

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

**May 8, 2024 | 6:00 PM
City Council Chambers
16000 N. Civic Center Plaza
Surprise, AZ 85374**

CALL TO ORDER.

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 May 8, 2024.

ROLL CALL

In attendance were Chair Billcheck, Commissioners Phillip Lair, Shawna Daigle, Gwen Maxfield, Olivia Fryer, and Hasan Reed.

Absences: Commissioner Julie Kent-Partridge (excused).

PLEDGE OF ALLEGIANCE

STAFF PRESENT:

Community Initiatives Supervisor Danielle Osborne, Administrative Specialist Athba Arnold.

CURRENT EVENTS REPORT

Chair Billcheck reported on the following upcoming events:

- Community Legend Awards Program
 - Nominate individuals and groups making a difference in the City of Surprise
 - Applications being accepted through June 28th
 - Information can be found at surpriseaz.gov/CommunityLegend
- Surprise Day of Service
 - Wednesday, May 15th at St. Mary's Food Bank
 - Looking for volunteers to assist with sorting bulk food items, creating food baskets, and loading food into vehicles
 - Visit surpriseaz.gov/DayofService for more information
- Surprise Safety Splash
 - Saturday, May 18th at Surprise Aquatic Center
 - Free event promoting water and summer safety with demos, games, raffles, and prizes
 - Visit surpriseaz.gov/Aquatics to learn more
- New Commissioners: Olivia Fryer and Hasan Reed

COMMISSIONER REPORTS

- Commissioner Maxfield was part of National Day of Prayer. It was a very powerful and unifying event.
- Commissioner Lair attended the Roundtable on Disabilities. Event was well-attended and growing. Discussed at this meeting was the idea to have a section at G.A.I.N Night, more details forthcoming. Greatest takeaway was speaking of transportation issues in the City of Surprise.
- Commissioner Daigle attended both events. National Day of Prayer brings unity amongst all the churches. The Roundtable continues to grow and there was an amazing discussion with good insights and collaboration. Looking forward to next Roundtable on July 17th.
- Commissioner Fryer introduced herself. She is the Executive Director at Autism Society of Greater Phoenix and was also a part of the Roundtable on Disabilities.
- Commissioner Reed introduced himself. He is a retired Army veteran and is currently the Global Transportation Manager for Uncial Aviation in Litchfield Park.

STAFF REPORT

- Danielle Osborne discussed:
 - The City of Surprise is partnering with Vitalant Blood Donation to host several blood drives this summer. There are five dates planned throughout May, June, and July at various locations in Surprise. Find more information at donors.vitalant.org.
 - The Surprise Senior Center will be closed Thursday, May 9th, and will reopen at 8am on Friday, May 10th. In-person meal program will not be available during the closure; however, members may take advantage of other food options through Banner Olive Branch Senior Center. Contact the Senior Center at 623-222-1500 for more information.
 - Thank you to all Commissioners who attended the Roundtable on Disabilities. There was a great discussion about transportation options and some resource fairs that are hosted by our partners throughout the year.
 - The commission is invited to the next Mayor's Veterans Roundtable on May 22nd.

CALL TO THE PUBLIC:

None.

CONSENT AGENDA:

None.

REGULAR AGENDA ITEMS - PUBLIC HEARING:

None.

REGULAR AGENDA ITEMS - NON-PUBLIC HEARING:

Item 1 – Citywide – Discussion and action pertaining to the selection of the Veterans, Disability & Human Services Commission Vice-Chair.

Process review for election of Vice-Chair:

- Chair will open floor to nominations
 - Nominees can self-nominate and can decline nomination
- 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

Chair Billcheck opened floor to nominations.

Commissioner Daigle self-nominated. Commissioner Maxfield self-nominated. Chair Billcheck nominated Commissioner Lair.

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

The Commissioners submitted their votes. Commissioner Daigle received 1 vote (Daigle). Commissioner Maxfield received 1 vote (Maxfield). Commissioner Lair received 4 votes (Billcheck, Fryer, Lair, Reed).

