

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 prior to submission to the Commission. Parties will be notified if the complaint will be included on a subsequent agenda. The Commission on Aging is an advisory body to the City Council that meets the first Tuesday of each month at 9:30 a.m. in the West Annex Commission Meeting Room. All meetings are open to the public.

**TORRANCE COMMISSION ON AGING AGENDA
TUESDAY, SEPTEMBER 6, 2022
REGULAR MEETING
9:30 A.M. IN THE WEST ANNEX COMMISSION MEETING ROOM
AT CITY HALL, 3031 TORRANCE BOULEVARD
TORRANCE, CA 90503**

**COMMISSION ON AGING MAY TAKE ACTION ON ANY ITEM
LISTED ON THE AGENDA**

- 1. CALL MEETING TO ORDER**
ROLL CALL: Commissioners Davis, Grundhaus, Hileman, Mayfield, Pryor, Snyder, Chairperson Dojiri.
- 2. FLAG SALUTE:** Chairperson Dojiri
WORDS OF INSPIRATION: Commissioner Hileman
- 3. REPORT OF THE CITY CLERK 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 THURSDAY, SEPTEMBER 1, 2022.
- 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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS**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 public comment on items 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 1 minutes per speaker. Your comment to the Commission meeting will be recorded as part of the meeting. By staying in the meeting and making public comment during the meeting, you are agreeing to have your comment 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: August 2, 2022**
- 7. ADMINISTRATIVE MATTERS**
 - 7A. DISCUSSION: 2021-2022 ANNUAL AND FOCAL POINT REPORTS**
Recommendation of the Community Services Director that the Commission on Aging to discuss and approve the 2021-2022 annual and Focal Point reports.

7B. DISCUSSION: TORRANCE CENTENARIAN PROGRAM:

Recommendation of the Community Services Director that the Commission on Aging discuss and approve a program to celebrate City of Torrance residents who are turning 100 years of age.

7C. DISCUSSION: 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.

7D. ORAL REPORTS ON SENIOR CITIZEN CONCERNS

Recommendation of the Community Services Director that the Commission on Aging assign or reassign senior concerns for reports on:

- City Council Activities
- Housing
- Health
- Transportation
- Community Programs
- Focal Point Programs
- Elder Abuse/Fraud

8. ORAL COMMUNICATIONS #2 COMMISSIONERS/STAFF

(Limited to a 30-minute period)

Comments under this portion of the agenda are limited to items not on the agenda and to no longer than three (3) minutes per speaker. Under the provisions of the Brown Act, the Commission is prohibited from taking action or engaging in discussion on any item not appearing on the posted agenda.

9. ADJOURNMENT

9A. To the regular meeting of the Commission on Aging on Tuesday, October 4, 2022 at 9:30 a.m. located in the West Annex Commission Meeting Room at City Hall, 3031 Torrance Blvd.

**MINUTES OF A REGULAR MEETING OF
THE TORRANCE COMMISSION ON AGING**

1. CALL TO ORDER

The meeting convened on Tuesday, August 2, 2022 at 9:34 a.m. via teleconference or other electronic means.

ROLL CALL/MOTIONS FOR EXCUSED ABSENCE

Present: Commissioners Davis, *Hileman, Mayfield, Pryor, Snyder and Chairperson Dojiri

Absent: Commissioner Grundhaus

Staff: Recreation Administrative Assistant Jessica Salvador and Recreation Supervisor Jesus Castro

*Commissioner Hileman arrived at 9:39 a.m.

2. FLAG SALUTE

Commissioner Mayfield led the Pledge of Allegiance and inspirations were provided by Irene Griffith.

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

Chairperson Dojiri reported that the agenda was posted on the Public Notice Board at 3031 Torrance Boulevard and on the City's website on Wednesday, July 27, 2022 by City Clerk Poirier.

