



City of Surprise
Special Disability Advisory Commission (DAC)
Wednesday, December 3, 2014 – 6:00 P.M.
Surprise City Hall – Council Overflow Rm.
16000 N. Civic Center Plaza
Surprise, Arizona 85374

MINUTES OF THE MEETING

CALL TO ORDER

Chair Yaeger called the meeting to order at the Surprise City Hall, Council Overflow Rm., 16000 N. Civic Center Plaza, Surprise, Arizona 85374, on Wednesday, December 3, 2014 at 5:57 pm.

Vice Chair Hernandez left the meeting at 7:45 pm.

Chair Yaeger suspended the meeting from 7:50 pm to 8:00 pm.

A. ROLL CALL

Also in attendance with Chair Yaeger were Vice Chair Hernandez and Commissioners Jess and Stutzman.

Chair Yaeger advises that the three vacancies are to be sworn in on December 16, 2014.

Staff in attendance: Ricka Gallagher, Risk Analyst; Lynda Davis, Sr. HR Analyst-ADA.

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS AND REPORTS

Vice Chair Hernandez had nothing to report.

Commissioner Stutzman reported:

- She attended the recent council meeting regarding the Disability Advisory Commission (DAC).
- She and Chair Yaeger attended the Health Fair.
- She presented at the City of Surprise Fair Housing Program.

Commissioner Jess reported:

- See Agenda Item #4.

Chair Yaeger reported:

- He attended the November 4, 2014, Council Work Session with Commissioner Jess regarding the Disability Advisory Commission (DAC).
- He and Commissioner Hernandez presented at the HOA Academy.
- He attended the Health Fair with Commissioner Stutzman.
- He and Vice Chair Hernandez were interviewed by Councilman Winters on October 21, 2014.
- Members of Boards and Commissions will be provided a City of Surprise badge.

D. STAFF REPORTS

Ms. Gallagher and Ms. Davis had nothing to report.

CALL TO THE PUBLIC

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

CONSENT AGENDA

REGULAR AGENDA ITEM – NON-PUBLIC HEARING

Item #1: Presentation of the “Above & Beyond” Award to the Board of Directors of Happy Trails for installing six ADA accessible doors in the Happy Trails Resort and for updating the restrooms and shower room by the pool to be ADA accessible.

Chair Yaeger presented the “Above & Beyond” Award to the Happy Trails Board of Directors.

Item #2: Discussion and action pertaining to the nomination of the “Above & Beyond” award to the QT Stations in the City of Surprise for installing prohibited parking signs.

Board members will verify and follow up if the award(s) should be presented individually or collectively.

Commissioner Hernandez motioned to approve; seconded Commissioner Stutzman. Approved 4/0.

Item #3: Discussion and action pertaining to the content and dissemination of the DAC customer service survey.

Discussion held regarding the list of questions for the survey. All agree that the survey should focus on the five bullet points of DAC's mission and indicate, "What can DAC do for you"? The survey would be posted on the City of Surprise website or email/phone.

Board members requested that Ms. Gallagher contact the Communication's Department and inquire what the next process steps would be for implementation of the survey.

Commissioner Stutzman motioned to approve; seconded Chair Yaeger. Approved 4/0.

Item #4: Discussion and action pertaining to proposed article for submission in Sun City Grand publication to promote Disability Advisory Commission (DAC).

Commissioner Jess is to write a summary about the DAC for the Sun City Grand publication.

Commissioner Jess motioned to approve; seconded Vice Chair Hernandez. Approved 4/0.

Item #5: Discussion and action pertaining to selection and purchase of DAC promotional materials.

Discussion held regarding options for promotional items to be used at public events. Discussion followed on budget impacts and other promotional item possibilities and costs. Final choices will need to be presented to Council for funding approval.

Commissioner Jess motioned to approve; seconded Chair Yaeger. Approved 4/0.

Item #6: Discussion and action to appoint Chair & Vice Chair with terms ending June 30, 2015.

Chair Yaeger was re-appointed as Chair and Vice Chair Hernandez was re-appointed as Vice Chair.

Commissioner Stutzman motioned to approve; seconded Commissioner Jess. Approved 3/0. Chair Yaeger and Vice Chair Hernandez abstaining from voting on their respective position.

Item #7: Discussion regarding article submitted by Chair Yaeger regarding illegal parking in the Town of Huntington.

Chair Yaeger tabled this item to next meeting.

Item #8: Discussion and action pertaining to approval of the October 15, 2014 regular Disability Advisory Commission meeting minutes.

Chair Yaeger motioned to approve; seconded Commissioner Jess. Approved 3/0.

Item #9: Consideration and action of items to be placed on future agendas.

The following non-standing items will be placed on the January agenda:

- DAC steps and procedures for new Members (Yaeger)
- Fair Housing Program (Stutzman)
- Report regarding Sun City Grand Publication (Jess)
- Final Selection of Promotional Items (Stutzman)
- Town of Huntington Article (Yaeger)
- Strategic Plan Assignments (Yaeger)
- Above & Beyond" award to the QT Stations (Jess)

Item #10: Discussion and possible action to either cancel or hold December 17, 2014, Regular Meeting due to the holidays.

Discussion held to cancel December 17, 2014 Regular Meeting and hold next Regular Meeting on January 21, 2015.

Chair Yaeger motioned to approve; seconded Commissioner Jess. Approved 3/0.

OTHER BUSINESS

ADJOURNMENT

Hearing no further business, Chair Yaeger adjourned the meeting at 8:17 pm.

Lynda Davis

Lynda Davis, Sr. HR Analyst