City of Cedar Rapids

Employee Connection

April 17, 2017

Cedar Rapids, a vibrant urban hometown - a beacon for people and businesses invested in building a greater community now and for the next generation.

Employee News

New Employees

Benjamin Seaba, Library – Computer Information Systems Analyst I effective April 10. Benjamin joins the City from RSM US LLP.

Retirements

John Gales, PD – retiring April 24. John started with the City May 5, 1986. His current position is Police Officer.

Mary Goldsmith, Library – retiring April 29. Mary started with the City Oct 7, 1992. Her current position is Patron Services Specialist.


Betty Sheets, CD – retiring May 4. Betty started with the City Aug 23, 2010. Her current position is Administrative Assistant II.

Jan Rushford, HR – retiring May 5. Jan started with the City Aug 28, 2007. Her current position is Organizational Development Program Manager.

Congratulations

Jeremy O’Brien, Water System Repair Worker I in the Water Distribution Division recently passed his Grade II Water Distribution Operator test.

Employment Opportunities

Cement Finisher                      Public Works Laborer

If you have questions about any of the opportunities, please contact Jenelle Sisneros, 286-5001. Here is a link to view and print all job postings
ADA Training

If you have not attended the ADA Training yet this year, please sign up for a session as soon as possible so we can plan accordingly for facilitators, space and paperwork. As a reminder this training is MANDATORY and all designated employees must attend the training (see your department contact for the list). There will be no more sessions scheduled for this training other than the sessions listed below.

<table>
<thead>
<tr>
<th>Date &amp; Time</th>
<th>Location</th>
<th>Session Code</th>
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<tbody>
<tr>
<td><strong>Tuesday, April 25, 8am – 12pm</strong></td>
<td>Central Fire Command Post Room</td>
<td>ADA102 0009</td>
</tr>
<tr>
<td>Wednesday, May 3, 2am – 6am</td>
<td>Police Department</td>
<td>ADA102 0010</td>
</tr>
<tr>
<td>Wednesday, May 3, 10pm – 2am</td>
<td>Police Department</td>
<td>ADA102 0011</td>
</tr>
<tr>
<td><strong>Thursday, May 4, 8am – 12pm</strong></td>
<td>Central Fire Command Post Room</td>
<td>ADA102 0011</td>
</tr>
<tr>
<td>Wednesday, May 17, 2am – 6am</td>
<td>Police Department</td>
<td>ADA102 0013</td>
</tr>
<tr>
<td><strong>Wednesday, May 17, 12 – 4pm</strong></td>
<td>Central Fire Command Post Room</td>
<td>ADA102 0014</td>
</tr>
<tr>
<td>Wednesday, May 17, 10pm – 2am</td>
<td>Police Department</td>
<td>ADA102 0015</td>
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</tbody>
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**Please note sessions held at Central Fire Station will have a minimum requirement of 20 attendees.**

Enrollment will close 24 hours prior to the start time of each Central Fire Station session. If the minimum of 20 attendees has not been met the session will be cancelled.

For questions and enrollment please contact Amanda Felton in HR, A.felton@cedar-rapids.org or 286-5094.

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**May Baskets for the Homeless**

During the month of April, we ask that you help those in need by donating new/un-opened personal hygiene products, or making a monetary donation to Waypoint Services. These items will help the women, children, and families associated with Waypoint Services.

Items will be collected within your Department until Friday, April 21st.

For more info, please contact the CR Cares Committee at: j.huber@cedar-rapids.org
Removing Lead Paint from Homes

Do you know a family who lives in an older home? They may not be aware of harmful lead-based paint. Please help us spread the news on a program that helps find and remove dangerous lead-based paint from homes. Funding is limited and the grant deadline is approaching. Learn more about the program by calling 286-5998 or visit www.CRHazardHunters.com. You can also email Alyssa in our Housing Division: a.williams@cedar-rapids.org. How does this program help families right here in Cedar Rapids? Check out the recent news story and meet a local family who has already benefited: http://bit.ly/2nE9K4o

Spring Leaf Vacuum Collection Started April 3

Starting today, Monday, April 3, the Solid Waste and Recycling Division will begin operating leaf vacuum trucks. The trucks will run through Friday, April 28. Residents can expect collection of leaves on their regular garbage day unless the trucks are slowed by weather or volume. If the service is slowed by weather or volume, the SWM will strive to reach the property the next day.

