Employee News

New Employees
James Hatrick, UTIL – Water Plant Operator I effective Aug 28. James joins the City from Crush Convey.


Sara Thomas, BSD – Administrative Assistant I effective Aug 28. Sara joins the City from Dizmang Associates, Inc.

Employee Retirements

Orval Schrock, UTIL – retiring Sept 22. Orval started with the City July 17, 1989. His current position is Water Maintenance Repair Worker II.

Mercy EAP Services Available
The City provides local EAP services to all employees. This confidential face-to-face counseling and referral service can assist you and your family with struggles or issues that may be affecting your personal life and/or job performance. Call Mercy EAP at 800-383-6694 or visit their website at www.mercycare.org.
City Manager and Director Update

CSC Incident Update

The City Manager and Directors were pleased to provide lunch to our employees in the City Services Center building on Tuesday, Aug 29. Approximately 300 employees came together to share a meal and visit with fellow co-workers.

Police Chief Wayne Jerman will be leading an internal working group of police commanders and directors to review the CSC incident and recommend future actions that will further improve our employees’ response to active threats. An initial update will be provided at the Sept 21 Manager’s Meeting and in future employee newsletters.

We recognize that what took place at CSC last week was a traumatic event for many employees, and are taking steps to provide the support and resources employees need to feel safe in their workplace. All City employees are encouraged to continue to contact EAP as needed, at 398-6694 or (800) 383-6694.

The Cedar Rapids Mobile App and Intranet

The City is working to refresh the Cedar Rapids Mobile App. Over the next months, the third and fourth versions of the mobile app are being developed. Several internal stakeholder groups have been consulted for additional features which include:

Version 3.

- Updated look and feel
- Easy link to Council agendas and indexed video
- Easy link to City financial transparency OpenGov data
- Easy link Links to existing City services that accept credit card payments
- Add items to “My Neighborhood” feature (customized data specific to an address)
  - Leaf Pick up schedule
  - Historic/SMID district information
  - Nearest bike trail
  - Nearest walking trail
  - Right-of-Way Tree Identifier
    - Species of trees in ROW
    - Ash trees could be specially identified in relation to Emerald Ash Borer issue
- Easy Link to existing CRPD Crime Statistics data
- Where is the bus? Easy link to existing transit GPS/Automated Vehicle Locating (AVL) service
- Easy link to existing Parks Finder Map
- Easy link to existing Assessor Parcel Viewer Map
- Easy link City Manager’s 1 Bag Challenge Bag
- Easy link to Zero Waste Initiative
- Easy link to existing Green Infrastructure Map
  - Green/Sustainable activities/initiatives – user can select different types of activities to view, more info pops up when click on sites (i.e. video on how to use bike turn lanes, short text or graphic on how bio-retention cells work, etc.)
  - LEED Buildings
  - Storm water Best Management Practices – raingardens, porous pavement, bio-retention cells
  - Pollinator Zones
  - Biking infrastructure

Version 4.0

- ADA enhancements
- Survey -- Ability for departments to put up a snap survey on specific topics to enhance citizen engagement
- Specific information on City pool hours and amenities

A cross department team including outside citizen involvement will be formed to provide feedback on aesthetics and ease of use of new versions. If you have any ideas on features or functionality that you would like to see in the Cedar Rapids Mobile App, please call or send an email to Nic Roberts, 286-5088.

City Intranet

It is also time to give our intranet a facelift. A technical issue was recently overcome allowing the City to move forward with a committee consistently largely of internal service departments and the CMO Communications division to begin the process of updating our intranet. The intranet is an important tool to improve our internal communications. We will be reaching out to those responsible for intranet content as part of the process, but if anyone has an idea of information that should be or information that is currently on the intranet and should not be, please let your Director know so that it can be considered.
City Manager and Director Team Update

FEMA – Training Sessions
City staff attended a two day training session in Des Moines on August 23 – 24 to learn FEMA’s New Public Assistance Delivery Model. The new delivery model does not change the policy or regulations that guide FEMA decisions. What is changing are the roles, tools, and systems FEMA will be using along with applicants to record future damage related to federally declared disasters.

