Employment

Employee News

New Employees
Scott Deetz, UTIL – Utilities Construction Coordinator Manager effective April 9. Scott joins us from the US Army Corps of Engineers.

Promotions
Craig Furnish, CRPD – promoted to Police Captain effective April 7. His previous position was Police Lieutenant.
Cody Estling, CRPD – promoted to Police Captain effective April 7. His previous position was Police Lieutenant.
Jared Suchan, IT – promoted to GIS Analyst effective April 9. His previous position was Geospatial Data Specialist II.

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.
City Manager and Director Updates

Veterans Affairs Supportive Housing
City Housing Services staff recently sought additional Section 8 Housing Choice Vouchers to address the housing needs of our local Veterans. The Department of Housing and Urban Development (HUD) has officially awarded the City of Cedar Rapids twelve (12) Veterans Affairs Supportive Housing (VASH) Vouchers to assist Veterans in our jurisdiction that are experiencing homelessness. These vouchers will help provide veterans in need with immediate access to permanent housing. More information about the HUD-VASH Program is available here.

Criminal Justice Information Security Audit
On April 10, several Information Technology (IT) and Cedar Rapids Police Department (CRPD) - Joint Communication Agency (JCA 911) personnel spent the afternoon with an FBI IT Specialist to complete the City’s Criminal Justice Information Systems (CJIS) IT Security Audit, which can occur as frequently as every three years. Criminal Justice Information (CJI) is defined by the FBI as data necessary for law enforcement to perform their mission. CJI is subject to higher levels of technical security by the FBI.

Aside from a minor administrative and two minor technical suggestions, the City passed this audit with flying colors. The auditor even commented how favorably Cedar Rapids compared to very large agencies like the City of Los Angeles. The systems that are subject to this audit support the City of Cedar Rapids, the Linn County Sheriff’s Office, and every other Linn County community except for Marion. The on-site audit culminated many hours of preparatory work and is a good example of how we team up to produce great results for the City.

Parks & Recreation Department Recognized
The Cedar Rapids Parks and Recreation Department’s swimming program was recognized by the American Red Cross at a state event in Des Moines on Thursday, April 12. The American Red Cross recognized both Noelridge and Bender Pools as Gold Level Providers in their Learn to Swim programs for 2017. This designation is achieved by swim lesson providers with more than 1,000 people in swim lessons.

Windows 10 Conversion
The IT Department will be working on converting the City’s computer workstations to the Windows 10 operating system from April 16 to June 30. There will be pre-communication as to when your specific machine will be upgraded, if it has not been already, by a three person deployment team that will be working a 1PM to midnight shift (Monday through Thursday) to minimize operational disruptions. Our ServiceDesk (x5500) stands ready to assist with any issues that you may experience the following morning.
For the month of April, we are focusing on the second building block of the 5 Dysfunctions of a Team model, promoting healthy conflict within our teams. People have different comfortable levels with conflict. Imagine conflict on a continuum of 1 - 10. On the continuum, 1 is a very low level of comfort with conflict and 10 is a very high level of comfort with conflict. Some people are extremely comfortable with high levels of personal and workplace conflict. Some individuals prefer to avoid conflict altogether. These differences show up in at work and often create confusion, frustration and unproductive behaviors. Unresolved conflict between two individuals often spills over to the team and can become paralyzing to the team’s productivity.

Where do you fall on the continuum? Where do your co-workers fall? This week, we’ve asked a few employees the question, “If people are on different ends of the conflict continuum, how can they build a bridge to deal with their conflict in a productive way?”

**John Witt, Traffic Engineering Program Manager:** “When people are on different ends of the conflict continuum I find it most helpful to embrace the conflict, while also seeing each side’s point of view. My team is made up of talented and passionate individuals, which can result in heated debates about what the right approach is to solving problems. As a group, we have learned to embrace these conflicts to come to consensus when solving problems. When these heated debates/conflicts occur we take a step back and consider each team member’s point of view prior to making decisions and settling on an approach. Our team’s ability to embrace these conflicts in a constructive way has made us stronger as a group and more efficient/effective in how we work.”

