In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's office at (310) 618-2780. 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]

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, DECEMBER 2, 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: Ohno, Kraemer, Wang, Montoya, Bisenieks, and Chair Hileman.

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 Wednesday, November 26, 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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS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 Commissioner from the Consent Calendar and considered separately.

6A. Approve Commission Minutes: November 4, 2025

7. ADMINISTRATIVE MATTERS

7A. ACCEPT AND FILE PRESENTATION BY TORRANCE FOCAL POINT ON AGING

Presentation by Bea Virobik, Focal Point Office Manager.

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) **January 6, 2026 –** Melissa Morales, Associate Director of Community Impact, Habitat for Humanity of Greater Los Angeles.

2) **February 3, 2026** – USC's study on the Alzheimer's Savvy Caregivers Program. Presentation by Dr. Maria Aranda, PhD, Professor of Social Work and Gerontology, University of Southern California Edward R. Roybal Institute on Aging.

3) **March 3, 2026 –** John W. Chang, Partner at Patinelli & Chang, LLP, presentation on trusts and wills.

4) **April 7, 2026 –** Christina Szczypkowski, Torrance PD, presenting on the Return Home Registry program, which helps support members of our senior community.

7C. TORRANCE CENTENARIAN RECIPIENT

Recommendation of the Community Services Director that the Commission on Aging receive an update on a Torrance Centenarian.

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
- Community Programs - Commissioner Kraemer
- Health - Commissioner Wang
- Transportation - Commissioner Montoya
- Focal Point Programs & Housing - Commissioner Bisenieks
- Elder Abuse/Fraud - Commissioner Ohno

7E. ACCEPT AND FILE SENIOR SERVICES MONTHLY REPORT

Recommendation of the Community Services Director that the Commission accept and file the senior services division report.

8. COMMISSION ORAL COMMUNICATIONS

9. ADJOURNMENT

9A. Adjournment of Commission on Aging Meeting to Tuesday, January 6, 2026, at 9:30 a.m. located in the West Annex Commission Meeting Room.

November 4, 2025

MINUTES OF A REGULAR MEETING OF
THE TORRANCE COMMISSION ON AGING

1. CALL TO ORDER

The meeting convened on Tuesday, November 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 Bisenieks, Kraemer, Ohno and Chair Hileman

Absent: Commissioners Montoya and Wang

Also Present: Senior Recreation Supervisor Castro

MOTION: Commissioner Kraemer moved for an excused absence for Commissioner Montoya for this meeting of November 4, 2025 and Commissioner Ohno seconded. The motion passed by a 4-0 vote (Absent Montoya and Wang)

2. FLAG SALUTE

Commissioner Ohno 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 Thursday, October 30, 2025 by City Clerk Poirier.

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

No items.

5. ORAL COMMUNICATIONS

Jeff Lambert and a member of the public spoke against the reduction of staff at the El Retiro Library.

Recreation Supervisor Campos discussed programs at the Bartlett Center.

6. CONSENT CALENDAR

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

In response to a question from Commissioner Kramer, Senior Recreation Supervisor Castro stated that City Clerk Poirier had confirmed that Commissioner Davis had officially resigned from the Commission.

MOTION: Commissioner Ohno moved to approve the minutes of October 7, 2025 of the Commission on Aging meeting and Commissioner Kraemer seconded. The motion passed by a 4-0 vote (Absent Montoya and Wang)

7. ADMINISTRATIVE MATTERS

DRAFT SUBJECT TO APPROVAL

7A. ACCEPT AND FILE PRESENTATION BY BY TORRANCE MEMORIAL HOSPITAL'S CARING COMPANIONS, NO ONE DIES ALONE (NODA) PROGRAM

Dr. Andy Shen, Emergency Doctor, Kelie Tabangay, LCSW and Reverand Doug Lee, Spiritual Care Manager introduced themselves and explained their positions at Torrance Memorial Hospital and the mission of Caring Companions, A No One Dies Alone (NODA) Program. Dr. Shen explained that the program had started in 2021 and added that there were now programs in other hospitals as well as Torrance Memorial. Kelie Tabangay discussed the process, training and the duties of the caring companions. Reverend Lee explained the program's challenges, noted that there were now 16 caring companions and added that they hoped to be able to offer 24-hour coverage.

There was public comment.

MOTION: Commissioner Kramer moved and Commissioner Bisenieks seconded, to accept and file the presentation by the Torrance Memorial on Caring Companions, A No One Dies Alone (NODA) Program**.** The motion passed by a 4-0 vote (Absent Montoya and Wang)

7B. DISCUSS AND PROVIDE DIRECTION ON SPEAKERS FOR UPCOMING MEETINGS:

Chair Hileman announced the upcoming speakers:

December 2, 2025- City of Torrance Focal Point on Aging Overview presentation by Bea Virobik, Focal Point Office Manager

February 3, 2026 – USC's study on the Alzheimer's Savvy Caregivers Program. Presentation by Dr. Maria Arand, PhD, Professor of Social Work and Gerontology, University of Southern California Edward R. Roybal Institute of Aging.