The New Public Assistance Delivery Model will be broken down into four phases:

**Phase 1:** Operational Planning Action Items – includes damage assessments, applicant briefings, request for assistance, applicant eligibility, FEMA program delivery manager assigned to applicant, etc.

**Phase 2:** Intake Damage and Eligibility Analysis – site inspections, damage assessments, applicant responsible for reporting damage within 60 days, etc.

**Phase 3:** Scoping and Costing – For work already completed FEMA will require invoices to be submitted prior to project worksheets being written, applicants that develop cost estimates will need to show how expenses can be validated.

**Phase 4:** Reviews – Projects are reviewed and obligated.

Cooper’s Mill Demolition
The demolition of the former Cooper’s Mill Hotel is scheduled sometime the week after Labor Day weekend. The City purchased the site last fall of 2016, after Cooper’s Mill voluntarily approached the City with interest in an early acquisition. The demolition of the site allows for the construction of the future Flood Control System levee in the Time Check neighborhood. The demolition contractor is Active Thermal Concepts, who has recently completed interior remediation of any asbestos and hazardous waste, and is now ready for safe site demolition and excavation.

1:00 - 4:00PM
City Services Center

This event is eligible for wellness hours (up to a maximum of 6 hrs / ys.) and or flex hours. Please check with your supervisor to coordinate attendance.

Contact Marilyn Fitzgerald with questions. m.fitzgerald@cedar-rapids.org or x5056

Sponsored by the City of Cedar Rapids Wellness Ambassadors.
## Employee Years of Service

The following employees recognized their anniversary with the City during August.

<table>
<thead>
<tr>
<th>Name</th>
<th>Last Name</th>
<th>Title</th>
<th>Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tony</td>
<td>Wilson</td>
<td>Sts Hvy Equ Opr</td>
<td>25 yrs</td>
</tr>
<tr>
<td>Richard</td>
<td>Halleran</td>
<td>Fire Captain (Day)</td>
<td>20 yrs</td>
</tr>
<tr>
<td>Matthew</td>
<td>Hilliard</td>
<td>Fire Captain (Shift) Paramedic</td>
<td>20 yrs</td>
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<tr>
<td>Mark</td>
<td>Bohman</td>
<td>WPC Process Operator</td>
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<tr>
<td>Loren</td>
<td>Snell</td>
<td>Project Engineer II</td>
<td>15 yrs</td>
</tr>
<tr>
<td>Robert</td>
<td>Collins</td>
<td>Police Sergeant</td>
<td>15 yrs</td>
</tr>
<tr>
<td>Martin</td>
<td>Eganhouse</td>
<td>Police Officer</td>
<td>15 yrs</td>
</tr>
<tr>
<td>Joshua</td>
<td>Bell</td>
<td>Police Officer</td>
<td>15 yrs</td>
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<tr>
<td>Melynda</td>
<td>Bieber</td>
<td>Police Officer</td>
<td>15 yrs</td>
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<tr>
<td>Michael</td>
<td>Bailey</td>
<td>Police Officer</td>
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<tr>
<td>Joshua</td>
<td>McAlpin</td>
<td>Police Sergeant</td>
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<tr>
<td>Judith</td>
<td>Jones</td>
<td>Accounts Receivable Prog Mgr</td>
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<tr>
<td>Christopher</td>
<td>Brand</td>
<td>Police Officer</td>
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<tr>
<td>Lindsay</td>
<td>Schrader</td>
<td>Police Officer</td>
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<tr>
<td>Sean</td>
<td>Kinkead</td>
<td>Police Officer</td>
<td>5 yrs</td>
</tr>
<tr>
<td>Matthew</td>
<td>Messer</td>
<td>Police Officer</td>
<td>5 yrs</td>
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<tr>
<td>Randal</td>
<td>Reck</td>
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<td>Weston</td>
<td>Wery</td>
<td>Police Officer</td>
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</tr>
<tr>
<td>Zachary</td>
<td>McKinstry</td>
<td>Police Officer</td>
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<tr>
<td>Laura</td>
<td>Shaw</td>
<td>Leased Housing Specialist</td>
<td>5 yrs</td>
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<tr>
<td>Michael</td>
<td>Lynch</td>
<td>Transit Driver</td>
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</tr>
<tr>
<td>Travis</td>
<td>Vivian</td>
<td>Enterprise Appl Solution Mgr</td>
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<tr>
<td>Teresa</td>
<td>Van Dorston</td>
<td>Asst Veterans Memorial Fac Dir</td>
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<tr>
<td>Aaron</td>
<td>Morrison</td>
<td>Chief Plumbing Inspector</td>
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<tr>
<td>Megan</td>
<td>Snitkey</td>
<td>Administrative Assistant</td>
<td>1 yr</td>
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<tr>
<td>Jeffrey</td>
<td>Koffron</td>
<td>Facilities Maintenance Supervisor</td>
<td>1 yr</td>
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<tr>
<td>Justin</td>
<td>Holland</td>
<td>Public Works Construction Manager</td>
<td>1 yr</td>
</tr>
<tr>
<td>Kelly</td>
<td>Sewell</td>
<td>Geospatial Data Specialist I</td>
<td>1 yr</td>
</tr>
<tr>
<td>Kaleb</td>
<td>Hogan</td>
<td>Water Plant Operator I</td>
<td>1 yr</td>
</tr>
</tbody>
</table>
Wednesday, October 4, 2017
Noon

