April 9, 2018

Employee Connection

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Employee News

New Employees
Jillane Shultz, CD – Administrative Assistant II effective April 2. Jillane joins us from Dupaco Community Credit Union.

Retirements
Mark Andries, CRPD – retiring May 1. Mark started with the City on Aug 15, 1983. His current position is Police Sergeant.

Save the Date for our 28th annual event!

Especially for You® Race Against Breast Cancer
Sunday, October 7, 2018
Mercy’s Hall-Perrine Cancer Center, Cedar Rapids, IA
Online registration is now open!
Please click here to register online as a participant on the
City of Cedar Rapids team
Please contact Dawn Kolosik, Building Services, at 286-5577
with any questions about this year’s race.

Employment Opportunities

Here is a link to view and print
all job postings.

If you have questions about any of the employment opportunities, please contact Katie Meyer, x 5138.
City Manager and Director Updates

River Bed Survey in Advance of Flood Control Improvements
Next week, the Water Division will temporarily adjust the downtown 5-in-1 Dam control gates to facilitate a geophysical survey. This work is in preparation for the future replacement and elevation of the 8th Avenue Bridge (currently scheduled to begin in 2022). The City plans to relocate a water main that currently crosses the river on the existing 8th Avenue bridge; a new water main would run underneath the river. This survey will provide valuable information on the river’s bedrock, which will be used in the planning stages of the new water main. The water main construction is scheduled for 2019 and is one of three city utilities to be moved. Fiber optic lines were relocated off the bridge in 2017, and sanitary sewer relocation for the bridge project is also underway.

In addition to the replacement of the bridge, other improvements are planned between the amphitheater and the 8th Avenue Bridge over the next several years, including the addition of permanent restroom facilities, which are expected to begin design in late 2018. These improvements will support and benefit the continued growth of the Kingston Village District, and staff meet with stakeholders annually to keep them informed on these future initiatives.

2018 Conversions and Downtown Work
The 2018 construction season will include several improvement projects in the downtown district. This spring and summer, the railroad will conduct their work on the installation of crossing arms and gates at several avenues, including 2nd, 4th, and 5th Avenues downtown. With the gates installed, work will begin later this summer on resurfacing these roads and converting them from one-way to two-way travel. We are still on track to have the downtown core completely converted to a consistent two-way network by 2019. Installation of the railroad safety gates is a prerequisite for the conversions and also the application of a Quiet Zone. Staff will offer an open house in May to allow the public to learn more about these projects and others that are taking place downtown. Information on the conversions and timeline can be found on the City’s website: www.cityofcr.com/conversions.

Police Department Promotions and Reorganization
Police Chief Wayne Jerman is pleased to announce the promotion of Lieutenant Craig Furnish and Lieutenant Cody Estling to the rank of Police Captain. Captain Furnish will manage the Administrative Operations Division, while Captain Estling will oversee a newly created Community Services Division. The Community Services Division will focus on the delivery of special police services, including Bicycle Patrol, Bomb Squad, Crisis Negotiation Team, Honor Guard, K9, Police Community Action Team, Reserves, Special Response Team, and Traffic. The Division will also have an emphasis on community and neighborhood issues. Community Policing (District Lieutenants) and the School Resource Officer program are included in the Community Services Division.

The Administrative Operations Division includes Animal Care and Control, Joint Communications Agency, Training, Quartermaster/Fleet/Building, and Records. The Patrol Division, led by Captain Jeff Hembera, includes Day Watch, Mid-Watch, Evening Watch, and Night Watch Lieutenants, Sergeants, and Police Officers. The Criminal Investigation Division, managed by Captain Brent Long, includes Crimes Against Person, Intelligence, Mobile Assist Team, Property Crime, Youth Services, Crime Scene Unit, Narcotics, and Property/Evidence. The Office of the Police Chief includes Professional Standards, Community Outreach/Crime Prevention, Research and Development, and the SAFE-CR program.

Malware/Phishing
About 18 months ago, a small malware/phishing education test message was sent to 100 users with overall results that were higher than national averages – upwards of 75% clicked the phishing test. Since that time, IT has been engaged in user education and the implementation of fast response protocols. On 3-27-2018 a baseline malware/phishing education test message was sent to all City email users. The results of 23.4% users prone to a phishing attack are significantly improved and just above the average of 20.84% for government organizations with over 1000 employees. The IT Department deals with an average of one phishing attack that has ensnared a user each week. Thousands are stopped before they ever get to users.

