

RESOLUTION NO. 2016 - 34

A Resolution extending workers' compensation coverage to City of McMinnville volunteers

RECITALS:

The City of McMinnville's insurance provider is CityCounty Insurance Services (CIS). CIS provides coverage to City volunteers under certain circumstances. Adoption of a resolution setting out the information below is a prerequisite to coverage.

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF McMINNVILLE, OREGON as follows:

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

**1. Public safety volunteers**

An assumed monthly wage of \$1600 per month will be used for public safety volunteers in the following volunteer positions:

Police reserve

Firefighter

Police Citizen Emergency Response Team members

**2. Police and Fire non-public safety volunteers**

The assumed monthly wage for the following Police and Fire volunteers is as specified for each:

Parking and code enforcement - \$800 per month

Police chaplains – minimum wage

Fire and Life Safety – minimum wage

**3. Volunteer boards, commissions and councils for the performance of administrative duties.**

An aggregate assumed annual wage of \$2,500 will be used per each volunteer board, commission, or council for the performance of administrative duties. The covered bodies are specified on Attachment A, attached to and incorporated into this Resolution by this reference.

#### **4. Non-public safety volunteers**

All non-public safety volunteers 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.

- Parks and Recreation, including Kids on the Block (KOB)
- Senior Center
- Public Works
- Library
- Park Watch

#### **5. Public Events**

Volunteers at the following public events will be covered under workers' compensation coverage using verified hourly Oregon minimum wage as basis for premium and/or benefit calculation:

- Mayor's Charity Ball
- Annual triathlon
- City sponsored community events

#### **6. Community Service Volunteers/Inmates**

Pursuant to ORS 656.041, workers' compensation coverage will be provided to community service volunteers commuting their sentences by performing work authorized by McMinnville Municipal Court.

Oregon minimum wage tracked hourly will be used for both premium and benefit calculations, verifiable by providing a copy of the roster and/or sentencing agreement from the court.

#### **7. Other volunteers**

Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work:

- a. City provides advance written notice to CIS underwriting requesting the coverage,
- b. CIS approves the coverage and date of coverage, and
- c. CIS provides written confirmation of coverage.

**8. Rosters**

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

Adopted by the Common Council of the City of McMinnville at a regular meeting held the 28<sup>th</sup> day of June 2016 by the following votes:

Ayes: Drabkin, Hill, Jeffries, Menke, Ruden, Yoder

Nays: \_\_\_\_\_

Approved this 28<sup>th</sup> day of June 2016.

  
\_\_\_\_\_  
MAYOR

Approved as to Form:

  
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CITY ATTORNEY