civil disturbances.

Department of Administrative Services

The Department of Administrative Services provides centralized services and specialized support to state agencies, boards and commissions, as well as to local governments and state universities.

The **Division of Equal Opportunity** is required to ensure equal opportunity to and fair treatment in government contracting and state employment. The division implements and enforces the state's affirmative action and equal employment opportunity policies and implements and monitors the state's procurement preference programs for minority-owned, women-owned, and socially and economically disadvantaged businesses.

The **General Services Division** performs a variety of functions including procurement, fleet management, insurance, printing, mail services, real estate services, asset management, facilities management, security services and surplus property services.

The **Human Resources Division** is responsible for a variety of functions including overall administration of the state's human resources operations for state employees. This division provides services and information to state employees and assists state agencies in conducting their human resource functions. Services include policy development, payroll administration, benefits administration, classification and compensation, drug testing, central recruiting, training and development, workforce planning and records maintenance.

The *Office of Collective Bargaining* is primarily responsible for developing and directing the state's labor relations policy as well as performing a variety of services in conjunction with labor contract negotiation and administration. Statutorily, the office serves as the principle representative of the State of Ohio as an employer and negotiates all of the state's labor contracts.

The *Office of Information Technology* delivers statewide information technology and telecommunication services to state government agencies, boards and commissions as well as policy and standards development, life cycle investment planning and privacy and security management. The following OIT sections carry out these responsibilities.

The *State Chief Information Officer's* office is responsible for the strategic direction and efficient use of information technology across the state and for oversight of state IT activities.

The **Investment and Governance Division** assists state agencies by providing IT policy and standards as well as investment planning and management, IT procurement and contract management, research and project support services.

The **Infrastructure Services Division** operates the IT infrastructure for the state, which includes hardware, software and telecommunications.

Enterprise Shared Solutions coordinates strategies for delivering government information and services electronically.

The *Office of Information Security and Privacy* works with internal and external agency customers to create, implement and manage enterprise efforts for information assurance, security, privacy and risk management.

The *Ohio 9-1-1 Program Office* coordinates and facilitates communication concerning 9-1-1 issues among state, federal, regional and local 9-1-1 and public safety communications officials.

Department of Aging

The Ohio Department of Aging's mission is to serve and represent 2.5 million Ohioans age 60 and older. The department's role is to advocate for the needs of all older Ohioans, including improving the quality of life for older Ohioans, helping seniors live active, healthy and independent lives, and promoting positive attitudes toward aging and older people. The department provides home- and community-based services, helping frail older adults remain at home when feasible.

The department channels federal and state funds to 12 regional agencies, which in turn contract with local agencies to provide specific services such as home-delivered meals, transportation, home health aides and home repair. It also administers Medicaid waiver programs that allow eligible older adults to receive care in their homes, such as PASSPORT home care and Assisted Living Waiver programs.

One of the most visible programs administered by the department is the Golden Buckeye Card Program for persons 60 years old and older or 18 years old or older who

are totally and permanently disabled. Cardholders receive discounts on products and services from participating merchants statewide. In addition, seniors can use their Golden Buckeye Card for savings on prescriptions at participating pharmacies throughout Ohio. The department has a *Long-Term Care Ombudsman Office* to serve as a mediator and advocate for the rights of older consumers.

Department of Agriculture

The Department of Agriculture enforces state agricultural regulations governing the production, handling, distribution and marketing of agricultural products. It is also responsible for promoting agricultural development and various state-federal programs benefiting Ohio farmers. The department provides consumer protection and regulates the conduct of county and independent fairs.

The **Division of Food Safety** operates an inspection program to protect consumers against unclean, adulterated or mislabeled food, dairy products, beverages, nonprescription drugs and cosmetics. The **Dairy Division** is responsible for ensuring the safety and wholesomeness of all milk products produced in Ohio. The **Meat Inspection Division** is required to verify that meat and poultry products are wholesome, unadulterated, properly labeled and produced in a sanitary environment.

The **Plant Health Division** regulates the processing and sale of fertilizers, feed, pesticides and seeds, and licenses pesticide applicators and dealers who sell restricted-use pesticides. The division inspects honey bee colonies and works to control pests and diseases that injure crops. The division also licenses grain handlers and enforces regulations to protect the grain industry. The **Marketing Division** directs domestic and international marketing programs for agricultural products of the state.

The **Animal Health Division** is responsible for veterinary inspection of livestock and protecting and promoting the health of Ohio's livestock and poultry. The *Livestock Environmental Permitting Program* is charged with ensuring that the state's largest livestock operations follow science-based guidelines that protect the environment while allowing the facility to be productive. It is also responsible for regulating how Ohio's largest livestock and poultry farms handle manure and waste water and manage flies, rodents and other pests.

The **Division of Soil and Water Conservation** provides assistance to Ohio's 88 county programs, implements agricultural and nonpoint source water pollution control programs, supports local development of watershed protection plans, and has a statewide soil information program.

The **Division of Amusement Ride Safety** licenses, inspects, and ensures proper insurance coverage for all temporary and permanent rides in the state of Ohio. The division also conducts re-inspection of rides, investigates accidents, and licenses games at Ohio's numerous county and independent fairs. This is also the division which regulates bungee jumping.

The **Enforcement Division** supports criminal and administrative investigation programs used to determine compliance with federal, state, and local laws in those areas administered by the Department of Agriculture. The **Division of Weights & Measures** works with county and city weights and measures programs to test devices ranging from fuel meters and retail store scanners to vehicle and livestock scales for consistent measuring standards.