John W. Chang, Partner at Patinelli & Chang, was available to present on trust and health care directives, etc.

Christina Szczypkowski, Torrance PD was available to present on their Return to Home Registry, which helped to support members of our senior community.

Commissioner Ohno requested a presentation from Habitat for Humanity on their Aging in Place program.

7C. UPDATE ON A TORRANCE CENTENARIAN RECIPIENT

Chair Hileman announced that the ceremony for Ms. Ruth Kimiko Inadomi would take place on Tuesday, December 2, 2025 at 6:30 p.m. and encouraged all Commissioners to attend.

In response to a request from Commissioner Kraemer, Senior Recreation Supervisor Castro confirmed that he could place a link on the Commission's website page to the list of Torrance Centenarian recipients.

7D. DISCUSS THE COMMISSION'S DECEMBER AND JANUARY MEETING SCHEDULE

The Commission confirmed their agreement to have meetings on December 2, 2025 and January 6, 2026 and requested that Senior Recreation Supervisor Castro schedule speakers from the suggested speaker list for the two meetings, based on the speaker's availability.

7E. RECEIVE ORAL REPORTS ON SENIOR CITIZENS CONCERNS

1. City Council Activities

Commissioner Hileman noted that resolutions had been adopted by the Council to recognize: the 100th Anniversary of the Historic Women's Club House, South Bay Cities Council

DRAFT SUBJECT TO APPROVAL

of Governments Award Recipients, October 23-31 as Red Ribbon Week, November 4 -11 as Military Veterans Appreciation Week, October 13 as United States Navy Day, and November 10 as United States Marine Corps Day. She added that the Council had also approved submittals of utility box decorations, for two boxes per district.

2. Community Programs

Commissioner Kramer announced that the Food Drive had started with collections in the City buildings and the Volunteer Center. She noted that there was an open house at El Camino on November 5 and added that the State of the College would be presented on November 14. She announced craft fairs for November 8 and November 15 at the Ken Miller. She added that the last date to help decorate the Rose Float was December 20 and added that the Commissioners would receive an invitation, as an official, to view the floats at the barn. She reminded the Commission to sign up for the City's newsletters to receive information on the City's activities and noted that Councilman Kaji from District 13 would hold a town meeting on November 13.

3. Health

No report

4. Transportation

Commissioner Ohno reported that the LA Metro Board had released the final environmental impact report for the C-Line extension to Torrance project and noted that feedback could still be sent to the Board. She stated the Board was tentatively scheduled to meet on December 4, 2025 to certify the final environmental impact report. She added that transportation would be available to the Metro Center and noted that this would be the last opportunity to provide comment on the project to the Metro Board.

5. Focal Point Programs and Housing

Commissioner Bisenieks reported the following statistics for the month of:

October 2025:

Total number of documented calls: 29	Web Inquiries:
Miscellaneous calls: 32	Total number of calls received: 61

Of the documented calls there were the following requests:

Requests for legal 14%	Requests for housing 10.3% (275 inquiries)
Requests for health 4%	

Elder Abuse/Fraud

Commissioner Ohno recommended putting your phone number on a "do not call registry".

7F. ACCEPT AND FILE SENIOR SERVICES MONTHLY REPORT

Senior Recreation Supervisor Castro presented the Senior Services report for the month of October.

DRAFT SUBJECT TO APPROVAL

In response to a question from Senior Recreation Supervisor Castro, Chair Hileman noted that the order of presentations by speakers could be based on the Programs/presenters' availability.

MOTION: Commissioner Kramer moved and Commissioner Bisenieks seconded, to accept and file the Senior Services monthly report**.** The motion passed by a 4-0 vote (Absent Montoya and Wang)

8. ORAL COMMUNICATIONS #2 Commissioners/Staff

Commissioner Kramer spoke.

9. ADJOURNMENT

9A. At 10:24 a.m., Commissioner Bisenieks moved to adjourn the meeting to the regular meeting on Tuesday, December 2, 2025, at 9:30 a.m. at the West Annex Commission Meeting Room at City Hall, 3031 Torrance Boulevard. The motion was seconded by Commissioner Ohno. The motion passed by a 4-0 vote (Absent Montoya and Wang)

DRAFT SUBJECT TO APPROVAL

FOCAL POINT INFORMATION REQUEST

PLEASE PRINT

Date:_____ **Time:**_____ **Zip:**_____ **Phone #: ( ) _____**
Area Code (Daytime)

Name:_____
First Last

Address:_____
City State

PROBLEM AREA:

( ) Abuse
( ) Advocacy
( ) Alzheimer's/Dementia
( ) Board & Care
( ) Complaints
( ) Day Care
( ) Disabilities
( ) Employment
( ) Finances
( ) Fitness/Recreation
( ) Health Resources
( ) Home Improvement
( ) Hot/Help Lines
( ) Housing
( ) In-Home Services
( ) Legal Services
( ) Nutrition/Food
( ) Retirement Community
( ) Skilled Nurs. Fac.
( ) Transportation
( ) Walk-In
( ) Other_____

