



CITY OF SURPRISE
Veterans, Disability, and Human Services Commission
16000 N. Civic Center Plaza
Surprise, AZ 85374
Wednesday, March 13, 2024 @ 6:00 PM
COUNCIL CHAMBERS

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Current Events and Reports
- E. Staff Reports
- F. Veterans, Disability and Human Services Commission

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.

CONSENT AGENDA:

REGULAR AGENDA ITEM - PUBLIC HEARING:

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
|----|----------|--|------------------------------|
| 1. | Citywide | Consideration and action pertaining to the selection of a Veterans, Disability & Human Services Commission Vice-Chair. | Human Svcs and Comm Vitality |
| 2. | Citywide | Consideration and action pertaining to the February 14, 2024 Veterans, Disability & Human Services Commission meeting minutes. | Human Svcs and Comm Vitality |
| 3. | Citywide | Presentation and discussion pertaining to Duet: Creative Partners in Aging. | Human Svcs and Comm Vitality |
| 4. | Citywide | Update and discussion pertaining to Surprise Vet Fest. | Human Svcs and Comm Vitality |
| 5. | Citywide | Presentation and discussion pertaining to the Community Legend Awards Program. | Human Svcs and Comm Vitality |

G. Other Business and Future Agenda Items

H. Executive Session

For information purposes: Upon a public majority vote of a quorum ("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. §38-431.03(A)(2));

or discussion or consultation for legal advice with the attorney or attorneys of the public body (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).

I. Adjournment

KRISTI PASSARELLI, CITY CLERK

POSTED: Thursday, March 7, 2024 @ 2:50pm

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
Veterans, Disability, and Human Services
Commission

Council Meeting Date: March 13, 2024 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations:

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Consideration and action pertaining to the selection of a Veterans, Disability & Human Services Commission Vice-Chair.

Motion:

I move to select (insert name here) for the position of Vice-Chair of the Veterans, Disability & Human Services Commission.

Background:

A Vice-Chair for the Commission must be elected pursuant to the Surprise Municipal Code, Sec. 2-295(11).

Nominations will take place and a paper ballot will be available in the event numerous commissioners are nominated. A motion, second, and a roll call vote will follow the paper ballots.

Objective Analysis:

This action allows for the nomination and selection of a Vice-Chair for the Commission.

Policy Compliant:

This action is compliant with City and Council policies.

Financial Impact:

None

Budget Impact:

None

FTE Impact:

None

ATTACHMENTS:



CITY OF SURPRISE
Veterans, Disability, and Human Services
Commission

Council Meeting Date: March 13, 2024 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations:

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Consideration and action pertaining to the February 14, 2024 Veterans, Disability & Human Services Commission meeting minutes.

Motion:

I move to approve the February 14, 2024 Veterans, Disability & Human Services Commission meeting minutes.

Background:

N/A

Objective Analysis:

N/A

Policy Compliant:

This item is compliant with city and council policies.

Financial Impact:

None

Budget Impact:

None

FTE Impact:

None

ATTACHMENTS:

1. 2.14.24 VDHS Commission Minutes - DRAFT
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**CITY OF SURPRISE
VETERANS, DISABILITY, AND HUMAN SERVICES COMMISSION
REGULAR MEETING MINUTES**

**February 14, 2024 | 6:00 PM
City Council Chambers
16000 N. Civic Center Plaza
Surprise, AZ 85374**

CALL TO ORDER.

Vice-Chair Kupper 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 February 14, 2024.

ROLL CALL

In attendance were Vice-Chair Kupper, Commissioners Phillip Lair, Shawna Daigle, and Julie Kent-Partridge.

Absences: Chair Steffen Hanzel (excused), Commissioners John Billcheck (excused) and Gwen Maxfield (excused).

PLEDGE OF ALLEGIANCE

STAFF PRESENT:

Community Initiatives Supervisor Danielle Osborne, Administrative Specialist Athba Arnold.

CURRENT EVENTS REPORT

Vice-Chair Kupper reported on the following upcoming events:

- City of Surprise will be hosting the annual College Baseball Classic
 - February 16 – February 19
 - Visit surprisestadium.com for more information
- Sunday in the Park at Mark Coronado Park
 - Sunday, February 18th from 3-7pm
 - Free event with food, live music, and an outdoor market
- Surprise Day of Service at St. Mary's Food Bank
 - Wednesday, February 21st
 - Three shifts available between 7:30am – 2:30pm
 - Contact Larry at larry.garcia@surpriseaz.gov or 623-222-1522
- HOA Summit at Surprise Public Safety Building Auditorium
 - Wednesday, February 28th from 6-8pm
 - This event will cover community resources, housing trends, and other expert presentations

- Register with Larry at larry.garcia@surpriseaz.gov or 623-222-1522
- The Surprise Public Library System is accepting submissions for new library card designs
 - Three categories: 10 and under, 11-17, and 18 and over
 - Visit surprisepubliclibrary.gov for more information
- City offices closed Monday, February 19th in observance of President's Day.

