

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 – Yellow Tier Risk Reduction Measures (issued June 2, 2021), members of the Social Services Commission and staff will participate in this meeting via teleconference or other electronic means.

**MEMBERS OF THE PUBLIC MAY PARTICIPATE BEFORE THE MEETING** by emailing [SocialServicesCommission@TorranceCa.gov](mailto:SocialServicesCommission@TorranceCa.gov) and write "Public Comment" in the subject line. In the body of the email, include the item number 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". Comments received after 2:00 p.m. will be uploaded the following day to the previously noted web address.

**MEMBERS OF THE PUBLIC MAY VIEW AND PARTICIPATE IN THE MEETING** via Zoom by using the following link or by calling in with the phone number listed below: <https://bit.ly/2XLJDvg>

Phone number: 1-669 900 9128

Meeting ID: 940 9908 4932

Passcode: 467182

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) 618-5880 or individual department head prior to submission to the Commission. Parties will be notified if the complaint will be included on a subsequent agenda.

The Social Services Commission is an advisory body to the City Council that meets on the fourth Thursday of each month at 6:00 p.m. All meetings are open to the public.

Staff reports are attached to the agenda and available for review online. Questions or concerns may be directed to Zulma Gent, at 310.618.5880. Agendas and Minutes are posted on the City of Torrance Home Page [www.TorranceCA.Gov](http://www.TorranceCA.Gov).

**TORRANCE SOCIAL SERVICES COMMISSION AGENDA  
JUNE 24, 2021  
REGULAR MEETING  
6:00 P.M. VIA TELECONFERENCE OR OTHER ELECTRONIC MEANS**

**SOCIAL SERVICES COMMISSION MAY TAKE ACTION ON ANY ITEM LISTED ON THE AGENDA**

**1. CALL MEETING TO ORDER**

**ROLL CALL:** Commission members Bickford, Gow, Jones, Leys, Reynolds, Witt, Chair Scotto

**2. FLAG SALUTE:** Commissioner Reynolds

**3. REPORT OF THE PUBLIC WORKS 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 Thursday, May 20, 2021.

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**

**5. ORAL COMMUNICATIONS (Limited to a 30 minute period)**

*This portion of the meeting is reserved for public comment on items not on the agenda or on topics of interest to the general public. Under the Ralph M. Brown Act, Commissioners 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 this Public Comment period will have no longer than 3 minutes per speaker. Your phone call to the Commission meeting will be recorded as part of the meeting. By staying on the line and making public comment during the meeting, you are agreeing to have your phone call recorded.*

**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. Approval of Minutes: May 27, 2021**

**7. ADMINISTRATIVE MATTERS**

**7A. ACCEPT AND FILE REPORT FROM STAFF ON 2021 VETERANS EVENT**

**7B. ACCEPT AND FILE PRESENTATION FROM STAFF ON THE HOMELESSNESS PLAN**

**8. COMMISSION ORAL COMMUNICATIONS**

**9. ADJOURNMENT**

**9A.** Adjournment of the Social Services Commission Meeting to Thursday, July 22, 2021, at 6:00 p.m.

**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, May 27, 2021 via teleconference or other electronic means.

**ROLL CALL**

Present: \*Commissioners Bickford, Gow, \*Jones, \*Leys, Reynolds, Witt and Chairperson Scotto

Absent: None

Also Present: \*Deputy City Manager Hoang and Management Associate Gent

\* Commissioners Bickford, Jones and Leys and Deputy City Manager Hoang left the meeting at 7:30 p.m.

**2. FLAG SALUTE**

The pledge of Allegiance was led by Commissioner Gow.

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

Management Associate Gent stated that the agenda for the Social Services Commission was properly posted on May 20, 2021 on the Public Notice Board by the City Clerk's office and the City's website.

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

Management Associate Gent announced that there were no withdrawn, deferred or supplemental items.

**5. ORAL COMMUNICATIONS**

None

**6. CONSENT CALENDAR**

**6A. APPROVAL OF MINUTES: APRIL 22, 2021**

**MOTION:** Commissioner Gow moved to approve Item 6A, as submitted; motion was seconded by Commissioner Jones. The motion passed by a roll call vote.