The **Consumer Protection Laboratory** conducts laboratory tests of food samples and agricultural commodities as required by all divisions. The **Administration Division** provides support services for the department and maintains a toll-free hotline for consumer questions and complaints about food products, short-weighted packages, package labeling and more.

Additionally, the department administers an *Office of Farmland Preservation* to assist farmland protection efforts. Other programs under the direction of the Department are the Ohio Rural Development Partnership, which addresses the needs of rural Ohio communities; and the Ohio Grape Industries Program, which oversees and implements promotional programs for the grape and wine industries.

Office of Budget and Management

The Office of Budget and Management (OBM) is the staff agency for fiscal matters. It is responsible for preparing the governor's proposed budget and controlling state spending according to law. The director of OBM sits on the governor's cabinet as the governor's chief financial officer.

The office formulates the budget by coordinating budget requests from state agencies with anticipated revenues and with the governor's priorities. OBM then presents the budget to the legislature at the beginning of its first regular session in odd-numbered years. The document serves as the basis for the legislature's fund appropriations for state programs. Staff members monitor legislative budget hearings and provide program and cost information. After the budget passes, the office schedules spending according to the adopted budget and continually reviews and monitors state agencies' programs as part of the budget control process. The OBM also maintains the state's financial records.

Department of Commerce

The Department of Commerce's primary task, managed by its **Division of Financial Institutions**, is to regulate state-chartered financial institutions such as banks, savings and loans, credit unions, brokerage houses and small loan companies.

The division charters depository institutions, licenses non-depository financial services and conducts on-site examinations. The division's *Office of Consumer Affairs* works to provide education to Ohioans regarding borrowing and related financial topics. The department also licenses and monitors various other commercial activities.

The **Division of Industrial Compliance** divides its work into four main areas:

1. **Construction:** The division reviews building plans for the construction and renovation of commercial and public buildings and inspects plumbing, electrical and structural systems.
2. **Mechanical systems:** The division inspects mechanical systems including steam engines and boilers, hydronics, escalators and the lifts inside wind turbine structures.
3. **Maintenance:** The division tests and inspects bedding, upholstered furniture, stuffed toys, ski lifts and roller-skating rinks on-site.
4. **Wage & hour:** The division investigates complaints related to the Ohio minimum wage and the employment of minors.

Additionally, the division provides certification and licensing for numerous skilled trades within Ohio's building industry. The division licenses travel agents/tour promoters as well. To perform this task, the division works with:

- the *Board of Building Standards*, which sets the building code for the state of Ohio and provides training and certification for local building authorities across Ohio
- the *Board of Building Appeals*, which hears requests for variance(s) from the Ohio Building Code
- the *Ohio Construction Industry Licensing Board*, tests and licenses regulated commercial construction industry occupations.

The **Division of Liquor Control** regulates the manufacturing, distribution and sale of all alcoholic beverages in Ohio through the issuance of annual permits to the businesses involved in the industry. In some cases, the number of permits issued (also known as licenses) are limited by a quota, based on the population of the area. The division works with local law enforcement and the Department of Public Safety Investigative Unit to enforce Ohio liquor laws.

Profits from spirits help fund Ohio's economic development efforts. The division, on behalf of the nonprofit JobsOhio, is the sole purchaser and distributor of spirituous liquor (liquor containing more than 21 percent alcohol by volume) in Ohio. The Division selects and prices the products and supplies them to authorized agents at no charge. Authorized agents are private businesses such as grocery stores, corner markets and carryouts that contract to sell spirituous liquor and earn a commission on sales.

The **Division of Real Estate and Professional Licensing** licenses Ohio's real estate brokers, salespeople, appraisers and foreign real estate dealers and salespeople. The division is also responsible for registering cemeteries located in Ohio and real estate developments located in other states but marketed in Ohio.

The **Division of Securities** regulates the sale of stocks, bonds, mutual funds, options, commercial paper and other investments in Ohio under the Ohio Securi-

ties Act. The division licenses broker-dealers, securities salespersons, investment advisers, investment adviser representatives and investment officers. The division also registers securities offered for sale to Ohioans. When Ohio securities laws are violated, the division can pursue administrative actions, civil injunctions and criminal referrals.

The **Division of Unclaimed Funds** regulates the safekeeping and return of monies designated as “unclaimed.” Common sources of unclaimed funds include dormant bank accounts, unpaid insurance policies, unreturned utility and rent deposits, uncashed dividends and shares of stock, uncashed checks and forgotten layaway deposits. The Division of Unclaimed Funds has a website where individuals may check for details of unclaimed funds: <https://www.com/ohio.gov/unfd/>

The **Division of State Fire Marshal** enforces the Ohio Fire Code; investigates the cause of fires and explosions; analyzes fire-related criminal evidence; trains firefighters; presents fire-prevention programs; provides fire safety education to business, industry and the general public; and regulates underground storage tanks. It consists of eight bureaus: *Administration*, *Bureau of Underground Storage Tank Regulation (BUSTR)*, *Code Enforcement*, *Fire Prevention*, *Forensic Laboratory*, *Investigation Bureau*, *Ohio Fire Academy*, and *Testing and Regulation*.

The *Video Service Authorization Program* authorizes cable television companies to do business in Ohio, assists consumers with their cable complaints and oversees cable services companies participating in the Emergency Alert System.

