

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.

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
JANUARY 26, 2023
REGULAR MEETING
6:00 P.M. WEST ANNEX COMMISSION MEETING ROOM
SOCIAL SERVICES COMMISSION MAY TAKE ACTION ON ANY ITEM
LISTED ON THE AGENDA

VHH
RG

1. CALL MEETING TO ORDER

ROLL CALL: Commission Members Bickford, Funes, Leys, Sansalone, Scotto, Witt, Chair Reynolds

2. FLAG SALUTE

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 Thursday, January 19, 2023.

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS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

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: OCTOBER 27, 2022

7. ADMINISTRATIVE MATTERS

7A. RECEIVE UPDATE ON THE DEVELOPMENT OF THE FIVE-YEAR CONSOLIDATED PLAN COVERING FISCAL YEAR (FY) 2022 – 26 AND ANNUAL ACTION PLAN COVERING FY 2022-23 AND PROVIDE FEEDBACK REGARDING THE UTILIZATION OF FUNDING

7B. ACCEPT AND FILE REPORT FROM STAFF ON THE CITY'S PROGRESS IN ADDRESSING HOMELESSNESS IN TORRANCE

8. COMMISSION ORAL COMMUNICATIONS

9. ADJOURNMENT

- 9A.** Adjournment of the Social Services Commission Meeting to February 23, 2023 at 6:00 p.m.

October 27, 2022

**MINUTES OF A REGULAR MEETING OF THE
SOCIAL SERVICES COMMISSION**

1. CALL TO ORDER

The Torrance Social Services Commission convened in a regular session at 6:00 p.m. on Thursday, October 27, 2022 at the West Annex Commission Meeting Room, Torrance City Hall.

ROLL CALL

Present: Commissioners Bickford, *Funes, Leys, Sansalone, Scotto, Witt and Chairperson Reynolds

Absent: None.

Also Present: Deputy City Manager Hoang and Management Associate Gent

MOTION: Commissioner Witt moved to approve the excused absence of Commissioner Funes; motion was seconded by Commissioner Scotto. The motion passed by a roll call vote. (Absent *Commissioner Funes)

*Commissioner Funes arrived at 6:03.

2. FLAG SALUTE

The pledge of Allegiance was led by Commissioner Witt.

3. REPORT OF THE STAFF ON THE POSTING OF THE AGENDA

Management Associate Gent stated that the agenda for the Social Services Commission was properly posted on Wednesday October 19, 2022 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 thanked the Commission and all the volunteers for their efforts for the in-person Veterans Event on October 21, 2022. She noted that staff had received many compliments on the event and added that staff would return to a future meeting with the full report on the event.

5. ORAL COMMUNICATIONS

Commissioner Kohus spoke.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES: September 22, 2022

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

7. ADMINISTRATIVE MATTERS

7A. ACCEPT AND FILE PRESENTATION FROM NANCY WILCOX OF THE SOUTH BAY COALITION TO END HOMELESSNESS ON THE HOMELESS COUNT 2022 RESULTS FOR TORRANCE

Nancy Wilcox stated that she had stepped down from the South Bay Coalition to End Homelessness in the summer of 2022 and was now the Faith Coordinator for Torrance Faith Homelessness Collaborative.

Ms. Wilcox presented the report and results on the greater Los Angeles Homeless Count and well as the Southbay and City of Torrance. She noted that the homeless numbers in Torrance had decreased by 5% and listed the shelters currently operating in Torrance. She noted that some issues with the mobile app may have affected some of the observations and added that the app for next year would be different.

There was a discussion about the progress of the rollout of Homeless 101 training within the City as well as within the Community.

MOTION: Commissioner Witt moved to accept and file presentation from Nancy Wilcox of the South Bay Coalition to End Homelessness on the Homeless Count 2022 results for Torrance; motion was seconded by Commissioner Sansalone. The motion passed by a unanimous roll call vote.

7B. DISCUSS JOINT MEETING WITH CITY COUNCIL AND SELECT DATES IN 2023

The Commission concurred to request May 2023 as the date for their joint meeting with the City Council.

8. COMMISSION ORAL COMMUNICATIONS

Commissioners Witt, Scotto, Bickford, and Chair Reynolds spoke.

