



**CITY OF SURPRISE**  
**Veterans, Disability and Human Services Commission**  
**16000 N. Civic Center Plaza**  
**Surprise, AZ 85374**  
 Wednesday, May 14, 2025 @ 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 April 9, 2025 Veterans, Disability & Human Services Commission meeting minutes. | Human Svcs and Comm Vitality |
| 2. | Citywide | Presentation and discussion pertaining to the Northwest Valley Veterans Association.                                       | Human Svcs and Comm Vitality |
| 3. | Citywide | Discussion pertaining to the details and results of Vet Fest 2025.   | Human Svcs and Comm Vitality |
| 4. | Citywide | Discussion and possible action pertaining to recognition of former Mayor Skip Hall.  | Human Svcs and Comm Vitality |
- G. Other Business and Future Agenda Items
  - H. Adjournment

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KRISTI PASSARELLI, CITY CLERK

**POSTED: Monday, May 12th, 2025 @ 4:30 PM**

**SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR CLERK@SURPRISEAZ.GOV, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.**



**CITY OF SURPRISE**  
**Veterans, Disability and Human Services**  
**Commission**

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Council Meeting Date: May 14, 2025                      Contact Person:  
Submitting Department: Human Svcs and Comm      District: Citywide  
Vitality  
Staff Recommendations:

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

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**Agenda Wording:**

Consideration and action pertaining to the April 9, 2025 Veterans, Disability & Human Services Commission meeting minutes.

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**Motion:**

I move to approve the April 9, 2025 Veterans, Disability and Human Services Commission meeting minutes.

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**Background:**

N/A

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**Objective Analysis:**

N/A

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**Policy Compliant:**

This item is compliant with city and council policies.

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**Financial Impact:**

N/A

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**Budget Impact:**

N/A

**FTE Impact:**

N/A

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**ATTACHMENTS:**

1. 4.9.25 VDHS Commission Minutes - DRAFT
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**CITY OF SURPRISE  
VETERANS, DISABILITY, AND HUMAN SERVICES COMMISSION  
REGULAR MEETING MINUTES**

**April 9, 2025 | 6:00 PM  
City Council Chambers  
16000 N. Civic Center Plaza  
Surprise, AZ 85374**

**CALL TO ORDER:**

Chair Wisniewski 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 9, 2025.

**ROLL CALL**

In attendance were Chair Allison Wisniewski, Vice-Chair Dr. Gwen Maxfield, Commissioners Olivia Fryer, Julie Kent- Partridge, John Billcheck, Michael Tree, and Charles Manuel.

**PLEDGE OF ALLEGIANCE**

**STAFF PRESENT:**

Community Initiatives Supervisor Danielle Osborne, Housing and Community Services Manager Adam Lane, and Administrative Specialist Victoria Simmons.

**CURRENT EVENTS REPORT**

Chair Wisniewski reported on the following:

- Vet Fest on April 12, 2025, from 5:30 p.m. to 8:00 p.m.
  - Free for the community at Mark Coronado Park
  - Will feature live music, food trucks with food for purchase, vendor booths, information from veteran service providers, a job fair, kids' zone, sensory tents, static displays of military vehicles and more!
- Free hiring event hosted by the City of Surprise, in partnership with ARIZONA@WORK
  - 10 a.m. - 1 p.m. at the Surprise Regional Library, 16089 N. Bullard Ave.
- Bean Bag Day - in celebration of National Volunteer Week
  - Fill bags of pinto beans, distribution by Valley View Food Bank
  - Assemble feminine hygiene kits for women in need
  - Registration is required. Visit [surpriseaz.gov/DayOfService](https://surpriseaz.gov/DayOfService) for more details.

