



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

Wednesday, June 13, 2018 @ 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 only on issues within the jurisdiction of the Board\Commission which are not an item 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>Presentation and discussion by Ivan Rivera with Ability 360 to discuss services they provide.</u> | No Action
Vice Chair
Monahan |
| #2 | District Citywide | <u>Discussion and action pertaining to approval of May 9, 2018 Disability Advisory Commission meeting minutes.</u> | Approve
Michelle Boyer |
| #3 | District Citywide | <u>Discussion regarding the production of publicity handouts to inform local businesses about the installation and benefits of automatic door openers.</u> | None
Krista Watson |
| #4 | District Citywide | <u>Discussion pertaining to a plan to publicize the Disability Advisory Commission.</u> | Approve
Krista Watson |
| #5 | District Citywide | <u>Discussion on developing parameters for selecting guest speakers for Disability Advisory Commission meetings.</u> | Approve
Krista Watson |
| #6 | District Citywide | <u>Discussion pertaining to guidelines, criteria, and process for nominating and awarding the Above and Beyond Award by the Disability Advisory Commission.</u> | Approve
Commissioner
Van de
Langeryt |
| #7 | District Citywide | <u>Discussion pertaining to tasks within the newly assigned areas of concentration for each Commissioner.</u> | Approve
Vice Chair
Monahan |
| #8 | District Citywide | <u>Consideration and action pertaining to the appointment of Chair for the Disability Advisory Commission beginning August 2018 pursuant Surprise Municipal Code, 2-295 (11)(c).</u> | None
Michelle Boyer |
| #9 | District Citywide | <u>Discussion pertaining to future Disability Advisory Commission agenda items.</u> | None
Michelle Boyer |

OTHER BUSINESS:

EXECUTIVE SESSION:

ADJOURNMENT:

SHERRY ANN AGUILAR, CITY CLERK, CMC

POSTED: June 8, 2018 at 9:20 AM

For information purposes: Upon a public majority vote of a quorum of the Commission, the Commission may hold an executive session, which will not be open to the public, but for only the following purposes

- discussion or consideration of records exempt by law from public inspection (A.R.S. §38-401.03 (A) (2)); or
- discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-431.03 (A)(3)).

Confidentiality Requirements: Pursuant to A.R.S. §38-431.03(C)(D), any person receiving executive session information pursuant to A.R.S. §38-431.02 shall not disclose that information except to the Attorney General or County Attorney or by agreement of the Commission, or as otherwise ordered

by a court of competent jurisdiction.

The Commission may vote to hold an executive session for the purpose of obtaining legal advice from the Commission's attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03 (A)(3).

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 13, 2018 @ 6:00:00 PM

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Board Meeting Date:	June 13, 2018	Contact Person:	Vice Chair Monahan
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	No Action		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Presentation and discussion by Ivan Rivera with Ability 360 to discuss services they provide.

Motion:

N/A

Background:

Ivan Rivera is the Program Manager with Benefits 2 Work for Ability 360. He will present for discussion information on topics to include challenges and fears faced by individuals with disabilities when entering back into the workforce.

Financial Impact Statement:

ATTACHMENTS:

[Click to download](#)

No Attachments Available

External Attachment Links:

Meeting Requirements:

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

Ivan Rivera



CITY OF SURPRISE
Disability Advisory Commission

June 13, 2018 @ 6:00:00 PM

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Board Meeting Date:	June 13, 2018	Contact Person:	Michelle Boyer
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 action pertaining to approval of May 9, 2018 Disability Advisory Commission meeting minutes.

Motion:

I move to approve the minutes from the May 9, 2018 Disability Advisory Commission meeting.

Background:

Financial Impact Statement:

ATTACHMENTS:

Click to download

☐ [May 9, 2018 Meeting Minutes](#)

External Attachment Links:

Meeting Requirements:

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



City of Surprise
Disability Advisory Commission (DAC)
Wednesday, May 9, 2018– 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 Brenda Renou called the meeting to order at the Surprise City Hall, Council Chambers, 16000 N. Civic Center Plaza, Surprise, Arizona 85374, on Wednesday, May 9, 2018 – 6:00 P.M.

A. ROLL CALL

Brenda Renou, Chair – Present
Robert Monahan, Vice Chair - Present
Dan Moore, Commissioner – Present
Kathryn Chandler, Commissioner – Absent
Bruce Hertzog, Commissioner – Present
George Van de Langeryt, Commissioner – Present
Krista Watson, Commissioner- Present
Michelle Boyer, Commission Liaison – Present

B. PLEDGE OF ALLEGIANCE

Chair Renou led the Pledge of Allegiance.

