

**CITY OF SURPRISE  
VETERANS, DISABILITY, AND HUMAN SERVICES**

**COMMISSION REGULAR MEETING MINUTES**

**October 11, 2023 / 6:00 PM**

**City Council Chambers  
16000 North Civic Center Plaza  
Surprise, AZ 85374**

**CALL TO ORDER.**

Chair Hanzel called the Veterans, Disability, and Human Services Commission meeting to order at 6:00 p.m. at Surprise City Hall, 16000 North Civic Center Plaza, Surprise, Arizona 85374, on October 11, 2023.

**ROLL CALL**

In attendance were Chair Steffen Hanzel, Commissioners Phillip Lair, Dr. Gwen Maxfield, Shawna Daigle, Julie Kent-Partridge, and John Billcheck. Nickolas Kupper arrived at 6:05 p.m.

Councilmembers Present: Aly Cline

**PLEDGE OF ALLEGIANCE**

**STAFF PRESENT:**

Human Services & Community Vitality Director Seth Dyson, Assistant Director Deb Perry, Administrative Specialist Athba Arnold.

**CURRENT EVENTS REPORT**

Chair Hanzel reported on the following upcoming events:

- The 2040 General Plan is entering the approval stages. The Plan guides development for the city and is a two-year process of development and approval. The Plan goes for ratification by voters in August 2024. Three public hearings will be held:
  - Planning and Zoning Commission on October 5, 2023 at 6:00 p.m. at AZTechCelerator.
  - Planning and Zoning Commission on November 2, 2023 at 6:00 p.m. at City Hall.
  - City Council on December 5, 2023 at 6:00 p.m. at City Hall.
- A Day of Service is scheduled for Saturday, October 14<sup>th</sup> at 8:00 a.m. To register, please contact Larry Garcia at [larry.garcia@surpriseaz.gov](mailto:larry.garcia@surpriseaz.gov).
- The 9<sup>th</sup> Annual Veteran's Day Parade is scheduled for Saturday, November 11<sup>th</sup> at 10:00 a.m. on Bullard Avenue between Paradise and Tierra Buena Lanes. Entries are currently being accepted at the Parks & Recreation Department office or online at [surpriseaz.gov](http://surpriseaz.gov).

- October is National Disability Employment Awareness month, honoring achievements of employees with disabilities and highlights inclusive, supportive employment policies and practices.

Commissioner Dr. Maxfield update regarding the working for the Grand Marshal selection eligibility:

- Surprise residents preferred, current or former
- Some tie to Surprise preferred
- Some tie to military
- Veteran or veteran family member preferred
- One time honor, no repeats
- No current elected officials or current VDHS Commissioners
- No self-nominations allowed

The application process for nominations must answer the following questions:

- What has the nominee done for Surprise?
- What has the nominee done for the military, veterans or veteran service organizations?
- Bio is required
- Why should the commission choose this nominee?

The timeline for the selection process will be:

- Commission launch in June
- Open July to Labor Day
- Committee will choose top 3 candidates. At this time, no rubric will be used but could be introduced later if need be
- Commission review and discuss at the September meeting

Commissioner Lair updated the commission on the upcoming veteran's resource event. The event has an official name - Surprise Vet Fest. Will be attending next Veteran's Roundtable handing out sign-up sheets. Staff is working on sponsorship forms for the event. Veteran vendors first. Others will be evaluated as received.

Several Commissioners commented on the Surprise Interfaith Golden Rule Breakfast and how successful it was. The Community Legend Awards were handed out and the Chair commented that the entire Commission should be up front during the awards presentation in the future.

## STAFF REPORT

Director Dyson welcomed Athba Arnold to the Human Services & Community Vitality team. She will be the new liaison to the commission. Athba joins us from the Resource Center and brings a wealth of knowledge.

An email will be sent tomorrow to narrow down the date for the second retreat. The commission was asked to respond to the dates that best coordinate with their schedules.

## **CALL TO THE PUBLIC:**

None.

## **CONSENT AGENDA:**

None.

## **REGULAR AGENDA ITEMS - PUBLIC HEARING:**

None.

## **REGULAR AGENDA ITEMS - NON-PUBLIC HEARING:**

### **Item 1 – Citywide – Consideration and action pertaining to the September 13, 2023 Veterans, Disability & Human Services Commission meeting minutes.**

Commissioner Billcheck moved to approve the September 13, 2023 Veterans, Disability & Human Services Commission meeting minutes as amended. Commissioner Lair seconded the motion. The motion passed with 7 Yes votes.

### **Item 2 – Citywide – Presentation and discussion pertaining to the services offered by Just Serve.**

Joe Sibley made the presentation to the commission.

### **Item 3 – Citywide – Discussion and possible action pertaining to the Surprise Police Department autism and cognitive training opportunity.**

Lieutenant Garrick Boxberger made the presentation to the commission.

### **Item 4- Citywide – Discussion and possible action pertaining to a VDHS Commission Challenge Coin.**

Director Seth Dyson led the discussion and shared potential Challenge Coin designs.

The Commission had consensus that they liked the front of option 1 and the back of option 2, with some minor changes:

- Add “In God We Trust” on the bottom rim and fill rest of rim with the wreath
- Flags need to be switched so that the American Flag is on the left
- Diamond cut possible?
- Order 100 of the 1.75 inch coin, in color

Commissioner Lair moved to approve the front of coin 1 and the back of coin 2 as amended not to exceed \$700 for 100 coins. Commissioner Kent-Partridge seconded the motion. The

motion passed with 7 Yes votes.

**Item 5 – Citywide – Discussion pertaining to a VDHS supported quarterly Disabilities Roundtable.**

Commissioner Daigle presented the Disabilities Roundtable to the Commission. The commission held a discussion and came to consensus to form a working group for the planning and facilitation of the roundtable.

The working group will consist of Vice Chair Kupper, Commissioner Daigle, and Commissioner Kent Partridge.

**Item 6 – Citywide – Discussion and possible action pertaining to the Fiscal Year 2024 Veterans, Disability & Human Services Commission budget.**

The commission discussed the budget and the activities/events they would like to fund.

Chair Hanzel, Vice Chair Kupper and Commissioner Billcheck will be on the working group to make a proposal to City Council for additional funds.

Commissioner Lair moved to approve the Veterans, Disability & Human Services Commission budget as presented. Vice Chair Kupper seconded the motion. The motion passed with 7 Yes votes.

**OTHER BUSINESS AND FUTURE AGENDA ITEMS:**

- Start services institute for disability
- Social Security SSDI
- Opportunities for Social Security Workshops for Community

**ADJOURNMENT:**

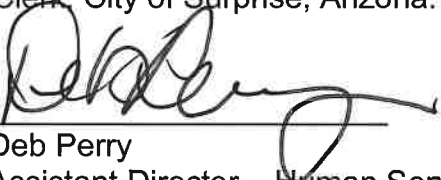
Vice Chair Kupper moved to adjourn the meeting of the Veterans, Disability & Human Services Commission on October 11, 2023, at 8:40 p.m. Commissioner Billcheck seconded the motion. The motion passed with 7 Yes votes.

  
Seth Dyson  
Director - Human Service & Community Vitality

  
Steffen Hanzel  
Veterans, Disability and Human Services Commission Chair

The foregoing instrument is a full, true, and correct copy of the original document on file in the office of the City Clerk, City of Surprise, Arizona.

ATTEST BY:

  
Deb Perry  
Assistant Director – Human Service & Community Vitality

DATE:

12/11/23