

**CITY OF SURPRISE
VETERANS, DISABILITY, AND HUMAN SERVICES COMMISSION**

MEETING MINUTES

August 12, 2020 / 6:00 PM

**COUNCIL CHAMBERS
16000 North Civic Center Plaza
Surprise, AZ 85374**

CALL TO ORDER.

Vice-Chair Karissa Perry called the Veterans, Disability, and Human Services Commission Meeting to order at 6:00 p.m. at Surprise City Hall, 16000 North Civic Center Plaza, Surprise, Arizona 85374, on August 12, 2020.

A. ROLL CALL

In attendance were Chair George Van de Langeryt, Vice-Chair Karissa Perry, Dan Moore, Steffen Hanzel, Julie Kent-Partridge, Larry Brown, Bruce Hertzog, Jason Cooper and Andrew Witzel. Commissioners Kathryn Chandler and Shawna Daigle were absent (both excused).

STAFF PRESENT:

Human Service & Community Vitality Director Seth Dyson, Community Partnerships Manager Paul Bernardo and Assistant City Attorney Hobie Wingard were present.

COUNCIL MEMBERS PRESENT:

None

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

Vice Chair Perry announced the following upcoming events:

- CENSUS 2020 – please participate.
- Current resources available for rental & utility assistance. Contact the City's Resource Center, (623) 222-1600.

D. STAFF REPORT

Community Partnerships Manager provided additional information about the resources available to help those in need including nearly \$3 million dollars for rental and some mortgage assistance. The City has hired an additional eight temporary staff at the Surprise Resource Center to help expediate getting those dollars to those in need by the December 31st deadline.

CALL TO THE PUBLIC:

Vice Chair Perry opened the call to the public to discuss any items, not on the agenda.

Hearing none, Vice Chair Perry closed the call to the public.

CONSENT AGENDA:

None

REGULAR AGENDA ITEMS – PUBLIC HEARING

None

REGULAR AGENDA ITEMS NON-PUBLIC HEARING:

Item 1 – Consideration and action pertaining to the approval of the February 12, 2020 Veterans, Disability and Human Services Commission meeting minutes.

Assistant Attorney Hobie Wingard explained that per the latest edition of Roberts Rules of Order, Commissioners can still vote even if they were not in attendance at the meeting.

Commissioner Hanzel made a motion to approve the February 12, 2020 Veterans, Disability, and Human Services Commission Meeting minutes. Commissioner Wirzel seconded the motion. Nine yes votes, motion carried.

Item 2 – Consideration and action pertaining to the approval of the March 11, 2020 Veterans, Disability and Human Services Commission meeting minutes.

Commissioner Moore made a motion to approve the March 11, 2020 Veterans, Disability, and Human Services Commission Meeting minutes. Commissioner Hanzel seconded the motion. Nine yes votes, motion carried.

Item 3 – Presentation and discussion pertaining to the Veterans, Disability and Human Services Commission Strategic Plan.

Anna Maria Maldonado, Vice President Strategic Partnerships, Phoenix International Consultants Inc., presented this item.

The Commission discussed the following:

- Scheduling a strategic planning workshop (Approx. 8 hours). Could be one day or broken up in smaller sessions.
- Merit and ability to conduct the workshop virtually or in conjunction with an in person workshop. City could use the Webex system if possible at no cost vs. Zoom or similar which may incur a cost and presents security issues.
- Overall timeline for process (September – December).

Mr. Bernardo - will send a link to Needs Assessment to commission members.

Ms. Maldonado – will send a DRAFT framework/agenda for a pre-session to last about one hour to assess future schedules.

Item 4 – Consideration and action pertaining to the budget approval for consultant fees regarding the Veterans, Disability and Human Services Commission Strategic Plan.

Commissioner Moore – requested some background on the item.

Mr. Bernardo – gave a brief overview on the informal request for quotes that was done earlier in the year, selection of Ms. Maldonado's company and the cost.

Commissioner Moore made a motion to approve the budget for consultant fees regarding the Veterans, Disability and Human Services Commission Strategic Plan. Commissioner Hanzel seconded the motion. Nine votes yes, motion carried.

