



Minutes Tempe Veterans Commission December 10, 2019

Minutes of the TEMPE VETERANS COMMISSION held on Tuesday, December 10, 6:00 p.m., at the Tempe Public Library, 3500 South Rural Road, Tempe, Arizona.

(MEMBERS) Present:

Troy Friedman, Chair
Jeremy Farr, Vice-Chair
William Blair
Phillip Kraft
Michelle Loposky
David Lucier
Jezreel Ramirez (telephonically)

(MEMBERS) Absent:

Patricia Little-Upah
Abe McCann
Alfred Trevino

City Staff Present:

Greg Ruiz, Fire Chief
Octavia Harris, Deputy Human Services Director
Melissa Placencia, Administrative Assistant II

Guests Present:

Sukki Jahnke, Tempe Chamber of Commerce

Agenda Item 1 – Call to Order

Chair Troy Friedman called the meeting to order at 6:05 p.m.

Agenda Item 2 – Public Appearances

None present

Agenda Item 3 – Attendance

Agenda Item 4 – Review and Approval of the November 5, 2019 Minutes

MOTION: Motion to APPROVE November 5, 2019 minutes by Vice-Chair Jeremy Farr

SECOND: Motion seconded by Commission Member William Blair

AYES: Chair Troy Friedman, Vice-Chair Jeremy Farr Commission Members William Blair, Phillip Kraft, Michelle Loposky, David Lucier, and Jezreel Ramirez

ABSENT: Commission Members Patricia Little-Upah, Abe McCann and Alfred Trevino

Agenda Item 5 – Chair's Remarks

- Chair Troy Friedman announced this is his final meeting as Chair

- From Ann Gill: Veteran Supportive Employer Training Update:
 - 27 attendees/12 business attended December 9th training
- Appointments for the December 12th Regular Council Meeting
 - Courtney Smythe – Arizona Coalition of Military Families
 - Nisha Dorsey - East Valley Veterans Education Center
 - Timothy Rogers – Veteran Health and Wellness Organization

Agenda Item 6 – Presentation to Military Affairs Committee Recap – Chair Troy Friedman

Troy recently presented to the Tempe Chamber of Commerce’s Military Affairs Committee (MAC). MAC is interested in working together to create a Public Safety Award in Kyle Brayer’s name.

Agenda Item 7 – Kyle Brayer Public Safety Award Description (attachment)

Commission Member David Lucier would like to see this award presented at the Don Carlos Awards Ceremony as a Humanitarian Award; Deputy Human Services Director, Octavia Harris noted any changes to the Don Carlos Awards would require approval by the Tempe Community Council. Chief Greg Ruiz shared that Kyle’s family would be supportive in honoring is son in anyway possible.

Sukki Jahnke from the Tempe Chamber of Commerce reviewed the award description with the Commission and is open to working together on the description. Sukki will send an outline of the award to staff to distribute to the Veterans Commission.

MOTION: Motion to endorse the proposed “Kyle Brayer Veterans in Public Safety Award” by Vice-Chair Jeremy Farr

SECOND: Motion seconded by Commission Member David Lucier

AYES: Chair Troy Friedman, Vice-Chair Jeremy Farr Commission Members William Blair, Phillip Kraft, Michelle Lopusky, David Lucier, and Jezreel Ramirez

ABSENT: Commission Members Patricia Little-Upah, Abe McCann and Alfred Trevino

MOTION: Motion to collaborate with the Military Affairs Committee on the proposed “Kyle Brayer Veteran in Public Safety Award” by Commission Member David Lucier

SECOND: Motion seconded by Commission Member Phillip Kraft

AYES: Chair Troy Friedman, Vice-Chair Jeremy Farr Commission Members William Blair, Phillip Kraft, Michelle Lopusky, David Lucier, and Jezreel Ramirez

ABSENT: Commission Members Patricia Little-Upah, Abe McCann and Alfred Trevino

Agenda Item 8 – Chair and Vice-Chair Nomination and Election

MOTION: Motion to nominate Vice-Chair Jeremy Farr as the Chair of the Tempe Veterans Commission by Commission Member William Blair

SECOND: Motion seconded by Commission Member David Lucier

AYES: Chair Troy Friedman, Vice-Chair Jeremy Farr Commission Members William Blair, Phillip Kraft, Michelle Lopusky, David Lucier, and Jezreel Ramirez

ABSENT: Commission Members Patricia Little-Upah, Abe McCann and Alfred Trevino

MOTION: Motion to nominate Commission Member Jezreel Ramirez as the Vice-Chair of the Tempe Veterans Commission by Commission Member William Blair

SECOND: Motion seconded by Commission Member Michelle Lopusky

AYES: Chair Troy Friedman, Vice-Chair Jeremy Farr Commission Members William Blair, Phillip Kraft, Michelle Lopusky, David Lucier, and Jezreel Ramirez

ABSENT: Commission Members Patricia Little-Upah, Abe McCann and Alfred Trevino

Agenda Item 9 – Mentorship Proposal Review and Update – Vice-Chair Jeremy Farr (attachment)

The Commission reviewed the updated proposal with submitted revisions. Melissa Placencia will send the final version to Human Services Director Naomi Farrell for final review.

