

**CITY OF BLAINE**  
**REQUEST FOR COUNCIL ACTION**  
**MEETING DATE:** August 27, 2007

**SUBJECT:** Resolution 1469-07, Blaine AWC Benefit Trust Resolution

**PREPARED BY:** Sheri Sanchez for Whatcom County Rural Library District

**AGENDA LOCATION:** Comments/Communications ☐, Consent ☐, Committee Reports ☐,  
Unfinished Business ☐, Council Action Items ☒, Public Hearing, Standing Committees ☐

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**ATTACHMENTS:**

- Resolution 1469-07
- AWC Employee Benefit Trust, Non-City Membership Criteria

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**REQUEST:** Request for approval of resolution

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**BACKGROUND:**

The Association of Washington Cities adopted a revised Non-City Entity policy, which became effective on 1/1/05. The policy allows for non-city entities to apply for entrance to the Employee Benefit Trust insurance program, which requires that a current city member (City of Blaine) sponsor the non-city entity, through the adoption of a resolution.

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**DISCUSSION:**

The Whatcom County Rural Library District seeks sponsorship into the AWC Employee Benefits Trust in order to provide insurance coverage for their employees. Once the Whatcom County Rural Library Districts has a sponsor, it will still be required to meet criteria as outlined by the AWC Employee Benefit Trust. As the AWC Board of Trustee only meets 1 time per year, the Whatcom County Rural Library District seeks sponsorship in time for their application to be reviewed this year.

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**BUDGET IMPLICATIONS:**

N/A

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**RECOMMENDATION:**

Staff recommends that the City Council adopt Resolution 1469-07, requesting membership of the Whatcom County Rural Library District into the AWC Employee Benefit Trust.

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**REVIEWED BY:**

City Manager \_\_\_\_\_ Finance Dir. \_\_\_\_\_ City Clerk \_\_\_\_\_

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**COUNCIL ACTION:**

☐ Approved    ☐ Denied    ☐ Tabled/Deferred    ☐ Assigned to: \_\_\_\_\_

**COUNCIL ACTION:** \_\_\_\_\_

**Resolution No. 1469-07**

**A RESOLUTION WITH REGARD TO SPONSORING THE WHATCOM  
COUNTY RURAL LIBRARY DISTRICT REQUEST TO JOIN THE  
ASSOCIATION OF WASHINGTON CITIES EMPLOYEE BENEFIT TRUST**

**WHEREAS**, the City of Blaine is a member of the Whatcom County Rural Library District, which was created pursuant to RCW 27.12, and

**WHEREAS**, the Whatcom County Rural Library District provides Library services for the City of Blaine and the City of Blaine has legally annexed to the District, and

**WHEREAS**, the Whatcom County Rural Library District would like to participate in the Association of Washington Cities (AWC) Employee Benefit Trust benefits program as a quasi-municipal entity, and

**WHEREAS**, the Association of Washington Cities (AWC) Employee Benefit Trust requires that a city member of the Association of Washington Cities (AWC) Employee Benefit Trust sponsor a non-city entity's request before the non-city entity can participate in the Association of Washington Cities (AWC) Employee Benefit Trust benefit programs.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE  
CITY OF BLAINE, WASHINGTON, THAT:**

1. The City of Blaine, with this resolution, sponsors the Whatcom County Rural Library District's request for application to join the Association of Washington Cities (AWC) Employee Benefit Trust as a non-city entity.
2. The City of Blaine requests that the Whatcom County Rural Library District be allowed membership into the Association of Washington (AWC) Employee Benefit Trust.

PASSED BY the City Council of the City of Blaine, Washington and approved by the Mayor on this 27th day of August, 2007.

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MIKE MYERS, Mayor

ATTEST:

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SHERI SANCHEZ, City Clerk



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## Employee Benefit Trust

AWC EMPLOYEE BENEFIT TRUST


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### NON-CITY MEMBERSHIP

The AWC Trust Board of Trustees met on December 12, 2004, and have adopted a revised Non-City Entity policy, which will be in effect beginning January 1, 2005. The Board of Trustees has the authority to change these criteria at any time.

#### Non-City Entity Entrance Criteria

The Non-City Entity Entrance Criteria consists of the 3 sections listed below. The criteria listed in each section must be met in order for the non-city to be considered for entrance to the Employee Benefit Trust insurance programs.

