

SEP 24 2018

Approved

REQUEST FOR AGENDA PLACEMENT FORM

Submission Deadline - Tuesday, 12:00 PM before Court Dates

SUBMITTED BY: Randy Gillespie **TODAY'S DATE:** September 14, 2018

DEPARTMENT: Personnel

SIGNATURE OF DEPARTMENT HEAD: Randy Gillespie

REQUESTED AGENDA DATE: September 24, 2018

SPECIFIC AGENDA WORDING: Consideration to renew Workers' Compensation Program with Texas Association of Counties. Authorizing the County Judge's Signature and ~~allowing Randy Gillespie/HR Director to sign as Pool Coordinator.~~

PERSON(S) TO PRESENT ITEM: Randy Gillespie

SUPPORT MATERIAL: (Must enclose supporting documentation)

TIME: 5 minutes

ACTION ITEM: X

WORKSHOP: _____

(Anticipated number of minutes needed to discuss item) **CONSENT:** _____

EXECUTIVE: _____

STAFF NOTICE:

COUNTY ATTORNEY: _____

IT DEPARTMENT: _____

AUDITOR: _____

PURCHASING DEPARTMENT: _____

PERSONNEL: _____

PUBLIC WORKS: _____

BUDGET COORDINATOR: _____

OTHER: _____

*****This Section to be Completed by County Judge's Office*****

ASSIGNED AGENDA DATE: _____

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE _____

COURT MEMBER APPROVAL _____ Date _____



**TEXAS ASSOCIATION of COUNTIES
RISK MANAGEMENT POOL**

Workers' Compensation Renewal Questionnaire

Johnson County

Coverage Period: January 1, 2019 through January 1, 2020

Thank you for participating in the TAC Risk Management Pool's Workers' Compensation program. As we prepare your renewal, there are a few questions we need you to answer so that we can provide you the most comprehensive and cost effective coverage possible. Pursuant to the Interlocal Participation Agreement, Section 4. Annual Contribution, 4.01 requires that the member timely submit to the Pool documentation necessary for the Pool to properly underwrite the renewal. To ensure that we have up-to-date information, please fill out each page completely and make any changes directly to this document. You can also provide supplemental sheets as necessary. NOTE: Omitted information may result in an exclusion from coverage.

We value your membership in the TAC Risk Management Pool and look forward to another successful year! If you have any questions or need help completing the Renewal Questionnaire, please contact your Member Services Representative (listed below) at 800-456-5974.

Member Service Representative: Ms. Sabrina Pena

Email: sabrinap@county.org

Pool Coordinator/Workers' Compensation Coordinator

Our records indicate that the Member has designated the individual below as the contact for this coverage. In accordance with the terms of the Interlocal Participation Agreement, the Pool Coordinator has express authority to represent and to bind the Member, and the Pool will not be required to contact any other individual regarding matters arising from or related to this Agreement. If the Member wishes to change or update the Pool Coordinator information, please make the necessary changes below.

Contact: Mr. Randy Gillespie Email: randyg@johnsoncountytexas.org
Office Phone Number: (817) 556-66350 Fax Number: (817) 556-6899
Mailing Address: 2 N Main St Rm 215 City, State, Zip: Cleburne, TX, 76033

General Information

	Yes or No
1. Do you use a manned aircraft in any capacity? If Yes: Are your pilots employees? If yes, please complete the Aircraft and Aircraft and Pilot info tabs. Are your pilots volunteers? If yes, and you desire to include Workers' Compensation coverage please complete the Aircraft and Aircraft and Pilot info tabs.	No
2. Do you have operations involving the loading, unloading, repair, or construction of watercraft or vessels, including work performed on barges or docks?	No
3. Do you own, operate, or maintain a railroad, or own, lease, operate, or repair railroad equipment?	No
4. Do you engage in manufacturing, handling, transporting, distributing, or storing explosives or explosive substances (other than gasoline)?	No
5. Do you perform any underground, subaqueous, or tunneling operations?	No
6. Do you provide group transportation for employees to and from the workplace? If Yes: * Average number of employees in a vehicle per trip: * Maximum number of employees in a vehicle per trip: * Average number of daily trips:	No
7. Do you have a County Fire Department that contracts with the state or National Forest Service to fight wildland fires? If Yes: Please advise in the last 5 years for each fire the number of employees and duration in the explanation box below. For any "Yes" responses to the questions above, please provide a brief explanation:	

Unreported Claims

	Yes or No
1. Are you, or any officer or employee, aware of, or have knowledge of any circumstance, occurrence, fact or event which is likely to be a basis of a claim, either now or in the future? If yes, please describe:	No
2. Has the situation been reported to TAC Claims Department?	

