

News & Views

October 31, 2016

The City of New Hope's Employee Newsletter

Open Enrollment for 2017 Benefits

**Friday November 4 at 8:00 a.m.
through
Friday November 18 at 4:30 p.m.**

The city is again using Benefit Self Service (BSS) in JD Edwards for Open Enrollment. Complete instructions for open enrollment will be available on November 4 starting at 8:00 a.m. on connect2.

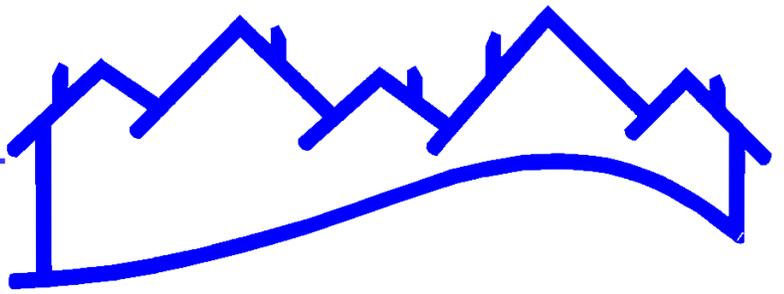
Quick overview:

- ❖ **Medical plans:** HealthPartners plans will continue with just a small 2.59% increase in the premiums. 😊
- ❖ **Dental plans:** Delta Dental plans have not changed and neither have their premiums. 😊
- ❖ **City contribution:** City council has approved an increase in the city contribution. 😊
- ❖ **HSA:** Optum is the new HSA administrator but the plan and the enrollment process are the same.

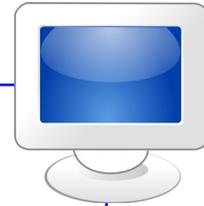
More on page 2.

If you have questions, contact Eve or Rich.

**Open Enrollment ends:
Friday, November 18, at 4:30 p.m.**



More about Open Enrollment



To Access connect2:

Go to www.connect2mybenefits.com

Enter User ID: **NewHope**

Enter Password: **connect2**

In the far right column, click on **Open Enrollment** for the following:

- ❖ Instructions for open enrollment
- ❖ Link to the JD Edwards website
- ❖ Premiums
- ❖ Plan summaries
- ❖ Required notices
- ❖ Ability to compare plans

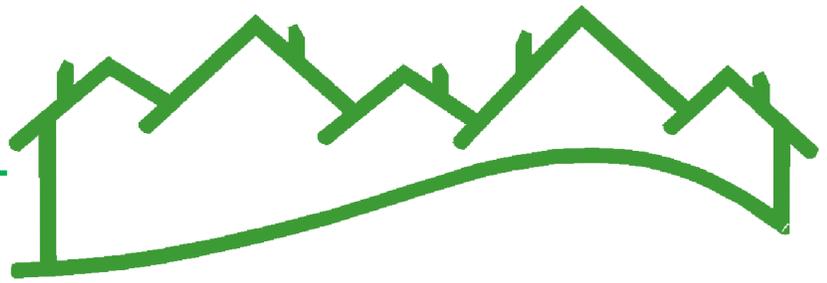
Handouts

- ❖ **2017 Benefit Summary** put together by A J Gallagher. This booklet describes benefits available to New Hope employees with details of each.
- ❖ **Plans for a Healthier You**, from HealthPartners provides specific details about the medical plans provided by the city and services provided by HealthPartners.
- ❖ **Chart of all 2017 premium rates** showing the premiums and city contribution per pay period.

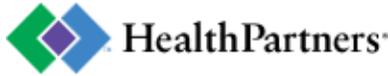


No Access to the Internet? Or need a little help?

Anyone without computer and/or internet access, or in need of assistance, is welcome to come to city hall to complete open enrollment. Just contact Eve.



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Plan for Me, by HealthPartners

“Costs made clear. Choices made easy.”

HealthPartners is offering a free online tool to evaluate your specific situation. It is called Plan for Me and is located on the HealthPartners website (link below).

By entering your anticipated doctor visits, prescriptions, and other pertinent information, Plan for Me will show how much each plan could cost, which could help you make the decision of which plan is best for you.

