Employee News

Employee Promotions

**Eric Bahl, PW** - promoted to Construction Contract Specialist effective Jan 27. His previous position was Civil Engineering Construction Inspector.

**Justin Linn, PW** - promoted to Streets Heavy Equipment Operator effective Jan 30. His previous position was Streets Driver.

Retirements

**Thomas Redmond, Parks & Rec** – retiring Feb 17, 2017. Tom started with the City Dec 6, 1982. His current position is Forestry Operations Supervisor.

Employees photos & contact info can be found on CR@Work or at the following link: [http://cratwork/Pages/EmployeeDirectory.aspx](http://cratwork/Pages/EmployeeDirectory.aspx)

Quilt Raffle Winner

From the variety of fundraisers for our flood affected employees, a total of $1,680 which includes $865 from the quilt raffle was raised. The lucky winner of the quilt is **Mike Bailey, Police Department**.

Thanks again to Tammy Augustine, Cindy Potter, Deanna Thomas, and Colette Molumby for donating their talent, time and material for the quilt. Thanks to all employees for your willingness to help our co-workers across the city.
Employee Connection

Feb 6, 2017

Employment Opportunities

Employees are welcome to apply for any open positions and are also encouraged to share the job openings with anyone who may be interested in joining the City. Positions highlighted in yellow are newly posted this week.

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

<table>
<thead>
<tr>
<th>Internal ONLY</th>
<th>Administrative Coordinator-Special Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto Equip Mechanic II</td>
<td>Budget Analyst II</td>
</tr>
<tr>
<td>Construction Inspections Supervisor</td>
<td>Building Inspector</td>
</tr>
<tr>
<td>Lead Auto / Equipment Mechanic (temporary)</td>
<td>Custodian</td>
</tr>
<tr>
<td>PW Streets Heavy Equipment Operator, Grade 26</td>
<td>Public Works Laborer Grade 15</td>
</tr>
</tbody>
</table>

Summer Employment

While summer may appear to be a long way off, the Parks & Rec Dept is busy getting ready. Applications for summer seasonal staff are currently being accepted. These positions can be a great first job, perfect for busy students who don’t want to work year-round, and a fun way to get employment experience. We need friendly, responsible people who want to keep busy in the summer and be part of a fantastic team.

## Employee Service Awards

Please congratulate the following employees on their service anniversary for the month of January 2017.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>John</td>
<td>Reasoner</td>
<td>40 yrs</td>
</tr>
<tr>
<td>Phillip</td>
<td>Nejdl</td>
<td>30 yrs</td>
</tr>
<tr>
<td>Tina</td>
<td>Wickman</td>
<td>15 yrs</td>
</tr>
<tr>
<td>Marci</td>
<td>Williams</td>
<td>15 yrs</td>
</tr>
<tr>
<td>Kevin</td>
<td>Kirchner</td>
<td>15 yrs</td>
</tr>
<tr>
<td>Heath</td>
<td>Halverson</td>
<td>15 yrs</td>
</tr>
<tr>
<td>Gary</td>
<td>Long</td>
<td>15 yrs</td>
</tr>
<tr>
<td>Daniel</td>
<td>Goetsch</td>
<td>15 yrs</td>
</tr>
<tr>
<td>Stacy</td>
<td>Parmer</td>
<td>10 yrs</td>
</tr>
<tr>
<td>Rebecca</td>
<td>Johnson</td>
<td>10 yrs</td>
</tr>
<tr>
<td>Steve</td>
<td>Barker</td>
<td>5 yrs</td>
</tr>
<tr>
<td>Sara</td>
<td>Buck</td>
<td>5 yrs</td>
</tr>
<tr>
<td>Jessica</td>
<td>Bys</td>
<td>5 yrs</td>
</tr>
<tr>
<td>Jerry</td>
<td>Merritt</td>
<td>5 yrs</td>
</tr>
<tr>
<td>Christopher</td>
<td>Bormann</td>
<td>5 yrs</td>
</tr>
<tr>
<td>Chad</td>
<td>Pence</td>
<td>5 yrs</td>
</tr>
<tr>
<td>Heather</td>
<td>McGillivray</td>
<td>1 yr</td>
</tr>
<tr>
<td>Alex</td>
<td>Anderson</td>
<td>1 yr</td>
</tr>
<tr>
<td>Wendy</td>
<td>Howard</td>
<td>1 yr</td>
</tr>
<tr>
<td>Megan</td>
<td>Lopata</td>
<td>1 yr</td>
</tr>
<tr>
<td>Cara</td>
<td>Matteson</td>
<td>1 yr</td>
</tr>
<tr>
<td>Ryan</td>
<td>State</td>
<td>1 yr</td>
</tr>
</tbody>
</table>

Click on the link below and you can order on-line for your office. What a great way to support this organization and enjoy a meal. Order 3 meals or more and they will be delivered to your door!