**COMMISSIONER REPORTS**

- Commissioner Kent- Partridge
  - Did not attend last commission meeting and has reports dating back to

- February
  - Attended Mayor's welcome reception
  - Attended DES virtual forum, learned a lot about DDD, DCS, child support enforcement agency and benefit systems overall
  - Attended Mayor's Veteran's Roundtable on February 25
  - Attended VA Mental Health Advocacy Council Meeting in February
  - Attended the City of Surprise Board and Commission's Appreciation Dinner in March, lovely dinner and event
  - Attended VFW 285 – Murder Mystery Dinner
  - Attended benefit for West Valley Arts Council on March 30
  - Attended Autism Awareness Cruisin Car Show with T.E.A.M.4Kids on April 4
  - Today- attended Mayor's Roundtable on Disabilities
  - Visited Luke Air Force Base – learned about services offered by Exceptional Family Member Program (EFMP), not just for active-duty service members
- Vice Chair Maxfield
  - Attended Maricopa County Stand Down event – a lot of great contacts and resources for military service members and veterans.
  - Attended Board's and Commission's Dinner
  - Attended ribbon cutting for the new Valley View Dood Bank grand opening
  - Gave out 2 challenge coins:
    - Cycles of Kindness – free bicycle program to anyone who needs it
    - Lifelong Restoration Center – program bringing hope to men who are dependent on alcohol and drug abuse.
- Commissioner Fryer
  - Gave challenge coin to Juan Marquez today – Early Childhood Coordinator, brings resources and support to families in Surprise
  - Attended Mayor's Roundtable on Disabilities
  - Invited to Medicaid Town Hall put on by Senators Kelly and Gallego
  - Attended Mayor's Appreciation Dinner for Boards and Commissions
  - Attended T.E.A.M.4Kids Autism Awareness Car Show
  - Attended Founder's Day Celebration this last weekend
  - 2 upcoming events:
    - Autism Expo hosted by Arizona Autism Coalition, on April 12, from 9 a.m. to 2 p.m.
    - Mental Health Day at the Capital, on April 14, from 9 a.m. to 3 p.m.
- Commissioner Tree
  - Attended Mayor's Boards and Commissions Appreciation Dinner, Mayor's Welcome Dinner, and Mayor's Roundtable on Disabilities.
  - Attended Stand Down event
  - Met with Wounded Warrior Project Phoenix Office
- Commissioner Billcheck
  - Attended City Council Meeting last week – Mayor Sartor proclaimed Month of April as Fair Housing Month
  - Welcome to newest Commission Member Charles Manuel
  - Attended Roundtable on Disabilities today
  - Looking forward to Vet Fest this weekend
- Chair Wisniewski
  - Attended Founder's Day Celebration

- Attended Mayor’s Roundtable on Disabilities – great collaboration
- Attended Boards and Commissions Dinner
- Welcome to new Commissioner Charles Manuel
- Commissioner Manuel
  - Has been in Arizona almost 50 years now
  - Served 18 months in Vietnam and then 4 years at Luke Air Force Base
  - 27 years in the Phoenix Fire Department as a fire fighter and paramedic
  - Currently lives in Surprise
  - Very humbled to serve amongst commissioners and hopes to bring his experience and insight to continue with the mission

**STAFF REPORT**

Ms. Osborne discussed:

- Surprise’s State of the City event on April 24. The event takes place at City Hall and begins at 6pm. Visit [surpriseaz.gov/SOTC](http://surpriseaz.gov/SOTC) for more details.
- Mayor Sartor has proclaimed April as Water Awareness Month in the City of Surprise
  - Surprise is participating in the Wyland National Mayor’s Challenge for Water Conservation. The city with the highest percentage of residents who take the pledge in their population category will win. Take the pledge by April 30<sup>th</sup> by visiting [mywaterpledge.com](http://mywaterpledge.com).
- HSCV Department is now a Certified Autism Center through IBCCES

**CALL TO THE PUBLIC:**

None.

**CONSENT AGENDA:**

None.

**REGULAR AGENDA ITEMS - PUBLIC HEARING:**

**Item 1 – Citywide – Discussion and action pertaining to the PY25 Draft Annual Action Plan approval.**

Housing and Community Services Manager, Adam Lane, presented on the 2025-2029 Consolidated Plan and PY 2025 Annual Action Plan draft.

Commissioner Billcheck moved to approve the PY25 Annual Action Plan Draft. Commissioner Tree seconded the motion. The motion passed unanimously with 7 votes.

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

**Item 2 – Citywide – Consideration and action pertaining to the March 12, 2025 Veterans, Disability & Human Services Commission meeting minutes.**

Commissioner Kent-Partridge moved to approve the March 12, 2025, Veterans, Disability & Human Services Commission meeting minutes. Commissioner Fryer seconded the motion. The motion passed unanimously with 7 Yes votes.

