**Employee News**

**New Employees**

**Thomas Patterson, Utilities** – Sld Wst & Recyc Lab Extra Driv effective Nov 7. Thomas joins the City from the Georgia Institute of Technology in Atlanta, GA where he held the position as a Recycling Specialist I.

**Employees that were recently transferred or promoted**

**Michael Leaven, PW** – promoted to Sewer Collection System Supervisor effective November 4th. His previous position was Coll Sys Mtnc Wkr IV.

**Jeffrey Carman, Vets** – promoted to Bldg Mtnc Wkr II effective Oct 29. His previous position was Bldg Mtnc Wkr I.

**Retirees**

**Randy Ellis, Finance** – retired Nov 7. Randy started with the City Nov 15, 1999. His current position was Auto Equ Mech II.

**John Brandt, CRFD** – retiring Nov 30. John started with the City Sept 7, 1993. His current position is Fire Captain (Shift).

**Craig McNabb, Finance** – retiring Dec 2. Craig started with the City Jan 2, 1990. His current position is Custodian.


**Carol Hoke, Library** – retiring Dec 27. Carol started with the City Nov 18, 1985. Her current position is Children’s Programming Manager.


**John Elliott, Finance** – retiring Dec 30. John started with the City June 3, 1985. His current position is Auto Equipment Mechanic II.


## Employee Service Awards

*Congratulate the following employees on their service anniversary for the month of October.*

<table>
<thead>
<tr>
<th>Name</th>
<th>Last Name</th>
<th>Position</th>
<th>Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jessica</td>
<td>Wilson</td>
<td>Cust Serv Rep I</td>
<td>1 yr</td>
</tr>
<tr>
<td>Cade</td>
<td>Rahde</td>
<td>Police Records Tech</td>
<td>1 yr</td>
</tr>
<tr>
<td>Spense</td>
<td>Simonson</td>
<td>Aquatics Coordinator</td>
<td>1 yr</td>
</tr>
<tr>
<td>Karen</td>
<td>Downs</td>
<td>Right of Way Agent II</td>
<td>1 yr</td>
</tr>
<tr>
<td>Todd</td>
<td>Nathem</td>
<td>Swr Mtnc Workers</td>
<td>1 yr</td>
</tr>
<tr>
<td>Amanda</td>
<td>Rabey</td>
<td>Compliance Monitoring Spec</td>
<td>5 yrs</td>
</tr>
<tr>
<td>Mary</td>
<td>Aubrey</td>
<td>Risk Manager</td>
<td>5 yrs</td>
</tr>
<tr>
<td>Travis</td>
<td>Foster</td>
<td>Firefighter (Shift)</td>
<td>5 yrs</td>
</tr>
<tr>
<td>Kevin</td>
<td>Ciabatti</td>
<td>Building Services Director</td>
<td>5 yrs</td>
</tr>
<tr>
<td>Charles</td>
<td>Graham</td>
<td>Systems Analyst III</td>
<td>10 yrs</td>
</tr>
<tr>
<td>Corey</td>
<td>Lentz</td>
<td>Police Officer</td>
<td>10 yrs</td>
</tr>
<tr>
<td>Daniel</td>
<td>Kent</td>
<td>Police Officer</td>
<td>10 yrs</td>
</tr>
<tr>
<td>Douglas</td>
<td>Doyle</td>
<td>Police Sergeant</td>
<td>10 yrs</td>
</tr>
<tr>
<td>Janae</td>
<td>Obbink</td>
<td>Police Officer</td>
<td>10 yrs</td>
</tr>
<tr>
<td>John</td>
<td>O’Brien</td>
<td>Police Officer</td>
<td>10 yrs</td>
</tr>
<tr>
<td>Michael</td>
<td>Kern</td>
<td>Police Sergeant</td>
<td>10 yrs</td>
</tr>
<tr>
<td>Nathan</td>
<td>Baughan</td>
<td>Police Officer</td>
<td>10 yrs</td>
</tr>
<tr>
<td>Shawn</td>
<td>Burke</td>
<td>Police Officer</td>
<td>10 yrs</td>
</tr>
<tr>
<td>Stacy</td>
<td>Baye</td>
<td>Police Officer</td>
<td>10 yrs</td>
</tr>
<tr>
<td>Ron</td>
<td>Dias</td>
<td>WPC Process Operator</td>
<td>15 yrs</td>
</tr>
<tr>
<td>Erik</td>
<td>Moen</td>
<td>Fire Captain (Shift)</td>
<td>20 yrs</td>
</tr>
<tr>
<td>Glen</td>
<td>Heims</td>
<td>Fire Captain (Shift) - Spec</td>
<td>20 yrs</td>
</tr>
<tr>
<td>Matthew</td>
<td>Kunkle</td>
<td>Fire Captain (Day) Paramedic</td>
<td>20 yrs</td>
</tr>
<tr>
<td>Matthew</td>
<td>Woerner</td>
<td>Fire Captain (Shift)</td>
<td>20 yrs</td>
</tr>
<tr>
<td>Terrance</td>
<td>McAtee</td>
<td>Fire Captain (Shift) Paramedic</td>
<td>20 yrs</td>
</tr>
<tr>
<td>Debbie</td>
<td>Meyer</td>
<td>Streets Driver</td>
<td>20 yrs</td>
</tr>
</tbody>
</table>

