

In compliance with Governor Newsom's Executive Order N-29-20, which suspended portions of the Brown Act, Governor Newsom's Executive Order N-33-20 (Stay At Home Order issued March 19, 2020), and the County of Los Angeles Public Health Officer's Reopening Safer at Work and in the Community for control of COVID-19 Blueprint for a Safer Economy – Tier 1 Surge Response (issued February 18, 2021), members of the Torrance Environmental Quality Energy and Conservation Commission and staff will participate in this meeting via teleconference or other electronic means in our continuing effort to practice social distancing to reduce the spread of COVID-19.

MEMBERS OF THE PUBLIC MAY VIEW AND PARTICIPATE IN THE HEARING via Zoom at <https://zoom.us/join>

OR

To access the Zoom meeting, use the following credentials online (<https://zoom.us>) or via phone (Phone number: 669-900-9128)

Meeting ID: 991 4547 8767

Passcode: 324924

MEMBERS OF THE PUBLIC MAY PARTICIPATE BEFORE THE HEARING by emailing EnvironmentalCommission@TorranceCA.Gov and write "Public Comment" in the subject line. In the body of the email, include the item number "7A" and/or title of this item with your comments. All comments emailed by 2:00 p.m. on the date of the meeting will be included as a "Supplemental" and uploaded to <https://www.torranceca.gov/government/city-clerk/commissions-and-advisory-boards/environmental-quality-and-energy-conservation-commission> Comments received after 2:00 p.m. will be uploaded the following day to the previously noted web address.



**TORRANCE ENVIRONMENTAL
QUALITY ENERGY AND
CONSERVATION COMMISSION**

The Environmental Quality and Energy Conservation Commission is an advisory body to the City Council on matters pertaining to oil, animal, energy conservation, and other environmental matters. Regular meetings are scheduled on the first Thursday of the month at 7:00 PM. All meetings are open to the public via teleconference.

Staff reports are available for review at the Community Development Department, Civic Center Main Library and the City Clerk's Office. Questions or concerns may be directed to Deputy Community Development Director, Linda Cessna at 310.618.5930. Agendas and Minutes are posted on the City of Torrance Home Page www.TorranceCA.Gov.

Decisions by the Environmental Quality and Energy Conservation Commission may be appealed to the City Council. Such appeals shall be in writing, accompanied by the filing fee, and shall be filed with the City Clerk within fifteen (15) calendar days following the decision of the Environmental Quality and Energy Conservation Commission.

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in this meeting, please call 310.618.5990. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR 35.102-104 ADA Title II]

**PUBLIC COUNTER
HOURS OF OPERATION
Monday through Friday from
8:00 a.m. to 5:00 p.m.
Offices are closed alternate Fridays.**

**City Hall will be closed:
Friday, March 12, 2021
Friday, March 26, 2021**

**CITY OF TORRANCE
TORRANCE ENVIRONMENTAL QUALITY ENERGY AND
CONSERVATION COMMISSION**

**VIA TELECONFERENCE
OR OTHER ELECTRONIC MEANS**

THURSDAY, MARCH 4, 2021

7:00 P.M.

AGENDA

**TORRANCE ENVIRONMENTAL QUALITY ENERGY AND
CONSERVATION COMMISSION MAY TAKE ACTION ON ANY
ITEM LISTED ON THE AGENDA**

- 1. CALL TO ORDER**
- 2. ROLL CALL / MOTION FOR EXCUSED ABSENCE**
- 3. FLAG SALUTE**
- 4. REPORT ON POSTING OF AGENDA**
The agenda was posted on the Public Notice Board at 3031 Torrance Boulevard.
- 5. APPROVAL OF MINUTES:** February 4, 2021
- 6. ORAL COMMUNICATIONS FROM THE PUBLIC #1
(Limited to a 30 minute period)**

This portion of the meeting is reserved for comment on items not on the agenda. Under the Ralph M. Brown Act, the Environmental Quality Energy and Conservation 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. Speakers under Orals are limited to either Oral Communications #1 or Oral Communication #2 and no longer than 3 minutes per speaker. To participate, please register for the hearing via Zoom at <https://zoom.us/join> and use the "Raise Your Hand" feature when prompted. Your comments to the Environmental Quality Energy and Conservation Commission meeting will be recorded as part of the Environmental Quality Energy and Conservation Commission meeting. By staying online and making public comment during the Environmental Quality Energy and Conservation Commission meeting, you are agreeing to have your audio recorded.

7. ENVIRONMENTAL MATTERS:

A. Upcoming Environmental Projects in Torrance

8. ORAL COMMUNICATIONS FROM THE PUBLIC #2:

9. ADJOURNMENT: Tentatively April 1, 2021

**MINUTES OF A REGULAR MEETING OF
THE ENVIRONMENTAL QUALITY AND
ENERGY CONSERVATION COMMISSION**

1. CALL TO ORDER

The Torrance Environmental Quality and Energy Conservation Commission convened in a regular session at 7:00 p.m. on Thursday, February 4, 2021 via teleconference or other electronic means.

