Cedar Rapids, a vibrant urban hometown - a beacon for people and businesses invested in building a greater community now and for the next generation.

Employee Connection

Oct 24, 2016

 Congratulations to all award winners for your many years of service.
Thank you to the Service Awards Committee and the many employee volunteers who made this event possible.

A big thank you to the greenhouse staff for decorating the entryway and providing the table centerpieces.

Your creativity is awesome!
City Construction Inspector and Public Safety Personnel Help Save a Life

Life-threatening situations can occur at any time. For those who find themselves in the middle of an immediate crisis, how they react can have critical results. On October 14, 2016, the actions of one of our construction engineering inspectors, other bystanders and public safety personnel meant the difference between life and death.

Jeremy Blok was overseeing improvements on the 1st Avenue project when he witnessed a foreman on the contractor’s crew collapse. Jeremy immediately went to assist and found the 59-year old man struggling to breathe. When a pulse could not be located, Jeremy – who is also a volunteer firefighter with the City of Lisbon – began performing emergency CPR. The foreman’s son, who actually worked on the same contractor crew, was on site and Jeremy calmly coached him on giving his father breaths as chest compressions were being administered.

Police officers and firefighters were dispatched to the scene at 3:36 p.m. Officer Sarah Lukan was one of the first public safety personnel to arrive on scene and Officer Lukan provided a defibrillator out of her squad car. By this time, the victim had been without a pulse for several minutes, and Jeremy helped remove his shirt and assist with administering an electric shock from the automated external defibrillator. Jeremy’s quick actions, as well as the tiered response by police and firefighters ensured that this foreman received critical emergency support before the ambulance arrived.

Firefighters from Fire Station #7 arrived on scene at 3:40 p.m. Fire Captain Scott Wolfe, along with Firefighter Todd Henderson and Firefighter/Paramedic Adam Jones, relieved Jeremy, the foreman’s son, and another bystander who were all assisting the victim with CPR. Firefighters were able to deliver additional shocks and advanced life support measures to the patient. Area Ambulance Service personnel arrived shortly thereafter. During transport to the hospital, the patient regained a pulse.

“I didn’t think twice about it,” says Jeremy. “[In these situations] you gotta try everything you possibly can.” Jeremy had the opportunity to visit the foreman and his family the next day in the hospital, where doctors and nurses described the miraculous progress he had made, thanks to Jeremy’s efforts, as well as that of first responders and others that assisted with the out-of-hospital care for the cardiac arrest victim.

“It was emotional to visit him and meet his family,” says Jeremy. “He told me he was indebted to me forever… I didn’t know what to say to that.”

Fire Captain Scott Wolfe said, “We are proud of the life-saving efforts of Jeremy and others that responded to assist the patient. This is an excellent example of why CPR is so important to learn and provide victims of sudden illness an opportunity for survival. Jeremy’s training as a volunteer firefighter was an integral part of the chain of survival that worked in this incident.”
Operators Hone Snow Fighting Skills

Cedar Rapids recently hosted the Eastern Iowa Snow Plow Roadeo competition, which provided classroom and field training for operators across Eastern Iowa. Included was a friendly obstacle course competition to help re-create conditions in the field and hone the skills of snow plow operators. Winners of the Eastern Iowa Snow Plow Roadeo were CR’s Sam Reicks & Daulton Gerber. The duo also recently competed in the American Public Works Association Snow Plow Roadeo in West Des Moines, where they took runner up in the Snow Plow Roadeo, and Sam Reicks was titled Champion of the Skid Loader Roadeo. Congratulations to our fantastic operators!
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>Position</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parks Seasonal Positions</td>
<td>Open Until Filled</td>
</tr>
<tr>
<td>Recreational Seasonal Positions</td>
<td>Open Until Filled</td>
</tr>
</tbody>
</table>

Permanent Openings

<table>
<thead>
<tr>
<th>Position</th>
<th>Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Library Customer Service Associate (19 hr.)</td>
<td>Open Indefinitely</td>
</tr>
<tr>
<td>Library Shelves (19 hr.)</td>
<td>Open Indefinitely</td>
</tr>
<tr>
<td>Construction Contract Specialist</td>
<td>Nov 4</td>
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<tr>
<td>Custodian I</td>
<td>Oct 28</td>
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<tr>
<td>Customer Service Rep II (Water)-Department Only</td>
<td>Oct 28</td>
</tr>
<tr>
<td>Finance Business Manager</td>
<td>Open Until Filled</td>
</tr>
<tr>
<td>Police Records Technician</td>
<td>Nov 4</td>
</tr>
<tr>
<td>Utilities Project Coordinator</td>
<td>Nov 4</td>
</tr>
<tr>
<td>WPC Instrument Technician</td>
<td>Nov 4</td>
</tr>
</tbody>
</table>

Have you moved recently??

