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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.

Security procedures: Members of the public will be directed to enter City Hall on the East side of the building through the sliding door. All other entrances will remain locked for entry. Oversized bags or backpacks will not be allowed in the Council Chamber or Commission meeting room. All bags are subject to search.

Any correspondence received after 2:00 p.m. on TUESDAY on any item on the agenda will be provided to the Commission electronically and available for public inspection in the City Clerk's Office. A copy of the correspondence will be available for public inspection in a binder at the back of the Council Chamber or Commission Meeting room.

**TORRANCE COMMISSION ON AGING AGENDA  
TUESDAY, APRIL 2, 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, March 28, 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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**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: March 5, 2024**

**7. ADMINISTRATIVE MATTERS**

**7A. PRESENTATION: – City of Torrance Social Services Commission Overview**

Presentation by Julia Smith, Social Services Commission Liaison and Business Manager for the Community Development Department.

**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) **May 7, meeting** – City of Torrance Library, presentation by Michael George, Reference Librarian.
- 2) **July 2, meeting** – El Camino College, presentation by Tommy Ton, Outreach & School Relations.
- 3) **August 6, meeting** – Cogir of South Bay, presentation by Jill Allen, Community Relations Director.

#### **7C. DISCUSSION: OLDER AMERICAN AWARDS**

Recommendation of the Community Services Director that the Commission on Aging discuss the 2024 Older Americans Award nominees.

- 1) Selection of the City of Torrance Award Winners
- 2) Selection for the LA County nomination.

#### **7D. 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, May 7, 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, March 5, 2024 at 9:30 a.m. at the West Annex Commission Meeting Room at City Hall, 3031 Torrance Boulevard.

**ROLL CALL/MOTION FOR EXCUSED ABSENCE**

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

Absent: None.

Also Present: Senior Recreation Supervisor Castro and Senior Recreation Supervisor Patti Goldenson

**2. FLAG SALUTE**

Commissioner Snyder led the Pledge of Allegiance and Chairperson Pryor read quotes from centenarians.

**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, February 29, 2024 by City Clerk Poirier.

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

None.

**5. ORAL COMMUNICATIONS**

None.

**6. CONSENT CALENDAR**

**6A. APPROVAL OF MINUTES – February 6, 2024 Commission on Aging**

**MOTION:** Commissioner Mayfield moved and Commissioner Hileman seconded, to approve the minutes of the Commission on Aging meeting of February 6, 2024, as submitted. The motion passed by a 7 to 0 vote.

## **7. ADMINISTRATIVE MATTERS**

### **7A. PRESENTATION: Accept and File the Torrance Civic Center Master Plan and Economic Feasibility Study**

Carlos Huizar, manager in the City Manager's Office, presented slides with an overview of the history and growth of the Torrance Civic Center, beginning in 1956, which included a map of the current Civic Center buildings. He noted that the City owns approximately 30 acres of the almost 40-acre plot, with the remaining 9 acres of land owned by the State.

He discussed areas to be considered in the feasibility study: age and condition of buildings, the cost of refurbishment versus replacement, aesthetics, ADA compliance, existing and projected programming needs, costs and the real estate value opportunities for redevelopment. He explained that the City had issued a request for proposal (RFP) for a Civic Center Master Plan and Economic Feasibility Study in January 2023 and in July 2023 had awarded a contract to Gruen Associates to assist the City in the Civic Center Master Plan.

Mr. Huizar noted that Gruen Associates had recently completed a space planning analysis of current conditions with City Council and Department Heads and added that the next step had begun to obtain feedback from residents, commissions, employees and patrons to better understand the needs for the Civic Center Campus. He confirmed that a community survey had been released in January and was available online, in paper form at City locations, such as the libraries and the permit center, as well as through the City's social media. He added that presentations had been made at homeowner's associations, neighborhood watch programs and the school district. He explained that additional community open house events were planned and the deadline to complete the survey had been extended to at least the end of March. Mr. Huizar stated in April or May, the consultant would draft three design alternatives based on public feedback and the City would conduct a second phase of community outreach with open houses, pop up events and presentations at commissions and City Council meetings. He noted that the draft Master Plan would then be presented to the Planning and Commission Council for review and adoption in the winter of 2024.

Mr. Huizar reported that: the City would be exploring financing and partnering options for the project, the project would need to be done in phases and that there were no current plans to raise taxes.

The Commission discussed the following concerns and feedback:

- Commissioner Dojiri noted that the Carson City Hall could be studied for as example for meeting room space and discussed the possible relocation of 3290 Temporary Housing Village. She recommended conducting research and supplying surveys on the master plan to senior centers.
- Commissioner Grundhaus noted that many City parks needed renovations and restrooms repairs.
- Commissioner Mayfield discussed updating the library, possibly relocating the Plunge and the Traffic Court and acquiring the State-owned property. She recommended providing a model of the preferred plan to the public.