2. ROLL CALL:

Present: Commissioners Deemer, DeWitt, Endo-Roberts, Martin, Montgomery, Stecker, and Chairperson Wright.

Absent: None.

Also Present: Deputy Community Development Director Cessna and Planning Assistant Martin.

3. SALUTE TO THE FLAG

Commissioner Martin led the Pledge of Allegiance.

4. POSTING OF THE AGENDA

Deputy Community Development Director Cessna reported the agenda for this meeting was properly posted on the Public Notice Board.

5. APPROVAL OF MINUTES

5A. MINUTES OF JANUARY 7, 2021 COMMISSION MEETING

MOTION: Commissioner Martin moved to approve the Commission meeting minutes of January 7, 2021 as presented. Commissioner Stecker seconded the motion; the motion passed on a unanimous roll call vote

6. ORAL COMMUNICATIONS FROM THE PUBLIC #1

None.

7. ENVIRONMENTAL MATTERS

7A. CLIMATE ADAPTATION PLANNING

Deputy Community Development Director Cessna introduced the item and noted attachments in the material of record: 1. City of Torrance Vulnerability Assessment; 2. South Bay Sub-Regional Climate Adaptation Plan; and 3. Climate Adaptation Strategies. She introduced Planning Assistant Martin and Kim Fuentes, South Bay Cities Council of Governments.

Planning Assistant Martin provided a brief overview of Climate Adaptation Strategies that were prepared in coordination with the South Bay Cities Council of Governments. He presented a list of climate adaptation strategies that address the City's vulnerability to climate change by helping the community adjust and prepare for the impact of changing conditions. He stated ultimately they plan this list to be a resource document to help City staff update relevant documents such as the General Plan and Climate Action Plan as well as to meet Senate Bill 379 requirements.

At the conclusion of the presentation, Planning Assistant Martin requested the Commissioners provide their input and offered to answer any questions they may have.

Commissioners offered suggestions to include in the document. A general discussion centered on hazard areas, prioritizing strategies, listing strategies under goal areas, procuring grants, adding a key performance index, reaching out to citizens for their input, and next steps.

8. **ORAL COMMUNICATIONS FROM THE PUBLIC #2**

Members of the Commission spoke.

9. **ADJOURNMENT**

MOTION: At 8:00 p.m. Commissioner Stecker moved to adjourn tonight's meeting to March 4, 2021. Commissioner Martin seconded the motion; roll call vote reflected unanimous approval.

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Commissioners – Zoom Etiquette

(1) When Commissioners join the meeting, they should not engage in conversation (especially items such as politics or anything coming before). They should be on mute when they join the meeting other than to do a sound check.

- When they are identified as Commissioners, they represent the City of Torrance and should be considerate of that at all times.
- Gentle reminder that just like during in-person meetings, members of the public may be listening in and/or recording the meeting.

(2) Since the **Civil Service** Commission is on video during hearings, they should have their entire face visible.

- Try to find a spot with good lighting so that you are seen clearly on video during virtual meetings, and make sure that when you are on camera you are identifiable.

(3) Commissions may want to consider using a City provided background during their meetings for consistency and/or security purposes.

(4) Utilize the “raise your hand” feature when you would like to be called on to speak.

- Microphones should be muted when not in use. This will avoid background noise, distraction, spouse/child/pet interruption, etc.

(5) For purposes of the record, do not speak over another commissioner, attorney, or speaker.

(6) Refrain from any perceived bias by treating all parties equally and with respect.

- Consider tone, language, and topic of conversation(s) when communicating with members of the public in your capacity as a Commissioner
- Consider that non-verbal communication during virtual meetings may be perceived differently than during in-person meetings

(7) If you are provided a script by staff, you should read the script since there may be legal implications if they do not. Of course, there are times during a hearing when the script may need to change and in that case, staff will advise of you to revise the script

(8) Log in 15 minutes before the meeting so staff can do a sound check/video check and everyone can be ready to go at the start of the meeting

Other Considerations

- Consider public perception of content shared publicly on social media
- Please maintain professional conduct, including appropriate dress. Professional attire should be worn, just like during an in-person meeting.
- If you are uncomfortable being on camera, consider using an appropriate still profile photo
- Even if the meeting is in public session, please avoid having friends/family/pets sit next to you on screen.

- Closed Session meetings should be treated as they would in-person and no one else should be listening in or participating other than Commissioners, designated staff, etc.

Quasi-judicial bodies such as the Planning Commission and Civil Service Commission are like judges or jury, which would never eat, sleep, or do any activity that shows they are not paying close attention to the evidence. A Commissioner that falls asleep, is distracted (eating, etc.), or otherwise not paying attention during a hearing could be grounds to have the Commission's decision overturned by a court.