Security is everyone’s responsibility:
- Do not give anyone your password over email. If IT needs it for a legitimate reason, it will be requested in person or over the phone.
- Do not open or click on anything from an email that you do not recognize as a trusted source.

Our goal is 0%, but to be prepared for the worst. We now know our baseline and will continue the education and mitigation efforts to protect the City’s digital assets.
Employee Awards

Holly Ruble Recognized as Outstanding Professional in Iowa

The Iowa Urban Tree Council recognized Holly Ruble, environmental compliance and energy management specialist for the City of Cedar Rapids, with the Outstanding Professional in Iowa award. The award was presented at the Community Forestry Awards luncheon in West Des Moines on Wednesday.

The Outstanding Professional award honors those who model outstanding efforts to preserve, protect, expand and improve urban forest resources. Through her efforts, Ruble has helped secure funding for — and organized the planting of — more than 250 trees on City property since 2015.

“Holly Ruble is an exemplary member of our team,” said utilities director Steve Hershner. “She has developed and championed a number of iGreenCR and sustainability initiatives from which the community has benefitted and we are grateful for her example.”

The City of Cedar Rapids recognizes the tremendous benefits that come with maintaining a healthy tree canopy. Forestry is one of the many tools in the City’s iGreenCR toolbox. To learn more about the City’s iGreenCR initiatives, visit cedar-rapids.org/residents/resident_resources/igreencr.php

Two Parks & Recreation Employees Recognized

The Iowa Parks and Recreation Association recognized two Cedar Rapids Parks and Recreation Department employees Wednesday, March 28 at their annual conference.

Carolyn Hamilton, Aquatics Supervisor, received the Slattery/Trueblood Professional Award, the highest professional award bestowed by the organization. Hamilton has worked in the field for 35 years, 28 with Cedar Rapids Parks and Recreation. She was involved in the planning and design of the outdoor aquatics facilities, supervises a staff of more than 175 each year, leads workshops at national conferences and serves as a role model for parks and recreation in training staff and managing facilities. Under her leadership the Department received a Best of Aquatics award from Aquatics International.

Jerry Kirk, Recreation Maintenance Manager, received the T. Ray Frame award. This award is given out annually to an outstanding maintenance person who has demonstrated a high level of skill and goes above and beyond what is expected. In addition to managing staff who maintain playgrounds, pools and recreation facilities, Kirk is a Certified Pool Operator and a Certified Playground Inspector. He promotes an atmosphere of shared ideas and trust with an emphasis on training. Jerry works across multiple divisions, taking on new responsibilities and coming up with creative ways to solve problems. In his personal life he serves as a volunteer firefighter and Mayor of Letts, IA.
Employee Service Awards

