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Direct questions or concerns to the Commission Liaison at (310) 618-2935, or individual department head prior to submission to the Commission. Parties will be notified if the complaint will be included on a subsequent agenda.

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**TORRANCE COMMISSION ON AGING AGENDA  
TUESDAY, FEBRUARY 6, 2024  
REGULAR MEETING  
9:30 A.M. IN THE WEST ANNEX COMMISSION MEETING ROOM  
AT 3031 TORRANCE BL.**

**THE COMMISSION ON AGING MAY TAKE ACTION ON ANY ITEM  
LISTED ON THE AGENDA**

**1. CALL MEETING TO ORDER**

**ROLL CALL:** Commission members: Davis, Grundhaus, Hileman, Mayfield, Dojiri, Snyder, and Chair Pryor

**2. FLAG SALUTE**

**WORDS OF INSPIRATION**

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

The agenda was posted on the Public Notice Board at 3031 Torrance Blvd. and on the City's Website on Thursday, February 1, 2024.

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**

**5. ORAL COMMUNICATIONS (Limited up to a 15-minute period)**

*This portion of the meeting is reserved for comment on items on the Consent Calendar or not on the agenda. Under the Ralph M. Brown Act, the Commission 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. **No longer than 1 minute per speaker.** If presenting handout material to Commission, please provide 10 copies to staff before speaking.*

**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 Councilmember from the Consent Calendar and considered separately.*

**6A. Approve Commission Minutes: December 5, 2023**

**7. ADMINISTRATIVE MATTERS**

**7A. PRESENTATION: "City of Torrance Home Improvement Program (HIP)"**

Presentation by Shawn Plunkett, City of Torrance HIP Supervisor.

**7B. DISCUSSION: SPEAKERS FOR UPCOMING MEETINGS**

Recommendation of the Community Services Director that the Commission on Aging discuss and decide on speakers relevant to the senior population.

- 1) Speaker needed for the March 5 meeting.

- 2) **April 2, 2024 meeting** – City of Torrance Social Services Commission, presentation by Julia Smith, Social Services Commission Liaison and Business Manager for the Community Development Department.

**7C. ORAL REPORTS ON SENIOR CITIZEN CONCERNS**

Recommendation of the Community Services Director that the Commission on Aging report on:

- City Council Activities - Commissioner Hileman
- Housing - Chairperson Pryor
- Health - Commissioner Mayfield
- Transportation - Vice-Chairperson Snyder
- Community Programs - Commissioner Grundhaus
- Focal Point Programs - Commissioner Dojiri
- Elder Abuse/Fraud - Commissioner Davis

**8. COMMISSION ORAL COMMUNICATIONS**

**9. ADJOURNMENT**

- 9A.** Adjournment of Commission on Aging Meeting to Tuesday, March 5, 2024, at 9:30 a.m. located in the West Annex Commission Meeting Room.



**MINUTES OF A REGULAR MEETING OF  
THE TORRANCE COMMISSION ON AGING**

**1. CALL TO ORDER**

The meeting convened on Tuesday, December 5, 2023 at 9:30 a.m. at the West Annex Commission Meeting Room at City Hall, 3031 Torrance Boulevard.

**ROLL CALL/MOTIONS FOR EXCUSED ABSENCE**

Present: Commissioners Davis, Dojiri, Grundhaus, Hileman, Mayfield and Chairperson Pryor

Absent: Commissioner Snyder

Also Present: Recreation Services Manager Craig and Senior Recreation Supervisor Castro.

**MOTION:** Commissioner Mayfield moved to approve the excused absence of Commissioner Snyder; motion was seconded by Commissioner Grundhaus. The motion passed by a 6-0 vote. (Absent: Commissioner Snyder)

**2. FLAG SALUTE**

Commissioner Grundhaus led the Pledge of Allegiance and Commissioner Hileman read inspirations provided by Irene Griffith.

**3. REPORT OF THE CITY CLERK ON THE POSTING OF THE AGENDA**

Chairperson Pryor reported that the agenda was posted on the Public Notice Board at 3031 Torrance Boulevard and on the City's website on Thursday, November 30, 2023 by City Clerk Poirier.

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

No items.

**5. ORAL COMMUNICATIONS**

None.

**6. CONSENT CALENDAR**

**6A. APPROVAL OF MINUTES – November 7, 2023 Commission of Aging**

**MOTION:** Commissioner Mayfield moved and Commissioner Hileman seconded, to approve the minutes of the Commission on Aging meeting of November 7, 2023, as submitted. The motion passed by a 6-0 vote. (Absent: Commissioner Snyder)

## **7. ADMINISTRATIVE MATTERS**

### **7A. PRESENTATION: “Building Brighter Tomorrows”**

Michele Nadeau, Outreach and Volunteer Coordinator for 1736 Family Crisis Center (FCC) provided an agency overview and history and noted that FCC reached nearly 24,000 individuals annually in Los Angeles and Orange counties, through direct services and community educational outreach. She discussed the Crisis and Emergency Services for domestic violence which included 24-hour crisis/suicide hotlines and shelters for individual and families. She noted that the agency had a Domestic Abuse Response Team (DART) which worked alongside Harbor Division Police officers to provide support, assist with crisis intervention and supportive services for Human trafficking victims and provide emergency youth shelters for homeless and at-risk youth age 10-17 years. She explained that the Center also provided wrap-around services which were available for all shelter residents, and also at two community service centers. She discussed the types of legal support services, family law and housing assistance which could be provided for residents and community members. She added that the Center also offered housing and employment support services to veterans. She listed five 24-hour crisis hotlines.

