Employee News

New Employees

Barton Reese, PW – Civil Engineering Construction Inspector effective Oct 16. Barton joins the City from the City of Lee’s Summit, Missouri - Development Services Department.

DeAndre Lopez, TEIA – Airport Guest Services Associate effective Oct 11. DeAndre joins the City from Chick-fil-A.

Shanece Mullings, TEIA – Airport Guest Services Associate effective Oct 18. Shanece joins the City from Nordstrom.

Employee Transfer
Dennis Seemann, BSD – transferred to Code Enforcement Officer effective Oct 9. His previous position was Nuisance Abatement Officer.

Please assist us in acknowledging our Facility Maintenance Workers on Wednesday Nov 1, 2017 as this is the State of Iowa’s first annual Facilities Maintenance Worker’s Day. This is an opportunity to acknowledge the men and women that keep our buildings functioning, comfortable and looking good!

Employment Opportunities

Auto Equipment Mechanic I
Auto Equipment Mechanic I (Transit)
HVAC Specialist
Police Records Technician
Public Works Laborer
Utilities Engineer I
Utilities Engineer II

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

Here is a link to view and print all job postings.
City Manager and Director Update

Dress guidelines for presenting at Cedar Rapids City Council

City employees are competent and skilled individuals and should present themselves as such. Dress guidelines are meant to provide clarity for staff to help them make good clothing selections when presenting to the City Council. Dress should be professional and reflect the professional nature of the proceedings. You must project a professional image which may be different from your everyday work attire.

Men should wear a dress shirt with a tie and/or jacket. Women should wear a dress blouse with pants or skirt, or a professional dress.

In all cases:
- Clothing must be in good repair: no rips, tears or frays.
- Clothing must be modest: no under garments or cleavage showing.
- Clothes must be clean and pressed.
- Shoes must be clean and in good repair.
- No denim of any color and no tennis shoes.

Always strive to present yourself as a confident, knowledgeable professional. If you have a question about an article of clothing you are considering wearing to present to Council, it is best to choose something different.

At the dais, speak clearly and loudly enough to be picked up by the microphone. Introduce yourself with your full name and department whenever addressing City Council.

Downtown Vision Update

Long-term planning initiatives for downtown have been underway since the Vision Cedar Rapids plan was first completed in 2007, then updated in 2012. A 2017 update was suggested by the City of Cedar Rapids, and the other two original stakeholders, the Metro Economic Alliance and Downtown SSMID, have agreed to pursue an update. Linn County is also contributing to the initiative. Project goals have included housing, restoration of neighboring districts, walkability, flood control, development, parking, and much more. A majority of previous project goals are already completed or underway. An open house will be held on Oct 24, from 5 - 7 pm at the DoubleTree for the public to learn more about the planning process and provide input. The consultant on the plan is JLG Architects, who will also be available at the open house to share results from previous plans and share next steps.

City Services Center Open House

City staff from all departments welcomed more than 250 residents on Wednesday during the annual City Week Open House. Families had a unique opportunity to view equipment and vehicles up close that are used in the operation of snow removal, pavement rehabilitation, leaf collection, sewer cleaning, traffic signal maintenance, and much more. Residents were also able to tour the new Traffic Operation Center, a technology hub located on the second floor of City Services and which plays a key role in monitoring and responding to traffic issues throughout the city. Departments provided information on services and programs, and children enjoyed hands-on activities with operators and staff. Many departments volunteered to help make the event a success – a special thank you goes out to the Public Works and Facilities Departments, which are instrumental in organizing and cleaning the garage and making it a welcoming place for residents.

Open Enrollment: Oct 30 – Nov 17

(Health, Dental, Vision Insurance & Flexible Spending)

Voluntary Open Enrollment meetings scheduled:
Oct 30 – WPC - Operations & Maint Lunch Room - 7:15AM
Oct 31 – CSC – Time Check Hall – 7:00 AM
Nov 1 – City Hall – City Hall Training Room - 1:00 PM
Nov 2 – WPC – Operations & Maint Lunch Room - 2:00 PM
Nov 3 – CSC – Five Seasons – 1:30 PM
Nov 7 – Water – Stephen J Cook Memorial Conf Rm North - 7:30 AM
Nov 13 – PD – PD Briefing Room – 6:00 AM & 6:00 PM

**Spouses are welcome to attend!**
Password Reset Self Service

On May 1, 2017, The City of Cedar Rapids Information Technology Department has implemented a password self-service tool to help city employees manage their network (domain) User Name password without IT ServiceDesk assistance. With this tool, users can unlock and reset their password.

There are currently 324 enrolled. However, 852 eligible users have not yet enrolled. IT is planning to discontinue password resets as an OnCall service at the beginning of next year, so it is important that you are enrolled and comfortable assisting yourself in such situations.

