



Ohio Board of Professional Conduct

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TO: Disciplinary Counsel, Bar Counsel, Certified Grievance Committees, and Respondents' Counsel

FROM: Rick Dove

DATE: February 2024

RE: Bimonthly Update

February Board Meeting

The Board of Professional Conduct held met on February 2 and approved [three case reports](#) that were filed with the Supreme Court. The Board's next meeting is April 5.

The Board has 36 pending cases, including four cases that have been heard and 21 that are scheduled for hearing. The remaining cases are stayed, are awaiting answers, or have initial prehearing conferences scheduled within the next week.

Advisory Opinions

The Board approved two advisory opinions on February 2:

- [Adv. Op. 2024-1](#)—relative to representation of corporate customers by in-house counsel (withdraws Adv. Op. 1992-17); and
- [Adv. Op. 2024-2](#)—communications by a guardian ad litem who is also serving as the ward's counsel (withdraws Adv. Op. 2006-5).

New Commissioners

The Supreme Court appointed four new commissioners to three-year terms commencing January 1. Joining the Board are attorneys Pablo Castro (Eighth District) and David Shroyer

(Tenth District) and public members Tony Schroeder (Third District) and Joe Marinucci (Eighth District).

2023 Annual Report

The Board has released its [2023 Annual Report](#) that contains a summary of case dispositions and other Board activities last year.

Probable Cause Deadlines

The next two probable cause deadlines are February 23 and March 22. Please submit your probable cause materials in accordance with these deadlines to facilitate review and processing. New complaints with probable cause waivers may be e-Filed at any time.

Pleadings and Documents Containing Personal Identifiers

Parties are reminded to review their case filings—especially stipulations and exhibits—to redact personal identifiers such as names of victims, names of juveniles, Social Security numbers, and financial account numbers. If you have a filing that includes personal identifiers, the filing party should tender a redacted version of the document along with a completed [personal identifier form](#) that lists the information redacted from the document.

A motion to restrict public access is appropriate only when a party seeks to restrict public access to the entirety of a document or restricted public access is sought to portions other than personal identifier information.

CGC Annual Reports; Recertification

A reminder that each certified grievance committee is required to file an annual report with the Board on or before March 1. Please refer to the summary of [required annual report content](#) that is available from the Board's website.

In the Spring, the Board will consider the biennial recertification of grievance committees as required by Gov. Bar R. V. Grievance committees that have not complied with the annual or quarterly statistical reporting requirements will be recommended for decertification.

Direct Expense Reimbursements

Grievance committees are reminded that reimbursement requests for direct expenses—expenses incurred in connection with a specific investigation or prosecution—should be submitted to the Board on an as-incurred basis, typically within 30 days of the date the expense is incurred. **Direct expense reimbursements should not be submitted on a quarterly or annual basis.** Timely submission facilitates the Board's compliance with budgeting and accounting obligations and also allows case-related expenses to be included as costs when a Board report and recommendation is filed with the Supreme Court.

Travel Reimbursement Guidelines

The Board has updated its [travel reimbursement guidelines](#) and [forms](#) used by certified grievance committee members who incur expenses associated with panel hearings. The primary change for 2024 is a slight increase in mileage reimbursement. Please consult the updated guidelines and travel forms for travel in 2024.