

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  
MAY 22, 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 Leys

**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 May 14, 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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**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: APRIL 24, 2025**

**7. ADMINISTRATIVE MATTERS**

**7A. DISCUSS SOCIAL SERVICES COMMISSION PRESENTATION TO THE TORRANCE COMMISSION ON AGING**

**7B. ACCEPT AND FILE UPDATE FROM STAFF ON THE PLANNING FOR THE 2025 VETERANS APPRECIATION LUNCHEON AND RESOURCE FAIR**

**8. COMMISSION ORAL COMMUNICATIONS**

**9. ADJOURNMENT**

- 9A.** Adjournment of the Social Services Commission Meeting to Thursday, June 26, 2025, at 6:00 pm for a regular meeting in the West Annex Commission Meeting Room



April 24, 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, April 24, 2025 at the West Annex Commission Meeting Room, Torrance City Hall 3031 Torrance Boulevard

**ROLL CALL**

Present: Commissioners Furey, Leys, Reynolds and Acting Chair Pryor

Absent: Commissioners Sansalone and Wright and Chair Bickford

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

**MOTION:** Commissioner Furey moved to approve the excused absences of Commissioners Sansalone and Wright and Chair Bickford; motion was seconded by Commissioner Reynolds. The motion passed by a 4-0 roll call vote. (Absent: Commissioners Sansalone, Wright and Chair Bickford)

**2. FLAG SALUTE**

The Pledge of Allegiance was led by Commissioner Furey.

**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 April 17, 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 but added that there were handouts available for the report on Item 7A and a supplemental Item for 7B.

**5. ORAL COMMUNICATIONS**

None

**6. CONSENT CALENDAR**

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

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

**MOTION:** Commissioner Reynolds moved to approve Items 6A and 6B, as submitted; motion was seconded by Commissioner Leys. The motion passed by a 4-0 roll call vote. (Absent: Commissioners Sansalone, Wright and Chair Bickford)

**7. ADMINISTRATIVE MATTERS**

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

Emergency Manager Nazanin Chiniforoushan presented the report for the item. She explained that the Department used a system of Access and Functional Needs (AFN), which included: people with disabilities, older adults, children, those with limited English proficiency and those who were transportation disadvantaged to ensure that all members of the community were considered and represented. She noted that Los Angeles County Homeless Services Authority (LAHSA) offered a weather-activated shelter program for those experiencing homelessness during times of extreme heat or severe weather. She discussed earthquake preparedness and announced that the City would participate in the Great Shakeout on October 16 at 10:16 p.m. and listed the steps to develop and prepare a plan for emergencies for the needs of all members of a family.

Emergency Manager Nazanin Chiniforoushan provided information on the Community Emergency Preparedness Team (CERT) and noted that CERT provided training to prepare individuals to be self-sustaining after a disaster and provide assistance within their neighborhoods and added that the City would be offering classes. She discussed emergency preparedness for pets and using the Torrance Alerts to receive information on emergencies and weather alerts. She provided information on the local hazard mitigation plan and how it was developed and noted that plans had been developed for the highest risk hazards such as earthquakes, refinery, active shooter, flooding, landslides and cyber security.

There was no public comment.

**MOTION:** Commissioner Furey moved to accept and file presentation from the Torrance Office of Emergency Services. The motion was seconded by Commissioner Reynolds and passed by a 4-0 roll call vote. (Absent: Commissioners Sansalone and Wright and Chair Bickford)

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

Deputy City Manager Hoang presented the report for the item. He noted that the supplemental agenda for this item addressed the staff recommendation that the presentation to the Youth Council be postponed until the full Youth Council was appointed by the Council.

Deputy City Manager Hoang discussed the content of the items for Social Services Commission presentations to other City appointed bodies. He noted that items would include:

- History and Jurisdiction of the Commission
- Commission Work Plan
- How the Commission got work done
- Annual Events
- Other Key Successes
- Homelessness among Seniors
- Opportunities for Collaboration

Commissioners Pryor and Furey agreed to meet with Deputy City Manager Hoang before the May 6, 2025 meeting of the Commission on Aging to review the scripted items to be presented.

There was no public comment.

**MOTION:** Commissioner Reynolds moved to defer the presentation to the Youth Council until the fall. The motion was seconded by Commissioner Furey and passed by a 4-0 roll call vote. (Absent: Commissioners Sansalone, Wright and Chair Bickford)

**MOTION:** Commissioner Leys moved to accept and file the content of Social Services Commission presentations to other City appointed bodies. The motion was seconded by Commissioner Furey and passed by a 4-0 roll call vote. (Absent: Commissioners Sansalone, Wright and Chair Bickford)

**8. COMMISSION ORAL COMMUNICATIONS**

Commissioner Reynolds requested a report on the City's progress on achieving functional zero homelessness.

Acting Chair Pryor requested a copy of the Toiletry Drive flyer for distribution.

Staff Liaison-in Training Allen noted that the distribution boxes for the toiletry drive would be placed soon and noted that the Drive was being announced on the City's social media sites.

**9. ADJOURNMENT**

**9A.** At 6:50 p.m., Commissioner Furey moved to adjourn the meeting to May 22, 2025 at 6:30 p.m. at the West Annex Commission Meeting Room, Torrance City Hall. The motion was seconded by Commissioner Reynolds. The motion passed by a 4-0 roll call vote. (Absent: Commissioners Sansalone, Wright and Chair Bickford)

DRAFT SUBJECT TO APPROVAL

Commission Meeting of  
May 22, 2025

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

Members of the Commission:

**SUBJECT: Discuss Social Services Commission Presentation to the Torrance  
Commission on Aging**

**RECOMMENDATION**

Recommendation of staff that the Social Services Commission discuss their recent presentation to the Torrance Commission on Aging.

**BACKGROUND AND ANALYSIS**

On Tuesday, May 6, Social Services Commission members Pryor and Furey spoke to the Torrance Commission on Aging. During tonight's meeting, Commission members Pryor and Furey will provide an update on their presentation to the Commission on Aging.

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 Update from Staff on the Planning for the 2025 Veterans  
Appreciation Luncheon and Resource Fair**

**RECOMMENDATION**

Recommendation of staff that the Social Services Commission accept and file an update from Staff on the planning for the 2025 Veterans Appreciation Luncheon and Resource Fair.

**BACKGROUND AND ANALYSIS**

At tonight's meeting, LeAnne Chen, Veteran's Appreciation Event Coordinator, will provide your Honorable Body with an update on preliminary plans for the 2025 Veterans Appreciation Luncheon and Resource Fair, including:

- Event design;
- Marketing of the event;
- Timeline for securing resource fair participants;
- RSVP dates;
- Messaging to Veterans;
- Program elements;
- Meal;
- Timeline.

At a future meeting, staff will present a final plan for the event for your Honorable body's approval.

Respectfully submitted,



LeAnne Chen  
Veterans Event Coordinator



Viet Hoang  
Staff to the Commission