

The Social Services Commission is an advisory body to the City Council that generally meets on the fourth Thursday of each month at 6:00 p.m. The Commission may make recommendations to the City Council on Veterans affairs, homeless issues, adults with development disabilities, and children with special needs. All meetings are open to the public except for those portions that under law may be considered in closed session.

Staff reports are available for review at the Civic Center Main Library and the City Clerk's Office. Direct any other questions or concerns to the Social Services Commission liaison at 310.618.5880. Agendas are posted on the City of Torrance Home Page www.TorranceCA.Gov.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Manager's office at (310) 618-5880. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR35.102-35.104 ADA Title II]

TORRANCE SOCIAL SERVICES COMMISSION AGENDA
APRIL 27, 2023
REGULAR MEETING
6:00 P.M. WEST ANNEX COMMISSION MEETING ROOM
SOCIAL SERVICES COMMISSION MAY TAKE ACTION ON ANY ITEM
LISTED ON THE AGENDA

1. CALL MEETING TO ORDER

ROLL CALL: Commission Members Bickford, Funes, Leys, Sansalone, Scotto, Witt, Chair Reynolds

2. FLAG SALUTE

3. REPORT OF STAFF ON THE POSTING OF THE AGENDA The agenda was posted on the Public Notice Board at 3031 Torrance Bl. and on the City's Website on April 18, 2023.

4. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS

5. ORAL COMMUNICATIONS (Limited to a 30 minute period)

This portion of the meeting is reserved for public comment on items not on the agenda or on topics of interest to the general public. Under the Ralph M. Brown Act, Commissioners cannot act on items raised during public comment but may respond briefly to statements made or questions posed; request clarification; or refer the item to staff. Speakers under this Public Comment period will have no longer than 3 minutes per speaker.

6. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, that item will be removed by a Commissioner from the Consent Calendar and considered separately.

6A. APPROVAL OF MINUTES: MARCH 23, 2023

7. ADMINISTRATIVE MATTERS

7A. DISCUSS 2023 VETERANS APPRECIATION EVENT AND PROVIDE DIRECTION TO STAFF FOR FOLLOW UP

7B. DISCUSS COMMISSION PRESENTATION FOR THE JOINT MEETING WITH CITY COUNCIL SCHEDULED FOR JUNE 20, 2023

8. COMMISSION ORAL COMMUNICATIONS

9. ADJOURNMENT

- 9A.** Adjournment of the Social Services Commission Meeting to May 25, 2023 at 6:00 p.m.

March 23, 2023

**MINUTES OF A MEETING OF THE
TORRANCE SOCIAL SERVICES COMMISSION**

1. CALL TO ORDER

The Torrance Social Services Commission convened in a regular session at 6:02 p.m. on Thursday, March 23, 2023 at the West Annex Commission Meeting Room, Torrance City Hall.

ROLL CALL

Present: Commissioners Bickford, Funes, Leys, Sansalone, Scotto and Witt and Chairperson Reynolds

Absent: None.

Also Present: Deputy City Manager Hoang

2. FLAG SALUTE

The pledge of Allegiance was led by Former Commissioner Chlota.

3. REPORT OF THE STAFF ON THE POSTING OF THE AGENDA

Deputy City Manager Hoang stated that the agenda for the Social Services Commission was properly posted on Friday, March 16, 2023 on the Public Notice Board by the City Clerk's office and on the City's website.

4. ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS

Deputy City Manager Hoang stated that there were no items.

5. ORAL COMMUNICATIONS

None.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES: February 23, 2023

MOTION: Commissioner Leys moved to approve Item 6A, as submitted; motion was seconded by Commissioner Sansalone. The motion passed by a roll call vote.

7. ADMINISTRATIVE MATTERS

7A. ACCEPT AND FILE REPORT AND PRESENTATION FROM TRANSIT DEPARTMENT STAFF REGARDING THE C-LINE EXTENSION TO TORRANCE

Senior Business Manager Mach presented the report on the item. He stated that the LA Metro C-Line Extension to Torrance Transit Center was a 4.5-mile passenger light rail system from Redondo Beach, with 2 proposed stops: Redondo Beach and the Mary K. Giordano Regional Transit Center in Torrance. He listed and discussed the three possible options:

- Light Rail on Metro Right-of Way Elevated/At-Grade (Proposed Project) - estimated completion Fall 2033-supported by City Council
- Light Rail on Metro's Rail Right -of Way/Trench (Trench Option) - estimated completion Fall 2036
- Not on Rail Right of Way and Runs Down Hawthorne Boulevard (Hawthorne Option)- estimated completion Fall 2035

