

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

1. CALL TO ORDER

The Torrance Community Services Commission convened in a regular session at 7:03 p.m. on Thursday, March 24, 2005 in the West Annex meeting room at Torrance City Hall.

2. INTRODUCTION OF NEW COMMISSIONER

Commissioners welcomed newly appointed Community Services Commissioner Keri Gilbert.

3. ROLL CALL/MOTIONS FOR EXCUSED ABSENCE

Present: Commissioners Adams*, Gilbert, Hachmeister, Hazell, Ning, and Chairperson Orpe.

Absent: Commissioner Gibson.

Also Present: Senior Recreation Supervisor Kelso.

MOTION: Commissioner Hazell moved to grant Commissioner Gibson an excused absence for the March 24, 2005 Community Services Commission meeting. The motion was seconded by Commissioner Ning and passed by unanimous voice vote approval.

*Commissioner Adams arrived at 7:06 p.m.

4. FLAG SALUTE

Commissioner Hazell led the Pledge of Allegiance.

4. AFFIDAVIT OF POSTING

MOTION: Commissioner Hachmeister, with a second by Commissioner Hazell, moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting; a voice vote reflected unanimous approval (absent Commissioner Gibson).

5. APPROVAL OF MINUTES: FEBRUARY 24, 2005

MOTION: Commissioner Hachmeister moved for the approval of the February 24, 2005 Torrance Community Services Commission meeting minutes as submitted. The motion was seconded by Commissioner Hazell and passed by unanimous voice vote approval (absent Commissioner Gibson).

7. STANDING COMMITTEES

7A. SOCIAL SERVICES ADVISORY COMMITTEE: COMMITTEE REPORT

Chairperson Orpe apologized for being unable to attend the March 21, 2005 Social Services Advisory Committee meeting.

Commissioner Hachmeister reported that representatives from Senator Bowen and Assemblyman Gordon's offices spoke at the March 21, 2005 regarding budget reductions proposed by the Governor. He stated that the representatives gave out contact information for the budgetary subcommittee and advised that now was the time for citizens to give their input. He stated that the meeting was sparsely attended, with only six social service agencies in attendance. He stated that selection of a topic for the next meeting was deferred to the Commission.

Commissioner Ning stated that the Committee discussed his suggestion to invite private industries, preferably from Torrance, that manufacture and market items for the disabled.

Chairperson Orpe initiated a discussion on how to get more people to attend the Committee meetings.

Commissioner Ning recommended that Commissioners make personal phone calls to the agencies two weeks before the meetings, with follow-up reminder calls if necessary. He also suggested getting e-mail addresses of the organizations and to continue to present interesting speakers and topics.

Chairperson Hachmeister concurred, suggesting that each Commissioner personally invite the agencies that they are assigned to.

Chairperson Orpe explained the functions and purpose of the Social Services Advisory Committee to Commissioner Gilbert.

Commissioner Hazell suggested advertising the meetings in a City newsletter, Daily Breeze, or flier.

Chairperson Orpe suggested working with the Commission on Aging.

Senior Recreation Supervisor Kelso suggested that each Commissioner contact the 2005 grant recipients that they will be assigned to later in this meeting.

Commissioners Adams initiated discussion on the need for the Social Services Advisory Committee, its history, the possibility of making attendance mandatory, using attendance in judging grant requests, and the interest of City Council.

Responding to his inquiry, Senior Recreation Kelso advised that Commissioners could speak independently or as a group to Councilmembers.

Commissioner Ning stated that the Committee was the only place where the Commission interacts with constituents and that he would like to see the Commission get more proactively involved.

In response to Chairperson Orpe's inquiry, Senior Recreation Supervisor Kelso explained that even though the City anticipates several million dollars shortfall in the budget, to his knowledge they have not cut grant funds nor does he expect it.

Commissioner Ning discussed revenue received from businesses in the City and stated his opinion that it would be a mistake to eliminate the grant program.

Commissioner Hachmeister stated that the Commission should receive information from social service providers all year long and not just during one presentation in October each year when applying for grants.

Commissioner Ning offered to arrange the presentation for the Committee meeting in June.

MOTION: Commissioner Adams moved, with a second by Commissioner Hazell, to establish an ad hoc subcommittee to select several topics for Social Services Advisory Committee meetings, to be reviewed by the Commission at a later date, and to create an annual plan to be presented to the Social Services Advisory Committee. The motion **failed** to pass as reflected in the following roll call vote (absent Commissioner Gibson):

AYES: None
NOES: Commissioners Adams, Gilbert, Hachmeister, Hazell, and Ning.
ABSTAIN: Commissioner Orpe.

Senior Recreation Supervisor Kelso advised that there would be a staff liaison present if an ad hoc subcommittee were formed. The possibility of having Phil Duthie present at the subcommittee meetings was discussed.