Please congratulate the following employees on their service anniversary for the month of March.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Glenn Vosatka</td>
<td>Project Engineer I</td>
<td>40 yrs</td>
</tr>
<tr>
<td>Jean Hard</td>
<td>Parking Fee Cashier</td>
<td>25 yrs</td>
</tr>
<tr>
<td>Bradley DeBrower</td>
<td>Transit Operations Manager</td>
<td>25 yrs</td>
</tr>
<tr>
<td>Penelope Frischkorn</td>
<td>Patron Services Specialist</td>
<td>20 yrs</td>
</tr>
<tr>
<td>Bradly Seifert</td>
<td>Water Plant Operator IV</td>
<td>20 yrs</td>
</tr>
<tr>
<td>Russell Camp</td>
<td>GIS Manager</td>
<td>20 yrs</td>
</tr>
<tr>
<td>Gerald Rodenkirk</td>
<td>Water Plant Operator II</td>
<td>20 yrs</td>
</tr>
<tr>
<td>Susanne Bohem</td>
<td>Patron Services Specialist</td>
<td>15 yrs</td>
</tr>
<tr>
<td>Caleb Mason</td>
<td>Economic Development Analyst</td>
<td>10 yrs</td>
</tr>
<tr>
<td>Dennis Dorothy</td>
<td>Rec Maintenance &amp; Inventory Tech</td>
<td>10 yrs</td>
</tr>
<tr>
<td>Patricia Kropf</td>
<td>Assistant City Attorney III</td>
<td>5 yrs</td>
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<tr>
<td>Christopher Schulte</td>
<td>Fleet Maintenance Administrator</td>
<td>5 yrs</td>
</tr>
<tr>
<td>Dawn Kolosik</td>
<td>Administrative Assistant II</td>
<td>5 yrs</td>
</tr>
<tr>
<td>Daniel Franks</td>
<td>Systems Support Tech II</td>
<td>5 yrs</td>
</tr>
<tr>
<td>John Neff</td>
<td>Facilities Maintenance ADA Spec</td>
<td>5 yrs</td>
</tr>
<tr>
<td>Mitchell Mensen</td>
<td>Garage Supervisor – Transit</td>
<td>1 yr</td>
</tr>
<tr>
<td>Tyler Lundtvedt</td>
<td>Auto Equipment Mechanic I</td>
<td>1 yr</td>
</tr>
<tr>
<td>James Richards</td>
<td>Custodian</td>
<td>1 yr</td>
</tr>
<tr>
<td>Michael Callahan</td>
<td>Forestry Operations Supervisor</td>
<td>1 yr</td>
</tr>
<tr>
<td>Jamie Huff</td>
<td>Sewer Maintenance Worker</td>
<td>1 yr</td>
</tr>
<tr>
<td>Christine Knapp</td>
<td>Utilities Lab Services Manager</td>
<td>1 yr</td>
</tr>
<tr>
<td>Derek Turner</td>
<td>WPC Maintenance Repair Worker I</td>
<td>1 yr</td>
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Public Works Tour of County Materials

Members of the Public Works Department participated in a site visit to County Materials in Iowa City on April 4. The visit included a tour of the precast concrete manufacturing plant. The company makes products that Public Works uses in construction projects, including concrete storm and sanitary sewer pipe, manholes, intakes, and box culverts. The tour provided our employees with a learning opportunity to see the manufacturing process first hand and to ask questions about the products and processes used in the Cedar Rapids community.
For the month of April, we will focus on promoting healthy conflict within our teams. In Patrick Lencioni’s 5 Dysfunctions of a Team model, healthy conflict enables team members to share new and innovative ideas. It means challenging the status quo. Healthy conflict requires courage to disagree or present an idea that may seem impossible. At times we may avoid sharing new ideas or challenging others opinions to preserve team harmony. This can stifle productive, healthy debate that leads to innovation. Rather than settling for doing business as usual, we should look for creative, innovative ways to accomplish our goal. Healthy conflict ties closely to our city value of finding a way. Although it may be easier to say, “we can’t do that” or “this is how we have always done it”, that may not be the best answer. Together, let’s challenge the status quo, promote healthy conflict and find a way.

Here is what we heard from our city employees when we asked the question, “How can we create an environment in which employees share innovative ideas that challenge the status quo?”

Pam Murdock: Finance: The “We Team Up” and “We Find A Way” core values can be the vessels for encouraging new ideas to be brought to the table. The City has valuable assets in its employees and it is important for new ideas to be shared and tried in order for the City to move forward.

Teresa White: Parks and Rec: If somebody has an idea, don’t shoot it down. As a group, discuss possible solutions to the challenges that the idea might present. A case in point is the nationally recognized Zombie Camp at Ushers Ferry. The idea for the camp was suggested by children who were attending our programs. The staff listened to the children and worked together to make it happen.

Are you interested in reading more about Organizational Health? The Cedar Rapids Public Library has copies of The Five Dysfunctions of a Team, The Advantage, Ideal Team Player and Death by Meeting by Patrick Lencioni in paper, e-book, and downloadable audiobook formats. Use your library card to check one out today. www.crlibrary.org. Consider reading one of the books as a team. For group reading and book clubs, contact Erin Horst horste@crlibrary.org for availability.

WORD SCRAMBLE:
Healthy conflict brings about _______. Letters: IIAOONNNTV
Unscramble the letters to answer the FAQ above. Click here to provide your response and be entered in the monthly org health drawing.

For more information about the organizational health initiative at the City of Cedar Rapids contact: Sue Sager, Organizational Development Manager, s.sager@cedar-rapids.org 319-777-1699.
In order to equip leaders with the knowledge and tools they need to effectively lead within the city, we are providing a training session on Diversity and Inclusion on **Thursday, April 19, 2018**.

