

## Why build a cadre of informed agency safety managers and decision-makers?

Workers' compensation losses, liability claims, citations for noncompliance with growing numbers of federal and state Health, Safety and Environmental (HSE) mandates all present real and present challenges to Virginia agency risk managers, safety specialists and other decision-makers. Virginia's Executive Order 109 (10): Workplace Safety and Employee Health recognizes the seriousness of the Commonwealth's risk control problem by directing Virginia state agencies and operational programs to better focus and direct their loss control efforts. VRCI supports EO 109 (10) by helping agencies to develop the internal expertise to build and maintain effective risk control programs, not only now but also in the future.

## VRCI faculty

VRCI courses are coordinated by Timothy Cook, director of the Risk and Insurance Studies Center, VCU School of Business and are taught by VCU faculty. Questions about course content may be directed to Mr. Cook at his office by phone at (804) 828-1486 or e-mail at tgcook@vcu.edu.

## Tuition

The Department of Human Resource Management Workers' Compensation Services will pay course tuition fees and textbook costs for employees of agencies who carry their Workers' Compensation insurance through DHRM. The Department of Treasury's Division of Risk Management will pay costs for state agency, local government and constitutional officer employees if they are insured in VaRISK or VaRISK2. However, meals and lodging will be at the employer's expense, as allowed by state travel regulations.

## Scheduling and location

A course is offered each spring and fall semester in each track. Classes are held in state facilities in the greater Richmond area and are scheduled so that state employees are away from work only two to four days in any given month. Each individual course consists of four two-day class sessions. Classes meet from 9:00 a.m. to 4:30 p.m.

## Eligibility

VRCI is open to Virginia state and local government employees currently responsible for human resources; workers' compensation; risk management; and/or developing, implementing, and monitoring employee health and safety programs. Agencies whose personnel participate in VRCI must currently be insured through the Commonwealth's Workers' Compensation Services or insured by DRM. Applicants for VRCI courses must hold an earned high school diploma or GED. Please contact Worker's Compensation Services (see URL below) for details.

## Acceptance into the program

Acceptance will be based upon not only experience, but also safety/health background and the percentage of time spent in direct support of agency safety, health, or risk management goals. Class size is limited to 25 participants.

## How to apply

Please complete the application form located at

[www.dhrm.virginia.gov/workerscomp/riskcontrolinstitute](http://www.dhrm.virginia.gov/workerscomp/riskcontrolinstitute)

and return it by fax to the number on the form. Applications will be reviewed for approval approximately 10 days in advance of the first class date and applicants will receive an email notifying of acceptance after approval.

**Sponsored by**  
Workers' Compensation Services  
Department of Human Resource Management  
and  
Division of Risk Management  
Department of Treasury

**In partnership with**  
Virginia Commonwealth University  
School of Business

Find registration forms and complete information online:

[www.dhrm.virginia.gov/workerscomp/riskcontrolinstitute](http://www.dhrm.virginia.gov/workerscomp/riskcontrolinstitute)

### Need more information?

Contact:  
Kristie McClaren  
Director of Workers' Compensation Services  
804-786-0362

# Virginia Risk Control Institute Fall 2016

## Sponsored by



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School of Business | Risk and Insurance  
Studies Center



## Fall 2016 Class Risk Control Track

**RC-2: Incident Investigation & Analysis**  
**August 22 and 23 (Richmond)**  
**September 13 and 14 (remote)**  
**October 18 and 19 (remote)**  
**November 7 and 8 (Richmond)**

This course reviews various conceptual and analytical models used in accident/incident investigation and analysis. Topics include investigation strategies and reporting systems, report formats, data collection methods, causal inferences, problem identification, and data analysis; in-depth case studies and epidemiological reviews of recent events will be emphasized. Special emphasis will be given to evaluating the strengths and weaknesses of your present reporting/investigation system.

### Course instructor:

**Mr. John J. Meola, CSP, ARM**, has been a practicing occupational safety and health professional for more than 30 years. His background includes safety management in heavy industry and construction, commercial insurance, organization development and employee and management safety training. He is the author of two safety publications and is a regular contributor of current interest safety articles to industry trade magazines.

He is a Certified Safety Professional (CSP) and holds the Associate in Risk Management (ARM) designation. Mr. Meola holds a bachelor's degree in education and English literature from Rhode Island College. He served as a safety consultant to national trade associations, including the Specialized Carriers and Rigging Association and the Northeast Roofing Contractors Association. He is a frequent presenter at national conferences, including the American Public Works Association and the American Society of Safety Engineers, Construction Symposium, and a co-presenter with NIOSH at the Roads and Bridges Safety Conference, addressing highway work zone safety issues.

