



MONTANA MUNICIPAL INTERLOCAL AUTHORITY WORKERS' COMPENSATION PROGRAM

TO: Jessica Chamberlin
City of Sidney

FROM: Alan W. Hulse, CEO

DATE: April 7, 2023

RE: **WORKERS' COMPENSATION PROGRAM FINAL RATES FY 2023/2024**

MMIA's Board of Directors (BOD) adopted, with the Program actuary's concurrence, **final rates** for the Workers' Compensation Program for fiscal year 2023/2024 which represent an **8.25% overall decrease** from last year's rates.

Factors that affect individual member-owner's financial responsibility include individual experience rating modification (MOD) factor, changes in total payroll, volume discounts, and any retrospective assessment (retro). These factors are summarized into the Combined Payroll Accrual Factor (CPAF) to minimize impacts to your payroll process. The CPAF is the rate for entry into your payroll system in lieu of the MOD factor.

The MMIA continues to implement additional rating strategies deployed last year to remain competitive in the market. The strategies include funding at a reduced risk margin, volume discounts and utilization of an expense constant and NCCI class code relativities. We are confident that our rates remain competitive in the marketplace while providing the stability and consistency that member-owners rely upon.

Transparency, Stability and Consistency – MMIA is owned and driven by you, the cities and towns of Montana! We are dedicated to serving member-owners. If you have any questions regarding this memo or how your rates are calculated, please contact Alan Hulse, CEO at 406-495-7014.

FY 2023/2024 Final		
Classification Code	Description	Rates (per \$100 of payroll)
7704	Firefighters	\$6.462
7720	Police Officers	\$3.041
8743	Professional & Administrative Employees	\$0.633
8810	Clerical Office Employees	\$0.252
9410	Municipal Non-Professional Employees	\$1.418
9420	All Other Employees	\$5.164

FY 2023/2024 Factors	
MOD	0.96
CPAF	0.9194

Volunteer Coverage

In addition to covering your emergency service volunteers, you may elect to cover other volunteers. **All volunteers** must be reported with your quarterly payroll report. You must list the name, last four digits of their social security number or their date of birth, hours volunteered during the period, and the appropriate class code applicable for each individual volunteer. If you elect to cover **any** volunteers, you should cover **all** volunteers. Assessment is determined by volunteer type for each individual:

1. **Volunteer Emergency Services Volunteers:** The payroll base for volunteer emergency service individuals (Police, Fire, and/or Ambulance) is \$50/month, \$150/quarter, or the actual remuneration, whichever is greater.
2. **Court Appointed Workers:** You must report court appointed workers performing community service under the control or direction of the city. Report the individuals' name, social security number, hours worked and current minimum wage for the appropriate class code for the duties they perform.
3. **Consistent Volunteer:** Individuals who volunteer in excess of fifteen (15) hours per month. Report individual wages at a rate of \$100.00 per month at the appropriate Class Code.
4. **Regular Volunteer:** Individuals who volunteer between one (1) and fifteen (15) hours per month. Report individual wages at a rate of \$50.00 per month at the appropriate Class Code.
5. **Casual Volunteers:** The casual volunteer is an individual who volunteers for a special event, for example, a fun run, art walk, city park clean-up day or other event sponsored by the city. **For casual volunteers to be covered, you must have a coverage determination from MMIA PRIOR to your event. To receive a determination, you must submit an application for coverage to MMIA. The application is available on the MMIA website or by clicking on the following link: [Casual Volunteer Workers Compensation Coverage Application](#). MMIA will then notify you of the coverage determination. Coverage will not be bound until the roster and payment of the invoice is received by MMIA.**

Casual Volunteers	
Number of Casual Volunteers	Standard Assessment
1 – 25	\$91
26 – 100	\$161
101 – 199	\$186
200 – 299	\$238
For every 100 volunteers above 299	\$64

Example: Assessment for 399 casual volunteers would be \$238 + \$64 = \$302

The coverage declarations page will be issued in early July. The annual workers' compensation posting notice will be issued in December in accordance with the MMIA's annual program approval by the Montana Department of Labor & Industry. If you have any questions regarding volunteer coverage, please contact Ann Komac or Britani Laughery (406) 495-7004.



Workers' Compensation Classification Code Descriptions

7704 Firefighters – This classification applies to firefighters employed by incorporated cities and towns. It does not apply to special firefighting crews employed by the covered party other than municipalities for fire protection on their own premises. This classification includes part-time or volunteer firefighters and paid and/or volunteer ambulance personnel. Whenever part-time or volunteer emergency service personnel are employed, the actual remuneration of all such persons shall be included with the payroll firefighters in computing the premium. In no case, however, shall the remuneration of any such personnel be less than \$600 per person per annum (i.e., \$50/month - \$150/quarter - \$600/year).

7720 Police Officers – This classification applies to all police department employees (i.e., police officers, emergency service radio dispatchers, etc.) of incorporated cities and towns except clerical office employees (i.e., secretaries, file clerks etc.) qualifying for the assignment of code 8810. The classification for police officers also applies to volunteer or auxiliary police officers, correction department employees, juvenile/probation officers, meter maids, jail employees, and chaplains, etc.

8743 Professional and Administrative Employees – This classification applies to all councilpersons, mayors, city managers, city/county commissioners, city/town clerk-treasurers, examiners, judges (i.e., city district, election, justices of the peace, and police judges), department heads, collectors, messengers, assessors, auditors, librarians, nurses (other than hospital or nursing home), social case workers, surveyors (not street or highway), supervisors, and other similar employees whose duties are not confined to the office.

8810 Clerical Office Employees – This classification applies to those employees and supervisors whose duties are confined to keeping the books or records of the covered party and whose duties are confined to the office. For example, bookkeepers, draftspersons, file clerks, secretaries, typists, receptionists, telephone operators, radio dispatchers (non-emergency services), engineers, etc. If any clerical office employee is exposed to an operative hazard of the business, the entire payroll shall be assigned to the highest rated classification of work to which this person is exposed.

9410 Municipal Non-Professional Employees – This classification applies to employees and supervisors whose duties are not confined to the office. For example: airports (lawn mowing, snow removal, not pilots), animal control, building maintenance, cemeteries, commissioners (not city/county elected), hospitals (not doctors), inspectors, laboratories, meter readers, night watchpersons, parks, sewage disposal plants, surveyors (street or highway), swimming pools (lifeguards, pool maintenance), water plants.

9420 All Other Employees – This classification includes, but is not limited to, pilots, warehouse workers, and drivers and employees who are engaged in the following occupations: bridge repair, carpenters, electricians, fence erection and repair, fish hatchery, laborers – general, mechanics, plumbers, road repair, sewer dept. (outside), shop employees, sign erection and repair, solid waste collection, street sanding/plowing, transit (bus & trolley drivers), truck drivers, water dept. (outside), work release (court ordered).