**7. ADMINISTRATIVE MATTERS**

**7A. ACCEPT AND FILE PRESENTATION FROM THE TORRANCE POLICE DEPARTMENT, TORRANCE MENTAL EVALUATION TEAM**

Management Associate Gent presented the report and introduced Detective Kissinger and Doctor Sandra Preciado, members of the Torrance Mental Evaluation Team (TMET). Dr.

Preciado discussed the role, mission and makeup of TMET and noted that she was a psychologist from the Department of Mental Health and a member of TMET who provided referrals, intervention or placement in mental health facilities when needed. She added that TMET partnered with local offices of Harbor Regional Center and explained the types of services provide by Harbor Regional Center.

Detective Kissinger discussed the daily use and format of the Police Department's Spillman database and displayed a sample database form. He explained that the Department was working with Harbor Regional to develop and implement a system for entering Harbor Regional clients' information into the database to help in the case of an emergency. He noted that current challenges to the implementation of the system involved legal issues, technical details and sufficient staff time for input and updating. He reported that there might be additional uses for the database for other populations within the City. He added that Harbor Regional would soon be able to provide training for all officers in the Police Department.

**MOTION:** Commissioner Gow moved to accept and file presentation from the Torrance Police Department, Torrance Mental Evaluation Team; motion was seconded by Commissioner Reynolds. The motion passed by a roll call vote.

**7B. ACCEPT AND FILE PRESENTATION FROM STAFF ON THE 2021 VETERANS EVENT**

Management Associate Gent presented the report for the item. Each Commissioner read their list of five suggestions for the 2021 virtual Veterans event.

Deputy City Manager Hoang requested that the Commission confirm certain aspects of the event to narrow down the options and provide a clear vision of the action needed to proceed, based on the current social restrictions and budget restraints

Management Staff Assistant Jill Reed noted that the Space Force would need to be included in the event and collecting donations were going to be difficult in the current climate.

The Commission concurred that the event would be conducted virtually.

Management Staff Assistant Jill Reed stated that the contents of the program, such as video tributes and email messages could be difficult to collect and noted that it might be easier to secure speakers and performers. She added that staff would need to speak to CitiCable to determine the amount of time that was allowable/suitable for the program and whether CitiCable could help produce, edit and provide voice overs for some of the content. She agreed to narrow down the lists that the Commissioners had submitted by eliminating overlapping items.

Deputy City Manager Hoang recommended that the Commission develop a list for the June Commission meeting of the elements that they wished to include in the program. He explained that the list could then be reviewed and Commissioners could volunteer to be responsible for the management of specific elements of the program.

Chairperson Scotto noted that performers and speakers who had been at past events could be asked to participate again in this event.

Management Associate Gent stated that staff would reach out to the Torrance Historical Society to obtain contact information for veterans living within the City and arrange for their participation in the event.

There was no public comment.

**MOTION:** Commissioner Reynolds moved to accept and file presentation from staff on the 2021 Veterans Event; motion was seconded by Commissioner Gow. The motion passed by a roll call vote.

**7C. ACCEPT AND FILE REPORT FROM STAFF ON OUTCOMES ON THE OUTREACH WORKER FOR THE MONTH OF APRIL**

Management Associate Gent presented the report for the item and reviewed and explained the metrics of the Outreach Workers Outcomes report.

**MOTION:** Commissioner Leys moved to accept and file report from staff on outcomes on the Outreach Worker for the month of April; motion was seconded by Commissioner Jones. The motion passed by a roll call vote.

**8. COMMISSION ORAL COMMUNICATIONS**

\* Commissioners Bickford, Jones and Leys and Deputy City Manager Hoang left the meeting at 7:30 p.m.

Chairperson Scotto ordered a recess from 7:30 p.m. to 7:31 p.m.

Commissioner Gow reported on vaccination numbers for the City and noted that Councilman Goodrich had stepped down from the Council.

