



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

Wednesday, June 19, 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:

			STAFF RECOMMENDATION/
ITEM #	DISTRICT #	ITEM DESCRIPTION	PRESENTED BY

- | | | | |
|----|-------------------|---|-------------------------------|
| #1 | District Citywide | <u>Discussion with Captain Hamblin about the Fire Department's crisis response program.</u> | None
Renee Hamblin |
| #2 | District Citywide | <u>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.</u> | Approve
Michelle Hernandez |
| #3 | District Citywide | <u>Update and possible approval on new Surprise Board & Commission website content and design; update on possible DAC Facebook page.</u> | None
Ken Lynch |
| #4 | District Citywide | <u>Discussion and possible approval of content to be submitted for inclusion into next quarterly Surprise Progress newsletter.</u> | None
Commissioner Jones |
| #5 | District Citywide | <u>Update by Brenda Renou regarding the activities and organizations she has been and is now involved with since her last appearance before the DAC.</u> | None
Brenda Renou |
| #6 | District Citywide | <u>Discussion and approval of the 4.24.13 regular DAC meeting minutes.</u> | Approve
Michael Mason |
| #7 | District Citywide | <u>Discussion and possible approval to place items on future agendas.</u> | Approve
Michael Mason |

OTHER BUSINESS:

ADJOURNMENT:

SHERRY ANN AGUILAR, CITY CLERK, CMC

POSTED: June 13, 2013 at 8:15 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

June 19, 2013 @ 6:00:00 PM

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Board Meeting Date:	June 19, 2013	Contact Person:	Renee Hamblin
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 with Captain Hamblin about the Fire Department's crisis response program.

Motion:

Background:

At the last regular DAC meeting, Captain Hamblin appeared to discuss the 911 system. At that time, the DAC asked if the Fire Department has any other programs that would be of benefit for the disabled community. Captain Hamblin mentioned this program, and the DAC would like more information about it.

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):

Captain Renee Hamblin



CITY OF SURPRISE
Disability Advisory Commission

June 19, 2013 @ 6:00:00 PM

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Board Meeting Date:	June 19, 2013	Contact Person:	Michelle Hernandez
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 DAC powerpoint design/layout to be used at future HOA Academy meetings and any other meetings where the DAC will be presenting.

Motion:

Motion to approve DAC powerpoint design to be used at future HOA Academy meetings and any other meetings where the DAC will be presenting.

Background:

The DAC discussed creating a powerpoint that can be used whenever they are requested to present at a public meeting. Last month, the DAC approved the content of the powerpoint.

Financial Impact Statement:

N/A

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):

Michelle Hernandez



CITY OF SURPRISE
Disability Advisory Commission

June 19, 2013 @ 6:00:00 PM

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Board Meeting Date:	June 19, 2013	Contact Person:	Ken Lynch
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	None		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Update and possible approval on new Surprise Board & Commission website content and design; update on possible DAC Facebook page.

Motion:

Motion to approve content the DAC would like to include on new Surprise Board & Commission website.

Background:

At the April meeting, Mr. Lynch provided information regarding a new city website for its Boards & Commissions. At that time, the website was still in development but was expected to be completed shortly. There was also brief discussion about creating a DAC Facebook page.

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):

Ken Lynch



CITY OF SURPRISE
Disability Advisory Commission

June 19, 2013 @ 6:00:00 PM

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Board Meeting Date:	June 19, 2013	Contact Person:	Commissioner Jones
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 and possible approval of content to be submitted for inclusion into next quarterly Surprise Progress newsletter.

Motion:

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

Background:

At the April meeting, the DAC discussed a broad list of articles and information to be included in the next Surprise Progress newsletter.

Financial Impact Statement:

The Surprise Progress printing and mailing costs are programed under the Marketing and Communications Divisions operating budget.

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):

Commissioner Jones



CITY OF SURPRISE
Disability Advisory Commission

June 19, 2013 @ 6:00:00 PM

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Board Meeting Date:	June 19, 2013	Contact Person:	Brenda Renou
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	None		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

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

Motion:

Background:

Brenda Renou appeared before the DAC about a year ago and expressed interest in assisting the DAC with projects. Since then, she has been busy continuing her education and getting involved in other organizations.

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):

Brenda Renou



CITY OF SURPRISE
Disability Advisory Commission

June 19, 2013 @ 6:00:00 PM

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Board Meeting Date:	June 19, 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 4.24.13 regular DAC meeting minutes.

Motion:

Motion to approve the 4.24.13 regular DAC meeting minutes.

Background:

The May 15, 2013 DAC meeting was cancelled so the minutes are on this agenda for approval.

Financial Impact Statement:

N/A

ATTACHMENTS:

Click to download

☐ [4.24.13 minutes](#)

External Attachment Links:

Meeting Requirements:

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

Michael Mason



City of Surprise
Disability Advisory Commission (DAC)
Wednesday, April 24, 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, April 24, 2013 at 6:01pm.

A. ROLL CALL

Also in attendance with Chair Hernandez were Vice Chair Yaeger, and Commissioners Cline and Jones.

