



CITY OF SURPRISE
Disability Advisory Commission Agenda
16000 N. Civic Center Plaza
Surprise, AZ 85374

Wednesday, August 21, 2013 @ 6:00 PM
 COUNCIL CHAMBERS

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CALL TO ORDER.

- A. Roll Call
- B. Pledge of Allegiance
- C. Current Events and Reports – Pursuant to A.R.S. §38-431.02(k) the chief administrator, presiding officer or a member of a public body may present a brief summary of current events without listing in the agenda the specific matters to be summarized, provided that 1) The summary is listed on the agenda; and 2) The public body does not propose, discuss, deliberate or take legal action at that meeting on any matter in the summary unless the specific matter is properly noticed for legal action.
- D. Staff Reports

Disability Advisory Commission Agenda:

CALL TO THE PUBLIC:

INSTRUCTIONS: In order to address the Board\Commission, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the Secretary before the meeting begins.

Note: A.R.S. 38-431.01(H) - During this time members of the public may address the Board\Commission on any item not on the agenda. At the conclusion of the open call, the Board\Commission may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

- E. Approval of items on the Consent Agenda – all items with an asterisk (*) are considered to be routine matters and will be enacted by one motion and one roll call vote to the Board\Commission. There will be no separate discussion on these items unless a board member or commissioner requests, in which event the item will be removed from the consent agenda and considered in its normal sequence on the agenda.

CONSENT AGENDA:

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

ITEM #	DISTRICT #	ITEM DESCRIPTION	STAFF RECOMMENDATION/ PRESENTED BY
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- | | | | |
|----|-------------------|--|----------------------------------|
| #1 | District Citywide | <u>Briefing and discussion about various Police Department programs available for at-risk juveniles and special needs children faced with confrontations from others.</u> | None
Sergeant Mike
Donovan |
| #2 | District Citywide | <u>Discussion on methodology the DAC may utilize in order to seek input from citizens and promote ways to ask residents with special needs to complete the proposed "Effective Customer Service to People with Disabilities" survey on the City's website.</u> | None
Vice Chair
Yaeger |
| #3 | District Citywide | <u>Discussion and possible approval of content to be submitted by commission for inclusion into the next quarterly Inside Surprise newsletter.</u> | Approve
Commissioner
Jones |
| #4 | District Citywide | <u>Discussion and approval of the DAC meeting minutes for the 6.19.13 and 7.17.13 meetings.</u> | Approve
Michael Mason |
| #5 | District Citywide | <u>Discussion and approval to place items on future agendas.</u> | Approve
Michael Mason |

OTHER BUSINESS:

ADJOURNMENT:

SHERRY ANN AGUILAR, CITY CLERK, CMC

POSTED: Aug. 12, 2013 at 1:50 p.m.

SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.



CITY OF SURPRISE
Disability Advisory Commission

August 21, 2013 @ 6:00:00 PM

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Board Meeting Date:	August 21, 2013	Contact Person:	Sergeant Mike Donovan
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	None		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Briefing and discussion about various Police Department programs available for at-risk juveniles and special needs children faced with confrontations from others.

Motion:

Background:

In April 2013, Sergeant Donovan appeared before the DAC on a separate subject. In the course of discussions, he revealed the PD also has programs available specific to helping at-risk youth and special needs children faced with confrontations from others. The DAC requested he return to provide more detail about these programs.

Financial Impact Statement:

N/A

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint	Video	White Board	Other
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Presentation Speaker Names (spelling and titles for TV captions):

Sergeant Mike Donovan



CITY OF SURPRISE
Disability Advisory Commission

August 21, 2013 @ 6:00:00 PM

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Board Meeting Date:	August 21, 2013	Contact Person:	Vice Chair Yaeger
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	None		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion on methodology the DAC may utilize in order to seek input from citizens and promote ways to ask residents with special needs to complete the proposed "Effective Customer Service to People with Disabilities" survey on the City's website.

Motion:

Background:

This is an item Vice Chair Yaeger has requested be added to an agenda for discussion.

