



**CITY OF SURPRISE**  
**Veterans, Disability and Human Services Commission**  
**16000 N. Civic Center Plaza**  
**Surprise, AZ 85374**  
 Wednesday, August 13, 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 | Discussion and action pertaining to the selection of the Veterans, Disability & Human Services Commission Chair.   | Human Svcs and Comm Vitality |
| 2. | Citywide | Discussion and action pertaining to the selection of the Veterans, Disability & Human Services Commission Vice-Chair.  | Human Svcs and Comm Vitality |
| 3. | Citywide | Consideration and action pertaining to the June 11, 2025 Veterans, Disability & Human Services Commission meeting minutes.   | Human Svcs and Comm Vitality |
| 4. | Citywide | Consideration and action pertaining to the 2025 Veterans Day Parade Grand Marshal.   | Human Svcs and Comm Vitality |
| 5. | Citywide | Discussion and action pertaining to the 2025 Community Legend Awards.  | Human Svcs and Comm Vitality |
| 6. | Citywide | Discussion pertaining to the potential division of the Veterans, Disability & Human Services Commission into two commissions with one focusing on veterans and the other on disabilities and human services. | Human Svcs and Comm Vitality |

- G. Other Business and Future Agenda Items
- H. Adjournment

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KRISTI PASSARELLI, CITY CLERK

**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: August 13, 2025      Contact Person:  
Submitting Department: Human Svcs and Comm      District: Citywide  
Vitality  
Staff Recommendations:

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

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**Agenda Wording:**

Discussion and action pertaining to the selection of the Veterans, Disability & Human Services Commission Chair.

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**Motion:**

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

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**Background:**

A chair for the Commission must be selected 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, a second, and a roll call vote will follow the paper ballots.

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**Objective Analysis:**

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

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**Policy Compliant:**

This action is compliant with City and Council policies.

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**Financial Impact:**

None

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**Budget Impact:**

None

**FTE Impact:**

None

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**ATTACHMENTS:**

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

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Council Meeting Date: August 13, 2025      Contact Person:  
Submitting Department: Human Svcs and Comm      District: Citywide  
Vitality  
Staff Recommendations:

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

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**Agenda Wording:**

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

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**Motion:**

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

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**Background:**

A vice-chair for the Commission must be selected 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, a second, and a roll call vote will follow the paper ballots.

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**Objective Analysis:**

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

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**Policy Compliant:**

This action is compliant with City and Council policies.

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**Financial Impact:**

None

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**Budget Impact:**

None

**FTE Impact:**

None

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**ATTACHMENTS:**





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

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Council Meeting Date: August 13, 2025      Contact Person:  
Submitting Department: Human Svcs and Comm      District: Citywide  
Vitality  
Staff Recommendations:

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

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**Agenda Wording:**

Consideration and action pertaining to the June 11, 2025 Veterans, Disability & Human Services Commission meeting minutes.

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**Motion:**

I move to approve the June 11, 2025 Veterans, Disability & 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:**

None

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**Budget Impact:**

None

**FTE Impact:**

None

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**ATTACHMENTS:**

1. 6.11.25 VDHS Commission Minutes - DRAFT
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**CITY OF SURPRISE  
VETERANS, DISABILITY, AND HUMAN SERVICES COMMISSION  
REGULAR MEETING MINUTES**

**June 11, 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 June 11, 2025.

**ROLL CALL**

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

**PLEDGE OF ALLEGIANCE**

**STAFF PRESENT:**

Human Services and Community Vitality Director, Seth Dyson and Administrative Specialist, Victoria Simmons.

**CURRENT EVENTS REPORT**

Chair Wisniewski reported on the following:

- Join us for a meaningful and fun-filled Day of Service, as we come together to support our U.S. Troops! Volunteers of all ages will help decorate care package boxes, write heartfelt cards and create patriotic crafts that will be sent to active-duty military members. Partnering with Youth for Troops and the WHAM Art Center, we invite you to be part of this special experience that honors our service members through art, gratitude, and community spirit. The project will be held at the Surprise City Hall Community Room, this Saturday, June 14, at 8:00 a.m. Registration is required. If you have questions about this or any other Surprise Day of Service event, call 623.222.1612.
- City of Surprise administrative offices will be closed Thursday, June 19, in observance of Juneteenth.
- Surprise City Council approved funding to support the Neighborhood Grant Program, which provides eligible neighborhoods with small grants to fund neighborhood events, functions or community improvements. Recognizing an opportunity to encourage community engagement and further build strong relationships with Surprise's communities, the city designated \$10,000 to support the grant program for Fiscal Year 2026. A pre-application meeting providing

information about the program and the application process will be held on Monday, June 30 at 5 p.m. at Surprise City Hall, Council Overflow Room. For more information about the Neighborhood Grant Program, visit [surpriseaz.gov/NGP](http://surpriseaz.gov/NGP).

