



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

Wednesday, July 17, 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>Ceremonial swearing in of new DAC Commissioner, Kymberlee Stutzman.</u> | None
Sherry Aguilar,
City Clerk |
| #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 approval of the 6.19.13 regular meeting minutes.</u> | Approve
Michael Mason |
| #4 | District Citywide | <u>Discussion and possible approval of content to be submitted for inclusion into next quarterly Inside Surprise newsletter.</u> | Approve
Commissioner
Jones |
| #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: July 10, 2013 at 10:10 a.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

July 17, 2013 @ 6:00:00 PM

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Board Meeting Date:	July 17, 2013	Contact Person:	Sherry Aguilar, City Clerk
Submitting Department:		District:	Citywide
Staff Recommendations:	None		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Ceremonial swearing in of new DAC Commissioner, Kymberlee Stutzman.

Motion:

Background:

Earlier this year, former DAC Commissioner Roland Winters resigned from the commission. His term expires July 1, 2015. In March, 2013, Michelle Belsan was selected to fill Mr. Winter's vacancy on the DAC for the remainder of his current term. Commissioner Belsan declined to continue to remain on the DAC for the new term, effective July 1, 2013. The City Council opted to select the other candidate, Kymberlee Stutzman, for this new term.

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):

Sherry Aguilar



CITY OF SURPRISE
Disability Advisory Commission

July 17, 2013 @ 6:00:00 PM

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Board Meeting Date: July 17, 2013

Contact Person: Vice Chair Yaeger

Submitting
Department:

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 new item Vice Chair Yaeger requested be added to the agenda.

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):



CITY OF SURPRISE
Disability Advisory Commission

July 17, 2013 @ 6:00:00 PM

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Board Meeting Date: July 17, 2013

Contact Person: Michael Mason

Submitting
Department:

District: Citywide

Staff Approve
Recommendations:

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion and approval of the 6.19.13 regular meeting minutes.

Motion:

Motion to approve the 6.19.13 regular meeting minutes.

Background:

Financial Impact Statement:

N/A

ATTACHMENTS:

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☐ [6.19.13 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

July 17, 2013 @ 6:00:00 PM

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Board Meeting Date:	July 17, 2013	Contact Person:	Commissioner Jones
Submitting Department:		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 for inclusion into next quarterly Inside Surprise newsletter.

Motion:

Motion to approve content to be submitted for inclusion into next quarterly Inside Surprise newsletter.

Background:

The DAC has been working on developing content to include in the quarterly Inside Surprise newsletter. This is one component of the Outreach portion of the DAC Strategic Plan. Commissioner Jones and Ken Lynch were unable to attend the June 2013 DAC meeting so Acting Chair Cline tabled this matter to this meeting.

Financial Impact Statement:

N/A

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

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Presentation Speaker Names (spelling and titles for TV captions):



CITY OF SURPRISE
Disability Advisory Commission

July 17, 2013 @ 6:00:00 PM

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Board Meeting Date: July 17, 2013

Contact Person: Michael Mason

Submitting
Department:

District: Citywide

Staff Approve
Recommendations:

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 at this time

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):