*Congratulations*
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. All job descriptions can be viewed on the City Website at the following link: Employee Resources

If you have questions about any of the opportunities, please contact Jenelle Sisneros, 286-5001.

Seasonal Positions / Internships / Partner Organization Opportunities

<table>
<thead>
<tr>
<th>Parks Seasonal Positions</th>
<th>Open Until Filled</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recreational Seasonal Positions</td>
<td>Open Until Filled</td>
</tr>
</tbody>
</table>

Permanent Openings

| Library Customer Service Assoc (19 hr.) | Open Indefinitely |
| Library Shelver (19 hr.) | Open Indefinitely |

| Auto Equipment Mechanic II-DIVISION ONLY | Nov 18 |
| Customer Service Representative II (Water) | Nov 18 |
| Finance Business Manager | Open Until Filled |
| Infrastructure Technician | Nov 25 |
| Police Officer | Dec 29 |
| Public Safety Telecommunicator (Dispatcher I/II) | Nov 25 |
| Water Plant Maintenance Repair Worker I | Dec 9 |

Annual 2016 Employee Satisfaction Survey

Please find the link to take the confidential online survey through survey monkey: https://www.surveymonkey.com/r/2XJ7ZZ7 It will only take you a few minutes to fill out the annual survey. This short time commitment will allow your thoughts to become part of the survey results.

The survey is open Nov 8 through the close of business Nov 21.

Please utilize the confidential online survey rather than printing a copy. This is appreciated as it reduces the need for manual data entry.

FYI for employees without e-mail or computer access:

An email was sent to managers of employees without e-mail access. The email included a manual version to print out for employees without computer access.

As a reminder this survey is confidential. The overall final survey results will be provided to the City Manager and Directors soon after the closing date. The results will be posted on CR@Work and in the Employee Newsletter within a few weeks of the close of the survey.

The city manager and the director team appreciate you taking the time to provide your feedback.
TOYS FOR TOTS

Each year Toys for Tots continues to advance its mission of bringing the joy of Christmas to needy children nationwide. The goal of Toys for Tots is to continue to make a difference and provide a tangible sign of hope to economically disadvantaged children at Christmas. With the help of toy collection from supporters such as you we will continue to see growth in Christmas assistance. Last year the program distributed over 50,000 toys, books and stocking stuffers to over 6,000 children locally.

This year’s toy drive is **Monday, Oct 31 – Friday, Dec 9**

Toys for Tots donation boxes will be located at the following City locations:

- City Hall – 1 box
- City Services Center – 2 boxes
- WPC – 1 box
- Water – 2 boxes
- PD – 1 box
- Library – 1 box (downtown location)
- Library - 1 box (Ladd location)
- Transit – 1 box
- CR Police Substation – 1 box
- All 9 Fire Stations will have a donation box as well.

If you have any questions please contact Nicky Stansell (ext. 5268) or Stacy Mason (ext. 5243) at the Fire Department.

White Lights Holiday Program Series

**Celebrate the holidays with music at the downtown Cedar Rapids Public Library**

The Library White Lights Holiday Program is a series of programs featuring holiday music on Saturdays during the holiday season. This year’s programs will be held at 2 pm at the Downtown Library. The programs are free and open to the public.

