A RESOLUTION EXTENDING CITY OF	) RESOLUTION NO. __34__
LEBANON'S WORKERS' COMPENSATION	)
COVERAGE FOR YEAR 2008-09 TO	) for 2008
VOLUNTEERS OF THE CITY OF LEBANON	)

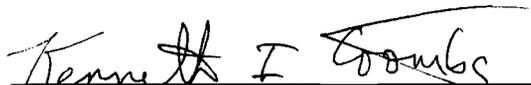WHEREAS, the City of Lebanon elects the following:

Pursuant to ORS 656.031, the workers' compensation coverage will be provided to the classes of volunteer workers listed on the attached Volunteer Election Form.

1. An assumed monthly wage of $1,200 will be used for public safety volunteers; and

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; and

3. Unanticipated volunteer projects or exposure not addressed herein will be added onto the City of Lebanon'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.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lebanon to provide for workers' compensation insurance coverage as indicated above. This resolution will be updated annually.

Section 1. This resolution shall become effective immediately upon its adoption and is for workers compensation coverage to be effective as of October 1, 2008.

Passed by the Lebanon City Council by a vote of _5_ for and _0_ against on this 22nd day of October, 2008.

Kenneth I. Toombs, Mayor ☒
Bob Elliott, Council President ☐

ATTEST:

Linda Kaser, City Clerk / Recorder

VOLUNTEER ELECTION FORM

Entity Name: __City of Lebanon__   **Coverage Year:** __7/1/2008__

CIS= ability to provide workers= compensation coverage for volunteers is directly related to each entity=s ability to keep verifiable records of the names and hours worked by participants. Claims adjusters will verify coverage at the time a claim is filed.

(A) **Public Safety Volunteers** (Code 8411, 8411F, 8411FC)

Column (1) - 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 (1 x 5 + 2 x 12 + 5 x 1).

*Column (2) - **Refer to your Volunteer Resolution before filling out the amounts in Column No. 2 below.** Use an assumed monthly wage of no less than $800 per volunteer per month (regardless if one day or 30 are worked) for contribution payment and calculation of benefits. This assumed monthly wage may be increased at the entity'=s discretion in increments of $100.*

Multiply (1) x (2) = Estimated Assumed Payroll				
Volunteer Category	**Class Code**	**(1)** Est. No. of Volunteer Months*	**(2)** Assumed Monthly Wage	**(1) x (2) = (3)** 2008-09 Estimated Assumed Payroll
Ambulance Driver	8411			
Ambulance Technician	8411			
Crime Prevention Unit	8411			
Sheriff	8411			
Emergency Med Technician	8411			
Explorer Scout	8411			
Fire Chief/Asst. Fire Chief	8411FC			
Firefighter	8411F			
Police Officer	8411			
Police Reserve	8411	66	$1,200	$79,200
Probation Officer	8411			
Search and Rescue	8411			
Sheriff=s Posse	8411			
CERT/Quick Response	8411			
Other (please specify)	8411			

ɹ) <u>Public officials on unpaid boards, commissions, and councils</u> (Code 8742V)

*CIS has designated Class Code **8742V** for this type of exposure, **if functions performed are strictly administrative, clerical, no manual labor, reimbursed for expenses only and receive no remuneration.** If you wish to provide workers= compensation benefits, you may do so using an aggregate $2,500 assumed annual payroll amount **for each Board, Commission, and Council** you elect to cover, regardless of how many officials are on each Board, Commissions or Council.*

Type (City Council or Planning Commission or Budget Committee, etc.) If additional space is needed, please attach another sheet.	Estimated Assumed Payroll ($2,500 each)
Planning Commission	$2,500
Library Advisory Board	$2,500
Senior Center Advisory Board	$2,500
Parks Committee Tree Board	$2,500
TOTAL:	$10,000

(C) <u>Public officials performing manual labor</u> (Code 8742V)

CIS has designated Class Code 8742V for this type of exposure as well. Coverage for this exposure is available based on an assumed monthly wage of $800 per month per public official.

Multiply (1) x (2) = Estimated Assumed Payroll			
Position (Mayor, etc.) If additional space is needed, please attach another sheet.	(1) No. of Months per year	(2) Assumed Monthly Wage ($800)	(3) 2008-09 Estimated Assumed Payroll
		TOTAL:	0

(D) Court–Mandated Community Service Workers/Inmates (Code 7720V)

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 clarify in writing who will provide workers= compensation coverage for these workers prior to work inception. 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 you are responsible for providing the workers= compensation coverage, be sure to keep monthly time records for these workers and report them using Oregon minimum wage ($7.95 per hour effective 1/1/2008). CIS has designated Class Code 7720V for this type of exposure.

(E) All other volunteers (Codes – see below)

Assumed payroll for all other volunteer elections should be computed at Oregon minimum hourly wage ($7.95 effective 1/1/2008) times actual hours worked and reported in the appropriate NCCI classification code with a suffix "V". Unanticipated volunteer projects or exposure can be added 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.

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 ($7.95)**	**(5) 2008-09 Estimated Assumed Payroll**
Building Maintenance	9015V					
Clerical	8810V					
Community Center	9102V					
Court-Mandated Community Service Workers	7720V					
Emergency Call Center	8810V					
Garbage/Refuse	9403V					
Interpreters	8810V					
Janitorial	9015V					
Library	8810V					
Lifeguards (pools)	9015V					
Lifeguards (beaches & rivers)	9102V					
Meal Site Volunteers	9079V					
Parks & Drivers	9102V					
Public Health *(please call CIS for proper class code)*						

RV Park	9015V					
Senior Center	9061V					
Sewer & Drivers	7580V					
Sewer/Street Cleaning	9402V			:		
Snow Removal	9402V			.		
Street/Road Maintenance	5506V					
Waterworks & Drivers	7520V					
Other (please specify)						
		:				