

VILLAGE OF BLANCHESTER
RESOLUTION NO. 2025.025

**RESOLUTION TO ADOPT A CYBERSECURITY POLICY FOR VILLAGE OF
BLANCHESTER**

WHEREAS, the State of Ohio has implemented Ohio Revised Code 9.64, enacted in HB 96 (136th G.A.), requiring all local governments and jurisdictions to establish a cybersecurity policy by September 30, 2025; and

WHEREAS, the purpose of this requirement is to strengthen protection of public data, the information systems, and technology resources from cybersecurity threats and risks; and

WHEREAS, the Village of Blanchester recognizes the importance of safeguarding sensitive and confidential information entrusted to the Village of Blanchester; and

WHEREAS, a draft Cybersecurity Policy has been prepared and reviewed by staff and is recommended for adoption as a framework for compliance with Ohio Revised Code 9.64 and HB 96; and

WHEREAS, the policy provides guidance on access control, system security, data protection, incident response, training and vendor management, while requiring consultation with IT professionals and legal counsel for implementation and customization;

WHEREAS, the Council for the Village of Blanchester (“Council”) desires to adopt the Cybersecurity Policy as set forth in the attached Exhibit A and incorporated herein by reference.

NOW, THEREFORE, BE IT RESOLVED, by the Council for the Village of Blanchester, Clinton County, Ohio, as follows:

SECTION 1: Council hereby adopts and incorporates the Cybersecurity Policy attached hereto as Exhibit A.

SECTION 2: The policy shall take effect immediately, and implementation of technical and training requirements will occur no later than June 30, 2026, as provided by the Ohio Auditor of State. Council shall distribute the adopted policy to all village departments, employees, and relevant contractors. The Mayor will also ensure compliance partnership with IT providers and legal counsel.

SECTION 3: This Resolution is subject to the general authority of Council through the Ohio Revised Code.

SECTION 4: That it is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were taken in

meetings open to the public, in compliance with all legal requirements including § 121.22 of the Ohio Revised Code.

SECTION 5:

This Resolution is hereby declared to be an emergency measure to ensure compliance with Ohio Revised Code § 9.64. Following appropriate legislative action, it shall take effect and be in force immediately upon its passage and approval, otherwise it shall take effect and be in force from and after the earliest period allowed by law

Council member Mrs. Lewis moved to adopt this Resolution, and

Mr. Hill seconded the motion, and the roll call being called upon its adoption, the vote was as follows:

Ms. Brooker- YES
Mr. Garner- ABSENT
Mr. Hill- YES
Mr. Hopkins- YES
Ms. Lewis- YES
Mr. Parks- YES

Adopted this 11 day of December, 2025.



John M. Carman, Mayor



Attest: Regina Johnson, Fiscal Officer

Fiscal Officer's Certificate:

The State of Ohio, County of Clinton, ss:

I, Regina Johnson, Fiscal Officer of the Village of Blanchester, County of Clinton, and in whose custody the files, journals, and records are required by the laws of the State of Ohio be kept, do hereby certify that the foregoing Ordinance is taken and copied from the original Ordinance now on file with the said Village, that the foregoing Ordinance on has been compared by me and the said original and the same is a true and correct copy thereof, and has been posted as required by law. This Ordinance has been duly published by posting in the following places: Blanchester Municipal Building, 318 E. Main Street, First National Bank, 121 E. Main Street, Blanchester Post Office, 115 S. Wright Street, Tom's Express Mart, 7529 Fairground Road, and at the Blanchester Public Library 110 N. Broadway Street, each for a period of fifteen (15) days commencing on the 11 day of December, 2025.

Witness my signature this 11 day of December, 2025.

Regina Johnson
Fiscal Officer of the Village of Blanchester, Clinton County, Ohio

Exhibit "A" Resolution 2025.025

Village of Blanchester

Cybersecurity Policy

1. Purpose

The purpose of this policy is to establish a framework for protecting the confidentiality, integrity, and availability of Village of Blanchester's information systems, data, and technology resources in compliance with R.C. §9.64 cybersecurity requirements.

2. Scope

This policy applies to all elected officials, employees, contractors, vendors, and third parties who access or manage Village of Blanchester's technology resources, including but not limited to:

- Computers, servers, and mobile devices
- Cloud services and hosted applications
- Networks and telecommunications systems
- Sensitive or confidential data (e.g., financial, law enforcement, health-related, or other protected records)

3. Policy Statement

Village of Blanchester is committed to safeguarding its information systems against cybersecurity threats and ensuring compliance with R.C. §9.64 by:

- Establishing baseline cybersecurity practices.
- Providing ongoing cybersecurity awareness training.
- Preparing for detection, response, and recovery from incidents.
- Reviewing and updating cybersecurity policies annually.

4. Roles and Responsibilities

- **Village Council:** Approves cybersecurity policy and ensures resources are allocated.
- **Mayor:** Oversees policy implementation, coordinates with IT providers and legal counsel.
- **IT Provider (Internal or Vendor):** Implements technical safeguards, monitors for threats, and reports incidents.
- **Employees/Users:** Follow cybersecurity protocols, complete training, and report suspicious activity.

5. Cybersecurity Controls

5.1 Access Control

- Require unique user IDs and strong passwords.
- Enforce multi-factor authentication (MFA) for remote or administrative access.
- Limit access to sensitive data on a “least privilege” basis.

5.2 Network and System Security

- Maintain up-to-date firewalls, antivirus, and intrusion detection/prevention.
- Apply software patches and updates within 30 days of release.
- Segregate critical systems from public networks when possible.

5.3 Data Protection

- Encrypt sensitive data at rest and in transit.
- Regularly back up critical data and test restoration procedures.
- Retain records according to adopted record retention schedules and R.C. 149.43.

5.4 Incident Response

- Designate an **Incident Response Lead**.
- Establish procedures for detecting, reporting, and escalating incidents.
- In the event of a cybersecurity incident, notify the following parties in the manner listed:
 - (1) The executive director of the division of homeland security within the department of public safety, in a manner prescribed by the executive director, as soon as possible but not later than seven days after the political subdivision discovers the incident;
 - (2) The auditor of state, in a manner prescribed by the auditor of state, as soon as possible but not later than thirty days after the political subdivision discovers the incident.
 - (3) Any other parties as required by law.
- Conduct a post-incident review and update policies as needed.
- Establish procedures for the repair and subsequent maintenance of infrastructure after a cybersecurity incident.

5.5 Training and Awareness

- Require all employees to complete cybersecurity awareness training annually.
- Provide role-specific training for anyone handling sensitive data.

5.6 Vendor and Third-Party Management

- Require vendors to comply with Village of Blanchester’s cybersecurity standards.
- Maintain contracts with cybersecurity clauses and breach notification requirements.

6. Compliance and Review

- This policy will be reviewed annually and updated to reflect changes in technology, law, and organizational needs.
- Departments and third-party IT providers must submit evidence of compliance to the Administrator annually.

7. Enforcement

Violations of this policy may result in disciplinary action up to and including termination of employment or contract, as well as potential civil and criminal penalties in accordance with applicable law.

8. Effective Date

This policy takes effect on **September 30, 2025**, to meet R.C. §9.64 requirements. Implementation of technical and training requirements must be completed no later than **June 30, 2026**.

