

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
FEBRUARY 22, 2024
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, Chair Leys

2. FLAG SALUTE: Commissioner Sansalone

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 February 15, 2024.

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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS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 comment on items on the Consent Calendar or items not on the agenda. Under the Ralph M. Brown Act, the 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. **No longer than 1 minute per speaker.** If presenting handout material to the Commission, please provide 10 copies to staff before speaking.*

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: JANUARY 25, 2024

7. ADMINISTRATIVE MATTERS

7A. SELECT COMMISSION VICE CHAIRPERSON FOR REMAINDER OF FISCAL YEAR 2023 – 2024

7B. ACCEPT AND FILE UPDATE ON THE TORRANCE CIVIC CENTER MASTER PLAN AND ECONOMIC FEASIBILITY STUDY AND PROVIDE FEEDBACK

7C. REVIEW 2023 VETERANS RECOGNITION EVENTS AND DISCUSS 2024 VETERANS RECOGNITION EVENTS

8. COMMISSION ORAL COMMUNICATIONS

9. ADJOURNMENT

9A. Adjournment of the Social Services Commission Meeting to Thursday, March 28, 2024, at 6:00 pm for a regular meeting in the West Annex Commission Meeting Room



**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 6:07 p.m. on Thursday, January 25, 2024 at the West Annex Commission Meeting Room at Torrance City Hall.

ROLL CALL

Present: Commissioners Bickford, *Funes, Reynolds, Scotto and Chair Leys

Absent: Commissioner Sansalone

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

MOTION: Commissioner Scotto moved to approve the excused absence of Commissioner Sansalone; motion was seconded by Commissioner Bickford. The motion passed by a 4-0 roll call vote. (Absent Commissioner Sansalone and *Commissioner Funes)

Julia Smith, Staff Liaison-in Training announced that Commissioner Witt had resigned from the Commission and noted that further information would be provided under Item 8: Commission Oral Communications.

2. FLAG SALUTE

The Pledge of Allegiance was led by Commissioner Reynolds.

*Commissioner Funes arrived at 6:09 p.m.

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, January 18, 2024 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

Deputy City Manager Hoang stated that under Oral Communications, the time allowed per speaker was now *no longer than 1 minute per speaker*, to be consistent with City Council and Commission meetings.

There were no oral communications.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES: October 26, 2023

MOTION: Commissioner Bickford moved to approve Item 6A, as submitted; motion was seconded by Commissioner Reynolds. The motion passed by a 5-0 roll call vote. (Absent Commissioner Sansalone)

7. ADMINISTRATIVE MATTERS

7A. ACCEPT AND FILE PRESENTATION FROM RYAN GRADY OF VOLUNTEERS OF AMERICA LOS ANGELES ON HOUSING AND SUPPORTIVE SERVICE PROGRAMS FOR VETERANS

Julia Smith, Staff Liaison-in-Training introduced Mr. Ryan Grady from Volunteers of America Los Angeles (VOALA).

Mr. Grady stated that Volunteers of America was founded in 1896, described the mission of VOALA and explained that the VOALA served the following populations: children and families from under-served communities, at-risk youth, veterans, individuals and families struggling with homelessness, men and women returning from prison, victims of human trafficking and people challenged with addictions and substance use. He listed and described services for veterans: temporary and permanent supportive housing such as HUD-VASH, job development as well as financial and supportive services. He noted that anyone could refer a veteran to VOALA. He confirmed that VOALA also supported the Homeless Veteran Reintegration Program (HVRP), which was a job development program, and provided supportive services for veterans and families (SSVF) for rapid re-housing, rent, security deposits and homeless prevention services. He reported that VOALA could also help to provide short term in-home clinical case management for housed veterans and their families, who were not currently receiving case management.

MOTION: Commissioner Scotto moved to accept and file presentation from Ryan Grady of Volunteers of America Los Angeles on housing and supportive service programs for veterans; motion was seconded by Commissioner Reynolds. The motion passed by a 5-0 roll call vote. (Absent Commissioner Sansalone)

7B. DISCUSS UPCOMING JOINT MEETING WITH PARKS AND RECREATION COMMISSION AND PROVIDE STAFF WITH DIRECTION ON PRESENTATION

Deputy City Manager Hoang presented the report for the item and detailed the order of the joint meeting: Social Services Commission would present first, followed by a presentation by the staff of the Parks and Recreation Commission, then followed by a discussion by the two Commissions to determine: areas of overlap, opportunities for collaboration and areas for further exploration or research.

The Commission requested discussion on the following topics:

- the unhoused
- veterans
- programs for children with special needs
- programs for disabled for greater access to use City facilities and parks
- how the Park services were marketed to the public - distribution of flyers
- list of upcoming or ongoing projects/events for other Commissions

- potential volunteer population

8. COMMISSION ORAL COMMUNICATIONS

The Commissioners spoke.