Councilmember Lewis, District 2, introduced herself to the Commission and thanked staff and the Commission for their work and added that she was available if the Commission or staff needed her assistance.

Deputy City Manager Hoang reviewed the work and accomplishments of the Social Services Commission in 2022:

- Participated in the Homeless Count during COVID.
- Conducted the Toiletry Drive which benefitted both outside agencies as well as 3290 Village.
- Participated in the Torrance Unified District (TUSD) Back to School Supplies Drive which benefitted both TUSD students and victims of an apartment fire.
- Veteran Day events: both in-person and virtual from November 6 - 12, 2022 on CitiCable.
- Launch of the 3290 Project- which planning had begun in 2016.
- Begun work on plans for people with developmental disabilities.

Deputy City Manager Hoang announced that the City had signed an agreement with Los Angeles Homeless Services Authority to continue to be the site for the next three Homeless Counts and he noted that the 2023 Count would take place on Wednesday, January 25, 2023, starting at 8:00 p.m. He added that family teams were recommended.

Nancy Wilcox spoke.

9. ADJOURNMENT

9A. At 7:12 p.m., Commissioner Bickford moved to adjourn the meeting to the regular meeting on Thursday, January 26, 2023 at 6:00 p.m. The motion was seconded by Commissioner Funes and the motion passed by a unanimous roll call vote.

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SUBJECT TO APPROVAL

Commission Meeting of
January 26, 2023

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

Members of the Commission:

SUBJECT: Receive Update on the Development of the Five-Year Consolidated Plan Covering Fiscal Year (FY) 2022-26 and Annual Action Plan Covering FY 2022-23 and Provide Feedback Regarding the Utilization of Funding.

RECOMMENDATION

Recommendation of Staff that the Commission receive an update on the Development of the Five-Year Consolidated Plan Covering Fiscal Year (FY) 2022-26 and Annual Action Plan Covering FY 2022-2023 and Provide Feedback Regarding the Utilization of Funding.

BACKGROUND/ANALYSIS

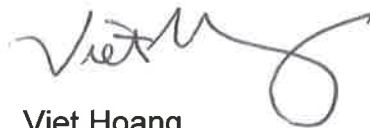
The City of Torrance is a federal entitlement grant recipient of Community Development Block Grant ("CDBG") and HOME Investment Partnerships Program ("HOME") funds from the U.S. Department of Housing and Urban Development (HUD). While Torrance is an entitlement grantee, the City has entered into a joint grant agreement with the Los Angeles County Development Authority (LACDA) to administer the City's CDBG grant until June 30, 2024. In March 2022, the City was notified by HUD that Torrance is eligible to receive approximately \$516,063 in HOME funds for FY 2022-23. In the past, the City declined the HOME funding allocation. On April 26, 2022, City Council directed Staff to accept the FY 2022-23 HOME funding allocation. In order to receive these HOME funds, the City must create and adopt a Consolidated Plan and Action Plan.

This evening, Julia Smith of the Community Development Department will provide background information and ask your Honorable Body for input in the creation of the Consolidated Plan and Action Plan. Attached is a written report that the Department has submitted for your Honorable Body's review.

Respectfully submitted,



Zulma Gent
Staff to the Commission



Viet Hoang
Staff to the Commission

Memorandum

To: Torrance Social Services Commission

From: Julia Smith, Business Manager, Community Development

Date: January 26, 2023

RE: Torrance Five-Year Consolidated Plan Covering Fiscal Year (FY) 2022-26 and Annual Action Plan FY 2022-2023

In order to participate in certain federal programs, States and localities that receive funding must create a Five-Year Consolidated Plan as well as Annual Action Plans. The Consolidated Plan describes the jurisdiction's community development priorities and multi-year goals based on an assessment of housing and community development needs, an analysis of housing and economic market conditions, and available resources. The Consolidated Plan is carried out through Annual Action Plans, which provide a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified by the Consolidated Plan.

At this time, the Consolidated Plan and Action Plan will pertain to the City's HOME allocation.

HOME is a federal grant program that provides funding to states and localities to be used exclusively for affordable housing activities to benefit low-income households (income at/below 80% area median income). States and localities that receive HOME funds must match the HOME funds they spend with their own 25% permanent contribution to affordable housing activities.

