

MEMORANDUM

TO: Mayor and City Council

FROM: Richard Meyers, City Manager

SUBJECT: RESOLUTION REGARDING WORKERS' COMPENSATION

DATE: July 20, 2016

Background


ORS 656 requires a public entity to pass a resolution if they elect to include workers' compensation coverage for their volunteers. Worker's Compensation coverage premiums are calculated using a wage, hours worked and an experience rating for the specific job. Because volunteers do not have a wage, the resolution must establish an assumed wage for the volunteers. The City recently changed to SAIF for its worker's compensation coverage so the current resolution needs to be changed to reflect the change and to update the assumed wages with SAIF requirements.

Recommendation

That the City Council review and adopt the attached resolution.

Cost

Varies depending on number of volunteers.



Richard Meyers, City Manager

RESOLUTION NO. _____

A RESOLUTION EXTENDING WORKERS' COMPENSATION COVERAGE TO
VOLUNTEERS OF THE CITY OF COTTAGE GROVE

WHEREAS, the City of Cottage Grove elects the following:

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteers listed in this resolution, noted on SAIF payroll schedule and verified at audit.

1. An assumed monthly wage \$3600.00 will be used for public safety volunteers in the following volunteer positions:

Police Reserves

2. All non-public safety volunteers listed below will track their hours and an hourly wage as set by SAIF Corporation will serve as assumed wage for both premium and benefits calculations. SAIF will assign the appropriate classification code according to the type of volunteer work being performed:

City Council
Parks and Recreation
Library

Planning Commission
Public Works
General Office

3. Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work provided that the City of Cottage Grove:
 - a. Provides at least two weeks' advance written notice to SAIF underwriting requesting the coverage.
 - b. SAIF approves the coverage and date of coverage.
 - c. SAIF provides written confirmation of coverage.

City of Cottage Grove agrees to maintain verifiable rosters for all volunteers including volunteer name, date of service and hours of service and make them available at the time of a claim or audit to verify coverage.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cottage Grove to provide for workers' compensation coverage as indicated above.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon its passage.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR THIS 25th DAY OF JULY, 2016.

Thomas C. Munroe, Mayor

Dated: _____

ATTEST:

Richard Meyers, City Manager

Dated: _____