COMMISSIONER REPORTS

- Commissioner Kent-Partridge
 - Night to Shine event at Radiant Church, special thanks to Steve and Amy Miller
- Commissioner Daigle
 - First Disabilities Roundtable
 - Well-attended with many different organizations in attendance; great way to build community
 - The Transit Group met and established goals and boundaries
 - VetFest
 - Well-attended and fun but very cold

STAFF REPORT

- Danielle Osborne discussed:
 - Outreach meetings on February 28th for the new Multigenerational Community Resource Center
 - Meetings will be open-house style
 - 9am – 12pm at the Surprise Senior Center
 - 4pm – 8pm at Villanueva Recreation Center
 - Call 623-222-1625 for more information
 - Hiring Event in partnership with Arizona @ Work
 - Wednesday, February 21st from 10am – 1pm
 - Surprise Regional Library
 - Over a dozen employers will be present
 - Contact Melinda Greenhouse for more information at 623-222-1630
 - Housing and Community Services Team
 - Won Audrey Nelson award for their involvement in the creation of the West Valley Housing Assistance Center
 - Since its' inception last year, over 3,000 people have been assisted with housing resources and over 4,000 bed nights have shelter have been provided.
 - VetFest
 - Thank you for support and flexibility
 - Great turnout and positive reception

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 January 10, 2024 Veterans, Disability & Human Services Commission meeting minutes.

Commissioner Daigle moved to approve the January 10, 2024 Veterans, Disability & Human Services Commission meeting minutes. Commissioner Lair seconded the motion. The motion passed with 4 Yes votes, 3 Absent (Hanzel, Billcheck, Maxfield).

Item 2 – Citywide – Presentation and discussion pertaining to the CDBG and HOME Needs Hearing for the Program Year 2024 Annual Action Plan.

Housing & Community Services Supervisor Adam Lane presented. The City of Surprise is an 'Entitlement City' which receives Community Development Block Grant (CDBG) and HOME Investment Partnership funds from HUD. Mr. Lane advised this is the last year of the 5-year Consolidated Plan and planning for the next 5 years will begin in May.

Commissioner Lair asked what is happening after this final year. Mr. Lane advised community outreach and stakeholder meetings have begun and a draft should be available in April.

Vice-Chair Kupper opened the Public Hearing.

Jim Diaz, Director of Shelter Services for A New Leaf provided information on services provided by A New Leaf. Shelter is attempting to provide relief for growing homeless population; trends towards more children, seniors, and first-time homelessness. West Valley Housing Assistance Center currently has seven family apartments with appliances. Normal stay is about 120 days depending on available housing and other resources. Five families have graduated into long-term housing. Community Center has been open two years and has served 350 walk-ins to include getting put on Coordinated Entry which allows families to enter county waiting list. WVHAC partners with many organizations throughout City of Surprise but more are always welcome. Their greatest needs are: volunteers, additional wrap-around services, such as workforce readiness, and to expand transportation.

Seeing no other comments, Vice-Chair Kupper closed the Public Hearing,

OTHER BUSINESS AND FUTURE AGENDA ITEMS:

- Vice-Chair Kupper resigned from the Veterans, Disability & Human Services Commission

ADJOURNMENT:

Commissioner Daigle moved to adjourn the meeting of the Veterans, Disability & Human Services Commission on February 14, 2024 at 6:23 p.m. Commissioner Kent-Partridge seconded the motion. The motion passed with 4 Yes votes, 3 Absent (Hanzel, Billcheck, Maxfield).

Danielle Osborne
Community Initiatives Supervisor

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:

Athba Arnold
Administrative Specialist

DATE:



CITY OF SURPRISE
Veterans, Disability, and Human Services
Commission

Council Meeting Date: March 13, 2024 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations:

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Presentation and discussion pertaining to Duet: Creative Partners in Aging.

Motion:

Presentation and discussion only

Background:

The Commission will receive an overview of services provided by Duet: Creative Partners in Aging.

Objective Analysis:

To promote quality of life, accessibility and equity for all residents of Surprise, including those who are veterans or who experience disabilities, through cooperation with Surprise residents and any veterans, disability and human service organizations that serve the residents of Surprise.

Policy Compliant:

This item is compliant with City and Council policies.

Financial Impact:

None

Budget Impact:

None

FTE Impact:

None

ATTACHMENTS:



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Commission

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Vitality
Staff Recommendations:

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Update and discussion pertaining to Surprise Vet Fest.

Motion:

Discussion only.

Background:

The Commission will discuss the outcomes and results of the recent Surprise Vet Fest, held on February 10, 2024.

Objective Analysis:

To promote quality of life, accessibility and equity for all residents of Surprise, including those who are veterans or who experience disabilities, through cooperation with Surprise residents and any veterans, disability and human service organizations that serve the residents of Surprise.

Policy Compliant:

This item is compliant with City and Council policies.

Financial Impact:

None

Budget Impact:

None

FTE Impact:

None

ATTACHMENTS:



CITY OF SURPRISE
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Commission

Council Meeting Date: March 13, 2024 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations:

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Presentation and discussion pertaining to the Community Legend Awards Program.