**White Lights 2016 Holiday Program Series:**

November 26 @ 2 pm: “Iowa Accordion Club” will perform holiday music in the lovely Whipple Auditorium. Their motto is “the beat goes on just for the fun of it,” so be prepared to sit back and enjoy the concert!

December 3 @ 2 pm: “Merry TubaChristmas” – the 15 Annual Merry TubaChristmas concert will take over the Downtown Library as part of the Fire and Ice Festival. This free concert brings together tuba and euphonium players from around the area to perform holiday music for one special concert. Feel free to bring a folding chair or use one of ours. This is a very popular event, so seating will be very limited but standing is encouraged.

December 10 @ 2pm: “Young at Harp” will continue the series with their performance of holiday selections. This talented group participates in White Lights each year and brings a uniquely beautiful presentation to the library audience. They will perform in the Downtown Library commons.

December 17 @ 2pm: "Mount Mercy University Handbell Choir” will close out the series with their performance of holiday selections.

For more information, call the Cedar Rapids Public Library 261-READ or visit our website at [www.crlibrary.org](http://www.crlibrary.org).
Open Enrollment Ending Soon!

November 16 marks the last day of Open Enrollment. This will be the last day to make any health and dental election changes for 2017. This is also the last day to enroll in Flexible Spending and/or Vision benefits. Check out CR@Work for additional information! **New for 2017**: Your dependents are now allowed to stay on your dental insurance until age 26.

Tuition Reimbursement

All tuition reimbursement requests for a reimbursement in the 2016 calendar year must be submitted to Human Resources no later than **Thursday, December 15, 2016** to receive your reimbursement with the last paycheck in December.

For more detailed information on the Tuition Reimbursement Program, please visit CR@Work.

[http://cratwork/EmployeeResources/Benefits/TuitionReimbursement/Pages/default.aspx](http://cratwork/EmployeeResources/Benefits/TuitionReimbursement/Pages/default.aspx)

Last Chance

**Flu Shots for employees & spouses**

Friday, November 18

2:30 to 4:00 pm

Safety & Wellness Office - CSC

500 15th Avenue SW
Employee Connection

Stress Management
Including Help With
Holiday Stress & Seasonal Affective Disorder

Presented by Mercy EAP
November 30
Five Seasons Conf. Rm - CSC
1-2 pm
RSVP: MaryM@cedar-rapids.org
286-5107

“Attitude is a little thing
that makes a big difference”
Winston Churchill

Creating A Positive Attitude

Presented by Mercy EAP
Dec. 7 in Library Beems B
9:30 to 10:30 am
RSVP: MaryM@cedar-rapids.org
286-5107
SUSTAINABLE CITY TALKS

What the Science Says

TUESDAY, NOVEMBER 29 | 6:00 - 7:30 p.m.
CEDAR RAPIDS PUBLIC LIBRARY'S WHITTLE AUDITORIUM
450 5th Ave SE, Cedar Rapids, IA 52401

What does the science say about social and environmental sustainability for Cedar Rapids and the region?

Learn from our presenters, ask questions, and provide input for our first municipal sustainability plan.

PRESENTING AND ENGAGING IN A Q&A:

Dr. Craig Just
Assistant Professor, University of Iowa
EXPERTISE: Sustainable Development, Water Quality, and Sustainability Education.

Dr. Charles Connerly
Professor and Director, University of Iowa School of Urban and Regional Planning; Founder, Iowa Initiative for Sustainable Communities
EXPERTISE: Civil Rights and Urban Planning, Community Development, and Sustainability in Iowa and Upper Midwest.
NOVEMBER WELLNESS CHAMPION

Jason Snow
Sewer Maintenance Worker

Three fun facts about Jason
1. He is a 15-year member of the Anamosa Fire Department; just named Captain.
2. He likes to bowl.
3. He has two boys that keep him busy.

Wellness Champion Accomplishment:
I have lost 80 pounds.

What motivated you to accomplish this?
I needed to get healthier and in better shape to keep up with my active boys.

What has been the biggest change you have experienced since accomplishing this?
I have more energy and can more with my family.

Do you have any current health goals?
I still want to lose another 30 pounds. I am still watching my intake and exercising.