Commissioner Bickford suggested including nursing students from local community colleges in the homeless youth count.

Julia Smith, Staff Liaison-in-Training explained that Commissioner Witt had moved out of the Torrance area and had resigned from her position on the Commission. She added that an election for a Vice Chair would be conducted at a future meeting.

Commissioner Bickford invited Mr. Grady from VOALA to be a vendor at the City's 2024 Veterans Day celebration.

9. ADJOURNMENT

9A. At 6:50 p.m., Commissioner Bickford moved to adjourn the meeting to Wednesday, February 7, 2024 at 6:30 p.m. for a joint meeting with the Parks and Recreation Commission in the Garden Room at the Cultural Arts Center, 3330 Civic Center Drive. The motion was seconded by Commissioner Funes and the motion passed by a 5-0 roll call vote. (Absent Commissioner Sansalone)

###

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

Members of the Commission:

SUBJECT: Select Commission Vice Chairperson for Remainder of Fiscal Year 2023 – 2024

RECOMMENDATION

Recommendation of staff that the Social Services Commission Select a Vice Chairperson for the Remainder of Fiscal Year 2023 – 2024.

BACKGROUND/ANALYSIS

Section 13.20.050 of the Torrance Municipal Code provides that, “At the first meeting of the Commission and at the first meeting of the Commission in every fiscal year, thereafter, the members shall appoint one (1) of their number as Chairperson who shall hold office for one (1) year until the successor is appointed.”

Additionally, the Social Services Commission Rules of Order was adopted on February 25, 2016. Article 10, Section 10.1 of the Rules of Order provides that, “The Chairperson and Vice Chairperson shall be selected by a majority vote.” Section 10.2 provides that, “At the first meeting of the Commission and at the first meeting of the Commission in every fiscal year, thereafter, the members shall select a Chairperson and Vice Chairperson who shall hold office for one year until a successor is selected.”

At the Commission meeting of July 27, 2023, your Honorable Body selected Commissioner Leys to be Chairperson of the Commission, and Commissioner Witt to be Vice Chairperson of the Commission, for Fiscal Year 2023 – 2024.

On January 24, 2024, Commissioner Witt notified staff that she had resigned from her Commission appointment. Accordingly, the role of Vice Chairperson is vacant.

Staff respectfully recommends that your Honorable Body select a Vice Chairperson at tonight’s meeting, who will serve as a successor for the remainder of former Commissioner Witt’s term as Vice Chairperson for the 2023 – 2024 fiscal year.

Respectfully submitted,



Viet Hoang
Staff Liaison to the Commission



Julia Smith
Staff Liaison to the Commission

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

Members of the Commission:

SUBJECT: Accept and File Update on the Torrance Civic Center Master Plan and Economic Feasibility Study and Provide Feedback

RECOMMENDATION

Recommendation of Staff that the Social Services Commission accept and file an update on the Torrance Civic Center Master Plan and Economic Feasibility Study and provide feedback on the development of the Torrance Civic Center Master Plan and Economic Feasibility Study.

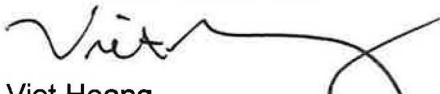
BACKGROUND/ANALYSIS

The Torrance Civic Center has been an integral part of the community since its development in 1956. Originally comprising City Hall, a Police Station, and the Victor E. Benstead Plunge (City Pool), the Civic Center has evolved over time with the addition of essential public facilities. These include a Municipal Courthouse (now Human Resources Building), Library, Torrance Cultural Arts Center, City Hall Annex (East and West), and Police Headquarters. The State of California has also been a presence, operating a Superior Courthouse and Traffic Court/Probation Annex on-site since the 1960s, making the Civic Center a hub for civic activities.

With approximately 40-acres spread across seven parcels, the Civic Center is a significant part of Torrance's landscape. However, the aging facilities are now reaching a condition that necessitates either replacement or extensive refurbishment. Recognizing this, the City Council initiated the process of developing a new master plan to address the challenges posed by the aging infrastructure. The master plan aims to assess various factors, including costs, building conditions, operational issues, aesthetics, maintenance costs, and community programming needs.

This evening, Carlos Huizar of the City Manager's Office will provide an update on the Civic Center Master Plan and Economic Feasibility Study and ask your Honorable Body for feedback. Attached is a written report that Mr. Huizar has submitted for your Honorable Body's review.

Respectfully submitted,


Viet Hoang
Staff Liaison to the Commission


Julia Smith
Staff Liaison to the Commission

Attachment: Torrance Civic Center Master Plan and Economic Feasibility Study Memo

Memorandum

To: Torrance Social Services Commission

From: Carlos Huizar, Management Associate, City Manager's Office

Date: February 22, 2024

RE: Torrance Civic Center Master Plan and Economic Feasibility Study

OVERVIEW

In pursuit of a reimagined Civic Center, the City Council awarded a Consulting Services Agreement to Gruen Associates of Los Angeles, California. Gruen Associates will play a pivotal role in developing the Civic Center Master Plan and Economic Feasibility Study. This comprehensive plan will not only address the aging structures but also explore opportunities to efficiently utilize the Civic Center campus.

