

RETURN SERVICE REQUESTED



Printed on recycled paper using soy ink.  
This newsletter is made possible by corporate sponsors.

## WHAT CAN RESOURCE'S COOPERATIVE PURCHASING DO FOR YOU?

EVERYONE HAS NEEDS. PERHAPS IN THESE TRYING TIMES A GREATER NEED IS BEING ABLE TO BUY QUALITY ITEMS WHILE PAYING LESS. THIS IS YOUR ONE STOP SHOP FOR CITY/COUNTY PRODUCTS!

That is the 'reason for being' for our cooperative purchasing program. Resource has over 40 quality vendors that provide you discounted pricing simply because your organization is a member of Resource. How can that help you in practical terms? Look at the following scenarios and see if you find more than one being familiar to you:

Perhaps the Streets & Sanitation department needs to replace some tools: **ACME Tool Crib of the North, Grainger.**

Police cars and other vehicles need new batteries for winter: **Batteries Plus of St. Cloud.**

Maybe you need new police cars: **Nelson Auto.**

Perhaps you need a personal vehicle: **Brandl Fleet Services.**

The council room could use an AED heart defibrillator for emergency preparedness: **Advanced First Aid, Inc.**

The playgrounds need new equipment or resurfacing or recreation department needs new supplies: **Midwest Playscapes, BSN Sports, Fisher Tracks.**

Everyone could use a little update on their Excel skills: **Resource Training online software training program.**

The break rooms need napkins and other paper supplies: **Food Services of America.**

Financing for a big purchase: **Kinetic Leasing.**

Wellness literature and posters for a wellness program: **Learning Zone Xpress.**

The council room could use a better audio system: **LightSpeed.**

The council room needs a better visual system: **Tierney Brothers.**

Need a copier: **Marco.**

Need to order office supplies online and have them delivered right away: **OfficeMax.**

All buildings need filter replacements: **TriDim Filter.**

In every situation you can contact Anthony Farag to either initiate the contact with the vendor, get set up on a program, ask questions or for support with a purchase. As all our vendors know, Resource works with the vendors but FOR the Members.

For more information, contact Anthony Farag at 888-447-7032, 320-255-3236 or [afarag@resourcetraining.com](mailto:afarag@resourcetraining.com).

Check out all of our cooperative purchasing vendors at [www.resourcetraining.com/Page/CPVendors](http://www.resourcetraining.com/Page/CPVendors).



SERVING OUR MEMBERS

*Adding value...Maximizing resources*



SERVING OUR MEMBERS CITIES, COUNTIES, GOVERNMENTAL AGENCIES & NONPROFITS

MEMBER SPOTLIGHT

CITY OF WAITE PARK



### HEALTHY LIVING TRAIL

Waite Park area residents can now get a complete workout without having to go to the gym.

By Margaret Wolf, City of Waite Park

The City of Waite Park has completed a new "Healthy Living Trail" along the walk/bike path on 3rd Street North. The trail already provided a great cardio workout, but ten exercise stations have been added along the trail to further enhance your workout. The City consulted with Rejuv Medical to determine the best type of exercise equipment to install. The equipment that was selected is suitable for people of all ages and any fitness level. Pictures and instructions are provided directly on the equipment, so you can use it safely and effectively. The trail also features signage with information about the importance of exercise for your health and ways to reduce your risk of cancer.

Another unique element of the Healthy Living Trail is the flower gardens which display various plants having medicinal qualities. These gardens were designed by Thomsens Greenhouse and Garden Center and a portion of the plants were donated by them. City employees constructed the planter boxes and many area residents volunteered their time to plant the gardens. Beautiful signage has been placed along the trail that gives information about the useful benefits of medicinal plants.

The City also teamed up with the Minnesota School of Business and their Graphic Design Program students to develop the signs which have been placed along the trail. This was an exciting venture for everyone involved! The sign designs were the students' final project for their coursework, so it gave them a wonderful opportunity to get real hands-on experience. The signs were then manufactured by Auto Trim, which also donated a portion of their costs.