The *Medical Marijuana Control Program* requires the Department of Commerce and the Ohio Board of Pharmacy to have a structure in place allowing Ohioans with a qualifying medical condition to obtain a recommendation to buy and consume medical marijuana. The Commerce Department oversees licensed growers, marijuana processors and testing laboratories. The pharmacy board oversees retail dispensaries and registers patients and caregivers. The *State Medical Board of Ohio* is responsible for certifying doctors to recommend medical marijuana.

The *Manufactured Homes Program* regulates and licenses manufactured home communities, licenses installers, dealers, brokers and salespersons and certifies inspectors.

Development Services Agency

The Ohio Development Services Agency (ODSA) offers a variety of programs aimed at helping Ohio businesses and communities succeed. The agency provides resources to entrepreneurs and new and established businesses through Small Business Development Centers, Minority Business Development Centers and International Trade Assistance Centers as well as Small and Minority Business Financial Incentives Programs and Ohio Third Frontier. The **Minority Business Development Division** supports the growth and sustainability of small, minority and disadvantaged businesses in Ohio.

Through partnerships with local governments and nonprofit organizations, ODSA provides technical and financial assistance to improve communities throughout the state. The agency can provide support through a Community Development Block Grant, an energy-efficiency evaluation or the Local Government Innovation Fund. Ohioans can access assistance and improve their energy efficiency through programs such as the Home Weatherization Assistance Program (HWAP), Home Energy Assistance Program (HEAP) and Percentage of Income Payment Plan Plus (PIPP Plus).

The *Minority Business Enterprise (MBE) Program* is designed to help minority-owned businesses obtain state government contracts for goods and services. Businesses certified as MBE program participants may compete for 15 percent of state agencies' spending, through a sheltered bidding process.

Companies must apply to the MBE program to become certified. To qualify, at least 51 percent of the company must be owned and controlled by an Ohio resident and U.S. citizen who belongs to one of the following ethnic groups: African-American, Asian, Hispanic or Native American. Before applying for a state contract, the company must have been in business for at least one year and have the knowledge, capability, licenses and permits required for the work it seeks.

Certified members may receive contract assistance, finance and bonding assistance and management and technical assistance.

Department of Developmental Disabilities

The Ohio Department of Developmental Disabilities provides programs, services and support promoting health and safety to individuals with developmental disabilities and their families. A developmental disability is a severe, chronic disability attributed to a mental or physical impairment manifested before the age of 22 and is expected to continue indefinitely and result in substantial functional limitations in three or more areas of major life activities. Examples include cerebral palsy, spina bifida and intellectual disability.

The department operates eight residential Developmental Centers located throughout the state. Each center is certified as an Intermediate Care Facility for individuals with Intellectual Disabilities (ICF/ID) by the federal Medicaid program, signifying it complies with mandated standards governing care, training and the environment it provides residents.

The department offers a wide range of programs and services in communities through a county board system. County board programs are designed to accommodate people's needs as they grow and age: early intervention (ages 0-2), preschool (ages 3-5), school age (ages 6-21) and adult (21 and up). The boards provide for family resource services, supported home services, case management services, transportation services, community employment services and more.

Department of Education

The Ohio Department of Education oversees the state's public education system, which includes public school districts, joint vocational school districts, charter schools and on-line schools. The department also monitors educational service centers, other regional education providers, early learning and childcare programs and private schools.

The department's tasks include:

- administering the school funding system
- collecting school fiscal and performance data
- developing academic standards and model curricula
- administering the state achievement tests
- issuing district and school report cards
- administering Ohio's voucher programs
- providing professional development
- licensing teachers, administrators, treasurers, superintendents and other education personnel

The department is governed by the State Board of Education. The board consists of 19 members. The governor appoints eight and voters elect the remaining 11. Chairs of the Ohio House and Senate education committees serve as non-voting ex-officio members. Day-to-day administration of the department, however, is the responsibility of the Superintendent of Public Instruction, who is hired by the State Board of Education.

The Ohio General Assembly has enacted legislation creating alternatives in the Ohio public education system during the past three decades. Read about them in chapter 10.

Environmental Protection Agency

The Ohio Environmental Protection Agency (Ohio EPA or OEPA) administers state and federal laws regulating clean air and water, solid waste disposal, hazardous materials management, drinking water safety and cleanup of contamination caused by emergencies or long-term practices.

The **Division of Air Pollution Control** reviews, issues and enforces permits for installation and operation of sources of air pollution and operates an extensive outdoor monitoring network. The division also oversees an automobile emission testing program to reduce emissions from mobile sources.

The **Division of Drinking and Ground Waters** is charged with ensuring compliance with the federal Safe Drinking Water Act and evaluates potential threats to source waters that supply more than 5,000 public drinking water systems in Ohio. The division takes a lead role in protecting groundwater statewide — in cooperation with other state and federal agencies. It implements a groundwater quality monitoring program and provides technical support to the agency's waste management

State Board of Education Districts



Source: Ohio Secretary of State's Office, https://www.sos.state.oh.us/globaiassets/publications/maps/2012-2022/ohioschoolboard_2012-2020_districtmap.pdf

divisions.

The *Office of Environmental Education* administers the Ohio Environmental Education Fund, awarding up to \$1 million in grants annually for educational projects targeting preschool through university students and teachers, the general public and the regulated community. The office also administers the Ohio Clean Diesel School Bus grant program, Diesel Emission Reduction Grants, and a scholarship program for university students in environmental science and engineering. In addition, the office administers Volkswagen Mitigation Grants, from the \$75 million settlement with the automaker.