HOME funds may be used for the following activities:

- Provide incentives to develop and support affordable rental housing and homeownership affordability through the acquisition (including assistance to homebuyers), new construction, reconstruction, or rehabilitation of non-luxury housing with suitable amenities, including real property acquisition, site improvements, conversion, demolition, and other expenses, including financing costs, relocation expenses of any displaced persons, families, businesses, or organizations;
- Provide tenant-based rental assistance, including security deposits;
- Provide payment of reasonable administrative and planning costs;
- Provide for the payment of operating expenses of community housing development organizations.

HOME-assisted housing must also meet certain definitions of affordability and must continue to remain affordable to low-income households for a specified period of time. The specific affordability requirements vary according to the type of activity for which funds are listed and the amount of HOME funding contributed to the project.

Out of the projected \$516,063 for FY 2022-23, \$51,606.30 (or 10%) will be allocated to administrative activities (i.e. salary, supplies, etc.), \$77,409.45 (or 15%) will be allocated to a Community Housing Development Organization (CHDO), with the remainder \$387,047.25 allocated for programs. A CHDO is a private nonprofit, community-based organization that has staff with the capacity to develop affordable housing for the community it serves. In order to qualify for designation as a CHDO, the organization must meet certain requirements pertaining to their legal status, organizational structure, and capacity.

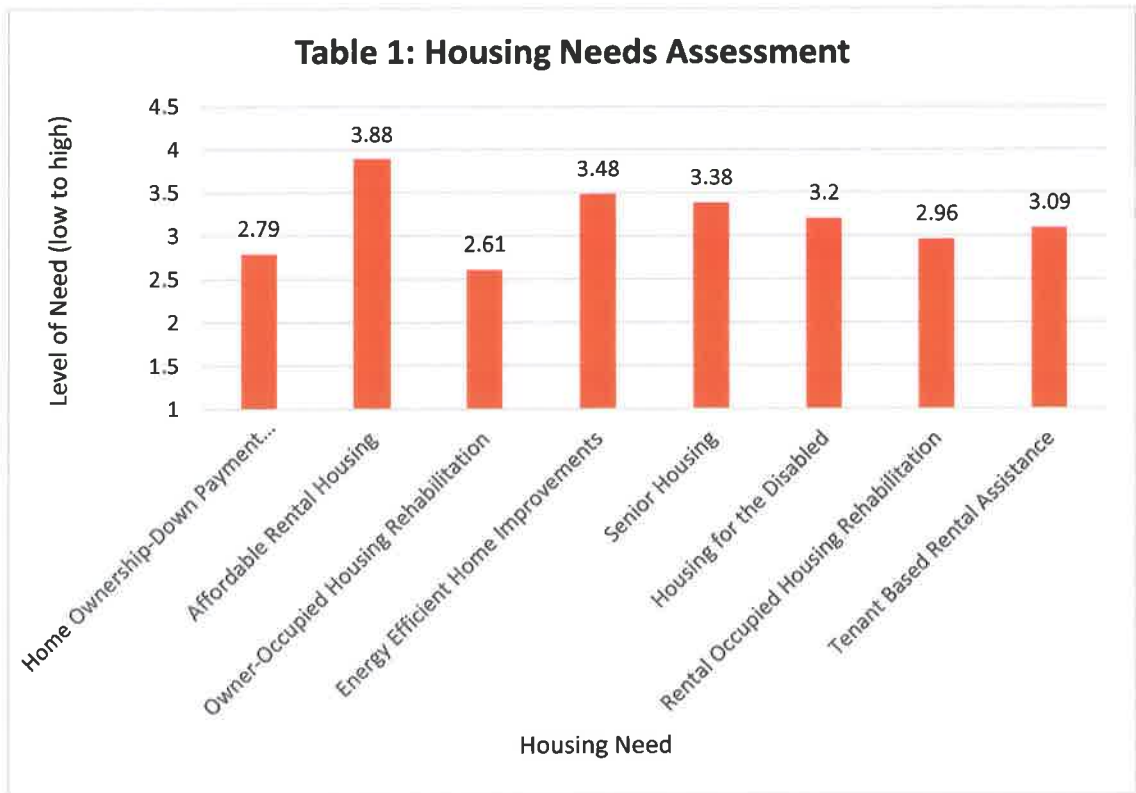
The City must comply with the following requirements of the Consolidated Plan final rule regarding pre-submission:

- 1) Fulfill citizen participation requirements by conducting a public hearing to receive citizen input regarding annual funding needs; and
- 2) Publish a draft Consolidated Plan and Annual Action Plan for a 30-day comment period in order to receive citizen input regarding the final document; and
- 3) Conduct a public hearing adopting the Final Consolidated Plan and the Annual Action Plan.