Financial Impact Statement:

Unknown at this time

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint	Video	White Board	Other
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Presentation Speaker Names (spelling and titles for TV captions):

Vice Chair Yaeger



CITY OF SURPRISE
Disability Advisory Commission

August 21, 2013 @ 6:00:00 PM

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Board Meeting Date:	August 21, 2013	Contact Person:	Commissioner Jones
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	Approve		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion and possible approval of content to be submitted by commission for inclusion into the next quarterly Inside Surprise newsletter.

Motion:

Motion to approve Inside Surprise newsletter submission content.

Background:

The DAC has been working on developing content to be included in the quarterly Inside Surprise newsletter. This is one component of the Outreach portion of the DAC Strategic Plan. This item was tabled from last month's DAC meeting.

Financial Impact Statement:

N/A

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint	Video	White Board	Other
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Presentation Speaker Names (spelling and titles for TV captions):

Commissioner Jones



CITY OF SURPRISE
Disability Advisory Commission

August 21, 2013 @ 6:00:00 PM

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Board Meeting Date:	August 21, 2013	Contact Person:	Michael Mason
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	Approve		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion and approval of the DAC meeting minutes for the 6.19.13 and 7.17.13 meetings.

Motion:

Motion to approve the 6.19.13 and 7.17.13 meeting minutes.

Background:

The DAC met on 7.17.13. However, due to some of the commissioners not reviewing the 6.19.13 minutes before the meeting, those minutes were tabled for discussion and approval until this meeting.

Financial Impact Statement:

none

ATTACHMENTS:

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- ☐ [6.19.13 minutes](#)
- ☐ [7.17.13 minutes](#)

External Attachment Links:

Meeting Requirements:

Powerpoint	Video	White Board	Other
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Presentation Speaker Names (spelling and titles for TV captions):



City of Surprise
Disability Advisory Commission (DAC)
Wednesday, June 19, 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

Acting Chair Cline called the meeting to order at the Surprise City Hall, Council Chambers, 16000 N. Civic Center Plaza, Surprise, Arizona 85374, on Wednesday, June 19, 2013 at 6:03 pm.

A. ROLL CALL

Also in attendance with Acting Chair Cline were Commissioners Belsan, Kaiser and Lewis.

Absent: Chair Hernandez, Vice Chair Yaeger, and Commissioner Jones

Staff in attendance: Renee Hamblin, Fire Captain; Michael Mason, Risk Manager; Ricka Gallagher, Risk Analyst.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS AND REPORTS

Commissioner Lewis reported how thrilled she is that the entire Gladieux family is serving the community. The wife of Joe Gladieux, Adaptive Recreation Supervisor, worked with her child at his school.

Acting Chair Cline and Commissioners Belsan and Kaiser had nothing to report.

D. STAFF REPORTS

Mr. Mason explained the new process for agendaizing matters for future meetings based on recent internal agenda submittal changes.

Ms. Gallagher reported the following:

- Commissioner Belsan term expiration – Commissioner Belsan has declined to continue serving on the DAC for a full term, effective July 2013. Kymberlee Stutzman will be replacing Commissioner Belsan.

- Pending DAC grant application – Staff still has not heard from the grantor on the consideration of this grant application.
- CRS Activities – An update was not available of the adaptive recreational activities currently happening or planned in the next two or so months.

CALL TO THE PUBLIC

Acting Chair Cline opened the call to the public. Having no public comments, Acting Chair Cline closed the call to the public.

CONSENT AGENDA

REGULAR AGENDA ITEM – NON-PUBLIC HEARING

- Item #1:** Discussion with Captain Hamblin about the Fire Department's crisis response program.

Captain Hamblin explained this is a volunteer program, their duties, physical expectations, the training they receive, and how important they are in giving back to the City and its residents.

- Item #2:** Discussion and approval of DAC PowerPoint design / layout to be used at future HOA Academy meetings and any other meetings where the DAC will be presenting.

