

## New Online Classes for CTSI Members

CTSI's Loss Control Team provides high-quality, value-added services that help counties reduce their exposure to loss while improving the safety and efficiency of their workplaces. As part of CTSI's continuing efforts to better serve our members, CTSI has partnered with Biz Library to offer 200 hand-picked training and skills classes that county employees can watch online when it is convenient for them.

### ONLINE CONVENIENCE

These new online classes, coupled with CTSI's already robust online class offerings, will allow CTSI to adopt a new hybrid training method with a growing focus on online courses. Online classes can be viewed when convenient for as many or as few employees as needed—no need to reschedule or send an absent employee to another county for a make-up class.

### CLASSES YOU NEED, WHEN YOU NEED THEM

Did you know that CTSI offers three kinds of defensive driving classes? These classes are our some of the many courses designed to improve safety and lower insurance rates. Some, such as CTSI's New Miner Training class, are federally mandated to comply with Mine Safety and Health Administration (MSHA) regulations. Other courses, like Civil Rights, Discrimination and Harassment Prevention, or Body Mechanics, promote a healthier workplace.

### KEEPING THE PERSONAL TOUCH

In-person classes will continue to be available as needed. And, of course, our Loss Control team is available by phone and email to answer your questions and help you find the training that's right for your county.

- **What is BizLibrary?** - BizLibrary is an online training resource that offers hand-picked training and skills classes designed to meet the needs of county employees.
- **How do I sign up for BizLibrary?** - Contact Marylin Wagner ([mwagner@ctsi.org](mailto:mwagner@ctsi.org)) with the names of those you would like to have a direct BizLibrary account.
- **What is my user name?** - Your user name is your county email address.
- **How do I find my password?** - Use the password that you were given to log into the CTSI website.
- **Is my BizLibrary login information the same as my CTSI login?** - Yes – it is your county email address along with the password you received for the website.
- **Where and when can I access BizLibrary content?** - Once individual user accounts have been created, you may access BizLibrary courses under the Training Library tab on [ctsi.org](http://ctsi.org).

### WHAT THIS MEANS FOR COUNTIES

CTSI is committed to helping members mitigate risk through hands on and online training. For more information or questions, please email Marylin Wagner at [mwagner@ctsi.org](mailto:mwagner@ctsi.org) or contact CTSI at (303) 861 0507.