CALLER STATUS:

( ) Appears low income
( ) Seems confused
( ) Calling for someone
( ) Multiple needs
( ) For themselves
( ) Urgent needs

REASON FOR CALLING/COMMENTS:

_____

_____

_____

_____

INFORMATION GIVEN:

_____

_____

_____

_____

Information taken by: _____

	DISCLAIMER STARTED
	DISCLAIMER SENT

FOLLOW-UP

	YES	NO
Satisfied with referral		
Needed additional information		

Additional Information: _____

_____

_____

_____

_____

_____

_____

Final Outcome/Signature: _____

_____

_____

_____

_____

_____

_____

Date: _____ **Time:** _____ **Remarks:** _____ **Caller:** _____

Date: _____ **Time:** _____ **Remarks:** _____ **Caller:** _____

Date: _____ **Time:** _____ **Remarks:** _____ **Caller:** _____

For Commission Meeting
December 2, 2025

TO: **COMMISSION ON AGING**

FROM: **JESUS CASTRO, SENIOR RECREATION SUPERVISOR**

SUBJECT: **SENIOR SERVICES MONTHLY REPORT FOR OCTOBER 2025**

The following is information regarding senior services programs for October 2025:

SENIOR SERVICES
Jesus Castro, Senior Recreation Supervisor; Sal Campos, Recreation Supervisor; Linda Wilson-Gray, Senior Program Specialist.

Focal Point on Aging

- The monthly meeting was held on Friday, November 21, 2025, and featured guest speaker Detective Nicholas Rea from the Torrance Police Department.
- Detective Rea provided an update on current senior-related scams impacting the community, including long-standing schemes such as the Grandparent Scam, Romance Scams, and IRS/bank account scams.
- He also highlighted continued concerns regarding identity theft, mail and check fraud, and a recent increase in watch and jewelry thefts occurring at local shopping centers, where seniors are often targeted.
- **Volunteers:** 8
- **Volunteer Hours:** 104

Senior Citizens Programs (Bartlett Center, Tillim, Walteria)

- Program continues to grow at all Senior Centers. A new addition to our activities includes memorization and critical thinking games to help seniors exercise their minds and reduce progression of dementia related issues.
    - Wisdom Wednesdays will take place on the second Wednesday of the month at Tillim and Bartlett.
    - Wit and Wisdom at Walteria will take place every Thursday.
- The Senior Arts and Crafts Sales event was held on Saturday, November 8 from 9:30am-12:30pm. We had 88 vendors and approximately several hundred people in attendance throughout the event. Vendors were excited and happy with the attendance. Staff worked the snack bar and offered donuts, coffee, hot dogs and chili for sale.
- On November 20, Bartlett Center hosted the annual Thanksgiving Luncheon. The dining room was decorated by volunteers from Easter Seals, whose efforts were greatly appreciated. Placemats created by the after-school program added a thoughtful and artistic touch to the décor.
- The menu included roasted turkey, mashed potatoes with gravy, dressing, cranberry sauce, green beans almondine, a dinner roll, and pumpkin pie with whipped cream. Chef Fred delivered an outstanding meal enjoyed by all 72 seniors in attendance.

BARTLETT SENIOR CENTER PROGRAMS AND CLASS ATTENDANCE

PROGRAM	ATTENDANCE
Beading Workshop	28
Cards	23
Craft Workshop	25
Drop-ins	36
Table, Games, and Puzzles	0
Lapidary	21
Line Dancing	51
Paid Lunches	61
Pool	21
Senior Discussion (Friday afternoon)	18
Telephone Log	179
Television/Movie	13
OLEF Chair Fusion	26
OLEF Fitness Difference	31
OLEF Salsa for Seniors	15
Walking Club	5
Gardening Club	5
Mini-Fitness Center	8
Coffee with Maxine	17
Meditation	9
English/Spanish Book Club	6
Volunteers	1
TOTALS:	**599**

TILLIM SENIOR CENTER

PROGRAM	ATTENDANCE
Bingo	0
Cards	22
Creative Crafters	59
Drop-ins	11
Games	47
Pool	4
Watercolor workshop	30
TOTALS:	**173**

WALTERIA SENIOR CENTER

PROGRAM	ATTENDANCE
Cards	**0**
Games	**5**
Ping Pong	**82**
Drop-ins	**12**
TOTALS:	**99**

Respectfully Submitted,

Jesus Castro
Senior Recreation Supervisor

CONCUR:

Garrett Craig
Recreation Services Manager

Ping Pong at Walteria

Thanksgiving Luncheon at Bartlett

Holiday Arts and Crafts Show Sales

Holiday Arts and Crafts Show Vendor

Thanksgiving Luncheon placemats
provided by After School Program participants.