



City of Surprise  
Special Disability Advisory Commission  
Monday, April 23, 2012 – 6:00 P.M.  
*Surprise City Hall – Council Overflow Room*  
*16000 N. Civic Center Plaza*  
*Surprise, Arizona 85374*

## MINUTES OF THE MEETING

### Members Present:

Michelle Hernandez, Chairperson  
Michelle Lewis  
Roland Winters  
John Yaeger  
Shelia Kaiser  
Dr. Deborah Jones

### Staff Present:

Ricka Gallagher, HR Risk Consultant

Commissioner Winters left the meeting at 7:50pm

### 1. CALL TO ORDER

Chairperson Hernandez called the meeting to order at the Surprise City Hall, Council Overflow Room, 16000 N. Civic Center Plaza, Surprise, Arizona 85374, on Monday, April 23, 2012, at 6:07 pm.

### 2. CURRENT EVENTS AND REPORTS

None

### 3. STAFF REPORTS

None

### 3. PUBLIC COMMENTS

Mr. Andy Cepon, citizen, requested to speak after the group discussion. Chairperson Hernandez agreed to move public comments to follow the agenda discussion.

### 4. AGENDA

#### A. Discussion re: updating the DAC Strategic Plan, DAC goals, and objectives

Commissioner Winters motioned to make the discussion portion of this meeting less formal than usual to promote free discussion, which was seconded by Commissioner Yaeger. However, Ms. Gallagher explained that the agenda was created this way because it gives the Commission not only the ability to have free flowing discussion, but gives the Commission the ability to take action on agenda items if they choose to. The original "work study session" format would only have allowed discussion. Chairperson Hernandez mentioned the City's Board / Commission agenda template does not allow for "work study sessions" and so, in addition to the other explanations, the group had no choice but to set this as a special regular meeting.

Chairperson Hernandez requested the group refer to the revised DAC Strategic Plan as well as the original DAC Strategic Plan created in 2005, but copies of the original Strategic Plan were not available. Commissioner Lewis provided a copy of the original DAC Strategic Plan that she had in her files.

Commissioner Winters moved to recess the meeting at 6:20pm in order for Ms. Gallagher to make copies of the original DAC Strategic Plan; seconded by Commissioner Cline. Motion passed 7-0.

Commissioner Winters moved to reconvene the meeting at 6:30pm; seconded by Commissioner Yaeger. Motion passed 7-0.

Commissioner Yaeger started the discussion by stating the two areas of the seven listed on the revised DAC Strategic Plan that he is interested in are Rec. & Events #6 and Communication/Outreach #4. He asked the group if there was information easily available to the community on the city's recreation programs. He believes the DAC should work with staff on accessible areas for special events or have DAC staff work special events to ensure accessible areas are adequate and special event staff / volunteers are aware of the parking and access areas to better assist visitors with disabilities.

The group discussed the City's website and how much information it contains for the public with disabilities relating to recreation events and citizen ADA complaints. Commissioner Lewis stated there is a link to a complaint form online, but it is buried several layers deep and takes some hunting to find. The group feels this link should be easier to find and perhaps be located on the DAC webpage.

Discussion then ensued about the DAC webpage and what information it contained for the community with disabilities. Commissioner Lewis stated, in previous years, the webpage used to contain a plethora of information for the community with disabilities. However, since the departure of the City's ADA Advocate a couple years ago, the information has disappeared or is outdated. Commissioner Yaeger stated he would like to see commissioner bios and other current events, etc. on the City's DAC page. Ms. Gallagher stated that would be something IT would need to be involved in and she would need to confirm with them what time and staffing would be required to keep this page updated. Commissioner Yaeger commented that he could compile the information from the group and present it to IT as a package. Then all IT would need to do is upload it.

Discussion followed about the possibility of creating an independent DAC web / blog page where the Commissioners could update it on their own or with the assistance of the City's ADA Coordinator. There was uncertainty as to whether this would be a violation of statutes as the group is quasi-governmental. However, more information needs to be easily provided to the community, and the community should be kept current on events involving the City, DAC, and community partners / businesses. Commissioner Cline mentioned that the City

publishes a brochure two times a year listing all the recreation programs offered. This brochure is sent to every Surprise citizen. Commissioner Cline also mentioned this independent site could provide a link to the Chamber of Commerce. She believes this group should partner with the Chamber to advertise events or businesses in the community that are ADA friendly.

Commissioner Jones mentioned that the discussion at the last meeting about televising the DAC meetings would be beneficial to the community.

Chairperson Hernandez mentioned one of her groups of interest with the Strategic Plan is Communication/Outreach #4. She wanted the group to not change the Strategic Plan, but to focus on ideas on how to best implement the various aspects of the Plan.

Commissioner Cline mentioned her main area of interest is Businesses #3. Commissioner Winters would like all businesses in Surprise to be more accessible. The City's former ADA Advocate was very good at working with businesses to get accessibility issues addressed.

Commissioner Lewis stated she thinks it would help this group if one or more of the DAC Commissioners attended Council meetings and express the need for the City to hire an ADA Coordinator.

Discussion then ensued about a forum that was held a month or so ago with the Council Board & Commission subcommittee and the Board / Commission chairs regarding their goals, etc. Chairperson Hernandez said she was not notified about the meeting or she would have attended. Chairperson Hernandez wants to attend a meeting with this subcommittee (Councilmen Biundo, Williams and Woodard) to go over the DAC, their goals, Strategic Plan, etc.

