



## MEMORANDUM

DATE: March 31, 2017  
TO: Mayor & Council Members  
FROM: Mike Anderson, Assistant to the City Manager  
SUBJECT: City Manager's Report

### **Elm/4<sup>th</sup> Street W Streetlight Update**

No Update this week. You will continue to update as progress continues.

### **City of Waseca Utilizes the Power of Internal Training for Employee Development.**

Internal training is a cost effective, encouraged, effective method for training employees. Internal training offers employers and employees advantages that are not found when you send an employee to an external training program or seminar. Training transfer occurs more naturally and employees strengthen learning through training other employees. As an additional benefit the training facilitator remains available to participants following the training session.

Alicia Fischer, Finance Technician, recently presented a two session class on using Microsoft Excel. Those attending submitted examples of requested outcomes prior to the class, allowing Alicia to structure the class with customized training relative for the group. Teaming with the resources at the library, each class member was able to use a computer workstation for hands on learning. Feedback from those attending found this to be beneficial in many ways, not just with the educational component, but also with team building across the organization and the convenient location.

In 2016, Officers Brent Brass and Jacob Kaplan completed a 40 hour Crisis Intervention Training (CIT) at the Barbara Schneider Foundation. The Barbara Schneider Foundation is considered a national leader in training first responders to interact with people in a mental health crisis. Officer Brass and Officer Kaplan also took an additional day of training to learn how to teach the CIT concepts to other Officers. Since this training, they have provided the City of Waseca staff with a condensed presentation of how to successfully address the needs of people in crisis. On March 24, 2017, Officers Brass and Kaplan presented day long training to all of the officers at the Waseca Police Department as well as two Police Reservists. Actors from Minnesota State University-Mankato came to the Public Safety Building and used scripted scenarios to role play persons in crisis. The officers practiced how to use a multi-step approach to de-escalate people while they faced various situations.

A goal for the City of Waseca is to continue with our internal training program, utilizing the expertise of those within the organization to share valuable knowledge with fellow employees.

### **Waseca Area Events**

#### **April 1:**

Waseca Girl Scouts Spring Vendor Fair  
Waseca Jr/Sr High School  
1717 2nd St NW  
9:00 AM - 2:00 PM

Concert: Amy Kortuem—Harpist  
Waseca Art Center: Schultz Auditorium  
200 North State St  
7:00 PM - 9:00 PM  
Fees/Admission: \$10

**April 3**

Waseca Area Job Fair Sponsored by Quad Graphics  
Starfire Event Center  
206 2nd Ave SW  
2:00 PM - 5:00 PM  
Free admission

**Waseca Library Events**

**Climate Change Basics: Minnesota and around the World**

Peter Johnson will discuss his role as an Educational Ambassador at the 2015 International Climate Change Conference held in Paris at Waseca Public Library on Tuesday, April 4<sup>th</sup> at 7 pm. Johnson will cover the basics of climate change, how it is already affecting us, and the solutions that are needed to limit the damage.

Peter Johnson is a Pine Island middle school teacher.  
Sponsored by the Friends of the Waseca Public Library.

Meet the Edgar Award-winning and bestselling author William Kent Krueger at Waseca Public Library (408 N State St, Waseca, MN) on Tuesday, May 16<sup>th</sup> at 7 pm about his novels, including his latest book *Manitou Canyon*. The *Minneapolis Star-Tribune* called the book, "A gripping thriller . . . steeped in the mythology of American Indian tribes of Minnesota."

# April 2017

April 2017							May 2017						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	1	7	1	2	3	4	5	6
9	10	11	12	13	14	8	14	8	9	10	11	12	13
16	17	18	19	20	21	15	21	15	16	17	18	19	20
23	24	25	26	27	28	22	28	22	23	24	25	26	27
30						29			30	31			

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Mar 26	27	28	29	30	31	Apr 1
3/26 - 31							
	2	3	4	5	6	7	8
4/2 - 7		5:00pm HPC mtg (Council Chambers)	7:00pm City Council mtg (Council Chambers)			12:00pm Airport Bd (Airport)	
	9	10	11	12	13	14	15
4/9 - 14		8:30am B.E.S.T. mtg (SROC) 7:00pm Board of Review mtg (Council Chambers)	5:00pm DWT mtg (Public Safety Bldg) 7:00pm Plan Comm mtg (Council Chambers)			CLOSED-GOOD FRIDA	
	16	17	18	19	20	21	22
4/16 - 21			7:00pm City Council mtg (Council Chambers)				
	23	24	25	26	27	28	29
4/23 - 28			8:00am B.E.S.T. SUMMIT (SROC) 6:30pm Fire Relief Assoc. (Fire Station)			7:00am EDA mtg (Council Chambers)	
	30	May 1	2	3	4	5	6
4/30 - 5/5							