**Who should attend?**
Required participation includes individuals who:
1. Supervise one or more full-time, part-time or seasonal staff member
2. Attend monthly manager meetings
3. Deemed appropriate by the department director

**Who is the speaker?**
Diversity and inclusion training will be provided by Sandy Cross, Senior Director of Diversity and Inclusion of the Professional Golfers Association of America (PGA). Located in Palm Beach Gardens, Florida Sandy brings a wealth of knowledge and experience to diversity and inclusion training. Sandy is responsible for strategy, development and execution of a comprehensive, ongoing diversity and inclusion platform at PGA. Sandy will share her insights and help us consider the benefits of creating a more inclusive work environment.

**When will it be held?**
Thursday, April 19 9:00 – 11:00 AM OR 2:00 – 4:00 PM  (This training replaces the April 19 Manager’s meeting)

**Where will it be held?**
Whipple Auditorium in the Public Library

**How do I register?**
Sign yourself up through PeopleSoft or have your department contact assist you.
Course Code: DIV100
Course Sessions: 9:00—11:00 a.m. (0001) | 2:00—4:00 p.m. (0002)

For more information, contact Sue Sager, Organizational Development Manager, at s.sager@cedar-rapids.org or 319-286-5080.
City of Cedar Rapids
2018 Health Screenings

The City of Cedar Rapids continues to partner with Health Solutions to provide all covered employees and covered spouses the opportunity to participate in the Wellness Program.

Screening Deadline: April 30, 2018
Online HRA Deadline: April 30, 2018
Consultation Deadline: May 31, 2018
*Complete Health Coaching (if applicable)
Earn your 2019 Incentive!

To sign up for a health screening or download a health form, visit your wellness portal: WWW.MyHealthyWithHSI.com/CityCR OR contact Health Solutions at 888-362-5920 (toll free).

You can also refer to the enrollment letter that was mailed to your home for detailed instructions on how to complete the program steps.

*Nothing to eat or drink, besides water, for 10-12 hours prior to your appointment. Please drink plenty of water and take medications that do not need to be taken with food.

A solution just for you

If you have questions regarding the health and wellness program, please contact:
Customer Care
(319)352-2409 or info@hsi-nx.com
World Health Day  
April 7th

The 2018 World Health Day theme is:

Universal Health Coverage:  
Everyone, Everywhere

Universal Health Coverage (UHC) is about ensuring all people have the right to quality health service. Everyone, everywhere has a right to benefit from health services they need without falling into poverty when using them. Here are some facts about the state of UHC today:

- Half of the world’s people are currently unable to obtain essential health services
- Almost 12% of the world’s population spend at least 10% of their household budgets on health expenses
- UHC is not only about medical treatment for individuals, but also includes services for whole populations such as public health campaigns (i.e., adding fluoride to water)

For more information, contact Madeline at (319) 734-3655

JustDrive

National Distracted Driving Month brings awareness to the dangers of distracted driving.

Take the Phone-Free Pledge

Distracted driving is 100% preventable and is a serious public health threat. It compromises the ability to provide safe and reliable means of transportation to yourself, passengers, and bystanders. 2017 claimed roughly 40,100 lives due to multi-vehicle accidents and costs to society totaled at $13.8 billion.

Avoid the Dash to the Dashboard

Dashboard infotainment systems allow drivers to stay connected, but just because we can do something, doesn’t mean we should.

- Drivers talking on handheld or hands-free devices can fail to see 50% of their surroundings
- More than 30 studies show that hands-free devices don’t make drivers any safer because the brain remains distracted by the conversation

When on the Road, Stay off the Phone

Practice defensive driving – buckle up and avoid distractions! To help ensure safer roads, try to:

1. Personal Driving:
   a. Use a special ringtone to alert you of an important caller
   b. Put your phone in the glovebox or somewhere you won’t be tempted to reach for it
   c. Have someone else drive so you can safely handle calls

2. Work-Related Driving:
   a. Forward your calls to someone who isn’t driving
   b. Schedule drive time on your calendar and setup auto-replies for all incoming messages
   c. Use call patterns (one ring and hang up, repeat) to alert drivers to stop and call back

www.nsc.org
MONEY SMART WEEK®

April 21-28, 2018
Cedar Rapids Area Events
All events are FREE!