Acting Chair Cline went through the content of the PowerPoint presentation created by Chair Hernandez. She noted the page listing the commissioners needs updated to reflect the new commissioner, Kymberlee Stutzman, instead of "vacant". Commissioner Lewis stated it will be important for the PowerPoint to be updated at least quarterly with current information such as "Above & Beyond" award recipients.

Ms. Gallagher mentioned the City is hosting several HOA Academy sessions in October and November 2013, and provided information which can be found on the City's internet page.

Motion to approve PowerPoint pending the amendments discussed – Commissioner Kaiser; seconded – Commissioner Belsan. Approved 4/0.

- Item #3:** Update and possible approval on new Surprise Board & Commission website content and design; update on possible DAC Facebook page.

Mr. Lynch was unable to attend but informed Ms. Gallagher that the Board & Commission websites are in final development and should be available in the near future.

Acting Chair Cline tabled this matter for next month.

Item #4: Discussion and possible approval of content to be submitted for inclusion in next quarterly *Surprise Progress* newsletter.

Commissioner Jones was unable to attend. Acting Chair Cline tabled this matter for next month.

Item #5: Update by Brenda Renou regarding the activities and organizations she has been and is now involved with since her last appearance before the DAC.

Ms. Renou listed her educational achievements as well as the activities and organizations she has been involved with since her last visit before the DAC. She introduced Cherish, her new service puppy in training.

Item #6: Discussion and approval of the 4.24.13 regular DAC meeting minutes.

Motion to approve – Commissioner Belsan; seconded Commissioner Kaiser. Approved 4/0.

Item #7: Discussion and possible action to place items on future agendas.

Agenda items planned for **July** are:

- Ken Lynch – update to new City Board & Commission website & Facebook page
- Ken Lynch / Commissioner Jones - content for submission into *Inside Surprise* newsletter
- Vice Chair Yaeger – “Effective Customer Service to People with Disabilities” survey on the City’s website
- Acting Chair Cline – grant application update

Agenda items planned for **August** or when presenters are available to attend are:

- Acting Chair Cline – Home Builders Association presentation on west valley visitability. Ms. Gallagher will provide the DAC information she received from Pima County about its design ordinance as they declined to make a presentation.
- Acting Chair Cline / Commissioner Lewis - Rocky Macy / Brittney Moore presentation on EFMP / STOMP program

- Vice Chair Yaeger – Domela Finnessy presentation on 911 registration system
- Sergeant Donovan – presentation on bullying of special needs individuals and other programs involving at-risk juveniles

Agenda items planned for **September** or when presenters are available to attend are:

- Acting Chair Cline - National Federation of the Blind presentation on the services they provide
- Acting Chair Cline – AZ Center for the Blind and Visually Impaired (ACBVI) presentation on the services they provide

Agenda items planned for **October** or when presenters are available to attend are:

- Acting Chair Cline - AZ Bridge for Independent Living presentation on the services they provide

Agenda items planned for **November** or when presenters are available to attend are:

- Commissioner Lewis – AZ Technology Access Program (AZTAP) presentation on the services they provide

ADJOURNMENT

Hearing no further business, Acting Chair Cline adjourned the meeting at 7:08 pm.

Michael E. Mason

Michael E. Mason, Risk Manager



City of Surprise
Disability Advisory Commission (DAC)
Wednesday, July 17, 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 Hernandez called the meeting to order at the Surprise City Hall, Council Chambers, 16000 N. Civic Center Plaza, Surprise, Arizona 85374, on Wednesday, July 17, 2013 at 6:00 pm.

A. ROLL CALL

Also in attendance with Chair Hernandez were Commissioners Cline, Lewis and Stotzman.

Absent: Vice Chair Yaeger and Commissioners Jones and Kaiser.

Staff in attendance: Linda Stevens, Deputy City Clerk; Michael Mason, Risk Manager.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS AND REPORTS

Chair Hernandez had nothing to report.

Commissioner Cline reported she attended the Community & Recreation Services Advisory Commission meeting on June 24, 2013. She discussed opportunities for the CRS Commission and DAC to share information, particularly relating to the Library.

