AGENDA ITEM
CA40

AGENDA PLACEMENT FORM

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

Date: 9-13-2024

Meeting Date: 9-23-2024

Submitted By: Randy Gillespie

Department: Personnel

Signature of Elected Official/Department Head:

Randy Gillespie

Court Decision:
This section to be completed by County Judge's Office

Johnson County APPROVED Commissioners Court

September 23, 2024

Description:

Cosideration to renew Workers' Compensation Program with Texas Association of Counties. Authorizing the County Judge's Signature and allowing Randy Gillespie/Personnel Director to sign as Pool Coordinator.

(May attach additional sheets if necessary)

Person to Present: Randy Gillespie

(Presenter must be present for the item unless the item is on the Consent Agenda)

Supporting Documentation: (check one) ☑ PUBLIC ☐ CONFIDENTIAL

(PUBLIC documentation may be made available to the public prior to the Meeting)

Estimated Length of Presentation: 10 minutes

Session Requested: (check one)

☑ Action Item ☐ Consent ☐ Workshop ☐ Executive ☐ Other _____

Check All Departments That Have Been Notified:

☐ County Attorney ☐ IT ☐ Purchasing ☐ Auditor

☐ Personnel ☐ Public Works ☐ Facilities Management

Other Department/Official (list) _____

Please List All External Persons Who Need a Copy of Signed Documents In Your Submission Email

Approved in CC on 9/11/2023

TEXAS ASSOCIATION of COUNTIES
RISK MANAGEMENT POOL

Workers' Compensation Renewal Questionnaire

Johnson County

Coverage Period: January 1, 2025 through January 1, 2026

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. Brittany Davis

Email: brittanyd@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@johnsoncountytx.org

Office Phone Number: (817) 556-6350

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?	No
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.	
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?	No
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:	
7. Do you have a County Fire Department that contracts with the state or National Forest Service to fight wildland fires?	No
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?	No
If yes, please describe:	
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.

9-23-24

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 2025 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, 2025 through January 1, 2026

Rating Class Code	Rating Class Description	2023 Actual Payroll +2%	Current Number of Employees	Current Number of Volunteers	Estimated 2025 Payroll Amount	Estimated 2025 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	$947,713	25		$999,838	25	
05403	Carpentry (NOC)						
09220	Cemetery Operations						
04511	Chemical Analyst/Assayers	$175,994	4		$238,606	4	
08809	Chief Of Commissions & Directors						
08810	Clerical	$15,196,215	280		$19,378,417	309	
05606	Co. & Drain Dist. Commissioners	$501,791	4		$542,040	4	
08006	Commodity Dist.-Retail Grocery						
05203	Concrete Construction-Bridges						
07380	Drivers						
08811	Election Personnel	$159,181	250			250	
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	$1,770,634	32		$1,867,734	36	
09040	Hospital, All Others						
09033	Housing Authority & Drivers						
09032	Housing Authority Mgrs & Emplys						
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	$1,292,464	20		$1,404,533	18	
07722	Juvenile Detention Officers						
06219	Landfill Operation & Drivers, Excavation NOC						
07590	Landfill, Garbage Reduction						
07720	Law Enforcement	$18,043,036	349		$24,144,699	355	
08820	Law Office	$4,111,326	55		$5,150,077	55	
08838	Library/Museum-Prof. & Clerical						
08829	Nursing Home Employees						
05191	Office Technician						
09015	Parking Lots & Drivers						
09102	Parks & Recreation	$235,238	6		$248,176	6	
08227	Permanent Yard Employees						
08832	Physician Med.Lab. Minor Emer. Clinic						
04299	Printing						
08264	Recycling Or Shredding Workers & Drivers						
09079	Restaurant, Food Preparation						
05506	Road Employees-Paving, Repaving	$3,210,695	75		$3,756,794	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	$221,813		41	$222,813	41	
08292	Warehousing NOC And Driver						
07520	Waterworks Operation & Drivers						
03365	Welder						
08868	Youth & Community Cntr Directors						

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, 2025 through January 1, 2026

Current Optional Coverages Elected

Elected Officials

Volunteers - Law Enforcement
Election Workers (non-employees)

ONLY COMPLETE IF MAKING CHANGES TO CURRENT OPTIONAL COVERAGES ELECTED

1. ELECTED OFFICIALS
   Does your governing body desire this coverage? **Enter Yes or No:** [ ]

   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, 2025 through January 1, 2026

