



PATRICK T. GINETTI, P.E., P.S.  
MAHONING COUNTY ENGINEER

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May 29, 2015

Dear Mr. Donham

It has been brought to my attention through the means of an internal complaint that you are using the County-owned computer for non-work related matters such as political purposes and personal business. After some further investigation, it has been discovered that you have been using this computer for work related to the Village of Windham, of which you are elected as Mayor.

This action is in direct violation of the Engineers Personnel Policy Manual (Section XXIII: Computer Use Policy, A, B, C, D, E and Section XVII: Outside Employment) which you signed for on January 30, 2013. It is also in violation of the Mahoning County Commissioners Policy Manual, Section 8.6: A, B, C, D.

Consider this letter as a reprimand and official order to cease and desist any and all future activity of this kind immediately. We will, from this time forward, as per Engineers Personnel Policy Manual (Section XXIII: Computer Use Policy, A, C: 5 & 17) conduct periodic inspections of your and other employees' computer usage at this office. A higher standard of ethics is expected as an employee of this office, as well as an individual holding a professional license. Any further violations of this policy will be subject to disciplinary action up to and including termination.

Regrettably,

Patrick T. Ginetti, P.E., P.S.

Mahoning County Engineer