[http://www.horizonsfamily.org/how-help/donate/or/](http://www.horizonsfamily.org/how-help/donate/or/)  

February 13 – 17
Navigating life’s twists and turns can be difficult. Even more so when faced with a disability that makes everyday activities a challenge.

Our upcoming ADA training will review details of the American with Disabilities Act, and spotlight “invisible” disabilities. Awareness of how invisible disabilities might present themselves is important to help us provide good customer service, make life more manageable for those with disabilities, and meet Title II ADA obligations.

All training will be held the week of March 6-10 at the Downtown Library - Whipple Auditorium. Training is mandatory for all employees who interact with the public so please mark your calendar and work with your department contact to register for a session today.

**Downtown Library - Whipple Auditorium**

Parking coupon code: **121616**

<table>
<thead>
<tr>
<th>DATE</th>
<th>MORNING SESSIONS</th>
<th>AFTERNOON / EVENING SESSIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>MONDAY, MARCH 6</td>
<td>No morning session</td>
<td>12-4 pm (afternoon session)</td>
</tr>
<tr>
<td>TUESDAY, MARCH 7</td>
<td>8 am - 12 pm</td>
<td>4-8 pm (evening session)</td>
</tr>
<tr>
<td>WEDNESDAY, MARCH 8</td>
<td>7:45-11:45 am</td>
<td>12:15-4:15 pm (afternoon session)</td>
</tr>
<tr>
<td>THURSDAY, MARCH 9</td>
<td>8 am - 12 pm</td>
<td>4-8 pm (evening session)</td>
</tr>
<tr>
<td>FRIDAY, MARCH 10</td>
<td>7:45-11:45 am</td>
<td>No afternoon or evening session</td>
</tr>
</tbody>
</table>

Please use PeopleSoft code **ADA102** to register
Most City Offices Closed Monday, Feb 20

The City will observe the President’s Day holiday on Monday, Feb 20. Most City offices will be closed that day. The following City services will continue to operate:

- **Fire Department** – Administrative and Fire Marshal’s Offices Closed. Responding to emergencies
- **Joint Communications Center** – Responding to emergencies
- **Police Department** – Responding to emergencies
- **Solid Waste** – Normal collection, but office closed
- **Transit** – Normal bus operations
- **Water Pollution Control**
  - The SW Division will be collecting garbage, yard waste, and recycling Feb 20 however the office is closed.
  - The Water Division’s 24-hour emergency service number is 286-5910.
  - Public Works’ Sewer and Street Division’s 24-hour emergency service number is 286-5826.
  - WPC’s 24-hour emergency service number is 286-5286.

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**Retirement Open House**

Tom Redmond is retiring February 17 after 34+ years with the Forestry Department. Come wish Tom a happy retirement!

**Open House**
February 7, 2017
1:00 - 3:00 p.m.
Time Check Hall
City Services Center
500 15th Avenue SW
Sleep Hygiene

Presented by Lisa Lahr with Mercy EAP

Why is sleep important? We will explain the importance of sleep for both our physical and mental well-being, providing an overview of what sleep is, the positive effects of sleep, as well as the negative effects of not enough sleep. We will provide tips on how to work sleep into your day as well as how to get better sleep.

Tuesday, February 28
11:00 - 11:30 am
Central Fire Station
713 1st Ave SE
Training Classroom, 2nd Floor

Wednesday, March 1
11:00 - 11:30 am
City Service Center
500 15th Ave SW
Five Seasons Conference Room

Wellness Hours can be used for this event
Walk This Way
City of Cedar Rapids Employees
Step Out for Better Health!

Activity Challenge Results for 2016

<table>
<thead>
<tr>
<th>Quarter</th>
<th>Participants</th>
<th>Miles</th>
<th>Average Miles</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quarter 1</td>
<td>262</td>
<td>101,456</td>
<td>387</td>
</tr>
<tr>
<td>Quarter 2</td>
<td>221</td>
<td>100,597</td>
<td>455</td>
</tr>
<tr>
<td>Quarter 3</td>
<td>163</td>
<td>72,868</td>
<td>447</td>
</tr>
<tr>
<td>Quarter 4</td>
<td>133</td>
<td>55,846</td>
<td>419</td>
</tr>
</tbody>
</table>

$\$ incentive payments will occur on the payroll dated 2/10/17 $\$$

Maintain Don’t Gain 2016 Results

- 59 total participants
- 10 teams
- 19 individuals
- 91.26 pounds LOST!

