

**CITY OF SURPRISE
VETERANS, DISABILITY, AND HUMAN SERVICES COMMISSION
REGULAR MEETING MINUTES**

**April 10, 2024 | 6:00 PM
City Council Chambers
16000 N. Civic Center Plaza
Surprise, AZ 85374**

CALL TO ORDER.

Vice-Chair Billcheck 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 April 10, 2024.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

STAFF PRESENT:

Community Initiatives Supervisor Danielle Osborne, Administrative Specialist Athba Arnold.

CURRENT EVENTS REPORT

Vice-Chair Billcheck reported on the following upcoming events:

- KIDZ Jamboree
 - Friday, April 12th from 4pm – 7pm
 - Surprise Resource Center
 - Family event will showcase early childhood programs and services
- 7th Annual “Bean Bag Day” volunteer event
 - Saturday, April 20th from 9am – 12pm
 - Freedom Traditional Academy – 16066 N. Parkview Pl.
 - Participants will bag bulk pinto beans for distribution through the Valley View Community Food Bank
 - Contact Larry Garcia to register – larry.garcia@surpriseaz.gov or 623-222-1522
- Hiring Event through City of Surprise and Arizona@Work
 - Thursday, April 25th from 10am – 1pm
 - Contact Melinda Greenhouse for more information, 623-222-1630 or Melinda.greenhouse@maricopa.gov

COMMISSIONER REPORTS

- Commissioner Maxfield distributed a Challenge Coin. Coin was presented to Allie Wisniewski who endlessly serves the Surprise community.
- Commissioner Daigle presented a Challenge Coin to a Navy Seal who attends her church.

STAFF REPORT

- Danielle Osborne discussed:
 - Surprise Youth Council is recruiting for youths currently in grades 7-11. SYC members will have opportunities to plan and participate in a variety of projects which promote civic engagement. An application and a short video are required. Visit surpriseaz.gov/SYC for more information.
 - Video of the State of the City which was held on March 28th is now available at surpriseaz.gov/SOTC.
 - The Surprise Community Outreach Program (SCOP) is now accepting applications online at surpriseaz.gov/CommunityOutreachProgram. The program provides financial assistance up to \$10,000 to qualified nonprofit organizations that provide direct services to City of Surprise residents.

CALL TO THE PUBLIC:

None.

CONSENT AGENDA:

None.

REGULAR AGENDA ITEMS - PUBLIC HEARING:

Item 1 – Citywide – Discussion and action pertaining to the PY24 Draft Annual Action Plan approval.

Housing and Community Services Supervisor Adam Lane made the presentation to the Commission.

Vice-Chair Billcheck opened the call to the public.

Hearing none, Vice-Chair Billcheck closed the call to the public.

Commissioner Daigle moved to approve the Program Year 2024 Annual Action Plan for submission to HUD and the Subrecipient projects proposed in the Program Year 2024 Annual Action Plan. Commissioner Maxfield 2nd. The motion passed with 5 Yes votes, 2 vacancies.

REGULAR AGENDA ITEMS - NON-PUBLIC HEARING:

Item 2 – Citywide – Consideration and action pertaining to the selection of a Veterans, Disability & Human Services Commission Chair.

Process review for election of Chair

- Vice-Chair will open floor to nominations
 - Nominees can self-nominate and can decline nomination
- Vice-Chair will then close floor to nominations
- If there is only 1 nominee, there will be an open vote
- If there is a ballot vote, results will be read out loud
- Majority vote of 3 votes will be needed to open a motion
- After majority decides on a selection, a motion will be needed
- Commission meeting cannot recess or adjourn until election is made

Vice-Chair Billcheck opened floor to nominations.

Commissioner Kent-Partridge nominated Vice-Chair Billcheck.

Seeing no other nominees, Vice-Chair Billcheck closed floor to nominations.

The Commissioners submitted their votes. Vice-Chair received 5 votes (Billcheck, Daigle, Kent-Partridge, Lair, Maxfield).

Commissioner Maxfield moved to accept Vice-Chair Billcheck as Veterans, Disability & Human Services Commission Chair. Commissioner Kent-Partridge 2nd. The motion passed with 5 Yes votes, 2 vacancies.

Item 3 – Citywide – Consideration and action pertaining to the March 13, 2024 Veterans, Disability & Human Services Commission meeting minutes.