1. **Criteria that must be met for an entity to apply.**  
**Additional factors the Board of Trustees may consider when reviewing new applicants.**
2. **Criteria that must be met by the non-city entity once the Board of Trustees approves its membership application.**
3. **Financial impacts to the non-city entity.**

#### 1. APPLICATION CRITERIA:

- A current city member of the Employee Benefit Trust must sponsor the non-city entity.
- The council of the sponsoring member must adopt a resolution that requests membership into the AWC Employee Benefit Trust.  
[Click here](#) (pdf, 24 kb) to view a sample city resolution.
- The non-city entity must have an agreement with a member city or cities to provide services that are traditionally provided by a city or town.
- The non-city entity must provide evidence that it provides predominantly city services, including a map of the service

Benefit

plans



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area.

- If available, the non-city entity must provide a claims experience history. If claims experience is not available, the Board may choose to not consider the application of the non-city entity. The Board may apply a surcharge based upon claims experience and/or its discretion.
- The non-city entity must apply for membership in the Trust a minimum of one month prior to any regular Board of Trustees meeting for consideration by the Board.
- The Board of Trustees may, at any time, impose a moratorium on the submission of non-city applicants.
- The non-city entity must complete and submit an AWC Trust Non-City Entity Application Form.
- The non-city entity must provide a list of all members of its governing board and indicate which, if any, of these members has a specific elected or appointed status as a city official.
- The non-city entity must not have access to insurance available through their professional service organization. (i.e. Counties, Fire Commissioners etc.)
- If the above criteria have been met, the non-city entity's application will be reviewed by the Board of Trustees for either acceptance or rejection.

The Board of Trustees may also consider the following when reviewing applications:

- Does the ability of the non-city entity to enroll on Trust insurance programs aid a member city or cities in fostering community partnerships, coalitions and collaborations?
- What is the current percentage of enrollment of non-city entity members in the Trust? (In the interest of serving municipalities, the Board believes that non-city membership should comprise *no more than* 15% of the total number of insured employees.)

**2. ONCE APPROVED, THE NON-CITY ENTITY MUST ABIDE BY THE FOLLOWING CRITERIA:**

- The approved non-city entity must adhere to the Trust's wellness philosophy. In support of this, the following requirements must be met by the entity:
  1. The entity must adopt a wellness policy, resolution, or mission statement indicating its support of employee health.
  2. The entity must promote and strongly encourage employees to participate in AWC's HealthCheck Plus

program each year.

3. The entity must create a wellness committee and document the committee structure including its purpose, membership guidelines, meeting frequency, length of members' terms, and time commitment.
4. The entity must make quarterly reports on wellness activities to AWC wellness staff.
5. A budget for the wellness committee must be appropriated.
6. At least one member of the wellness committee must attend an AWC wellness training each year. Other related trainings may be substituted to meet this requirement upon AWC wellness staff approval.
7. The entity must complete an annual questionnaire documenting it has satisfied the six wellness criteria listed above.

\*In order to satisfy these requirements, the AWC recommends the entity participate in the many free health promotion programs, services, and financial assistance provided by the AWC Wellness Works program.

- If approved for entrance and enrolled with the Trust, the non-city entity must remain a member of the Trust for a minimum of 3 years.
- The non-city entity must give a 6-month termination notice to the AWC Trust.
- Non-city entities are not eligible to serve on the Employee Benefits Advisory Committee.
- A non-city entity's membership may be terminated by the Board of Trustees at its discretion with a minimum of a 4-months' termination notice to the entity by the Board.
- Non-city entities will have access to medical retiree Plan R at time of enrollment with the Trust (for eligible employees/retirees).
- Non-city entities and individual employees must be enrolled in an AWC Trust Regence medical plan for a minimum of **10 years** to access the premium subsidized retiree plan (Selections/PPO).
- Non-city entities must sign a participation agreement which includes all of the agreed to criteria.

### 3. FINANCIAL IMPACTS

- Upon Board approval of membership, the non-city entity will be charged an **annual assessment fee of \$500 and a**

**percentage of its annual premium to the Trust.** This percentage is on a sliding scale, based on number of employees covered on the medical program on January 1 each year:

- o **Under 50** employees: .5% of its annual premium. To be remitted by June 1 each year.
- o **51 - 100** employees: .6% of its annual premium. To be remitted by June 1 each year.
- o **101-200** employees: .7% of its annual premium. To be remitted by June 1 each year.
- o **201 - 300** employees: .9% of its annual premium. To be remitted by June 1 each year.
- o **301 - 400** employees 1% of its annual premium. To be remitted by June 1 each year.
- o **401 - 500** employees 1.2% of its annual premium. To be remitted by June 1 each year.
- o **501 and higher:** Must be reviewed by board to determine continued participation - including addressing appropriate impact fees.

The above rates are subject to review and/or change by the Board of Trustees at any time.

1/7/05

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