Residents should place leaves in long rows on the grass or parking area beside the street for collection. Leaves must be kept out of the street and away from obstacles like solid waste and recycling carts, mailboxes, signs, poles and trees. The vacuum truck will not collect leaves from alleys. Leaf piles should be free from brush and debris. Sticks and twigs can be placed in the YARDY cart for collection and litter should be bagged and placed in your garbage can. Please do not park cars in front of leaf piles; the truck will not be able to collect the leaves.

For more information about the SW Division's yard waste collection program please visit www.CityofCR.com/Yardy, call 286-5897, or go to www.CRNewsNow.com to sign up for text and email alerts about garbage and recycling.

BikeCR Employee Club

There's still time to sign up for the BikeCR Employee Club and participate in bike events and Bike to Work Week activities with your colleagues. The BikeCR Employee Club is a FREE club that promotes cycling through special events, club/group rides, challenges, and by helping you track your bike mileage. To sign up, go to www.strava.com, create an account, at the top go to Explore -> Clubs and search for City of Cedar Rapids Employee Club. Note: If you were previously registered with NationalBikeChallenge.org you will have to sign up again through Strava. Contact h.ruble@cedar-rapids.org with questions.
Earth Day at the CSC
Friday, April 21

Anytime: City Manager’s #1BagBlitz Challenge!
The CSC has challenged City Hall to see who can pick up the most litter! Please pick up a bag from the Solid Waste counter and collect litter from the CSC grounds, the surrounding neighborhood Right of Way OR your worksite. When finished, leave your filled bags outside of the NW corner of the bldg and report the following to Jourdan Jiruska @ J.Jiruska@cedar-rapids.org:
- # of bags of litter collected
- How many people participated with you
- Locations of cleanup (streets, blocks, etc.)
- Optional, submit a photo or video of your cleanup efforts

12:00 pm: Stormwater Best Management Practices w/ Cara Matteson, City Stormwater Coordinator
Bring your lunch to Time Check and learn about Biocells, Raingardens, Bioswales, and Permeable Pavement. Find out how to create them at home and how they function here at the CSC!

1:00 pm: Tree Planting w/ Todd Fagan, City Arborist
Meet up on the 6th street side of the CSC and help the Forestry division plant new trees for us all to enjoy.
April 22-29, 2017
Cedar Rapids Area Events
All events are FREE!

STUDENT NIGHT
Monday, April 24 ~ 4 – 7pm
Cedar Rapids Public Library
Beems Auditorium A
450 Fifth Ave SE, Cedar Rapids
Students in grades 1 through 6 are invited to learn all about spending and saving money!

TELETOWN HALL
Tuesday, April 25 ~ 10 – 11am
Linn Area Credit Union’s Business Center
3015 Blairs Ferry Rd NE, Cedar Rapids
Iowa Attorney General Tom Miller will present “Don’t Be Fooled by Imposter Scams.”

MASTER OF MONEY
Mini golf for Families
Saturday, April 29 ~ 9am – Noon
Cedar Rapids Public Library
450 Fifth Ave SE, Cedar Rapids

COMMUNITY SHRED DAY
Monday, May 1 ~ Noon – 3pm
Veterans Memorial Stadium, Lower parking lot
950 Rockford Rd SW, Cedar Rapids
Limit of three boxes per household.
Please prep for shredding by removing all binders.
(Staples and paper clips are fine.)

GEOCACHE FOR COLLEGE CASH
Monday, April 24 ~ 11 am – 1 pm
Coe College ~ 1220 First Ave NE, Cedar Rapids

Tuesday, April 25 ~ 11am – 1pm
Mt. Mercy University
1330 Elmhurst Dr NE, Cedar Rapids

Wednesday, April 26
and Thursday April 27 ~ 11am – 1pm
Kirkwood Community College
6301 Kirkwood Blvd SW, Cedar Rapids
Current and incoming college students (ages 18-24) are invited to take part in this fun, interactive setting where they will learn about personal finances and answer questions on their smartphones to earn one of many prizes, including a $1,000 tuition scholarship!

DASH FOR THE STASH
Investor Education Contest
April 1 – May 31
Marion Public Library
1095 Sixth Ave, Marion
Stop in and read a series of four posters about investing and use your mobile phone to enter for a chance to win a $1,000 IRA contribution!

MoneySmartWeekIowa.com
May is Mental Health Month

To mark Mental Health Month this year, Mercy Family Counseling is planning a number of awareness activities for children and adults. Take a look at the list below and see if there is anything you would like to participate in.