Does Human Resources have your new address??

If you have moved, please complete an Employee Record Change Form and return to Human Resources as soon as possible so your records are updated. They will also notify Wellmark & Delta Dental. (Remember, it is the employee’s responsibility to notify IPERS, MFPRSI, and Deferred Compensation agent of updated address.)
Open Enrollment for Health Insurance, Dental Insurance & Flexible Spending Accounts

**New for 2017: Voluntary Vision Benefit**
October 24 through November 16

During Open Enrollment, you can do the following:

⇒ **New for CY 2017 - Voluntary Vision Benefit.** Enroll during Open Enrollment for coverage effective January 1, 2017. Attend a voluntary employee meeting to learn more about this new benefit. Keep watching CR@Work for more information.

⇒ **Enroll in Flexible Spending Accounts for CY 2017** - You must re-enroll if you have a current account for CY 2016 and you want to have a Flexible Spending account for CY 2017.

⇒ **Switch between health insurance plans (Traditional & Choice)**

⇒ Change coverage tiers on health and/or dental insurance

⇒ Drop or add dependents on health and/or dental insurance

⇒ Enroll in or drop, health and/or dental insurance

**Voluntary 30 minute meetings**

**Feel free to bring a brown bag lunch**

- Tuesday, Oct 25   CSC - Time Check Hall at 7:00AM
- Tuesday, Oct 25   WPC – Break Room at 2:00PM
- Wednesday, Oct 26 Water - Cook Memorial Conf. Room – South at 7:30AM
- Wednesday, Oct 26 City Hall - Council Chambers at 12:30PM
- Thursday, Oct 27  WPC – Break Room at 7:15AM
- Thursday, Oct 27  CSC - 5 Seasons Conference Room at 12:00PM
- Monday, Oct 31   City Hall - Council Chambers at 11:00AM
A Blue Zone is a region of the world where people commonly live active lives past the age of 100 years. Scientists and demographers have classified these longevity hot-spots by their inhabitants’ ability to live longer, on average, than anyone else in the world.

**Can you name all five of the world’s Blue Zones regions?**

Email Stephanie Schrader at s.schrader@cedar-rapids.org with your correct answer to **WIN** an umbrella! **First correct answer wins!**

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**FLU SHOTS 2016**

Oct. 24  
Police – Break Rm  
9:30-11:00 & 4-6  
Oct. 26  
Downtown Library  
Whipple Auditorium  
9:30-10:30  
Ladd 11:30-12:30  
Oct. 27  
Water  
Stephen J. Cook South Rm  
6:15-8:45  
WPC – Admin Conf. Rm  
2:30-3:30  
Oct. 28  
CSC – Time Check Hall  
6:15-8:45  
Transit  
427 8th Street NW  
11:30-12:45  
Oct. 31 City Hall  
East/West Post Conf. Rm  
2:30  
Nov 1  
Central Fire  
EOC 11:45-12:45

- No registration. You may go to any site
- Employees first; spouses later pending vaccine availability
- No exceptions
- outside this schedule
- Cost covered by City Health Fund
- Wear short sleeves or sleeves that roll up easily
- 15-minute wait after receiving vaccine
Our United Way Campaign at the City began Monday, Sept 19 and has been extended through Monday, Oct 31 due to the flood.

Last year City employees gave just over $30,000 to the campaign - thank you to those that donated. This would equate to 180,000 meals provided to our community OR housing for potentially 58 families that are homeless. Your dollars are at work in our community every day.

This year we are raffling off a parking space again at City Hall and CSC, but we will be raffling off for each month of the year for those that donate $50 or more.

For those that do not work at City Hall or CSC, we will have 6 $20 gas gift cards we will be raffling off for those that donate $50 or more.

Please watch for meetings in your area to kick off our United Way campaign.

Thank you for giving!

CR Care Committee

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Human Rights Equality Index

The City of Cedar Rapids has received a score of 100 percent on the 2016 Human Rights Campaign's Municipal Equality Index (MEI) scorecard. The City of Cedar Rapids is one of three Iowa communities to receive a perfect score, among a total of nine cities that were rated this year. The 100 percent ranking for Cedar Rapids is a significant improvement from its 2014 score of 68, and a score of 99 in 2015.

