



**RESOLUTION G2018-90**

**RESOLUTION ADOPTING A DISASTER RECOVERY AND CYBER LIABILITY  
POLICY FOR SYMMES TOWNSHIP**

**WHEREAS**, the State Auditor's Office has identified the need for Symmes Township to adopt a disaster recovery policy for the township so that documents and the contents of the township's server will be retained in case of an emergency or complete disaster;

**WHEREAS**, the Board discussed the need to adopt a policy in previous meetings after the audit was released in January of this year indicating the need to adopt one; and

**WHEREAS**, the Board of Trustees, Symmes Township, Hamilton County, Ohio, has reviewed the new Disaster Recovery Policy which includes how the documents and the contents of the township's server will be retained in case of an emergency or complete disaster; and

**WHEREAS**, the Township Administrator recommends the adoption of this new policy in order to ensure that the contents of the township's server will be retained in case of an emergency or complete disaster and to meet the requirements set by the State of Ohio.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Symmes Township, Hamilton County, Ohio:

- Section 1.** The Symmes Township Disaster Recovery and Cyber Liability Policy attached hereto and incorporated herein as Exhibit "A," is hereby adopted as the Disaster Recovery Policy.
- Section 2.** The Disaster Recovery and Cyber Liability Policy shall replace and supersede any other formal or informal practice or procedure now in place with regard to back-ups of township documents.
- Section 3.** The Disaster Recovery and Cyber Liability Policy shall be reviewed as needed.
- Section 4.** Upon majority vote does hereby dispense with the requirement that this Resolution be read on two separate days and hereby authorizes the adoption of this Resolution upon its first reading.
- Section 5.** This Resolution shall take effect and be enforced from and after the earliest period allowed by law.
- Section 6.** Finds and determines that all formal actions of this Board concerning and relating to the passage of this resolution were taken in open meetings of this

meetings open to the public, incompliance with all legal requirements, including (without limitation) Ohio Revised Code §121.22, except as otherwise permitted thereby.

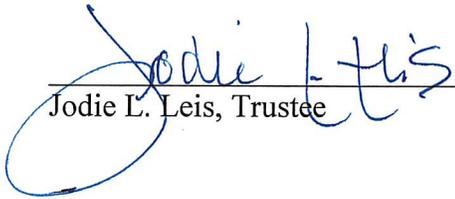
**ADOPTED DECEMBER 4, 2018 – RESOLUTION G2018-90**

Vote Record: Mr. Bryant absent Mr. Beck Aye Ms. Leis Aye

**BOARD OF TOWNSHIP TRUSTEES:**

\_\_\_\_\_  
Kenneth N. Bryant, President

  
\_\_\_\_\_  
Philip J. Beck, Vice-President

  
\_\_\_\_\_  
Jodie L. Leis, Trustee

**ATTEST:**

  
\_\_\_\_\_  
Carol A. Sims, Fiscal Officer

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Kevin McDonough, Law Director