

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
JUNE 22, 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: COMMISSIONER BICKFORD

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 June 15, 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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS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: MAY 25, 2023

7. ADMINISTRATIVE MATTERS

7A. APPROVE RECOMMENDED FRAMEWORK FOR THE 2023 VETERANS APPRECIATION EVENT

8. COMMISSION ORAL COMMUNICATIONS

9. ADJOURNMENT

9A. Adjournment of the Social Services Commission Meeting to July 27, 2023 at 6:00 pm

**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 6:00 p.m. on Thursday, May 25, 2023 at the West Annex Commission Meeting Room, Torrance City Hall.

ROLL CALL

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

Absent: Commissioners Leys and Scotto

Also Present: Deputy City Manager Hoang and Kimberly Masse - City Management Aide

MOTION: Commissioner Witt moved to approve the excused absences of Commissioners Leys and Scotto; motion was seconded by Commissioner Bickford. The motion passed by a 5-0 roll call vote. (Absent Commissioners Leys and Scotto)

2. FLAG SALUTE

The Pledge of Allegiance was led by Commissioner Funes.

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 Thursday, May 18, 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 was a supplemental item for Item 7B available for the Commission and public.

5. ORAL COMMUNICATIONS

None.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES: April 27, 2023

MOTION: Commissioner Witt moved to approve Item 6A, as submitted; motion was seconded by Commissioner Sansalone. The motion passed by a 5-0 roll call vote. (Absent Commissioners Leys and Scotto)

7. ADMINISTRATIVE MATTERS

7A. DISCUSS COORDINATING A SCHOOL SUPPLY DRIVE WITH TORRANCE UNIFIED SCHOOL DISTRICT BUILDING BRIDGES

Deputy City Manager Hoang introduced Management Aide Kimberly Masse who presented the report on the item and discussed the McKinney-Vento Act which provided rights and services to children and youth experiencing homelessness. She explained that for the school year 2022-23, Torrance Unified School District (TUSD) had 226 students experiencing homelessness and 136 students in the foster care system.

Management Aide Masse reported that Dr. Nancy Gutierrez, TUSD Coordinator for Parent and Community Engagement and Homeless and Foster Liaison had contacted staff to request that the City once again be a drop off location for the TUSD school supplies drive for the Building Bridges Program. She announced that the drive would begin at Monday, June 19, 2023 and end on Friday, July 21, 2023.

The following Commissioners would present the Item at City Council meetings on the dates below:

- June 20, 2023 Council Meeting: Witt
- July 11, 2023 Council Meeting: Bickford

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

Deputy City Manager Hoang presented the report for the item and discussed the topics and the slides that would accompany the presentation. He outlined the key points for the presentations for each Commissioner:

Chairperson Reynolds would:

- Introduce the Commission Members and staff
- Present a brief overview and history of the Commission, its jurisdictions, the development of the work plan, annual events, ongoing programs
- Discuss the work on homelessness, future initiatives
- Close meeting by extending appreciation to Partners: agencies, nonprofits, community members and businesses

Commissioner Leys would:

- Discuss presentations received from nonprofit and government agencies
- Explain development of the Original Work Plan
- Define the Six Strategies of the Work Plan

Commissioner Sansalone would:

- Discuss annual events and explain how the event support one of the six strategies
- Discuss ongoing programs, website and presentations for the community

Commissioner Scotto would:

- Discuss work on homelessness: 2 joint meetings, outreach worker, interim housing project, Homelessness 101 Training, continuing updates

Commissioner Bickford would:

- Discuss update to the work with development of plan for Adults w/ Development Disabilities, Youth w/Special Needs, including development of brochure and hiring of 4 interns from Evolve and Harbor Regional Center

Commissioner Witte would:

- Discuss lessons learned from presentations, feedback, surveys, and engagement

Commissioner Funes would:

- Discuss future initiatives: housing needs and drive to support organizations that serve people with development disabilities and update to work plan for Veterans

Deputy City Manager Hoang volunteered to write a script for any Commissioner who wished to have one and added that he will assign time limits to each section to help with scheduling. He noted that he would send any slides that were to be used during the presentation in advance to the Commissioner presenting for that topic, as well as a sample agenda for the joint meeting.

Nancy Wilcox, volunteer donation coordinator for 3290 Temporary Housing Village at Civic Center Drive, suggested that in the lessons learned section it would be important to emphasize how complex the issues were, and if possible, to quantify the amount collected during past and current collection drives as well as discuss the appreciation from the public. Ms. Wilcox stated that she would send the information on prior collections to Deputy City Manager Hoang.

8. COMMISSION ORAL COMMUNICATIONS

Commissioner Bickford thanked the City for the return of Armed Forces Day parade and reminded the Commission that on Memorial Day, the reading of all Torrance residents who have lost their lives in service would be read at 2:00 p.m. at the Veterans Memorial Wall.

9. ADJOURNMENT

9A. At 6:57 p.m., Commissioner Witte moved to adjourn the meeting to the joint meeting on Tuesday, June 20, 2023 at 5:00 p.m. with Torrance City Council. The motion was seconded by Commissioner Sansalone and the motion passed by a 5-0 roll call vote. (Absent Commissioners Leys and Scotto)

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

Members of the Commission:

SUBJECT: Approve Recommended Framework for the 2023 Veterans Appreciation Event

RECOMMENDATION

Recommendation of staff that the Social Services Commission discuss a framework for the 2023 Veterans Recognition Event and approve staff's recommendations for the framework.

BACKGROUND AND ANALYSIS

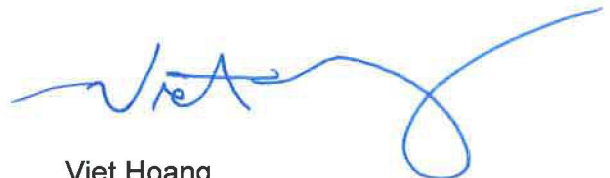
During the February and April 2023 Commission meetings, your Honorable Body provided LeAnne Chen with recommendations on elements for a framework for the 2023 Veterans Appreciation Event. During this evening's presentation, your Honorable Body will hear a presentation with specific staff recommendations. At the conclusion of the presentation, staff respectfully requests the Commission's feedback, as well as approval for a recommended framework.

1. **Date of Event:** Veterans Day is Saturday, November 11, 2023. Staff has reserved the Toyota Meeting Hall and Torino Plaza for Friday, November 3 (City Hall is closed).
2. **Elements of Event:** Staff will be presenting recommendations for the elements of the event for your Honorable Body's approval at this evening's meeting.
3. **Meal:** Staff will be presenting recommendations for the meal for the event for your Honorable Body's approval at this evening's meeting.
4. **Timeline for Completion:** During this evening's presentation, your Honorable Body is requested to discuss a timeline for completion of milestones leading up to the event.

Respectfully submitted,



Zulma Gent
Staff to the Commission



Viet Hoang
Staff to the Commission