

RESOLUTION NO. 5499-20

A RESOLUTION APPROVING AND AUTHORIZING THE PROVISION OF WORKERS' COMPENSATION INSURANCE COVERAGE TO VOLUNTEERS OF THE CITY OF TUALATIN

WHEREAS, an assumed monthly wage of \$800 per month will be used for public safety volunteers;

WHEREAS, an aggregate assumed annual wage of \$2,500 will be used per volunteer board, commission and/or council for the performance of administrative duties;

WHEREAS, an assumed monthly wage of \$800 per month will be used for public officials for the performance of volunteer non-administrative, manual labor duties other than those covered under the administrative duties above;

WHEREAS, non-public safety volunteers will track their hours and the Oregon minimum wage will serve as the assumed wage for both premium and worker's compensation benefit calculations. SAIF Oregon Workers Compensation will assign the appropriate classification code according to the type of volunteer work being performed;

WHEREAS, volunteers at public events will be covered under workers' compensation coverage using verified hourly Oregon minimum wage as basis for premium and/or benefit calculation;

WHEREAS, the City of Tualatin agrees to maintain verifiable rosters for all volunteers including volunteer name, date of service and hours of service and make them available at the time of a claim or audit to verify coverage; and

WHEREAS, the City is requesting the coverage, as provided by ORS 656.031, and as approved by SAIF.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TUALATIN, OREGON, that:

**Section 1.** Pursuant to ORS 656.031, the City of Tualatin will provide workers' compensation coverage for the Policy Year 2020-21 to the classes of volunteer workers listed in this resolution and in Attachment A, which is attached and incorporated herein, listing volunteer assignments, noted on SAIF payroll schedule and verified at audit.

///

///

**Section 2.** This resolution is effective upon adoption.

INTRODUCED AND ADOPTED by the City Council this 22nd day of June, 2020.

CITY OF TUALATIN, OREGON

BY \_\_\_\_\_  
Mayor

APPROVED AS TO FORM

ATTEST:

BY \_\_\_\_\_  
City Attorney

BY \_\_\_\_\_  
City Recorder

ATTACHMENT A  
Resolution No. 5499-20



**City of Tualatin  
Volunteer Resolution**

Resolution No.: 5499-20

Effective Date: 07/01/2020

A resolution extending workers' compensation coverage to volunteers of the City of Tualatin in which the City of Tualatin elects the following:

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

**1. Public Safety Volunteers**

Applicable   X   Non-applicable \_\_\_\_\_

An assumed monthly wage of ***\$800 per month*** will be used for public safety volunteers in the following volunteer positions (check all that apply):

- Police reserve
- Search and rescue
- Firefighter
- Emergency medical personnel
- Ambulance drivers
- Other *[List specifically by title]*

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

Applicable   X   Non-applicable \_\_\_\_\_

- a. 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 (list each body):
  - a. Tualatin City Council
  - b. Tualatin Planning Commission
  - c. Tualatin Budget Advisory Committee
  - d. Tualatin Urban Renewal Advisory Committee
  - e. Tualatin Architectural Review Board
  - f. Tualatin Library Advisory Committee

**ATTACHMENT A**

- g. Tualatin Parks Advisory Committee
- h. Tualatin Arts Advisory Committee
- i. Tualatin Core Area Parking District Board
- j. Juanita Pohl Center Advisory Committee

**3. Manual labor by elected officials.**

**Applicable   X   Non-applicable \_\_\_\_\_**

An assumed monthly wage of \$800 per month will be used for public officials for the performance of non-administrative duties other than those covered in paragraph 2 above

**4. Non-public safety volunteers**

**Applicable   X   Non-applicable \_\_\_\_\_**

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. SAIF will assign the appropriate classification code according to the type of volunteer work being performed. (List specific non-public safety volunteers below)

- X Parks and recreation
- X Senior center
- X Public works
- X Library
- X Juanita Pohl Center
- X Operations
- X Police
- X Community Development
- X Finance
- X Administration
- X Legal
- X Information Services

**5. Public Events**

**Applicable   X   Non-applicable \_\_\_\_\_**

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: (List specific events)

- a. MLK Make it a Day On
- b. Arbor Week
- c. Blender Dash
- d. Tualatin Youth Advisory Council Haunted House

**ATTACHMENT A**

- e. Starry Nights and Holiday Lights

**6. Community Service Volunteers/Inmates**

Applicable \_\_\_\_\_ Non-applicable  X

**7. Other Volunteers**

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

- a. Provides at least two weeks' advance written notice to SAIF underwriting requesting the coverage
- b. SAIF approves the coverage and date of coverage
- c. SAIF provides written confirmation of coverage

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

Now, therefore, be it resolved by the City Council of the City of Tualatin, Oregon to provide workers' compensation coverage as indicated above.

Adopted by the **City of Tualatin and the City Council** this 22nd day of June, 2020.

*Please see the original Resolution for signatures/authority.*

\_\_\_\_\_  
Signature of Authorized Representative      Printed Name      Title

Attest by \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.  
Printed Name

\_\_\_\_\_  
Signature      Title