

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
OCTOBER 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

1. CALL MEETING TO ORDER

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

2. FLAG SALUTE: Commissioner Reynolds

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 October 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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS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: SEPTEMBER 28, 2023

7. ADMINISTRATIVE MATTERS

7A. ACCEPT AND FILE UPDATE ON THE 2024 GREATER LOS ANGELES HOMELESS COUNT

7B. ACCEPT AND FILE UPDATE FROM STAFF ON THE 2023 VETERANS APPRECIATION EVENT

8. COMMISSION ORAL COMMUNICATIONS

9. ADJOURNMENT

9A. Adjournment of the Social Services Commission Meeting to January 25, 2024 at 6:00 pm in the West Annex Commission Meeting Room.



September 28, 2023

**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, September 28, 2023 at the West Annex Commission Meeting Room, Torrance City Hall.

ROLL CALL

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

Absent: Commissioner Bickford

Also Present: Deputy City Manager Hoang and Julia Smith, Staff Liaison-in- Training

MOTION: Commissioner Witt moved to approve the excused absence of *Commissioner Bickford; motion was seconded by Commissioner Scotto. The motion passed by a 6-0 roll call vote. (Absent *Commissioner Bickford)

*Commissioner Bickford arrived at the meeting at 6:05 p.m.

2. FLAG SALUTE

The Pledge of Allegiance was led by Commissioner Funes.

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

Julia Smith, Staff Liaison-in Training stated that the agenda for the Social Services Commission was properly posted on Thursday, September 21, 2023 on the Public Notice Board by the City Clerk's office and on the City's website.

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS

Julia Smith, Staff Liaison-in-Training stated that there were no items.

5. ORAL COMMUNICATIONS

Jimmy Gow, field representative for Assemblymember Al Muratsuchi, announced that Assemblymember Muratsuchi would be conducting legislative updates at community Town Halls in Gardena on October 7 and Lomita on October 11. He added that he would keep the Commission updated on the progress of AB67, Homeless Courts Pilot Program.

*Commissioner Bickford arrived at the meeting at 6:05 p.m.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES: August 24, 2023

MOTION: Commissioner Witt moved to approve Item 6A, as submitted; motion was seconded by Commissioner Reynolds. The motion passed by a 7-0 roll call vote.

7. ADMINISTRATIVE MATTERS

7A. APPROVE SCHEDULING OF JOINT MEETING WITH PARKS AND RECREATION COMMISSION

Julia Smith, Staff Liaison-in-Training presented the report for the item and listed the recommended February 2024 dates for the joint meeting.

Commissioner Reynolds requested that the joint meeting with the Parks and Recreation Commission include the topic of the hiring of veterans and youth with special needs and noted that the Commission on Aging should also be considered for a joint meeting.

The Commission concurred to select the date of February 7, 2024 as their first choice and February 28, 2024, as their second choice.

MOTION: Commissioner Scotto moved to approve the scheduling of a joint meeting with Parks and Recreation Commission to February 7, 2024 as the first-choice date, with February 28, 2024, as the second-choice date; motion was seconded by Commissioner Bickford. The motion passed by a 7-0 roll call vote.

7B. ACCEPT AND FILE UPDATE FROM STAFF ON THE 2023 VETERANS APPRECIATION EVENT

LeAnne Chen, Office Assistant in the City Manager's Office, presented the report for the item. She confirmed the following items:

- Date of the Event: Friday, November 3, 2023. Veteran check-in to start at 9:30 a.m. and event end at 1:00 p.m.
- Food would be provided by Gaetano's, with wrapped cookies from Torrance Bakery and ice cream cups donated by Commissioner Scotto and Sandi Monda
- The Coastal Cleanup event had been a successful collection site for written and video tributes to veterans, with the help of Commissioner Reynolds and Scotto
- Music would be provided by DJ Ozzie and Leon Silverman
- She was still confirming the Color Guard and National anthem performer
- Staff would send a list of donations from last year, tax id statements and pdfs of solicitation letters to Commissioners and provide an update on donations received at the October Commission meeting
- The Commission listed organizations that they would solicit for \$25 donations:
Witt: South Bay Association of Realtors and GEM Real Estate
Bickford: CalCom Credit Union, South Bay Credit Union, blankets for soldiers
Reynolds: Miyako Hotel, Steve's Burgers, Rudy's
Leys: Big Five
Sansalone: Giuliano's