The Healthy Living Trail was created in honor of Harold P. Nelson, who donated funds for the path. Unfortunately, he passed away, after a battle with cancer, before he could see the completed project. The City wanted to further develop the trail with an emphasis on cancer prevention and living a healthy lifestyle. To maintain that philosophy, the Healthy Living Trail is a smoke-free trail.

The Statewide Health Improvement Plan (SHIP) awarded the City of Waite Park a grant of \$19,000 to be used for the Healthy Living Trail project. Parkland Dedication Funds were also used to cover some additional costs associated with this amazing project. The trail has been designed to eventually connect to the Lake Wobegon Trail, which would extend the current 46-mile long paved hike-and-bike pathway.



INSIDE THIS ISSUE: SNAPSHOT OF YOUR HEALTH. PROFESSIONAL DEVELOPMENT LUNCH.

1. Member Spotlight: City of Waite Park
2. Table of Contents  
Calendar of Events
3. Take It In Thursdays -  
Professional Development Luncheon
4. In Our Neighborhood  
Customer Appreciation Celebration & Social
5. Customer Appreciation Celebration & Social
6. Health & Safety  
City & County Corner - Waste Hauling
7. Ask the Benefits Specialist  
Stress Relief: Weighing In On Balance
8. Cooperative Purchasing Vendors

## IT'S FLU SEASON, TIME TO SCHEDULE YOUR FLU SHOT



Doctors and health professionals recommend that all persons get a yearly flu shot. Flu shots are generally available from September through December. It is important to get a yearly flu shot as the flu strains are different from year to year and flu shots are updated each year.

Claims for flu shots are filed with your health plan so the ideal place to get your flu shot is your clinic or workplace. Your provider should be able to inform you if they are participating in the BCBS provider network and Blue Cross can determine whether shots are covered by your health plan.

Material may not be reproduced in any fashion without Resource Training & Solutions' permission. Copyright © 2011 by Resource Training & Solutions.



## ask the BENEFITS SPECIALIST

Dan Weir, Insurance/Risk Management Consultant

### GET A SNAPSHOT OF YOUR HEALTH

#### QUESTION:

I am interested in taking an online health risk assessment questionnaire. How do I find the Blue Cross Blue Shield (BCBS) link to take the online assessment and what information will I need to respond to the questions?

#### ANSWER:

BCBS has a great new online health risk assessment available to members covered by a BCBS health plan. Health risk assessments give a snapshot of your health but these assessments are dependent on the accuracy of the information provided. Prior to taking an online health risk assessment, you should have these numbers available: your height, weight, waist measurement, blood pressure, blood sugar, cholesterol and triglyceride values. If you have had a recent checkup, you may contact your doctor for any needed information. Please follow the instructions below to take an online assessment of your health.

#### HOW DO I KNOW IF I AM A BLUE CROSS AND BLUE SHIELD OF MINNESOTA MEMBER?



FOR MORE INFORMATION, OR DIRECTIONS ON HOW TO GET STARTED, PLEASE VISIT [MEMBERS.BLUECROSSMN.COM](http://MEMBERS.BLUECROSSMN.COM) AND CLICK "NOT REGISTERED YET". OR VISIT [WWW.RESOURCETRAINING.COM](http://WWW.RESOURCETRAINING.COM) AND DOWNLOAD SIMPLE DIRECTIONS TO GET STARTED.

# CALENDAR OF EVENTS

## november

- Insurance Coalition.....11/8
- 8636 Becoming a Love and Logic® Parent (2 of 3) .....11/8
- 8636 Becoming a Love and Logic® Parent (3 of 3) ..... 11/15
- 8637 Transforming the Angry Child ..... 11/17
- Thanksgiving Holiday..... 11/24, 25

## december

- 8743 Wellness Coordinator Training ..... 12/7
- Wellness Forum ..... 12/7
- 8752 Stress Relief: Weighing in on Balance -  
Professional Development Luncheon..... 12/15

## january

- 8638 Helping Children When Families Experience Change ..... 1/16

DON'T MISS EXCITING HAPPENINGS,  
CLASSES, TRAINING AND FORUMS THAT  
WILL BRING YOU TO THE NEXT LEVEL!