Agenda Item 10 – Commission Planning/Goals for 2020

- **Strong Community Connections**
 - Organize a 2020 Veterans Day event
 - Create an award honoring Kyle Brayer – IN PROGRESS
 - Create a quarterly Veterans Newsletter
 - Support Veteran Supportive Organizations from Tempe to be connected more with Skill Bridge

Agenda Item 11 – Commission Member Updates/Announcements

None

Agenda Item 12 – Future Agenda Items – ~~January 7, 2020~~ February 4, 2020

- Communications Discussion
- Commission Planning for 2020

Agenda Item 13 – Adjournment

Meeting adjourned at 7:11 p.m.

Next meeting will be on ~~January 7, 2020~~ February 4, 2020

Minutes Prepared by: Melissa Placencia

Reviewed by: Octavia Harris

Jeremy Farr, Chair
Tempe Veterans Commission

Veterans Affairs Commission Proposal

OUR MISSION: To serve as a proactive voice supporting military personnel in the greater Phoenix area.

OUR HISTORY: 2021 will mark 40 years of the Military Affairs Committee (MAC) as a program within the Tempe Chamber of Commerce. Over the years, awards have been added to the program to recognize outstanding personnel in the military units. In many cases, the awards are named in honor of fallen military personnel. These award ceremonies were lunch events spread throughout the year.

In 2018, the MAC was officially opened up to all Tempe Chamber members with a new strategy to incorporate sponsors, fundraising and larger award ceremonies. Earlier this year, the MAC held its first Red, White & Blue Awards ceremony that included six awards including three Unit/Base awards and three ROTC Scholarships. The visibility of the Tempe Chamber MAC has grown and fundraising through events and sponsorships has exceeded expectations. This is due to the strong support from Tempe Chamber businesses.

Just last month, the MAC approved a monetary increase to all current awards and has proposed adding new awards to the 2020 Red, White & Blue Awards. The MAC Executive Committee proposed including a Tempe 'Public Safety' award. During that meeting, the MAC hosted Tempe Veterans Commission Chair Troy Friedman. In his presentation he mentioned a 'Future Target' of the commission was to create an award honoring Kyle Brayer. The MAC committee mentioned our Public Safety Award addition and asked that it be considered to be in honor of Kyle Brayer, a former Marine and 10 year veteran of the Tempe Fire Medical Rescue Department who was tragically lost when shot by a civilian in early 2019.

Our proposal is to ask the Veterans Affairs Commission if they would like to share in the creation, standards and selection process for our new award category. Our recommendation includes:

Award Name: The Kyle Brayer Public Safety Award

Awardee Requirements/Criteria:

- A current employee within any of Tempe's public safety departments
 - A military veteran or current member of the a reserves or guard
- Candidates must have:
- Been recognized by their supervisors, colleagues or those they serve
 - Demonstrated consistent excellence in the performance of their duties
 - Displayed consistent dedication to their official responsibilities over a period of years
 - Shown continuous growth in responsibilities and skills within their profession

Award Timeline:

- Open nominations from Tempe Public Safety December 20th – January 20th
- Nominations evaluated by MAC and VAC by January 31st 2020
- Awardee announced by February 7th 2020
- Award presented at Red, White & Blue Awards on March, 11, 2020

Award: Custom Plaque, Check for \$150 and a 2 night hotel stay

MEMORANDUM



TO: Mayor & Council
FROM: Jeremy Farr & Tempe Veterans Commission
THROUGH: Naomi Farrell, Human Services Director
DATE: February 4, 2020
SUBJECT: Proposed Veteran Mentorship Program

BACKGROUND

Veterans experience a range of challenges and issues as they transition to civilian life and culture, which include career, school, training, friends, housing, and available services. Mentorship programs within the military services aid service member, their families, and the commands they are assigned while in the service. Similarly, the city could provide a program which provides sound counsel and resources through qualified mentors.

Observation

Veterans who choose to make the City of Tempe their home and/or their place of work have programs that seek to facilitate a good quality of life. There is an abundance of military veterans who face the challenges of adapting to the community and those who have successfully established themselves in the community. Being a resident of Tempe provides many incredible opportunities for many veterans, however, lack of experience can lessen the effectiveness of those resources and opportunities.