IDENTITY THEFT PREVENTION SEMINAR
Wednesday, April 25 ~ 6 – 7pm
Linn Area Credit Union’s Business Center
3015 Blairs Ferry Rd NE, Cedar Rapids
Learn how to protect yourself against the ever-present problem of identity theft. Linn Area Credit Union’s fraud experts will share tips you can use every day to help keep your identity safe!
Please RSVP at www.moneysmartweek.org.

Masters of Money
Mini-golf for families
Saturday, April 28
9:30am – 12:30pm
Cedar Rapids Public Library
450 Fifth Ave SE, Cedar Rapids

Geocache for College Cash
Monday, April 23 ~ 11 am – 1 pm
Coe College – 1220 First Ave NE, Cedar Rapids
Tuesday, April 24 ~ 11am – 1 pm
Mt. Mercy University
1330 Elmhurst Dr NE, Cedar Rapids
Wednesday, April 25
and Thursday April 26 ~ 11am – 1 pm
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!

Community Shred Day
Monday, April 30 ~ 11am – 2pm
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.)

For more resources and a detailed list of local events, visit MoneySmartWeek.org
Friends of Usher Ferry

Support a local cause and go out for dinner. The board of “Friends of Ushers Ferry” is hosting dinner Tuesday, April 10 from 4:00-8:00 p.m. at Panera Bread in northeast Cedar Rapids to raise funds for Ushers Ferry. Please mention that you are eating for “Friends of Ushers Ferry” to the cashier, or show a print/electronic version of this flier.

Friends of Ushers Ferry is a non-profit in Cedar Rapids with the mission to develop and implement plans to attract financial aid and in-kind resources to sustain and expand Ushers Ferry Historic Village as a regional attraction.

FRIENDS OF USHERS FERRY

WHERE 5010 Council Street NE, Cedar Rapids, IA
WHEN Tuesday, April 10th FROM 4:00pm - 8:00pm

Bring this flyer or show an electronic version to the cashier when you place your order and we'll donate a portion of the proceeds from your purchase. Gift card purchases and catering are not counted towards the event.

Learn more at PaneraBread.com/Fundraiser

Ordering Online? Try Rapid Pick-Up or Delivery. Enter “FUND” at checkout to have a portion of your proceeds donated to your organization.
During the month of April, the CR Care Committee is collecting donations for

**Last Hope Animal Rescue.**

Last Hope is a non-profit, all-volunteer animal rescue group in Cedar Rapids. Most of their animals come from local kill shelters, as their time has run out due to any number of reasons. Their purpose is to save as many animals that they can and then place them into loving, forever homes. [AdoptHope.org](http://AdoptHope.org)

**Items Needed:**
- Treats
- Toys
- Pill Pockets
- HE Laundry Detergent
- Bleach
- Garbage Bags, Kitchen Sized
- Kitty Litter
- Gift Cards To: Theisen’s, Menards, PetCo, PetSmart...
- Natural Balance Lamb & Rice Dog Food (canned or dry)
- Royal Canin Mother & Baby Cat Food (canned or dry)

*Donation baskets are located throughout the CSC. Please bring monetary and gift card donations to Jourdan Jiruska, in Public Works. Be sure to check the Employee Newsletters during the month of April for featured animals in need of loving homes.*

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**This week’s featured animal available for adoption through Last Hope Animal Rescue:**

**Pippy**

(aka Pipsqueak when she was a kitten) is a chirpy and beautiful 3-year old female cat with gorgeous, inquisitive light blue eyes and freckles! Pippy is an affectionate gal who will "kiss" the tip of your nose, and roll over to have her belly rubbed, and would happily warm your lap for hours. She can be shy in unfamiliar environments and around unfamiliar people, but once she has learned she can trust you, she is friendly and loving. She is used to the toddler and an energetic Labrador at her foster home, but she gets weary of their boisterous natures and she will eventually go hide when she’s tired of it. Pippy would be happiest in a quieter home, with a mellow cat-friendly dog, or another laid back cat. She would make an ideal companion for a retiree(s), single person, or a family with older children.

Pippy is spayed, microchipped, up-to-date on all vaccinations, and FeLV and FIV negative. She is litter trained. Her adoption fee is $85. Indoor homes only. If you would like to meet Pippy or apply to adopt her, please fill out an application on Last Hope’s website: adopthope.org