C. CURRENT EVENTS AND REPORTS

Chair Renou – Discussion and consideration for all public to be involved in various current events within the City. Chair Renou went over the monthly activities in various locations, times, dates, and fees if any.

Vice Chair Monahan – Medicare workshops for prescription drug plans was May 10, 2018.

Commissioner Hertzog – He went to the City Planning and Zoning Commission and spoke to Chris in the agency and the mailbox problem will be looked at as the situation arises. The railroad crossing will be dealt with through MAG – Maricopa Arizona Government Committee to get them involved and take care of the problem.

Commissioner Watson - Contacted Department of Justice, Civil Rights Division sent ADA update for small business and ADA update for state and local government. Approaching businesses letting them know who the DAC is as a commission, about automatic door openers and they are inexpensive and a good thing to have even though not required by law. Commissioner made copies of a handout from the Job Accommodation Network for businesses that do not have automatic door openers before the next meeting to give businesses something in writing rather than only verbal.

Commissioner Chandler- Absent

Commissioner Moore – Nothing to report

Commissioner Van de Langeryt – Nothing to report

D. STAFF REPORTS

Commission Liaison: Nothing to report

CALL TO THE PUBLIC

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

E. CONSENT AGENDA

REGULAR AGENDA ITEM – NON-PUBLIC HEARING

Item #1: Presentation and discussion by Joshua Mike providing an update to the Arts and Culture Master Plan.

- Joshua Mike spoke about the final text draft of the document of the final graphic version of the Arts and Culture Master plan
- The plan sets the standards and strategic direction
- Started in June 2017 discussing in public meetings led to October outreach going to many performing arts opportunities and festivals with fiesta grand, bus tours, tech fairs, many other events
- The draft plan explained where project entrances will be with an artistic monument or murals onto buildings
- Joining with Ottawa College in a future partnership.
- June 2018 Present to the City Council in adopting the plan.
- Accessibility and ADA requirements are set outside of required walkpath as an example. Make sure all accessibility is for everyone so the placement of art meets all ADA requirements.

- Vice Chair Monohan wanted to be sure the possibility of future venues suggested as some take shape referral to DAC may be appropriate so all accessibility factors are considered.
- Commissioner Hertzog wanted to clarify the DAC are not only dealing with ADA items. Suggested disability type of art show with people who have disabilities present a plays. Sun City has a short 1-act play inexpensive type of show in Surprise. Joshua Mike advised WHAM provides arts sessions with those who have PTSD but will bring it to the commission to broaden in using recreation centers for only specific type of groups.
- Chair Renou explained what she saw in Las Vegas and bringing that idea here to the city. There was a container garden/park with shops and huge dragon sculpture that breathed fire. Joshua Mike stated having an entertainment district may be in the future.
- Commissioner Moore mentioned Bell Road and Greenway that causes a lot of traffic problems. Too fast of growth and not taking into account people still work and need to move through the city. Gateway entrances are a way to display art.

Item #2: Presentation and discussion by Jim Courtright of the Kiwanis Clubs of New River and Sun City/Aqua Fria speaking about the mission of Kiwanis Clubs.

- Jim Courtright presented Aktion Club and what the club is and where to find more information.
- Kiwanis found there was a gap to fill having to do with adults of 18 and older who are mentally challenged and that is what Aktion Club is proud of developing.
- One Step Beyond connected with West Valley Food Bank with 1,600lbs of canned goods and food. Next project is to feed the poor along with the police department to have sandwiches with an apple as an example.
- Commissioner Hertzog stated the Kiwanis is all run by members
- Vice Chair Monahan asked if residents from Surprise want to be involved and per Jim Courtright Bruce Hertzog is a good liaison for questions.
- Commissioner Watson asked if Surprise can host an Aktion Club but if there are organizations for mentally challenged adults Jim is more than happy to start working with them to set a program up.

Item #3: Discussion pertaining to scheduling a future presentation by Ivan Rivera with Ability 360, addressing assistance for those individual who have disabilities especially those desiring to return to work.

- Vice Chair Monahan advised Ivan Rivera with Ability 360 will be at the June meeting and Liaison Michelle Boyer will add to agenda and post on DAC Facebook page. Ivan will summarize the programs but particularly to the benefits piece of the program.
- Chair Watson wanted to be sure community members attend.

Item #4: Discussion and action pertaining to approval of the April 11, 2018 & March 14, 2018 meeting minutes.