He noted that the City Council had voted unanimously to support Proposed Project: Right -of-Way with Elevated/At Grade option. He discussed the reasons why the extension was needed: to provide an alternative to driving on the 405 Freeway, to reduce air pollution and greenhouse gases, to avoid and minimize environmental impacts on resources and provide a more equitable access to regional destinations by improving connections to the LA Metro regional rail system. He reviewed the list of those who would utilize the project: drivers on the 405 Freeway, travelers on the main arteries in the South Bay, South Bay region-wide commuters and Los Angeles International Airport (LAX) passengers. He pointed out that the project was estimated to serve 65,000 jobs in the project area by 2042 and added that majority of the ridership would be traveling to and from Torrance. He noted that the project would improve equity by serving 18% of low-income communities and 47% of minority/non-white communities and added that Metro offered discounts on rides through their Low-Income Fare is Easy (LIFE) Program. He discussed Metro's Ambassador on-board program to help people experiencing crises on the train.

Senior Business Manager Mach reviewed the routes and regional benefits of the destination connections provided by the extension for: the Mary K. Giordano Regional Transit Center in Torrance, Inglewood and the larger region. He explained that the extension would provide a one seat ride to LAX.

Senior Business Manager Mach provided details on impacts, costs and completion time lines on the three project options and noted that Light Rail on Metro Right-of Way Elevated/At-Grade (Proposed Project) had the best chance of being completed by the 2028 Olympics, as it utilized the existing LA Metro Right-of Way, had State funding through Measure R and Measure M as well as additional State funding. He pointed out that the project also avoided traffic and parking impacts on Hawthorne Boulevard. He explained that the LA Metro Board would make the final decision on the option.

MOTION: Commissioner Funes moved to accept and file report and presentation from Transit Department staff regarding the C-line extension to Torrance; motion was seconded by Commissioner Sansalone. The motion passed by a unanimous roll call vote.

7B. ACCEPT AND FILE REPORT AND PRESENTATION FROM THE TORRANCE OFFICE OF EMERGENCY SERVICES

Emergency Services Coordinator Day stated that Emergency Services, in coordination, conjunction and collaboration with all City departments would help to maximize the City's potential to prevent against, prepare for, respond to and recover from both natural and man-made emergencies and disasters. She noted that virtually all incidents disproportionately affected individuals with access and functional needs (AFN), such as: people with disabilities, older adults, children, those with limited English proficiency, those that were transportation disadvantaged and people experiencing homelessness. She explained that the Emergency Services needed to consider all these factors during planning and working with external partners. She discussed Homeless Preparedness and Emergency management and shelters in relation to an emergency response to adverse weather conditions. She reviewed safety methods to use during earthquakes and how to develop a home safety plan which should include: how to communicate during an emergency, what emergency supplies and medication to have on hand and who could help in the neighborhood. She added that it was important to take a proactive stance to learn about types of emergencies or hazards within the community. She discussed the Community Emergency Response Team (CERT) courses in the City and encouraged community members to participate. She reviewed pets and emergency preparedness and noted that pets need to be included in the family emergency plan. She noted that the City did have an agreement with a local YMCA to shelter small animals. She reviewed "shelter-in-place" and the systems of Torrance Alerts, SouthBay Alerts and CitiCable, which provide information on local weather and emergency alerts. She requested that the Commission participate in the community survey for the City of Torrance for the Local Hazard Mitigation Plan.

MOTION: Commissioner Witt moved to accept and file report and presentation from the Torrance Office of Emergency Services; motion was seconded by Commissioner Sansalone. The motion passed by a unanimous roll call vote.

7C. APPROVE A BROCHURE FOR NONPROFITS AND GOVERNMENTS AGENCIES TO PROMOTE THEIR SERVICES IN TORRANCE

Deputy City Manager Hoang presented the report for the item and discussed the City's Management Aide Program and introduced Management Assistant Alexis Motonaga. She described the components of the brochure and changes that had been made to the draft, using the Commission's suggestions provided at last month's meeting.

The Commission had the following suggestion for the brochure:

- Add a reference to the QR code in the *Engage with Torrance Residents!* Section to direct readers to adjoining column with QR code

MOTION: Commissioner Sansalone moved to approve a brochure for nonprofits and government agencies to promote their services in Torrance. Motion was seconded by Commissioner Funes. The motion passed by a unanimous roll call vote.

8. COMMISSION ORAL COMMUNICATIONS

Commission Witt announced that the Steven A. Cohen Military Family Clinic had opened in Torrance. Deputy City Manager Hoang noted that the Clinic would speak at a future Commission meeting.