It was determined to postpone the creation of an ad hoc subcommittee until input could be received from City Councilmembers.

8. GRANT PROGRAM FOR NON-PROFIT SOCIAL SERVICES AGENCIES

8A. UPDATE – 2004 FINANCIAL AND NARRATIVE REPORTS

Senior Recreation Supervisor Kelso reported that all financial and narrative reports from 2004 grant recipients were received except for R.S.V.P. and H.O.P.E. He advised that he has contacted both agencies and expects their reports shortly.

Commissioner Hazell apologized for failing to contact the three agencies to which he was assigned.

8B. 2005 COMMISSIONER ASSIGNMENTS

Senior Recreation Supervisor Kelso distributed a list of 2005 grant recipients.

The monitoring assignments for agencies for 2005 were selected as follows:

Commissioner Adams: PROJECTTouch and The Salvation Army Torrance Corps.

- Commissioner Gibson: Westside Center for Independent Living, Switzer Center, and H.O.P.E.
- Commissioner Gilbert: RSVP of South Bay and Pediatric Therapy Network.
- Commissioner Hachmeister: New Life Advocacy and David Nathan Blanco Foundation.
- Commissioner Hazell: Torrance-Lomita Meals on Wheels and Torrance-South Bay YMCA.
- Commissioner Ning: H.E.L.P., South Bay Children's Health Center, and TrinityCare Hospice Foundation.
- Commissioner Orpe: Behavioral Health Services and National Council on Alcoholism & Drug Dependence of the South Bay.

9. YOUTH COUNCIL ACTIVITIES

9A. COMMISSIONERS' REPORTS: March 2, 2005 – Commissioner Hachmeister

Commissioner Hachmeister reported that Youth Council member Michelle Gnanaknoe stated that she attempted to attend the February 24, 2005 Commission meeting but that she went to the wrong building. He noted that she promised to attend tonight's meeting but was not present.

He reported that at the March 2, 2005 Youth Council meeting 11 out of 16 members were present, that Justin Ahn resigned as Chairperson, and that topics of discussion included a \$19,000 donation to ATTIC for repairs.

March 16, 2005 – Commissioner Adams

Chairperson Adams reported that topics at the March 16, 2005 Youth Council meeting were school reports, Spring Boutique, ASB Bowl, Visit with the Bunny, Pancake Breakfast on April 2, 2005, fashion show on April 23, 2005, Beat the Odds, and the cancellation of the tsunami outreach due to lack of interest.

9B. HISTORICAL REPORT

Senior Recreation Supervisor Kelso distributed copies of the front page of Resolution 76-210 establishing the Torrance Youth Council on October 5, 1976. He read the sections that referenced the Commission's association with the Youth Council.

He distributed and read the sections of Resolution 76-210 amended July 20, 2004 that referenced the Commission's association with the Youth Council. He advised that if the Commission wanted the Youth Council to advise them on any item, it could request that they do so.

MOTION: Commissioner Hachmeister moved that Community Services Commissioners no longer be required to attend Youth Council meetings and request that a Youth Council member make a report at each and every Commission meeting pursuant to Section 3B of Resolution 76-210. The motion was seconded by Commissioner Hazell and passed as reflected in the following roll call vote (absent Commissioner Gibson):

AYES: Commissioners Gilbert, Hachmeister, Hazell, Ning, and Orpe.
NOES: Commissioner Adams.

Commissioner Adams expressed concern that the motion was punitive and that the Commission would lose an important link with the Youth Council.

Discussion centered on the merits and disadvantages of having a Youth Council member address the Commission. It was determined that Commissioners could attend Youth Council meetings if so desired.

9C. COMMISSIONERS' ASSIGNMENTS

This item was dismissed.

10. FORMATION OF THE COMMUNITY SERVICES DEPARTMENT

Senior Recreation Supervisor Kelso reported that the formal reorganization was deferred for up to six months.

11. ORALS/ANNOUNCEMENTS

Commissioner Ning left at 8:47 p.m.

Commissioner Adams welcomed Commissioner Gilbert to the Commission.

Commissioner Hachmeister also welcomed Commissioner Gilbert. He distributed a flier on "Works in Progress" performances and encouraged Commissioners to attend "Court Martial of William Calley, 1970."

Chairperson Orpe welcomed Commissioner Gilbert and wished everyone a Happy Easter.

Senior Recreation Supervisor Kelso distributed 2005 Commissioner Manuals and offered his assistance to Commissioner Gilbert.

MOTION: At 8:51 p.m., Chairperson Orpe adjourned the meeting to Thursday, April 28, 2005 at 7:00 p.m. at the West Annex Commission Room, City Hall.

Approved as Written April 28, 2005 s/ Sue Herbers, City Clerk