- Minutes approved
- Commissioner Hertzog motioned approval Commissioner Van de Langeryt second the motion.

Item #5: Discussion pertaining to establishing guidelines, criteria, and process of nominating and awarding as an Above and Beyond Award

- Vice Chair Monahan mentioned the awards from 2013 and recent of June 2017 but he wasn't sure if there was criteria. Using the DAC Facebook would be a good platform to talk about the awards.
- Liaison Michelle Boyer stated she did not find criteria
- Commissioner Van de Langeryt explained there hasn't been any known criteria for the award but definitely for those who went above and beyond.
- Commissioner Hertzog advised the award should be when the person did what they did he or she went above and beyond. Request via email from a company
- Commissioner Moore also stated creating criteria is needed
- Commissioner Hertzog stated the criteria may also be placed in a newspaper because not all residents are online using social media.
- Vice Chair Monahan stated the City of Surprise has a publication
- Commissioner Van de Langeryt advised he will come up with a general criteria and pass along for comments and suggestions. Commissioner Moore wants to see the criteria launched. Possibly using West-Mec or Chamber of Commerce may post.

Item #6: Discussion pertaining to a plan to publicize the DAC, including updating a brochure and flyer to display guest speakers.

- Commissioner Watson looked at the half page flyer because they can hand out to people when there, share on social media and do a good job at who they are and what they are. Commissioner Watson will update the brochure so it's more friendly to those who have smart phones.
- Commissioner Moore mentioned he has a milk crate of items to use at the different events they attend in the community.

Item #7: Discussion pertaining to areas of concentration and focus for Commissioners.

- Vice Chair Monahan = Financial/Employment focus
- Chair Chandler = Transportation
- Chair Renou = Housing – He will look for different speaker on different areas. Chair Van de Langeryt mentioned Dial-A-Ride.
- Chair Van de Langeryt = Communications
- Chair Hertzog = Business/Accessibility/Advocacy
- Chair Watson = Visitability
- Chair Moore = Transportation

Item #8: Discussion pertaining to future agenda items.

- Vice Chair Monahan mentioned Ability 360 in June and also visited three businesses to install automatic door openers. Chair Watson mentioned the Job Accommodation Network and reaching out to different businesses. Chair Renou asked for emails to each other so they do not all visit the same place.
- Chair Watson would like to identify future speakers at the next meeting.

OTHER BUSINESS:

- No other business.

ADJOURNMENT:

Hearing no further business, Chair Renou requested a motioned to adjourn the meeting. Vice Chair Monahan motioned and Commissioner Hertzog second the motion. All in favor meeting adjourned at 7:32 pm.

Michelle Boyer

Michelle Boyer, Commission Liaison



CITY OF SURPRISE
Disability Advisory Commission

June 13, 2018 @ 6:00:00 PM

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Board Meeting Date:	June 13, 2018	Contact Person:	Krista Watson
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 regarding the production of publicity handouts to inform local businesses about the installation and benefits of automatic door openers.

Motion:

No motion is required. The Commission is able to create a publicity plan by general consensus.

Background:

Commissioner Watson has offered for discussion and consideration opportunities to produce publicity handouts, which provide local business information on the opportunity to research automatic doors installation and benefits from such. Discussion will involve the Job Accommodation Network.

Financial Impact Statement:

ATTACHMENTS:

[Click to download](#)

No Attachments Available

External Attachment Links:

Meeting Requirements:

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



CITY OF SURPRISE
Disability Advisory Commission

June 13, 2018 @ 6:00:00 PM

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Board Meeting Date:	June 13, 2018	Contact Person:	Krista Watson
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 pertaining to a plan to publicize the Disability Advisory Commission.

Motion:

No motion required. The Commission is able to create a publicity plan by general consensus.

Background:

Commissioner Watson has been tasked with the area of focus 'visibility'.

Commissioner Watson offers for discussion utilizing publications and public events to bring awareness to the DAC's presence. The Commissioner also recommends consideration of social media and news print as other potential opportunities. The DAC wants to discuss updating a brochure and flyer to display guest speakers.

Financial Impact Statement:

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

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



CITY OF SURPRISE
Disability Advisory Commission

June 13, 2018 @ 6:00:00 PM

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Board Meeting Date:	June 13, 2018	Contact Person:	Krista Watson
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 on developing parameters for selecting guest speakers for Disability Advisory Commission meetings.

Motion:

No motion is required. The Commission is able to create a publicity plan by general consensus.