- Commissioner Hileman discussed mixed-use housing opportunities.

**MOTION:** Commissioner Mayfield moved to accept and file update on the Torrance Civic Center Master Plan and Economic Feasibility Study. Commissioner Snyder seconded the motion. The motion passed by a 7-0 roll call vote.

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

Chairperson Pryor reported the following speaker schedule:

- April 2, 2024 meeting presentation by Julia Smith, Social Services Commission Liaison and Business Manager for the Community Development Department
- May 7, 2024 meeting presentation by Michael George, Reference Librarian, City of Torrance Library
- July 2, 2024 meeting presentation by Tommy Ton, El Camino College - Outreach and School Relations
- Commissioner Grundhaus suggested inviting a speaker from Cogir of South Bay, a new senior living facility.

**7C. DISCUSSION: OLDER AMERICAN AWARDS**

Senior Recreation Supervisor Castro reported that the award application was due on March 21 and noted that he had received a request from Janet Payne to present a posthumous award to Madonna Davenport, who had been nominated for the award in 2020, but had not received the award, as there had not been an in-person presentation in 2020 due to COVID.

Lynn Robinson, President of the Torrance Woman's Club confirmed that Ms. Davenport had not received the award in 2020 and had since passed away and requested that the award be given to Ms. Davenport's family this year.

**MOTION:** Commissioner Snyder moved to present Older American Awards at the Council May 2024 ceremony to Robert Habel and posthumously to the family of Madonna Davenport, as they had not received their awards in person in 2020. Commissioner Mayfield seconded the motion.

**MOTION:** Commissioner Snyder moved to amend the motion to present Older American Awards at the Council May ceremony to Robert Habel, Julie Dojiri and posthumously to the family of Madonna Davenport, as they had not received their awards in person in 2020. Commissioner Mayfield seconded the motion. The motion passed by a 7-0 roll call vote.

Senior Recreation Supervisor Castro requested that the contact information for Madonna Davenport's family and Robert Habel be forwarded to him, so that he could contact the recipients and prepare the award certificates. He added that he would send the current nominations to the Commission after the deadline.

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

**1. City Council Activities**

Commissioner Hileman reported that: the City had approved the Armed Forces Day Parade for May 18, 2024, 1000 Dodger tickets would be available for purchase for \$15 for a July or August game and there was a plan in progress to offer free Metro bus rides to Dodger Stadium. She noted that the Council had begun a study of the charter for possible amendments and public meetings to discuss the possible amendments would be held on: March 12, April 23 with an optional meeting on June 2. She stated that Little Libraries, a project sponsored by two high school students, had been approved to be installed in several of the parks.

**2. Housing**

No report.

**3. Health**

No report.

**4. Transportation**

No report.

**5. Community Programs**

Commissioner Grundhaus reported on the following activities: Cogir of South Bay would hold a mixer on March 14 at 8:00 a.m. and presentations on multiple dates at their Hawthorne location, Western Museum of Flight presentation on March 16, Friends of the Madrona Marsh would celebrate their 50<sup>th</sup> Anniversary Spring Equinox on March 19, Torrance Police Department would hold a community update on March 27 at Sunrider International, Karen Pryor would be honored as a Woman of Influence at Chamber of Commerce on March 7 and the Torrance Woman’s Club would host a fashion show on April 27.

Commissioner Dojiri reported that the Fire Association would host their spaghetti dinner on March 9 at the Ken Miller Recreation Center.

**6. Focal Point Program**

Commissioner Dojiri reported the following statistics for the month of:

**February 2024**

Total number of documented calls: 18	Web Inquiries: 123
Miscellaneous calls: 62	Total number of calls received: 80

Of the documented calls there were the following requests:

Requests for transportation 16%	requests for housing 50%
	Requests for legal 11%

**7. Elder Abuse/Fraud**

No report.

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

Senior Recreation Supervisor Goldenson discussed the upcoming Torrance Travelers trip to Tanaka Farms on March 27, 2024.

Commissioner Grundhaus reported that Bunka-Sai festival would be held on April 20-21 at the Ken Miller Recreation Center.

9. **ADJOURNMENT**

At 10:41 a.m., Commissioner Mayfield moved to adjourn the meeting to the regular meeting on Tuesday, April 2, 2024, at 9:30 a.m. at the West Annex Commission Meeting Room at City Hall, 3031 Torrance Boulevard. The motion was seconded by Commissioner Snyder. The motion passed by a 7-0 vote.

