

DATE: March 23, 2015
MEETING OF: April 28, 2015
FROM: Staff
RE: **DISCUSSION/ACTION ITEM X.3: Workers' Compensation Exempt Statement**

BACKGROUND

CFSA must have a resolution on file from the Fair Board that authorizes the Authority to provide workers' compensation coverage for volunteers working at your fair.

FISCAL IMPACT

Unknown, the 2015 assessed fee is estimated based on the reported 2014 figures. Estimates are reconciled at year end to reflect actual year's figures.

STAFF RECOMMENDATION

That the board approve a motion that members of the Board of Directors of the 14th DAA, Santa Cruz County Fair, and any volunteers donating time for the Fair, will be covered by Workers' Compensation Insurance while performing their volunteer work.

ATTACHMENTS

- CFSA memo "Reporting 2014 Workers' Compensation Information"

CFSA Workers' Compensation Reporting Form
2014 Information for 2015 Fee Estimates

From: 14th DAA Fair
 Please submit this completed form by February 13, 2015

1. 2014 IRS Form W-3 \$ _____

2014 payroll for full time and part-time salaried employees as reported in box 5 "Medicare wages and tips." Include a copy of your W-3(s) with the completed Reporting Form.

2. 2014 Total hours Worked by all Employees _____

2014 total hours worked by all employees as reported on Cal/OSHA Form 300A, Appendix B, "Summary of Work-Related Injuries and Illnesses," employment information section.

3. 2014 Total Volunteer Hours

Directors Meeting Hours	<u>207</u>
Directors Fair Hours	<u>192</u>
Directors Project Hours	<u>50</u>
Exhibit Department Volunteers	<u>6000</u>
Committee Meetings	<u>500</u>
Junior Livestock Meetings	<u>360</u>
Auction Committee at Fair Time	<u>350</u>
Judges not on Contract	<u>0</u>
Camp Hosts (etc.)	<u> </u>
Other Volunteers	<u>3000</u>
Alternative Work Programs	<u>7200</u>

(Including Community Service/Work Release Labor Programs)

Total Hours: 17,859 X \$9.00 = \$ 160,731
 (Minimum wage)

4. Board Resolution Covering Volunteers

CFSA must have a resolution on file from your Fair Board that authorizes the Authority to provide workers' compensation coverage for volunteers working at your fair. To eliminate the need to do this on an annual basis, your Board may authorize coverage for an indefinite period of time. (call Lianne Lewellen at 916-263-6145 to check and see if your Fair has an indefinite resolution on file) The following verbiage may be used:

A motion was made by Director _____, seconded by Director _____, and carried that members of the Board of Directors of the _____ Fair and any volunteers donating time for the Fair, will be covered by Workers' Compensation Insurance while performing their volunteer work.

Date Passed: _____ Signed: _____

Please submit copy of resolution and IRS Form W-3.

R Rossi Prepared By ADMIN OPS. Title 2/13/15 Date