The **Division of Environmental and Financial Assistance** offers programs that support community development and compliance with pollution-control laws. The *Office of Financial Assistance* provides technical support to help small community wastewater plants improve operations and efficiency and administers two low-interest state revolving loan fund programs that finance municipal wastewater treatment, water-quality improvement and drinking water projects. Funding is also provided for recycling, litter cleanup and scrap-tire-management. The *Office of Compliance Assistance and Pollution Protection* helps small businesses annually comply with environmental regulation. The office offers on-site assistance, training events, plain-English publications, support completing forms and other services that help identify and implement pollution prevention measures that save money, improve performance and benefit the environment. The *Office of Outreach and Customer Support* connects Ohio businesses and communities with the division's services.

The **Division of Environmental Response, Investigation and Enforcement** is responsible for the comprehensive response to emergency incidents impacting the environment and communities, providing technical and investigative support for solving crimes involving the environment, as well as ensuring that compliance and enforcement are efficient and consistent across all divisions and districts of Ohio EPA.

The **Division of Environmental Response and Revitalization** oversees investigation and cleanup of contaminated sites, including federal facilities; responds to and oversees cleanup of emergency releases and spills to the environment; and provides assistance to companies and communities that clean up and reuse brownfield sites.

The **Division of Environmental Services** provides laboratory services to other Ohio EPA divisions, state and local agencies and private entities. Division chemists and biologists analyze water, air, sediment and fish-tissue samples; inspect and certify laboratories; and provide technical assistance.

The **Division of Material and Waste Management** implements Ohio's solid waste, infectious waste, and construction and demolition debris programs. In addition to the traditional regulatory program, the division researches and promotes emerging

concepts and technologies associated with resource conservation, materials management and sustainability. The division also oversees state and local planning for long-term solid waste management.

The **Division of Surface Water** is mandated to ensure compliance with the federal Clean Water Act and works to increase the number of water bodies that can be safely used for swimming and fishing. The division issues permits to regulate wastewater treatment plants, factories and storm-water runoff; develops comprehensive watershed plans aimed at improving polluted streams; and samples streams, lakes and wetlands — including their fish, aquatic insects and plants — to determine the health of Ohio’s water bodies.

Department of Health

The Ohio Department of Health (ODH) is a cabinet-level agency responsible for protecting and improving the health of all Ohioans by preventing disease, promoting good health and assuring access to quality care.

The agency’s divisions and offices and their responsibilities are as follows:

- **Bureau of Infectious Diseases:** prevent and control the spread of infectious diseases
- *Office of Health Preparedness:* provide direction, support and coordination in preventing, preparing for and responding to events that threaten the public’s health
- **Bureau of Health Promotion** and *Office of Health Improvement and Wellness:* build strong communities to enable Ohioans of all ages and abilities to live disease- and injury-free
- *Office of Health Policy and Performance Improvement:* address health inequities and disparities and support access to comprehensive, integrated health-care for all Ohioans
- **Bureau of Environmental Health and Radiation Protection:** assess and monitor environmental factors that potentially impact public health, including air, water, soil, food and physical and social features of surroundings and communities
- *Office of Health Assurance and Licensing:* regulate health care facilities and health care services, including nursing homes, home-health agencies and hospice care, through state licensure and federal certification rules.

Additionally, there are several offices and bureaus within the agency that assist with internal and external operations. These include the **Bureau of Vital Statistics**, which operates a statewide system registering births, deaths, fetal deaths, and other “vital records.” ODH, local health departments and other health providers use vital record statistics to assess population health and develop or adjust public health programs.

The **Public Health Laboratory** assists the agency, local health departments and clinicians across Ohio to investigate disease outbreaks and public health emergencies and identify disease causes to aid in treatment and prevention. The lab screens for diseases of public health interest, helps confirm the identity of uncommon infectious agents and determine epidemiological patterns and oversees the state's alcohol breath-testing program.

Department of Higher Education

The Ohio Department of Higher Education, (formerly known as the Ohio Board of Regents) is a Cabinet-level agency that oversees higher education for the state. The agency's main responsibilities include authorizing and approving new degree programs, managing state-funded financial aid programs and developing and advocating policies to maximize higher education's contributions to the state and its residents.

The **Chancellor** of the department advises the governor on higher education policy and implements the governor's plans for the state's public universities, colleges, regional campuses, community colleges and adult workforce and adult education centers.

Department of Insurance

The Ohio Department of Insurance (ODI) regulates the Ohio insurance industry and is charged with protecting the purchasing interests of the state's residents.

The **Consumer Affairs Division** responds to a variety of insurance inquiries and investigates complaints against insurance companies and agents. Consumer Affairs also helps monitor companies' compliance with Ohio insurance laws and regulations.

The *Ohio Senior Health Insurance Information Program (OSHIIP)*, funded by a federal grant, was founded in 1992 to provide Ohioans on Medicare with objective health insurance information and individual counseling. OSHIIP staff and a statewide network of trained volunteers educate consumers about Medicare, Medicare supplement insurance, long-term care insurance and other health insurance matters.

The **Fraud and Enforcement Division** investigates allegations of unlicensed insurance activity, insurance agent and agency misconduct and insurance fraud. The division is classified as a criminal justice agency and works with state, federal and local regulatory and law enforcement agencies when allegations are multi-jurisdictional. Fraud and Enforcement also investigates consumers, medical providers and third parties suspected of defrauding insurance companies. The division refers confirmed insurance law violations for administrative and/or criminal prosecution.

