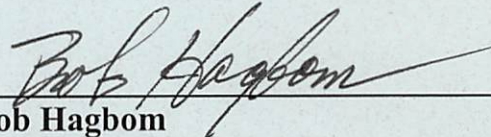


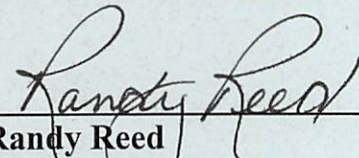
NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BROOKINGS to provide for workers' compensation insurance coverage as indicated above. This resolution will be updated annually.

PASSED by the Brookings Common Council and signed by the Mayor this 21st day of May, 2001.



Bob Hagbom
Mayor

ATTEST by City Recorder this 21 day of May, 2001.



Randy Reed
City Recorder

pc: Finance Dir.
CD Dir.
Police Chief
Fire Chief
Cable - Ins.
Dir - Sharon
Paul

VOLUNTEER ELECTION FORM

Keep monthly rosters! CIS may request copies of rosters during year-end audit.

Public Safety Volunteers

The following volunteer positions are reported in NCCI Classification Code 8411, using an assumed monthly wage of no less than \$800 per month (regardless if one day or 30 are worked) for premium payment and calculation of benefits. This assumed monthly wage may be increased at the employer's discretion in increments of \$100. Please refer to your entity's volunteer resolution for the amount to use in filling out Column No. 2 below.

City/County Insurance Services Volunteer Election Form for Coverage Year 7/1/2001 to 6/30/2002				
Multiply (1) x (2) = Estimated Assumed Payroll				
Volunteer Category	NCCI Code	(1) Est. No. of Volunteer Months*	(2) Assumed Monthly Wage	(3) 2001-02 Estimated Assumed Payroll
Ambulance Driver	8411			
Ambulance Technician	8411			
Crime Prevention Unit	8411			
Deputy Sheriff	8411			
Emergency Medical Technician	8411			
Explorer Scour	8411			
Fire Chief/Asst. Fire Chief	8411			
Firefighter (25)	8411	300	1,500	450,000
Police Officer	8411			
Police Reserve (15)	8411	180	1,500	270,000
Probation Officer	8411			
Search and Rescue	8411			
Sheriff's Posse	8411			
Surf Rescue	8411			
Other (please specify)	8411			

*Using last year's rosters, estimate the number of volunteer months for each position and enter the total on the appropriate line in Column (1). Some volunteers are not active every month, i.e., one volunteer firefighter may be active five months out of the year, two volunteer firefighters may be active 12 months out of the year, and five volunteer firefighters may be active only one month out of the year. Thus, the number of volunteer firefighter months would be 34.

Other Volunteers--Assumed wage must be at least \$6.50/hour or \$800/month minimum.

Unpaid boards, commissions, councils, and public officials: If these officials receive any "remuneration," they would be considered subject workers and reported using regular payroll categories. If they receive no remuneration and you wish to provide workers' compensation benefits, you will need to either establish an assumed monthly wage or keep monthly time records and estimate/report assumed payroll using Oregon minimum wage. CIS has designated Class Code 8742V for this type of exposure. Please call if you have questions or need advice.

Inmates/Community Service Workers: If your entity uses workers from the correctional system (i.e., community service workers, inmates on work release, peer review crews, etc.), it is important to address and clarify in writing PRIOR to work inception which entity will be responsible for covering this exposure. CIS recommends you obtain a Certificate of Coverage for Workers' Compensation from the sentencing court or make arrangements to provide coverage through your own entity. If the second option is chosen, keep monthly time records and report these workers using Oregon minimum wage. CIS has designated Class Code 7720V for this type of exposure.

Miscellaneous: Assumed payroll for all other volunteer elections should be computed at Oregon minimum wage using actual hours worked and reported in the appropriate NCCI classification code with a "V" added to the end. Unanticipated volunteer projects or exposure can be added on throughout the coverage year (1) by endorsement, (2) with advance notice to CIS, and (3) allowing two weeks for processing. Coverage of this type cannot be backdated.

City/County Insurance Services Volunteer Election Form for Coverage Year 7/1/2001 to 6/30/2002						
Multiply (1) x (2) x (3) x (4) = Estimated Assumed Payroll						
Volunteer Category	NCCI Code	(1) Est. No. of Volunteers per month	(2) No. of Hours per month	(3) No. of Months per year	(4) Oregon Minimum Wage (\$6.50)	(5) 2001-02 Estimated Assumed Payroll
Boards, Commissions, Councils, Public Officials ✓	8742V	1	5	12	6 ⁵⁰	390
Building Maintenance	9015V					
Clerical	8810V					
Community Center	9102V					
Court-Mandated Community Service Workers	7720V					
Community Project ✓ (please call CIS for proper class code)		1	5	12	6 ⁵⁰	390
Community Sponsored Events ✓ (please call CIS for proper class code)		1	5	12	6 ⁵⁰	390
Emergency Telecommunicators	8810V					
Fireworks	9410V					

**City/County Insurance Services/
Volunteer Election Form for Coverage Year 7/1/2001 to 6/30/2002**

Multiply (1) x (2) x (3) x (4) = Estimated Assumed Payroll

Volunteer Category	NCCI Code	(1) Est. No. of Volunteers per month	(2) No. of Hours per month	(3) No. of Months per year	(4) Oregon Minimum Wage	(5) 2001-02 Estimated Assumed Payroll
Garbage/Refuse	9403V					
Hospital <i>(please call CIS for proper class code)</i>						
Inmates on Work Release	7720V					
Interpreters	8810V					
Janitorial	9015V					
Landscaping ✓	0042V	1	5	12	6 ⁵⁰	390-
Library	8810V					
Lifeguards (pools)	9015V					
Lifeguards (beaches & rivers)	9102V					
Mealsite Volunteers	9079V					
Parks & Drivers ✓	9102V	1	5	12	6 ⁵⁰	390-
Planting ✓	0042V	1	5	12	6 ⁵⁰	390-
Public Health <i>(please call CIS for proper class code)</i>						
Replacement Workers <i>(please call CIS for proper class code)</i>						
RV Park	9015V					
Senior Center	9061V					
Sewer & Drivers	7580V					
Sewer/Street Cleaning	9402V					
Snow Removal	9402V					
Street/Road Maintenance	5506V					
Victim Assistance	8810V					
Waterworks & Drivers	7520V					