

FRESNO COUNTY SELF-INSURANCE GROUP (FCSIG)

**IN THE MATTER OF ESTABLISHING)
DATA RETENTION POLICY &)
DISASTER RECOVERY PLAN FOR)
JOINT POWER AGENCY)**

RESOLUTION #JPA F22-3

NOW, THEREFORE, BE IT RESOLVED that Gary Geringer, President of **FCSIG**, has rendered to this Board of Directors at the public meeting held on October 12, 2022 the following Data Retention Policy / Disaster Recovery Plan which this Board of Directors has considered:

- A.** The JPA shall establish the following procedures relating to the protection of electronic data, including:
 - 1. A suitable security and back-up system for all stored data.
 - 2. The JPA has developed and implemented processes and procedures relating to protection of electronic data, including a written policy with respect to:
 - a. Disaster recovery
 - b. Physical and electronic data security
 - c. Electronic data retention

- B.** Since **FCSIG** relies on its outside vendor to maintain critical data, the JPA Administrator, **KEENAN & ASSOCIATES** shall provide a current written copy of their Data Retention Policy and Disaster Recovery Plan to **FCSIG** upon each contract renewal. The written documents shall address how electronic data is maintained and secured.

AYES: 8 **Members**
NOES: 0 **Members**
ABSENT: 3 **Members**
ABSTAIN: 0 **Members**

Dated: October 12, 2022

FRESNO COUNTY SELF-INSURANCE GROUP (FCSIG)



Gary Geringer, President