

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](http://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 24, 2025**  
**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 Furey, Leys, Pryor, Reynolds, Sansalone, Wright, Chair Bickford

**2. FLAG SALUTE:** Commissioner Furey

**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 15, 2025

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**

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

*This portion of the meeting is reserved for comment on items on the Consent Calendar or items 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 the 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 Commissioner from the Consent Calendar and considered separately.*

**6A. APPROVE MINUTES: MARCH 27, 2025**

**6B. APPROVE OF AN EXCUSED ABSENCE FOR COMMISSIONER SANSALONE FOR COMMISSION MEETING OF MARCH 27, 2025**

**7. ADMINISTRATIVE MATTERS**

**7A. ACCEPT AND FILE PRESENTATION FROM THE TORRANCE OFFICE OF EMERGENCY SERVICES**

**7B. ACCEPT AND FILE CONTENT OF SOCIAL SERVICES COMMISSION PRESENTATION TO OTHER CITY APPOINTED BODIES**

**8. COMMISSION ORAL COMMUNICATIONS**

**9. ADJOURNMENT**

**9A.** Adjournment of the Social Services Commission Meeting to Thursday, May 22, 2025, at 6:00 pm for a regular meeting in the West Annex Commission Meeting Room



March 27, 2025

**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, March 27, 2025 at the West Annex Commission Meeting Room, Torrance City Hall.

**ROLL CALL**

Present: Commissioners Leys, Pryor, Reynolds, Wright and Chair Bickford

Absent: Commissioners Furey and Sansalone

Also Present: Deputy City Manager Hoang, Staff Liaisons-in Training Candice Lau and Lauren Allen

**MOTION:** Commissioner Pryor moved to approve the excused absence of Commissioner Furey; motion was seconded by Commissioner Reynolds. The motion passed by a 5-0 roll call vote. (Absent Commissioners Furey and Sansalone)

**2. FLAG SALUTE**

The Pledge of Allegiance was led by Chair Bickford.

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

Staff Liaison-in Training Lau stated that the agenda for the Social Services Commission was properly posted on March 20, 2025 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**

Staff Liaison-in Training Allen stated that there were no withdrawn or deferred items or supplemental items.

**5. ORAL COMMUNICATIONS**

None

**6. CONSENT CALENDAR**

**6A. APPROVAL OF MINUTES: February 27, 2025**

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

**7. ADMINISTRATIVE MATTERS**

**7A. APPROVE PRESENTATION CONTENT AND SCHEDULING OF PRESENTATIONS TO THE COMMISSION ON AGING AND YOUTH COUNCIL**

Staff Liaisons-in Training Allen and Lau presented the report for the item.

Commissioners discussed the item.

Staff Liaison-in Training Lau reviewed the content of the discussions which might include: the Commission's jurisdiction and populations, annual events, areas of collaboration between the commissions and an invitation to attend a future Social Services Commission meeting.

Deputy City Manager Hoang noted that it would be a 10-minute presentation followed by a 10-minute question and answer period. He confirmed that staff would prepare an item for the April Commission meeting with the proposed presentation for the Commission of Aging to review.

The Commission suggested the following topics: a view of homelessness, information on the Youth Homeless count and the need for volunteers and the resource fair at the Veterans Appreciation event.

There was a discussion of the history and the work of the Commission.

There was no public comment.

**MOTION:** Commissioner Pryor moved to accept that the Commission present to the Commission on Aging on May 6, 2025 at 9:30 a.m. and to the Youth Council on June 4 at 7:00 p.m., both in the West Annex Commission Meeting Room. The motion was seconded by Commissioner Wright and passed by a 5-0 roll call vote. (Absent Commissioners Furey and Sansalone)

#### **8. COMMISSION ORAL COMMUNICATIONS**

Commissioner Wright requested an excused absence for April 24, 2025.

Commissioner Pryor requested some information on CERT training from next month's presentation from the Office of Emergency Services.

Staff Liaison-in Training Allen presented the year in review and noted that the public was invited to watch the year-in-review videos on the City's social media channels at [torranceca.gov/year in review](http://torranceca.gov/year-in-review)

#### **9. ADJOURNMENT**

**9A.** At 6:48 p.m., Commissioner Wright moved to adjourn the meeting to April 24, 2025 at 6:30 p.m. at the West Annex Commission Meeting Room, Torrance City Hall. The motion was seconded by Commissioner Pryor. The motion passed by a 5-0 roll call vote. (Absent Commissioners Furey and Sansalone)

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

Members of the Commission:

**SUBJECT: Approve of an Excused Absence for Commissioner Sansalone for  
Commission Meeting of March 27, 2025**

**RECOMMENDATION**

Recommendation of staff that the Social Services Commission approve of an excused absence for Commissioner Sansalone for the Social Services Commission meeting of March 27, 2025.

**BACKGROUND AND ANALYSIS**

Commissioner Sansalone emailed staff well in advance of the March 27, 2025 Social Services Commission meeting, requesting an excused absence. The email request was “quarantined” by the City’s email filter, and unfortunately, staff did not make the request during the meeting.

This is a recommendation that your Honorable Body approve of an excused absence for Commissioner Sansalone for the Social Services Commission meeting of March 27, 2025.

Respectfully submitted,



Lauren Allen  
Staff Liaison-In-Training



Candice Lau  
Staff Liaison-In-Training

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

Members of the Commission:

**SUBJECT: Accept and File Presentation from the Torrance Office of Emergency Services**

**RECOMMENDATION**

Recommendation of staff that the Social Services Commission accept and file a presentation from the Torrance Office of Emergency Services.

**BACKGROUND AND ANALYSIS**

This evening, staff from the Torrance Office of Emergency Services, will be providing your Honorable Body with a presentation regarding emergency preparedness in the Torrance community. In addition to an overview of the roles and responsibilities of the Office of Emergency Services, staff will also address the following topics specific to this Commission's jurisdiction:

1. How might disaster preparedness apply similarly or differently for people experiencing homelessness, adults with developmental disabilities, and youth (and their families) with special needs?
2. How does the City partner with nonprofits serving the above populations to help them with disaster preparedness?
3. How can the Social Services Commission support the work of the Office of Emergency Services?

Respectfully submitted,



Lauren Allen  
Staff Liaison-In-Training



Candice Lau  
Staff Liaison-In-Training

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

Members of the Commission:

**SUBJECT: Accept and File Content of Social Services Commission Presentations to Other City Appointed Bodies**

**RECOMMENDATION**

Recommendation of staff that the Social Services Commission accept and file content of the upcoming Social Services Commission presentations to other City of Torrance appointed bodies.

**BACKGROUND AND ANALYSIS**

At the March 27, 2025 Social Services Commission meeting, the Commission identified members of the Commission who will present to upcoming meetings of the Commission on Aging and the Youth Council. Staff has confirmed with the staff liaisons for each of the appointed bodies the following:

Commission on Aging  
Tuesday, May 6, 9:30 am  
West Annex Commission Meeting Room  
Commissioners: Pryor, Furey  
Staff: Lauren, Viet

Youth Council  
Wednesday, June 4, 7:00 pm  
West Annex Commission Meeting Room  
Commissioners: Bickford, Wright (tentative)  
Staff: Candice, Viet

During tonight's meeting, staff will review a draft of proposed presentation for Commission feedback and then assign sections of the presentation to be covered by members of the Commission and staff. The presentation content is requested to be ten minutes, with time for questions following the presentation

Respectfully submitted,



Lauren Allen  
Staff Liaison-In-Training



Candice Lau  
Staff Liaison-In-Training