**Christine Knapp, Utilities Lab Manager:** “I truly believe that the first step to helping to build a bridge to deal with conflict in a productive way is to understand the other person’s comfort level with conflict and how they like to communicate. It’s also important to remain objective, and keep the dialog from becoming personal. If you take these things in to consideration, it can help to ease the anxiety and pave the way to making sure that both parties are aligned on the goal. If the goal is consistent between both people, the probability of a constructive resolution increases.”

**WORD SCRAMBLE:**

One way to promote healthy conflict at work is to build a __________ between individuals who have different comfort levels with conflict.

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.
Cedar Rapids Civil Rights Commission Celebrates the 50th Anniversary of the Signing of the Fair Housing Act

The Cedar Rapids Civil Rights Commission will celebrate the 50th Anniversary of the signing of the Fair Housing Act on April 18, 2018 at 6:00 p.m. at the Veterans Memorial Building on the 4th floor. The celebration will be in conjunction with the Cedar Rapids Civil Rights Commission’s regularly scheduled monthly meeting.

As part of this celebration, Pheobe Trepp, Executive Director of Willis Dady Homeless Services, will serve as the guest speaker. She will explain the ongoing needs of people who become homeless. She will also discuss how quality affordable housing, along with a wide range of other solutions, can lead to more families quickly obtaining and retaining their own homes.

“Over 80% of the households we serve at our shelter have only been homeless one time. Their ability to obtain decent housing in Cedar Rapids is essential if we want to quickly resolve episodes of homelessness. We need to continue advocating for fair housing, and we need a wide range of solutions in order to have better long-term results” says Phoebe Trepp.

LaSheila Yates, the Executive Director of the Cedar Rapids Civil Rights Commission, and the City’s Chief Diversity Officer states “The Cedar Rapids Civil Rights Commission has continued to serve as the primary agency in educating local community organizations, the public, and housing providers in how they serve as partners in eradicating housing discrimination. We look forward to establishing future partnerships to affirmatively further fair housing.”

Please join us as we celebrate the 50th Anniversary of the signing of the Fair Housing Act and continue to build a more inclusive and diverse city, now and for future generations. This event is free and open to the public. For more information on this event or other programs, please call the Cedar Rapids Civil Rights Commission at 286-5036 or visit our website at www.cedar-rapids.org/CivilRights.
Diversity and Inclusion Training for Supervisors, Managers and Directors

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.

---

**Water Pollution Control Tour | Friday, April 27**

Learn how 50 million gallons of residential and industrial sewage is treated every day before it returns to the Cedar River — even cleaner than the river itself! We have ten tour spots available for City staff, and ten spots for community members (high school age and above) to see our complex operation and learn about its importance and challenges from the folks who run it all. Participants take home a Green Gift Basket, which includes a countertop compost bucket, two LED light bulbs, reusable travel eating utensils, and a drawstring bag.

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.

If you have questions regarding the health and wellness program, please contact:
Customer Care
(319)362-2409 or info@hsi-rx.com

A solution just for you
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

**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

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

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

SCOUT NIGHT
Monday, April 23 ~ 4:30 - 7pm
Cedar Rapids Public Library
450 5th Ave SE
Beems Auditoriums A & B
Are your kids in Scouts? This event is just for them! Grade-school aged girls and boys will have lots of fun while they learn all about spending and saving money!

GEOCACHE FOR COLLEGE CASH
Monday, April 23 ~ 11 am – 1 pm
Coe College ~ 1220 First Ave NE, Cedar Rapids
Tuesday, April 24 ~ 11am – 1pm
Mt. Mercy University
1330 Elmhurst Dr NE, Cedar Rapids
Wednesday, April 25
and Thursday April 26 ~ 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!
May Baskets for the Homeless

During the month of April, we ask that you help those in need by donating new/un-opened House Hold items. These items will help the women, children, and families associated with Waypoint Services.

