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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, MARCH 4, 2025  
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, Dojiri, and Chair Mayfield

**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 27, 2025.

**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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**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: February 4, 2025**

**7. ADMINISTRATIVE MATTERS**

**7A. ACCEPT AND FILE PRESENTATION BY COMFORT KEEPERS**

Presentation by Crystal Seddon, MBA, General Manager. Comfort Keepers is a homecare company based in Torrance, serving the South Bay area.

**7B. DISCUSS AND PROVIDE DIRECTION ON 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) **April 1, meeting** – WelbeHealth, Presentation by Joan Perkins on the services provided by WelbeHealth, offering full-service healthcare and personalized support to help you age well at home and in your community. Their Program of All-Inclusive Care for the Elderly (PACE) meets the changing needs of seniors, often at no cost.
- 2) **May 7, meeting** – City of Torrance Emergency Services, Presentation by Tadashi Masumoto, Management Assistant, on Emergency and Disaster Preparedness.
- 3) **July 1, meeting** - Heartford Hospice, Presentation by Suzie Castillo on the differences between hospice and palliative care and hospice myths.

**7C. RECEIVE AND DISCUSS UPDATES ON OLDER AMERICANS AWARD**

Recommendation of the Community Services Director that the Commission on Aging discuss the 2025 Older Americans Award and receive an update from staff.

**7D. RECEIVE 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 & Community Programs             | - | Commissioner Grundhaus |
| • Health                                   | - | Commissioner Mayfield  |
| • Transportation                           | - | Commissioner Davis     |
| • Focal Point Programs & Elder Abuse/Fraud | - | Commissioner Dojiri    |

**8. COMMISSION ORAL COMMUNICATIONS**

**9. ADJOURNMENT**

**9A.** Adjournment of Commission on Aging Meeting to Tuesday, April 1, 2025, 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, February 4, 2025, 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 Dojiri, Grundhaus, Hileman and Chair Mayfield

Absent: Commissioner Davis

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

**MOTION:** Chair Mayfield moved to approve the excused absence of Commissioner Davis; motion was seconded by Commissioner Grundhaus. The motion passed by a roll call vote. (Absent Commissioner Davis)

**2. FLAG SALUTE**

Commissioner Dojiri led the Pledge of Allegiance and Commissioner Hileman provided words of inspiration.

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

Senior Recreation Supervisor Castro reported that the agenda was posted on the Public Notice Board at 3031 Torrance Boulevard and on the City's website on Monday, January 30, 2025 by City Clerk Poirier.

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

No items.

**5. ORAL COMMUNICATIONS**

Planning Associate Oscar Martinez announced that the City had begun its process of updating its General Plan to better: support housing goals, incorporate environmental goals and objectives, be prepared for potential hazards and meet state laws. He added that environmental justice goals policy and objectives would also be incorporated, to reduce pollution exposure, improve air quality and promote equitable access to public facilities, food, and safe and sanitary housing. He stated that residents and the general public could learn more and provide input at Community workshop on February 20 at 6:30 p.m. at the Katy Geissert Civic Center Library meeting room at 3031 Torrance Boulevard. He explained that City staff would also have a booth at the Torrance Farmer's Market on Tuesday, February 25 to provide additional information. He noted that the public could participate in an on-line survey by either visiting the Community Development's website, by calling 310-618-9940 or by emailing: [ccdinfo@torranceca.gov](mailto:ccdinfo@torranceca.gov)

**6. CONSENT CALENDAR**

**6A. APPROVAL OF MINUTES – January 7, 2025, Commission on Aging**

**MOTION:** Commissioner Grundhaus moved and Commissioner Hileman seconded, to approve the minutes of the Commission on Aging meeting of January 7, 2025. The motion passed by a 4 to 0 vote. (Absent Commissioner Davis)

**7. ADMINISTRATIVE MATTERS**

**7A. ACCEPT AND FILE PRESENTATION ON THE UPSIDE OF AGING**

Helen Dennis, columnist, author and lecturer presented information on aging and discussed how to slow the aging process, the importance of friendships, social connections and the challenges and opportunities of aging. She reviewed the village movement and aging in place and services provided to support people as they transitioned from work to retirement, as well as advancements in medical technology. She provided information on technology that could assist and comfort seniors, and services that provided transportation or offered fraud protection.

**MOTION:** Chair Mayfield moved and Commissioner Grundhaus seconded, to accept and file the presentation on the Upside of Aging. The motion passed by a 4 to 0 vote. (Absent Commissioner Davis)

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

Chair Mayfield announced the upcoming speakers:

March 4, 2025 – Comfort Keepers, presentation by Crystal Seddon, MBA, General Manager.

April 1, 2025 – WelbeHealth, Presentation by Joan Perkins on the services provided by WelbeHealth

May 7, 2025 – City of Torrance Emergency Services, Presentation by Tadashi Masumoto, Management Assistant, on Emergency and Disaster Preparedness.

July 1, 2025 – Heartford Hospice, presentation by Suzie Castillo on the differences between hospice and palliative care and hospice myths.

Commissioner Hileman suggested that Torrance Memorial present a talk on their Caring Companions Program.