MOTION: Commissioner Snyder moved and Commissioner Hileman seconded, to accept and file report on the posting of the agenda. The motion passed by a unanimous voice vote. (Absent Commissioner Grundhaus)

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

None

5. ORAL COMMUNICATIONS

Recreation Services Manager Craig introduced himself and Recreation Supervisor Castro, and explained that they would be assisting the Commission, due to the retirement of Senior Recreation Supervisor Reed. He noted that Charlene Walker would also be serving in a temporary capacity to the Commission, after September 24, 2022, until permanent staff were hired. He reminded the Commission that their meeting would be in person next month at the West Annex Commission Room and confirmed that the Commission meeting room would be set up by the City Clerk's staff and Recreation Services Manager Craig and Recreation Supervisor Castro would be available for any questions.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES – July 5, 2022

Commissioner Hileman requested that the date of the next meeting be changed from August 5 to August 2, 2022 in section 9A.

Commissioner Snyder requested that the spelling of her name be corrected.

MOTION: Commissioner Davis moved and Commissioner Hileman seconded, to approve the minutes of the Commission on Aging meeting of July 5, 2022, as amended. The motion passed by a unanimous voice vote. (Absent Commissioner Grundhaus)

7. ADMINISTRATIVE MATTERS

7A. PRESENTATION: College of Extended and International Education at Cal State University, Dominguez Hills; Director Fawn Supernaw, MA and Associate Dean Lynda Wilson, Ph.D. to discuss the Osher Lifelong Learning Institute (OLLI)

Associate Dean Wilson explained the endowment and the principles behind Osher Lifelong Learning Institute (OLLI) and noted that there were members who were in their 80's and 90's.

Director Supernaw noted that volunteers directed most of the programs and discussed the variety of topics and programs. She invited the Commission to attend the open house on September 7 from 10:00 a.m. to 12:00 p.m. and noted that the yearly membership was \$30, with a parking fee of \$20. She added that members were considered students at California State University, Dominguez Hills (CSUDH) and received access to the library and other events held on campus. Website: <https://www.csudh.edu/olli/>

7B. ELECTION OF OFFICERS: Recommendation that the Commission nominate and elect a Chair and Vice Chair for the Commission on Aging for 2022-2023.

Commissioner Mayfield nominated Chairperson Dojiri to be Chair and Commissioner Davis seconded.

Commissioner Pryor declined the nomination for Chair from the last meeting.

The Commission voted unanimously to elect Chairperson Dojiri to Chair for the Commission on Aging for 2022-2023. (Absent Commissioner Grundhaus)

Commissioner Mayfield nominated Commissioner Hileman to be Vice Chair and Commissioner Davis seconded.

The Commission voted unanimously to elect Commissioner Hileman to Vice Chair for the Commission on Aging for 2022-2023. (Absent Commissioner Grundhaus)

7B. DISCUSSION:

• Speakers for upcoming meetings:

Commissioner Pryor stated that she had not yet heard back from Maps Charities and would follow up to see if the speaker was available for October. Recreation Supervisor Castro noted that the proposed speaker could reach out to him for scheduling and information.

Commissioner Hileman discussed the possibility of inviting a representative from the Los Angeles County Commission for Older Adults.

MOTION: Commissioner Mayfield moved and Commissioner Davis seconded, to have Commissioner Hileman invite a representative from the Los Angeles County Commission for Older Adults to present to the Commission. The motion passed by a unanimous voice vote. (Absent Commissioner Grundhaus)

Commissioner Mayfield stated that she would contact Administration Manager Lee, Transit Department to arrange a tour of the new transit center for the Commission.

- **Approve the Commission on Aging 2021-2022 Annual Report**

Chairperson Dojiri noted that she had also sent the Focal Point Annual report to the Commission for review and inclusion in the Annual Report, and added that the report on Elder Abuse/Fraud would also be included in the report.

