

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
AUGUST 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 Furey, Leys, Pryor, Reynolds, Sansalone, Wright, Chair Bickford

2. FLAG SALUTE: Commissioner Leys

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 August 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 ANNOUNCEMENT OF WITHDRAWN, DEFERRED, AND/OR SUPPLEMENTAL ITEMS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: July 25, 2024

7. ADMINISTRATIVE MATTERS

7A. ACCEPT AND FILE UPDATE ON 2024 DONATIONS AND DRIVES

7B. ACCEPT AND FILE PRESENTATION FROM THE CHAIR OF THE SOUTH BAY COALITION TO END HOMELESSNESS AND CITY OF TORRANCE STAFF SUMMARIZING THE 2024 GREATER LOS ANGELES HOMELESS COUNT

7C. ACCEPT AND FILE ASSIGNMENTS FOR THE 2024 VETERANS APPRECIATION LUNCH AND RESOURCE FAIR

8. COMMISSION ORAL COMMUNICATIONS

9. ADJOURNMENT

9A. Adjournment of the Social Services Commission Meeting to Thursday, September 26, 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 6:00 p.m. on Thursday, July 25, 2024 at the West Annex Commission Meeting Room, Torrance City Hall.

ROLL CALL

Present: Commissioners Bickford, Furey, Pryor, Reynolds and Chair Leys

Absent: Commissioners Sansalone and Wright

Also Present: Deputy City Manager Hoang and Staff Liaison-in Training Candice Lau

MOTION: Commissioner Furey moved to approve the excused absences of Commissioners Sansalone and Wright; motion was seconded by Commissioner Reynolds. The motion passed by a 5-0 roll call vote. (Absent Commissioners Sansalone and Wright)

2. FLAG SALUTE

The Pledge of Allegiance was led by Commissioner Furey.

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

Deputy City Manager Hoang stated that the agenda for the Social Services Commission was properly posted on Thursday, July 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

Deputy City Manager Hoang stated that there were no items, but noted that there were hard copies of the PowerPoint presentation available for Item 7B: Presentation from Dee Prescott on Easterseals Southern California.

5. ORAL COMMUNICATIONS

None.

6. CONSENT CALENDAR

6A. APPROVAL OF MINUTES: June 27, 2024

MOTION: Commissioner Reynolds moved to approve Item 6A, as submitted; motion was seconded by Commissioner Bickford. The motion carried 5-0 (absent Commissioners Sansalone and Wright)

7. ADMINISTRATIVE MATTERS

7A. APPOINT COMMISSION CHAIRPERSON AND VICE CHAIRPERSON FOR FISCAL YEAR 2024-2025

Chairperson Leys nominated Commissioner Bickford as Chair.

Commissioner Furey nominated Commissioner Pryor as Vice Chair.

Commissioner Leys motioned to approve Commissioner Bickford as Chair and Commissioner Pryor as Vice Chair for Fiscal Year 2024-2025. Commissioner Furey seconded the motion. The motion carried 5-0 (absent Commissioners Sansalone and Wright)

7B. ACCEPT AND FILE PRESENTATION FROM DEE PRESCOTT ON EASTERSEALS SOUTHERN CALIFORNIA

Deputy City Manager Hoang introduced Dee Prescott, Vice President of Adult Day Services, who presented a video of the work, mission, positive impact and vision of Easterseals for people with disabilities or their families. Ms. Prescott announced that July was Disability Pride month. She noted that Easterseals had services for Veterans and was one of the largest providers for services for adult and children with autism, with over 100 referrals a month for autism services. She noted that the rate of autism was now 1 in 8. She explained that Easterseals worked with regional center systems and partnered with the City of Torrance Parks and Recreation Department, utilized City Park buildings for services and events and attended City Community Resource Fairs. She added that Easterseals had additional facilities within the City and in Carson, was developing centers of excellence for therapy and also had residential homes for individuals.

There was no public comment.

MOTION: Commissioner Reynolds moved to accept and file Item 7B, as submitted; motion was seconded by Commissioner Pryor. The motion passed by a 5-0 roll call vote. (Absent Commissioners Sansalone and Wright)

7C. APPROVE THE 2024 VETERANS APPRECIATION LUNCH AND RESOURCE FAIR

LeAnne Chen, Veteran's Appreciation Event Coordinator, presented the report for the item and provided an overview of past events and requested the approval of the Commission in order to move forward with the planning and securing of supplies and vendors.

