COMMISSION ON AGING
REGULAR MEETING
BARTLETT SENIOR CITIZENS CENTER
HOSLER CONFERENCE ROOM
1318 CRAVENS AVENUE, TORRANCE
TUESDAY, AUGUST 14, 2018
9:30 A.M.

AGENDA

1. CALL MEETING TO ORDER
2. ROLL CALL/MOTIONS FOR EXCUSED ABSENCE
3. FLAG SALUTE AND INSPIRATIONAL
4. MOTION TO ACCEPT AND FILE THE REPORT OF THE CITY CLERK ON THE POSTING OF THE AGENDA
6. PRESENTATION - PATH (People Assisting the Homeless) will discuss homelessness among the senior population.
7. ANNUAL REPORT – Discussion and approval by COA. City Council meeting of September 18, 2018 for City Council approval.
8. ORAL REPORTS ON SENIOR CITIZENS CONCERNS
   A. City Council Activities
   B. Housing
   C. Health
   D. Transportation
   E. Community Programs
   F. Focal Point Program
   G. Elder Abuse/Fraud
9. ORAL COMMUNICATIONS/ANNOUNCEMENTS
   This portion of the meeting is reserved for comment on items not on the agenda. Under the Ralph M. Brown Act, City Council 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 Orals may speak only once and no longer than 3 minutes per speaker.
10. ADJOURNMENT
To a regular Meeting on Tuesday, September 11, 2018 at 9:30 a.m. at the Bartlett Senior Citizens Center, Hosler Conference Room.

ROLL CALL: G. Davis ____ Dojiri ____ Grundhaus ____ Korman ____ Mayfield ____ Virobik ____ K. Davis ____
AFFIDAVIT OF AGENDA POSTING

STATE OF CALIFORNIA  )
COUNTY OF LOS ANGELES  ) ss
CITY OF TORRANCE  )

In compliance with Government Code 54954.2 (a), I DO HEREBY AFFIRM that a copy of the COMMISSION ON AGING agenda for the regular meeting of TUESDAY, AUGUST 14, 2018 was conspicuously posted on the City Clerk’s Bulletin Board, 3031 Torrance Boulevard, Torrance, California at the time and date indicated below.

POSTED:
Time: ____________________________  Date: ______________________
By:_____________________________________________________________

ROLL CALL:  G. Davis  ____  Dojiri  ____  Grundhaus  ____  Korman  ____  Mayfield  ____  Virobik  ____  K. Davis  ____
MINUTES OF A REGULAR MEETING OF
THE TORRANCE COMMISSION ON AGING

July 10, 2018

1. CALL TO ORDER
   The meeting was called to order on July 10, 2018 at 9:30 a.m. in the Hosler Conference Room at the Bartlett Senior Citizens Center.

2. ROLL CALL/MOTIONS FOR EXCUSED ABSENCE
   Present: Commissioners G. Davis, Dojiri, Korman, Mayfield, Virobik and Chairperson K. Davis
   Absent: Commissioner Grundhaus
   Staff: Senior Recreation Supervisor Reed

   MOTION: Commissioner Mayfield moved to approve the excused absence of Commissioner Grundhaus; motion was seconded by Commissioner G. Davis. The motion passed by a unanimous voice vote. (Absent Commissioner Grundhaus)

3. FLAG SALUTE AND INSPIRATIONAL
   Ms. Jami Kae led the Pledge of Allegiance.

   Chairperson K. Davis presented inspirations and read those provided via email from Irene Griffith.

4. MOTION TO ACCEPT AND FILE THE REPORT OF THE CITY CLERK ON THE POSTING OF THE AGENDA
   MOTION: Commissioner Virobik moved and Commissioner G. Davis seconded, to accept and file the Affidavit of Agenda Posting for its meeting of July 10, 2018. The motion passed by a unanimous roll call vote.

5. APPROVAL OF MINUTES – May 8, 2018
   MOTION: Commissioner Korman moved and Commissioner Mayfield seconded, to approve the minutes of the Commission on Aging meeting of May 8, 2018, as submitted. The motion passed by a unanimous roll call vote.

7. ORAL REPORTS ON SENIOR CITIZENS CONCERNS (considered out of order)
   D. Transportation (considered out of order)

   Transit Analyst Mach reported that the groundbreaking ceremony had taken place for the new Transit Center and added that it was anticipated that the Center would be completed in the Summer of 2019. He noted the installation of new signage for bus stops was in progress and had been completed for Lines 1, 4X and 10.