For more events,  
information or registration:  
[www.resourcetraining.com](http://www.resourcetraining.com)

**(320) 255-3236**  
**(888) 447-7032**

**OFFICE HOURS**  
Monday-Friday  
8:00am-5:00pm

### SEND ADDRESS CHANGES TO:

**Resource Training & Solutions**  
4150 2nd Street South,  
Suite 550, St. Cloud, MN 56301

**Phone: (320) 255-3236**  
**Toll Free: (888) 447-7032**  
**Fax: (320) 255-2998**

[info@resourcetraining.com](mailto:info@resourcetraining.com)

## STRESS RELIEF: WEIGHING IN ON BALANCE

By Martha Roth, Trainer

Stress. Even the word hisses at you and gets your attention. And ignored persistent stress can get your attention in other ways...digestive issues, aches and pains, elevated blood pressure, stinky feet. Oops, maybe that last one is a stretch, but so many physical and mental ailments can be attributed to the effects of stress.

So what can we do? Stress recognition is a first big step. We often live in denial about the amount of stress we place upon ourselves about real OR imagined problems. Recognizing where our mind is taking us and getting it in line with reality is helpful. This can be accomplished by journaling/having accountability partners/allowing ourselves allotted "worry" time.

The other word that often strikes fear in the heart of the already stressed is the word, "holidays." How can something that is supposed to be a joyful time with family and friends cause so much pressure?

December 15 could be a gift to yourself by attending a Take It In Thursday lunch session and receive ideas of how to name and tame some stressors in your life.

For more information, visit [www.resourcetraining.com/Event/10408](http://www.resourcetraining.com/Event/10408) or contact Susan Brix at 888-447-7032 or [sbrix@resourcetraining.com](mailto:sbrix@resourcetraining.com).



# HEALTH & SAFETY

## THE HEALTH & SAFETY TEAM CAN HELP YOU



By Jodi Steinhof, Administrative Coordinator

### MANAGEMENT ASSISTANCE

Our Management Assistance Program will help you keep track of health and safety laws and regulations from the Minnesota Departments of Health, Labor and Industry, Public Safety, Pollution Control as well as tracking Federal regulations and standards. This program will provide you with consultation and coordination of services for environmental issues that you may face in order to be compliant with state and federal laws. A trained professional from our staff will assist you in identifying and prioritizing your health and safety projects.

To learn more about the Management Assistance Program and how this program would help you, please contact Wayne Warzecha at 320-255-3236 or [wwarzecha@resourcetraining.com](mailto:wwarzecha@resourcetraining.com).

Resource Training & Solutions Health & Safety Team can provide you with a variety of services to keep you up-to-date and compliant with OSHA & all state & federal regulations. We offer help with Special Projects, Onsite Consulting and Management Assistance.

### ONSITE CONSULTING

Resource Training & Solutions Health & Safety Team can provide you with Onsite Consulting Services, technical assistance and training related to compliance issues and OSHA Standards.

Our team of knowledgeable health & safety professionals has the experience to provide the quality work to meet and exceed your expectations. Some of the Onsite Consulting Services and Solutions that we can provide you include: Accident & Injury Reduction (AWAIR), Aquatic Facility Operators Recertification, Asbestos, Bloodborne Pathogens, Confined Space, Electrical Safety, Employee Right-to-Know, Ergonomic Assessments, Hazard Identification and Inspection, Indoor Air Quality, Lead Paint, Lock Out/Tag Out, Machine Guarding, OSHA Compliance, Playground Safety, and other specific issues your CCOGA may be facing.