MOTION: Commissioner Snyder moved and Commissioner Hileman seconded, to amend the Annual Report to add the information on Focal Point and Elder Abuse/Fraud and bring the Report back to the September Commission meeting for approval, unless the vote could be completed by email, due to a deadline before the next Commission meeting. The motion passed by a unanimous voice vote. (Absent Commissioner Grundhaus)

7C. Oral Reports on Senior Citizens Concerns

1. City Council Activities

Chairperson Dojiri announced that City Council had approved in-person meetings beginning August 11 and that the new Council members had been sworn in. She noted that a mobile home park update would be presented at the Council meeting.

2. Housing

Commissioner Hileman reported that the building on the corner of Crenshaw and Lomita Boulevard would be apartments and that the project on the Gable House Bowl site was planned for 137 apartments units.

Chairperson Dojiri reminded that Commission that the City had opened the Section 8 housing list and seniors who needed application assistance could schedule an appointment through the Barlett Center.

3. Health

No report.

4. Transportation

Commissioner Mayfield reported that there was a new Transit app which could inform you whether or not the bus that was approaching was crowded.

5. Community Programs

No report

6. Focal Point Program

Commissioner Snyder reported the following statistics for the months of:

July 2022

| | |
|--------------------------------------|------------------------------------|
| Total number of documented calls: 36 | Web Inquiries: 122 |
| Miscellaneous calls: 40 | Total number of calls received: 76 |

Of the documented calls:

| | |
|---------------------------------|-----------------------------------|
| requests for housing 28% | |
| requests for transportation 19% | requests for in home services 11% |

7. Elder Abuse/Fraud

No report

8. ORAL COMMUNICATIONS #2 Commissioners/Staff

Commissioner Hileman welcomed all the guests to the meeting.

Recreation Administrative Assistant Salvador reported that City Clerk Poirier had explained that the Commission could only vote during a meeting and would need to postpone the vote on the Annual Report to the September meeting.

Chairperson Dojiri stated that she had written Community Development Director Ramirez a thank you for her informative presentation on Section 8 housing.

Commissioner Hileman reported that she and Commissioner Mayfield had attended the Fire Department's stake holders' meeting and offered their input on their main concerns for continuing the excellent paramedical and fire fighting services as well as continued education and communication with seniors. Chairperson Dojiri stated that she had also attended the meeting and requested programs for hazardous material and the Community Emergency Response Team (CERT).

In response to a question, Recreation Supervisor Castro stated that he would ask if the Commission of Aging meetings could continue to be on Zoom, even after the meeting had returned to in-person.

9. ADJOURNMENT

9A. At 10:38 a.m., Commissioner Mayfield moved to adjourn the meeting to the regular meeting on Tuesday, September 6, 2022, at 9:30 a.m. at the West Annex, Commission Room. The motion was seconded by Commissioner Davis and a roll call vote reflected unanimous approval. (Absent Commissioner Grundhaus)

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Torrance Commission on Aging 2021-2022 Annual Report

Purpose of the Commission

The Commission on Aging consists of seven residents of Torrance who act to identify situations and problems affecting the senior population, and to serve as a liaison to the City Council.

The Commission on Aging meets the first Tuesday of each month at 9:30 a.m. (except June and December). The meetings are held at the West Annex Commission Meeting Room or via zoom and are open to the public. Torrance residents are encouraged to attend the meetings to address the Commission on Aging matters of concern about the senior community.

Membership of the Commission on Aging

The following Commission members currently serve the Torrance Commission on Aging:

| MEMBER | STATUS | APPOINTED or REAPPOINTED |
|--------------------------|------------------------|---------------------------------|
| Ghislaine Davis | General Representative | 2022 |
| Julie Dojiri, Chair | General Representative | 2021 |
| Kay Grundhaus | General Representative | 2021 |
| Mary Hileman, Vice Chair | General Representative | 2022 |
| Rosie Mayfield | General Representative | 2021 |
| Karen Pryor | General Representative | 2020 |
| Carolyn Snyder | General Representative | 2020 |

Highlights 2021 -2022

At the July 13, 2021 Commission on Aging meeting, Mr. Rafi Nazarians, AARP California Associate State Director, outlined the four-step process to join the AARP Age Friendly City network. A discussion took place and the Commission agreed to request City Staff do additional research.