   Transit Staff Assistant Tang noted that Torrance transit accepted the Transit Access Pass (TAP) cards, described how to use and add value to the TAP card, and explained that there had been changes to the transfer policy for TAP-participating agencies.
She detailed the changes that would be effective July 15, 2018:

- There would be no more paper transfers
- Cash would no longer be accepted when transferring from one agency to another.
- First fare would be paid with TAP when boarding, then TAP card would need to be used again when transferring.
- Transfer fare was deducted automatically from Stored Value on TAP card
- Passengers without TAP card would have to pay full fare on transfer, instead of transfer fare
- Transfer would be valid for 2.5 hours from the first trip of your journey.
- Transfer costs were not increasing.

Transit Analyst Mach stated that Metro would be giving away up to one million TAP cards to customers within the region to facilitate the changes. He noted that Torrance would be participating in the TAP card give away. He explained that the change would eliminate paper transfers, speed up the boarding on the buses, reduce dwell time and drivers’ dependency on cash and eliminate the need for passengers to carry cash and exact change.

Transit Analyst Mach clarified that a TAP card had no value until it was loaded, that it could also be re-loaded and listed where to obtain or reload TAP cards:
- West Annex Transit store at City Hall
- TAP vending machines at all Metro Rail stations
- Online at taptogo.net
- Call 866.TAPTOGO

Transit Analyst Mach stated that the senior fare, for those 65 years or older, was 25 cents and a transfer for seniors was an additional 25 cents.

Transit Analyst Mach reported that the Transit Department had awarded a contract to conduct a Comprehensive Operational Analysis (COA) of the system, to examine the current system and reimagine it and the resources to better serve the community. He noted the COA process would begin in a few months and involve outreach to community members and invited the Commission to be a part of the process.

In response to a question from Chairperson K. Davis, Transit Analyst Mach stated that the department would conduct outreach to determine the number of seniors per month currently using the bus and/or the senior taxi service and solicit their comments on current Transit services and destinations.

There was a discussion of the Department’s ability to teach seniors and first-time users how to navigate the transit system. The Commission recommended that the Department investigate solutions to long time deficiencies in both the onsite customer service and phone service at the West Annex Transit store.

Transit Analyst Mach stated that there were currently two people in the Senior Ambassador program and noted that the department was still looking to recruit other members. Librarian Babiar stated that the Library could partner with the Department to offer information on transit and the TAP cards at the Library. She added she would look into partnering with the Department of Motor Vehicles (DMV) as a way to facilitate the change when a senior stopped driving.
Transit Analyst Mach explained that the stored value on the TAP card worked throughout County regional agencies and noted that the TAP card was different from the swipe card for the Senior taxi service.

There was a discussion regarding a need for a shuttle service to aid seniors who were unable to access the bus system and a need for adequate shelters at each bus stop.

Transit Staff Assistant Tang noted that TAP cards could also be purchased at participating Ralphs and 7-11 stores and added that money loaded on TAP card was good for 10 years.

Transit Intern Liu presented the statistics for persons using the new Transit app for bus schedule information and arrival times:
- There were 24,000 downloads within the Transit system since the app launch in April 2017
- In June 2018, there was an average of 72 new downloads per day, with 473 downloads in the last seven days and 1800 in the last month
- There was an average of 3800 users per day, and each user interacted with the app 16 times within the month.
- The most popular lines were Line 3, 4X and 8

6. **ELECTION OF OFFICERS**

Chairperson K. Davis stated that it had been a privilege to serve as Chair.

Commissioner Mayfield nominated Chairperson K. Davis as Chair. Chairperson K. Davis accepted the nomination.

Commissioner Virobik nominated Commissioner Dojiri as Chair. Commissioner Dojiri declined the nomination.

**MOTION:** Commissioner Virobik moved and Commissioner Mayfield seconded, to approve Kathleen Davis as Chairperson. The motion passed by a unanimous roll call vote. (Absent Commissioner Grundhaus)

Commissioner G. Davis nominated Commissioner Dojiri as Vice Chair. Commissioner Dojiri accepted the nomination.

**MOTION:** Commissioner G. Davis moved and Commissioner Mayfield seconded, to approve Commissioner Dojiri as Vice Chair. The motion passed by a unanimous roll call vote. (Absent Commissioner Grundhaus)

7. **ORAL REPORTS ON SENIOR CITIZENS CONCERNS**

A. City Council Activities

Commissioner Dojiri thanked the Commission for their get well wishes and cards. She reported that the Older Americans awards were given out at the May 15 Council meeting.

She provided an update on district-based elections and noted that the Council had approved the district-based elections by a vote of 6-1 with Councilmember Weideman voting against the motion. She added that the district would be divided into six districts and that the
district voting would begin in 2020, with the three even number districts voting in 2020 and the odd number districts voting in 2022. She explained that there was wording in the approved ordinance which would permit the City to revert back to at-large district in the future, if it was allowable.

Commissioner Dojiri stated that there had been many members of the public speaking during orals, against the proposed development of Butcher Hill. She reported that the Council had approved the creation of a City Building Seismic Retrofit Ordinance which would alert and educate property owners regarding the risks associated with a major earthquake on various types of buildings. She noted that the advisory group would return to Council in 60 to 120 days for further discussion. She stated that the new incoming Councilmembers would be welcomed at tonight’s meeting.

