Employee News

Employee Promotions

Angie Charipar, City Manager Office – has been promoted to Assistant City Manager effective Sept 15. Her previous position was Assistant to the City Manager.

Sandi Fowler, City Manager Office – has been promoted to Deputy City Manager effective Aug 4. Her previous position was Assistant City Manager.

Amanda Leichty, City Manager Office – has been promoted to Marketing & Design Coordinator effective Sept 15. Her previous position was Graphic Design Specialist.

April Wing, City Manager Office – has been promoted to Program Manager effective Sept 15. Her previous position was Project Coordinator.

2019 Benefits Open Enrollment is coming soon!

Watch for upcoming Employee Newsletters as well as News & Announcements on CR@Work for additional information. Benefit packets will be mailed to your home later this month and there will be a NEW Online Benefits Enrollment Presentation in the coming weeks.

Have you recently changed your address? Call 286-5000 or email HR@cedar-rapids.org to ensure you receive your benefits enrollment packet.
City Manager and Director Updates

City Manager’s Office Staffing
City Manager Jeff Pomeranz has made adjustments and is adding responsibilities to staff members in his office. Effective immediately, Angie Charipar is promoted to Assistant City Manager and will now be working with the Communications Division. Angie also is responsible for administrative staff in the City Manager’s Office, including Special Events, and also leads legislative services for the City Manager and Council. Sandi Fowler has been promoted to Deputy City Manager. Casey Drew will maintain the title of Finance Director, but with citywide responsibilities similar to the Deputy City Manager position. Sandi and Angie’s title changes better reflect position titles within the city manager industry.

Fire Chief Search
On Tuesday, Sept 18, upon the retirement of Fire Chief Mark English, City Manager Jeff Pomeranz appointed Assistant Fire Chief Greg Smith as interim Fire Chief. Iowa Code Chapter 400, Civil Service, allows temporary appointments for 90 days. The Civil Service Commission began the process on Thursday to begin a national search for Cedar Rapids’ next Fire Chief with assistance from the executive recruitment firm Springsted-Waters. The Civil Service Commission hopes to certify a list of candidates by March 2019. From that list, City Manager Pomeranz will select the next chief, with the consent of the City Council.

SUDAS Adoption
The City of Cedar Rapids is moving toward the adoption of SUDAS (Statewide Urban Design and Specifications). These standards are followed by City staff as well as professional design and construction staff who work on City projects. There are many benefits to having a statewide standard, including: uniformity in construction materials, techniques, and designs; consistent standards between communities – which saves time and costs; ease of staying current with changes in technology and products; and less “book-keeping” time required from City staff in maintaining a complete set of specifications and standards. SUDAS is already currently used by many Eastern Iowa communities, and will replace the currently used Metropolitan Standard Specifications and Details. Public Works has been in the process of communicating to various stakeholders about this update, and have presented information at the annual contractor education meeting, annual spring consultant update hosted by the City, and the Home Builders Association/Developers Council. Two information sessions will also be offered for contractors to learn more about the new standards. Sessions are listed below, and will include an overview of the new standards, followed by an opportunity for Q&A with City staff.

Information Sessions:
- Friday, Oct 5, 9:30 AM – 10:30 AM
- Wednesday, Oct 10, 2:00 PM – 3:00 PM

Both information sessions will be held at the City Services Center, Time Check Hall.

THANK YOU for your donations!
This year, City Employees donated a total of 87 coats and multiple scarves, hats, snow pants, and mittens/gloves to the Coats For Kids campaign.
Thank you for your generosity.

^CR Care Committee
Fifty Facilitators Ready for to Share Tips for Mastering Conflict

The Organizational Health Training Committee hosted two Mastering Conflict Train-the-Trainer programs last week. The purpose of these programs was to equip 50 city leaders to facilitate Mastering Conflict programs within each department. These facilitators will share expectations and tips for how to address conflict in a healthy way. Sessions will include several video clips and opportunities to discuss how to effectively engage in healthy conflict with co-workers. The information presented will focus on the causes of conflict at work, city expectations related to healthy conflict and 6 steps to engage in healthy conflict. Ask your manager about when Mastering Conflict training is coming to your team.

Thank you to the following training committee members for your role in developing the Mastering Conflict program.

- Andrea Cooper, City Manager’s Office
- April Wing, City Manager’s Office
- Duncan McCullum, Building Services
- Mark Jones, Utilities
- Mike Kuntz, Utilities
- Sherri Hawkins, Police
- Andy Olesen, Fire
- Chad Peterson, Parks and Recreation
- Jourdan Jiruska, Public Works
- Matt Myers, Public Works
- Randy Hartman, Finance
# 2018 Flu Vaccine

**Tuesday, October 23rd, 2018**

<table>
<thead>
<tr>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>6:30am - 8:30am</td>
<td>Central Fire Dept : EOC Room</td>
</tr>
<tr>
<td>9:00am - 11:00am</td>
<td>Police Dept. : 2nd Floor Breakroom</td>
</tr>
<tr>
<td>11:30am - 12:45pm</td>
<td>Transit</td>
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<tr>
<td>1:30pm - 2:45pm</td>
<td>City Hall - Lower Training Room</td>
</tr>
<tr>
<td>3:30pm - 4:30pm</td>
<td>Library - Downtown</td>
</tr>
<tr>
<td>5:00pm - 6:00pm</td>
<td>Police Dept. : 2nd Floor Breakroom</td>
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**Wednesday, October 24th, 2018**