The Civil Rights Commission worked in collaboration with various City departments to improve municipal policies and practices to expand equality for the local LGBTQ community.

We are honored to receive 100 percent on the Municipal Equality Index for our support of LGBTQ equality. To see how other cities across the U.S. rank, visit www.hrc.org/mei

For more information about the Cedar Rapids Human Rights Campaign Municipal Equality Index Scorecard, please contact LaSheila Yates at lyates@cedar-rapids.org or at 286-5004.
SLEEP SMART CHALLENGE

Getting enough sleep improves concentration, decision making, and memory. It also helps prevent overeating, diabetes, and heart disease.

This challenge is based on averaging 7.5 hours of sleep per night or 55.2 hours of sleep per week. Reach 210 hours by October 31, 2016 and get your name entered to win a $150.00 gift card from the Wellness Ambassador.

- Enroll beginning September 1, 2016
- Begin tracking October 1, 2016
- Challenge ends October 31, 2016

A paper tracker will be placed in the city newsletter. Please submit to a Wellness Ambassador by 11/1/2016.

Questions regarding this challenge? Reach out to your Department's Health Solutions, your Health and Wellness Partner.

Sleep Smart Challenge!

To complete this challenge, track the number of hours you sleep for the month of October 2016. Enrollment begins on September 1, 2016. Track your hours of sleep each night from October 1 – 31, 2016. Average 7.5 hours of sleep each night and achieve at least 55.2 hours of sleep per week to total 210 hours of sleep in the month of October. By completing this challenge and reaching 210 hours of tracked sleep you will get your name entered to win a $150.00 gift card from the City of Cedar Rapids Wellness Ambassadors. Each circle represents one hour. Color in the circles to match up with the number of days.

<table>
<thead>
<tr>
<th>Week 1</th>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Fri</th>
<th>Sat</th>
<th>Sun</th>
<th>Weekly</th>
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<td>156</td>
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<table>
<thead>
<tr>
<th>Week 2</th>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Fri</th>
<th>Sat</th>
<th>Sun</th>
<th>Weekly</th>
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<td>156</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Week 3</th>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Fri</th>
<th>Sat</th>
<th>Sun</th>
<th>Weekly</th>
</tr>
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<td>156</td>
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</table>

<table>
<thead>
<tr>
<th>Week 4</th>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Fri</th>
<th>Sat</th>
<th>Sun</th>
<th>Weekly</th>
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<td>156</td>
</tr>
</tbody>
</table>

Submit your completed Sleep Smart Challenge tracker to your Department’s Wellness Ambassador by November 1, 2016 to be entered in the gift card drawing.
The City of Cedar Rapids
Quarter 4 Wellness Activities

Individual Challenge
Sleep Smart Challenge
October 1 - October 31
Track your hours of sleep each night for a month with a goal to average 7-8 hours per night or 52.5 hours weekly!
Register on your personal Health Solutions portal

Maintain Don’t Gain Holiday Challenge
November 14 - January 13
With this challenge, you will have the motivation to maintain or lose weight this holiday season! Participate as a team or individual.
More information will be posted in the City Newsletter

Events
On Site Fitness Demo Classes
CSC - Timecheck Hall
Core & Toning Express: Oct. 12 @ 12:15-12:45pm
Pure Strength: Oct. 17 @ 4:15-4:45pm
*See flyers for more details

Creating a Positive Attitude by Mercy EAP
CSC - Five Seasons Room
Oct. 26 3:00 - 4:00 pm

Great American Smoke Out
November

30 day plank challenge
November 21 - December 16
More info to come...

2016 Wellness Reminders:
Wellness Hours: employees have 6 wellness hours/year to attend City sponsored wellness related events. See policy for details
Activity Incentive Program: It’s not too late to join! Get started today! You can join the Activity Incentive program at any time and start earning your incentive.

Quarter 3 Activity Incentive Program is ending soon!
Quarter 3 runs July 1, 2016 – September 30, 2016

Tracking data for quarter 3: employees and spouses must track their data for July 1st - September 30th. If your data is being automatically synced you will not need to do anything. All data will be automatically synced. Only if you are manually reporting some activities it needs to be entered by October 1.

It’s not too late to earn up to $100 this year!

