



RESOLUTION NO. 2020-21

A RESOLUTION OF THE COCONINO COUNTY BOARD OF SUPERVISORS PURSUANT TO A.R.S. § 23-901.06 CONTINUING COCONINO COUNTY COVERAGE OF VOLUNTEERS FOR WORKERS' COMPENSATION INSURANCE AND ESTABLISHING A SALARY EQUIVALENT FOR PURPOSES OF COMPUTING WORKERS' COMPENSATION INSURANCE PREMIUM AND COMPENSATION BENEFITS FOR VOLUNTEERS.

WHEREAS, pursuant to the Arizona Revised Statutes ("A.R.S.") § 23-901.06 volunteer workers of Coconino County may be deemed to be employees entitled to workers' compensation benefits upon the passage of a resolution or ordinance by the County defining the nature and type of volunteer work and the workers entitled to such benefits; and

WHEREAS, the County adopted resolution 2019-10 reaffirming its decision to cover volunteers for workers' compensation; and

WHEREAS, the County has a Volunteer Policy and Program to provide County departments with guidelines to assist them in the recruitment and placement of volunteers, and,

WHEREAS, many County departments use volunteers in a variety of programs that benefit the community; and

WHEREAS County volunteers include, but are not limited to students, interns, seniors, professionals; and

WHEREAS, services provided by County volunteers include, but are not limited to special single event projects, short term assignments, and long term programs; and

WHEREAS, the provision of these benefits to County volunteer workers limits the liability exposure of the County.

NOW, THEREFORE, BE IT RESOLVED BY THE COCONINO COUNTY BOARD OF SUPERVISORS AS FOLLOWS:

SECTION 1. In General.

1. Workers' Compensation Insurance.

Volunteers working for no pay within any department of Coconino County shall be covered by workers' compensation insurance carried by Coconino County, in the amounts established herein. A supervising director may approve individual volunteers for the approved broad categories of work. A supervising director may approve individual volunteers for the approved broad categories of work. The supervising director is responsible for promptly notifying the Coconino County Human Resources Department concerning any new volunteers, and have their department maintain a roster of active volunteers, record volunteer hours of service by date, time, location, and name of the volunteers, and report volunteers with any service time per month on a quarterly basis to finance and risk management for workers' compensation premium computation and remittance purposes to the County's insurer for worker's compensation.

2. Amount of Workers' Compensation Benefit.

Pursuant to A.R.S. § 23-901.06, the basis for computing compensation benefits and premium payments shall be four hundred dollars (\$400.00) per month per volunteer for the broad categories of volunteers described in this resolution, except for Sheriff Reserve Deputy Volunteers as defined herein.

Pursuant to A.R.S. § 23-901 (6)(g), the basis for computing compensation benefits and premium payments for volunteers serving as Sheriff Reserve Deputy Volunteers shall be equal to the beginning salary of a regular full time deputy sheriff in the first month of regular patrol duty with Coconino County. This sum is currently four thousand one hundred and ten dollars and seventy five cents (\$4,110.75) per month, and the Risk Manager shall have authority to adjust such sum for equivalency without further Council approval.

3. Broad Categories of Volunteers.

The nature and type of volunteer work to be covered by Coconino County workers' compensation insurance is as follows:

Sheriff's Office

Sheriff Reserve Deputy Volunteers are defined as Sheriff volunteers with arrest authority and armament, working under the direction of the Coconino County Sheriff's Office with prior consent of the Coconino County Sheriff pursuant to A.R.S. § 13-3871. Reserve Sheriff Officer Volunteers may engage in activities expected of a Coconino County Sheriff Officer.

Citizen Patrol Volunteers may perform community patrols, vacation or seasonal residence/property checks, staff information booths to increase community awareness and promote crime prevention, assist with preparations for emergency or disaster response, assist with road blocks, assist Search and Rescue with missing person searches, assist with emergency evacuation notifications, assist with traffic control, assist Neighborhood Watch organizers in their respective community areas, assist with special research projects, and other duties as requested by the Community programs Coordinator or on duty Patrol Supervisor.

Sheriff Posse and Search and Rescue Volunteers train for and conduct search and rescue operations in and around Coconino County for lost or stranded persons. If a State emergency case number is assigned to a particular search and rescue, these volunteers are covered under the State of Arizona for workers' compensation. If a State emergency case number is not assigned, these volunteers would be covered under Coconino County's workers' compensation insurance.

Citizen Emergency Response Team (CERT) Volunteers attend trainings on emergency preparedness and response, and assist with notifications to community for evacuations, and in emergencies also assist with staffing road blocks, assist with traffic control, staff emergency call centers, and assist in emergency operation centers. They also staff booths at public events to educate public about emergency awareness and preparedness.

Detention Office

Detention Volunteers may provide religious programs, substance abuse recovery support group meetings, and may also provide education and self-help classes to inmates.

Medical Examiner's Office

Medical Examiner's Volunteers may answer phones, perform various office tasks such as filing and inventory, assist with cleaning and set up of exam rooms and instruments, observe autopsies, take notes during autopsies, and assist with investigations at scenes.

Emergency Services

Emergency Management Volunteers assist with planning for and actual emergency response and continuity of operations, provide field support with services needed in emergency response such as sandbagging and other services, support coordination of training and exercises, and support this department with general office work. Some volunteers through this department may assist with emergency sandbagging of areas.

Community Services

Community Service Volunteers may assist with congregate senior meals seating, entertainment, cooking, dishwashing, serving food, and field trips. They may also pick up food donations for transport to the County. They may also visit seniors or disabled persons in their homes, assist them with grocery shopping, transport, or provide watchful companionship to relieve primary care-givers. They may also deliver or carry food deliveries to these homes.

Parks and Recreation

Parks and Recreation Volunteers may distribute event flyers and maps, present classes, assist with field trips, help direct vehicles in public rights of way and in parks to parking areas available, assist with minor cleaning of fairground buildings, assist with County Fair table arrangement, and organization of fair entries, staff informational booths, and provide judging of County Fair entries, may collect litter or trash, may assist with building trails in parks, and may assist with upkeep of the Fort Tuthill Bike Park .

Public Health Volunteers

Public Health Volunteers assist with distribution of health information at public events. A few nurses may also assist with flu immunizations in outlying areas as needed.

Public Works Volunteers assist with sandbagging, shoveling and moving dirt for flood abatement, or in general office work.

All Departments

Office Volunteers may conduct online research and write reports; attend meetings; assist with file management, copying, scanning, and shredding; conduct interviews; carry files; attend court; make or take telephone calls; assist with social media; assist with mailing.

4. Exclusion

Per Coconino County section 3.13 of the Personnel Policy, individuals fulfilling court ordered community service hours are not considered to be volunteers and are therefore not covered by the County for workers' compensation for their court ordered service.

PASSED AND ADOPTED this 5th day of May 2020.

AYES: 5
NOS: 0
ABSENT: 0

(SEAL)

COCONINO COUNTY BOARD OF SUPERVISORS



Elizabeth C. Archuleta, Chair

ATTEST:



Lindsay Daley, Clerk of the Board

APPROVED AS TO FORM:



Rose Winkeler, Deputy County Attorney