<https://www.healthpartners.com/public/planforme/>

Our HealthPartners group number is 10734

The Site number is 0

Effective date is 01/01/2017

- ❖ Enter age and gender for yourself and anyone you want your plan to cover.
- ❖ Follow the prompts to select common conditions, procedures, and medications you might need during the year.
- ❖ Print out a summary or email it to yourself.

Two Ways to Save with HealthPartners during the year



Virtuwell.com is an online medical clinic offered by HealthPartners

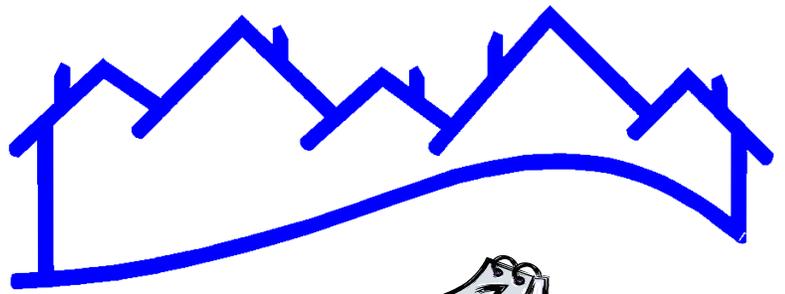
- ❖ Able to treat more than 50 common conditions online
- ❖ Available 24/7
- ❖ Receive a treatment plan and, if needed, a prescription
- ❖ Never pay more than \$45.00

Medicine Delivered to Your Door

- ❖ Free shipping
- ❖ Plain packaging
- ❖ Shipped within five days
- ❖ Save a trip to the pharmacy



4 News & Events



Deferred Comp Presentations

Representatives from ICMA and the Minnesota Deferred Comp program will make presentations to employees on **Monday, November 14 starting at 1:30 p.m.** in council chambers.

Anyone who would like a private consultation with one of the reps can contact Rich Johnson and make an appointment for later that day.

Deferred Comp is a program where an employee can contribute pre-tax dollars into an account with very limited access until retirement. Tax is then paid on withdrawals made, which are usually at a rate lower than that paid when working.

Coming Up...

November 4	Open Enrollment Begins
November 6	Daylight Saving Time Ends
November 8	General Election
November 11	Veterans Day Holiday
November 14	Deferred Comp Presentations
November 18	Open Enrollment Ends
November 23	Employee of the Year nominations due
Nov. 24 & 25	Thanksgiving Holidays
November 30	Wellness Event
December 8	Recognition Event

Voting Information

The primary election is only days away.



Employees may take time off from their jobs, without penalty, for the purpose of voting, for the time necessary to cast a ballot and return to work. (Per MS 204C.04, subd.1.)

Polls are open on November 8 from 7:00 a.m. to 8:00 p.m. Absentee balloting is also available at local city halls Monday thru Friday from 8:00 a.m. to 4:30 p.m. and on Saturday, November 5, from 10:00 a.m. to 3:00 p.m.

Employee of the Year

Nominations for Employee of the Year are due to Rich Johnson by 4:30 p.m. Wednesday, November 23. A nomination form can be found on the last page of this issue.

HealthPartners gets High Marks

HealthPartners is the highest ranked plan in overall member satisfaction in the Minnesota/Wisconsin Region, according to the J.D. Power 2016 U.S. Member Health Plan Study.

This is based on 31,867 responses from eight plans measuring experiences and perceptions of members surveyed October-December 2015.

HealthPartners is the largest consumer-governed, non-profit health care organization in the nation with a mission to improve health and well-being in partnership with members, patients, and the community.

For more information, visit HealthPartners at <http://www.healthpartners.com/hp/index/html>.

Tic Tock, Change Your Clock

It is that time again, time to 'fall back' to standard time. It brings with it an extra hours' sleep.



This will occur on **Sunday, November 6 at 2 a.m.** You can get ahead of the game by changing your clocks before you go to bed on Saturday, November 5.