Item 5 – Presentation and discussion pertaining to open meeting laws, conflicts of interest, and gifts.

Assistant City Attorney, Hobie Wingard presented this item.

Mr. Wingard captured the intent and purpose of the law.

Commissioner Hertzog – asked for clarification on conflict of interest and if a commissioner could participate in discussion on agenda and non-agenda items prior to a meeting with another commission member.

Mr. Bernardo – asked for clarification from Mr. Wingard regarding Mr. Hertzog's question on discussing agenda and non-agenda items.

Mr. Wingard – best option is not to discuss, but two members is not a violation but as a best practice prefer not to.

Item 6 – Discussion pertaining to the 2020/2021 Care & Share Expo events and possible dates.

Vice Chair Perry presented this item and provided a summary of what the Commission working group for the event has discussed to this point.

The Commission discussed the following:

- Vice Chair Perry – get the word out using Surprise Lately Video, Surprise Progress Magazine, Director's email blast.
- Commissioner Hanzel – February/March event date to capture seasonal residents.
- Commissioner Cooper – concern that a virtual event may hinder some of the target audience's ability to participate.
- Commissioner Moore – email to participating organizations from last year on date preference. Propose three dates/timeframes.

- Commissioner Witzel – feature an individual organization or two, monthly. Focused on a critical need.
- Commissioner Kent-Partridge – piggyback on another City event.
- Commissioner Brown – prefers to set a date now.

Mr. Bernardo – summarized discussion and will follow-up accordingly.

Commissioner Moore – asked staff to research governor's guidelines. Coronado Park. Sizable difference between tables. Other things are taking place already that are not as important. Event is needed now more than ever.

Item 7 – Consideration and action pertaining to the Fiscal Year 2020-21 Veterans, Disability and Human Services Commission meeting dates.

Vice Chair Perry presented this item and noted that a November meeting date will need to be voted on at a future meeting.

Commissioner Moore made a motion to approve the 2020-21 meeting dates. Commissioner Hanzel seconded the motion. Eight votes yes, one abstain (Hertzog), motion carried.

Item 8 – Consideration and action pertaining to the nomination and election of the Veterans, Disability and Human Services Commission Chair.

Commissioner Witzel nominated Perry. Commissioner Brown – second.

Nine votes yes.

Item 9 – Consideration and action pertaining to the nomination and election of the Veterans, Disability and Human Services Commission Vice Chair.

Commissioner Witzel nominated Hanzel. Commissioner Brown - second
 Commissioner Moore nominated Witzel. Commissioner Hanzel - second
 Commissioner Daigle – nominated self. Commissioner Witzel - second

Commissioner Brown - Witzel
 Commissioner Cooper – Witzel
 Commissioner Kent-Partridge - Witzel
 Commissioner Moore – Witzel
 Commissioner Van de Langeryt – Witzel

Commissioner Hanzel – Hanzel
 Commissioner Hertzog – Hanzel
 Commissioner Witzel – Hanzel

Commissioner Perry – Daigle

OTHER BUSINESS AND FUTURE AGENDA ITEMS:

The Commission had an open discussion regarding items they would like added to future agendas. Items included:

- Commissioner Moore – Continue discussion on the Care & Share Expo.
- Commissioner Witzel – data on trends/needs for service we're seeing due to the pandemic.

ADJOURNMENT:

Commissioner Hanzel made a motion to adjourn the meeting of the Veterans, Disability & Human Services Commission of August 12, 2020 at 7:31 p.m. Commissioner Cooper seconded the motion. Nine votes yes, motion carried.

Karissa Perry
Veterans, Disability and Human Services Commission Chair

ATTEST:

Paul Bernardo, Community Partnerships Manager

CERTIFICATION:

I, Paul Bernardo, Community Partnerships Manager for the City of Surprise Human Services and Community Vitality Department, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Veterans, Disability & Human Services Commission Meeting of **Wednesday, August 12, 2020.**

Paul Bernardo, Community Partnerships Manager