She noted the following information for the program elements:

- Date: Friday November 8, 2024, from 10 a.m. to 1 p.m.
- Staff set-up: 7 a.m. to 9 a.m.
- Event open at 10 a.m.
- Resource Fair: 10 a.m. – Noon
- Brief Program and Lunch
- Raffle at the event
- RSVP: October 2-October 27, 2024
- Maximum number of attendees: 180
- Marketing through City sites, existing list of veterans and City Council announcements
- Solicitation of Appreciation Messages for Veterans: online submission, Coastal Clean-up Day and Farmer's Market in October
- Staff will recruit organizations for Resource Booths

- Adoption of Proclamation declaring Military Veterans Appreciation month in the City by both the Social Services Commission and the City.

LeAnne Chen confirmed that she would send a list of the organizations that had staffed resource booths at past events.

Commissioner Pryor requested that LeAnne Chen reach out to the Commission on Aging for support of the event.

There was no public comment.

MOTION: Commissioner Leys moved to approve Item 7C: 2024 Veterans Appreciation Lunch and Resource Fair; motion was seconded by Commissioner Furey The motion carried 5-0 (absent Commissioners Sansalone and Wright)

8. COMMISSION ORAL COMMUNICATIONS

Deputy City Manager Hoang introduced Staff Liaison-in-Training Candice Lau.

8. ADJOURNMENT

9A. At 6:46 p.m., Commissioner Pryor moved to adjourn the meeting to the regular meeting on Thursday, August 22, 2024 at 6:00 p.m. at the West Annex Commission Meeting Room, Torrance City Hall. The motion was seconded by Commissioner Furey and the motion carried 5-0 (absent Commissioners Sansalone and Wright)

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

Members of the Commission:

SUBJECT: Accept and File Update on 2024 Donations and Drives

RECOMMENDATION

Recommendation of Staff that the Social Services Commission accept and file an update on the 2024 Donations and Drives.

BACKGROUND AND ANALYSIS

Commission Sponsored Drives

In 2024, the Social Services Commission held two donation drives: the Toiletry Drive and Torrance Unified School District (TUSD) Back-to-School Drive.

Toiletry Drive

The Toiletry Drive took place from April 15, 2024-April 30, 2024 with a drive up event on April 27, 2024. The Commission's requested items list included new and unopened full-sized shampoo, conditioner, body wash, and bars of soap as well as toothbrushes, toothpaste, deodorant, razors, bath towels, and socks. This year, the list expanded to include coffee supplies for the City's Temporary Housing Program: 3290 Temporary Housing Village (3290). Although the majority of items received in this year's drive were traditional toiletries as opposed to coffee supplies, the City did receive several canisters of coffee grounds as well as sugar packets.

The items collected were distributed to 3290, 1736 Family Crisis Center, and Family Promise of the South Bay. In addition to full sized items, the Commission received a large number of donations of travel sized items. These items were made into sanitation kits for the City's Homeless Outreach Team to use when conducting outreach to people experiencing homelessness.

TUSD Back-to-School Drive

The TUSD Back-to-School Drive took place from June 24, 2024-July 25, 2024. TUSD requested items such as backpacks, lunch bags, crayons, scissors, mechanical pencils, binders, socks, markers, calculators, and hair products. Donation boxes were placed in the East Annex Permit Center, City Hall Lobby, and Katy Geissert Civic Center Library. The City also received a donation of 70 backpacks from Daniel of the Torrance Theater Company.

Ongoing 3290 Donations

Nancy Wilcox is the Community Donations Coordinator for 3290. In FY 2023-24, 3290 has received donations of over: 450 tubes of toothpaste, 500 toothbrushes, 650 bottles of

Shampoo/Conditioner/3 in 1 Lotion, 500 bars of soap, and 50 pounds of dry kibble. Other items donated include: laundry supplies, feminine hygiene products, razors, shaving cream, and deodorant. 3290 received more donations in the first year of shelter operations from the faith and other community organizations compared to the second year of operations (roughly 25% more). Table 1 shows 3290 donations of requested items organized by group, items donated, and number of items/month's supply. Table 2 shows additional donations and efforts by organizations in the Torrance community, including the Torrance Faith Community.

