RESOLUTION NO. 2398

A RESOLUTION CONTINUING WORKERS' COMPENSATION COVERAGE OF VOLUNTEERS TO THE CITY OF TROUTDALE FOR FISCAL YEAR 2017-2018.

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. That the City of Troutdale appreciates the necessary and the valuable service provided by volunteers which contributes to better government through citizen involvement.

2. That the City strives to offer volunteers a safe and pleasant place to volunteer.

3. That Oregon law allows cities to elect coverage for various classes of volunteers.

4. That the City participates in the City County Insurance Services (CIS) Group Self-Insurance Program, which requires a resolution be adopted annually by the Troutdale City Council to elect Workers' Compensation Insurance coverage for City of Troutdale volunteers.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TROUTDALE:

Section 1. The City of Troutdale elects, pursuant to ORS 656.031, that workers' compensation coverage will be provided to the classes of volunteer workers listed in this resolution and as reported on the periodic payroll schedules, and subject to CIS policy terms and conditions, and verified at audit.

Section 2. An aggregate assumed annual wage of $2,500 will be used per volunteer board, commission and/or council for the performance of administrative duties; the covered bodies are: City Council, Urban Renewal Agency Board of Directors, Planning Commission, Budget Committee, Citizens Advisory Committee, Historic Landmarks Commission, Parks Advisory Committee, Public Safety Advisory Committee, and Community Enhancement Program Committee.

Section 3. An assumed monthly wage of $800 per month will be used for public officials for the performance of non-administrative duties other than those covered in paragraph 2 above.

Section 4. Non-public safety volunteers as listed below will track their hours and Oregon minimum wage will serve as assumed wage for both premium and benefits calculations. CIS will assign the appropriate classification code according to the type of volunteer work being performed.

Section 5. Pursuant to ORS 656.041, workers' compensation coverage will be provided to Court-mandated community service workers/inmates on work release who are sentenced by the City of Troutdale's Municipal Court. They will keep track of their hours and have their assumed payroll reported in Class Code 7720V using Oregon minimum wage. Tracked hours will be used for both premium and benefit calculations, verifiable by providing a copy of the roster and/or sentencing agreement from the court.

Section 6. A roster of active volunteers will be kept monthly for reporting purposes. It is acknowledged that CIS may request copies of these rosters during year-end audit.

Section 7. Unanticipated volunteer projects or exposure not addressed herein will be added onto City of Troutdale's coverage agreement (1) by endorsement, (2) with advance notice to CIS, and (3) allowing two weeks for processing. It is hereby acknowledged that coverage of this type cannot be backdated.

Section 8. The City of Troutdale 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.

Section 9. The City of Troutdale elects to provide workers' compensation coverage to the following classes of volunteers: Public officials on unpaid boards, commissions, committees and councils (Code 8742V); Public officials performing manual labor (Code 8742V); Court–Mandated Community Service Workers/Inmates (Code 7720V); and, all other volunteers (Codes: 5506V, 7520V, 7580V, 8380V, 8810V, 9015V, 9063V, 9102V, 9402V, & 9403V) as listed in the following table:

Class Code – Description	Projected Hours
5506V - VOLUNTEER STREET/ROAD MAINTENANCE	50
7520V - VOLUNTEER - WATER	12
7580V - VOLUNTEER - SEWER	12
7720V – Court Mandated Community Service	12
8380V - VOLUNTEER GARAGE/SHOP	12
8810V – VOLUNTEER - CLERICAL	12
9015V - VOLUNTEER BUILDING MAINTENANCE/LIFEGUARDS/RV PARK	12
9063V - Volunteer Clubs - YMCA/YWCA	12
9102V - VOLUNTEER PARKS/SUMMER REC/TEEN CENTER	1,600
9402V - VOLUNTEER- STREET/SEWER CLEANING & SNOW REMOVAL	12
9403V - VOLUNTEER- Garbage/refuse collection	50

Section 10. Volunteers at City-wide celebrations and public events such as Summer Fest, Earth Day, etc. which include, but are not limited to, activities such as event set-up and tear down, general cleaning, planting trees, community clean-up, and street clean-up patrols, will be covered under workers' compensation coverage using verified hourly Oregon minimum wage as basis for premium and/or benefit calculation.

Section 11. The City of Troutdale does hereby provide for workers' compensation insurance coverage as indicated above.

Section 12. The signature dates below notwithstanding, the effective date of coverage shall be July 1, 2017 and shall remain in effect until coverage is canceled or otherwise rescinded.

Section 13. City Manager, Ray Young, and/or the City Risk Manager and Finance Director, Erich Mueller, are each hereby authorized to execute on behalf of the City any further documents that may be needed as necessary or appropriate to give full force and effect to the terms and intent of this resolution, and the execution thereof by either shall be conclusive as to such determination.

Section 14. Resolution No. 2348 which provided for workers' compensation insurance coverage with CIS effective July 1, 2016, is hereby rescinded effective July 1, 2017.

Section 15. Upon adoption, this Resolution shall be effective as of July 1, 2017.

YEAS: 6
NAYS: 0
ABSTAINED: 0

Casey Ryan

Casey Ryan, Mayor

10/26/2017

Date

Sarah Skroch

Sarah Skroch, City Recorder
Adopted: October 24, 2017