

**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 7:00 p.m. on Thursday, May 26, 2005 in the West Annex meeting room at Torrance City Hall.

**2. ROLL CALL/MOTIONS FOR EXCUSED ABSENCE**

Present: Commissioners Gilbert, Hachmeister, Gibson, Ning, and Chairperson Orpe.

Absent: Commissioners Adams and Hazell.

Also Present: Senior Recreation Supervisor Kelso.

**MOTION:** Commissioner Hachmeister moved to grant Commissioner Hazell an excused absence for the May 26, 2005 Community Services Commission meeting. The motion was seconded by Commissioner Gilbert and passed by unanimous voice vote approval.

**3. FLAG SALUTE**

Commissioner Gibson led the Pledge of Allegiance.

**4. AFFIDAVIT OF POSTING**

**MOTION:** Commissioner Hachmeister, with a second by Commissioner Ning, 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 Commissioners Adams and Hazell).

**5. APPROVAL OF MINUTES: APRIL 28, 2005**

**MOTION:** Commissioner Hachmeister moved for the approval of the April 28, 2005 Torrance Community Services Commission meeting minutes as submitted. The motion was seconded by Commissioner Gilbert and passed by unanimous voice vote approval (absent Commissioners Adams and Hazell).

Chairperson Orpe welcomed Torrance Youth Council member Vickie Hsieh from West High School.

**6. STANDING COMMITTEES**

**6A. SOCIAL SERVICES ADVISORY COMMITTEE: Next Meeting June 20, 2005**

Commissioner Ning reported that his staff has begun contacting private enterprises that manufacture and market items for the disabled, and that he would arrange to have at least two companies give 15-18 minute presentations on their products and services. He asked Commissioner Gibson to assist him in contacting American Honda. He stated that he would e-mail or fax a list of identified and committed

speakers to Commissioners by the end of next week and would work with Phil Duthie to prepare a flyer.

Chairperson Orpe confirmed that Commissioners would invite the 2005 grant recipients that they are assigned to monitor to the June 20, 2005 Committee meeting.

Chairperson Orpe explained the Social Services Advisory Committee to Torrance Youth Council member Vickie Hsieh and gave her a list of non-profit agencies.

**6B. REVIEW OF COMMITTEE ATTENDANCE**

Senior Recreation Supervisor Kelso distributed a list of social services groups that have been attending Social Services Advisory Committee meetings for the past year.

Commissioner Gibson suggested that grant recipients be encouraged to attend Community Services Commission meetings.

It was determined that Commissioners Ning, Gilbert, and Adams would attend the June 20, 2005 Social Services Advisory Committee meeting.

Commissioner Ning offered to prepare a questionnaire for distribution at the June 20, 2005 meeting. Commissioner Hachmeister noted that questionnaires have been given out before, and Senior Recreation Supervisor Kelso offered to look for responses.

**7. GRANT PROGRAM FOR NON-PROFIT SOCIAL SERVICES AGENCIES**

**7A. UPDATE – 2004 FINANCIAL AND NARRATIVE REPORTS APPROVAL**

**MOTION:** Commissioner Hachmeister moved to approve the 2004 Financial and Narrative Reports from grant recipients. The motion was seconded by Commissioner Gibson and passed by unanimous voice vote approval (absent Commissioners Adams and Hazell).

Senior Recreation Supervisor Kelso advised that the item was scheduled to go before City Council on June 7, 2005 and Chairperson Orpe indicated that he would attend.

**7B. 2005 COMMISSIONER ASSIGNMENTS**

**8. YOUTH COUNCIL ACTIVITIES**

**8A. COMMISSIONERS' REPORTS:**

**May 4 – Commissioner Hachmeister**

Commissioner Hachmeister stated that he was unable to attend the May 4, 2005 Torrance Youth Council meeting. Chairperson Orpe presented the minutes from the meeting that included updates on the ASB Bowl, Youth Forum, Beat the Odds banquet, Fashion Show, and Cinco de Mayo celebration.

**May 18 – Commissioner Adams**

Due to Commissioner Adams' absence from this meeting, Chairperson Orpe reviewed the minutes from the May 18, 2005 Youth Council meeting that included an update on the Armed Forces Day luncheon.

**8B. YOUTH COUNCIL REPORT**

Torrance Youth Council member Vickie Hsieh discussed the Beat the Odds scholarship banquet.

**8C. COMMISSIONERS' ASSIGNMENTS**

June 1, 2005                      Chairperson Orpe  
June 15, 2005                     Commissioner Gilbert

**9. ORALS/ANNOUNCEMENTS**

Senior Recreation Supervisor Kelso announced the 1<sup>st</sup> Community Open House on the General Plan update on June 4, 2005 at the Torrance Public Works Yard.

Commissioner Hachmeister spoke fondly of fellow Commissioners and staff. He announced that he was moving to Texas and would be retiring from the Commission effective May 31, 2005.

Commissioner Ning stated that he was overseas most of the month and that his wife and children enjoyed the Armed Forces Day Parade.

Commissioner Gilbert also stated that she enjoyed attending the Armed Forces Day Parade.

Commissioner Gibson bid a fond farewell to Commissioner Hachmeister and extended her appreciation to fellow Commissioners and staff. She informed the Commission that she was moving to North Carolina and was also resigning as Commissioner.

She advised that Commissioner Gilbert would take over her monitoring assignment of the Switzer Center.

Senior Recreation Supervisor Kelso commended Commissioners Hachmeister and Gibson for their contributions to the Commission and City.

Chairperson Orpe expressed his appreciation to Commissioners Hachmeister and Gibson and wished all a happy Memorial Day weekend.

**MOTION:** At 7:38 p.m., Commissioner Hachmeister, with a second by Commissioner Gibson, moved to adjourn the meeting to Thursday, June 23, 2005 at 7:00 p.m. at the West Annex Commission Room, City Hall.

Approved as Written  
June 23, 2005  
s/ Sue Herbers, City Clerk