



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 Gearns, 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's of SPD regarding use of citizen patrol for accessible parking enforcement.

Commander Gearn's 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