- The Commissioners provided their availability for the event:
Reynolds: from 9:00 a.m. through end
Witt: from 11:00 a.m. through end
Scotto: from 9:00 a.m. through end
Funes: from 9:30 a.m. through end
Leys: from 9:00 a.m. through end
Bickford: from 9:00 a.m. through end
Sansalone: not sure
- Commissioner Bickford stated that she could be present for the October 24 acceptance of the proclamation at the Council meeting:
- Review of Program Schedule: set up at 7:30 a.m. - program begins at 11:45 a.m., lunch begins at 12:00 p.m., Open MIC starts at 12:20 p.m.- veterans will be asked in advance if they wish to speak during open mic, either before the event or at check in and then be placed on a list
- Silent Raffle, just for veterans, would begin at 12:45 p.m.
- Resource booth staff would receive thank you bags from the City
- She explained that she had mailed/sent invitation/information/flyer packets on the event to senior living facilities, to rehab centers, hospitals/staff offices and social media. She confirmed that she would send the digital flyers to the Commission
- She confirmed that the canine unit would join the event and that the various military conflicts would be included in the script.
- She stated that she was still hoping to confirm a speaker from a military branch and added that a military speaker was welcome to supply a video message
- Food would be served outside and soda and water would be provided
- She stated that the Vietnam veterans will be directed to a resource booth to receive recognition and material on the Commemoration of the 50th Anniversary of the Vietnam War
- Jimmy Gow, field representative for Assemblymember Al Muratsuchi volunteered to attend the event or staff a booth, if needed
- The RSVP period was October 2- October 27, 2023

MOTION: Commissioner Witt moved to accept and file the presentation from staff on the 2023 Veterans Appreciation Event: motion was seconded by Commissioner Funes. The motion passed by a 7-0 roll call vote.

7C. APPROVE PROCLAMATION DECLARING NOVEMBER 5-11, 2023 AS MILITARY VETERANS APPRECIATION WEEK IN THE CITY OF TORRANCE

LeAnne Chen, Office Assistant in the City Manager's Office, presented the report for the item.

In response to a question from Commissioner Witt, LeAnne Chen and Deputy City Manager Hoang explained the process and purpose of proclamations.

MOTION: Commissioner Witt moved to approve the Proclamation declaring November 5-11, 2023 as Military Veterans Appreciation Week in the City of Torrance; motion was seconded by Commissioner Sansalone. The motion passed by a 7-0 roll call vote.

8. COMMISSION ORAL COMMUNICATIONS

Commissioner Reynolds requested an excused absence for October 26, 2023.

Deputy City Manager Hoang noted that a Safe Parking pilot program in Gardena would launch this fall and that a potential project for Operation Home Key had not moved forward.

Deputy City Manager Hoang thanked LeAnne Chen and Julia Smith, Staff Liaison-in-Training for their willingness to take on additional work to support the Commission.

9. ADJOURNMENT

9A. At 6:56 p.m., Commissioner Scotto moved to adjourn the meeting to the regular meeting on Thursday, October 26, 2023 at 6:00 p.m. The motion was seconded by Commissioner Witt and the motion passed by a 7-0 roll call vote.

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Commission Meeting of
October 26, 2023

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

Members of the Commission:

SUBJECT: Accept and file update on the 2024 Greater Los Angeles Homeless Count

RECOMMENDATION

Recommendation of staff that the Social Services Commission accept and file an update on the 2024 Greater Los Angeles Homeless Count.

BACKGROUND AND ANALYSIS

For the past several years, the City of Torrance has served as a deployment site for the Los Angeles Homeless Service Authority's (LAHSA's) Greater Los Angeles Homeless Count. The City will once again serve as a deployment site for the 2024 Homeless Count. The Homeless Count in Torrance will take place on Wednesday January 24, 2024 from 8:00 PM-12:00 AM.

This evening, Staff will review with the Commission the information shared by LAHSA regarding the 2024 Homeless Count.

In preparation for the Count, Staff asks members of the Commission to volunteer to advertise the Homeless Count under Oral Communications at one of the upcoming City Council meetings:

- November 28, 2023
- December 12, 2023
- December 19, 2023

Staff would also ask if any members of the Commission can volunteer to assist at the deployment site with volunteer registration.

Respectfully submitted,



Viet Hoang
Staff Liaison to the Commission



Julia Smith
Staff Liaison-In-Training

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

Members of the Commission:

SUBJECT: Accept and File Update from Staff on the 2023 Veterans Appreciation Event

RECOMMENDATION

Recommendation of staff that the Social Services Commission receive an update on the 2023 Veterans Appreciation Event and volunteer for tasks related to the Event.

BACKGROUND AND ANALYSIS

The Torrance Social Services Commission is holding its annual Veterans Appreciation Event on Friday, November 3, 2023. The event is 10 am – 1 pm at the Torrance Cultural Arts Center. Registration for the event is open to the public October 2 – October 27, and marketing for the event has begun.

This evening, Veterans Event Coordinator and City Manager Staff, LeAnne Chen, will be providing your Honorable Body with the run-of-events for November 3. Additionally, staff will request updates from your Honorable Body regarding securing donations for the raffle.

Respectfully submitted,


Viet Hoang
Staff Liaison to the Commission


Julia Smith
Staff Liaison-In-Training