Recommendation

A city sponsored mentorship program that can aid in the success of veterans during and after their transition. For a mentorship program to be successful, it will need to have program management and a pool of qualified engaged mentors. The City of Tempe Veterans Commission has influence and connections within the veteran community that could facilitate a mentorship program. We recommend that the commission identify an individual to lead the effort in establishing a mentorship program as the program coordinator. Additionally, we believe it would be beneficial

to have members of the Veterans Commission provide guidance and establish the MVGP (Mission, Vision and Guiding Principles).

Respectfully,

City of Tempe Veterans Commission

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CITY OF TEMPE

VETERAN'S MENTORSHIP PROGRAM

PURPOSE

The City of Tempe Veteran's Mentorship Program seeks to help veterans develop life skills, overcome challenges, and strengthen positive character attributes. The program utilizes key personnel to provide program management and guidance, training, mentorship pairing and assignments, and program outreach. Mentorship is a resource program that seeks to help veterans develop life skills, overcome challenges, and strengthen positive character attributes. The program utilizes key personnel to provide program management and guidance, training, mentorship pairing and assignments, and program outreach. This is a volunteer-based program.

APPLICABILITY

This instruction applies to all veterans who live or work in the City of Tempe and their appointed mentors.

BACKGROUND

Mentorship can be a powerful and adaptive tool for personal and professional development. It offers an opportunity for mentors and mentees to address issues of concern, increase interpersonal relationships and enhance community bonds. Tempe veterans are diverse; they represent a wide range of backgrounds and life experiences. They have unique goals and ambitions, as such it is key to pair veterans to mentors who not only understand their mentees but are able to successfully connect and provide sound guidance. There are many successful mentorship programs currently in practice in private and government organizations.

POLICY

The City of Tempe is committed to providing continued support of its veteran residents. Veterans who would like to engage with a mentor can do so by contacting the program coordinator. For veterans returning to the City of Tempe, a mentorship request can be submitted up to three months prior to return. Typically, mentors and veterans will engage in the program for a period of one to two-year period.

ACTION

The City of Tempe establishes an active mentoring program to assist Tempe Veterans in becoming full contributors to the community team and their personal development by creating an environment which provides one-on-one interaction. The following guidelines are provided:

- 1) A Mentorship Program Coordinator will be appointed by the City of Tempe. Duties include appointing a Program Coordinator for the Mentorship Program and spot-checking the effectiveness of the Mentorship Program. The City of Tempe's Veterans Commission will aid the Mentorship Program Coordinator in monitoring the effectiveness of the program.
- 2) Duties of the Mentorship Program Coordinator include but are not limited to the following:
 - a) Screening potential mentors
 - b) Providing mentorship training
 - c) Pairing mentors and veterans
- d) Conduct periodic quality checks with mentors to evaluate and support the effectiveness of the Mentoring Program. Participating veterans are encouraged to provide feedback concerning the program to their Mentor.
- 3) The Mentorship Program is voluntary for participants. All mentors will be knowledgeable of the information contained in this instruction.
- 4) The Mentorship Program is made up of the following three phases:
 - a) Phase One: Assignment
 - b) Phase Two: Regularly scheduled mentor and veteran interactions
 - c) Phase Three: Completion; normally ending when either the mentor or veteran wish to conclude the relationship
- 5) Mentors will be paired with veterans by the program coordinator. Normally, mentors will have 1-2 protégés and will conduct meetings monthly while keeping documentation.
- 6) The Mentor will establish and maintain open lines of communication with assigned veterans consisting of, but not limited to, the use of scheduled periodic meetings and telephone communication. The frequency of these meetings will be determined by the needs of the member or the mentorship category the member

falls into. As options, meetings such as mid-day or afternoon should be considered because they may be effective in creating an atmosphere of trust.

7) A quarterly semi-annual meeting will be held with Mentorship Program coordinator and stakeholders to discuss program effectiveness concerns and any other items of interest for program feedback.

8) A quarterly meeting, open to all mentors and mentees, will be facilitated to discuss the Mentorship Program, and conduct training.

9) This instruction provides information concerning mentoring including details on counseling methods. Any individual involved in the mentoring program will be thoroughly familiar with the material outlined in this document.

Distribution:

City Council, City of Tempe
Veterans Commission, City of Tempe

Enclosures:

- 1) Mentoring Philosophy and Principles
- 2) Program Elements and Responsibilities
- 3) Contract Form
- 4) Suggested Focus Points for Mentoring
- 5) Guidance for Mentors
- 6) Guidance for Protégés
- 7) Mentoring Leader Notebook
- 8) Special Considerations
- 9) Sample Professional Development Plan
- 10) Sample Mentor/Protégé Action Plan
- 11) Sample Mentor Evaluation Form

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