

**HIGHLINE WATER DISTRICT  
King County, Washington**

**RESOLUTION 20-10-7C**

**RESOLUTION AUTHORIZING THE GENERAL MANAGER OR DESIGNEE THE AUTHORITY TO GRANT THE USE OF LIGHT DUTY WORK OR PAID ADMINISTRATIVE LEAVE FOR EMPLOYEES WHO EXPERIENCE AN ON-THE-JOB INJURY RESULTING IN A TIME-LOSS LABOR AND INDUSTRY CLAIM**

**WHEREAS**, the District is a member of the Washington Association of Water and Sewer District (WASWD) Retrospective Rating Program designed to pool multiple agencies together to reduce the overall costs for workers compensation through Washington State Department of Labor and Industries (L&I); and

**WHEREAS**, WASWD has recently retained the services of Archbright to administer the Retrospective Rating Program; and

**WHEREAS**, L&I establishes workers compensation insurance premiums based on several factors including job industry, risk classification and claims history; and

**WHEREAS**, L&I provides a claim-free discount up to 40% off the base rate premium for agencies who have not experienced a time-off injury or disability claim in the previous three (3) year experience period; and

**WHEREAS**, the District is receiving a claim-free discount; and

**WHEREAS**, Archbright has recommended the District directly compensate an employee who is injured on-the-job and is unable to work for a short period-of-time with paid administrative leave rather than claiming a time-off injury with L&I to prevent the loss of the claim-free discount; and,

**WHEREAS**, the loss of the claim-free discount would be significantly higher than compensating an employee for a short-term time-off injury; and

**WHEREAS**, granting Management flexibility to compensate an employee with light duty work or paid administrative leave for short time-off injuries will financially benefit the District by keeping L&I premiums low and to not lose the claim-free discount.

**NOW, THEREFORE, BE IT RESOLVED:**

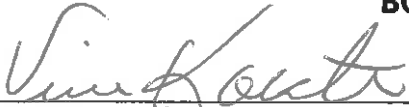
1. The General Manager or designee is authorized to provide light-duty work or paid administrative leave to an employee who experiences an on-the-job injury and is unable to work in their normal capacity for a short period-of-time rather than filing a time-loss claim through Labor and Industries based on their professional judgement and the potential increase in premiums and/or loss of a claim-free discount.
2. The General Manager is authorized to retroactively enforce this policy.

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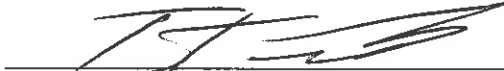
**RESOLUTION 20-10-7C**

**ADOPTED BY THE BOARD OF COMMISSIONERS** of Highline Water District, King County, Washington, at an open public meeting held this **7th** day of **October 2020**.

**BOARD OF COMMISSIONERS**



**Vince Koester**, President



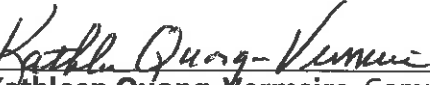
**Todd Fultz**, Secretary



**Polly Daulte**, Commissioner



**Daniel Johnson**, Commissioner



**Kathleen Quong-Vermeire**, Commissioner

**Agenda Item No.:** 5.3  
**Agenda Date:** 10/07/20  
**Reviewed By:** M.E.

Re: Authorize Light Duty Work or Paid Administrative Leave for employee on the job injury

CATEGORY	
<i>Executive</i>	<input type="checkbox"/>
<i>Administrative</i>	<input checked="" type="checkbox"/>
<i>Engineering/Operations</i>	<input type="checkbox"/>

FINANCIAL			
<i>Expenditures?</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
<i>Budgeted?</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Amount: \$ _____			Includes Tax

**ATTACHMENTS:**

1. Resolution 20-10-7C

**COMMENTS:**

L&I provides a claim-free discount up to 40% off the base rate premium for agencies who have not experienced a time-off injury or disability claim in the previous three (3) year experience period.

The District is receiving a claim-free discount.

Granting Management flexibility to compensate an employee with light duty work or paid administrative leave for short time-off injuries will financially benefit the District by keeping L&I premiums low and to not lose the claim-free discount

Management recommends approval of this resolution.