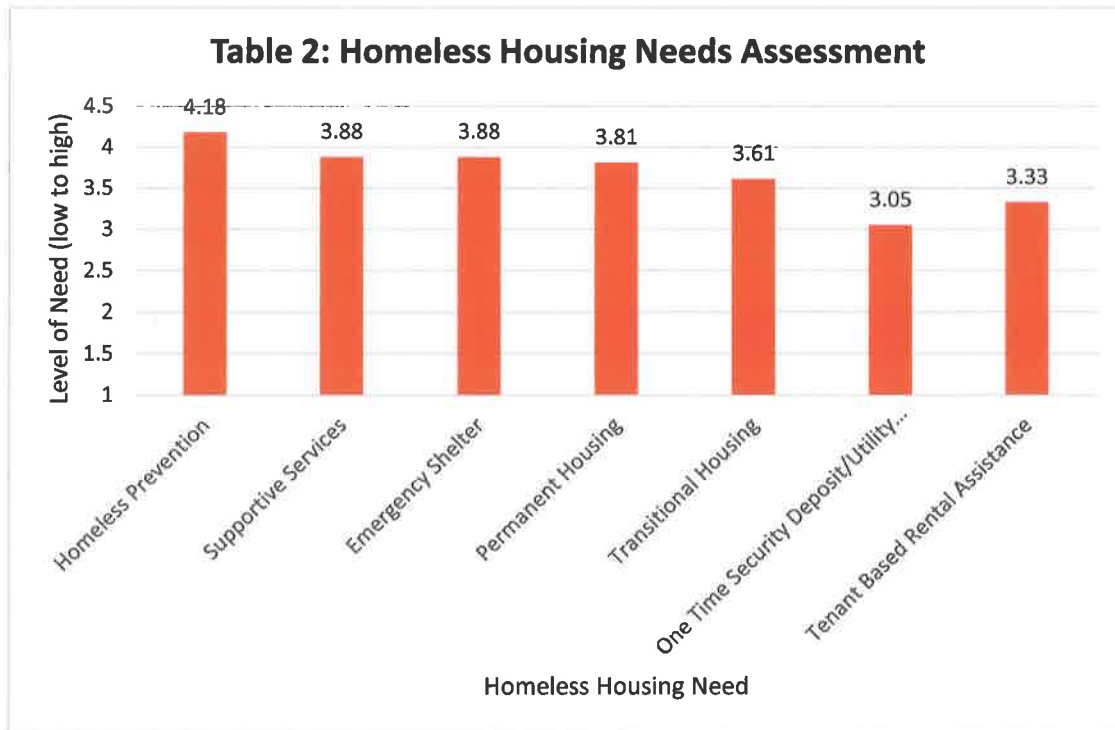
To solicit citizen participation in the creation of the Consolidated Plan and Action Plan, Staff created an electronic consultation survey that was posted on the City’s website, newsletter, and social media from December 5, 2022-December 19, 2022. The survey was also sent electronically to social service organizations that serve the City’s geographic area, 340 Torrance multi-family property owners, and 101 Torrance renters who applied for the City’s COVID rent relief program in 2021.

The following tables show a selection of survey results.