## COMMISSIONER REPORTS

- Commissioner Kent- Partridge
  - Attended Phoenix VA Mental Health Advocacy Council Meeting. Received updates about the Mental Health Summit, which will take place in October of 2025. More updates and invites to come.
  - Attended Memorial Day Ceremony at the Veteran's Cemetery sponsored by the Phoenix VA. This event was led by veteran and Secretary of State, Adrian Fontes.
  - Attended Accessible Transportation Meeting hosted by Mayor Sartor. The meeting discussed advocacy and matters related to those with disabilities needing transportation in the City of Surprise.
  - Attended DDD Summer Forum
- Commissioner Fryer
  - Attended Vet Fest
  - Attended Mental Health Day in Phoenix
  - Attended Banner Health Neurodiverse Community Stakeholders Meeting. The meeting discussed ways that Banner can support the neurodiverse community even further.
  - Attended City of Surprise Adaptive Easter Egg Hunt
  - Attended community discussion on Medicaid, held by First Place
  - Attended premiere event held by Raising Special Kids, to reveal their new name, Encircle Families
  - Attended Mayor's Meeting on Accessible Transportation
  - Attended DDD Summer Forum
- Vice Chair Maxfield
  - Attended Surprise Resource Center Quarterly Meeting
  - Attended Police Chief Finalist Meet and Greet. Met new Police Chief, Evan Becher
- Commissioner Billcheck
  - Attended Surprise Quarterly Meeting, where resource partners connected and shared resources for the community
  - Attended Surprise Transportation meeting, where more information was shared on alternative options of transportation for those with disabilities
  - Next Mayor's Roundtable on Disabilities is on July 9<sup>th</sup>, 2025
- Commissioner Tree
  - Attended City of Glendale, Mayor's Triple M (Mayor's Military Mission). Upcoming events include:
    - Mayor's Stand Up for Veterans, on October 11, 2025, from 8:00 a.m. to 1:00 p.m., at Arizona Christian University
    - Retiree Appreciation Day, on October 18, 2025, from 8:00 a.m. to 12:00 p.m. hosted by Luke Air Force Base. The event includes speakers and a resource fair.
- Chair Wisniewski

- Attended Police Chief Finalist meeting. Met and congratulated the new Police Chief, Even Becher.
- Attended event for veterans at the DAV, Glendale - Chapter 20, on June 7, 2025

## STAFF REPORT

Mr. Dyson discussed:

- Danielle Osborne will be out on maternity leave. Please welcome new HSCV baby.
- Challenge Coins order has been finalized. More details to come.
- Memorial bench project has officially been stopped due to budget authority
- WE RIDE will be ceasing at the end of the month but will continue to run until June 30, 2025. There will be eligibility changes to Ride Choice. ADA certified clients and Veterans will remain eligible. Seniors will lose access, unless they are ADA accessible. City of Surprise is working on a pilot program for accessible transportation. More details to come.
- Shout out to Jennifer Cornelius and her team at the Surprise Resource Center, for serving over 18,000 people throughout the year.
- Heat Relief Centers within the City of Surprise include Surprise libraries and the Surprise Resource Center.
- Home repair program offered through Maricopa County, to help with AC repair. For more information, please contact Surprise Resource Center.
- Thanks to the Commission, the Surprise Police Department and HSCV department are autism certified through IBCCES.

### 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 May 14, 2025 Veterans, Disability & Human Services Commission meeting minutes.**

Commissioner Kent-Partridge moved to approve the May 14, 2025, Veterans, Disability & Human Services Commission meeting minutes. Commissioner Tree seconded the motion.

The motion passed unanimously with 7 Yes votes.

**Item 2 – Citywide – Presentation and discussion pertaining to the Luke Air Force Base EFMP (Exceptional Family Member Program)**

Family Support Navigator, Alizabeth Dang and Family Support Coordinator, Linda Rainey presented on the services provided to military families through the EFMP (Exceptional Family Member Program).

**Item 3 – Citywide – Discussion and action pertaining to the process and application form for the selection of the 2025 Veterans Day Parade Grand Marshal.**

Seth Dyson presented on the process and application form, for the selection of the 2025 Veterans Day Parade Grand Marshal. Final details were discussed with the Commissioners. Commissioner Billcheck moved to approve the application form for the 2025 Veterans Day Parade Grand Marshal. Vice Chair Maxfield seconded the motion. The motion passed unanimously with 7 Yes votes.

**Item 4 – Citywide – Discussion and action pertaining to the FY2026 Veterans, Disability & Human Services Commission meeting calendar.**

The Commission meeting calendar was reviewed for FY2026. Commissioner Kent-Partridge made a motion to approve the FY2026 Veterans, Disability & Humans Services Commission meeting calendar. Commissioner Tree seconded the motion. The motion passed unanimously with 7 Yes votes.

**OTHER BUSINESS AND FUTURE AGENDA ITEMS:**

- Future Commissioner meeting for strategic planning

**ADJOURNMENT:**

Commissioner Kent-Partridge moved to adjourn the meeting of the Veterans, Disability & Human Services Commission on June 11, 2025, 2024 at 6:47 p.m. Commissioner Billcheck seconded the motion. The motion passed unanimously with 7 votes.

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Seth Dyson  
Human Service & Community Vitality Director

\_\_\_\_\_  
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: August 13, 2025      Contact Person:  
Submitting Department: Human Svcs and Comm      District: Citywide  
Vitality  
Staff Recommendations:

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

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**Agenda Wording:**

Consideration and action pertaining to the 2025 Veterans Day Parade Grand Marshal.

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**Motion:**

I move to approve (insert name) as the 2025 Veterans Day Parade Grand Marshal.

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**Background:**

The Parks & Recreation Department has enlisted the assistance of the VDHS Commission in choosing the Grand Marshal for the 2025 Veterans Day Parade.

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**Objective Analysis:**

This item allows the Commission to choose the Grand Marshal for the 2025 Veterans Day Parade.

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**Policy Compliant:**

This item is compliant with City and Council policies.

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**Financial Impact:**

None

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**Budget Impact:**

None

**FTE Impact:**

None

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**ATTACHMENTS:**

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Council Meeting Date: August 13, 2025      Contact Person:  
Submitting Department: Human Svcs and Comm      District: Citywide  
Vitality  
Staff Recommendations:

---

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

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**Agenda Wording:**

Discussion and action pertaining to the 2025 Community Legend Awards.

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**Motion:**

I move to approve the following nominees as recipients of the Community Legend Awards:

- Individual Legend: Connie Whitlock
  - Volunteer of the Year: Aly and Gary Cline
  - Organization of the Year: A New Leaf
  - Outstanding Youth: Lela Sky West
- 

**Background:**

The Surprise Veterans, Disability & Human Services (VDHS) Commission will discuss its 3rd Annual Community Legend Awards Program, an opportunity to celebrate people and organizations whose actions have made a positive impact on the Surprise Community. Applications for the Surprise Community Legend Award became available beginning April 21 and closed on June 28. After a competitive selection, the VDHS Commission awarded the following individuals and organizations:

- Individual Legend: Connie Whitlock
- Volunteer of the Year: Aly and Gary Cline
- Organization of the Year: A New Leaf
- Outstanding Youth: Lela Sky West

This item has been placed on the agenda to allow the evaluation panel an opportunity to present their recommendations to the full commission for final approval. Approved awardees will be invited to receive a plaque and formal recognition at the Surprise Area Interfaith & Golden Rule Breakfast on September 16, 2025, at 8:00 a.m. in the Dysart Unified School District Governing Board Office.

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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 action is compliant with City and Council policies.

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**Financial Impact:**

None

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**Budget Impact:**

None

**FTE Impact:**

None

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**ATTACHMENTS:**

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

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Council Meeting Date: August 13, 2025      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:**

Discussion pertaining to the potential division of the Veterans, Disability & Human Services Commission into two commissions with one focusing on veterans and the other on disabilities and human services.

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**Motion:**

N/A

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**Background:**

Councilmember Haney, as chair of the Surprise City Council Boards and Commissions subcommittee, introduced the idea of having a stand-alone Veteran Advisory Commission since there is so much interest from commission applicants wishing to serve Veterans specifically on the Veterans, Disability & Human Services Commission. The idea is to split the existing Veteran, Disability & Human Services Commission into two separate commissions, providing more opportunity for residents to serve and to allow for greater focus on the areas each new commission will cover. No decisions have been made as Council would like VDHS commissioner input on the possibility of two new commissions.

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**Objective Analysis:**

The objective is to gather input and feedback from the commissioners in preparation for a City Council work session agenda item in September 2025.

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**Policy Compliant:**

This item is compliant with city and council policies.

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**Financial Impact:**

None

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**Budget Impact:**

None

**FTE Impact:**

None

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**ATTACHMENTS:**

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