



City of Surprise
Disability Advisory Commission
Wednesday, April 18, 2012 – 6:00 P.M.
Surprise City Hall – Conference Rm. #150
16000 N. Civic Center Plaza
Surprise, Arizona 85374

MINUTES OF THE MEETING

Members Present:

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

Staff Present:

Councilman Mike Woodard
Michael Mason, SR. HR Risk Consultant
Ricka Gallagher, HR Risk Consultant
Joe Gladieux, Adaptive Recreation Supervisor

Members Absent:

1. **CALL TO ORDER**

Chairperson Hernandez called the meeting to order at the Surprise City Hall, Main Lobby Conference Room #150, 16000 N. Civic Center Plaza, Surprise, Arizona 85374, on Wednesday, April 18, 2012 at 5:57 p.m.

2. **CURRENT EVENTS AND REPORTS**

Commissioner Lewis reported how thankful she is that this community has resources like the karate school her son attends. The school instructor just graduated with a degree in ASL studies, and wants the school to work with people with all disabilities.

Commissioner Lewis reported she will be attending a free demonstration of assisted devices at the Harkins Arrowhead theaters this weekend. She has also contacted Ultrastar Movie Theater about this program. She will provide an update to the Commission at the May meeting.

Commissioner Winters attended Relay for Life. He was “arrested” as part of the fundraiser activity. Councilman Woodard was also named “Mrs. Race for Life”.

Commissioner Cline also was at Relay for Life. So far they have earned over \$71,000 in fundraising money. She is busy with outreach to Dysart schools and other community business about the program.

Chairperson Hernandez attended AZTap, which offers individuals with disabilities low interest loans for home improvements and vehicle upgrades. She will have more information to share at the May meeting as she’s looking for information from the City on its home improvement program.

3. **STAFF REPORTS**

Mr. Mason reported that he is working on obtaining final costs to retrofit the restroom doors at the library. This was an item the Commission requested be looked into at the last meeting. Commissioner Yaeger suggested perhaps another way to address the issue is to not have doors but construct an opening like restrooms in stadiums and airports. Mr. Mason said he had not thought of that option and will mention it to the contractor for input on feasibility.

Councilman Woodard was asked to explain what the Council is doing with Boards and Commissions. Councilman Woodard touched on some points:

1. A Council subcommittee was formed which is comprised of him and Councilmen Williams and Biundo. They were tasked with looking into the various Boards and Commissions for the City, and identifying improvements to how these volunteer groups can better assist the Council.
2. Explanation of the difference between a Board and a Commission by definition. A Board could be an entity required by statute but not always. Boards have decision making authority. Commissions are advisory in nature.
3. The subcommittee is looking at ways to reach a larger pool of interested citizen involvement.
4. For the DAC specifically, because this group is comprised of individuals with disabilities or those involved with individuals with disabilities who oftentimes have unforeseen medical issues, the subcommittee believes it best serves the respective community and this group if the meetings:
 - Are held in the same room in City Hall every meeting. The Council Overflow room was suggested as an option, but the subcommittee felt the Council Chambers was ideal as it has the technology to video as well as has audio “loops” for the hearing impaired.
 - Be televised.
 - Have an ASL signer.
 - Have telephonic call-in ability for those commissioners who cannot physically make the meeting.
5. The subcommittee is preparing a Boards & Commission handbook to help new members understand the process and the Council’s expectations.
6. The subcommittee wants to have an appreciation event for the Boards & Commissions as a thank you for all the volunteer work and time they give to the City.

Commissioner Lewis mentioned that while the signer is a good idea, for those hearing impaired individuals who do not read sign language, a CART interpreter will still be required.

Commissioner Cline asked Councilman Woodard how this Commission can communicate with Council better. Councilman Woodard wants a liaison to facilitate dialogue but, if not, have a Councilmember be assigned as a contact for the various Boards & Commissions.

Councilman Woodard stated he would like both staff and the Commission Chair or Vice-Chair to make presentations on issues before Council for consideration. There have previously been some differences between staff and Boards & Commission positions on issues before Council, and this would give the Council both sides before making any decision.

3. **PUBLIC COMMENTS**

Andy Cepon, citizen, suggested as a possible future agenda item that this group should have a discussion on – bolstering the DAC website. Some examples of what could be on the website are:

- DAC Commissioner biographies
- Projects the Commission is involved with
- Commission accomplishments
- The Commission's Strategic Plan
- A calendar of events

4. **AGENDA**

A. Approval of the January 18, 2012 Minutes

Commissioner Winters moved to approve the January 18, 2012 minutes; Commissioner Cline seconded the motion. Motion passed 4-0.