####

Subject to Approval



# CITY OF TORRANCE SOCIAL SERVICES COMMISSION OVERVIEW

April 2, 2024

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## History of the Commission

- September 22, 2015 Created by City Council
- February 25, 2016: First Meeting of the Commission
- Meetings: Fourth Thursday of Each Month

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## Jurisdiction of the Commission

- Veterans
- Homeless Population
- Adults with Developmental Disabilities
- Children with Special Needs

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## Commission Work Plan

- Information, Resources, Outreach & Referrals
- Understanding and Keeping Connected with Our Populations
- Marshalling Community Support and Raising Public Awareness
- City's Support of Social Services
- Increasing Housing Opportunities
- Developing Social Opportunities and Inclusion

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## Annual Events

- Homeless Count: January
- Toiletry Drive: March/April
- TUSD Back-to-School Supplies Drive: June/July
- Veterans Appreciation Event: November

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## Highlight: Work on Homelessness

- City as Deployment Site for Homeless Count
- Recommendation for outreach worker (contract)
- Support for interim housing (3290 Temporary Housing Village)
- Education campaign through Homelessness 101 Training
- Integration of work plan into Council-approved homelessness plan

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## **Highlight: Work with Adults with Developmental Disabilities**

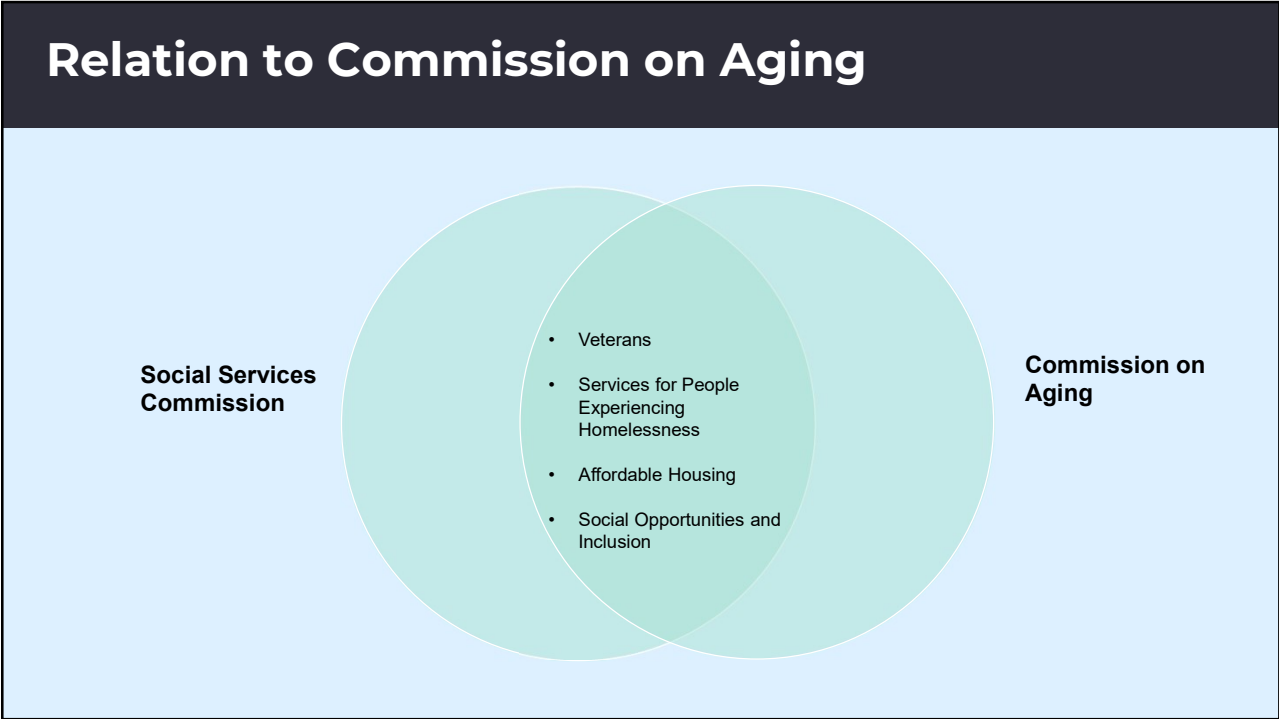
- Collaboration with the TranZitions EVOLVE program
- Young adults with neurodiversities who have completed high school, and or are attending or have completed college and are ready and motivated to seek competitive employment
- Creation of City Internship Program through the Human Resources Department

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## **Future Initiatives**

- Continued work on action plan for Adults with Developmental Disabilities and Youth with Special Needs
- Update to work plan for Veterans Affairs

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# Commission Discussion & Public Comment

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