Commissioner Daigle moved to approve the March 13, 2024 Veterans, Disability & Human Services Commission meeting minutes. Commissioner Maxfield seconded the motion. The motion passed with 5 Yes votes, 2 vacancies.

Item 4 – Citywide – Presentation and discussion pertaining to the Surprise Police Department Autism awareness training.

Lieutenant Boxberger provided an update as to funding provided by Commission for Autism awareness training. Police Department was successful in obtaining all funding needed to train all police staff. IBCCES out of Florida will be providing training to bring awareness to community and assist all professional staff. Training began April 10, 2024 via 2.5 hour virtual video followed by comprehensive exam to ensure all staff becomes certified. Once staff is 80% certified, Surprise Police Department will officially become an Autism awareness certified force. The department has created “Autism Kits” which officers will carry with them

to assist with residents who might need help with calming or communicating.

Commissioner Maxfield asked about certification parameters; certification will last for 2 years. The plan is to have this certification become regular training for the force.

Lt. Boxberger stated that optimally they would have 50 kits available; each kit costs \$35 to put together. Small "Autism awareness" patches will soon be made available to the public to aid with fundraising for these kits.

Item 5 – Citywide – Presentation and discussion pertaining to an overview of the Surprise Resource Center.

Jennifer Cornelius, Human Services Supervisor, led the discussion on the Resource Center and acknowledged the team who works there. The Resource Center partnered with over 45 organizations partners assists with programs to provide long-term success for individuals in need. Services include employment resources, parent support and education, tax services, and homeless services, among many others. During this fiscal year, case workers in the Resource Centers have started providing wraparound case management with check-ins at 3 months, 6 months, and 12 months.

Juan Marquez, Early Childhood Education Coordinator, led the discussion on Early Childhood programs provided by First Things First funding. First Things First award is for the initial year and optional renewal for up to 3 additional years. First Things First is committed to the healthy development of children up to 5 years of age. Some parenting activities which take place in the community include STEAM projects, nature and ecology activities, early literacy programs, and play and learn playgroups. All activities are intentional via playing to engage children. This program also has child car seat education classes and parent support and education.

Chair Billcheck asked how the Commission can help. Ms. Cornelius stated their biggest need is space for activities.

Commissioner Maxfield thanked the Resource Center staff for all their contributions and hard work. Ms. Cornelius introduced all staff present.

Commissioner Daigle asked how the SOS program is doing. Ms. Cornelius stated that some of the volunteers of the program still volunteer monthly at the Resource Center and the Regional Library. Commissioner Daigle encouraged a larger presence of activities on social media.

Commissioner Kent-Partridge suggested reaching out to local churches in the community who might be able to assist with space.

Item 6 – Citywide – Presentation and discussion pertaining to the VDHS Commission budget.

Ms. Osborne led the discussion on VDHS Commission budget. Currently, about \$1,285 is unallocated. Fiscal year extends from July 1 to June 30 with no carryover of budget. There are no restrictions as to how funds can be reallocated. Commissioner Lair asked that \$2,500

of the remaining budget be allocated to Surprise Police Department towards purchase of Autism kits and public patches. Commissioner Maxfield suggested that all remaining budget be given to Surprise PD. Commissioner Daigle asked that an additional satellite hub be put in place at Asante Library and that commissioners be trained as part of the SOS volunteer program. Commissioner Kent-Partridge suggested creating a small scholarship with any remaining funds.

OTHER BUSINESS AND FUTURE AGENDA ITEMS:

- Commissioner Daigle would like to look into the possibility of closed captioning or sign-language interpreter for those hard-of-hearing for Commission and Council meetings.
- Commissioner Lair provided brief history of the Challenge Coin. He also asked that Commissioners provide details of recipients and possibly take a picture with them to post to social media.

ADJOURNMENT:

Commissioner Daigle moved to adjourn the meeting of the Veterans, Disability & Human Services Commission on April 10, 2024 at 7:40p.m. Commissioner Maxfield 2nd. The motion passed with 5 Yes votes.


Danielle Osborne
Community Initiatives Supervisor

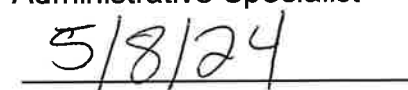

John Billcheck
Veterans, Disability and Human Services Commission Chair

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:


5/8/24