Absent: Commissioners Kaiser and Lewis

Staff in attendance: Sherry Aguilar, City Clerk; Ken Lynch, Communications Director; Commander Ed Gears, PD Citizen Patrol; Mike Donovan, PD Sergeant; Renee Hamblin, Fire Captain; Donna Meuse, Sr. HR Analyst; Michael Mason, Risk Manager; Ricka Gallagher, Risk Analyst.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS AND REPORTS

Chair Hernandez and Commissioner Jones provided updates on the WHAM “Arts is Alive” event they attended earlier this month.

Vice Chair Yaeger reported he has not heard anything new from the 911 communications center supervisor.

Commissioner Cline provided an update on the Relay for Life event she chaired earlier this month. She is also working on locating other grant sources.

Commissioner Belsan had nothing to report.

D. STAFF REPORTS

Ms. Gallagher provided the following item:

- CRS Activities – An update of the adaptive recreational activities currently happening or planned in the next two or so months.

CALL TO THE PUBLIC

Chair Hernandez opened the call to the public. The following citizen addressed the commission:

- Andy Cepon – Agenda Item #3 – an Android / Iphone App should be found that will allow residents to forward to the Surprise PD observed handicapped parking violations.

Having no other public comments, Chair Hernandez closed the call to the public.

CONSENT AGENDA

REGULAR AGENDA ITEM – NON-PUBLIC HEARING

- Item #1:** Ceremonial Oath of Office by City Clerk for newly appointed Boardmember Michele Belsan with a term expiration of July 1, 2013.

Mrs. Aguilar conducted the ceremonial Oath of Office for newly appointed Boardmember Michele Belsan.

- Item #2:** Discussion and possible approval of proposed DAC web page content and layout as well as quarterly *Surprise Progress* Newsletter content.

Mr. Lynch provided a report on the functions of his department and the projects his staff are currently working on.

One project being developed is uniform Board & Commission websites. This project is expected to be completed in the next couple weeks. Vice Chair Yaeger inquired if the proposed content the DAC approved could be forwarded to Mr. Lynch for inclusion into the DAC website.

Vice Chair Yaeger also inquired about deadlines for submitting articles for inclusion into the *Surprise Progress* newsletter. Mr. Lynch stated the deadline is four to six weeks prior to printing. Ms. Gallagher was instructed to send Mr. Lynch the website content for his review. The DAC will compile information to include into the newsletter.

- Item #3:** Presentation by Commander Gearn of SPD regarding use of citizen patrol for accessible parking enforcement.

Commander Gearn presented information about the citizen patrol and statistics on the number of accessible parking violation citations. Sergeant Donovan provided more explanation about enforcement, and

recommended the Police Department be contacted if a suspected accessible parking violation is noticed.

Item #4: Discussion with Captain Hamblin of Surprise Fire Department regarding the Fire 911 system and how the system handles hearing impaired callers.

Captain Hamblin explained the Fire Department maintains its own database with information about disabled citizens for use when responding to calls or emergencies. This system is separate from any PD databases as the Fire Department is dispatched from a separate system than PD. The commissioners expressed interest in an outreach partnership with the Fire Department to provide links or other means for the public to get access to the form required for inclusion into the Fire Department's database.

Item #5: Discussion and approval of the prioritization of DAC budget recommendation submittals for FY 14.

The City Council requested the Boards & Commissions prioritize their budget requests submitted earlier this year. Motion to approve closed captioning as the top priority budget request with the "Above & Beyond" award as second priority – Vice Chair Yaeger; seconded Commissioner Cline. Approved 5/0.

Item #6: Discussion and possible approval of content for DAC powerpoint to be used at future HOA Academy meetings and any other meetings where the DAC will be presenting.

Motion to approve the drafted powerpoint presentation content that Chair Hernandez will create –Vice Chair Yaeger; seconded Commissioner Jones. Approved 5/0.

Item #7: Discussion and approval of 3.20.13 regular DAC meeting minutes

Motion to approve minutes – Vice Chair Yaeger; seconded Commissioner Cline. Approved 5/0.

Item #8: Discussion and possible action to place items on future agendas.

Agenda items planned for May are:

- Captain Hamblin – presentation on crisis response program
- Commissioners Lewis / Cline - Rocky Macy / Brittney Moore presentation on EFMP / STOMP program
- Commissioner Jones - approval of content for inclusion into *Surprise Progress* newsletter
- Chair Hernandez - approval of DAC powerpoint presentation design

- Ken Lynch – update to new City Board & Commission website & Facebook page
- Vice Chair Yaeger - cost of creating / installing / maintenance of accessible parking signage noting the fine associated with this violation and advise City Council
- Brenda Renou – presentation on her new companion dog and any other projects she is involved with

Agenda items planned for June are:

- Sergeant Donovan – presentation on bullying of special needs individuals and other programs involving at-risk juveniles
- State of Arizona representative – accessible parking placard application process

OTHER BUSINESS

None

ADJOURNMENT

Hearing no further business, Chair Hernandez adjourned the meeting at 8:00pm.

Michael E. Mason

Michael E. Mason, Risk Manager



CITY OF SURPRISE
Disability Advisory Commission

June 19, 2013 @ 6:00:00 PM

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Board Meeting Date:	June 19, 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 possible 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:

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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):