The master plan aims to enhance the Civic Center's functionality, creating a cohesive and modernized aesthetic appeal. Through a comprehensive public outreach program, the City of Torrance seeks community input to ensure the reimagined Civic Center meets the needs and aspirations of its residents.

The City of Torrance, in collaboration with consultants, is committed to realizing the community's vision for a reimagined Civic Center. The Master Plan and Economic Feasibility Study will lay the groundwork for a new, modern center that provides space for community activities, aligning with Torrance's aesthetic aspirations and enhancing City pride. This transformation will carefully consider projected land uses, densities, economic returns, and the necessary Zoning and General Plan amendments. The Torrance Civic Center Master Plan will be a community-driven planning document that is poised to evolve our existing campus into a vibrant and sustainable hub, reflecting the values and aspirations of the community it proudly serves.

As an essential note, it's crucial to understand that the master plan represents the initial phase of a multi-step process to realize the campus's revitalization. This may include zone changes and general plan amendments before any aspect of the vision is materialized. The City of Torrance, alongside consultants, is dedicated to transparency and collaboration throughout this transformative journey, ensuring that the community's vision guides each subsequent phase of this exciting initiative.

MASTER PLAN PROGRESS

Over the past four months, City Manager's Office staff and Gruen Associates completed a series of interviews with City departments and City Council to obtain their feedback on existing conditions and space planning needs for the City-operated public facilities. A Lunch and Learn session was held on November 13, 2023 to obtain feedback from our employee groups regarding the project. Our real estate economic sub-consultant, LandEconGroup, has conducted interviews with business stakeholders including adjacent commercial properties to obtain feedback on the Civic Center Master Plan. Furthermore, LandEconGroup is concurrently completing a real estate market analysis to determine which land uses have the potential to generate significant land value and land lease revenue. The analysis will also review historical trends for market context and will forecast market outlook over the next 10 years. The deliverable would be a memorandum report

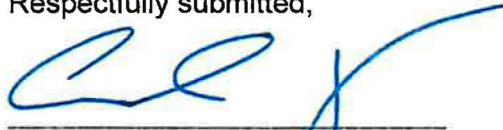
that should be completed within the next four weeks and will serve to inform the creation of planning design alternatives for the master plan.

Within this next quarter, the City will begin the community engagement strategy for the visioning portion of the master planning process. The purpose of this visioning process is to obtain public feedback on the existing conditions of the Civic Center and determine interest for potential renovation/redevelopment of the campus for other land uses and public services. The strategy will be completed by City staff, who will host one community open house event; a minimum of four community pop-up events; and an online/in-person community survey. Additionally, City staff intends to meet with each Commission at one of their regularly scheduled meetings to provide the opportunity to solicit feedback and comments on the development of the Torrance Civic Center Master Plan. At the conclusion of the visioning process, staff intends to provide a formal update to City Council and present preliminary design alternatives for the Civic Center campus. Subsequently, City staff intends to complete another round of community engagement to obtain public input on the design alternatives that will aid in preparing a draft master plan for City Council consideration by Fall 2024.

CONCLUSION

The purpose of this item is to provide the Social Services Commission with an update on the City's progress on the Civic Center Master Plan and Economic Feasibility Study; in addition, to request feedback from your Honorable Body on the visioning goals and objectives that the City should include in developing the Torrance Civic Center Master Plan & Economic Feasibility Study.

Respectfully submitted,



Carlos Huizar
Management Association
City Manager's Office

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

Members of the Commission:

SUBJECT: Review 2023 Veterans Recognition Events and Discuss 2024 Veterans Recognition Events

RECOMMENDATION

Recommendation of staff that the Social Services Commission review the 2023 Veterans In-Person Appreciation Luncheon and Resources Fair, and discuss if the Commission wishes to hold events in 2024, and if so, a framework for planning 2024 Veterans Recognition Events

BACKGROUND AND ANALYSIS

In 2023, the Social Services Commission planned and coordinated an in-person appreciation event for our community's military Veterans and their service to our nation.

At tonight's meeting, LeAnne Chen, Veteran's Appreciation Event Coordinator, will give a brief presentation on the 2023 event, including attendance and feedback. Following, LeAnne will be available to answer questions of the Commission and to hear the Commission's initial thoughts for a 2024 Veterans Appreciation event. In subsequent meetings, staff will put together a proposed outline for a 2024 Veterans Appreciation event, as well as a timeline for implementation, and return to a future Commission meeting with updates.

Respectfully submitted,



Julia Smith
Staff to the Commission



Viet Hoang
Staff to the Commission