

**ORDINANCE NO. 2025 – 100**

**AN ORDINANCE TO ADOPT A CYBERSECURITY PROGRAM PURSUANT TO OHIO REVISED CODE SECTION 9.64, AND DECLARING AN EMERGENCY**

**WHEREAS**, the Ohio Auditor of State, under the authority granted by House Bill 96 and Ohio Revised Code (ORC) Section 9.64, requires all political subdivisions to adopt a formal Cybersecurity Program to safeguard public data, information technology, and information technology resources; and

**WHEREAS**, the City of Parma Heights recognizes the growing importance of maintaining the confidentiality, integrity, and availability of municipal information systems and data; and

**WHEREAS**, the Ohio Auditor of State has provided guidance and training outlining the compliance expectations for municipalities regarding adoption of cybersecurity programs; and

**WHEREAS**, the City of Parma Heights, through its existing technology services and cyber risk management contracts, as well as its ongoing IT initiatives, has established strong cybersecurity practices that align with state and national standards; and

**WHEREAS**, this Ordinance formalizes those existing practices and demonstrates compliance with ORC Section 9.64 without incurring additional cost to the City.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Parma Heights, County of Cuyahoga and State of Ohio:

Section 1: The Administration is authorized and directed to adopt a cybersecurity program consistent with the requirements of ORC Section 9.64 and aligned with generally accepted best practices such as the National Institute of Standards and Technology (NIST) Cybersecurity Framework.

Section 2: The cybersecurity program shall comply with all requirements of ORC Section 9.64, and shall safeguard public data, information technology, and information technology resources to ensure availability, confidentiality, and integrity.

Section 3: The Administration's designated representatives, along with the assigned Information Security Officer, shall oversee the implementation, documentation, and annual review of the cybersecurity program to ensure continued alignment with state requirements and best practices.

Section 4: All records and documents related to the City's cybersecurity program are exempt from public records disclosure, consistent with Ohio Revised Code Section 9.64(E).

Section 5: This Council finds and determines that all formal actions of this Council concerning and relating to the adoption of this Ordinance were taken in an open meeting of this Council and that all deliberations of the Council and of any of its Committees comprised of a

majority of the members of the Council that resulted in those formal actions were in meetings open to the public, in compliance with the law.

Section 6: This Ordinance is declared to be an emergency measure necessary for the public peace, health, and safety of the Municipality, and for the further reason it is necessary for the City to adopt a cybersecurity program to be in timely compliance with ORC Section 9.64; wherefore, this Ordinance shall be in full force and effect immediately upon its passage by Council and approval by the Mayor.

PASSED: December 8, 2025 Thomas Rounds  
PRESIDENT OF COUNCIL

ATTEST: Barbara Allen December 8, 2025  
CLERK OF COUNCIL APPROVED

FILED WITH  
THE MAYOR: December 8, 25 MMG  
MAYOR MARIE GALLO