



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

Wednesday, April 24, 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 Internal | <u>City Clerk, Sherry Ann Aguilar will conduct the Oath of Office for newly appointed Board Member, Michele Belsan with a term expiration of July 1, 2013.</u> | No Action
Sherry Ann Aguilar, City Clerk MMC |
| #2 | District Citywide | <u>Discussion and possible approval of proposed DAC web page content and layout as well as quarterly Surprise Progress newsletter content.</u> | None
Ken Lynch |
| #3 | District Citywide | <u>Presentation by Commander Gearn's of SPD regarding use of citizen patrol for accessible parking enforcement.</u> | None
Commander Gearn's |
| #4 | District Citywide | <u>Discussion with Captain Hamblin of SFD regarding the Fire 911 system and how the system handles hearing impaired callers.</u> | None
Renee Hamblin |
| #5 | District Citywide | <u>Presentation of the disability training video used in citywide disability training.</u> | None
Donna Meuse |
| #6 | District Citywide | <u>Discussion and approval of the prioritization of DAC budget recommendation submittals for FY2014.</u> | Approve
Michael Mason |
| #7 | District Citywide | <u>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.</u> | Approve
Michelle Hernandez |
| #8 | District Citywide | <u>Discussion and approval of 3.20.13 regular DAC meeting minutes.</u> | Approve
Michael Mason |
| #9 | District Citywide | <u>Discussion and possible action to place items on future agendas.</u> | Approve
Michael Mason |

OTHER BUSINESS:

ADJOURNMENT:

SHERRY ANN AGUILAR, CITY CLERK, CMC

POSTED: April 22, 2013 - 8:00 a.m. Added Oath Of Office Item #1

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

April 24, 2013 @ 6:00:00 PM

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Board Meeting Date:	April 24, 2013	Contact Person:	Sherry Ann Aguilar, City Clerk MMC
Submitting Department:		District:	Internal
Staff Recommendations:	No Action		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

City Clerk, Sherry Ann Aguilar will conduct the Oath of Office for newly appointed Board Member, Michele Belsan with a term expiration of July 1, 2013.

Motion:

N/A

Background:

This appointment was the result of a resignation from Board Member, Roland Winters who resigned to run for Council seat, District 1. Term expiration for this vacancy will be July 1, 2013.

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

April 24, 2013 @ 6:00:00 PM

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Board Meeting Date:	April 24, 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:

Discussion and possible approval of proposed DAC web page content and layout as well as quarterly Surprise Progress newsletter content.

Motion:

Motion to approve proposed DAC web page content and layout and Surprise Progress newsletter article submission content.

Background:

As part of the approved DAC Strategic Plan, the DAC is interested in a DAC web page with content on various topics of interest to individuals with disabilities. They also plan to submit articles for the quarterly Surprise Progress newsletter with information the community may be interested in, but the DAC is not clear as to the process that the Marketing Department requires to submit the information, timelines for submitting, formatting, etc.

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):

Ken Lynch



CITY OF SURPRISE
Disability Advisory Commission

April 24, 2013 @ 6:00:00 PM

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Board Meeting Date:	April 24, 2013	Contact Person:	Commander Gearn
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	None		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Presentation by Commander Gearn of SPD regarding use of citizen patrol for accessible parking enforcement.

Motion:

Background:

At the January 23, 2013 regular DAC meeting, Officer Wagemann came before the commission and explained the statutes and what possible options are available for enforcing violations of accessible parking spaces. He mentioned the citizen patrol would likely be utilized for this program. The DAC would like more information about the citizen patrol and what they can do to enforce accessible parking space violations.

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):

Commander Gearn



CITY OF SURPRISE
Disability Advisory Commission

April 24, 2013 @ 6:00:00 PM

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Board Meeting Date:	April 24, 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 of SFD regarding the Fire 911 system and how the system handles hearing impaired callers.

Motion:

Background:

At the January 23, 2013 regular DAC meeting, a representative from the AZ Commission for Deaf & Hard of Hearing made a presentation. Part of that discussion pertained to 911 calls. The DAC has questions on how the system works when a caller is hearing impaired.

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 Hamblin



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Disability Advisory Commission

April 24, 2013 @ 6:00:00 PM

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Board Meeting Date:	April 24, 2013	Contact Person:	Donna Meuse
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	None		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Presentation of the disability training video used in citywide disability training.

Motion:

Background:

All city employees have received this training. Showing the video to the DAC will give the commissioners a better understanding of disability sensitivity training provided to employees.

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):

Donna Meuse



CITY OF SURPRISE
Disability Advisory Commission

April 24, 2013 @ 6:00:00 PM

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Board Meeting Date:	April 24, 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 prioritization of DAC budget recommendation submittals for FY2014.

Motion:

Motion to approve the prioritization of DAC budget recommendation submittals for FY2014.

Background:

Per the Board/Commission Handbook, funding requests were required to be submitted for inclusion into the budget review process. The Council is now requesting each Board/Commission prioritize their budget recommendations.