Advice for Others –
Find someone to exercise and watch food intake with. They keep you going and won't let you give up.

To nominate someone you know please contact your worksite’s Wellness Ambassador
## City of Cedar Rapids
### Plank Challenge 2016

A strong core improves your balance and posture! Try this plank challenge by holding a plank position for the designated time each day. The Challenge runs November 21-December 20. Complete this on your own or with co-workers to build strength during the holiday season!

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
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</tr>
<tr>
<td>Date</td>
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<td>11/28</td>
<td>11/29</td>
<td>11/30</td>
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<td>12/2</td>
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<td>45 sec, rest, 35 sec, rest, 30 sec</td>
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<tr>
<td>Date</td>
<td>12/3</td>
<td>12/4</td>
<td>12/5</td>
<td>12/6</td>
<td>12/7</td>
<td>12/8</td>
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<tr>
<td>Time</td>
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<td>50 sec, rest, 45 sec, rest, 40 sec</td>
<td>55 sec, rest, 45 sec, rest, 45 sec</td>
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<td></td>
</tr>
<tr>
<td>Date</td>
<td>12/9</td>
<td>12/10</td>
<td>12/11</td>
<td>12/12</td>
<td>12/13</td>
<td>12/14</td>
</tr>
<tr>
<td>Time</td>
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<td>65 sec, rest, 60 sec, rest, 60 sec</td>
<td>75 sec, rest, 65 sec, rest, 60 sec</td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td>12/15</td>
<td>12/16</td>
<td>12/17</td>
<td>12/18</td>
<td>12/19</td>
<td>12/20</td>
</tr>
<tr>
<td>Time</td>
<td>75 sec, rest, 70 sec, rest, 60 sec</td>
<td>80 sec, rest, 70 sec, rest, 60 sec</td>
<td>80 sec, rest, 75 sec, rest, 65 sec</td>
<td>80 sec, rest, 75 sec, rest, 70 sec</td>
<td>As long as you can!</td>
<td></td>
</tr>
</tbody>
</table>

### How to do a plank:
1. Start by getting into a press up position.
2. Bend your elbows and rest your weight onto your forearms and not on your hands.
3. Your body should form a straight line from shoulders to ankles.
4. Engage your core by sucking your belly button into your spine.
5. Hold this position for the prescribed time.

### Benefits:
Plank helps you to build strength in your core, upper and lower body so it’s a good full body workout. You do not need any equipment to perform this exercise all you need is a bit of space, and it really helps improve flexibility by stretching muscles and will improve posture if performed regularly.

If you have questions regarding this challenge please contact your department’s Wellness Ambassador.
MAINTAIN don’t GAIN Challenge

November 14th - January 13th

• With this challenge, you will have the resources and motivation to maintain or lose weight this holiday season! Participate as a team (4 members and must have a team name) or as an individual

• All participants must weigh in the first week and weigh out the last week to be eligible for the gift card drawing, all team members must weigh out for the team to be eligible

• Maintain (within 2 pounds of your starting weight) or lose during this holiday season to be eligible for the gift card drawing. Teams - all individuals must not be >2 pounds of their starting weight, or the team is disqualified from the drawing

• There will be two drawings for $20.00 gift cards -1 drawing for all teams who maintain or lose weight (win 1 gift card per team member) and 1 drawing for all individuals who maintain or lose

Initial weigh in schedule

November 14 - November 18

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>14</td>
<td>15</td>
<td>16</td>
<td>17</td>
<td>18</td>
</tr>
</tbody>
</table>
| Library: 8:30 – 9 am  
Police: 9:30 – 10 am  
Airport: 11:30-12:00 pm  
WPC: 2-2:30 pm | Water Dept: 10-10:30 am  
CSC: 8 - 9:00 am  
Central Fire: 1 - 1:30 pm | Central Fire: 11-11:30 pm  
City Hall: 8 – 9:00 am  
Central Fire: 11 - 11:30 am |

You may also weigh in at the Health Solutions office 8 am-5 pm the entire week

You may weigh in at ANY time & location listed above or at the Health Solutions office by 5pm

Health Solutions Office: 151 5th Ave SE Suites 500  
Cedar Rapids, IA 52402 (319)362-2409