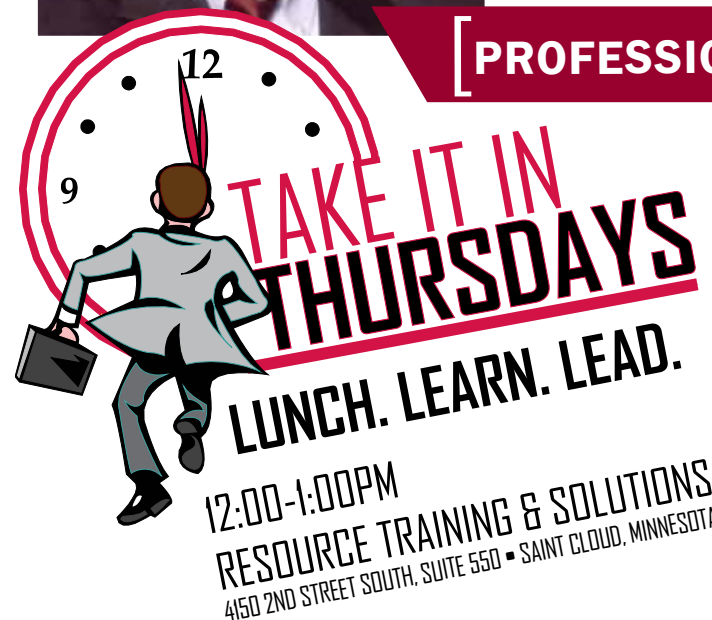
To find out how we can serve you and for more information on the services we can provide please call Ron Wieber at 320-255-3236 or [rwieber@resourcetraining.com](mailto:rwieber@resourcetraining.com).



## from the EXECUTIVE DIRECTOR

Robert C. Cavanna, Ed. D.

### PROFESSIONAL DEVELOPMENT LUNCHEONS



I want to tell you about an exciting program we have put together for city and county staffs. It's a noon time Lunch and Learn series titled: "Take It In Thursdays." These mini-seminars are an hour in length. They also include lunch and materials.

There are six of these noon time seminars. By the time you receive this issue of the UPDATE, the first seminar will have already taken place. It was on Time Management and was held on November 3, 2011.

The remaining topics and dates are:

**DECEMBER 15<sup>TH</sup>** [8752]

#### STRESS RELIEF: WEIGHING IN ON BALANCE

Just in time for the holidays and all the stresses that it brings. This seminar will show you how to slow down and to learn how your action, attitude and awareness can affect your life.

**FEBRUARY 16<sup>TH</sup>** [8753]

#### SMART® BOARDS FOR YOUR BUSINESS

Learn how this unique piece of technology can give your city, county or governmental agency a "leg up" on innovative practices, improved communications and a learning tool for your employees.

**MARCH 8<sup>TH</sup>** [8754]

#### LOVE & LOGIC® PARENTING

Learn how to strengthen your parenting and grandparenting skills through this child rearing system. You'll learn how to set limits with enforceable statements and guide your child to solve problems on their own.

**APRIL 12<sup>TH</sup>** [8755]

#### iPAD/iPOD APPS FOR BUSINESS

Learn how to use the iPad and iPod and to utilize applications which will help you work smarter and faster. You'll learn how to just begin to appreciate and capitalize on the potential of this new technology.

**MAY 10<sup>TH</sup>** [8756]

#### HIGHLY EFFECTIVE PEOPLE

Everyone wants to be effective at work and at home. Learn how to live up to your potential, build meaningful relationships, communicate better and be more proactive in all your interactions with people.

Each of these hour mini-seminars will help you develop and build habits that will make you a more successful and effective staff person for your city, county or governmental agency.

I hope you'll seriously consider registering yourself and bring other staff with you. Check out our website for a "bring a co-worker/friend" discount. It's only an hour out of your busy day but it will be worth way more to you as far as your personal productivity is concerned.

Call Susan Brix on our toll free member number (888) 447-7032 for more details.

I hope you take advantage of these quick, crisp and practical noon time seminars. See you at one of them.