The **Risk Assessment Division** monitors the financial solvency of Ohio-based (domestic) insurance companies and monitors and coordinates regulatory oversight

of the financial condition of other insurers such as out-of-state insurers, international insurers and insurers who are the owners of their insurance companies.

The **Market Conduct Division** monitors insurance company compliance with Ohio insurance laws and regulations by examining their business practices, such as underwriting, marketing and claims handling.

The **Product Regulation and Actuarial Services Division** reviews policy forms, endorsements, contractual provisions and manual rules and rates for products marketed to Ohio consumers.

The **Licensing Division** administers testing and issues licenses to insurance agents, agencies, managing general agents, third-party administrators, reinsurance intermediaries, public insurance adjusters, viatical settlement brokers and surety bail bond agents. Agent Licensing also monitors agent compliance with continuing education.

The Department of Insurance's *Office of Consumer Service* provides pamphlets, buying guides and price comparisons.

Department of Job and Family Services

The Ohio Department of Job and Family Services (ODJFS) is responsible for supervising the state's public assistance, employment services, unemployment compensation, child and adult protective services, adoption, child care and child support programs.

Office of Child Support provides services designed to help ensure that children receive the financial and medical support they are legally entitled to and deserve. By working with both parents, the program seeks to establish support orders and maintain consistent support payments. The office also establishes policies and guidelines based on federal and state laws. It processes support payments and provides leadership and guidance to county child support enforcement agencies (CSEAs).

Office of Chief Inspector maintains security of ODJFS-owned and leased buildings, conducts investigations and is responsible for ensuring the agency can maintain or quickly return to business during emergencies.

Office of Families and Children oversees Ohio's adoption, foster care, child protective services and adult protective services programs.

Office of Family Assistance oversees cash and food-assistance programs, work support programs for recipients of cash and food assistance, the state's child-care program, refugee programs and the Ohio Commission on Fatherhood. Questions about a specific case or services can be answered by county departments of jobs and family services.

Office of Fiscal and Monitoring Services includes the bureaus of County Finance and Technical Assistance, Grants Management and Federal Reporting Services, Budget and Cost Management, Program Integrity, Monitoring and Consulting

Services, Data Management and Reporting, Audit Resolution and Internal Controls and Compliance.

Office of Unemployment and Insurance Operations assists employers in meeting their labor needs, helps job seekers in attaining gainful employment, aids unemployed workers by maintaining benefit payment programs, supports benefit payments by collecting employer contribution payments (taxes) and administers job placement and job training programs.

Office of Workforce Development administers several federal workforce programs and oversees a network of local OhioMeansJobs centers, which provide free job training and other services for Ohioans looking for work and employers seeking workers.

Ohio Department of Medicaid

Medicaid and Medicare are frequently confused. Medicare is a federal insurance program for persons 65 or older regardless of income. Medicaid is an aid program to cover health care costs for low-income or disabled individuals of all ages. For those who qualify for both, Medicaid can supplement Medicare.

The Medicaid program was created in 1965 through amendments to the federal Social Security Act. The federal government provides matching funds to states to assist in the cost and administration of the program. The national program is administered by each state under broad federal guidelines.

Launched in July 2013, the Ohio Department of Medicaid (ODM) is Ohio's first cabinet-level Medicaid agency. Through a network of more than 83,000 active providers, in 2016, ODM delivered health care coverage to 2.9 million residents of Ohio daily.

Roughly 80 percent of Ohio's Medicaid population received benefits through five private managed care plans under contract with ODM.

Department of Mental Health and Addiction Services

The Ohio Department of Mental Health and Addiction Services (OhioMHAS) receives state and federal funding and distributes those funds to local county-level mental health systems administered by alcohol, drug addiction and mental health (ADAMH) or community mental health (CMH) boards. OhioMHAS creates priorities for the use of funds, with the goal of providing a continuum of services that efficiently and effectively meets consumers' needs.

While most mental health services are provided in outpatient settings, there are six **state hospitals** operated by OhioMHAS to provide inpatient services. These specialized facilities provide short-term, intensive treatment to patients inside their doors and in community programs run by county mental health boards.

Ten community forensic psychiatric centers provide comprehensive forensic evaluation services for Ohio's criminal court system. Each provides services to desig-

nated counties in its region. Forensic center staff also consult with and train local criminal justice system personnel, county boards and community health agencies and provide expert testimony for their local courts.

Ohio Pharmacy Services provides a diverse array of goods and services to state facilities, county health departments, community mental health agencies, free clinics, county jails and nonprofits that include:

- pharmaceuticals and over-the counter medications
- laboratory, medical and pharmacy supplies
- naloxone/Project DAWN kits (County Health Department Grant Program)

Community-based agencies providing mental health services funded by a community mental health board or operating a residential facility subject to licensure by OhioMHAS must be certified by the department. Community mental health agencies may also voluntarily request certification. Agencies are certified every three years.

Private psychiatric hospitals providing acute inpatient mental health services must be licensed annually.

Ohio Department of Natural Resources

At its creation in 1949, the department was charged with formulating and executing a long-term comprehensive plan and program for the development and wise use of the natural resources of the state. ODNR manages more than 590,000 acres of state-owned land, including 74 state parks, 21 state forests, 136 nature preserves and 117 wildlife areas. The department also has jurisdiction over more than 120,000 acres of inland waters, 7,000 miles of streams, 481 miles of the Ohio River, and 2.25 million acres of Lake Erie.