Of course, in the fall, it really isn't a problem. If the clocks aren't set back, you just arrive wherever you are going an hour early. ☺

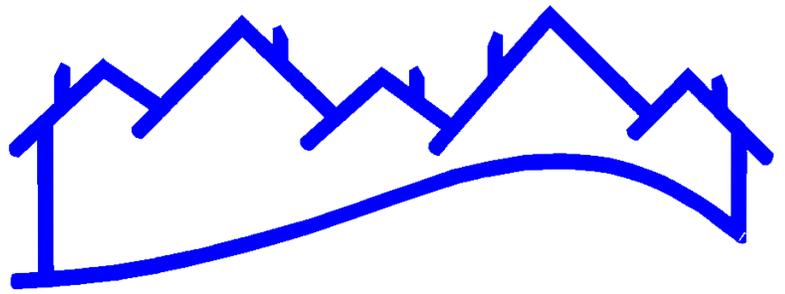
Recruiting Update

- ❖ The city is currently recruiting for a police officer. The position closed at noon today and first round interviews are scheduled for November 9 and 10.
- ❖ The city is recruiting internally for an Office Specialist in Community Development to replace Mary LaRose who has resigned effective January 3. The internal recruiting deadline is November 4 at noon.

With Deepest Sympathy

Our condolences go out to **Jeff Alger**, Community Development Assistant, in the recent loss of his father.

Our thoughts are with Jeff and his family.



Hats Off and Thanks!



Prayer Breakfast Thanks

Special thanks to **Valerie Leone** and **Steve Ellingson** for all their work on the very successful Prayer Breakfast.

The breakfast was held on October 28 in the Community Gyms at Cooper High School. Former Mayor Ed Erickson was honored for his many years of dedicated service to the city.

The theme of the breakfast was “Ability/Disability: Community is All of Us” and the Keynote Speaker was Mary Margaret Anderson, Director of yogamn, and a teacher passionate about love, fun, laughter, mindfulness, and fitness.

Thanks again to Val and Steve for putting it all together.

Party Time!!

The annual Recognition Event will be held on Thursday, December 8, at the Charles Knaeble VFW, 5222 Bass Lake Road in Crystal, starting after work.

The event starts with a social hour, followed by a dinner buffet, and service awards.

The highlight of the evening is the naming of the Employee of the Year.

Hope to see you there!



Thanks to Public Works

Many thanks to all the Public Works staff who kept the department rolling smoothly while Director Bob Paschke was out. All your hard work and cooperation is appreciated!



Ongoing Food Drive

Thanks to all who have contributed to the ongoing food drive and to Wacky Wednesdays. The next Wacky Wednesday, a jeans day, will be November 16

So far, in 2016, the city has contributed 635 pounds of food and \$955 cash. In addition, 75 pounds of food and school supplies were delivered to NEAR on Friday. NEAR is very grateful for all of it, as are the recipients.

The holiday food drive season kicks off with collections for Thanksgiving. During November and December, bins are located in city hall and public works.

Thanks again for your continued donations!

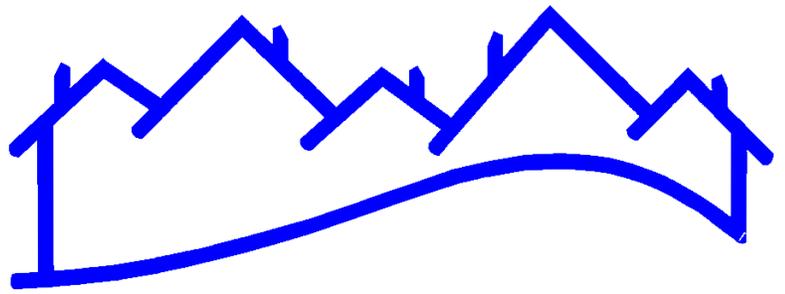
Diaper Drive

The New Hope city council endorsed the recent “Diaper Need Awareness Drive”, sponsored by Helping Us Grow.

Thanks to everyone who donated diapers and wipes during this drive!



A total of 6,239 diapers and 2,724 wipes were collected by New Hope, Crystal, Golden Valley, and Robbinsdale. Of that, 1,333 diapers were donated at New Hope. Every one of them helps a family. Thanks again to all contributors!



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Employee of the Quarter

David Walker-Crawford, known as “Walker”, Administrative Specialist in the City Manager Department since mid-April, is honored with the Employee of the Quarter award for immersing himself into this position and learning it very quickly.