Items will be collected until Friday, April 27th.

Boxes are located at the back entrance of City Hall

**Most needed items include:**

- Bath towels
- Non-perishable food items
- Laundry detergent
- Cups, plates
- Household cleaner
- Shower curtains
- Small laundry baskets
- Bus passes
- Gas cards
- Silverware
- Dish clothes
- Toilet paper, paper towels

**Cash and Gift Card donations can be given to Pam Ammeter 386-5357 or Lakshia Hayward 386-5335, in Housing Services.**

Thank you for your generosity!

-The CR Cares Committee
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

**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.

---

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

My name is BLAZE, I am a super smart 4 year old Husky. I am looking for an active home that is familiar with my breed. I am a high energy kind of guy, but I do know when it’s time to lay down and relax because that’s my favorite time to get my behind scratched!

I’d like to find a family with a fenced in yard, I’m not a fan of cats or little dogs - I just can’t figure them out! I don’t mind dogs that are the same size as me, as long as they like to play and understand that I can be bossy. I definitely want a home with another dog already in it! That fenced in yard is important to me because I need a place to burn off energy with my family, I’m not a fan of spending long days in the kennel so I’m looking for a family that has a flexible schedule and can take exercise breaks with me throughout the day.

I’m most comfortable with men, I get nervous around the ladies. Maybe with training I can learn to be a ladies man, but for now I’m looking to find my new main man!

The adoption fee for Blaze is $250 which includes neuter, vaccinations, a microchip, and a free obedience class. If you’re interested in Blaze, please complete an application on our Last Hope’s website adopthope.org or email adoptions@adopthope.org.
City Services Center
Food Truck Frenzy

Please join us at the CSC for lunch or an afternoon snack! Trucks/vendors will be ready to serve at the scheduled time. They will stay until they run out of food, or run out of customers (which ever happens first!) In case of rain, trucks/vendors are invited to serve in the Large Vehicle Bay.
If you have questions, please contact Jourdan at j.jiruska@cedar-rapids.org

<table>
<thead>
<tr>
<th>Date</th>
<th>Truck</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weds, 4/25</td>
<td>O’s Grill</td>
<td>11 am</td>
</tr>
<tr>
<td>Tues, 5/8</td>
<td>TBA</td>
<td>11 am</td>
</tr>
<tr>
<td>Tues, 6/5</td>
<td>The Box Lunch</td>
<td>11 am</td>
</tr>
<tr>
<td>Tues, 6/12</td>
<td>Little Jimmy Ices</td>
<td>2 pm</td>
</tr>
<tr>
<td>Tues, 6/19</td>
<td>Moy’s Food Truck</td>
<td>11 am</td>
</tr>
<tr>
<td>Tues 7/10</td>
<td>One More Bite</td>
<td>11 am</td>
</tr>
<tr>
<td>Tues, 7/17</td>
<td>Kona Ice</td>
<td>2 pm</td>
</tr>
<tr>
<td>Tues, 7/24</td>
<td>ZZnt</td>
<td>11 am</td>
</tr>
<tr>
<td>Tues, 8/7</td>
<td>The Street Food Fighter</td>
<td>11 am</td>
</tr>
<tr>
<td>Thurs, 8/23</td>
<td>The Road Rooster</td>
<td>11 am</td>
</tr>
</tbody>
</table>

CAMP Gibbins

Join Parks & Recreation to roast Daniel Gibbins and send him on a hike to his new job at Linn County Conservation!
Food, Fun & S’mores!

WEDNESDAY April 25, From 1 to 3pm
CITY SERVICES CENTER
Time Check Hall

REVISED DATE & TIME FROM 1ST POSTING