

COURT OF COMMON PLEAS  
ROSS COUNTY, OHIO

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**IN RE: Reporting to Law Enforcement &  
Compliance Plan**


2026 JUN 30 A 11:41 JOURNAL  
ENTRY

FILED  
ROSS COUNTY COMMON PLEAS  
CLERK OF COURTS  
JORDAN L. WHEELER

WHEREAS Sup.R. 5(F)(1) requires courts to adopt a local rule and a written Reporting to Law Enforcement & Compliance Plan to ensure the complete, accurate, and timely submission of information into various law enforcement databases by July 1, 2026,

IT IS THEREFORE ORDERED that the Court adopts and incorporates attached Rule 30, entitled Reporting to Law Enforcement & Compliance Plan, into the Ross County Local Rules of Court.

  
\_\_\_\_\_  
Judge Matthew S. Schmidt  
Common Pleas Court  
General Division  
Ross County, Ohio

  
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Judge Michael M. Ater  
Common Pleas Court  
General Division  
Ross County, Ohio

**RULE 30**  
**REPORTING TO LAW ENFORCEMENT & COMPLIANCE PLAN**

1. The Court has a duty to ensure complete, accurate, and timely submission of information into the state's computerized criminal history repository at the Bureau of Criminal Investigation (BCI), the Ohio Law Enforcement Automated Data System (LEADS), and other law enforcement databases.
2. The Court, in collaboration with the Clerk of Courts, the Ross County Sheriff, and any other applicable justice system partners, will develop a Reporting to Law Enforcement & Compliance Plan.
3. The Reporting to Law Enforcement & Compliance Plan will identify procedures and timelines for:
  - a. Obtaining and reporting fingerprints as prescribed by the Revised Code and Supreme Court of Ohio rules, including R.C. 109.57(A)(2), 109.60(A), 2923.14, 2929.44(B), and 2945.402(E)(1), Sup.R. 95(C) and Crim.R. 9(A);
  - b. Reporting information regarding protection orders as prescribed by the Revised Code and Supreme Court rules, including R.C. 2903.213, 2903.214, 2919.26, and 3113.31, and Sup.R. 10(A);
  - c. Reporting information to the Ohio Department of Public Safety's Bureau of Motor Vehicles as prescribed by R.C. 4510.03, 4513.37, and 5502.10, and Supreme Court rules;
  - d. Maintaining complete and accurate records in accordance with 18 U.S.C. 922(g), the Revised Code, including R.C. 2923.13, and Supreme Court rules in the event of an audit by the Federal Bureau of Investigation, BCI, or state or local auditors; and
  - e. Reporting sealed and expunged records to BCI, LEADS, and other law enforcement databases pursuant to the Revised Code, including R.C. Ch. 2953 and R.C. 2903.214, 2930.171, and 3113.31.
3. The Court will review the Reporting to Law Enforcement & Compliance Plan every three years from its adoption date.