

RESOLUTION 2021 - 25

**AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE THE REQUIRED  
NEW JERSEY DEPARTMENT OF TAXATION, DIVISION OF REVENUE &  
ENTERPRISE SERVICES, RECORDS MANAGEMENT SERVICES FORMS FOR  
THE DESTRUCTION OF CLAIMS FILES**

**Whereas**, the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund (TRICO JIF) has been organized pursuant to NJSA 40A:10-36 et seq.; and

**Whereas**, the TRICOJIF is duly constituted as a Municipal Self Insurance Fund to provide insurance coverage to its member municipalities; and

**Whereas** the Fund has received a request from Qual Lynx, the Fund's Claims Administrator, to destroy 2,050 workers compensation, 1,462 general liability, 772 auto liability, and 1,385 property files for claims filed with the Fund for Fund Years 2004 to 2012, a copy of which is attached hereto and incorporated herein by reference; and

**Whereas**, the retention periods for these files as outlined in the retention schedules issued by the New Jersey Department of Taxation, Division of Revenue and Enterprise Service, Records Management Services have been met and it is now appropriate to destroy these files in accordance with State procedures; and

**Whereas**, the Executive Director was appointed as the Fund's Records Custodian and in this role must execute the required forms prior to them being filed with New Jersey Department of Taxation, Division of Revenue and Enterprise Service, Records Management Services.

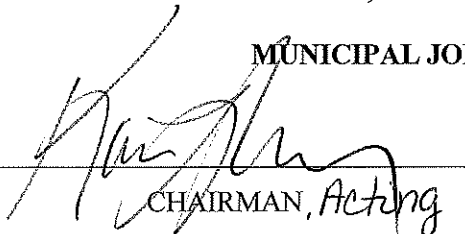
**Now, Therefore Be It Resolved** that the Fund Commissioners here assembled authorize the Executive Director to execute the required New Jersey Department of Taxation, Division of Revenue and Enterprise Service, Records Management Services forms for the destruction of 2,050 workers compensation, 1,462 general liability, 772 auto liability, and 1,385 property files for claims filed with the Fund for Fund Years 2004 to 2012, a copy of which is attached hereto and incorporated herein by reference; and

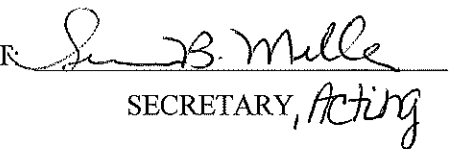
**Be It Further Resolved** that copies of this Resolution shall be provided to the Administrator, Claims Administrator, and Fund Attorney of the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for their information and attention.

This resolution was duly adopted by the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund at a public meeting held on July 29, 2021

**GLOUCESTER, SALEM, CUMBERLAND COUNTIES**

**MUNICIPAL JOINT INSURANCE FUND**

BY:   
CHAIRMAN, Acting

ATTEST:   
SECRETARY, Acting

DATE: July 29, 2021