Ms Nadeau stated that the agency’s goal was to create an inter-disciplinary task force with local police departments, medical care givers, and support agencies such as meals-on-wheels to increase eyes on the elderly in the community. She requested that the Commission reach out with any suggestions on how her agency could better connect and provide or complement existing services for the City.

### **7B. DISCUSSION: TORRANCE CENTENARIAN PROGRAM**

Senior Recreation Supervisor Castro announced that Margaret H. Partsch would be the fourth centenarian to be honored on Tuesday, January 9, 2024 at the City Council meeting. He added that Mrs. Catherine Uchenwa Ogbuka would be honored at the Council meeting on Tuesday, January 23, 2024. He noted that he would email a reminder and a RSVP to the Commission

### **7C. DISCUSSION: SPEAKERS FOR UPCOMING MEETINGS:**

Chairperson Pryor announced that Shawn Plunkett, Supervisor from the City’s Home Improvement Program, would speak at the meeting on February 6, 2024.

### **7D. DISCUSSION: OLDER AMERICANS AWARDS:**

Senior Recreation Supervisor Castro discussed extending the deadline for the County program. He noted that the applications would be available in January. He confirmed that he would send all of the award documents to Chairperson Pryor for review. He stated that there was database of mailing addresses available for use and added that the Commission could provide any additional addresses for the list. He verified that the information would also be included in the January issue of 5-0 and on the go! Newsletter.

Commissioner Dojiri requested that the information on the Award also be included in the City’s e-newsletter.

Senior Recreation Supervisor Castro stated that as soon as the Award packet information had been approved and finalized by Chairperson Pryor, he would send the Commission a copy for their use.

**7E. DISCUSSION: COLLABORATION WITH SOCIAL SERVICES COMMISSION:**

Senior Recreation Supervisor Castro stated that the staff liaison from the Social Services Commission had recommended that she present before the Commission so that the Commission on Aging would have a better understanding of the scope of the Social Services Commission’s programs.

**MOTION:** Commissioner Hileman moved and Commissioner Mayfield seconded, to request a presentation from the Social Services Commission, as soon as the liaison was available. The motion passed by a 6-0 vote. (Absent: Commissioner Snyder)

**7F. Oral Reports on Senior Citizens Concerns**

**1. City Council Activities**

Commissioner Hileman reported that the City would have colored uplights in front of City Hall during the month of December to commemorate various holidays.

**2. Housing**

No report.

**3. Health**

No report.

**4. Transportation**

Commissioner Dojiri announced that there were buses available through the transit department to So-Fi Stadium.

**5. Community Programs**

Commissioner Grundhaus reported the following activities: Holiday Stroll and pop-up market in downtown on Wednesday December 5, 4:00 p.m. to 6:00 p.m., performance of the Nutcracker at El Camino College on December 1 and December 17, an escape room at El Retiro Library, Santa would be at various City Parks, Adult School registration through December 16, Choral performance, Downtown Theater, December 8 and performances of Miss Bennet: Christmas at Pemberley at the Torrance Theater.

**6. Focal Point Program**

Commissioner Dojiri reported the following statistics for the months of:

**October 2023**

Total number of documented calls: 12	Web Inquiries: 98
Miscellaneous calls: 34	Total number of calls received: 46

Of the documented calls there were the following requests:

Requests for transportation 8%	requests for housing 24%
requests for legal help 16%	

**November 2023**

Total number of documented calls: 20	Web Inquiries:
Miscellaneous calls: 11	Total number of calls received: 31

Of the documented calls there were the following requests:

Requests for transportation 20%	requests for housing 45%
	In-home services 10%

**7. Elder Abuse/Fraud**

Chairperson Pryor reported that the Hermosa Beach Police Department Detective Bureau would present a discussion on senior scams on December 15 at 10:00 a.m. Senior Recreation Supervisor Castro confirmed that he would forward the information and flyer for the event to the Commission.

**8. ORAL COMMUNICATIONS #2 Commissioners/Staff**

None.

**9. ADJOURNMENT**

At 10:10 a.m., Commissioner Mayfield moved to adjourn the meeting to the regular meeting on Tuesday, February 6, 2024, at 9:30 a.m. at the West Annex Commission Meeting Room at City Hall, 3031 Torrance Boulevard. The motion was seconded by Chairperson Pryor. The motion passed by a 6-0 vote. (Absent: Commissioner Snyder)

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