This front desk position is often the first contact for a visitor to city hall and Walker has a way of making everyone feel welcome. He learns people’s names, greets them in a cheerful manner, is very respectful, and is highly skilled in administrative duties. This is an especially busy time at the front desk due to the expansion of absentee voting, which is bringing in many residents to vote. Walker handles it beautifully and manages to get his day-to-day duties done along with the surge in absentee voting and helping to prepare for the upcoming election season, no small task.

Walker says that the most interesting part of his job is the many different people who come to city hall. He loves to greet people, make them feel at home, and answer their questions. He always has a smile for everyone.

As a kid, Walker thought he would grow up to be a veterinarian. However, after growing up on a farm he thought he needed a break from that life so he went to school for business management to build his skills for running a bed and breakfast. He also went to baking school mid-career with that same goal in mind. The dream of a bed and breakfast has somewhat faded but remains as a possible retirement adventure. He still loves to bake and sometimes brings in goodies to share. Yum!!

Walker loves traveling. His favorite place to date is Alaska, where he has visited three times. He is especially fond of the Anchorage area for its hiking and horseback riding. He would also love to return to Scotland and Ireland—he felt right at home in Scotland and would move there if it wasn’t so difficult to find work.

That travel bug seems to bite on the weekends, too. Walker and his boyfriend, Matt, are often taking off on a road trip to some interesting place for a weekend. They often go to Madison, Wisconsin, where Walker lived before moving to Minnesota, and where they still maintain a Broadway subscription for several theater presentations during the year. Walker also works with a not-for-profit in Madison helping them run their big annual gala every January. They can count on Walker to keep them organized, on time, and successful! Genealogy is another interest where he combines working with something he loves—he volunteers for the Minnesota Genealogical Society.

It looks like Walker has found a balance between work and fun, often working or volunteering for organizations he believes in and enjoys. We are glad that New Hope fits that description.

Roger Axel, Building Official, was nominated for going above and beyond with a frustrated resident who was trying to get her home to pass an inspection. The resident had purchased the parts needed to replace a bathroom ceiling fan and hired a handyman. The handyman took her money and ran. Next, the woman went to Home Depot and Menards to get the correct parts but was told she already had the correct parts. She attempted to fix the problem herself but it still did not pass inspection. Finally, she came to city hall in tears, very distraught, and asked what she could do. The closing on her house was scheduled for the next day. Roger went to her home on his own time and fixed the fan. The next day, the house passed inspection.

Thanks, Roger, for helping a New Hope resident out of a nasty situation and showing the city in a wonderful light!

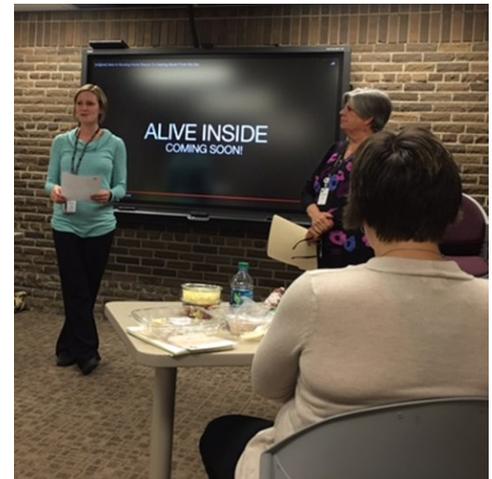
Alzheimers Awareness

Twenty-one people attended the October 26 Alzheimers Awareness Lunch & Learn presented by Naomi M. Evans, Speech Language Pathologist of Saint Therese Rehab (left in photo) and Anne Marie Bartlett, Director of Care Management at St. Therese (right in photo).

Although there is still much to be learned about Alzheimer's, there are some signs of the disease, tips on communicating with an afflicted person, and community resources available right now. See the next page for this information plus contact information for Naomi and Anne Marie, who encourage anyone to call them with questions.

The best things we can do for ourselves is to take good care of our physical bodies—eat right, exercise, limit alcohol consumption, eliminate all forms of smoking, and get enough sleep. This may sound trite, but it is all we have for now.

To connect with a person who is afflicted with Alzheimer's and is non-communicative, try providing a favorite thing from the person's past, such as music (try an iPod), photos, or a scrapbook. Sometimes these past memories are recognizable to the person.



“Alive Inside” (shown at the presentation) is a wonderful example of how favorite music can make a difference in an Alzheimer's patient. It is on YouTube.