Table 1: 3290 Donations of Requested Items by Group and Number of Items

Group	Items Donated	Number of Times Donated /Months Supply
Residents	Toiletries	19 sets of donations; 4-month supply
Residents	Cases of Water Coffee Supplies	2 cases water 11.5 month supply coffee, creamer, sugar
Residents	Seasonal Requests: Jackets, hats, sunglasses	9 sets of donations
Residents	Other clothing, linens	11 sets of donations
Grace United Reformed Church Temple Menorah 103 Saints Korean Catholic Center Vincentian Conference	Seasonal Needs: Jackets, blankets	3 sets of donations
Casimir Middle School South High School Curves	Toiletries	4.5 month supply
Journey of Faith 103 Saints Korean Catholic Center Vincentian Conference Grace United Reformed Church Nativity Catholic Church Life Covenant Church Temple Menorah	Toiletries	3.5 month supply

Table 2: Additional Efforts and Donations

Category	Type of Effort/Items
Madhatters (Torrance)	Hand crocheted: 125 beanies, 17 scarves, 2 blankets
Assisteens (Palos Verdes)	Holiday donations: Valentine's Day goody bag Thanksgiving gift bag: turkey sack lunch, blanket, gloves, socks
Girl Scouts (Torrance)	Handmade cards of encouragement:
Children's Hospital Thrift Store (Redondo Beach)	Weekly clothing donations
103 Saints Korean Catholic Center Vincentian Conference	280 Lunch Bags
Church of the Nazarene Nova Community Church Temple Menorah South Bay Community Church	Meals provided and served
Grace United Reformed Church Temple Menorah 103 Saints Korean Catholic Center Vincentian Conference	Seasonal Needs: Jackets, blankets
Nova Community Church	Weekly 90 min. Game Day Weekly 30 min. Faith Devotional Christmas Caroling
Journey of Faith Church Nativity Catholic Church Nova Community Church 103 Saints Korean Catholic Center Vincentian Conference St. Peter's By the Sea Church	40 Christmas Gift Bags (\$70 combined value/bag)
103 Saints Korean Catholic Center Vincentian Conference	120 Target Gift Cards

Members of the community and organizations coordinate with Ms. Wilcox regarding donated items and drop off items at the Civic Center donation box. This donation box is accessible during City Hall business hours. Items not used at 3290 are donated to other shelters (ex: children's clothing, travel sized toiletries, etc.). Staff would like to sincerely thank the Torrance community for their year-round generosity in support of the City's homelessness programs.

Student Drive

California's "State Seal of Civic Engagement" program is designed to encourage high school students to learn how the systems of government affect a real-world problem, and to demonstrate how civic involvement can have a direct impact on it. Starting in the fall of 2021, Torrance Unified School District began offering this program. Two South High students, Hina Usuda and Nelly Yermakova, chose "homelessness" as a joint focus in pursuing this recognition this year.

Because the Social Services Commission is a key part of the City of Torrance's long-term response to homelessness, presenting to Your Honorable Body is one of the ways in which the students have identified to actively engage as part of their efforts. This evening, Ms. Usuda and Ms. Yermakova will present to the Commission on the impact they made by holding a toiletry drive

that collected about two months of supplies for 3290. The Drive was coupled with a homelessness awareness campaign using the school's Instagram social media platform to help debunk commonly held stereotypes about the unhoused.

Respectfully submitted,

Viet Hoang

Viet Hoang
Staff Liaison to the Commission

Lauren Allen

Lauren Allen
Liaison-In-Training

Candice Lau

Candice Lau
Liaison-In-Training

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

Members of the Commission:

SUBJECT: Accept and File Presentation from the Chair of the South Bay Coalition to End Homelessness and City of Torrance Staff Summarizing the 2024 Greater Los Angeles Homeless Count

RECOMMENDATION

Recommendation of staff that the Social Services Commission accept and file a presentation from Grace Weltman, Chair of the South Bay Coalition to End Homelessness, and Viet Hoang from the Torrance City Manager's Office, summarizing the 2024 Greater Los Angeles Homeless Count.

BACKGROUND AND ANALYSIS

The Los Angeles Homeless Services Authority (LAHSA) is a joint powers authority formed by the City and County of Los Angeles in 1993, to address homelessness in the region. LAHSA is the lead agency of the Los Angeles Continuum of Care (LA CoC). The LA CoC includes 85 cities and the unincorporated areas of Los Angeles County, excluding only the cities of Glendale, Long Beach and Pasadena, as each of those three cities operate their own independent Continuums. The City of Torrance is under Service Planning Area (SPA) 8 of the Continuum of Care.

"Homeless Count" refers to the process of counting homeless persons residing in shelters or living on the street, in parks, cars or other places not meant for human habitation, as well as conducting the Housing Inventory Chart (HIC), an enumeration of the number of shelters, beds and units dedicated to housing homeless persons. From 2005 - 2015, LAHSA coordinated biennial Greater Los Angeles Homeless Counts. Beginning in 2016, LAHSA coordinates Point-In-Time Count ("Count") that occur annually. The Count consists of four components: 1) the street count; 2) the shelter count; 3) the youth count; and, 4) the demographic survey.

