



City of Surprise  
Disability Advisory Commission (DAC)  
Wednesday, October 17, 2012 – 6:00 P.M.  
*Surprise City Hall – Council Chambers*  
*16000 N. Civic Center Plaza*  
*Surprise, Arizona 85374*

## MINUTES OF THE MEETING

### Members Present:

Michelle Hernandez, Chair  
John Yaeger, Vice Chair  
Dr. Deborah Jones  
Roland Winters  
Michelle Lewis  
Alyson Cline

### Staff Present:

Sherry Aguilar, City Clerk  
Jacob Abramson, Sr. Video Production Coordinator  
Michael Mason, Risk Manager  
Ricka Gallagher, Risk Analyst

### Absent:

Shelia Kaiser

Commissioner Lewis left at 6:16pm

### 1. **CALL TO ORDER**

Chair Hernandez called the meeting to order at the Surprise City Hall, Council Chambers, 16000 N. Civic Center Plaza, Surprise, Arizona 85374, on Wednesday, October 17, 2012 at 6:12pm.

### 2. **CURRENT EVENTS AND REPORTS**

Commissioner Cline reported she attended the City meeting on the General Plan, and was told CED staff will be making a presentation to the DAC at its November regular meeting.

Vice Chair Yaeger attended the Arts & Recreation Committee. Also, both Vice Chair Yaeger and Commissioner Winters attended the grants meeting with Janeen Gaskins, the City's Grants Coordinator, to discuss the grant request the City is pursuing for automated library restroom doors. The City is pursuing submitting the grant with a non-profit as well as partnering with Maricopa County so the odds are hopefully favorable one of the grant requests will be accepted.

Commissioner Winters attended the last Dial-a-Ride public meeting on September 25, 2012. He used the new Dial-a-Ride service and was pleased with the results. He will also be a poll worker at the upcoming election.

Commissioner Jones was going to attend the Teen Advisory Commission meeting on October 10<sup>th</sup>, but the meeting was postponed. She will plan on attending the next scheduled meeting on November 7, 2012 provided she doesn't have a conflict.

Chair Hernandez also spoke with the Dial-a-Ride representatives and there seems to be an issue for people who need to go from Surprise into Phoenix for medical appointments and the service area of the current transit provider. She asked staff to follow up on this as Councilman Woodard was made aware of the situation and said he would look into it, and update the commission at next month's meeting.

3. **STAFF REPORTS**

Ms. Gallagher provided the commission a letter from Maricopa County expressing interest in partnering with the City in its grant request for automatic library restroom doors.

Ms. Gallagher informed the commissioners that an update is not yet available on when the commissioners can submit information to the City for inclusion in the *Surprise Progress* quarterly newsletter. Ms. Gallagher will provide a report at the next regular DAC meeting.

4. **PUBLIC COMMENTS**

Mr. Andy Cepon, citizen, congratulated the commission, council and staff for arranging to have DAC meetings held in Council Chambers and eventually televised. This will provide a much bigger opportunity for those individuals with special needs in the community to know more about community activities and the DAC.

Mr. Cepon also requested this commission place on future agendas (once the meetings become televised) the Camp Tatiyee presentation that the DAC heard several months ago as well as contacting staff to present at the HOA Academy. After discussion, Chair Hernandez requested the Camp Tatiyee presentation be scheduled for a future meeting, and asked staff to get information about the DAC presenting at the HOA Academy.

5. **AGENDA**

A. **Training of DAC members on use of Council Chambers equipment**

Ms. Aguilar and Mr. Abramson made a brief presentation on the technology features of the equipment on the dais in the Council Chambers for DAC meetings as well as meeting protocols. The Council is expecting all board/commission meetings and minutes will conform to the format used by Council. These protocols will be explained in more detail in a future training session for all board/commission members. Ms. Aguilar will send notification on the training date as soon as it is arranged.

B. Creation and possible completion of DAC Action Plan

After some discussion, Chair Hernandez suggested the DAC arrange another workgroup meeting to develop the Action Plan. Discussion followed about the layout, content, etc. Vice Chair Yaeger suggested the DAC subcommittees meet before the meeting and compile the items they feel should be part of the Action Plan; then, at the meeting, all subcommittee items will be presented and the final content will be decided.

Chair Hernandez inquired of staff to determine if it is too late for this year's Action Plan to be part of the budget process. Historically it has been presented by October in order to meet budget deadlines. Depending on the answer, the DAC may or may not have much time to finalize it.

After discussion, Commissioner Cline motioned to schedule the workgroup meeting for Monday, October 29, 2012; Vice Chair Yaeger seconded the motion. Motion passed 6-0.

C. Discussion, consideration and possible action regarding a presentation by Brenda Renou to request a possible unpaid voluntary student leadership internship

At the time this item was called for discussion, Ms. Renou was not present. Vice Chair Yaeger moved to table this item; Commissioner Cline seconded the motion. Motion passed 6-0.

Ms. Renou arrived after the original motion was made and passed. Therefore, Commissioner Winters motioned to reconsider this agenda item; Vice Chair Yaeger seconded the motion. Motion approved 6-0.

Ms. Renou is a student seeking a degree in non-profit leadership and management. The program requires she log 200 hours of career field exploration and she would like to partner with the DAC for some of those hours, if possible. She has supported the disabled community for the last five years with her dog training organization. The commission was very open to her suggestion and looks forward the partnership.

D. Consider and approve September 19, 2012 regular meeting minutes

Commissioner Winters motioned to approve the minutes; Commissioner Jones seconded the motion. Motion passed 6-0.

6. **ADJOURNMENT**

Chair Hernandez adjourned the meeting at 7:53pm.

*Michael E. Mason*

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Michael E. Mason, Risk Manager