Commissioner Witt reported on the State's incentive program for vaccinations.

Management Associate Gent announced that the Department of Housing and Urban Development had provided 33 emergency housing vouchers to the City's Department of Community Development.

**9. ADJOURNMENT**

**9A.** At 7:38 p.m., Commissioner Reynolds moved to adjourn the meeting to the regular meeting on Thursday, June 24, 2021 at 6:00 p.m. via teleconference or other electronic means. The motion was seconded by Commissioner Gow and a roll call vote reflected approval. (Absent: \*Commissioners Bickford, Jones and Leys)

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

Members of the Commission:

**SUBJECT: ACCEPT AND FILE REPORT FROM STAFF ON THE 2021 VETERANS  
EVENT**

**RECOMMENDATION**

Accept and file presentation from staff on the 2021 Veterans Event.

**BACKGROUND AND ANALYSIS**

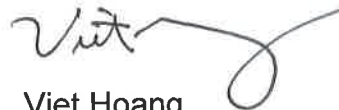
At the May 27, 2021 Social Services Commission meeting, the Commission reviewed the wish list items sent to staff prior to that meeting for consideration. Staff compiled the items listed on the lists for the potential 2021 Virtual Veterans Event.

Staff reviewed the lists submitted by the Commission and drafted a tentative Torrance Veterans Program for the November 7<sup>th</sup> through November 13<sup>th</sup> week long virtual activities. As discussed at the May 27, 2021 meeting, the Commission will review the attached DRAFT Program and assign members of the Social Services Commission to complete the proposed Virtual Torrance Veterans Program.

Respectfully submitted,



Zulma Gent  
Staff to the Commission



Viet Hoang  
Staff to the Commission

Attachment: DRAFT Program: Torrance Veterans Program – November 7 – 13, 2021

**DRAFT Program: Torrance Veterans Program**

**November 7 – 13, 2021**

<b>Program Element</b>	<b>Responsible Party</b>
Write Proclamation declaring November 7 – 13, 2021 as Military Appreciation Week in the City of Torrance	Staff
Coordinate message from Mayor Furey.	Staff
Coordinate message from Social Services Commission Chair.	Staff
Coordinate National Anthem.	Staff
Solicit written tribute messages from the Community to display on City's designated Veterans Appreciation page.	Staff
Coordinate entire program with CitiCABLE.	Staff
Create list of businesses that are in Torrance boundaries that provide free or discounted services for Military Veterans.	
Contact Historical Society to identify a local Military Veteran or a local prominent figure to deliver a message of appreciation to Veterans.	
Review current Veterans resources that are on Torrance website to identify resources that might be missing.	
Identify speaker from Armed Forces Day Honored Branch to speak on behalf of all Military Branches, with a maximum video of 10 minutes. 2021 Honored Branch is ???	
Identify vocalist for entertainment.	
Identify one representative from each of the following Theaters to profile (with diversity of branches – Army, Navy, Marines, Air Force, Coast Guard, Space Force), with a maximum video of: <ul style="list-style-type: none"> <li>● World War II</li> <li>● Korean War</li> <li>● Vietnam War</li> <li>● Operation Desert Storm</li> <li>● Gulf War</li> <li>● Iraq War</li> <li>● War in Afghanistan</li> <li>● Peace-time Service</li> </ul>	

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

Members of the Commission:

**SUBJECT: ACCEPT AND FILE REPORT FROM STAFF ON THE CITY OF  
TORRANCE PLAN TO COMBAT HOMELESSNESS**

**RECOMMENDATION**

Accept and file presentation from staff on the plan to prevent and combat homelessness.

**BACKGROUND AND ANALYSIS**

At the June 22, 2021 staff will make recommendation to Mayor and City Council to approve the Torrance Plan to prevent and combat homelessness for the period of July 2021 – June 2024.

Pending approval from City Council, staff will present the plan to the Social Services commission. Supplemental items will be available on Thursday, June 24, 2021.

Respectfully submitted,



Zulma Gent  
Staff to the Commission



Viet Hoang  
Staff to the Commission