B. Housing
The Commission concurred to have someone from People Assisting the Homeless (PATH) come and speak to the Commission.

C. Health
Commissioner Virobik reported on an article on college students signing up as “grandkids” for hire to help care for seniors.

Chairperson K. Davis stated that she had attended the Library’s training on Mental Health First Aid and found it very worthwhile. She added that Librarian Theyer was planning to revamp the training for seniors.

D. Transportation (considered out of order, see above)

E. Community Programs
Chairperson K. Davis reported that Senior Business Manager Rumery had stated that Phase 2 of the upgrades to the railings for the Armstrong Theater would not be done this year and that there was not yet a designer or a budget for the project. Commissioner Dojiri stated that she would try to attend the next meeting of the Cultural Arts Commission to update the Commission on the status of the upgrade to the theater railings. Chairperson K. Davis stated that she would email the entire Commission the notes from previous meetings on the Phase 1 upgrade to the railings, for use by any Commissioners who planned to attend the Cultural Arts Commission meeting.

Commissioner Korman reminded the Commission that the South Bay Community Concert Association would begin their 2018-2019 season soon at Redondo Union High School. She added that there would be a concert at the South Bay Botanic Gardens by the Palos Verdes Symphonic Band on July 15. She distributed pamphlets for the Torrance Cultural Arts upcoming season and recommended Yankee Doodle Dandy at the Carpenter Center in Long Beach and How To Succeed in Business without Even Trying at the Torrance Theater Company on August 11. She reported that 3,500 people attended the Southbay Festival of the Arts at the Cultural Arts Center.

Commissioner G. Davis announced that Rock Around the Block would be held on July 19 from 5:00 p.m. to 8:00 p.m. in downtown Torrance and added that South Bay Village and Focal Point would staff tables at the event.
Commissioner Korman reported that the Monarch Ballroom had recently opened in downtown Torrance.

F. Focal Point Program
Commissioner Virobik reported the following statistics for the months of:

May 2018

<table>
<thead>
<tr>
<th>Total number of documented calls:</th>
<th>46</th>
<th>Total number of callbacks:</th>
<th>10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Miscellaneous calls:</td>
<td>75</td>
<td>Total number of walk-ins:</td>
<td>40</td>
</tr>
<tr>
<td>Total number of calls received:</td>
<td>121</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Of the documented calls:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>76% were for housing</td>
<td></td>
<td>6% were for in-home services</td>
<td></td>
</tr>
<tr>
<td>3% were for transportation</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

June 2018

<table>
<thead>
<tr>
<th>Total number of documented calls:</th>
<th>52</th>
<th>Total number of callbacks:</th>
<th>18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Miscellaneous calls:</td>
<td>64</td>
<td>Total number of walk-ins:</td>
<td>45</td>
</tr>
<tr>
<td>Total number of calls received:</td>
<td>116</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Of the documented calls:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>38% were for housing</td>
<td></td>
<td>8% were for legal</td>
<td></td>
</tr>
<tr>
<td>9.6% were for transportation</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

She noted that she had attended the Palos Verdes “Aging Well Program” which featured service providers for seniors.

G. Elder Abuse/Fraud
Commissioner Mayfield stated that she had attended the “Seniors, Don’t be Scammed” Lecture at the Katy Geissert Civic Center Library on June 6 and noted that there had been discussions on scams for the new Medicare cards, dating sites, IRS, lottery, charities, free cruises and computer tech support, as well as information on ways to prevent being the victim of a scam and how to report scams.

9. ORAL COMMUNICATIONS/ANNOUNCEMENTS
Commissioner G. Davis thanked Commissioner Dojiri for arranging for Madalena Branning (Dina), to receive her Older American Award at the YMCA, as Ms. Branning had been unable to attend the City award ceremony.

Librarian Babiar discussed the Summer Reading Program, which this year was for all ages, had been extended to ten weeks and ended on August 25.

Ms. Anita Chun, from Torrance Memorial Medical Center (TMCC) distributed a list of sites for the safe disposal of unused and expired medication and a flyer for an upcoming conference on South Bay Health Resources Partnership.

Commissioner Mayfield requested an excused absence for the next meeting.

Chairperson K. Davis stated that she would invite the new City Council members to a Commission meeting.
At 11:33 a.m., Commissioner Mayfield moved to adjourn the meeting to the regular meeting on Tuesday, August 14, 2018 at 9:30 a.m. in the Hosler Conference Room at the Bartlett Senior Citizens Center. The motion was seconded by Commissioner G. Davis and a roll call vote reflected unanimous approval. (Absent Commissioner Grundhaus)

####