



City of Surprise
Disability Advisory Commission (DAC)
Wednesday, November 20, 2013 – 6:00 P.M.
Surprise City Hall – Council Chambers
16000 N. Civic Center Plaza
Surprise, Arizona 85374

MINUTES OF THE MEETING

CALL TO ORDER

Chair Yaeger called the meeting to order at the Surprise City Hall, Council Chambers, 16000 N. Civic Center Plaza, Surprise, Arizona 85374, on Wednesday, November 20, 2013 at 6:05pm.

A. ROLL CALL

Also in attendance with Chair Yaeger were Vice Chair Hernandez and Commissioners Kaiser, Nielsen and Stutzman. One vacancy currently exists on the DAC.

Absent: Commissioner Lewis.

Staff in attendance: Michael Mason, Risk Manager.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS AND REPORTS

Commissioners Kaiser and Nielsen had nothing to report.

Commissioner Stutzman reported she attended the Digiplex Wednesday when closed captioning was offered.

Second, the link for the survey is still active on the City website.

Lastly, she responded to Chair Yaeger's request that each commissioner review the action plan and come up with items for discussion. She offered some feedback and suggestions on major topics of discussion, goals, concerns and recommendations.

Vice Chair Hernandez reported she recently attended the HOA Academy. Based on feedback from that event, she suggested removing the timings from the Powerpoint, have printouts of the keynotes that the DAC wants to address, and place those as a separate Powerpoint. This will eliminate having to go through each and every slide on the current Powerpoint.

Chair Yaeger reported stories he heard from citizens at the recent GAIN night.

Second, he also reported he spoke with Captain Hamblin of the Surprise Fire Department about updating the database in use for 9-1-1 calls involving citizens with

special needs, and the best ways to get surveys to citizens to either update their information or add them to the database. Mr. Mason reported Captain Hamblin is requesting the DAC review the current survey and look at what content is needed to more adequately address the needs of the citizens for the database.

Third, Chair Yaeger met with Mr. Jim Weman of Happy Trails about touring their community to see some barrier free access improvements that have been made.

Fourth, Chair Yaeger collected the Board/Commission self assessments that were completed for submission to the City Clerk.

Fifth, Chair Yaeger will be preparing a report to the City Council (Strategic Plan update), which will contain recommendations on DAC recruitments, among other items.

Lastly, Chair Yaeger acknowledged that a survey may not be the best way to poll citizens. He feels the DAC needs to get before the public more often and asked commissioners to consider volunteering time at appropriate future city events.

D. STAFF REPORTS

Mr. Mason reported on the following:

- Surprise Progress Submittals – The City's Communications Department requires content for the quarterly newsletter to be submitted six weeks before publication (i.e., January 1st publication date due mid-November). Not all content submissions are printed.
- CRS activities – Update of the adaptive recreational activities currently happening or planned in the next two or so months.
- Scoreboard at Stadium – This new board will allow closed captioning of movies and offers additional captioning features currently not available.

CALL TO THE PUBLIC

Chair Yaeger opened the call to the public. Having none, Chair Yaeger closed the call to the public.

CONSENT AGENDA

REGULAR AGENDA ITEM – NON-PUBLIC HEARING

Item #1: Discussion and approval of recommended language changes to DAC Bylaws reducing the number of commissioners experiencing disabilities from four to three.

Chair Yaeger requested this item be on this agenda because the DAC has had difficulty finding citizens to apply for the DAC vacancies. He stated Commissioner Lewis (absent) previously indicated she was not in favor of this

suggestion. Commissioner Stutzman suggested applicants with firsthand knowledge in creating barrier-free communities and those directly impacted with disabilities be given preference over non-disabled applicants if experience and background are equal. Commissioner Kaiser offered removing the Bylaws reference to a specific number of commissioners with special needs, and suggested a preference tier approach (i.e, applicants with special needs first, caregivers and others directly involved with others with special needs second, and all other non-disabled applicants last). Motion to approve language suggested by Commissioner Stutzman and to include in DAC report to Council; seconded Commissioner Kaiser. Approved 5/0.

Item #2: Discussion and approval of the 10.23.13 regular meeting minutes.

Chair Yaeger requested the minutes be amended to include a statement that a vacancy exists on the DAC. Chair Yaeger motioned to approve minutes as amended; seconded Commissioner Stutzman. Approved 5/0

Item #3: Discussion and approval of Annual Work Plan to be submitted to Council, and discussion to update the DAC Strategic Plan.

For the DAC Strategic Plan update, Chair Yaeger requested commissioners review the Strategic Plan and decide their focus areas of interest:

- **Business** – Nielsen, Lewis (sports bars without closed captioned TV)
- **Transportation** – Hernandez, Yaeger
- **Connectivity, Communication & Outreach** – Stutzman, Yaeger
- **Disaster, Security & Community Preparedness** – Hernandez, Kaiser, Lewis
- **Advocacy, Housing & Visitability** – Lewis, Nielsen, Stutzman
- **Financial Solutions** – Kaiser, Yaeger

For the DAC Annual Work Plan update, discussion took place about how to marry global ideas on how make the city more barrier-free and inclusive for its citizens with more specific ideas to address the needs of those in the community with special needs.

Item #4: Discussion and approval to place items on future agendas.

The following non-standing items will be placed on the December agenda:

- Annual Work Plan and update of DAC Strategic Plan
- *Surprise Progress* content for publication
- Format of Fire Department form for 9-1-1 database
- Formulation recommendation of makeup of DAC membership
- Customer Service Survey – scrap old survey, create a new one, or try another avenue of outreach?

The following items will be placed on future agendas beyond December:

- Dave Kohlbeck (Transportation) Dial-a-Ride update; application process to apply for ADA certification (January)
- Visitability – Building Department presentation on status of visitability in the City of Surprise (February)
- Brenden Espie (Fire) presentation on emergency management (February)

OTHER BUSINESS

ADJOURNMENT

Hearing no further business, Chair Yaeger adjourned the meeting at 8:31pm.

Michael E. Mason

Michael E. Mason, Risk Manager