In addition, ODNR licenses all hunting, fishing and watercraft in the state and is responsible for overseeing and permitting all mining, monitoring dam safety, managing water resources, mapping the state's major geologic structures and mineral resources and promoting recycling and litter prevention through grant programs in local communities.

The **Division of Wildlife** manages Ohio's wildlife areas and helps Ohio landowners conserve and improve fish and wildlife resources and their habitats. The division also manages Ohio's fisheries, which cover 124,000 acres of Lake Erie, and 481 miles of the Ohio River.

The **Division of State Parks and Watercraft** maintains and manages more than 174,000 acres of parklands and waters. There are state parks in 59 of Ohio's 88 counties. Through the Waterways Safety Fund, the division works with local, state and federal agencies and with conservancy districts to provide funding assistance for recreational boating public access projects statewide. This work enables boaters to enjoy free parking and boat launch facilities at hundreds of public sites, including most of Ohio's state parks.

The **Division of Natural Areas and Preserves** manages Ohio's 136 State Nature Preserves. Funding from Ohio's tax donation program supports improvements to trails, parking and signage and increases accessibility.

The **Division of Forestry** operates and maintains Ohio's 21 state forests, encompassing nearly 200,000 acres. The properties include more than 350 miles of back-country bridle trails, more than 80 miles of backpack trails, many day-use and mountain biking trails as well as camping, hunting, wildlife-viewing and gathering places.

The division administers a forest protection area of more than 8 million acres of publicly and privately owned land, mostly in southern and eastern Ohio. It is also the lead agency providing forestry assistance to private woodland owners in the state, helping them prepare timber sales, create habitat for forest wildlife, plant trees for future forests and to better understand the many benefits that their forests provide. In addition, the division conducts surveys and suppression activities for various forest health threats, including Asian longhorned beetles, hemlock woolly adelgids, emerald ash borers and non-native invasive plants.

The **Division of Geological Survey** has researched and reported on the state's complex geology since 1837. Its archives hold more than 175 years of information and data on the state's wealth of energy, water and mineral resources. The division maintains research on glacial deposits, mineral aggregates, salt, coal, oil and gas, seismicity and the Lake Erie shoreline.

The **Division of Mineral Resources Management** regulates the development and restoration of coal and industrial minerals mining sites. Multiple programs address environmental and safety aspects of coal and industrial minerals extraction. Program and support services include permitting, hydrology, bonding, inspection and enforcement, abandoned mine land, engineering and design services, mine safety, data and records management and geographic information systems.

The **Division of Oil and Gas Resources Management** regulates Ohio's oil and natural gas industry, including well pad construction, permitting, drilling and production of oil and natural gas; the disposal of brine and fluids produced; and the plugging of wells and reclamation of well sites after production ends. Staff are required to inspect the drilling, restoration and plugging of all oil and gas wells in the state.

The **Division of Water Resources** is primarily responsible for management of Ohio's surface and ground water. It regulates construction and repair of dams and levees, builds local and state capacity to support floodplains, collects water well logs and maintains and distributes data on water resources and implements the Great Lakes Compact, an agreement among the states bordering the Great Lakes for the management of the lakes' water supply.

The **Division of Engineering** provides a wide range of engineering and construc-

tion services to ODNR's landholding divisions. Its projects include constructing and restoring marinas, boat launches, lodges and other park facilities. The division rehabilitates dams to protect the public from catastrophic dam failures and to safeguard local economies tied to ODNR-owned reservoirs.

The *GIS Program*, shared by multiple divisions, manages the Geographic Information Systems, which are used to manage spatial data. These technologies include computer-aided design systems, automated and desktop mapping systems, remote sensing and image analysis systems and their related database management systems. The program provides searchable data and metadata and interactive maps of state features and resources.

In addition, ODNR's *Office of Coastal Management* sets management goals for Ohio's portion of Lake Erie, its coast and watershed. The *Office of Real Estate and Land Management* coordinates and reviews proposed large-scale public and private projects affecting state land and natural resources. The office coordinates recreational grant programs used to expand recreational opportunities for Ohioans and distributes funds awarded for community recreation projects.

Since 1983, the *Wildlife Tax Check-off* has enabled Ohioans to check off a box on their state income tax returns to make donations from their tax refunds to the Natural Areas and Preserves program and to the Non-Game and Endangered Species program.

Department of Public Safety

The Department of Public Safety promotes safety on Ohio's roads and develops and implements Ohio's Highway Safety Plan.

The **Administration Division** publishes statistics on motor vehicle accidents.

The **Ohio State Highway Patrol** enforces traffic laws, investigates accidents, assists motorists in distress and promotes traffic safety. The patrol offers statewide emergency response services, investigates criminal activities on state-owned property and provides security for the governor and other dignitaries. The patrol inspects school and church buses, supervises driver's license examinations and licenses commercial driving schools and instructors.

The **Investigative Unit** enforces state, federal and local laws, with emphasis on liquor, food stamp and tobacco offenses; and offers educational guidance and professional assistance to law enforcement agencies and to the general public.

The **Bureau of Motor Vehicles** (BMV) issues motor vehicle license plates and registrations, driver's licenses, identification cards and motor vehicle dealer and salesperson's licenses. BMV is the repository of motor vehicle title records. The registrar of the bureau is appointed by and serves under the director of the Department of Public Safety.

Registrations are issued through a statewide network of deputy registrars. The motor vehicle registration fees they collect are redistributed to local governments

according to a formula set by law and may be used for road construction and repair. Special license plates are issued by the BMV, for a fee. The fees collected help support specific state entities such as Lake Erie, recreational parks and wildlife programs. Motor Voter: When you visit a deputy registrar of the Bureau of Motor Vehicles to register a vehicle or to change your driver's license because you have moved or changed your name, you may register to vote or update your voter registration at the same time.