Proactively yours,

*Robert C. Cavanna*

Robert C. Cavanna, Executive Director

SERVING OUR MEMBERS

## CITY & COUNTY CORNER

### CONSIDER RENEGOTIATING YOUR WASTE HAULING CONTRACT

Competition for trash volumes is intensifying around the country as garbage companies look to protect their business (Waste & Recycling News August 22, 2011). Since many contracts are written to automatically renew unless the customer takes action by a certain point, customers must take an active role in negotiating new terms. By renegotiating, you can often add services for competitive prices. Opt for services that will help you divert more waste from disposal and get more for your waste management dollar:

1. Ask for your hauling services to be right-sized as part of your contract – analyze whether you have the right size dumpsters and the right number of pick-ups, or if an adjustment in one or the other could reduce your costs.
2. If you increase the amount of stuff your office recycles, make sure that the contract allows for a mid-year reduction in trash pick-ups or size of dumpsters, so you can save money on the trash side.
3. Ask for additional materials to be included in your recycling (i.e. organics for composting, plastics not currently included in your service).
4. Ask for detailed and actual reporting of the weights of wastes that you are putting out for collection – if you get good measures on a regular basis, you'll be better equipped to reduce the waste and KNOW that your actions are making a difference!

For more information on this topic, visit <http://www.pca.state.mn.us/index.php/topics/preventing-waste-and-pollution/waste-reduction/resource-management-programs-increase-recycling-reduce-waste.html>.





**CHRISTMAS KICKOFF • MELROSE**  
 Friday, November 25 • 7:30 p.m.  
 The Melrose Area Chamber of Commerce will host the Christmas Kickoff with a lighted parade. Holiday Fireworks follow the parade.

**SANTA SIGHTING • PRINCETON**  
 Sunday, November 27 • 11:00-2:00  
 AmericInn of Princeton  
 910 S. Rum River Drive  
 763-389-1764

**SANTAVILLE • PRINCETON**  
 Saturday, December 3 • 9 am - 1 pm  
 Trinity Crossing - 112 6th Ave N  
 763-389-1764

**SANTA DAY • ALBANY**  
 Friday, December 9 • 4:00-8:00 pm  
 Seven Dolores Parish Center  
 151 2nd St. So.  
 Visit from SANTA with treats, SLEIGH rides, children's activities  
 Call Albany Chamber @ 320-845-7777 for more information.

**SANTA SIGHTING • PRINCETON**  
 Saturday, December 17 • 2- 4:30 pm  
 AmericInn of Princeton  
 910 S. Rum River Drive  
 763-389-1764

**MEN'S HEALTH EVENT • MORA**  
 Thursday, January 26th  
 Trailview School, Mora  
[www.firstlighthealthsystem.org](http://www.firstlighthealthsystem.org)

**POWERED BY FIRE AND ICE! • ELK RIVER**  
 Saturday January 28 • 2:00-4:00pm  
 Handke Stadium, Elk River  
<http://www.ci.elk-river.mn.us/>  
 A Festival Powered by Winter Magic!  
 Free Event! Powered by Nature of Minnesota winter's at the historic Handke Stadium brings the power of fire and ice! Dig those skates out and bring the family to enjoy some outdoor fun with lots of COOL activities. Skating, sledding, and warming up by the fire are only the few of the activities to do.

## 33RD ANNUAL CUSTOMER APPRECIATION CELEBRATION & AWARDS SOCIAL

This event sparkled like no other. C. Willi Myles, the evening's keynote speaker, encouraged the crowd to laugh while at work and to love what you do. The staff at Resource takes that advice to heart - we love what we do, serving our members every day. What a star-studded evening!

The 32<sup>nd</sup> annual Customer Appreciation Celebration and Awards Ceremony was a 'magical' event!

### 2011 OUTSTANDING SERVICE AWARDS

**Larry Peterson**, Superintendent, Eden Valley Watkins School District  
**Jamie Nixon**, Supervisor of Environmental Health & Safety, St. Cloud School District  
**Tamra Laska**, Human Resource Director, Crow Wing County

### 2011 OUTSTANDING PARTNERSHIP AWARD

College of St. Scholastica

### WEM AWARD

*(Whitney & Elizabeth MacMillan Foundation)*  
**Katie Zuehlke**, Annandale School District  
 2011 Teacher Achievement Award

### WELL WORKPLACE AWARDS

Pine City School District  
 Stearns County

A special thank you to Walden University, Blue Cross/Blue Shield, and Healthways, our corporate sponsors, for supporting this year's Customer Appreciation Celebration and Event.