$\$ Winners $\$
Individual
Renee Aswegan
Team: Perky Turkeys
Laurel Shaw
Chrsyal Shaver
Jen Barton
Amanda Rabey

2017 C. Our Weight Loss Challenge

- 55 Total Participants
- 7 Teams
- 27 Individuals

Who will it be? Could it be YOU?
Final weigh outs in March!
Greetings for 2017:

A healthy lifestyle is your personal choice. The City of Cedar Rapids continues to partner with Health Solutions to provide a comprehensive wellness program that supports you in achieving your own personal health and wellness goals. Participation in the program allows you to...

- Save money on your monthly health insurance premiums. For example, the twelve month savings on a family plan in calendar year 2017 as a wellness participant ranges from $200 - $1000.
- Learn more about your health based on your personal wellness report reviewed in depth with a trained health educator.
- Work one-on-one with a health coach at your work location on work time.
- Create a Care Team focused on you and your medical care provider to achieve your health goals.
- Address your high risk areas that can help you to feel better and live longer.

In addition to savings to the overall health plan, the wellness program impacts your bottom line as well. Not only are the health screening and risk assessment free, but you can save money throughout the year by being in better health.

Help us achieve the 2017 wellness goal of 75% of employee and spousal participation. Don’t forget...Spouses earn a $50.00 gift card for participating.

To receive the 2018 Health Insurance Premium with Wellness, employees must complete the following steps:

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 Register:

Visit www.myhealthwithhsi.com/CityCR and follow the directions below to register your account:

- Click on ‘Register’ in the New Users box
- Read the Terms and Conditions and click ‘Accept’
- In the New Users Registration box, complete the following information:
  - Company: CityCR
  - Employee Member ID: Employee ID number
  - Spouse Member ID: EmployeeIDYYYYMMDD
  - Enter the rest of your profile information
- Click ‘Register’
- Set Password
- Click ‘Sign In’

Instructions for steps 1 - 4 are on the reverse side of this letter.

If you have issues accessing your personal wellness portal, contact Customer Care directly at 319-362-2409 or 888-362-5920, or by e-mail at info@hsirx.com.
Now that you have registered, follow these steps ...

1. Complete the online Health Risk Assessment Questionnaire using the following steps: (Paper copies available upon request)
   - From the Home Screen, click on ‘Start’ in the Assessments box
   - Complete all questions in each category, clicking the ‘Next’ button to move forward
   - Once all questions are complete, click the ‘Submit’ button in the lower right corner

2. Schedule your Onsite Health Screening. Deadline: April 28, 2017
   - In the Health Screening box, click ‘Schedule an Appointment’
   - Select the appropriate site from the drop-down menu
   - Choose an available screening date shown in white on the calendar
   - Click ‘Book It’ next to the screening time you prefer
   - Click ‘Finalize Appointment’
   - You can now exit out of the scheduling window

   Fasting is required: Nothing to eat or drink, other than water, for 10-12 hours prior to your screening appointment. Drink plenty of water. Take any medications that do NOT need to be taken with food.

   This concludes the program enrollment steps.

3. Complete your follow-up consultation with a Health Solutions health educator to review your results. Deadline: May 31, 2017

   If attending an onsite health screening, your consultation will be scheduled during the registration process. If you choose to submit a Health Form, you will be contacted by Health Solutions to schedule your consultation. This appointment, with one of our highly qualified health educators, is to review your results and is a great opportunity to ask questions and get information about any number of health related topics.

4. If recommended, you will then move into personalized health coaching as the final phase of our program. Whether you qualify for coaching based on a clinical health risk or you’re in need of the guidance and support to make lifestyle changes, a health coach is a committed partner in getting you to your best. Health coaching appointments will be scheduled at the time of your consultation. Every step in this process is allowed on work time.
# Health Solutions Screening Schedule

Below you will find the screening dates for the 2017 Wellness Program. The deadline to complete an onsite screening or submit a health form is **April 28, 2017.**

**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.myhealthwithhsi.com/citycr](http://www.myhealthwithhsi.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.*

