### New Employees

**Susan Deaton, Finance** – Budget Analyst II effective May 20. Susan comes to us from Black Hawk County in Waterloo, IA.


**Brennan Koerperich, Public Works** – Streets Temporary Public Works Laborer effective May 14. Brennan is a recent graduate from Coe College.


**Jake Voss, Public Works** – Temporary Public Works Laborer effective May 16. Jake is a recent graduate from Coe College.

**Nichole Oberthien, Public Works** – Temporary Public Works Laborer effective May 17. Nichole is currently a student at Waldorf University in Forest City, IA.

**Alec Countryman, Public Works** – Engineering Intern I effective May 20. Alec is a recent graduate from The University of Iowa.


*(Continued on the following page)*
New Employees

Anthony Kernwein, Parks and Recreation – Intern IV in Forestry effective May 20. Anthony is currently attending the University of Wisconsin in Stevens Point, WI.

Hannah Baysinger, Community Development - Planning Intern effective May 20. Hannah is currently a senior at Iowa State University.

Cooper Shields, Community Development - Planning Intern effective May 20. Cooper recently earned his undergrad degree from Iowa State University.

Peterson Wambuu, Community Development - Planning Intern effective May 20. Peterson is currently a graduate student at the University of Iowa.

Josh Harris, Community Development - Planning Intern effective May 20. Josh is currently a graduate student at the University of Iowa.

Efrain Aguilar, Finance – Transit Service Worker effective May 21. Efrain comes to us from the VA Hospital in Iowa City.

Employee Promotions

Kevin Williams, Utilities – has been promoted to Solid Waste Recycling Driver Collector 1 effective May 18. His previous position was Solid Waste Recycling Laborer Extra Driver.

Kyle Garin, Public Works – has been promoted to Streets Driver effective May 22. His previous position was Public Works Laborer.

I’m Glad You Asked!

How do I avoid getting caught up in office drama?

Every work team has unproductive conversations from time to time. Setting healthy boundaries around office drama will have a positive impact on you and your team. The first step in eliminating drama is to recognize it as destructive to the team and your work. If the discussion or tone would change if others were in the room, it is probably office drama. Here are a few things you can try:

• Direct approach: Let the other person know you are uncomfortable with the conversation.
• Avoid participating: Excuse yourself and walk away from the conversation.
• Redirect conversation: Reframe the discussion into something more positive using generous intent.
ALERTUS TESTING and CONFIGURATION

As IT is wrapping up deployment of Alertus on desktops, laptops and tablets, it is important that all employees are aware of the following information:

CONFIGURATION

- All employees must configure the Alertus system on their desktops by **5:00 p.m. on Friday, May 24**. The system will become active the evening of Friday, May 24.
- See the **Alertus policy and procedures** on the **Facilities Security** page on CR@Work for instructions on configuration.
- Shared computer systems (multiple users on multiple computers) will be configured at a later date. Example: WPC Lab, field users, etc.
- Contact your Alertus trainer in your department or IT (x5500) if you need assistance with configuration.

FALSE ALERTS

- Please pay close attention to where the Alertus buttons are on your desktop to avoid unintentional activation. If you accidentally activate the alert, please follow the steps on the Alertus reference card.
- Contact IT if you need an Alertus reference card that includes instructions for false alerts. The **reference card** can also be accessed on the Facilities Security page on CR@Work.

ACTIVE THREAT PROTOCOL

- It is recommended that employees review the active threat protocol outlined on the Alertus reference cards and start to think about plans for **EVACUATION** (routes to leave the facility), **EVADING** (places to hide), or **ENGAGING** to be prepared in an active threat situation.

TESTING

***THE ALERTUS SYSTEM WILL BE TESTED ON THURSDAY, MAY 30 AT 11:00 A.M.***

The test message will look similar to below:
City Manager and Director Updates

Greene Square Ambassador Program
City Staff members from the GTC, Library, Parks and Recreation Department and Police Department have been working with other downtown partners including the Downtown Economic Alliance to pursue their mutual interest in safe, friendly public spaces in the downtown area. The groups are working to establish a Downtown Ambassador Pilot Program (the “Ambassador Program”). The program will be run through Willis Dady, with support from the other parties. Willis Dady will hire Ambassadors to build relationships with members of the public and maintain the integrity of the downtown Cedar Rapids area. This proposed pilot program will run during summer months and will focus on creating a respectful and peaceful environment, communicating issues with appropriate parties, and aid with trash pickup and recycling in the downtown areas. Ambassadors will assist with reminding residents of city policies including smoke and alcohol free areas. Pending Council approval, as part of the May 28 City Council meeting, this program would start in June of this year.