The **Division of Emergency Medical Services** (EMS) is responsible for certifying all emergency medical technicians (EMTs) and fire personnel in the state. It accredits and charters schools for EMT and fire training.

The **Ohio Emergency Management Agency** is the central point of coordination within the state for response to and recovery from disasters. When not in a response or recovery mode, EMA works to ensure that the state and the public are prepared to respond to an emergency or disaster. EMA works in conjunction with county emergency management agencies to respond to emergencies. When an emergency exceeds the capacity of local government, requests for assistance are directed to EMA. If an emergency exceeds the resources of EMA, the state requests assistance from the Federal Emergency Management Agency (FEMA).

The *Ohio Office of Homeland Security* is responsible for coordinating the homeland security efforts and initiatives of the Department of Public Safety. This office is responsible for allocating homeland security funds to various first-responder and law enforcement agencies throughout the state.

Department of Rehabilitation and Correction

The Department of Rehabilitation and Correction (DRC) administers and operates Ohio's adult correctional system and provides for the custody and rehabilitation of convicted adult criminal offenders. All adults convicted of felonies for which the sentence is at least six months enter the state's prison system. Youths bound over from a juvenile court and convicted in adult court may also be sentenced to the state's prison system. The department is responsible for the administration and operation of both the institutional and the community-related phases of the adult correctional system, including parole and probation. There are two major functional divisions in the department.

The *Office of Prisons* oversees Ohio's minimum-, medium-, close- and maximum-security prisons for male and female offenders. The prisons are grouped into four regions for administrative purposes. In addition to providing oversight for prison operations, the office provides support services for education, classification, critical incident management, recreation, religious services, unit management, security, youthful offender programming, and the management of disruptive inmate groups at all Ohio prisons.

Within Ohio's prisons, *Ohio Penal Industries*, provides industrial training oppor-

tunities to Ohio inmates. The *Office of Correctional Health Care* provides inmates with medical services, including mental health and drug/alcohol treatment. The *Office of the Chief Inspector* monitors inmate grievance procedures and conducts internal administrative investigations for the department.

The **Division of Parole and Community Services** works with local criminal justice officials and community and state agencies to provide community sanctions for adult offenders. Parole, or post-release control, is a period of supervision prior to full release from the state's correctional system. There are three major branches of this division: the Adult Parole Authority, the Bureau of Community Sanctions and the Office of Victim Services.

The *Corrections Training Academy* provides instruction to department employees and fellow law-enforcement agencies.

Department of Taxation

The Department of Taxation administers and enforces most state taxes and specified local taxes. The department makes rules and regulations for tax administration, prepares reporting forms, collects certain taxes, audits returns, levies tax penalties and supervises the valuation of real property. The head of the department, called the tax commissioner, appoints division administrators. Operating divisions have jurisdiction over specific taxes or groups of taxes.

The divisions are: the **Audit Division**, **Bankruptcy Division**, **Business Tax Division** (commercial activity, corporation franchise, municipal net profit and sales and use taxes) **Compliance Division**, **Criminal Investigation and Enforcement Division**, **Employment Tax Division** (employer and school district withholding, pass-through entity and estate taxes), **Excise and Energy Tax Division** (motor fuel, international fuel tax agreement, public utility, tobacco, casino, and various excise taxes), **Individual Income/School District Income Tax Division**, **Revenue Account Division**, **Tax Analysis Division**, **Tax Equalization Division/Real Property**, and **Tax Processing and Data Capture**.

The *Tax Commissioner's Hearing Board* reviews taxpayer complaints, assessments or audits. Taxpayers may appeal determinations made by the commissioner's board to the *Board of Tax Appeals*. This quasi-judicial board also hears appeals of decisions made by county budget commissions and boards of revision

Department of Transportation

The Ohio Department of Transportation (ODOT) is responsible for planning, building, and maintaining a transportation system that integrates highway, rail, and air networks. The department interacts with local and federal government entities to coordinate the funding of maintenance and new construction projects and to provide technical and administrative assistance. ODOT has direct responsibility for all of Ohio's interstate highways, as well as all U.S. and state routes located

outside municipal boundaries. The remaining highways, bridges and streets are the responsibility of municipalities, counties and townships. State and federal gasoline taxes help fund new highway construction and maintenance.

Real-time Traffic Information: The Ohio Department of Transportation offers real-time traffic and weather information for Ohioans from a vast network of pavement sensors, traffic cameras, and weather stations for the state of Ohio at <http://www.ohgo.com>.

The **Division of Construction Management** provides support and guidance for construction of the transportation systems. It contains the *Office of Construction Administration, Office of Contract Sales, Office of Estimating, Office of Materials Management, Office of Alternative Project Delivery* and *Outdoor Advertising Device Control Section*.

The **Division of Engineering** provides specialized engineering, technical assistance and contract support. It includes the *Office of CADD and Mapping Services, Office of Consultant Services, Office of Geotechnical Engineering, Office of Hydraulic Engineering, Office of Pavement Engineering, Office of Real Estate, Office of Roadway Engineering* and *Office of Structural Engineering*.

The **Division of Planning** collects, analyzes, forecasts, measures and reports information about Ohio's transportation systems.