The Downtown Cedar Rapids walk will have 3 starting points. All 3 groups will begin walking at noon and meet approximately 15 minutes later at Greene Square. Walkers can enjoy food from Hy-Vee's Grab & Go Grill, socialize, take pictures with mascots, and enjoy tailgate-style entertainment.

Starting Points:
1. Mc Grath Amphitheatre
2. NewBo City Market
3. Grant Wood Studio parking lot
Thursday, Oct 12, 2017
11:15am - 1:00pm
Ushers Ferry Lodge

Help honor employees for their years of dedicated service to the City of Cedar Rapids. Please RSVP and submit payment to your department contact by Sept 22, 2017.

$5

Payable by cash or check to “City of Cedar Rapids” by Sept 22. You must register prior to the deadline! No late reservations or walk-ins will be allowed.

If you have food sensitivities, we have ingredient labels available so you can make informed decisions. To see the labels, you may contact us at citymanager@cedar-rapids.org ahead of time or review the labels at the event.

Registration for the 27th annual Especially For You Race® is now open.

Please consider joining team "City of Cedar Rapids"

Sunday, Oct 1, 2017
Mercy Medical Center's Hall-Perrine Cancer Center as we help raise money for this fight.

Contact Dawn Kolosik at 286-5577 with questions.

Please click here to register online as a participant.
Mercy Medical Center’s Employee Assistance Program (EAP) is a benefit provided by your employer for you and your dependent family members to assist with relationships, family, work, emotional, and mental health concerns. There is no cost to you or your family members when using EAP services. Individual, couples, and family counseling are offered in a client-centered, supportive environment to help you and your family achieve health, balance, and well-being.

Appointments
To schedule an EAP appointment, simply contact Mercy EAP with your name, place of employment and area(s) of concern. An intake appointment will be scheduled as soon as possible.

Mercy EAP is offered at several convenient MercyCare locations the Cedar Rapids metro area. When calling to make an appointment, please let us know which MercyCare location is most convenient for you and your family. Please call 398-6694 or 800-383-6694 to schedule an appointment.

Mercy EAP can assist with:
- Anxiety
- Anger
- Communication skills
- Depression
- Divorce, blended families and co-parenting
- Emotional/mental health concerns
- Family/relationship concerns
- Grief / loss
- Resolving conflict(s)
- Stress
- Trauma/abuse
- Work/career concerns
- Alcohol/drug abuse
- Financial and legal counseling (available by referral in the Cedar Rapids metro area)

Confidentiality
To ensure your confidentiality, the following precautions will be taken:
⇒ No information will be released without your informed written consent
⇒ Only non-identifying data on EAP usage will be provided to your employer
⇒ Confidentiality may be waived if there is a clear and present danger to human life
⇒ Client records remain the property of Mercy EAP Services

Eligibility
EAP services can be used by you and your dependent family members. There is no cost to you or your family members when using EAP services. For more information on your EAP benefits, please contact Human Resources, 286-5000 or Mercy EAP.

Visit us online at:
www.mercycare.org/EAP