<table>
<thead>
<tr>
<th>Screening Date</th>
<th>Day</th>
<th>Screening Time</th>
<th>City Site</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 1, 2017</td>
<td>Wednesday</td>
<td>7:00 – 10:00 am</td>
<td>City Hall</td>
<td>East Post &amp; West Post Rooms</td>
</tr>
<tr>
<td>March 2, 2017</td>
<td>Thursday</td>
<td>7:00 – 10:00 am</td>
<td>City Hall</td>
<td>East Post &amp; West Post Rooms</td>
</tr>
<tr>
<td>March 3, 2017</td>
<td>Friday</td>
<td>7:00 – 10:30 am</td>
<td>City Hall</td>
<td>East Post &amp; West Post Rooms</td>
</tr>
<tr>
<td>March 7, 2017</td>
<td>Tuesday</td>
<td>6:30 – 10:00 am</td>
<td>WPC</td>
<td>Main</td>
</tr>
<tr>
<td>March 8, 2017</td>
<td>Wednesday</td>
<td>7:00 – 10:00 am</td>
<td>Water Dept.</td>
<td>Stephen Cook Conf. Room</td>
</tr>
<tr>
<td>March 14, 2017</td>
<td>Tuesday</td>
<td>7:00 – 10:00 am</td>
<td>Water Dept.</td>
<td>Stephen Cook Conf. Room</td>
</tr>
<tr>
<td>March 15, 2017</td>
<td>Wednesday</td>
<td>7:00 – 8:30 am</td>
<td>Airport</td>
<td>Commissions Room</td>
</tr>
<tr>
<td>March 16, 2017</td>
<td>Thursday</td>
<td>8:00 – 10:00 am</td>
<td>Main Library</td>
<td>Beems A</td>
</tr>
<tr>
<td>March 20, 2017</td>
<td>Monday</td>
<td>6:30 – 9:30 am</td>
<td>CSC</td>
<td>5 Seasons Room</td>
</tr>
<tr>
<td>March 23, 2017</td>
<td>Thursday</td>
<td>6:30 – 9:30 am</td>
<td>CSC</td>
<td>5 Seasons Room</td>
</tr>
<tr>
<td>March 24, 2017</td>
<td>Friday</td>
<td>6:30 – 9:30 am</td>
<td>CSC</td>
<td>5 Seasons Room</td>
</tr>
<tr>
<td>March 27, 2017</td>
<td>Monday</td>
<td>6:30 – 9:30 am</td>
<td>CSC</td>
<td>5 Seasons Room</td>
</tr>
<tr>
<td>March 28, 2017</td>
<td>Tuesday</td>
<td>6:00 – 9:30 am</td>
<td>Police</td>
<td>Barta Classroom</td>
</tr>
<tr>
<td>March 29, 2017</td>
<td>Wednesday</td>
<td>6:00 – 9:30 am</td>
<td>Police</td>
<td>Barta Classroom</td>
</tr>
<tr>
<td>March 30, 2017</td>
<td>Thursday</td>
<td>6:30 - 9:30 am</td>
<td>Police</td>
<td>Barta Classroom</td>
</tr>
<tr>
<td>March 31, 2017</td>
<td>Friday</td>
<td>8:30 – 11:00 am</td>
<td>Transit Admin Dept.</td>
<td>Main Conference Room</td>
</tr>
<tr>
<td>April 3, 2017</td>
<td>Monday</td>
<td>6:30 – 10:00 am</td>
<td>CSC</td>
<td>5 Seasons Room</td>
</tr>
<tr>
<td>April 4, 2017</td>
<td>Tuesday</td>
<td>6:30 – 10:00 am</td>
<td>CSC</td>
<td>5 Seasons Room</td>
</tr>
<tr>
<td>April 5, 2017</td>
<td>Wednesday</td>
<td>6:30 – 10:00 am</td>
<td>CSC</td>
<td>5 Seasons Room</td>
</tr>
<tr>
<td>April 7, 2017</td>
<td>Friday</td>
<td>6:30 – 10:00 am</td>
<td>CSC</td>
<td>5 Seasons Room</td>
</tr>
<tr>
<td>April 8, 2017</td>
<td>Saturday</td>
<td>8:00 – 10:00 am</td>
<td>Health Solutions Office</td>
<td></td>
</tr>
</tbody>
</table>

**Location Address**

- **City Hall:** 101 First St SE 52401
- **City Services Center (CSC):** 500 15th Ave SE 52404
- **Health Solutions Office:** 151 5th St SE Suite 500 52401
- **Police Department:** 505 1st St SW 52404
- **Transit Administration Building:** 427 8th St NW 52405

If you need assistance with portal registration or navigation, contact Health Solutions at 319-362-2409 or 888-362-5920.
How to register for the 2017 Activity Incentive Program!