B. Ceremonial Swearing In

John Yaeger, Dr. Deborah Jones, and Shelia Kaiser were ceremonially sworn in as members of the Disability Advisory Commission by the City Clerk.

C. Date for Work Study Session

Commissioner Winters requested this meeting happen in the summer as he is not available next month.

Commissioner Lewis stated the Strategic Plan needs updated, that this Commission previously had a budget for improvements but no longer does, and that much more was being done when Nanette Bowles was the City's ADA Advocate.

Chairperson Hernandez would like this group to come to the table with ideas of interest for improving the Strategic Plan, and discuss Commission goals and objectives for the coming year.

It was the consensus that the group meet before Commissioner Winters is not available. The group decided on Monday, April 23rd, at 6:00pm for this meeting with Monday, April 30th, at 6:00pm as an alternate date. It was also agreed by the group that the meeting take place in either the same conference room or Council Overflow room.

Staff was directed to prepare an agenda for this meeting and have it posted. Staff was also directed to provide every Commissioner with a copy of the DAC Bylaws, City Council Strategic Plan, and DAC Strategic Plan before this meeting.

Commissioner Cline moved to schedule this meeting for Monday, April 23rd, at 6:00pm; Commissioner Winters seconded the motion. Motion passed 7-0.

D. Future Agenda Items

Mr. Mason presented a list of possible items for the May meeting:

- Election of a Chair and Vice-Chair
- Open Meeting Law training
- Camp Tatiyee presentation
- Service Animal presentation
- Harkins summary

Chairperson Hernandez suggested the Open Meeting Law training be moved to the June meeting as the remaining agenda items will take some to get through.

Commissioner Winters asked if the service animal presentation was with a group he has been affiliated with. Mr. Mason stated it was not; that it was a group that Mr. Cepon had previously provided information about, Canine Companions for Independence. Mr. Cepon stated the presenter may not be in town any longer. Mr. Mason stated he would follow up and, if the presenter can no longer do a presentation, Mr. Mason will seek another local organization to present to the group on service animals.

Commissioner Lewis stated she will present her summary during the Current Events portion of the meeting and so it doesn't need to be an agenda item. Mr. Mason stated he mentioned it so that the group is aware it will be a topic of discussion next month.

Commissioner Cline moved to schedule the three remaining items on Mr. Mason's list for the May agenda, and postpone the Open Meeting Law training to June; Commissioner Yaeger seconded the motion. Motion passed 7-0.

Chairperson Hernandez suggested that staff be presented with any agenda items a minimum two weeks in advance of the meeting and that posted agendas be sent to the Commissioners a minimum 48 hours in advance of the meeting. Ms. Gallagher stated, once she submits the items for agenda using the City's agenda software program, the matter is out of her hands. Ms. Gallagher stated she cannot guarantee that a posted agenda will be available in the timeframe requested by Chairperson Hernandez, but does follow up with staff to ensure it is posted at least 24 hours prior to meeting time. Chairperson Hernandez then suggested if the Commissioners could at least get the latest "proposed" agenda in advance. Ms. Gallagher stated that would not be an issue.

E. Staff Updates

Mr. Mason stated that he will need to follow up with Mr. Ken Lynch on the City's costs to televise. Commissioner Cline stated it shouldn't be that difficult to determine the costs since the Planning & Zoning Commission televises their meetings; the costs should be the same for the DAC.

F. Status of ADA self evaluation items; Surprise Library restroom door openers

Mr. Mason reiterated that he is working on the subject and will report back to the group next month with an update.

Mr. Gladieux then mentioned the activities he is or has been involved in since the last meeting. Some of the activities are:

- Buddy Teams – nationally recognized program
- Egg hunt – 150 participants
- Outreach groups from high schools continuing
- Outreach sports events
- Spring Training – responded to ADA questions
- Family Adaptive Rec. campout – April 21st
- Dysart preschool programs
- Summer Adaptive Rec. programs – 13 programs total

Mr. Gladieux is also the inclusion coordinator for the City, and works with citizens to be able to participate in the programs the City of Surprise offers. There are now approximately 5,000 participants in his Adaptive Rec. programs.

5. **OTHER BUSINESS**

Commissioner Cline requested staff to provide the Commission with research on what the other cities have regarding ADA and their programs for those with disabilities. Ms. Gallagher explained she had sent that information to Commissioner Cline via email several times and was not sure why it had not been received, but Ms. Gallagher stated she will include that information with the other information the Commission has asked for from staff.

6. **ADJOURNMENT**

Commissioner Winters motioned to adjourn the meeting; Commissioner Cline seconded the motion. Motion passed 7-0. Chairperson Hernandez adjourned the meeting at 7:45pm.

Michael E. Mason

Michael E. Mason, Sr. Risk Consultant