

CITY OF TIGARD, OREGON
TIGARD CITY COUNCIL
RESOLUTION NO. 11- 26

A RESOLUTION EXTENDING CITY OF TIGARD'S WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY.

WHEREAS, the City of Tigard acknowledges the valuable service rendered by City of Tigard volunteers; and

WHEREAS, the City of Tigard wishes to protect City volunteers by providing injury insurance for them when they volunteer; and

WHEREAS, Workers' Compensation Insurance is less costly and provides more benefits than health insurance; and

WHEREAS, the City Council places high value on volunteers and the volunteer program and has provided this coverage for several years to protect volunteers if they are injured during volunteer work; and

WHEREAS, Oregon law requires cities determine whether Workers' Compensation Insurance will be provided to volunteers (ORS 656.031); and

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

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: Pursuant to ORS 656.031, Workers' Compensation coverage will be provided to classifications listed on the attached Volunteer Program Worksheet (Exhibit A). Assumed wages for police reserve officers, boards and commissions, and the Mayor and Council are provided on attached Exhibit A. An assumed hourly wage of \$8.50 will be used for all other volunteers.

SECTION 2: A roster of active volunteers is updated monthly for reporting purposes. It is acknowledged that CIS may request copies of these rosters during year-end audit.

SECTION 3: Unanticipated volunteer projects or exposures not addressed herein will be added to the City of Tigard's coverage agreement by endorsement and advance notice to CIS, allowing at least two weeks for processing. It is hereby acknowledged that Worker's Compensation for unanticipated volunteer projects cannot be backdated.

SECTION 4: This resolution will be updated annually as long as Tigard is a member of the CIS Workers' Compensation Self-Insurance Services Group and chooses to provide Workers' Compensation Insurance for City volunteers.

SECTION 5: The coverage affected by this resolution is for the 2011/2012 coverage year (July 1, 2011 through June 30, 2012) with the City's membership in the CIS Workers' Compensation Self-Insurance Services Group.

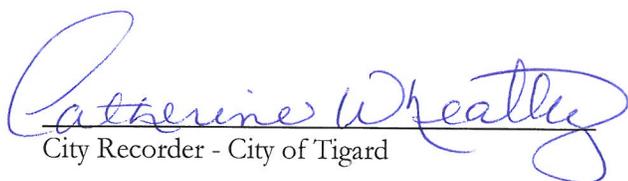
SECTION 6: This resolution is effective immediately upon passage.

PASSED: This 28th day of June 2011.



Mayor - City of Tigard

ATTEST:



City Recorder - City of Tigard

7/12/11 Council Resolution Exhibit "A"
City of Tigard Volunteers
Workers' Comp Program
FY 2011-12

Position Title	WC Code	Volunteers Anticipated	Volunteer Time Anticipated (in hours)	Assumed Wage (per hour unless otherwise marked)	Notes	Estimated Payroll
Photographer	4361V	1	25	\$8.50	Photographer indoors and outdoors - can use ladder	\$213
Painting Services (Interior)	5474V	1	40	\$8.50	Bldg. interiors with latex paint & ladders	\$340
Traffic & Accident Data Coord.	5506V	1	150	\$8.50	Office work and work within the ROW. Minimal traffic control & will require flagging training from certified COT staff member.	\$1,275
Library Volunteers (Traveling)	7380V	25	400	\$8.50	Driving personal vehicles to homes of "shut ins" deliver materials	\$3,400
Community Service Supervisors	7720V	5	750	\$8.50	Supervision of community service, PEER Court & Municipal Court work crews/individuals.	\$6,375
Juvenile Court Offenders	7720V	50	500	\$8.50	Juveniles from Municipal Court providing community service	\$4,250
CERT Volunteers Training/Activation	8411V	50	3,200	\$800/ month/ member	Training & activation. Estimated hours represent training only.	\$480,000
Police Cadet Volunteers	8411V	6	1,700	\$800/ month/ member	Police Explorers are now called Cadets	\$57,600
Reserve Police Officers	8411V	8	1,920	\$4,794 / month / member	Note: Assumed wage is mid-range police officer salary	\$460,224
Boards & Committees	8742V	See membership listing below	N/A	\$2,500/ board /yr	10 boards & commissions (see list @ bottom of page 2). Meetings & limited travel to view field sites.	\$25,000
Grant Wnter Assistants (Indoors Only)	8810V	1	40	\$8.50	Working in office setting or in the home.	\$340
Library Volunteers (No travel)	8810V	440	27,000	\$8.50	All tasks in-house; check-in materials, shelving, data entry, processing new materials, translation, etc.	\$229,500
Office Assistance	8810V	5	250	\$8.50	Clerical type work assignments in administrative offices	\$2,125
Translators	8810V	2	80	\$8.50	Working in office setting or in the home translating information from one language to another.	\$680
PEER Court Service	8820V	24	450	\$8.50	Teenagers serving as attorneys, jurors, clerks in court room. Adults serving as judges and facilitation of process.	\$3,825

7/12/11 Council Resolution Exhibit "A"

**City of Tigard Volunteers
Workers' Comp Program
FY 2011-12**

Position Title	WC Code	Volunteers Anticipated	Volunteer Time Anticipated (in hours)	Assumed Wage (per hour unless otherwise marked)	Notes	Estimated Payroll
Building Maintenance	9015V	2	25	\$8.50	Room set up & tear down, general cleaning	\$213
DARE Camp Supervisors	9015V	100	3,200	\$8.50	Mentoring kids at camp (does NOT include driving)	\$27,200
Park Landscape Maintenance	9102V	400	1,500	\$8.50	Planting trees, blackberry removal, greenway cleanup, path clean up, trail maintenance. This code allows use of gas powered leaf blowers and reciprocating weed eaters.	\$12,750
Citywide Celebrations	9402V	500	1,750	\$8.50	Earth Day, Make A Difference Day, etc. Includes planting trees, library shelf cleaning, community cleanup, street cleanup patrols	\$14,875
Storm/Water Maintenance	9402V	60	600	\$8.50	Stenciling catch basins, Adopt-A-Creek program with weeding & limited trash removal & cleaning/painting water hydrants. This code allows use of gas powered leaf blowers and reciprocating weed eaters. Also, trail counting and review.	\$5,100
Street Cleanup Program	9402V	100	600	\$8.50	Roadside cleanup. This code allows use of gas powered leaf blowers and reciprocating weed eaters.	\$5,100
Door to Door Distribution	9410V	3	30	\$8.50	Delivery of brochures/door hangers	\$255
TOTAL Estimated Payroll for FY 2011-12						\$1,340,639

NOTE: Ten boards, commission and task forces (WC Code 8742V) are as follows: Budget Committee (5 non-Council members), City Center Advisory Commission (9), Intergovernmental Water Board (3 members only - Tigard representatives and at-large member if appointed by City), Library Board (7), Neighborhood Involvement Committee (6), Park & Recreation Advisory Board (7), Planning Commission (9), Tree Board (6), Tigard Transportation Advisory Committee (10), Tigard Youth Advisory Council (12).

NOTE: Mayor and Council are not reported as volunteers because they are paid monthly stipends which are reported with payroll figures under WC Code # 8742.