**Item 3 – Citywide – Presentation and discussion pertaining to Beacon Group.**

Community and Business Outreach Specialist Jim Hart, and Project Manager Jessica Cummings, presented on services offered by Beacon Group, Inc.

**Item 4 – Citywide – Discussion and action pertaining to the Surprise Community Legend Awards.**

Danielle Osborne presented on the Surprise Community Legend Awards and discussed the program timeline with Commissioners.

**Item 5 – Citywide – Discussion and update pertaining to Vet Fest.**

Danielle Osborne and Commissioners discussed remaining updates and final details of planning for Vet Fest 2025.

**OTHER BUSINESS AND FUTURE AGENDA ITEMS:**

- Exceptional Family Member Program (EFMP), at the Military and Family Readiness Center, Luke Air Force Base
- Cycles of Kindness
- Lifeline Restoration Center
- Raising Special Kids, to bring awareness on future changes within the organization
- More on autism and disabilities, within or as it relates to Police Departments

**ADJOURNMENT:**

Commissioner Kent-Partridge moved to adjourn the meeting of the Veterans, Disability & Human Services Commission on April 9, 2025, 2024 at 7:12 p.m. Commissioner Billcheck seconded the motion. The motion passed unanimously with 7 votes.

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Danielle Osborne  
Community Initiatives Supervisor

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Allison Wisniewski  
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:

\_\_\_\_\_  
Victoria Simmons  
Administrative Specialist

DATE:

\_\_\_\_\_

DRAFT



**CITY OF SURPRISE  
Veterans, Disability and Human Services  
Commission**

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Council Meeting Date: May 14, 2025      Contact Person:  
Submitting Department: Human Svcs and Comm      District: Citywide  
Vitality  
Staff Recommendations: None

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

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**Agenda Wording:**

Presentation and discussion pertaining to the Northwest Valley Veterans Association.

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**Motion:**

Presentation and discussion only.

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**Background:**

Rod Hage will provide an overview of the Northwest Valley Veterans Association.

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**Objective Analysis:**

To receive an overview of services provided to veterans, through the Northwest Valley Veterans Association.

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**Policy Compliant:**

This item is in compliance with city and council policies.

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**Financial Impact:**

N/A

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**Budget Impact:**

N/A

**FTE Impact:**

N/A

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**ATTACHMENTS:**

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**Commission**

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Council Meeting Date: May 14, 2025                      Contact Person:  
Submitting Department: Human Svcs and Comm      District: Citywide  
Vitality  
Staff Recommendations: None

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

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**Agenda Wording:**

Discussion pertaining to the details and results of Vet Fest 2025.

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**Motion:**

Discussion only.

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**Background:**

The commission will discuss the details and results of Vet Fest 2025.

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**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.

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**Policy Compliant:**

This item is compliant with City and Council policies.

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**Financial Impact:**

N/A

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**Budget Impact:**

N/A

**FTE Impact:**

N/A

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**ATTACHMENTS:**

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**Veterans, Disability and Human Services**  
**Commission**

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Council Meeting Date: May 14, 2025                      Contact Person:  
Submitting Department: Human Svcs and Comm      District: Citywide  
Vitality  
Staff Recommendations: None

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

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**Agenda Wording:**

Discussion and possible action pertaining to recognition of former Mayor Skip Hall.

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**Motion:**

Depends on commission's discussion.

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**Background:**

This item has been placed on the agenda to discuss the specifics of the recognition. At a previous meeting, options and budget were discussed. During a previous meeting, options for recognition of former Mayor Skip Hall were discussed. Commissioners will review final details and propose possible action on how to recognize Mayor Skip Hall.

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**Objective Analysis:**

To discuss details about the recognition of former Mayor Skip Hall.

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**Policy Compliant:**

This item is compliant with City and Council policies.

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**Financial Impact:**

Depending on the commission's discussion, this item may incur financial impact.

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**Budget Impact:**

Depending on the commission's discussion, this item may incur budget impact.

**FTE Impact:**

N/A

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**ATTACHMENTS:**

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