Election of officers for the Fiscal Year July 2021-2022 was held. Commissioner Hileman was elected as Vice Chair. A motion was passed to postpone the selection of Chair until August as Commissioner Dojiri was not present to accept the nomination.

At the August 10, 2021 Commission meeting the postponed election for Chair was held. Commissioner Dojiri accepted the nomination and was elected as Chair of the Commission.

Change of location and time for the Commission on Aging meetings was discussed. Senior Recreation Supervisor, Reed, and Chairperson Dojiri will research available locations, dates, and times. The Commission agreed to meet at the current location until an alternative location is available.

At the September 14, 2021 Commission meeting, Chairperson Dojiri reviewed the protocols, guidelines and responsibilities for all Commissions and Commissioners. City Council rules of order were also reviewed.

Appointment of an Interim Vice Chair was discussed in the absence of Commissioner Hileman. After a discussion, a motion to appoint Commissioner Mayfield as Interim Vice Chair was approved.

There was an update on location and time change for the Commission on Aging meetings. There are two available dates at the West Annex Commission Meeting Room at 9:30 a.m. to 11:30 a.m. on either the first Tuesday or the fourth Tuesday of the month. After a discussion, a motion was passed to request the West Annex Commission Room for the first Tuesday of the month from 9:30 a.m. to 11:30 a.m. except for the months of June and December. The request will require approval by City Council.

Discussion on Torrance becoming an AARP Age Friendly City was held. It was agreed to ask the City Manager's office for additional information.

At the October 12, 2021 Commission meeting, newly appointed Torrance Police Chief, Jeremiah Hart was the guest speaker. He summarized the challenges faced due to the financial status of the city. The TPD's plan on how to maintain public safety was outlined.

The process of becoming an AARP Age Friendly City discussion continued. A motion was passed to table this item until January 2022.

At the November 9, 2021 Commission meeting, an update was made on Torrance becoming an AARP Age Friendly City. On October 26, 2021, Chairperson Dojiri and Commissioner Mayfield discussed this with Mayor Furey. The mayor will request City staff to research this to determine if it is a project the city should pursue. It was agreed to table further discussion.

The Commission's request to convene on the first Tuesday of the month from 9:30 a.m. to 11:30 a.m. at the West Annex Commission Meeting Room was approved by City Council at the October 26 City Council meeting.

At the January 4, 2022 Commission meeting, there was a discussion on upcoming speaker procedure. It was agreed to continue this discussion at the February meeting.

2022 Older American Award process and procedure were reviewed and discussed. Agreement on age and residency requirements was made. The deadline for nominations will be March 21, 2022.

At the February 1, 2022 Commission meeting, discussion continued regarding the 2022 Older American Award. A list of past recipients will be sent out from the City Clerk to all Commissions. Final selection will be made at the April meeting.

The Commissioners agreed to invite Laurie Jacobs, South Bay Cities Council of Government and Home Share South Bay to speak on home sharing.

AARP Challenge Grant for the Home Improvement Program (HIP) program was discussed. It was agreed that Commissioners bring any grant proposals to the March meeting.

Patti Goldenson was introduced as the new Supervisor of Senior Programs at the Bartlett Center.

At the March 1, 2022 Commission meeting, a presentation was made by Laurie Jacobs, South Bay Cities Council of Governments, on Home Share South Bay Program. It is funded by LA County Measure H Innovative Funds and is designed to assist older residents remain in their home by as well as seniors seeking affordable housing.

The Older American Award due date is March 21. Currently, three applications have been received. Final selections will be made at the April meeting. The County Older American Award ceremony will be held virtually.

At the April 5, 2022 Commission meeting, four applications were received for the 2022 Older American Award. The Commission voted and approved the following three candidates to receive the Older American Award: Jean Adelman, Mary Hoffman, and Fern Ruiz. The Commission voted to approve Fern Ruiz as the recipient of the Los Angeles County Older American Award.