He holds numerous OSHA credentials for technical safety and health issues, including outreach instructor. Mr. Meola resides in Richmond, Va. He is an adjunct professor for the VCU School of Business.

## Fall 2016 Class Risk Management Track

**RC-4: Managing Cyber Risk**  
**August 23 and 24 (Richmond)**  
**September 20 and 21 (remote)**  
**October 11 and 12 (remote)**  
**November 15 and 16 (Richmond)**

This course will introduce cyber risk in the context of enterprise risk management. Students will establish an understanding of first- and third-party exposures; explore risk control techniques; gain insight on various insurance products and cyber legislation; discuss and address business continuity and business income issues; improve understanding of insurance underwriting and claim handling of cyber exposures. The course is designed to provide a fundamental understanding of this challenging risk exposure.

### Course instructor:

**Ms. Susan Zoboli, MBA, CPCU**, has served as the director for purchasing and insurance for the Colonial Williamsburg Foundation in Williamsburg, Va., where she was responsible for the property and casualty insurance program, assisted with loss control and managed the procurement team, which purchases all goods and services for the foundation that are not consumed or resold.

Ms. Zoboli's career in risk management and insurance spans more than 30 years, including underwriting management positions with various national insurance companies. During this same time span, she has been an instructor of insurance courses. She attended California State University, East Bay, where she received a Bachelor of Science in accounting. She earned a master's degree in business administration in risk management and insurance from Golden Gate University. She holds the Chartered Property Casualty Underwriter (CPCU®) designation from The Institutes. Ms. Zoboli is a CPCU instructor for the Insurance Education Association through their online program and for the Richmond CPCU Society Chapter.

## About the Virginia Risk Control Institute

The Virginia Risk Control Institute (VRCI), in partnership with the Virginia Commonwealth University (VCU) School of Business, is sponsored by the Workers' Compensation Services, Department of Human Resource Management and the Division of Risk Management, Department of Treasury. VRCI includes a Risk Control Certificate Track and a Risk Management Certificate Track. Each track offers five undergraduate courses, each carrying three college credit hours, designed to assist state agencies and designated local government agencies in better controlling workplace accidents, injuries and occupational health exposures. Workers' Compensation Services or the Division of Risk Management will pay course tuition fees and textbook costs for those who successfully complete each course and whose agencies approve their participation as part of a focused agency loss-reduction effort. However, meals and lodging will be at agency expense as allowed by State Travel Regulations. Classes are held in state facilities here in the greater Richmond area. Participants who successfully complete any four classes in the RM track or RC-1, RC-2, RC-3 and their choice of RC-4 or RC-5 in the RC track will receive a certificate of completion for that track from the Virginia Risk Control Institute.

### Risk Control Track courses:

RC-1: Regulatory Aspects of Safety and Risk Control  
 RC-2: Incident Investigation and Analysis  
 RC-3: System Safety  
 RC-4: Ergonomics  
 RC-5: Benefits & Costs of Safety Programming

### Risk Management Track courses:

RM-1: Property and Liability Insurance  
 RM-2: Insurance Law  
 RM-3: Labor and Employment Relations Law  
 RM-4: Managing Cyber Risk  
 RM-5: Legal Environment of Risk Management

## About VCU, the School of Business and the Risk and Insurance Studies Center

### VCU

Virginia Commonwealth University was created on July 1, 1968, by the act of the General Assembly that combined the Medical College of Virginia and the Richmond Professional Institute. Because it is located in the heart of the capital city of Richmond, VCU offers its 32,000 students and more than 2,100 faculty the opportunity to benefit from educational experiences throughout the city and the surrounding areas, as well as from university-sponsored events.

### VCU School of Business

The VCU School of Business ranks in the top five percent of business schools worldwide due to its AACSB International-accredited status. Our dedicated faculty and prime location within one of the top research universities in the nation ensure that students have the support they need to pursue the aspects of business they find most interesting.

### Risk and Insurance Studies Center (RISC)

The Risk and Insurance Studies Center is located in the Department of Finance, Insurance and Real Estate in the School of Business. The mission of the center is to prepare students for careers in risk management, financial services and other areas of the insurance industry by providing a sound educational foundation and opportunities to meet industry leaders by attending local and national industry meetings/conferences; to meet the continuing educational needs of professionals in the industry such as providing educational programs in loss control and risk management; and to provide support to further research in the field.