

**GOLDEN STATE RISK MANAGEMENT AUTHORITY**

**INSTRUCTIONS FOR  
ELECTING WORKERS' COMPENSATION COVERAGE  
FOR UNPAID VOLUNTEERS**

The foregoing page explains that workers' compensation insurance coverage is not provided to unpaid volunteers. Many GSRMA member agencies have directors or trustees who serve on their boards without pay, yet those board members are not covered should they incur an injury while providing services to the agency. In addition, many member agencies have other unpaid volunteers providing services to the agency without compensation.

Your agency has the option of electing to provide workers' compensation insurance coverage to all unpaid volunteers, or only to your *unpaid* directors or trustees, or both. (Directors/trustees *who receive compensation* are currently covered "employees.") If your board decides to provide such coverage, you must adopt a Resolution doing so. Attached you will find two sample Resolutions—one for electing coverage for only unpaid directors/trustees, the other electing coverage for all authorized volunteers including directors/trustees.

Please prepare the appropriate Resolution by completing all of the blanks highlighted below. The signed and dated Resolution must be submitted to GSRMA as soon as it is adopted.

GSRMA wants every member agency to make a fully-informed and knowing decision, including deciding to NOT provide such coverage. Therefore, if your board elects to NOT provide workers' compensation to any board members or other volunteers, we ask that you complete the information below and return it to GSRMA at your earliest convenience.

Please let us know if you have any questions or need additional information.

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**The governing board of \_\_\_\_\_ has duly considered and has elected to NOT provide workers' compensation coverage to its unpaid board members and other volunteers providing services to the agency.**

**By:** \_\_\_\_\_  
[Signature]

**Printed Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_