3rd Avenue SE Project Begins Downtown
The roadway improvement project on 3rd Avenue SE between 1st Street and 5th Street is tentatively scheduled to begin today, Monday, May 20. Starting Monday, 3rd Avenue will be closed between 3rd Street and 5th Street. Temporary closures and lane restrictions will be in place at side street intersections while work is underway. The trail adjacent to the railroad track will also be closed between 2nd Avenue and 4th Avenue. This project is part of the overall initiative to make important roadway and pedestrian improvements throughout the 3rd Avenue corridor. Improvements include: repairs to the surface of the roadway, pedestrian bump-outs to reduce crossing distance at intersections, new railroad gates and crossing arms at 4th Avenue, protected bike lanes with raised medians separating the bike lane and the parking lane, and later this summer when new lane markings are painted, conversion from one-way to two-way traffic. The project is scheduled to be completed this fall. Later this summer, work will begin on 3rd Avenue between 5th Street and 19th Street, which will also incorporate roadway repairs, bike lanes, and a conversion from one-way to two-way traffic. By the end of this summer, all of 3rd Avenue will be a consistent two-way network from downtown to Wellington Heights.

City Manager City Update Event
All City employees are invited to join City Manager Jeff Pomeranz for his May 30 City Update event. This is your opportunity to visit with the City Manager and hear Jeff discuss City topics and answer questions submitted by you and other employees.

Thursday, May 30
8:00 to 9:30 a.m.
Downtown Library
Breakfast: 8:00 to 8:30 a.m. Beems Auditorium
Presentation and Questions: 8:30 to 9:30 a.m. Whipple Auditorium

All City employees are invited and encouraged to attend. The use of flex time will not be required.

Space is limited, so please RSVP to Citymanager@cedar-rapids.org to reserve your seat. A response is required by Friday, May 24 to help us plan for breakfast.

Do you have a City related question you would like addressed by Jeff? Submit your questions to citymanager@cedar-rapids.org. Jeff will address as many questions as possible at the event.
SAFETY BEACON
Weekly Safety Guidance from Risk Services
STEP UP TO SAFE STEP LADDER USE

LADDER SAFETY
STEP LADDER
- Brace yourself with your free hand if possible.
- Face the ladder while climbing.
- Always carry tools in toolbelt holster or pouch and not in hands.
- Maintain 3 points of contact while climbing (such as 1 hand and 2 feet, or 2 hands and 1 foot).
- Firm and level base.

THE WRONG WAY
- Do not fold up and lean the ladder against a surface.
- Do not overreach.
- Do not carry heavy objects while climbing a ladder.
- Do not place the ladder on uneven soft ground, without flat board.
- Do not use ladder with slippery steps, or damaged stiles.

SAFETY SUGGESTION BOX - LIVE!
CHECK OUT RISK SERVICES' NEW SAFETY SUGGESTION BOX LOCATED AT THE CITY SERVICES CENTER IN THE LARGE VEHICLE BAY
WANT TO SUBMIT A SAFETY SUGGESTION BUT DON'T WORK AT THE CSC? NO PROBLEM: EMAIL YOUR SUGGESTIONS & IDEAS FOR IMPROVEMENT TO: SAFETY@CEDAR-RAPIDS.ORG

CEDAR RAPIDS SAFETY
Safety by Choice // Not by Accident
City of Cedar Rapids Night
Friday, July 26th
6:35 PM (Gates open at 5:30 PM)

Buy Tickets Online and Enter Promo Code: citycr

Select Section 114 When Ordering

First 1000 fans receive a black and gold Kernels cap!

$4.00 Off Regular Ticket Price!

Celebrating Iowa Hawkeye Night!

PARTY AT THE PARK

Club Tickets are $8.00

Order Online at the Link Below or by Calling the Kernels Ticket Office. Deadline to order is Thursday, July 25th.

Ticket Ordering Information Below:


Kernels Ticket Office: (319) 896-7560.

Mention City of Cedar Rapids Night and Request Section 114.

No Outside Food or Beverage. No Refunds or Exchanges.
Weight Loss Challenge

Congratulations to the following individual and team winners!