Commissioner Lewis reported there will be deaf/hard of hearing and first responder emergency preparedness training at the Disability Empowerment Center, 5025 E. Washington St., Phoenix, on July 31, 2013. Also, there will be a disability expo at the July 28, 2013 Diamondbacks game.

D. STAFF REPORTS

Mr. Mason reported the following:

- Census statistics – Census demographic breakdowns of disabled Surprise citizens was distributed.

- Pima County Inclusive Home Design Ordinance – Information from Pima County on their housing building requirements/visitability was distributed.
- DAC webpage/Facebook page – The Communications Department has recently updated its Board/Commission webpage. Staff touched on some of the search and content improvements.

Communications is also looking into the feasibility of establishing Facebook pages for those Boards/Commissions that are interested, but it must comply with City and communication safety policies relative to social media sites.

- CRS activities – An update of the adaptive recreational activities currently happening or planned in the next two or so months was distributed.
- Surprise Library automatic restroom doors grant – The City's Grant Coordinator provided staff an update about the status of the grant. A recipient has been chosen and some of the funds are still remaining. The City is waiting to hear from the Grantor to confirm if the City did or did not get awarded the grant and, if not, what could have been done better to enhance the chances for future awards.

CALL TO THE PUBLIC

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

CONSENT AGENDA

REGULAR AGENDA ITEM – NON-PUBLIC HEARING

- Item #1:** Ceremonial swearing in of new DAC Commissioner, Kymberlee Stutzman, with a term expiration of July 1, 2017.

Mrs. Stevens conducted the ceremonial Oath of Office for newly appointed Commissioner Kymberlee Stutzman.

- Item #2:** Discussion on methodology the DAC may utilize in order to seek input from citizens and promote ways to ask residents with special needs to complete the proposed "Effective Customer Service to People with Disabilities" survey on the City's website.

Due to Vice Chair Yaeger's absence, Chair Hernandez tabled this matter to the August DAC meeting.

Item #3: Discussion and approval of the 6.19.13 regular DAC meeting minutes.

Commissioner Lewis motioned to table this matter to the August DAC meeting because both she and Chair Hernandez had not had a chance to previously review the minutes; seconded Commissioner Cline. Motion passed 4/0.

Item #4: Discussion and possible approval of content to be submitted for inclusion in next quarterly Surprise Progress newsletter.

Due to Commissioner Jones' absence, Chair Hernandez tabled this matter to the August DAC meeting.

Item #5: Discussion and possible action to place items on future agendas.

In addition to the tabled items from this meeting, other agenda items from previous meetings planned for **August** or when presenters are available to attend are:

- Acting Chair Cline / Commissioner Lewis - Rocky Macy / Brittney Moore presentation on EFMP / STOMP program
- Vice Chair Yaeger – Domela Finnessy presentation on 911 registration system
- Sergeant Donovan – presentation on bullying of special needs individuals and other programs involving at-risk juveniles

Agenda items planned for **September** or when presenters are available to attend are:

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- Acting Chair Cline - AZ Bridge for Independent Living presentation on the services they provide

Agenda items planned for **November** or when presenters are available to attend are:

- Commissioner Lewis – AZ Technology Access Program (AZTAP) presentation on the services they provide

OTHER BUSINESS

Commissioner Stutzman provided some detail on her background and interest in serving on the DAC.

ADJOURNMENT

Hearing no further business, Chair Hernandez adjourned the meeting at 6:34pm.

Michael E. Mason

Michael E. Mason, Risk Manager



CITY OF SURPRISE
Disability Advisory Commission

August 21, 2013 @ 6:00:00 PM

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Board Meeting Date:	August 21, 2013	Contact Person:	Michael Mason
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	Approve		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion and approval to place items on future agendas.

Motion:

Motion to approve to place items on future agendas.

Background:

Financial Impact Statement:

unknown

ATTACHMENTS:

[Click to download](#)

No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint	Video	White Board	Other
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Presentation Speaker Names (spelling and titles for TV captions):