1) There are coloring sheets for younger children with a focus on staying healthy. These can be picked up at the front desk, in the “Family Room”, or....

2) There are also word searches and mazes that can be complete by any age. Pick those up at.....

3) A “Raffle" is being held with prizes being won in the categories of Adult, Family, or Child. (?) To participate in this raffle, all you need to do is fill out a small colored sheet and place it in the basket at the..... On the sheet, write your name, address and/or phone number so we can contact you if you win. Then in the box on that same side of the sheet, write in a tip you have about staying mentally healthy, something you’ve learned from coming to Mercy Family Counseling, or even questions you have about mental health.

Directions are on the sheet as well. Place the slip in the appropriate basket (Adult, Child, Family). At the end of the month, winners will be drawn from the basket and prizes awarded. Prizes may include (but are not limited to) free theater tickets, small books, ...... In order for your comments to be eligible, they must be reasonable, not ..... All slips will then be posted either in the MFC office or at the Outpatient Psych department at the hospital. Names will be removed prior to posting unless you choose to have yours posted.
4)  Pick up a Mental Health Month calendar for the Month of May. Use this to plan healthy activities each day of the month.

5)  Poster Contest
    A poster contest will also be held, with three age ranges—Elementary School, Middle/High School, and Adult. Early elementary students can submit a completed coloring sheet instead of designing a poster if they wish. Design a poster that illustrates one of the following themes:
    a. Healthy Choices
    b. Working Through Worry and Anxiety
    c. Asking for Help
    d. Self-Care

You will need to use your own supplies. Turn in your poster to the reception desk by the end of May. Posters will be judged on creativity, originality, how well the poster illustrates the theme, and neatness (especially for younger children). Prizes will be similar to the “Raffle” prizes. Be sure to attach the name and contact information sheet to your poster. With your permission, posters will be displayed without names in the MFC waiting area and/or Mercy Hospital.

6)  Chalk the Walk
    Grab a piece of chalk and head out to the sidewalk west of the building. Draw or write positive statements about mental health. Your artwork will remain as long as the weather permits!

7)  Pick up a list of books that may be appropriate to read to your child which explain mental health as well as informational books for adults on the subject.
April is Stress Awareness Month

We all have everyday stressors, jobs, family, health, school, and friends, the list could go on and on. But what happens when these stressors continue for long periods of time? When the body is under high amounts of stress it undergoes hormonal and physical changes which may have a negative impact on our physical and mental health.

Physical effects of extended periods of stress can include high blood pressure, stroke, heart attack, obesity, and gastrointestinal issues such as ulcerative colitis and irritable bowel syndrome. Long term stress can also damage your immune system leading to chronic illness. Stress also affects mental health. Several studies show a relationship between chronic stress and mood disorders such as depression and anxiety.

So what can we do about it? Below, find some stress reducing activities and tips.

- Breathe
- Turn off phone notifications
- Meditate
- Go offline
- Take a warm bubble bath
- Go outside
- Exercise
- Aim for 7-8 hours of sleep a night
- Call a close friend or family member
- Take up a hobby

Sometimes we need to talk to someone to work through our life stressors. If you or someone you know needs to talk, Mercy EAP is here to help. Individual, couples, and family counseling is available for all ages.

For more information go to www.mercycare.org/EAP or to schedule an appointment call (319) 398-6694.
It’s not too late to earn your wellness reward for 2018!

There are four steps to receive the 2018 Health Insurance Premium with Wellness:
1) Complete the Health Risk Assessment Questionnaire
2) Schedule & complete an on-site Health Screening (or submit a Health Form)
3) Complete your follow-up Consultation
4) If eligible, engage in one-on-one Health Coaching

To begin visit: http://www.myhealthywithhsl.com/citycr
*see the enrollment letter mailed to your home address for instructions on registering on the wellness portal and completing steps 1 & 2 above.

An additional screening has been added at Health Solutions’ office on Wednesday, April 26th

Log on to the wellness portal to schedule a screening or download a Health Form

Should you have any questions about the wellness program, please contact Ashley Stickney or Anji Antkowiak at Health Solutions (319)362-2409.
Office Chair Yoga

Do you need a break in your day?
Have you been sitting at your desk for too long?
Curious about yoga and its benefits?

Join Anj for a gentle Chair Yoga class designed to relieve tension through gentle stretching and strengthening yoga exercises. You don’t even have to change clothes! Come as you are and discover the health benefits of yoga and feel revitalized in your day! Beginner-friendly and all employees welcome!