Commissioner Daigle moved to accept Commissioner Lair as Veterans, Disability & Human Services Commission Vice-Chair. Commissioner Maxfield seconded the motion. The motion passed with 6 Yes votes, 1 Absent (Kent-Partridge).

Item 2 – Citywide – Consideration and action pertaining to the April 10, 2024 Veterans, Disability & Human Services Commission meeting minutes.

Vice-Chair Lair moved to approve the April 10, 2024 Veterans, Disability & Human Services Commission meeting minutes. Commissioner Daigle seconded the motion. The motion passed with 6 Yes votes, 1 Absent (Kent-Partridge).

Item 3 – Citywide – Consideration and action pertaining to the FY2025 Veterans, Disability & Human Services Commission meeting calendar.

Vice-Chair Lair moved to approve the FY2025 Veterans, Disability & Human Services Commission meeting calendar. Commissioner Daigle seconded the motion. The motion passed with 6 Yes votes, 1 Absent (Kent-Partridge).

Item 4 – Citywide – Presentation and discussion pertaining to the VDHS Strategic Plan.

Danielle Osborne led discussion regarding the VDHS Strategic Plan. The commission discussed the current strategic plan, what they would like to keep, and what they would like to change. Vice-Chair Lair suggested having a retreat to specifically discuss Transit to be well-prepared for a presentation to Council. For the upcoming Action Plan, they asked to update dates for VDHS events. Chair Billcheck would like to gather more clarification at a retreat before taking action on Strategic Plan. Ms. Osborne suggested an alternative method of submitting suggested revisions to her. The commission agreed for Ms. Osborne to clean up the copy of the Strategic Plan and send it out to all Commissioners before the next agenda goes out.

Item 5 – Citywide – Consideration and action pertaining to the addition of a Resource Satellite Hub at the Asante Library.

Adding a Satellite Hub was brought up during Budget discussion at the last Commission meeting. Ms. Osborne's recommendation is to use television at Asante Library lobby to display all relevant resources and information. Having a table at the Asanta Library is not recommended due to space and staffing issues. Commissioner Daigle inquired about the SOS (Servants of Surprise) program. Ms. Osborne stated this program will be discussed in further detail at a future meeting.

Vice-Chair Lair moved to approve the addition of a Resource Satellite Hub at the Asante Library at a cost not to exceed \$1,500.00. Commissioner Maxfield seconded the motion. The motion passed with 6 Yes votes, 1 Absent (Kent-Partridge).

Item 6 – Citywide – Presentation and discussion pertaining to the FY2025 Veterans, Disability & Human Services Commission budget.

Ms. Osborne led the discussion regarding the Commission budget. Commissioner Maxfield suggested utilizing Challenge Coin funds towards Everyone Needs Campaign. Vice-Chair Lair agreed with this statement and suggested raising GAIN Night funds to \$2,500. SOS Training Sessions funding covers the cost of food for volunteers.

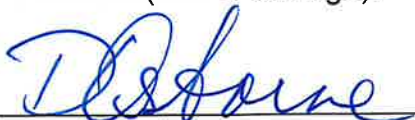
OTHER BUSINESS AND FUTURE AGENDA ITEMS:

- Commissioner Daigle would like to coordinate a tour of the One Step Beyond facility and would like to see if other facilities are open for tours. Vice-Chair Lair suggested new Commissioners visited West Valley Housing Assistance Center and Resource Center.
- Vice-Chair Lair explained Challenge Coins to new Commissioners; they should be given to those who go above and beyond in Surprise. Ensure recipient knows the coin is coming from the VDHS Commission.

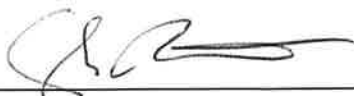
ADJOURNMENT:

Commissioner Daigle moved to adjourn the meeting of the Veterans, Disability & Human

Services Commission on May 8, 2024 at 6:51p.m. Commissioner Maxfield seconded the motion. The motion passed with 6 Yes votes, 1 Absent (Kent-Partridge).



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:

6/6/24