Commissioner Bickford requested an excused absence for the April meeting.

Deputy City Manager Hoang noted that the in-person drop off for the toiletry drive would take place on Saturday, March 25, 2023. Chairperson Reynolds stated that he would join Commissioner Bickford at the drop off event.

Deputy City Manager Hoang stated that Management Associate Gent would be emailing the Commission to select a date to sort the donated items.

Deputy City Manager Hoang announced that the Commission's joint meeting with City Council would be on June 20, 2023 and discussions would take place at the April and May meetings on topics, structure and assignments for the joint meeting. He added that LeAnne Chen, Office Assistant in the City Manager's Office would return to discuss the results of the survey on the Veterans Day events.

9. ADJOURNMENT

- 9A.** At 7:22 p.m., Commissioner Leys moved to adjourn the meeting to the regular meeting on Thursday, April 27, 2023 at 6:00 p.m. The motion was seconded by Commissioner Sansalone and the motion passed by a unanimous roll call vote.

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Honorable Members of the Social Services Commission
City Hall
Torrance, California

Members of the Commission:

**SUBJECT: Discuss 2023 Veterans Appreciation Event and Provide Direction to Staff
For Follow Up**

RECOMMENDATION

Recommendation of staff that the Social Services Commission discuss the 2023 Veterans Recognition Event and provide direction to staff for follow up.

BACKGROUND AND ANALYSIS

During the February 23, 2023 meeting of the Commission, your Honorable Body heard a staff report from LeAnne Chen of the City Manager's Office on the 2022 Veterans Appreciation Event. During the meeting, your Honorable Body requested the following of staff:

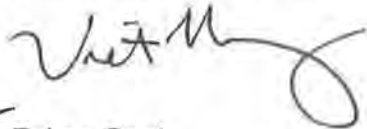
1. Conduct a survey with participants from the 2022 Veterans Appreciation Event to identify what participants may wish to see in an event in 2023;
2. Identify other local events that may be occurring related to Veterans Day and that may be in conflict with the City and the Commission's Appreciation Event; and
3. Identify potential dates for the 2023 Veterans Appreciation Event.

At tonight's meeting, LeAnne will provide your Honorable Body with a report on the survey results, as well as other events in South Bay that LeAnne has been able to identify that may conflict with a City event. Following, staff is requesting the Commission discuss and provide staff with direction to bring back to a future Commission meeting:

1. **Date of Event:** Veterans Day is Saturday, November 11, 2023. Staff has reserved the Toyota Meeting Hall and Torino Plaza for Friday, October 20 (City Hall is closed) and Friday, November 3 (City Hall is closed). The Toyota Meeting Hall is not available on Friday, November 10. In discussing the date of the event, your Honorable Body may wish to consider the impacts of weather, a potential surge in COVID, and conflicting events in South Bay.
2. **Elements of Event:** Once the Commission has reviewed feedback from previous Veterans Appreciation Event participants, staff is respectfully requesting direction for the elements your Honorable Body may wish to see for the 2023 event. Your discussion may include:
 - a. Resource Booths
 - b. Entertainment
 - c. Speakers
 - d. Video Presentation (as a reminder, the Commission discussed potentially having a video presentation play throughout the event, with community members expressing appreciation for the service of Military Veterans)
 - e. Open Mic
 - f. Raffle
3. **Meal:** Recommendation of potential meal options.

As staff has noted in the past, once a complete program is available for your Honorable Body to review and consider, staff will request the Commission's approval at a future Commission meeting.

Respectfully submitted,


for
Zulma Gent
Staff to the Commission


Viet Hoang
Staff to the Commission

Honorable Members of the Social Services Commission
City Hall
Torrance, California

Members of the Commission:

**SUBJECT: DISCUSS COMMISSION PRESENTATION FOR THE JOINT MEETING
WITH CITY COUNCIL SCHEDULED FOR JUNE 20, 2023**

RECOMMENDATION

Recommendation of staff that the Social Services Commission discuss the presentation to be reported at the joint meeting with Torrance City Council on Tuesday, June 20, 2023.

BACKGROUND AND ANALYSIS

In 2022, Torrance City Council requested that the City Clerk's Office assist in scheduling joint meetings between the Council and the City's various Commissions. The practice of holding joint meetings ceased during the COVID pandemic. So far in 2023, the Commission on Aging and the Torrance Youth Council have held joint meetings with City Council. The agendas for both meetings are attached to this staff report.