<table>
<thead>
<tr>
<th>Average Steps Daily</th>
<th>Quarterly Goal</th>
<th>Incentive Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>7,800</td>
<td>20,000 steps a month</td>
<td>$20.00</td>
</tr>
<tr>
<td>219,000</td>
<td>450 miles</td>
<td>$25.00</td>
</tr>
</tbody>
</table>

Register for Quarter 4 Now!

Employees and spouses must enroll in the new quarter. See the steps below for how to register for quarter 4:
1. Log in to your personal Health Solutions account
2. Click “City of Cedar Rapids Wellness Program” or “Enroll in Challenge here”
3. Under the Things to Do box, click “Enroll in Challenge” (see below)
4. Click “Enroll”. Data syncing will begin until October 1
Wellness Time Policy

Have you used your Wellness Time for 2016?

To reinforce that the City values the health of its employees, all City Directors approved the addition of 6 hours, per year, of paid time to all full-time employees to use for wellness-related events! The events below include opportunities to use the remainder of your wellness time in 2016!

<table>
<thead>
<tr>
<th>Events or Activity</th>
<th>Date/Time/Location</th>
<th>Estimated amount of wellness time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creating a Positive Attitude Presentation by Mercy EAP</td>
<td>Oct 26 3:00 – 4:00 pm Five Seasons Room - CSC</td>
<td>1 hour</td>
</tr>
<tr>
<td>Mercy EAP Presentation</td>
<td>November/TBD</td>
<td>30 minutes</td>
</tr>
<tr>
<td>Great American Smoke Out: Smoking Cessation Courses</td>
<td>November/TBD</td>
<td>up to 4 hours</td>
</tr>
<tr>
<td>Stress Management Presented by Mercy EAP</td>
<td>December/TBD</td>
<td>30 minutes</td>
</tr>
</tbody>
</table>

*Any changes in date/time for the following events will be published. Events may be added.*

Wellness Time Guidelines:

- Employees are eligible to use six (6) hours in a calendar year for attendance in wellness events sponsored by the City, as defined by the Wellness Ambassador committee.
- Wellness events that qualify:
  - Annual City Blood Donation
  - Blue Zone and Healthiest State sponsored events
  - CR Cares sponsored events
  - Financial Wellness Presentations/Activities
  - Health Fair
  - Healthy Tailgates/Potlucks
  - Smoking Cessation Classes
  - Wellness Ambassador Events and Presentations
  - *The event flyer will clearly state that “the event can be logged as employee wellness time”*
- Time spent in attendance at a City sponsored wellness event must be annotated by the employee on his/her payroll records, using payroll code “Wellness.”
- If employee does not enter their own time, they must report attendance to designated payroll staff member the day of the event.
- Participation in wellness events is voluntary and requires supervisor approval prior to attendance.
- All time spent in a wellness event over the allotted six (6) hours must be supplemented by the use of Flex Leave, Vacation, Personal Time or Compensatory Time.
- Travel time to a wellness event is included in the allotted six (6) hours.
- *Note: The annual Health Solutions health screening and monthly coaching program does not count against the allotment of six (6) hours for Wellness Events.*
29th Annual City of Cedar Rapids
EMPLOYEE TURKEY SHOOT
Shoot to Win a Turkey!!

May City Bowl
Sunday, November 6
1:00-4:00 p.m.

For Employees, Retirees & Immediate Family Members

Shoot to win your Thanksgiving turkey! Sign up today for this popular five-person team tournament.
*Entry fee of $12 per bowler ($60 per team) must be submitted with entry form.*
Cash or check payment will be accepted. Make checks payable to May City Bowl.

The first 24 teams will bowl at 1:00 p.m.
Assistance will be provided to disabled individuals upon request.

*Gift certificates are purchased in advance based on the number of teams registered. Therefore, all cancellations must be received one week in advance of the tournament. Captains are responsible for payment of all team members at the time the entry form is submitted. Substitutions are allowed.

Any help would be greatly appreciated. If you have a few hours to help coordinate or work the event, please call Angie Turner, Recreation-286-5744, or Vem Zakostelecky, Planning-286-5043.

All entries must be received at Northwest Recreation Center, 3140 11th St. NW by 5:00 p.m. on Wednesday, November 2.
Please print the following information:

Payment must accompany this form!

Team Name: __________________________

Team Captain’s Name: __________________________
Department: __________________________
Phone: __________________________

Team Members Name/Department
1) __________________________
2) __________________________
3) __________________________
4) __________________________
5) __________________________

Call Angie at 286-5744 for more information.