Individual:
Shannon Day

Team: Dewey 613
Stephanie Hall, Natalie Struecker, Nancy Geiger, Rachelle Molyneux

Challenge Results:
Total Pounds lost: **294.6 lbs.**
Averaging 6.5 lbs. per person

85 participants enrolled in the challenge
50 participants weighed out (59% completion rate)
34 participants lost weight (53% of those enrolled)

Winners of the challenge will receive the Weight Loss Challenge traveling trophies and 500 wellness points!

All participants that lost weight will receive 50 points.
Points will be rewarded before June 1.
There is still time to participate in the City of Cedar Rapids Wellness Program!

Take advantage of these FREE resources to improve your well-being and be eligible for great incentives.

<table>
<thead>
<tr>
<th>Eligible Population</th>
<th>Incentive</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benefit Eligible Employees</td>
<td>2020 Health Plan with Wellness Rate</td>
</tr>
<tr>
<td>All benefit eligible employees are invited to participate regardless of participation in the health plan</td>
<td>Discounted health plan premiums are available when you participate in the Wellness Program</td>
</tr>
<tr>
<td>Covered Spouses</td>
<td>$200 Cash Card</td>
</tr>
<tr>
<td>Must be enrolled in the Health Plan</td>
<td>Mailed to the spouse after completed requirements</td>
</tr>
</tbody>
</table>

Steps to Complete

1. Online Health Risk Assessment Questionnaire – **Due 5/31/2019**
   - Access your portal at [www.myhealthywithhsi.com/CityCR](http://www.myhealthywithhsi.com/CityCR)
     - Employees Member ID: Employee ID Number
     - Spouses Member ID: Employee ID + Spouse date of birth in the format –YYYYMMDD Example: Employee ID = 12345; Spouse DOB = April 25, 1979; ID = 1234519790425

2. Health Screening – **Due 5/31/2019**
   - From the wellness portal, participants can select one of the following screening options:

3. Understand Your Health Risk Assessment – **Due 7/1/2019**
   - Attend a seminar onsite and sign-in with the facilitator
     - Video Option: Access your wellness portal at [www.myhealthywithhsi.com/citycr](http://www.myhealthywithhsi.com/citycr)
       - View the “Understand Your Health Risk Assessment Video” Tile
       - Select “More” to find the online Video
       - Select “Record” for the video link and to record your completion
     - Onsite Option: Attend an onsite session and sign-in with the facilitator
       - Tuesday, May 14th at 8:00am in Police Department Community Room
       - Tuesday, May 14th at 4:00pm in Police Department Community Room
       - Wednesday, May 15th at 3:00pm in City Hall Training Room (Basement)
       - Tuesday, May 22nd at 3:00pm in CSC Time Check Hall
       - Wednesday, May 29th at 7:15am in CSC Time Check Hall

Questions? Contact Health Solutions directly at 888-362-5920 or by email at [info@hsi-rx.com](mailto:info@hsi-rx.com)
SPRING IS IN THE AIR!

Your Wellness Ambassadors are highlighting *Ways to Get Moving* in the months ahead.

<table>
<thead>
<tr>
<th>MAY</th>
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<tbody>
<tr>
<td>Strong to the Core Challenge</td>
<td>May-June via your wellness portal</td>
</tr>
<tr>
<td>Meet Me at the Market*</td>
<td>May 2, 9, 16, 23 &amp; 30</td>
</tr>
<tr>
<td>Bike to Work Week*</td>
<td>May 11-17</td>
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<table>
<thead>
<tr>
<th>JUNE</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Corridor Corporate Games**</td>
<td>All month long!</td>
</tr>
<tr>
<td>1-Bag Challenge // Employee Speaker Series*</td>
<td>June 13 &amp; 27, Location TBD</td>
</tr>
<tr>
<td>Meet Me at the Market*</td>
<td>June 6, 13, 20 &amp; 27</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>JULY</th>
<th></th>
</tr>
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<tr>
<td>Corridor Corporate Games**</td>
<td>All month long!</td>
</tr>
<tr>
<td>Meet Me at the Market*</td>
<td>July 4, 11, 18, 25</td>
</tr>
</tbody>
</table>

*Denotes event may be logged for Wellness Points as a Community-Based Fitness Event in the Wellness Portal.