Policy Effective Date	Structure Identifier	Local Address	Employee Count	Remove Location	Updated Employee Count	Maximum Employees At One Time	*Complete this section if a location has 200 or more employees		
							Number of Stories	Construction Code	Year Built
01/01/2025	ALVARADO SUB	206 BAUGH,ALVARADO,TX,76009	12						
01/01/2025	BANK BLDG	1 MAIN STREET,CLEBURNE,TX,76033	58						
01/01/2025	BURLESON SUB	247 ELK DR ,BURLESON,TX,76028	16						
01/01/2025	CONSTABLE 1	3390 FM 1434,CLEBURNE,TX,76033	7						
01/01/2025	COURTHOUSE	2 N MAIN,CLEBURNE,TX,76033	59						
01/01/2025	E O C	810 E KILPATRICK,CLEBURNE,TX,76031	4						
01/01/2025	ELECTION/ME	103 S WALNUT,CLEBURNE,TX,76033	10						
01/01/2025	GUINN JUSTICE CENTER	204 S BUFFALO,CLEBURNE,TX,760335500	150						
01/01/2025	J P 1	226 FEATHERSTONE,CLEBURNE,TX,76033	5						
01/01/2025	JAIL	1800 RIDGEMAR DR ,CLEBURNE,TX,76031	257						
01/01/2025	LAW ENFORCEMENT CENTER	1102 E KILPATRICK,CLEBURNE,TX,76031	107						
01/01/2025	PREC 1	3400 FM 1434,CLEBURNE,TX,76033	21						
01/01/2025	PREC 2	3425 CR 920,CROWLEY,TX,76036	13						
01/01/2025	PREC 3	10420 E FM 917,LILLIAN,TX,76061	17						
01/01/2025	PREC 4	4300 E FM 4,CLEBURNE,TX,76031	20						
New Location(s)									
NEW	EMERGENCY COMMUN. CTR	1100 E. KILPATRICK,CLEBURNE,TX,76031	24						
NEW	MARTI BLDG	411 MARTI DRIVE,CLEBURNE,TX,76033	20						
CHANGE	CONSTABLE 1	NEW LOCATION SEE ABOVE							
CHANGE	PREC.1	NEW LOCATION SEE ABOVE							

TEXAS ASSOCIATION *of* COUNTIES
RISK MANAGEMENT POOL

If you own or lease an aircraft, or employ pilots please fill out the form below for each Aircraft and Pilot.

If your pilots are only volunteers and you desire to include Workers' Compensation coverage complete this section.

Member Name : Johnson County

Coverage Period: January 1, 2025 through January 1, 2026

					Aircraft Type:				Ownership:				Monthly Avg.		Total Seats	
Hangar Address	Make and Model	Year Built	Federal Registration #	Amphibious? [YES/NO]	Jet	Prop.	Helicopter	Other	Owned	Regularly Chartered	Leased	Fractional Ownership (list %)	Flight Hours	# of Trips	Crew	Passenger

Avg. Employees Per Trip		If Aircraft is Chartered or Leased					Select all ac
Crew	Passenger	Name of Charterer/Lessor	Limits of liability	Description of general use and usual destination(s):	Is a waiver of subrogation required by any charterer? [YES/NO]	If employees fly on aircraft that are not owned, leased or regularly chartered, please describe. If aircraft is regularly chartered or leased, attach a copy of the contract.	Aerial Advertising

tivities you perform with the aircraft listed. Please select all that apply.

Law Enforcement	Flight Instruction	Traffic Control	Fire Fighting	Mosquito Abatement	Aerial Photography, Surveying, Mapping or News Reporting	Patrolling Pipelines, Power Lines or Canals	Carrying People or Cargo for Hire	Crop Seeding, Dusting or Spraying	Logging/ Timber hauling	Low Altitude	Oil or Mineral Exploration	Air Racing	Weather Control

			Indicate if you own, leases or regularly charters any:							
Stunt Flying	Organ Procurement	None of these activities	Gliders	Experimental	Lighter-than-air aircraft (hot air balloons, airships, etc.)	Transportation to/from offshore oil or gas facilities	Powered Parachutes	Kit-built (home-built)	Any trips outside U.S. in past two years? [YES/ NO]	Do you limit the number of employees on board an aircraft at any one time? [YES/ NO]

Do you have night restrictions? [YES/NO]

TEXAS ASSOCIATION of COUNTIES
RISK MANAGEMENT POOL

Complete the following information for each pilot flying on behalf of the Member in any capacity (Employee, chartered, pilot, volunteer, etc.)

Member Name : Johnson County

Coverage Period: January 1, 2025 through January 1, 2026

Pilot's Full Name	Pilot's Address, City, State, Zip Code	DOB	Employed by applicant? [YES/NO]	Pilot in command experience								FFA pilot rating		
				Full Time Pilot? [YES/NO]	Total hours			Hours last 12 months	Hours last 90 days	Total Instrument	Total Night	Student	Private	Commercial
					Single	Multi	Rotor							

s now held: Please list the date obtained							Biennial flight review or equivalent		Last instrument competency check		Last recurren	
Flight Instructor	ATP	AMEL	ASES	Instrument	Rotorcraft	Please list any Aircraft for which you are type rated:	Date	Type of aircraft	Date	Type of aircraft	Date	School or Instructor

t/transition course	
Please provide details of last course	As Pilot in-command or as copilot, have you been involved in any aircraft incidents or accidents? If yes, explain.

As Pilot in-command or as copilot, have you had or been found guilty of any federal air regulations or violations? If yes, explain.

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, 2025 through January 1, 2026

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: