

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

**September 10, 2025 | 6:00 PM  
City Council Chambers  
16000 N. Civic Center Plaza  
Surprise, AZ 85374**

**CALL TO ORDER:**

Chair Tree 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 September 10, 2025.

**ROLL CALL**

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

Absences: Commissioner Olivia Fryer (excused)

**PLEDGE OF ALLEGIANCE**

**STAFF PRESENT:**

Human Services and Community Vitality Director, Seth Dyson, Community Initiatives Supervisor, Danielle Osborne and Administrative Specialist, Victoria Simmons.

**CURRENT EVENTS REPORT**

Chair Tree reported on the following:

- Join us for the Surprise Day of Service, on September 11, from 9 a.m. – 1 p.m. in the Community Room of City Hall. Come show your support for our Surprise Police and Surprise Fire-Medical Department, by donating blood and helping to save lives in our community! Visit [vitalant.org](http://vitalant.org) to make an appointment using Blood Drive Code P1T62. Walk-ins are welcome, but appointments will be given priority. During the event, members of the community are also encouraged to participate in a hygiene items and clothing drive. For more information on items needed or details about the September Day of Service, please visit [surpriseaz.gov/DayofService](http://surpriseaz.gov/DayofService).
- The City of Surprise proudly celebrates its designation as a Golden Rule Community through the annual Surprise Area Interfaith & Golden Rule Community Breakfast. This uplifting event brings together leaders from local government, faith communities, businesses, and nonprofit organizations to honor those who exemplify kindness, compassion, and dedicated community service. This free community event will take place on Tuesday, September 16, 2025, from 8 AM – 10 AM. During the program, the Surprise Veterans, Disability & Human Services

Commission will present the Surprise Community Legend Awards, recognizing recipients in the categories of Individual Legend, Outstanding Youth, Volunteer of the Year and Organization of the Year. Registration opens on August 14, and space is limited. To RSVP, please visit [surpriseaz.gov/GoldenRuleRSVP](http://surpriseaz.gov/GoldenRuleRSVP).

- The City of Surprise, in partnership with ARIZONA@WORK, is hosting a free hiring event on Thursday, September 25, to connect job seekers with more than 20 different employers currently hiring in the West Valley. The hiring event will be held from 10 a.m. - 1 p.m. at the Surprise Regional Library, 16089 N. Bullard Ave. Job seekers can meet potential employers and establish professional relationships in a convenient, time-saving setting. Prospective candidates should come to the event ready for potential onsite interviews and possible job offers. Attendees will also have a chance to learn about ARIZONA@WORK and the different services and resources they provide to help job seekers pursue employment opportunities.

## COMMISSIONER REPORTS

- Vice-Chair Kent-Partridge
  - Attended VA Mental Health Advocacy Council, on August 28
    - Presentation on veterans' court, more information to come
  - Attended tour of the Veterans Community Project (VCP) on September 1, in Longmont, Colorado
  - Attended VCP meeting in Glendale, on September 9 - VCP is scheduled to break ground in the upcoming weeks
  - Upcoming event on October 11, 2025, for the 12<sup>th</sup> Annual Stand Up for veterans – held at the Arizona Christian University in Glendale
- Commissioner Wisniewski
  - Attended meeting of Grand Marshal, Leo Pooley, a 100-year-old veteran
  - Attended VCP meeting on September 9, in Glendale
  - Attended Vet Fest Advisory Committee on September 9
  - Attended Josh Mach's Sand Box, at Marley Park Heritage Club
    - Josh Mach also hosts an informative podcast for veterans and first responders
- Commissioner Maxfield
  - Attended meeting of Grand Marshall, Leo Pooley, who will be named at the upcoming 2025 Veterans Day Parade
  - Attended Vet Fest Advisory Meeting on September 9
- Commissioner Billcheck
  - Attended Surprise City Council Meeting regarding the vision of the VDHS Commission
  - Met Grand Marshal, Leo Pooley – presented him with a challenge coin
- Commissioner Manuel
  - Working in Phoenix with USS Phoenix Cold War Monument group – next target will include locating Native Americans who have served in the submarine service
- Chair Tree
  - Attended Vet Fest Advisory Committee Meeting
  - Regional Manager of Mission BBQ in Surprise, offered facilities for VFW or American Legion Post organizations to host their meetings for free
    - Presented Regional Manager with challenge coin

## **CALL TO THE PUBLIC:**

None.

## **CONSENT AGENDA:**

None.

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

**Item 1 – Citywide – Presentation and discussion pertaining to the CDBG and HOME Needs Hearing for the 2025-2029 Consolidated Plan and Second Year Annual Action Plan.**

Adam Lane presented on the 2025-2029 Consolidated Plan and Second Year Annual Action Plan pertaining to the CDBG and HOME Needs Hearing.

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

**Item 2 – Citywide – Consideration and action pertaining to the August 13, 2025 Veterans, Disability & Human Services Commission meeting minutes.**

Commissioner Billcheck moved to approve the August 13, 2025, Veterans, Disability & Human Services Commission meeting minutes. Commissioner Wisniewski seconded the motion. The motion passed unanimously with 6 Yes votes and 1 absence (Fryer).

**Item 3 – Citywide – Presentation and discussion by The Home of Record Project.**

Founder, Gary Schell, presented on the services offered to veterans by The Home of Record Project.

**Item 4 – Citywide – Presentation and discussion by the Arizona Registrar of Contractors**

Assistance Director, Cindy Casaus, presented on the services offered to service members, veterans, and their spouses, through the Arizona Registrar of Contractors.

**Item 5 – Citywide – Discussion pertaining to the potential division of the Veterans, Disability & Human Services Commission.**

During a previous Commission meeting, Director Dyson presented on the City Council's recommendation to split the existing VDHS commission into two. Mr. Dyson presented the Commissioner's feedback to the City Council. He provided an update today, and the

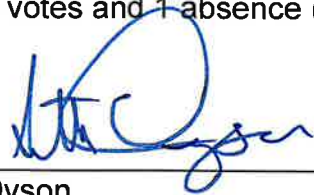
Commissioners continued their discussion on naming of future commissions, continuing existing projects, and timing of the division.

**OTHER BUSINESS AND FUTURE AGENDA ITEMS:**

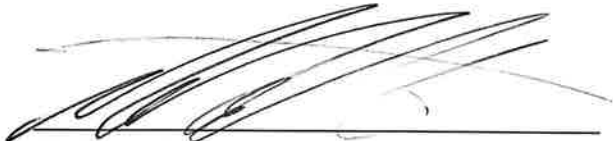
- Presentation by Veteran Legal Services
- Discussion about having Veterans Court in Surprise
- Collect inventory of support groups for veterans in Surprise and potentially bring to the City of Surprise

**ADJOURNMENT:**

Commissioner Wisniewski moved to adjourn the meeting of the Veterans, Disability & Human Services Commission on September 10, 2025, at 7:16 p.m. Commissioner Maxfield seconded the motion. The motion passed unanimously with 6 votes and 1 absence (Fryer).



Seth Dyson  
Human Service & Community Vitality Director



Michael Tree  
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:

10/8/2025