Background:

Commissioner Watson expressed willingness to create and develop a plan of visitability for the DAC creating a method for choosing future guest speakers. Commissioner Watson will offer discussion on future opportunities for commissioners to offer speakers related to his or her area of focus. This will allow a wide variety of guest speakers to assist the DAC on awareness and provide tools for community outreach.

Financial Impact Statement:

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

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

To be determined



CITY OF SURPRISE
Disability Advisory Commission

June 13, 2018 @ 6:00:00 PM

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Board Meeting Date:	June 13, 2018	Contact Person:	Commissioner Van de Langeryt
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 pertaining to guidelines, criteria, and process for nominating and awarding the Above and Beyond Award by the Disability Advisory Commission.

Motion:

No motion is required. Discussion only. Once the Commission has discussed and memorialized the guidelines, criteria, and process for nominating and then awarding the Above and Beyond Award, the Commission will vote to establish those guidelines, criteria, and process at a future meeting.

Background:

Commissioner Van de Langeryt has taken the lead to write a general criteria guideline for the June 13, 2018 meeting to discuss with all board members to approve and amend. Once the guideline rough draft is finalized, it may be posted on the DAC Facebook page in an effort to reach out to local businesses. Liaison Michelle Boyer has also contacted the City of Surprise Communications team regarding other publicity opportunities such as the Surprise Today publication.

Financial Impact Statement:

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

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



CITY OF SURPRISE
Disability Advisory Commission

June 13, 2018 @ 6:00:00 PM

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Board Meeting Date:	June 13, 2018	Contact Person:	Vice Chair Monahan
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 pertaining to tasks within the newly assigned areas of concentration for each Commissioner.

Motion:

No motion is needed to assign or volunteer specific issues or topics relevant to the Commission's purpose. The Commission should discuss and agree or volunteer by general consensus the topics within his or her area of focus. Now that the areas of concentration are identified future discussion may revolve around identifying and defining specific projects within those concentrations.

Background:

Vice Chair Monahan brought forward in prior meetings a discussion concerning topic areas of focus for each commission depending on his or her area of expertise may lead to a more efficient opportunity to focus on community involvement. Commission continues to discuss topics as they arise and sort out areas of focus.

- 1 Vice Chair Monahan = Financial/Employment focus
- 1 Chair Chandler = Transportation
- 1 Chair Renou = Housing
- 1 Chair Van de Langeryt = Communications
- 1 Chair Hertzog = Business/Accessibility/Advocacy
- 1 Chair Watson = Visitability
- 1 Chair Moore = Transportation

Next steps to consider are formulating an ongoing practice as noted below:

- a. What is the task?
- b. When will the task be done by date or is this a rolling project?

c. Where will the task take place?

d. Who is the task with?

e. Why are you tasking this?

Financial Impact Statement:

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

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



CITY OF SURPRISE
Disability Advisory Commission

June 13, 2018 @ 6:00:00 PM

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Board Meeting Date:	June 13, 2018	Contact Person:	Michelle Boyer
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	None		

Consent	Regular	x	Public Hearing	Report/Discussion
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Agenda Wording:

Consideration and action pertaining to the appointment of Chair for the Disability Advisory Commission beginning August 2018 pursuant Surprise Municipal Code, 2-295 (11)(c).

Motion:

I move to appoint _____ to serve as Chair through July 2020.

(Optional wording, if current Vice-Chair is appointed the Commission will consider and appoint a new Vice-Chair:)

I move to appoint _____ to serve as Vice-Chair through July 2020.

Background:

Due to resignation of the Chair, the Disability Advisory Commission will appoint a new chair beginning in August 2018. In the event the current Vice-Chair is appointed the Commission will consider and appoint a new Vice-Chair. See: Surprise Municipal Code 2-295 (11) for Bylaws on electing a Chair or Vice-Chair, specifically section 2-295 (11)(c).

Financial Impact Statement:

ATTACHMENTS:

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No Attachments Available

External Attachment Links:

Meeting Requirements:

Powerpoint x Video x White Board x Other x

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



CITY OF SURPRISE
Disability Advisory Commission

June 13, 2018 @ 6:00:00 PM

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Board Meeting Date:	June 13, 2018	Contact Person:	Michelle Boyer
Submitting Department:	HR Boards and Commissions	District:	Citywide
Staff Recommendations:	None		

Consent	Regular	☒	Public Hearing	Report/Discussion
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Agenda Wording:

Discussion pertaining to future Disability Advisory Commission agenda items.

Motion:

No motion is required. Any DAC member may identify items they would like agendized in the future with general consensus of the Commission.

Background:

Financial Impact Statement:

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):