A motion was approved to invite Viet Hoang, Social Services Commission Liaison and Nancy Wilcox, South Bay Coalition to End Homelessness, to do a presentation on homelessness at the May meeting. A motion was approved to invite Danny Santana, Assistant City Manager, to speak at the July meeting.

At the May 3, 2022 meeting a presentation on Homelessness 101 Training was made by Nancy Wilcox, Co-Chair of South Bay Coalition to End Homelessness and Deputy City Manager Viet Hoang. Items covered included homeless count, reasons for becoming homeless, common myths, services available both public and private and Torrance Temporary Housing Program.

A motion was approved to invite Osher Lifelong Learning Institute to present at the August 2022 meeting. The 2022 recipients of the Older American Award will be recognized at the May 10 City Council meeting. Chairperson Dojiri will make a brief statement at the meeting. The LA County award will be on May 26th. Commissioners will be sent a virtual meeting link.

City Council

Chair Dojiri reports on events and items pertinent to seniors that were discussed by the City Council monthly.

Community Programs

The Bartlett Center reopened on July 12, 2021. Reservations are required for lunch and billiards. Classes at Bartlett are scheduled to resume in the Fall. Tillim and Walteria Park Senior Centers are scheduled to re-open soon.

At the November 9, 2021 meeting, it was announced that the Holiday Festival would be at the Torrance Medical Center. They will have two free admission days for seniors.

At the January 4, 2022 Commission meeting, it was reported that the YMCA has frozen meals for pickup on Tuesdays. The Bartlett Center is still serving hot lunches. AARP Tax-Aide at no cost to seniors will be available by appointment only at Bartlett Center.

Affordable Housing for Seniors

At the January 4, 2022 Commission meeting, Commissioner Grundhaus reported that a 300-unit residential building at the South Bay Galleria will set-aside sixty units for low-income housing and thirty units for very low-income households.

Transportation

At the August 10, 2021 Commission meeting, Transit Administration Manager James Lee presented an overview. The Department is now on 100% alternative fuel fleet. He discussed the services provided by the Senior Taxi Program. The Department is also investigating additional transportation options for seniors.

At the October 12, 2021, Commission meeting, Commissioner Mayfield reported on street widening and lane changing projects.

At the January 4, 2022 Commission meeting, Commissioner Mayfield reported a bus driver shortage is affecting the number of buses on route.

At the March 1, 2022 Commission meeting, Commissioner Mayfield reported the city will be introducing all electric buses and rubber wheeled trolleys in mid-2022, A \$20 million grant will fund bus replacement and expansion.

Health

At the October 12, 2021 Commission meeting, it was announced that free flu shots will be available on Thursday, October 28 from 10:00 a.m. to 12:00 p.m. at the Ken Miller Recreation Center.

At the March 1, 2022 Commission meeting, Commissioner Hileman reported that Bartlett and Tillim Senior Centers have begun in-person fitness classes.

Focal Point on Aging

Commissioner Snyder reports the statistical results for senior referral outreach telephone calls and follow-up. The monthly report is submitted by Bea Virobik, Focal Point on Aging Program Manager for the City of Torrance and surrounding cities. Report attached.

Elder Abuse/Fraud

Commissioner Pryor reported on scams and frauds targeting seniors.

At the October 12 Commission meeting, a Medicare robo call scam was reported.

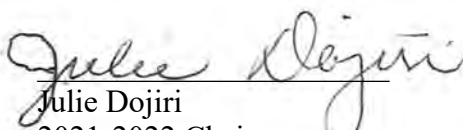
At the November 9 Commission meeting, five ways to avoid senior financial exploitation was discussed.

At the February 1 Commission meeting, Commissioner Pryor reported that Senator Ben Allen's office is hosting a Senior Scam Stopper webinar on February 9.