Since 2018, the City has served as the deployment site for the Street Count that covers census tracts in Torrance. The Street Count refers to the process of counting homeless persons living on the street, in parks, cars or other places not meant for human habitation.

The goal of the Homeless Count is to answer key questions about homelessness in LA County, including:

- How many people?
- What are their demographics?
- What is the distribution across the County?
- Where are people experiencing homelessness staying?

The South Bay Coalition to End Homelessness (SBCEH) has regularly provided updates to the Social Services Commission on matters related to homelessness. This evening, Chair Grace Weltman of SBCEH has been asked to provide the Commission with an overview of the following:

1. Mission and work of SBCEH;
2. Overview of the Homeless Count;
3. 2024 Homeless Count results for the County and SPA 8.

Following, staff will provide the Commission with:

1. City's role in the 2024 Homeless Count;
2. Timeline for the 2025 Homeless Count;
3. Torrance-level data from the 2024 Homeless Count.

Respectfully submitted,

Viet Hoang

Viet Hoang
Staff Liaison

Lauren Allen

Lauren Allen
Liaison-in-Training

Candice Lau

Candice Lau
Liaison-in-Training

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

Members of the Commission:

SUBJECT: Accept and File Assignments for the 2024 Veterans Appreciation Lunch and Resource Fair

RECOMMENDATION

Recommendation of staff that the Social Services Commission accept and file assignments for the 2024 Veterans Appreciation Lunch and Resource Fair.

BACKGROUND AND ANALYSIS

At the July 25, 2024 Commission meeting, your Honorable Body approved the 2024 Veterans Appreciation Lunch and Resource Fair. The event is scheduled for Friday, November 8, 2024, 10 am – 1 pm. Staff is working diligently to coordinate all aspects of the event. There are some key tasks that staff is requesting your Honorable Body assign to Commission members tonight.

Raffle

Description: A raffle will be conducted for Veterans who are in attendance at event. Items such as gift cards, baskets with products (food, movie tickets), and Veteran-specific gifts (Veterans appreciation blankets) have all been well received and deeply appreciated. The Commission has generally requested that items donated be approximately \$25 in value.

Request: Commission members will solicit donations for raffle prizes September & October 2024. Please email LeAnne Chen (LChen@TorranceCA.Gov) when you have secured a donation so that she can keep a list of donations.

Solicitation of Appreciation Messages at Coastal Clean Up Day at Torrance Beach

Description: Coastal Clean Up Day is the largest volunteer day on the planet, which is coordinated with the Ocean Conservancy, California Coastal Commission, L.A. Department of Beaches and Harbors and Heal the Bay. Volunteers will pick up litter at Torrance Beach. Last year, the Commission had a booth at the event to solicit messages of appreciation from volunteers. Both written messages and audio/video messages (CitiCABLE team) were collected. The event this year is Saturday, September 21, 8 am – 1 pm at Torrance Beach.

Request: Two or more Commission members are requested to be at the booth with staff soliciting messages.

Solicitation of Appreciation Messages at Torrance Farmers Market in October

Description: Two years ago, the Commission had a booth at the Torrance Farmers Market Expressive Conduct User Zone to solicit messages of appreciation from the community. Both written messages and audio/video message (CitiCABLE team) were collected.

Request: The Commission will need to apply for a random drawing for a booth in the month of October. The Farmers Market is open 8 am – 1 pm every Tuesday and Saturday. In order for CitiCABLE to have time to edit video messages, dates to be considered are October 1 (Tues),

October 5 (Sat), October 8 (Tues), October 12 (Sat), and October 15 (Tues). Two or more Commission members are requested to be at the booth with staff soliciting messages.

City Council Announcements

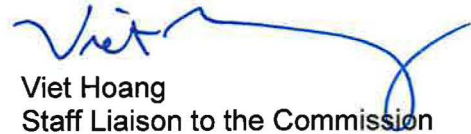
Description: RSVPs from Veterans to attend the event will be accepted October 2 – October 27, 2024 by the City Manager's Office. In the past, Commission members have made announcements at City Council meetings to publicize the event and to let Veterans know how they can RSVP to attend the event.

Request: One Commission member is requested to be at City Council meetings, 6:30 pm in Council Chamber, to make the announcement. The Council meetings to make these announcements are September 24 and October 8.

Respectfully submitted,



LeAnne Chen
Veterans Event Coordinator



Viet Hoang
Staff Liaison to the Commission