Starting February 1, 2017 employees and spouses covered on the health plan will be able to register for the 2017 Wellness Program and begin tracking their physical activity.

Earn multiple chances to WIN $$!

Start moving! In Quarter 1, you’ll start tracking your steps (which will be prorated with the February start date). Quarter 1 will establish your baseline for the remainder of 2017.

For each successive quarter, if you maintain your average daily steps, your name will be entered one time into a drawing for one of four $25 gift cards. If you advance to the next level in the following quarter (i.e. Quarter 1 = 5,000 steps average, Quarter 2 = 7500 steps average), your name will be entered twice into the drawing, increasing your chances to win! The goal is to keep moving AND improving your level of physical activity.

Activate your account: You may now register in the 2017 Health Solutions web portal and sync your device. **If you participated in 2016, your device will already be synced.** If you are a new participant to this challenge, follow the instructions below to sync your NEW device.

Register as early as possible to sync your device! Your data will only be automatically uploaded from the day you register, forward. You will have to manually log any back data.

**To register on the Wellness Portal:**
- Visit [www.myhealthwithhsi.com/CITYCR](http://www.myhealthwithhsi.com/CITYCR)
- Click on Register in the New Users box
- Read the Terms and Conditions. Click Accept.
- In the New Users Registration box, complete the following:
  - Company: CityCR
  - Employee Member ID: Employee ID number
  - Spouse Member ID: EmployeeIDYYYYMMDD
    (employee’s ID followed by spouse’s DOB)
  - Enter the rest of your profile information
- Click Register

**To sync your NEW device:**
- Visit [www.myhealthwithhsi.com/CITYCR](http://www.myhealthwithhsi.com/CITYCR)
- Enter member ID and password
- Once logged in, select Fitness Devices under the Menu in the upper right corner
- Select the activity tracker you wish to sync and click Connect
- Enter your log-in information for the particular tracker and follow instructions to sync.

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If you have any questions regarding accessing your Health Solutions web portal, contact
Anji Anftownak at anji.anftownak@hcr-nx.com or Ashley Stockney at ashley.stockney@hcr-nx.com or call 319-362-2409
Monthly Wellness Champion

Daryl Carson
Building Services

Accomplishment:
Daryl gets to the gym at least 4 or 5 times every week to stay active and maintain his current weight. His workout format is a 30-minute, nonstop cardio attack that includes pushups, jumping jacks, air squats, sit-ups and other body weight exercises. He sometimes adds light weights just to change it up. Daryl is 46 years old and has 2 children ages 4 and 6. They are his number 1 motivator to stay active.

Benefit from Accomplishment:
Daryl use to suffer from chronic back pain and his back would “go out” at least 3 to 4 times a year. While his back pain hasn't completely been eliminated, it is significantly reduced since he has made exercising part of his daily routine.

Future Goals:
Daryl is committed to exercising and making healthy eating choices so he can maintain his fitness level as he grows older. Maintaining his fitness will also help with his other goal: NOT to look his age.

Daryl's Top 3 Wellness Tips

-If you keep going, you won’t regret it. If you give up, you will.

-When bored with one type of routine, change it up instead of quitting altogether

-Cook and create meals from scratch instead of relying on frozen processed foods.

Wellness:
The state of being in good health, especially as an actively pursued goal.
Public Sector Job Fair

Join us on
February 14, 2017 from 4:00 - 5:30 PM in the
Lobby of the Cedar Rapids Public Library

Join us to learn about current employment
opportunities and employment criteria to better
prepare for jobs in the public sector.

Representatives from the City of Cedar Rapids,
Cedar Rapids Police and Fire Departments, Linn
County, U.S. Attorney’s Office, Cedar Rapids
Community School District, Transportation
Security Administration (TSA) and the 6th Judicial
District Department of Corrections will be
present at the Job Fair.
Movie Night Featuring
“He Named Me Malala”

Join us on
February 27, 2017 from 5:30 - 7:15 PM in the
Whipple Auditorium, Cedar Rapids Public Library

HE NAMED ME MALALA is an intimate portrait of Nobel Peace Prize Laureate Malala Yousafzai, who was targeted by the Taliban and severely wounded by a gunshot when returning home on her school bus in Pakistan’s Swat Valley. The then 15-year-old was singled out, along with her father, for advocating for girls’ education, and the attack on her sparked an outcry from supporters around the world. She miraculously survived and is now a leading campaigner for girls’ education globally as co-founder of the Malala Fund.