Conclusion

The Commission is indebted to the City Council and the City Staff for their support and assistance in helping the Commission on Aging members be available to all senior citizens in our community. We are especially grateful to Staff Liaison Debbie Red for her guidance and support, and to Ellen Seaman, Commission Recording Secretary.

Respectfully submitted,


Julie Dojiri
2021-2022 Chairperson
Torrance Commission on Aging

Submitted by: Bea Virobik, Office Manager, **Focal Point on Aging**
Russ Nolte Annex of the Bartlett Senior Center
1339 Post Avenue
Torrance, CA 90501

Focal Point Annual Report
August 30, 2021-June 30, 2022

The Torrance Focal Point on Aging resumed services in July 2022. With the pandemic still in place we have limited services and only take phone calls Monday-Friday, 9-noon. Many seniors can not afford the inflated prices of rental housing and this has resulted in homelessness. Since the pandemic elder abuse has increased over the past 2 years. The 23rd edition of the Focal Point on Aging directory is being printed and will be distributed to community partners.

Statistics for August 2021-June 2022

- . 208 calls with documentation
- . 365 miscellaneous calls without documentation
- . 573 total calls
- . 996 web inquiries
- . 87 or 42% inquiries for affordable senior rental housing

Goal for 2020-2021: Continue to provide quality services to our seniors and families. Pursue affordable rental and shared housing options.

TO: COMMISSION ON AGING (COA)
FROM: JESUS CASTRO, RECREATION SUPERVISOR
SUBJECT: TORRANCE CENTENARIAN PROGRAM

RECOMMENDATION

Recommendation of the Community Services Director that the Commission on Aging (COA) discuss and approve a program to celebrate City of Torrance residents who are turning 100 years of age. Residents who receive this honor will be presented with a certificate and recognition coin at a COA meeting and or a City Council meeting.

BACKGROUND/ANALYSIS

At the July 26, 2022 City Council meeting, Councilmember Griffiths made an oral request for staff to bring back an item regarding options for the City to recognize Torrance community members who turn 100 years of age. Staff surveyed surrounding Cities for best practices in honoring their Centenarian residents. Staff is proposing the following:

The City of Torrance Centenarian Program will celebrate the Centenarian's wealth of experience and longevity, administered by the Commission on Aging (COA) through the Recreation Services Division. To accomplish this, the City of Torrance will ask residents to refer eligible citizens through an online form that will verify age through typical identification (Birth Certificate, Passport, CA Identification, etc.). The City will advertise the Torrance Centenarian Program on the City website, at Senior Center facilities, and on electronic marquees around the City. After filling out the form, the Centenarian will receive a venerable certificate and recognition coin from the City through the COA and or the City Council. To allow for processing honorees must be submitted for recognition no less than two months before their birthday, and the honoree must be a resident of the City of Torrance. Recognition ceremonies will be done quarterly throughout the year (January, April, July, and October). At the outset of the program, the City would provide an opportunity to retroactively capture those residents who have already celebrated their 100th birthday.

National Centenarian's Day is observed annually on September 22, to honor individuals who are 100 years of age or older. The day was originally proclaimed as a time to listen to centenarians as they possess a wealth of history, wisdom and experience to share with younger generations. An initial honoring of Torrance Centenarians in September will be a great way to kickoff this new program.

Respectfully submitted,

Jesus Castro
Recreation Supervisor

CONCUR:

John La Rock
Community Services Director

Attachment: Example of Recognition Coin



HERO-INDUSTRIES.COM

Everyone needs a Hero!



Front

Size: 1.75"




Back

SOFT ENAMEL

 PMS 637C

 BLACK

 WHITE

 ANTIQUE COPPER METAL 1

 ANTIQUE COPPER METAL 2

PLEASE NOTE:

Checking of size, spacing and spelling by purchaser is mandatory prior to final approval and production.

Any changes to coin design after final approval are subject to additional die fees.

Approved _____

Print Name _____

Date _____

Hero Industries, Inc.

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