**7C. RECEIVE AND DISCUSS UPDATES ON OLDER AMERICANS AWARD**

Senior Recreation Supervisor Castro confirmed that the application was due March 20th and confirmed that there were currently two applications. He noted that he had not received an application from the Volunteer Center.

**7D. ORAL REPORTS ON SENIOR CITIZENS CONCERNS**

**1. City Council Activities**

Commissioner Hileman reported that the Council had approved an increase in Commissioners' compensation to \$20 per meeting and approved a program for mural art on utility boxes, beginning with a box in each of the six districts. She noted that there would be a hearing at City Hall on March 28 to propose locations for an underground utility program. She announced that there would be an Irish Fair and music festival in Wilson Park in June and a beatification award program for homes and businesses. She discussed the Stuff-a-Bus project.

**2. Housing and Community Programs**

Commissioner Grundhaus announced the AARP Tax Aide at the Bartlett Center. She noted that applications were now being accepted for the Civil Services Commission and Commission on Aging and were due by February 20.

Commissioner Hileman added that other Commissions would have openings for possible appointments in June.

**3. Health**

Chair Mayfield discussed changes in Medicare prescriptions for 2025, with a new payment plan which could be spread out over a year.

**4. Transportation**

No report.

**5. Focal Point Programs and Elder Abuse/Fraud**

Commissioner Dojiri reported the following statistics for the month of:

**January 2025:**

Total number of documented calls: 10	Web Inquiries: 153
Miscellaneous calls: 14	Total number of calls received: 24

Of the documented calls there were the following requests:

Requests for transportation 10%	Requests for in home services 40%
Requests for housing 50%	

**Elder Abuse/Fraud**

Commissioner Dojiri discussed Wi-Fi scams and how to protect your information.

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

Commissioner Hileman requested that the Commission discuss a project to install handrails at the Torrance Community Theater.

Commissioner Dojiri requested that the Commission's City website include the programs that they are sponsoring, such as the Centenarian Program and Older American award. Recreation Services Manager Craig stated that he would research the request.

Commissioner Dojiri announced that she and other Commissions would attend upcoming Council meetings to announce the Older American award.

**9. ADJOURNMENT**

At 10:34 a.m., Chair Mayfield moved to adjourn the meeting the regular meeting on Tuesday, March 4, at 9:30 a.m. at the West Annex Commission Meeting Room at City Hall, 3031 Torrance Boulevard. The motion was seconded by Commissioner Grundhaus. The motion passed by a 4-0 vote. (Absent: Commissioner Davis)

####



1

# Comfort Keepers



Founded in 1998 by a Registered Nurse, Kris Butler with the goal to provide compassionate, in-home care services that empower seniors and adults to live independently and comfortably in their own homes.

Comfort Keepers is celebrating 23 years of servicing the SouthBay community this year (2022)

2

## Services Offered: Personal Care

- Bathing, Grooming, Dressing
- Mobility Assistance
- Transfer Assistance
- Incontinent care, toileting, and restroom safety.
- Meal plan, meal prep, and feeding
- Reminders/prompts related to memory loss
- Assistance with transportation and community outings
- Bedbound comfort and repositioning



3

## Services Offered: Companion Care

- ❖ Laundry and linin changing
- ❖ Light Housekeeping
- ❖ Respite Care
- ❖ Meal Prep
- ❖ Companionship
- ❖ Cognitive Aid: reminders, routine establishment
- ❖ Transportation to and from doctor appointments, errands, and outings in the community
- ❖ Transportation
- ❖ Medication reminders
- ❖ Engaging activities, such as games, crafts and hobbies.



4

## *What Makes Comfort Keepers Different*

### *Interactive Caregiving™*

Interactive Caregiving is a unique approach developed by Comfort Keepers that focuses on engaging clients in meaningful, stimulating, and personalized activities to enhance their physical, emotional, and mental well-being. This approach goes beyond basic care tasks—it emphasizes building a connection with clients and encouraging them to stay active, engaged, and fulfilled in their daily lives.



5

## *What Makes Comfort Keepers Different*

### *Elevating the Human Spirit*

We aim to provide holistic support that uplifts the spirits of our clients, helping them to feel more engaged, valued, and connected to the world around them.

We believe that by focusing on both the practical and emotional aspects of care, we can make a meaningful difference in the lives of our clients and their families, truly embodying the concept of elevating the human spirit.

6

## What Makes Comfort Keepers Different

### Personalized Care Plans



Care plans are tailored to activities and interactions to the client's interests, abilities, and preferences. This ensures that the care provided is meaningful and enjoyable for the individual.

Example: trash day, frequency, duration, personality types, challenges, expectations, positive enforcement techniques.

7

## Benefits of Home Care

Personalized Care

Comfort and Familiarity

Improved Health Outcomes

Enhanced Emotion Well-Being

Safety and Supervision

Support for Family Caregivers

Assistance with Daily

Promotes Independence

Scheduling Flexibility

Peace of Mind for Families

Nutritional Support

Continuity of Care

Safety and supervision

Cost effective

8

## How To Learn More..

Call our office at anytime to discuss the individual need and schedule a free in-home consultation with obligation to start service.

**Comfort Keepers: 310-325-6500**