Commissioner Lewis stated that Section 8 housing for the has been a problem in the community. Commissioner Cline stated that, while other municipalities have some Section 8 housing available to the disabled, Surprise does not. Commissioner Lewis stated she would like to work with Commissioner Cline on Strategic Plan Area #5 Housing.

Commissioner Winters stated he would like the DAC Commissioners to contact the HOAs in the community to explain the laws / violations. He expressed extreme dissatisfaction with the City's Dial-a-Ride program and the problems he has had with it, as well as other inadequate local transportation (bus service). He would like to be involved with Strategic Plan Area #7 Transportation, Connectivity and Design. Commissioner Hernandez stated she had some familiarity with Connectivity as she was involved in the Regional Connectivity group. She stated a study was done by Valley Metro on a proposed route to Wickenburg and it was found to be underutilized so the route was stopped.

Commissioner Kaiser asked if the DAC could get involved in sponsoring fundraisers to help pay for ADA items, and the possibility of working with non-profits in the area to help with funding. Commissioner Cline stated the DAC should work with the City's grant writer to get funding for special events. She has experience in this area and is willing to ask the City's grant writer what opportunities exist. She thinks this may fall under Strategic Plan Area #4 or Area #6.

Andy Cepon, citizen, requested to speak to the Commission. Chairperson Hernandez granted his request. Mr. Cepon wanted to bring up a couple points that he feels will help the DAC make a difference:

1. Be friends with the City's grant writer. Find funding for the DAC independent of the City so the DAC doesn't have to be dependent on the City to fund repairs / improvements;
2. Better monitor events in the city. This group is not aware of what issues the Council and other Boards / Commissions are discussing;
3. Be the first Commission to work with other Boards / Commissions on issues and ideas.

Mr. Cepon sees this group's discussions heading towards three areas:

Advocacy  
Awareness  
Compliance

Mr. Cepon stated he believes the DAC Chairperson needs to present a Strategic Plan that meshes with the Council's Strategic Plan if they plan on pursuing any city funding for their causes.

Commissioner Lewis asked if there were any issues with her posting city-related information on her personal Facebook page. Specifically she was interested in posts about upcoming events. The group was unclear if this was a violation or if she could do it as a private citizen. Chairperson Hernandez felt it could be construed that Commissioner Lewis is doing this on behalf of the DAC, especially for those readers who know she is a DAC Commissioner. Ms. Gallagher stated she could check into it.

Before the DAC made any motions, Commissioner Cline recapped the Strategic Plan areas of interest identified by the Commissioners through discussions:

- 1 Internal Coordination/Communication
  - a. Hernandez
  - b. Winters

- 2 Accessibility
  - a. Lewis
  - b. Winters
  - c. Jones
- 3 Businesses
  - a. Cline
  - b. Lewis
  - c. Winters
- 4 Communication & Outreach
  - a. Yaeger
  - b. Hernandez
  - c. Kaiser
- 5 Housing
  - a. Lewis
  - b. Cline
- 6 Rec. & Events
  - a. Yaeger
  - b. Kaiser
- 7 Transp., Connectivity & Design
  - a. Winters
  - b. Hernandez

Chairperson Hernandez thanked everyone for their participation.

- B. Consideration and possible action of strategic plan, goals & objective changes
1. Commissioner Winters moved to schedule a meeting between Chairperson Hernandez and Councilmen Biundo, Woodard and Williams to discuss the DAC. Commissioner Jones seconded the motion. Motion passed 7-0.
  2. Commissioner Winters moved to request a meeting with Councilman Hall and the Transportation Commission to discuss regional transit issues with the disabled community. Chairperson Hernandez moved to table the discussion until she has had a chance to meet with the councilmen. Commissioner Cline seconded the motion. Motion passed 7-0.
  3. Commissioner Yaeger moved to approve the specific Strategic Plan areas of interest identified by each Commissioner. Commissioner Cline seconded the motion. Motion passed 6-0.
  4. Commission Lewis moved to request staff keep the DAC apprised if future Council discussions arise about the ADA Coordinator position so the DAC can be present. Commissioner Cline seconded the motion. Motion passed 7-0.

5. Commissioner Yaeger moved to request staff keep the DAC apprised of future other Boards / Commission meetings so DAC Commissioners can coordinate attendance. Commissioner Kaiser stated she will get the dates and bring them to the next meeting. Commissioner Jones seconded the motion. Motion passed 6-0.
  6. Commissioner Yaeger moved that Recreation staff meet with him to discuss the Sundancers to educate them on ADA expectations and treatment of disabled individuals attending special events. Commissioner Jones seconded the motion. Motion passed 6-0.
  7. Commissioner Cline motioned to request staff to see if IT can update the DAC webpage, and if IT has any issues with the DAC creating their own web / blog page separate from the City. Commissioner Yaeger seconded the motion. Motion passed 6-0.
- C. Consideration and possible action to place items on future agendas  
Commissioner Cline motioned for each DAC subcommittee meet at least once in the next month to discuss / create action plans, and then present their ideas and updates at the next regular meeting. Commissioner Kaiser seconded the motion. Motion passed 6-0.

5. **NEW BUSINESS**

None

6. **ADJOURNMENT**

Commissioner Cline motioned to adjourn the meeting. Commissioner Jones seconded the motion. Motion passed 6-0. Chairperson Hernandez adjourned the meeting at 8:29pm.

*Ricka Gallagher*

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Ricka Gallagher, Risk Consultant