SAINT THERESE

Community Resources

24/7 Alzheimer's Association Helpline:
800.272.3900

Alzheimer's Association Community Resource:

www.communityresourcefinder.org

Learn convenient way to search for various local programs including:

- Alzheimer's Association Chapters
- Education Programs and Support Groups
- Social Engagement Programs
- Adult Day Care Programs
- Housing Options
- Relocation Managers
- Elder Law Attorneys
- Geriatric Care Managers
- Transportation
- Home Health Care
- Hospitals and Hospice
- Area Agencies on Aging
- Aging and Disability Resource Centers
- Referral Services
- Respite Options with Saint Therese

Please contact us with further questions:

Anne Marie Bartlett

Director of Care Management - Saint Therese

1660 S. Highway 100, Suite 103

St. Louis Park, MN 55416

Phone: 952.283.2207

Cell: 763.354.8956

annemarieb@sttheresemn.org

Naomi M. Evans M.S. CCC-SLP

Speech Language Pathologist - Saint Therese Rehab

5200 Oak Grove Parkway

Brooklyn Park, MN 55443

Phone: 763.493.7033

naomie@sttheresemn.org

10 Signs of Alzheimer's Disease

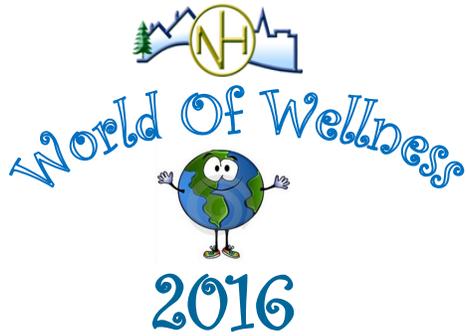
1. Memory loss that disrupts daily life
2. Challenges in planning or solving problems
3. Difficulty completing familiar tasks at home, work, or leisure
4. Confusion with time and place
5. Trouble understanding visual images and spatial relationships
6. New problems with word finding in speaking or writing
7. Misplacing things and losing the ability to retrace steps
8. Decreased or poor judgment
9. Withdrawal from work or social activities
10. Changes in mood and personality

If you have questions about any of these warning signs, you should contact your physician. The link below has a physician visit form to prepare you for your appointment.
www.alz.org/documents/national/ed_doc_checklist.pdf

Effective Communication Approaches for Individuals with Dementia

- Introduce yourself, gain trust and agreement
- Use pleasant nonverbal messages including a smile, gentle tone of voice, and inviting body language
- Move slowly and calmly
- Speak in short sentences
- Allow extra time for the individual to process what you said
- Avoid asking open ended questions, instead ask closed ended questions with two choices
- Provide 1 step directions
- Eliminate noise and other distractions when communicating
- Avoid the use of negative words
- Never argue or contradict the individual
- Meet the individual in his/her reality
- Validate the individual's feelings
- Use nouns and avoid using pronouns such as "it", "they", "he", "she", etc.





NEXT EVENT

City of New Hope

November 30

11:30 a.m., P&R Conference Room

Financial Health Lunch & Learn

“Rules of the Road for Saving & Investing”

Here’s what you can learn:

- ◇ Opportunities available for saving now
- ◇ Various ways to save
- ◇ The reason we save
- ◇ The cost of not saving

Presented by Aaron Lindman, Financial Advisor

Info and lunch order forms will be sent out

Mark your calendar!!

Wellness is a GOOD thing!



Happy Halloween!!



Nomination for:

CITY OF NEW HOPE
EMPLOYEE OF THE YEAR

Please submit this completed form in a sealed envelope or via email to Rich Johnson at City Hall by 4:30 p.m. on **November 23**. Be specific with examples of consistent, all-around good performance. Describe relevant events/situations the management team may or may not be aware of. Responses may be continued on the back side or on a separate attached page. You may also attach any additional documentation that would support your nomination.

The Employee of the Year shall be selected by the management team. They will review all nominations and base their decision on consistent performance, considering criteria such as dealing effectively with the public, supporting department/city goals and objectives, being a team player, exhibiting good time management, etc.

I nominate _____ for the ____ Employee of the Year because:

Nominated by _____ Date _____