Financial Impact Statement:

Unknown at this time

ATTACHMENTS:

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☐ [budget recommendation forms](#)

External Attachment Links:

Meeting Requirements:

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

Name of Board or Commission:

DISABILITY ADVISORY COMMISSION

Total Recommended Budget Amount

<i>Staff Use Only</i>	Description of Cost	One-Time Costs	Ongoing Costs	Total Costs
	Closed captioning for all televised meetings held in Council Chambers - 48 council meetings/workshops + 12 DAC meetings, 12 P & Z meetings	\$5,000 equipment, install & configuration	\$100/hour for captioner (3-4 hrs per mtg. min.)	Min. \$26,600 - \$33,800/year

Please describe this recommendation:

Closed captioning for the City Hall Council Chambers televised meetings:

48 council meetings/workshops + 12 DAC meetings and 12 P & Z meetings

How will this affect the current service?

- There are currently none available. This will meet the needs of the aging population, as well as reach the broadest spectrum of the community with hearing loss (i.e., born deaf, late deaf and hard of hearing, low to high levels of hearing loss).

Discuss other options/alternatives that are available to address this concern:

- Sign language interpreters – they do not reach as large of an audience (i.e., only those born culturally deaf vs. late deaf (non signers) and hard of hearing citizens).

Board/Commission Priority (1 is high; 5 is low):

1 ☒ 2 ☐ 3 ☐ 4 ☐ 5 ☐

Estimated Start Date: July 1, 2013

Estimated Completion Date: ongoing

Supplement Performance Measures:

- Meets the needs of the aging, as well as reaches the broadest spectrum of those with hearing loss (i.e., born deaf, late deaf and hard of hearing, low to high levels of hearing loss).

Ricka Gallagher

From: Jacob Abramson
Sent: Wednesday, January 23, 2013 11:01 AM
To: Ricka Gallagher
Cc: Ken Lynch
Subject: RE: CART questions

We currently have no captioning system. The "encoder" failed several years back. It is no longer produced and is not repairable. We would need to purchase and install a new system plus create a service agreement with a company to do the captioning.

I did speak with the person who does the captioning for at the meetings (sorry, forgot her name) as well as Karla to understand their system and the capabilities. There is not a way to feed it into our TV system as it is different technologies. It can, however, be connected to the projection system in the chambers and shown on one of the screens, if the company is willing. That part is up to them, but it is feasible.

In Short, the CART captioning system and TV captioning systems are two completely different systems that aren't cross compatible.

For TV Captioning, It would be about \$5,000 for equipment purchase, install & configuration plus captioner rate of about \$100/hr (the captioners work remotely and would dial into the system).

Hope this answers your questions.

Jacob Abramson
Senior Video Production Coordinator, Surprise 11 City of Surprise | 16000 N. Civic Center Plaza | Surprise, AZ 85374 | 623 222-1423 jacob.abramson@surpriseaz.gov

Surprise 11 | Facebook | YouTube | Twitter

City Hall office hours are 7:00-6:00, Monday-Thursday (closed on Fridays).

-----Original Message-----

From: Ricka Gallagher
Sent: Wednesday, January 23, 2013 10:52 AM
To: Jacob Abramson
Subject: RE: CART questions

Jacob - Is it possible to easily answer the questions Michelle has as far as what the city's current system is capable of? There appears to be confusion as to what we can do and can't do. As you know, the DAC is meeting tonight and I thought I could provide an "update" during staff updates and save you the time of appearing personally to explain. Thanks!

Ricka

-----Original Message-----

From: Michelle Lewis [mailto:awsphxaz@aol.com]
Sent: Wednesday, January 23, 2013 10:20 AM
To: Ricka Gallagher; Karla Martin; Michael Mason
Subject: RE: CART questions

Hi Ricka,

Karla pointed something out that I'd wondered about also. On the minutes for Nov. I think, it said the TV tech person said "our captioning capabilities are broken. It would be too much to fix." (Something along those lines) then about 1 HR into the meeting, just

Name of Board or Commission:

DISABILITY ADVISORY COMMISSION

Total Recommended Budget Amount

<i>Staff Use Only</i>	Description of Cost	One-Time Costs	Ongoing Costs	Total Costs
	"Above & Beyond" award program	\$750	\$750	\$750/year

Please describe this recommendation:

Incentives for businesses to foster and promote ADA enhancements "Above & Beyond" ADA requirements.

How will this affect the current service?

- To attract more businesses in the community that serve people with special needs.

Discuss other options/alternatives that are available to address this concern:

Board/Commission Priority (1 is high; 5 is low):

1 ☒ 2 ☐ 3 ☐ 4 ☐ 5 ☐

Estimated Start Date: December, 2012

Estimated Completion Date: ongoing

Supplement Performance Measures:



CITY OF SURPRISE
Disability Advisory Commission

April 24, 2013 @ 6:00:00 PM

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Board Meeting Date:	April 24, 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 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:

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

Background:

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

April 24, 2013 @ 6:00:00 PM

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Board Meeting Date:	April 24, 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 3.20.13 regular DAC meeting minutes.

Motion:

Motion to approve 3.20.13 regular DAC meeting minutes.