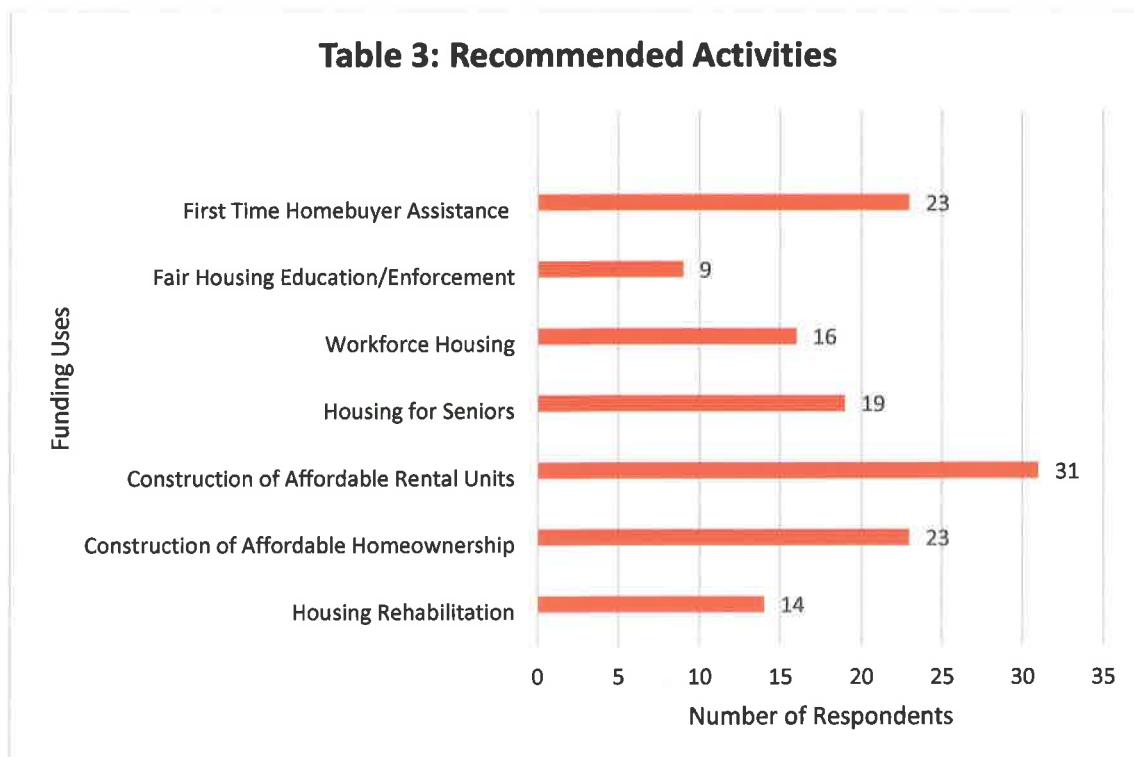
For housing needs, affordable rental housing ranked as having the highest level of need followed by energy efficient home improvements and senior housing (Table 1).



For homeless housing needs, homeless prevention ranked as having the highest level of need followed by supportive services and emergency shelter (Table 2).

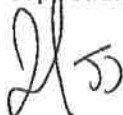


For recommended activities, the majority of survey respondents chose construction of affordable rental units followed by construction of affordable homeownership and first-time homebuyer assistance (Table 3).



Staff asks your Honorable Body for any input in the creation of the Consolidated Plan and Action Plans. Staff will incorporate all comments received from the Commissioners and the public in tonight's meeting in the creation of the Consolidation Plan and Annual Action Plan.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'JS' or similar initials, written in a cursive style.

Julia Smith
Business Manager
Community Development Department

Commission Meeting of
January 26, 2023

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'S
PROGRESS IN ADDRESSING HOMELESSNESS IN TORRANCE**

RECOMMENDATION

Accept and file presentation from staff on the City's progress in addressing homelessness in Torrance.

BACKGROUND AND ANALYSIS

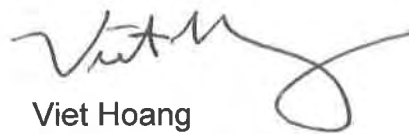
At the City Council meeting of December 20, 2022, staff provided City Council and the community with an update on the City's efforts to address homelessness. During the presentation, staff specifically addressed the City's temporary housing program (3290 Temporary Housing Village at Civic Center Drive) and the City's outreach program.

During tonight's meeting, staff will present the information provided on December 20 to City Council, as well as additional updates since December 20.

Respectfully submitted,



Zulma Gent
Staff to the Commission



Viet Hoang
Staff to the Commission