Acknowledgement and Acceptance

Member Name: Johnson County

Member acknowledges that the information submitted in this questionnaire is true and accurate, including all known potential claims. The information submitted may be used by the Pool in processing the renewal and in assessing the coverage needs of the Member. The questions posed, or any wording of the questionnaire, should not and may not be relied upon by the Member as implying that coverage exists for any particular claim or class of claims. The only coverage provided by the Pool to the Member is as described in the applicable Coverage Document, including any endorsements and the Contribution and Coverage Declaration, issued to a covered Member.

If the Member makes no changes, the Pool will assume the Member is reporting for the same information as in the previous applicable Coverage Period. The Member understands that any failure to fully and accurately answer the questionnaire and any attached documents may result in denial of coverage provided by the Pool.

9/24/18

Signature of County Judge or presiding official of the Political Subdivision

Date



TEXAS ASSOCIATION of COUNTIES RISK MANAGEMENT POOL

Please enter the estimated payroll and the number of employees for calendar year 2018 in the highlighted columns.

Only include payroll for Elected Officials if your Commissioners Court has selected this Optional Coverage. For Optional Coverages, refer to the next tab for instructions on reporting this payroll.

Member Name : Johnson County

Coverage Period: January 1, 2019 through January 1, 2020

Rating Class Code	Rating Class Description	Payroll 2%	Current Number of Employees	Current Number of Volunteers	Estimated 2019 Payroll Amount	Estimated 2019 Number of Employees	Note
07422	Aircraft Ambulance						
07418	Aircraft Oper. (Patrol, Ambulan)						
07423	Airport						
07721	Ambulance						
09016	Amusement Park, Exhibition Center						
08391	Auto Mechanics						
09014	Bldg. Maintenance & Janitors	\$576,330	17		\$633,682.00	18	
05403	Carpentry (NOC)						
09220	Cemetery Operations						
04511	Chemical Analyst/Assayers	\$120,186	3		\$139,855.00	3	
08809	Chief Of Commissions & Directors						
08810	Clerical	\$11,249,690	287		\$12,207,321.00	287	
05606	Co. & Drain Dist. Commissioners	\$401,013	4		\$420,374.00	4	
08006	Commodity Dist.-Retail Grocery						
05203	Concrete Construction-Bridges						
07380	Drivers						
08811	Election Personnel						
05190	Electrical Wiring W/In Buildings						
08601	Engineers, Surveyors						
07704	Firefighters & Drivers						
09402	Garbage Collection & Drivers						
06319	Gas/Water Main Connection Constr						
09060	Golf Course						
08828	Homemaker Service						
08833	Hospital Professional & Clerical	\$203,348	5		\$244,833.00	6	
09040	Hospital, All Others						
09033	Housing Authority & Drivers						
09032	Housing Authority Mgrs & Empls						
04519	Insect Control						
08709	Inspectors, Samplers, Or Weighers Of Merchandise On Vessels Or Docks Classification						
06229	Irrigation/Drainage Construct.						
08812	Jurors						
08742	Juv Probation, Collectors, Sales	\$854,177	19		\$1,084,488.00	20	
07722	Juvenile Detention Officers						
06219	Landfill Operation & Drivers, Excavation NOC						
07590	Landfill, Garbage Reduction						
07720	Law Enforcement	\$5,114,435	103		\$6,133,123.00	100	
08820	Law Office	\$2,827,291	50		\$3,459,779.00	50	
08838	Library/Museum-Prof. & Clerical						
08829	Nursing Home Employees						
05191	Office Technician						
09015	Parking Lots & Drivers						
09102	Parks & Recreation	\$163,860	5		\$195,096.00	5	
08227	Permanent Yard Employees						
08832	Physician Med.Lab. Minor Emer. Clinic						

Rating Class Code	Rating Class Description	Payroll - 2%	Current Number of Employees	Current Number of Volunteers	Estimated 2019 Payroll Amount	Estimated 2019 Number of Employees	Note
04299	Printing						
08264	Recycling Or Shredding Workers & Drivers						
09079	Restaurant, Food Preparation						
05506	Road Employees-Paving, Repaving	\$2,707,895	77		\$3,442,188.00	77	
09101	Schools - All Other Employees						
07580	Sewage Disposal Plant Operations						
07327	Stevedoring						
08017	Store Clerks						
09061	Swimming Pools						
09019	Toll Bridge Employees						
08831	Vet Hospital & Animal Control						
08859	Volunteers - All Others						
08857	Volunteers - Emergency Medical Personnel						
08855	Volunteers - Fire Fighters						
08856	Volunteers - Law Enforcement						
08292	Warehousing NOC And Driver						
07520	Waterworks Operation & Drivers						
03365	Welder						
08868	Youth & Community Cntr Directors						
		\$24,218,225	\$570		\$27,960,739.00	\$570.00	



TEXAS ASSOCIATION of COUNTIES RISK MANAGEMENT POOL

If you wish to add additional coverages, please make your selection in the form below.