**Denotes event may be logged for 25 Wellness Points as Corridor Corporate Games in the Wellness Portal.

**Strong to the Core Challenge** *(Worth 25 Wellness Points)*
Sign in to your Wellness Portal to enroll. This 8-week challenge provides guidance in developing strong core muscles to improve balance, flexibility, and back health. From press-ups to wall-sits, exercises work the back, abdomen, and pelvis areas. Participants can follow along or go at their own pace. Each week includes an instructional exercise video and education.

**Meet Me at the Market**
A social walk, run, bike, dance and yoga event every Thursday. May through the first week of September at NewBo City Market! Learn more at MeetMeCR.org You can wellness points for attending this Community-Based Fitness Event.

**Bike to Work Week**
Join cyclists from across the community for a week-long celebration of special events! Find a schedule of events at CityofCR.com/BikeCR. There is a competition to see which employer can send the most employees to the Wednesday, May 15 Bike to Lunch event. Earn wellness points for attending this Community-Based Fitness Event!

**City Manager’s 1-Bag Challenge**
City Manager Jeff Pomeranz challenges every citizen to collect at least one bag of litter each year to help CleanUpCR. Take this challenge, and lunch is on us at the June Employee Speaker Series events! Use the #trashtag and #1BagChallenge hashtags to share photos of your cleanup and earn wellness points for attending this Community-Based Fitness Event!

**Corridor Corporate Games**
The City of Cedar Rapids is competing in the 2019 Corridor Corporate Games (CCG), a company-based competition that offers 25 sports and events during June and July throughout the Cedar Rapids/Iowa City area. The purpose of the CCG is to promote physical activity and employee wellness, as well as cultivate and instill company pride. Pick a sport or event you want to participate in or volunteer to help with, then register at corridorcorporategames.org. Click the dashboard button at the top right corner to set up your account and use the company code CCGCITYCR when registering. Our Corporate Games Managers will be in contact with you with more details.

**Questions?** Contact a Wellness Ambassador in your area or Health Solutions at 888-362-5920 or info@hsi-rx.com
MEMORIAL DAY — SERVICE
at the ALL-VETERANS MEMORIAL PARK
MAY 27, 2019         10:00 am

SPONSORED BY the METRO AREA VETERANS COUNCIL
Bob Feiereisen, President
Shirley Niedermann, Vice President
Cheryl King, Secretary

With special thanks to the Veterans Memorial Commission

MEMORIAL DAY SERVICE
ALL-VETERANS MEMORIAL PARK
Veterans Memorial Drive SW, Cedar Rapids.
next to the Veterans Memorial Stadium—home of the Cedar Rapids Kernels.
MONDAY, MAY 27, 2019 10:00 am

Traditional program to include: Presentation of The Colors, General Logans Orders, Placement of Wreaths, Service Song Medley and other musical selections, Special Guest Speaker Joe Stutler, Volley Salute and more.

DEDICATION OF VETERAN MEMORIAL BRICKS
DURING THE CEREMONY

Please bring a non-perishable contribution for the Veterans Food Bank

THE VETERANS MEMORIAL BUILDING IS OPEN FROM 9 AM—2 PM ON MEMORIAL DAY.
MEMORIAL WINDOW & MILITARY DISPLAYS ARE ALWAYS FREE & OPEN TO THE PUBLIC.
50 SECOND AVENUE BRIDGE, CEDAR RAPIDS, IOWA 52401 319.286.5038
Make an Impact this Summer and Donate Blood!

As part of the Corridor Corporate Challenge the City of Cedar Rapids is hosting a blood drive on May 28th. Donate to save lives and help us win the Blood Donation Challenge.

As a special THANK YOU all donors will receive a voucher for their choice of $10 gift card to Amazon, Dairy Queen, Casey’s, or Dominos!

City of Cedar Rapids Blood Drive
Tuesday, May 28 11:00 am – 3:00 pm
Time Check Hall

Sign up online HERE. Click on the RED SCHEDULE NOW button on the left hand corner of the screen, then go to Sponsor Code Search and enter code 2419. Questions? Email Renee Aswegan at r.aswegan@cedar-rapids.org

You may use Wellness Hours for this event!

How to prepare for your blood donation:

- **Eat good meals for breakfast and lunch the day of the drive** (choose healthy, well rounded meals with lean protein, greens, and whole grains)
- **Drink plenty of water the day before and the day of the drive** (at least 8 glasses of water per day)
- **Bring your Photo ID**

Tips for boosting your iron levels: one to two weeks before the drive, try adding in some foods such as lean meats, plenty of leafy greens, lentils, chickpeas, and whole grains.
Calling all Competitors!