"Great appetizers, wonderful conversation, and a welcoming environment," were comments overheard among the sparkling crowd. In typical "Resource" fashion, guests were welcomed and warmly engaged in an evening of great entertainment and hospitality. *Rebecca Koelln, PhD*



The door prize drawings seemed to generate a lot of excitement this year. The combination of a great distribution team, the integration of SmartBoard technology, and an engaged audience made the prize give-away a lot of fun for everyone. *Melissa Holm*

I found that this event brings together people from different districts & counties & gives them the opportunity to interact & mingle when they otherwise may not have that chance.

Everyone has a great sense of humor & appreciates the opportunity to laugh & to make work fun. *Jodi Steinhofner*



I think our event is a great way to recognize our super star members! I feel that it is a very nice event for the best of the best to shine. Everyone was smiling and laughing and truly enjoying themselves and each other. That is what this event is all about. *Michelle Kutzorik*

## 33RD ANNUAL CUSTOMER APPRECIATION



ABOVE: Rob Cavanna, Jamie Nixon, Ken Anderson- Resource Board of Directors



ABOVE: PINE CITY SCHOOL DISTRICT. Sheila Hughes, Dennis Fischer, Rob Cavanna, Ken Anderson, Elisa Mill, Peg Imholte, Candice Ames



ABOVE: Rob Cavanna, Larry Peterson, Ken Anderson- Resource Board of Directors

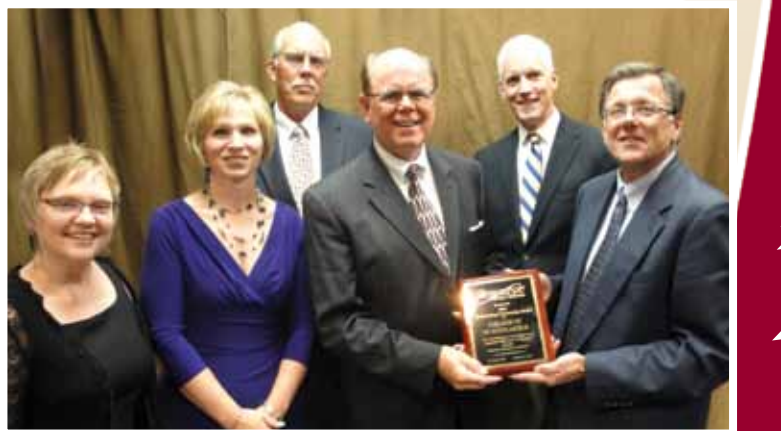


BELOW: STEARNS COUNTY. Sarah Drake, Rob Cavanna, Denise Kantor, Janet Midas.

BELOW LEFT: CROW WING COUNTY. Rob Cavanna, Tamra Laska



ABOVE RIGHT: Rob Cavanna, Katie Zuehlke, Sandra Cordie



#### THANKS TO THE FOLLOWING ORGANIZATIONS FOR HELPING MAKE THIS EVENT SPECIAL AND CELEBRATORY:

- |                             |                      |
|-----------------------------|----------------------|
| Advanced First Aid          | B2P                  |
| Bg Innovative               | IKON                 |
| C Willi Myles               | Erberts and Gerberts |
| Marco                       | Batteries Plus       |
| Study Island                | Bernicks' Pepsi      |
| NDR Cables                  | NDR Cables           |
| BSN Sports                  | MN Public Radio      |
| Holiday Inn                 | Brandl Motors        |
| Midwest Technology Products | Tierney Brothers     |
| Midwest Playscapes          | Tremco               |
| Nasco                       | Walden University    |
| School Specialty            | TriDim               |
| CDW-G                       | Pitney Bowes         |
|                             | Continental Press    |

To view photos of this star-studded event, please visit our Facebook page and check out the "Customer Appreciation 2011" Album.