Motion:

Presentation and discussion only

Background:

The Veterans, Disability & Human Services Commission will have its second annual Community Legend Awards Program, an opportunity to celebrate people and organizations whose actions have made a positive impact on the Surprise Community.

Objective Analysis:

To promote quality of life, accessibility and equity for all residents of Surprise, including those who are veterans or who experience disabilities, through cooperation with Surprise residents and any veterans, disability and human service organizations that serve the residents of Surprise.

Policy Compliant:

This item is City and Council policy compliant.

Financial Impact:

If approved, this program will incur costs from the FY2025 budget related to the awards presentation for recipients.

Budget Impact:

If approved, costs incurred will be allocated from the FY2025 budget.

FTE Impact:

None

ATTACHMENTS:

1. VDHS Recognition Program



Surprise Community Legend Awards Program

City Council Work Session | March 13, 2024

Surprise Community Legend

- The recognition program, presented by the City of Surprise Veterans, Disability & Human Services Commission, is an opportunity to celebrate people whose actions have made a positive impact on the Surprise Community.



Selection Criteria

1. Nominees will have made a contribution to improving the quality of life for the Surprise community by:
 - Measurably improving the lives of vulnerable Surprise residents through grassroots efforts
 - Promoting quality of life, accessibility, and equity for all residents of Surprise
 - Linking residents to programs that offer the support needed for a fuller, safer lifestyle
2. Nominees must fall into one of more of the following categories:
 - Individual Legend (Individual; must be a Surprise resident for at least two years)
 - Outstanding Youth (Must be aged 18 or younger)
 - Volunteer of the Year (Organizational affiliation must be noted in the application)
 - Organization of the Year (Private, non-profit, and faith-based are acceptable)



How to Nominate

- Nominees must meet the criteria outlined in the application.
- To submit a nomination, complete and submit an application by June 28, 2024.
- Nomination forms should include sufficient information to give the Selection Committee an understanding of the contributions made by the nominee. Additional information such as letters of support, biographical information and/or information about related projects/initiatives will be accepted. Please include these with your nomination form.
- Incomplete nomination forms will be considered void.



Submission Guidelines

All applications must be received by
June 28, 2024 at 5:00 p.m.

Applications may be completed electronically by visiting
www.surpriseaz.gov/CommunityLegend

Paper applications are available upon request.



Application

- Information Required:
 1. Nominee's name, address, contact info
 2. Nominator's signature and contact info
 3. Brief description of the reason for nomination (1,000 word limit; video submissions no longer than 3 minutes are acceptable; supporting documents are permitted)
 4. Note applicable category or categories for nominee
 5. How did you hear about the Recognition Program?

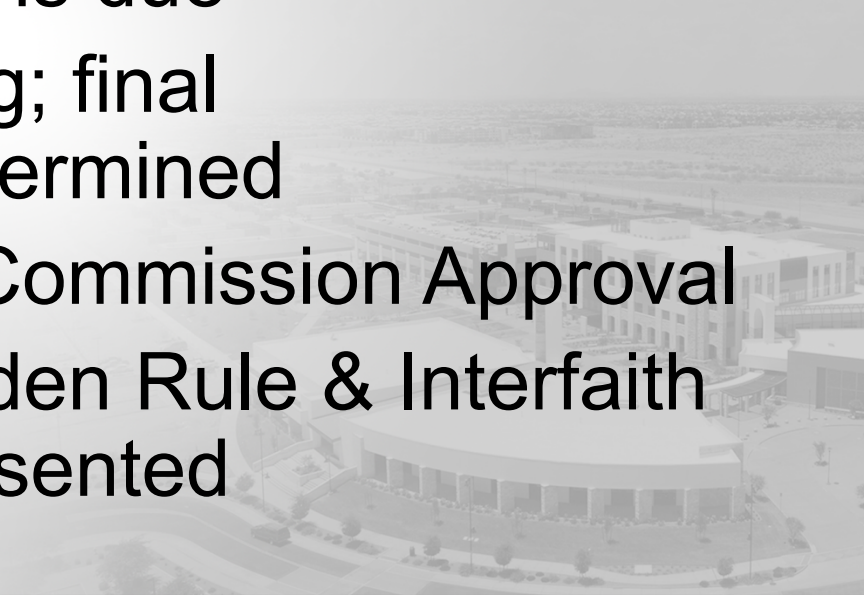


Additional Information

- A webpage will be established to provide details, download the application, and spotlight current and past recipients
- Plaques will be awarded to recipients
- Current Surprise Resident of at least two years
- Self-Nominations are prohibited
- Businesses/Organizations must operate out of or have a continual presence in Surprise
- Posthumous awards are accepted, however the nominee must have been deceased for at least 6 months
- A note of appreciation will be distributed to any nominee who is not among the final selected candidates
- A memo will be distributed to the City Council to notify them of the winners



Program Timeline

- April 22nd – Application goes live
 - June 28th – Applications due
 - July – Review meeting; final recommendations determined
 - August 14th – VDHS Commission Approval
 - September 24th – Golden Rule & Interfaith Breakfast/Awards presented
- 



SURPRISE
ARIZONA

QUESTIONS OR COMMENTS?

Thank You