The *Transportation Review Advisory Council* was established in 1997 to provide a selection process for state funding of major new construction projects. It consists of nine members, including the director of ODOT, who serves as chairperson. The governor appoints six members and the speaker of the Ohio House of Representatives and the president of the Ohio Senate each appoint one.

The *Ohio Rail Development Commission*, an independent agency within ODOT, promotes economic development and rail-highway safety.

The five-member *Ohio Turnpike and Infrastructure Commission* is the organization that administered the construction and continues the maintenance of the east-west turnpike across the northern part of the state.

Department of Veterans Services

The mission of the Department of Veterans Services is to provide opportunities and resources for Ohio's veteran community through advocacy, collaboration and partnerships. It assists returning veterans with employment, higher education and accessing health care and housing. Its programs include the Ohio Veterans Homes, comprising three facilities: a nursing home in Georgetown and a nursing home and a domiciliary for independent living in Sandusky. Both homes and the domiciliary are open to honorably discharged veterans of periods of armed conflicts who are or were Ohio residents for at least one year during their lifetime.

The Department administers the Ohio Veterans Bonus Program, which has been awarding bonuses to Ohio veterans since the Civil War. The payment is \$100 per

month to veterans who served in Afghanistan after Oct. 7, 2001, up to a maximum of \$1,000. For veterans who served in other parts of the world during this time, the payment is \$50 per month up to a \$500 maximum. Veterans medically discharged as a result of combat service can receive \$1,000, regardless of how much time they spent in the Afghanistan theater, plus up to \$500 for service elsewhere. Family members of deceased veterans may be eligible for benefits through the Ohio program.

The *Veterans Educational Programs Office* oversees the federally-funded Troops to Teachers program and, as the State Approving Agency, is responsible for ensuring schools and training facilities for veterans meet state and federal standards.

Bureau of Workers' Compensation

The Ohio Bureau of Workers' Compensation (BWC) provides medical and wage loss compensation to injured workers or their families for work-related injuries, diseases, or death. The structure of this program is outlined in the Ohio Constitution in provisions adopted in 1912. Responsibility for implementing the program lies with BWC and with the *Industrial Commission of Ohio* (IC). BWC acts as the administrative and insurance arm, while the IC hears and decides contested workers' compensation claims and issues. BWC has a central office in Columbus and 11 regional offices throughout the state.

BWC provides insurance to about two-thirds of Ohio's work force. The remaining workers receive coverage directly through their employers. These companies are part of a self-insurance program for large and financially stable employers that meet qualifications set by BWC. In fiscal year 2015, BWC provided workers' compensation coverage to approximately 253,000 employers, and paid out nearly \$1.6 billion in benefits. Premiums and assessments from employers totaled more than \$1.9 billion. All BWC premiums are the sole responsibility of the employer and are not passed on to the employee. Premiums are deposited into the State Insurance Fund to cover current and anticipated costs of claims. The IC is the claims adjudicative arm of Ohio's workers' compensation system. The commission's role is to assist in fairly resolving disputes over the awarding of workers' compensation benefits. Hearings on disputed claims are conducted at three levels within the commission. A district hearing officer hears the initial appeal. An injured worker or employer may appeal the district decision to a staff hearing officer, who, by law, must hear the case. A party may appeal the staff decision to the IC commissioners, who decide whether to accept or reject the appeal. In total, the commission conducts approximately 130,000 hearings each year.

The three commissioners are appointed by the governor. One commissioner represents employers, one employees, and one the public. The governor also selects the chairperson.

The *Workers' Compensation Oversight Commission* meets monthly for duties such as: making recommendations on BWC policy, investments and premium rates;

reviewing the effectiveness of policies and operations; and reviewing independent financial audits of BWC.

The commission consists of 11 members. The governor appoints five voting members to represent various constituent groups. The treasurer of the state appoints one investment expert while the Ohio Senate president and the Ohio House speaker jointly appoint another investment expert. Finally, there are four non-voting legislative members.

Department of Youth Services

The Ohio Department of Youth Services (DYS) is the juvenile justice agency for the state. Ohio law permits only felony offenders to be committed to DHS; youth who are adjudicated for misdemeanors are assigned to community-based programs by the local county juvenile court.

DYS operates three facilities, all for male offenders, where it confines felony offenders, age 10 to 21, who have been adjudicated and committed by one of Ohio's 88 county juvenile courts. Judges send each youth to DHS under a court-specified minimum sentence based on the seriousness of the offense. Youth committed to DHS must serve at least the minimum sentence unless the committing court approves an early release. After the minimum sentence has been served, the department may retain jurisdiction until the youth reaches the age of 21 or until the department recommends discharge. In homicide cases, youth must remain with the department until they are 21. During their stay at DHS, youth are engaged in programming designed to address their criminological and behavioral needs. Each of the DHS facilities operates a year-round school that offers general curriculum as well as vocational opportunities.

Beyond youth in DHS facilities and those on parole, DHS funds and supports 664 community-based programs throughout the state. More than 88,000 youths have been admitted annually to services encouraging positive change. These range from prevention and diversion programs to residential treatment and community treatment for mental health, sex offending and substance abuse.

The DHS **Release Authority** (RA) was established in 1998. With few exceptions, such as a judge granting a child early release with court supervision or DHS supervision, the RA is the final and sole authority deciding whether and when youths committed to the department's custody are released or discharged and under what conditions. In each case, the RA must weigh public safety, the best interests of the youth and the interests of crime victims, using evidence-based tools and practices.

The RA board consists of five board members appointed by the director, with the chair serving as the bureau chief.