Please note, Chapter 504 Labor Code requires political subdivisions to have a majority vote to add or remove optional coverages for Volunteers, Elected Officials, Election Workers (non-employees) or Jurors.

Member Name : Johnson County

Coverage Period: January 1, 2019 through January 1, 2020

Current Optional Coverages Elected

Elected Officials

OPTIONAL COVERAGE CHANGES ONLY

1. ELECTED OFFICIALS

Does your governing body desire this coverage?

Enter Yes or No: Yes

If yes, include the estimated payroll of all elected officials on the payroll tab, based on the job responsibility of the elected official. If no, do not report the estimated payroll of any elected official.

2. VOLUNTEERS

Does your governing body desire this coverage?

Enter Yes or No:

If yes, enter the estimated payroll on the payroll tab. Four classifications are available: Volunteers - Firefighters, Volunteers - Law Enforcement, Volunteers - Emergency Medical Personnel, and Volunteers - All Others. You may choose to cover any or all classifications.

Please note: You can calculate annual salary by using \$5,200 per volunteer, or if you have an auditable record of hours that each volunteer was on duty or participating in sponsored training you may determine the "salary" by multiplying the number of hours by the hourly wage that would have been used if the services had been provided by an employee.

3. JURORS

Does your governing body desire coverage of Jurors?

Enter Yes or No:

If yes, enter the estimated payroll on the payroll tab.

4. ELECTION WORKERS (NON-EMPLOYEES)

Does your governing body desire coverage of election personnel?

Enter Yes or No:

If yes, enter the estimated payroll on the payroll tab.

Please note: Election Personnel refers to temporary or contract personnel paid for service in the conduct of an election. Do not include payroll for county employees. County employed election staff should be reported under Clerical.



TEXAS ASSOCIATION of COUNTIES RISK MANAGEMENT POOL

Please update your list of locations and the number of employees at each location. Place an X in the 'Remove Location' column if this location is no longer valid. Update the employee counts for all locations. Add new locations at the bottom.

Member Name : Johnson County

Coverage Period: January 1, 2019 through January 1, 2020

Policy Effective Date	Structure Identifier	Local Address	Employee Count	Remove Location	Updated Employee Count	Maximum Employees At One Time	Number of Stores	Construction Code	Year Built
01/01/2019	ALVARADO SUB	206 BAUGH ALVARADO TX, 76009	12						
01/01/2019	BANK BLDG.	1 MAIN STREET, CLEBURNE, TX, 76033	65						
01/01/2019	BURLESON SUB	247 ELK DR., BURLESON, TX, 76028	20						
01/01/2019	CONSTABLE 1	425 W. CHAMBERS, CLEBURNE, TX, 76033	5						
01/01/2019	COURTHOUSE	2 N. MAIN, CLEBURNE, TX, 76033	54						
01/01/2019	E O C	810 E. KILPATRICK, CLEBURNE, TX, 76031	4						
01/01/2019	ELECTION/ME	103 S. WALNUT, CLEBURNE, TX, 76033	9						
01/01/2019	GUINN JUSTICE CENTER	204 S. BUFFALO, CLEBURNE, TX, 760335500	120						
01/01/2019	J P 1	226 FEATHERSTONE, CLEBURNE, TX, 76033	5						
01/01/2019	JAIL	1800 RIDGEMAR DR., CLEBURNE, TX, 76031	44						
01/01/2019	LAW ENFORCEMENT CENTER	1102 E. KILPATRICK, CLEBURNE, TX, 76031	150						
01/01/2019	PREC.1	2744 W. FM 4, CLEBURNE, TX, 76033	20						
01/01/2019	PREC.2	3425 CR 920, CROWLEY, TX, 76036	18						
01/01/2019	PREC.3	10420 E. FM 917, LILLIAN, TX, 76061	21						
01/01/2019	PREC.4	4300 E. FM 4, CLEBURNE, TX, 76031	23						

New Location(s)

***Complete this section if a location has 200 or more employees**



TEXAS ASSOCIATION *of* COUNTIES RISK MANAGEMENT POOL

If you have any watercraft over 26' in length, please fill out the form below for each watercraft.

Member Name : Johnson County

Coverage Period: January 1, 2019 through January 1, 2020

Watercraft Type
Make
Model
Model Year
Length
Horse Power
Owned Leased Chartered
Number of Crew
Passenger Capacity
Use
Frequency of Use
Primary Body of Water

Is Protection and Indemnity coverage provided for each watercraft listed above?

If "No" Please Explain