<table>
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<tr>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>6:30am - 8:30am</td>
<td>City Services Center : Time Check</td>
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<tr>
<td>11:30am - 12:30pm</td>
<td>Ladd Library : Break Room</td>
</tr>
<tr>
<td>2:15pm - 3:30pm</td>
<td>WPC : Admin Conference Room</td>
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**Thursday, October 25th, 2018**

<table>
<thead>
<tr>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>6:45am - 8:30am</td>
<td>Water Admin</td>
</tr>
<tr>
<td>9:00am - 10:30am</td>
<td>City Services Center : Risk Services</td>
</tr>
<tr>
<td>1:00pm - 1:30pm</td>
<td>Animal Control</td>
</tr>
<tr>
<td>2:00pm - 3:30pm</td>
<td>Airport</td>
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- No Registration Required
- Free! Paid for by City Health Fund
- Wear short / easily rolled up sleeves
- More info: www.cdc.gov/flu

**Free for all City of Cedar Rapids Employees!**

**All Employees are welcome to come to any time/location listed that best fits your schedule.**

Questions? Call Judy Powell, City Nurse: 286-5056
Featuring City employees highlighting programs and initiatives that impact our residents. Open to all employees in any department.

**FEATURED TOPIC**

**SAFE-CR**

_SECURE AND FRIENDLY ENVIRONMENTS in CEDAR RAPIDS_

This year marks the 5-year anniversary of the City’s SAFE-CR (Safe and Friendly Environments in Cedar Rapids) program. Learn more about how this program is coordinating with multiple departments to improve neighborhoods across the community. We’ll show you examples of properties that are no longer nuisances and discuss ways that you can help citizens with issues in their neighborhood.

**Tuesday, October 16**
12:00 – 1:00 pm  
City Hall, Lower Level Training Room  
**RSVP BY OCTOBER 12**

**Wednesday, October 24**
12:00 – 1:00 pm  
City Services Center, Time Check Hall  
**RSVP BY OCTOBER 22**

**FREE LUNCH FROM JIMMY JOHNS!**

Please RSVP to participate and reserve your lunch.

RSVP by emailing: citymanager@cedar-rapids.org
Wellness Initiatives

Are you enjoying the current Wellness and Rewards programs at the City?
Do you have ideas on how to enhance the initiatives currently provided?
We want to hear from you!
Please take this short survey to share your feedback:
City of Cedar Rapids Wellness Program Survey
**Fall Leaf Vacuum Collection Begins October 1**

Starting today, the Solid Waste and Recycling Division will begin operating leaf vacuum trucks. The trucks will run through Thursday, December 7. Residents can expect leaf collection every-other week on a schedule based upon the quadrant they live in. Leaf collection in the southeast and northeast quadrants will start on Mondays in alternating weeks. Leaf collection in the southwest and northwest quadrants will start on Wednesdays in alternating weeks.

Leaf collection schedules were sent with Cedar Rapids Utilities bills, in the August edition of the Our CR magazine, and a calendar is also available at [www.CityofCR.com/Leaf](http://www.CityofCR.com/Leaf) to help customers identify when their leaves will be collected. Customers can also call the Solid Waste & Recycling Division at 286-5897 to determine their collection day. To ensure residents always know when leaves will be collected, all customers are encouraged to sign up for garbage and recycling text or email alerts at [www.CRNewsNow.com](http://www.CRNewsNow.com).

Resident should have their leaves raked to the parking area or grass next to the street in front of their homes by 7 a.m. on the respective Monday or Wednesday of their collection period. Leaves must be kept out of the street and away from obstacles like mailboxes, signs, poles and trees. The vacuum truck will not collect leaves from alleys. Leaf piles should be free from brush and debris. Sticks and twigs can be placed in the YARDY cart for collection and litter should be bagged and placed in your garbage can. Please do not park cars in front of leaf piles; the truck will not be able to collect the leaves.

For more information about the Solid Waste & Recycling Division’s yard waste collection program, visit [CityofCR.com/leaf](http://CityofCR.com/leaf) or call (319) 286-5897. Sign up for text and email alerts about garbage and recycling at [CRNewsNow.com](http://CRNewsNow.com).

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**Thank You Employees**

Thank you to everyone who so generously baked and/or bought items at the Building Services bake sale fundraiser Building Services Department permit technician, Michelle Burke, who tragically lost her home and all her belongings due to a fire recently. The bake sale generated almost $800 and will definitely help her begin to get back on her feet. THANK YOU!

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**Commitment to Workplace Safety**

Each year more than four million workers suffer serious job-related injuries or illnesses and more than 4,000 Americans die in work-related incidences. As a result, over $1 billion dollars are spent annually on worker’s compensation, which is money that could better be spent developing, sustaining and growing business performance. Beyond the work comp dollars and cents – caring about one another in the workplace is the right thing to do; it makes sense.

On Sept 25th City Council presented a proclamation promoting the importance of workplace safety for all employees throughout the City of Cedar Rapids. This call to action encourages all City of Cedar Rapids employees and citizens to join the effort to raise awareness and understanding for workplace safety. Please join in and proclaim your personal commitment to workplace safety! Keep an eye on upcoming newsletters for more information detailing how your personal commitment can help to keep yourself, your co-workers, and our community more safe!