Your Honorable Body is scheduled for your joint meeting with City Council on Tuesday, June 20, 2023. A light dinner will be served at 4:00 pm, followed by the joint meeting at 5:00 pm.

In preparation for the joint meeting, staff respectfully requests that your Honorable Body discuss the following:

1. Confirm which Commission members will be present for the Joint Meeting with City Council;
2. Discuss elements of the presentation;
3. Identify Commission members to present each element during the meeting; and
4. Request staff to develop a PowerPoint presentation and script and return the items for Commission's review for their May 2023 meeting.

To assist your Honorable Body in preparing for this discussion, staff has identified some key accomplishments, and current and future initiatives that may be part of the presentation:

Four Major Events Every Year

- Annual Homeless Count – Deployment Site Coordination and Volunteer Recruitment since 2017.

- Annual Toiletry Drive – Annual drive for two weeks to collect supplies for agencies that serve people experiencing homelessness since 2017, including Harbor Interfaith Services, Family Promise of South Bay, and 1736 Family Crisis Center.
- TUSD Back-2-School Supplies Drive – Annual participation in the Torrance Unified School District’s back to school supplies drive, benefiting students and their families experiencing homelessness, since 2018.
- Annual Veterans Appreciation Event – Annual appreciation event since 2017 to recognize community Veterans for their military service. In-person event for four years, and virtual event for two years. Event includes resource booths to connect Veterans with resources including Veterans benefits, employment, and social opportunities.

Work Plan

- Original Work Plan: The Commission’s original work plan was received and filed in November 2016.
- Focus on Homelessness: The bulk of the Commission’s efforts towards the work plan since November 2016 has focused on solutions to address homelessness (see below).
- Updated Work Plan to Address Adults with Developmental Disabilities and Youth with Special Needs: In 2022, the Commission created action items to better support Adults with Developmental Disabilities and Youth with Special Needs. To achieve meaningful action, the Commission listened to presentations from nonprofits and government agencies that serve these two populations and asked, “What can the City do to support your agency?” Action steps were created and the Commission prioritized the following:
 - Priority 1: Create opportunities for nonprofit organizations and government agencies that serve people with developmental disabilities and youth with special needs to better promote their services.
 - Priority 2: Increase employment opportunities in the City for people with developmental disabilities.
 - Priority 3: Understand housing needs of people with developmental disabilities, housing options that currently exist, and opportunities in the Torrance community to support housing needs.
 - Priority 4: Conduct drive that provides supplies to organizations and agencies that serve adults with developmental disabilities and youth with special needs.

Homelessness

- Homelessness Plan: Through dozens of presentations from nonprofits and government agencies, Commission members gained foundational knowledge of homelessness in Torrance and throughout LA County. These presentations allowed for the City, through significant work of volunteer Nancy Wilcox, to develop a homelessness plan that was adopted by Torrance City Council on June 22, 2021.
- Outreach Worker: Leveraging a grant from the South Bay Cities Council of Governments, the City was able to secure a contract to retain an outreach worker dedicated to serving the City of Torrance.

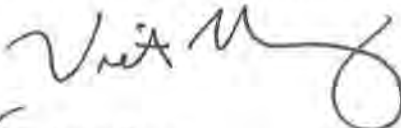
- Updates from Staff, Government Agencies and Nonprofits: The Commission continues to hear presentations to stay abreast of the latest related to homelessness, approaches that the City may wish to consider, and accomplishments of the City's programs.

Adults with Developmental Disabilities and Youth with Special Needs

- Promotion of Services: In response to the nonprofits and government agencies that requested opportunities to promote their services in Torrance, the Commission in 2023 approved of a "Promote Your Agency with the City of Torrance," brochure, which is distributed to agencies that serve adults with developmental disabilities and youth with special needs. The brochure is also available online.
- EVOLVE: EVOLVE, which is an agency that works with Harbor Regional Center, presented to the Commission on their services in 2023. EVOLVE noted the difficulty for those served by Harbor Regional Center to attain work experience and employment. Since that presentation, the City has placed one of EVOLVE's clients in an internship to gain work experience, and continues to work with EVOLVE to identify other internship or employment opportunities. Additionally, EVOLVE presented to a group of managers so managers can better understand how to create an inclusive environment in the workplace for those who happen to have development disabilities.

The above is not an inclusive list of all the work the Commission has performed. Staff simply wanted to provide some ideas the Commission may wish to include into their presentation during their joint meeting with City Council.

Respectfully submitted,


for Zulma Gent
Staff to the Commission


Viet Hoang
Staff to the Commission