

# **Loss Control Division**

of the Alabama Municipal Insurance Corporation and the Municipal Workers Compensation Fund



Sponsored by the Alabama League of Municipalities

## Online Training - Year Round Courses



The AMIC/MWCF Loss Control Division has partnered with LocalGovU, an online training provider specializing in training to local governments. The courses offered year-round are listed below by category.

### **Fire Department**

Bloodborne Pathogens for First Responders Fire Behavior – Fire Basics

Fire Behavior – Types of Fires

Fire Behavior - Fire Growth and Fire Stages

Fire Control - Structural Fires

Fire Control – Wildfires and Non-Structural Fires Hazmat First Responder Awareness Level 1

## **Utility Department**

Drinking Water Distribution System Management Sewer System Overview
Wastewater Utility Operation & Maintenance
Watershed Overview
Storage Tank Management
Providing and Protecting Potable Water Sources
Stormwater Runoff Responsibilities 101
Water Agency Security
Trench Safety
Trenching and Excavation Safety
Excavation 101
Excavation 102
Confined Spaces
Respirators & Air Quality

#### **Motor Vehicles**

Bus Operations: Operator Training
Bus Safety: Distracted Driving
Commercial Motor Vehicle Safety
Distracted Driving for Local Government
Defensive Driving Basics
Advanced Defensive Driving Techniques
Distracted Driving for Local Government – 2 Hour
Dump Truck Safety

#### **Work Zone Safety**

The First 15 Minutes – Decision Making at Roadway Incidents Inspection and Citation Guidance for Roadway and Highway Construction Work Zones

Work Zone Exposure Control Measures
Work Zone Safety for Local Governments
Work Zone Traffic Control 101
Safe and Effective Work Zone Inspections
Understanding the MUTCD

### **Equipment Safety**

Chain Saw Safety Ladder Safety 101 Equipment Safety Forklift Safety Power Tool Safety

### **Seasonal Safety**

Dealing with Heat Stress Snow and Ice Management Dealing with Cold Stress

#### **Information Technology**

Microsoft Outlook Basics Microsoft Word Basics Microsoft Excel Basics Computer Security Basics

#### **Chemical Safety**

Absorbents and Spills Chemicals and MSDS Global SDS and the Hazardous Communications Standard

#### **Customer Service**

Basic Telephone Skills Keeping Your Cool Personal Professionalism A Welcoming Customer Culture Handling Difficult Customers



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#### **Elected Officials**

Ethical Behavior for Elected Officials Ethical Behavior for Local Governments Parliamentary Procedures Running an Effective Board Meeting Training for Small Communities

#### **Volunteers & Community**

Public Employee Safety in the Community Volunteers Working with Children and Adolescents Understanding Child Neglect for Volunteers Understanding Domestic Abuse for Volunteers

## **Management Skills**

Enhancing Work Relationships

Report Writing: 1
Report Writing: 2

Business Writing Basics

Work Environment Flexibility

Basic Math

Meeting Management

Generational Differences

An Introduction to Requests for Proposal

Business Continuity

Coaching with Character

Transition from Peer to Supervisor

**Developing Effective Communication Skills** 

Writing and Effective Email

Time Management Skills

Drug and Alcohol Awareness

Supervisor Skills 101

Supervisor Skills 201

Sexual Harassment Training for Managers

Science of Employee Engagement

Goal Setting Skills

Leadership vs Management

Performance Management

Crisis Management

**Providing Effective Orientations** 

Press Conference and Briefing Basics

Dealing with the Media

#### **Health & Wellness**

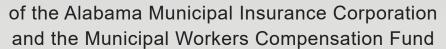
High Blood Pressure – Reducing Your Risks
Understanding Depression and Bipolar Disorder
Understanding Nutritional Information & Labels
Understanding Pre-diabetes
Diabetic Emergencies
Managing Your Healthcare
Eating Right for Health and Fitness
Smoking Cessation
Stress and Your Health
Understanding Carpel Tunnel Syndrome
Sleep and Your Health
Walking Your Way to Fitness
Excited Delirium
Pandemic Planning – Elements of the Plan
Pandemic Planning – Planning Organization

#### Parks & Recreation and Grounds Keeping

Lawn Care Equipment Safety
Commercial Lawn Mower Safety
Cemetery Maintenance
Youth Sports Injuries
Parental Responsibility and Youth Sports
Public Pools & Public Health
Designing and Maintaining Safe Playgrounds



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#### **Human Resources**

Discipline and Termination Handling Angry Employees Employee Recognition Employee Retention

HIPAA: Protected Health Information for Public Entities Understanding the Family & Medical Leave Act

Workplace Harassment

Workers Compensation: Strains and Sprains Injury Prevention

**Retaining Talent** 

**FMLA Training for Supervisors** 

Form I-9

Personnel Record Retention (Federal Standards)

Sexual Harassment in the Workplace Disciplinary Action and Procedures

Bullying in the Workplace

Diversity in the Workplace

Violence in the Workplace

The Risks of Social Media

Managing Risk in an Aging Workforce

Recruiting Excellent Employees

## **Workplace Safety**

Lockout/Tagout 101

Bloodborne Pathogens
Means of Egress
Active Shooter: Ambush Awareness and Preparation
Back Injury Prevention
Basic First Aid
Electrical and Fire Safety
Emergency Preparation and Egress
Preventing Slips, Trips and Falls
Fall Protection
Personal Protective Equipment
Workplace Ergonomics
Preventing Accidents in the Workplace
Investigating Incidents

### **Grant Writing**

Fire & EMS Grant Writing 101 Law Enforcement Grant Writing 101

### System Usage

Using the Admin System