*Wellness hours may be used for this event*

Thursdays May 4th - June 22nd
12:15 - 12:45 pm
Veterans Memorial Bldg, 50 2nd Ave SE
May 4 - Armory, Basement Level
May 11, 18, 25 - 4th Floor Ballroom
June 1, 8, May 22, 29 - Armory, Basement Level
June 15, 22 - 4th Floor Ballroom

Anj Anikowicz, MS, E-RYT
Lead Health Coach,
Health Solutions, LLC,
Certified Yoga Instructor,
Yoga Alliance

How to Make an APP!

Your Wellness Portal is now MOBILE FRIENDLY!
Save the login page on your phone’s home screen following the steps below, and next time you log in, it will feel like an APP!

APPLE:
1. Launch the Safari browser on Apple’s iOS and navigate to www.myhealthwithhs.com/citycr
2. Tap the Share button ( ) on the browser’s toolbar—it’s on the bar at the top of the screen on an iPad, and on the bar at the bottom of the screen on an iPhone or iPod Touch.
3. Tap the Add to Home Screen icon in the Share menu.
4. You’ll be prompted to name the shortcut before tapping the Add button.

The shortcut can be dragged around and placed anywhere, including in app folders—just like a normal app icon. When you tap the icon, it will load the website in a normal tab inside the Safari browser app.

(Other browsers, like Chrome for iOS, don’t offer this feature. Due the limitations in Apple’s iOS, only Apple’s own Safari browser is allowed to do this.)

ANDROID:
1. Launch Chrome for Android and navigate to www.myhealthwithhs.com/citycr
2. Tap the menu button and tap Add to Home screen.
3. You’ll be able to enter a name for the shortcut and then Chrome will add it to your home screen.

The icon will appear on your home screen like any other app shortcut or widget, so you can drag it around and put it wherever you like. Chrome for Android loads the website as a “web app” when you tap the icon, so it will get its own entry in the app switcher and won’t share any browser interface getting in the way. (Other popular Android browsers also offer this feature. For example, Firefox for Android can do this if you tap the menu button, tap the Page option, and tap Add to Home screen.)

Source: https://www.fonegeek.com/59838/how-to-put-websites-on-the-home-screen-on-any-smartphone-or-tablet/
Health Screenings and Consultations

**Why are my screening results different than my doctor’s results?**
Screening results may vary based on many factors. This includes, but is not limited to:
- Blood pressure and blood sugar levels naturally fluctuate throughout the day
- Differing equipment (e.g., scales)
- Stress
- Lack of sleep
- Hydration levels
- Prescription or over-the-counter medications
- Smoking

For example, if your cholesterol is high when you compare results but the numbers differ by 10-20 points the important factor is that your cholesterol was high both times. The trend in your results and the overall evaluation are most important.

**Does an employee have to be covered on the health plan to participate in the City of Cedar Rapids health screenings and follow up coaching programs?**
No, all regular employees (20+ hours/week) are encouraged to take advantage of the wellness program.

**What happens after the health screening?**
The next step is to complete your consultation. The goal of the consultation is to review your Health Risk Assessment Report, provide education on your screening results, and review wellness program resources.

**Why does Health Solutions use an automatic blood pressure machine?**
Health Solutions utilizes an automatic BP cuff during screenings for the following reasons:
- It allows us to get accurate and consistent readings across multiple Health Solutions staff members.
- Surrounding circumstances (environmental/surrounding noise) at screenings could make it difficult to use manual BPs.
- The digital display allows the participant to see the measurement.
- Potential accuracy issues with manual cuffs (deflate cuff too quickly or not inflating the cuff high enough to begin with).

Health Solutions does not claim that the automatic cuffs are any more or less accurate than manual BP cuffs; however, due to the number of variables we encounter, we feel it is most accurate and consistent for our process and purpose.

**What if I am not eligible for monthly coaching? What other programs or services are available for me?**
You can take advantage of the following ongoing programs and services:
- Participate in the initiatives offered by the Wellness Ambassadors
- Participate in wellness challenges and/or events
- Attend onsite educational seminars
- Access Health Solutions online health and wellness resources
- Provide your input through surveys and/or participating in focus groups
- Become a City of Cedar Rapids Wellness Ambassador

**Should you have any questions about the wellness program, please contact**
Ashley Slickney or Anji Antkowski at Health Solutions (319)362-2409.