Background:

Financial Impact Statement:

N/A

ATTACHMENTS:

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☐ [3.20.13 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, March 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 Hernandez called the meeting to order at the Surprise City Hall, Council Chambers, 16000 N. Civic Center Plaza, Surprise, Arizona 85374, on Wednesday, March 20, 2013 at 6:02pm.

A. ROLL CALL

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

Staff in attendance: David Kohlbeck, Public Works Assistant Director; Nichole Arbeiter, Planner II; Michael Mason, Risk Manager; Ricka Gallagher, Risk Analyst.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS AND REPORTS

Commissioners Jones and Kaiser had nothing to report.

Vice Chair Yaeger reported:

- He has not heard from the 911 communications center supervisor. He suspects the PD is still working on developing the database, but will follow up with PD.
- He discussed accessible parking enforcement with Commander Jim Gears of the PD. He would like Commander Gears to attend the April meeting, if possible, to explain the PD volunteer parking enforcement program.

Commissioner Lewis reported about an upcoming conference on May 4, 2013 for families and children with disabilities. The conference will offer healthcare, employment, recreational and other activities.

Commissioner Cline has been busy with the upcoming Relay for Life event scheduled for April 6, 2013.

Chair Hernandez reported:

- She met with Connie Whitlock of WHAM about the upcoming Arts is Alive event scheduled for April 6-7, 2013.
- She utilized the city's new Dial-a-Ride program and, overall, is pleased, but did have one issue - the driver did not arrive in the contracted 30 minute window.

D. STAFF REPORTS

Ms. Gallagher provided the following update items:

- Library Grant – Jessica Blazina, the City's Grant Coordinator, has not yet received any notification from the Grantor on the status of the City's pending application.
- DAC web page email – The City's DAC web page now includes a link to an email address for anyone wishing to contact the commission. The link goes directly to Mr. Mason and herself, and any correspondence will be disseminated accordingly.
- CRS Activities – An update of the adaptive recreational activities currently happening or planned.

CALL TO THE PUBLIC

Chair Hernandez opened the call to the public to discuss any issues not noted on the agenda. The following citizens addressed the commission:

- Roland Winters – provided information about the Handicapped Travel Club weeklong rally they will be hosting in Surprise starting April 7th. He also commented on the effectiveness of the city's new Dial-a-Ride program, and suggested changes for those individuals who “no show” using the service.

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

CONSENT AGENDA

REGULAR AGENDA ITEM – NON-PUBLIC HEARING

Item #1: Presentation by Disability Advisory Commission of the “Above & Beyond” Award to Surprise Family Karate, 16572 W. Greenway Road, #109, for sharing martial arts knowledge and empowering many students, especially those with special needs.

The commission presented the second “Above & Beyond” plaque to the Roeske family for empowering their students regardless of their abilities.

Item #2: Update on new Dial-a-Ride program.

Mr. Kohlbeck provided a quarterly update with statistics on ridership and costs of the new program. The program is more successful than originally thought. The costs are also coming in slightly higher than forecasted. Valley Metro is seeking additional grant funding to offset the additional costs which the City hopes will bridge the costs through the end of FY 14.

Item #3: Discussion and approval of any content suggestions/revisions to the proposed General Plan.

Ms. Arbeiter provided an update on the pending 2035 General Plan components to be approved by voters this fall relating to accessibility, visitability and zoning improvements.

Item #4: Discussion and approval of the informational material content the DAC table should contain at the upcoming WHAM "Arts is Alive" event, April 6-7, 2013.

After discussion, the commission developed the content for brochures to be handed out, and also determined the schedules of which commissioners will be representing the DAC at the event. The banner for the DAC table is available for use at events the DAC will be present at.

Item #5: Discussion and approval about implementation ideas on DAC Strategic Plan components.

After discussion, the commissioners decided upon the different components of the Strategic Plan each one would like to focus on and report back at future meetings. Vice Chair Yaeger would also like the commissioners to think about content for a general PowerPoint presentation to be used for DAC presentations at future meetings of others, such as HOA Academy. Commissioner Cline suggested the Marketing Department modify its public service announcement (PSA) loop on Cable 11 to include information about televised DAC meetings, since the PSA currently includes information about Planning & Zoning meetings being televised.

Item #6: Consider and approve the regular meeting minutes of 12/17/12, 1/23/13 and 2/20/13; consider and approve the work session minutes of 1/7/13 and 1/23/13.

Motion to approve regular meeting minutes – Commissioner Kaiser; seconded – Commissioner Cline. Approved 6/0. Motion to approve work session minutes – Commissioner Cline; seconded Commissioner Jones. Approved 6/0.

OTHER BUSINESS

Commissioner Cline will co-present the DAC Annual Plan to Council with Chair Hernandez on April 2, 2013.

ADJOURNMENT

Hearing no further business, Chair Hernandez adjourned the meeting at 8:27pm.

Michael E. Mason

Michael E. Mason, Risk Manager

DRAFT



CITY OF SURPRISE
Disability Advisory Commission

April 24, 2013 @ 6:00:00 PM

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Board Meeting Date:	April 24, 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 action to place items on future agendas.

Motion:

Motion 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):