The City of Cedar Rapids is competing in the 2019 Corridor Corporate Games (CCG), a company based competition that offers 25 sports and events during June and July throughout the Cedar Rapids/Iowa City area. The purpose of the CCG is to promote physical activity and employee wellness, as well as cultivate and instill company pride.

We will be competing in Division 1 against other area companies and government organizations including Iowa City and Linn County. We earn points by participating, placing in events and volunteering. There are many ways you can help us win!

At the conclusion of the Games, the coveted Corporate Cup will be awarded to the winner of each division! Below is a list of the sports and events that will be offered:

### 2019 Sport/Event Opportunities

<table>
<thead>
<tr>
<th>Bags**</th>
<th>Basketball - 3 on 3**</th>
<th>Basketball Shooting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blood Donation Challenge</td>
<td>Bocce**</td>
<td>Bowling**</td>
</tr>
<tr>
<td>Burst Your Thirst Challenge</td>
<td>Cycling Tour Ride</td>
<td>Cycling Tour Ride</td>
</tr>
<tr>
<td>Disc Golf**</td>
<td>Dodgeball**</td>
<td>Fitness Walk</td>
</tr>
<tr>
<td>Golf</td>
<td>4 Person Best Shot**</td>
<td>Kickball**</td>
</tr>
<tr>
<td>Mud Volleyball**</td>
<td>Nature Walk</td>
<td>Road Race</td>
</tr>
<tr>
<td>Sand Volleyball**</td>
<td>Spikeball**</td>
<td>Track &amp; Field**</td>
</tr>
<tr>
<td>Tug of War**</td>
<td>Ultimate**</td>
<td>Yoga</td>
</tr>
<tr>
<td>Zumba</td>
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</tbody>
</table>

** These sports have limited entries for companies. Declaring your interest does not guarantee you will compete in this sport or event.

Pick a sport or event you want to participate in or volunteer to help with, then register at [https://www.corridorcorporategames.org/](https://www.corridorcorporategames.org/) Click the dashboard button at the top right corner to set up your account and use the company code CCGCITYCR when registering. Our Corporate Games Managers will be in contact with you with more details.

**Important Notes:**

- **Registration is required:** Only employees that register (link above) will be eligible to participate.
- **“Limited” versus “unlimited” participation:** As stated in the asterisks (***) above, team sports have limited entries. All sports/events without the asterisks (**) have no participation limits.
- **Participation is free:** All team sports and events are FREE to participants (exception: golf is free if the team chooses to walk the course or there is an optional $16 cart fee.)
What sport will you participate in? Disc golf, tug of war, fitness walk, yoga or any of the others listed on the calendar below?

We need your help to compete in Corridor Corporate Games against other teams throughout the Cedar Rapids/Iowa City area.

Pick a sport or event you want to participate in or volunteer to help with, then register at: https://www.corridorcorporategames.org/
Click the dashboard button at the top right corner to set up your account and use the company code CCGCITYCR when registering.
Our Corporate Games Managers will be in contact with you with more details.

Important Notes:
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Employee Training

MAY 2019

Employee Training

Employee Engagement

What is employee engagement and why is it important? Employee engagement is the extent to which employees feel passionate about their jobs and put their best effort into their work. Learn about three factors that promote employee engagement from Patrick Lencioni’s book *The Truth about Employee Engagement*. Presenters: Justin Schroeder, WPC, Sue Sager, CMO

**TUESDAY, MAY 21**
11:00 – noon
City Hall Training Room
PeopleSoft Code: CMO503
Session: 0001

**WEDNESDAY, MAY 22**
11:00 – noon
CSC – Five Seasons
(Session cancelled due to low enrollment)

Informal Influencer

How can you make a positive impact on your team members and the city organizational culture? This program combines several Organizational Health programs including: Ideal Team Player, 5 Dysfunctions of a Team, Myers-Briggs Type Indicator and Leveraging Your Sphere of Influence.

May 2 & 23 8:00—noon

**Contact your supervisor and arrange coverage prior to enrolling in PeopleSoft.**

1. Log-in to PeopleSoft (access through CR@Work)
2. Click on “Self-Service” > “Learning & Development” > “Request Training Enrollment” > “Search by Course number”
3. Enter in course number: See above
4. Click “Search”
5. View all available sessions and click on the session you would like to attend and click “continue”