To enroll yourself click the following link: https://selfservice.cedar-rapids.org:9253

Otherwise, you can enroll from any mobile device by downloading the ManageEngine ADSelfService Plus app. You will need to enter in the following information:

- Enable https: On
- Server Name or IP Address: selfservice.cedar-rapids.org
- Port:9251

Instructions are here: http://cratwork/BusinessTools/technology/Resources/Documents/Self%20Service%20Password%20Reset.docx to assist you with the enrollment process. However, please do not hesitate to contact the IT ServiceDesk directly with any questions.

If anyone has questions or need assistance in enrolling, please contact the IT Service Desk at 286-5500.

YOGA

Hatha Flow is a progressive flow class where you can challenge yourself to build core strength, stability, flexibility, and balance. We will explore different poses while staying connected to our breath. This practice will allow your body to align in a way that brings a calm to your nervous system and a lightness to your mood. All levels welcome.

Wear comfortable clothing that allows for a full range of motion and be prepared to be barefoot. Bring your own yoga mat or towel, as there will only be a few mates available to borrow.

Certified instructor and military veteran Kayla Davis will teach the Hatha YOGA class. This class is designed to calm the mind, relieve stress, and increase strength and flexibility.

Call 286-5038 for additional information.

There is a $5 drop-on fee. Veterans are FREE.

Wednesday, Nov 7 5:30 - 6:30 pm

Veterans Memorial Building Ballroom, 4th floor on the 1st Ave side.
Wellness Information

Maintain - Don’t Gain Challenge

We know the holidays are a tough time to maintain or lose weight... but it doesn't have to be. Join the ever-popular Maintain Don’t Gain Challenge and WIN.

With this 10-week challenge, from Halloween through New Years, 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 prizes (to be announced soon!), all team members must weigh out for the team to be eligible. Final weigh-in will be scheduled for the week of January 8 – 12, 2018.

Maintain (within 2 pounds of your starting weight) or lose during this holiday season to be eligible for prizes.

Teams - all individuals on your team must not be >2 pounds of their starting weight, or the team is disqualified from the challenge. The team with the highest percentage of weight loss will receive the winning prize (To be announced soon!).

How to Participate:
To register, attend one of the initial weigh-ins scheduled below OR with your Health Coach. Please be sure to give your name and your team name (if applicable).

**Monday, Oct 30**
- Airport – Main Conference Rm 8:30 - 9 am
- Library – Teaming Room B 9:30 – 10 am
- Central Fire - EOC 10:30 – 11 am
- Police – Admin Conference Rm 11:30 – 12
- WPC – Conference Rm 2 – 2:30 pm

**Tuesday, Oct 31**
- Police – Admin Conference Rm 7:30 – 8 am
- Central Fire - EOC 8:30 – 9:30 am
- Health Solutions Office 1 – 4:30 pm

**Wednesday, Nov 1**
- Water Dept – Safety Room 7:30 – 8:30 am & 12 – 1 pm

**Thursday, Nov 2**
- City Hall – East Post Room 7:30 – 8:30 am & 12 - 1 pm
- Health Solutions Office 1 – 4:30 pm

**Friday, Nov 3**
- CSC – Shawnee Conference Rm. 8:30 – 9:30 am & 12 – 1 pm
- Health Solutions Office 8:30 – 4:30 pm

For questions, please contact your Wellness Ambassador, or Anji Antkowiak, Health Coach with Health Solutions at 319-440-0787 or angelaantkowiak@hsi-rx.com

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Flu Shots 2017

**Oct 24**
- CSC Time Check Hall 6:30 - 8:30am
- CRPD Break Room 9:15 - 10:30am
- Library Whipple Auditorium Noon - 1:00pm
- City Hall Training Room 1:30 - 2:45pm

**Oct 31**
- Water South Conf Room 6:45 - 8:30am
- LADD Warehouse 9:15 - 10:00am
- EIA Admin Building 10:45 - 11:45am
- WPC Admin Conf Room 2:30 - 3:45pm

**Nov 1**
- Transit 427 8th St NW 11:30 - 12:45 pm
- CSC Nurse’s Office 3:30 - 4:30pm
- CRPD Break Room 5:00 - 6:00pm

No registration needed.
You may visit any site.
Employees first—spouses later pending vaccine availability.
Cost is covered by City Health Fund.
Wear short sleeves or sleeves that roll up easy.

Call Safety Office with questions 286-5034
Healthiest State Walk – Walk Across Iowa

October 1 – December 31

Each square equals 10 miles or 20,000 steps.
Track your steps across Iowa from Council Bluffs to Davenport (or multiple times across the state!).
Turn in your completed tracking sheet to your Wellness Ambassador at the end of the challenge for a chance to WIN a $25 gift card.