Workers Compensation Retrospective Rating Program

Service-Only Program Participation

Association of Washington Cities
Workers' Compensation Retro Program – Service-Only Program

Participation Agreement and Service-Only Program Enrollment Application

Government, Utilities & Related Services

As a member in good standing with the Association of Washington Cities

Pacific County

Member name

004,040-00

L&I account number

Enrolls by this agreement as a member in the Association of Washington Cities (AWC) Retro Program Service-Only Program to administer workers compensation claims made to the Washington State Department of Labor and Industries (L. & I).

The Service-Only program offers non-Retro AWC member jurisdictions or poorly performing Retro members the ability to have professional claims management and loss prevention services without sharing in the risk/reward of participating in the AWC Workers' Compensation Retrospective Rating Pool.

1. **Mission and Goals of the Program:**
   Mission
   A. Professional management of all L&I claims;
   B. Proactive risk management; and
   C. A forum for innovative techniques in risk reduction.

   Goals
   A. All members to attain a .75 experience rating from L&I; and
   B. To attain rate stability and financial certainty to the extent possible under the L&I rating system.

2. **Administration & Management of the Program:**
   AWC is responsible for the day-to-day operation of the Service-only Program, which include:
   A. Assisting program participants in reducing the frequency and severity of industrial injuries;
   B. Educating program participants in the most appropriate ways to control costs;
   C. Providing claims management services, including access to online claims management system, Risk Console;

D. Providing program information and training materials;
E. Providing loss prevention and risk management services.
F. Reviewing employer program member annually for qualification for membership in AWC Retro program.

3. Governance of AWC Retro Service-Only Program

A. The AWC Board Executive Committee is the governing authority for the AWC Workers' Compensation Retrospective Rating Program and Service-Only Program.

B. The Retro Advisory Committee, a committee composed of representatives of seven member cities/towns and one member county advises the Board Executive Committee and AWC Retro staff on operational issues including contract terms, distribution of refunds to retrospective rating group pool members, program enhancements, conditions for continued participation and other issues. This committee meets at least once per year.

C. Service-Only members are not allowed to serve on the Retro Advisory Committee

4. Member agrees to:

A. Remain a member of the AWC Retro Service-Only Program through the annual term of this agreement.
B. Comply with all applicable laws, rules and regulations set forth by L&I;
C. Participate in safety and loss prevention programs available as an AWC Retro Service-only Program member, including striving to have at least one field employee complete training to become a Retro Safety Coordinator;
D. Demonstrate a commitment to maintaining a safe workplace and utilizing return-to-work strategies to reduce claims costs;
E. Maintain membership in the Association of Washington Cities through the year for each year of service-only participation;
F. Pay a program fee of six and one half percent (6.5%) of total Industrial Insurance Premium, billed annually in January, for each plan year of participation;
G. Provide notification 30 days before the end of the term if the service program member wishes to terminate the automatic renewal of the agreement.
H. Non-payment of service fees as agreed will result in termination from the program.

6. Service-Only Program Limitations:

Service-Only Program members are required to pay program fees of 6.5% of premium to join the Service-Only Program. Service-Only Program members do not participate in the "good performance rebate" available to Group Retro Pool members. Service-Only members may not serve on the Retro Advisory Committee

7. Indemnification/Liability:

Each party shall indemnify and hold harmless the other and its directors, officers, employees, agents, parents, subsidiaries, successors and assigns from and against any and all liabilities, claims, suits, actions, demands, settlements, losses, judgments, costs, damages, and expenses (including reasonable attorney's fees) arising out of or resulting from, in whole or part, the acts or omissions of the indemnifying party, its employees, agents or contractors and the indemnifying party's affiliated companies and their employees, agents or contractors.

8. Term of Agreement:

The term of this agreement is one year, effective on January 1, 2015, and renewing automatically each subsequent year unless the AWC Retro Service-Only Program is notified in writing thirty days prior to the start of the year that the Service-only program member wishes to terminate agreement.

Authorized by Program Member:

(Printed Name)	*(Title)*
(Signature)	*(Address/Street)*
(City/Town Applicant)	*(Date)*

Authorized by AWC Retro Service-Only Program:

Luann Hopkins	*(Title)*
(Signature)	*(Date)*

(Form revised 12-12-14)

Pacific County
COMMISSIONERS
Steve Rogers, District #1
Frank Wolfe, District #2
Lisa Ayers, District #3

December 17, 2014

Department of Labor & Industries Employer Services
P O Box 44140
Olympia, WA 98504-4140

RE: Designation of Employer Representative
Firm UBI #: 254-000-662
Firm Account #: 004,040-00

Please accept this Letter of Authorization for the Department of Labor & Industries to establish the following company as our duly authorized Employer Representative and change our claim mailing address to:

AWC Retro
1076 Franklin Street SE
Olympia, WA 98501-1346
Phone: 360/753-4137
Fax: 360/753-0149

We have been advised that this Letter of Authorization releases confidential account and claim information and online access to the ORCA System to AWC Retro until further notice.

Beginning date of authorization: December 15, 2014

Name and Title of person duly authorized:

_____

Thank you.

Sincerely,
BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

STEVE ROGERS
Chairman