

Social Services Commission Meeting Agenda Announcement

In-Person Public Comment is now Available

On September 16, 2021, Governor Newsom signed into law Assembly Bill 361, which allows Brown Act bodies to attend meetings telephonically. Please be advised that some, or all, Whittier Social Services Commissioners may attend this meeting telephonically.

Speakers must limit their comments to three minutes. Please note, by order of the presiding officer, public comments minutes may be reduced if at their discretion a surplus of public speakers is present at the meeting.

To submit Public Comments/Questions:

- Email: gonzalezr@cityofwhittier.org
- Voicemail: (562) 567-9400
- Live Audio via Zoom: Only those members of the public who have 'raised their hand' on Zoom will be in the queue for speaking.
- In person at City Hall 13230 Penn St., Whittier, CA 90602, City Council Chamber

To view live meetings remotely:

- Video and audio: <https://zoom.us/j/96391049442>
Use 'Raise Hand' feature
- Audio only: Dial (669) 900-9128 (Meeting ID: 963 9104 9442)
Press *9 to 'Raise Hand' and then *6 to unmute yourself when prompted

Please submit email comments by 5:30 p.m. on the date of the meeting to ensure Social Service Commissioners receive and have time to review them. All emails received by 5:30 p.m. are forwarded to the Commission. Emails received after 5:30 p.m. but before the conclusion of public comments will be entered into the record.

Americans with Disabilities Act

Disability-related services are available to enable persons with a disability to participate in this meeting, consistent with the Federal Americans with Disabilities Act of 1990. Spanish interpreters are also available. For information or to request services, please contact the Parks, Recreation and Community Services Department at least 24 hours in advance of the meeting at (562) 567-9400.

**AGENDA
CITY OF WHITTIER
SOCIAL SERVICES COMMISSION
COUNCIL CHAMBERS, 13230 PENN STREET
OCTOBER 4, 2022, 6:30 PM**

1. CALL TO ORDER

2. ROLL CALL

Commissioner Carlos Illingworth
Commissioner Jose Luevano
Vice Chair Benito Guerrero Jr
Chair Irene Muro

3. PLEDGE OF ALLEGIANCE

4. PRESENTATION - WHITTIER VETERANS CENTER

5. PUBLIC COMMENTS

The public is invited to address the Social Services Commission regarding any item of business, or any matter within the body's subject matter jurisdiction. Consistent with Executive Order No. N-29-20 public comments can be made via:

- Email: gonzalezr@cityofwhittier.org
- Voicemail: (562) 567-9400

Please submit email and voicemail public comments by 5:30 p.m. on the date of the meeting to ensure Commissioners receive and have time to review them. All emails and voicemails received by 5:30 p.m. are forwarded to the Commission. Emails and voicemails received after 5:30 p.m. but before the conclusion of public comments will be entered into the record.

Pursuant to State law, the Commission cannot take action or express a consensus of approval or disapproval on any communications which do not appear on the printed agenda.

6. STAFF REPORTS

6.A. APPROVAL OF MINUTES

Recommendation: Approve the Minutes of the Regular Meeting of September 6, 2022.

6.B. INFORMATION AND REFERRAL REPORTS

Recommendation: Receive and file the Information and Referral Report for September 2022.

6.C. TRASH HAULERS ATHENS AND REPUBLIC SERVICES SCHOLARSHIP PROGRAM

Recommendation: Review previous scholarship essay prompts, the grading rubric and discuss criteria for possible video essay submissions.

7. SECRETARY COMMENTS

8. COMMISSION MEMBER COMMENTS/CONFERENCE REPORTS

9. ADJOURNMENT

Disability-related services are available to enable persons with a disability to participate in this meeting, consistent with the Federal Americans with Disabilities Act of 1990. Spanish interpreters are also available. For information or to request services, please contact the Parks, Recreation and Community Services Department at least 24 hours in advance of the meeting at (562) 567-9400.

The agenda packet is available three days before the meeting in the Parks, Recreation and Community Services Department at City Hall (13230 Penn Street), Whittier Central Library (7344 Washington Avenue) and the East Whittier Branch Library (10537 Santa Gertrudes Avenue). Additionally, the agenda packet can be viewed on the City's website. Materials distributed to the Commission within 72 hours of the Social Services Commission meeting are available for public inspection in the Parks, Recreation and Community Services Department Office.

Los servicios relacionados con la discapacidad están disponibles para permitir que las personas con discapacidad participen en esta reunión, de conformidad con la Ley Federal de Estadounidenses con Discapacidades de 1990. También hay intérpretes en español disponibles. Para obtener información o para solicitar servicios, comuníquese con el Departamento de recreación y Parques al Servicio a la Comunidad de la reunión al (562) 567-9400.

El paquete de la agenda está disponible tres días antes de la reunión el Departamento Parques Recreación y Servicio a la Comunidad en el Ayuntamiento (13230 Penn Street), Whittier Central Library (7344 Washington Avenue) y Biblioteca sucursal del este de Whittier (10537 Santa Gertrudes Avenue). Además, el paquete de la agenda se puede ver en el sitio web de la Ciudad. Los materiales distribuidos al Concejo Municipal dentro de las 72 horas de la reunión del Comisión de Servicios Sociales están disponibles para inspección pública en el Departamento de Recreación y Parques al Servicio a la Comunidad.

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted in accordance with the applicable legal requirements. Regular and Adjourned Regular meeting agendas may be amended up to 72 hours in advance of the meeting. Dated this 30th day of September 2022.

/s/ Roxanne Gonzalez

Roxanne Gonzalez, Administrative Secretary



Agenda Report

Social Services Commission

Date: October 4, 2022

To: Social Services Commission

From: Virginia Santana, Director of Parks, Recreation and Community Services

Subject: Approval of Minutes

RECOMMENDATION

Approve the Minutes of the Regular Meeting of September 6, 2022.

BACKGROUND

None.

DISCUSSION

Staff prepared draft minutes and hereby submits the Minutes for Commission approval.

FISCAL IMPACT

There is no fiscal impact associated with this report.

STRATEGIC PLANNING GOAL

Goal 4: Transparent & Open Government

ATTACHMENTS

- A. Minutes of the Regular Meeting of September 6, 2022

**MINUTES
CITY OF WHITTIER
SOCIAL SERVICES COMMISSION
REGULAR MEETING
CITY COUNCIL CHAMBER, 13230 PENN STREET
SEPTEMBER 6, 2022 – 6:30 P.M.**

1. CALL TO ORDER:

Chair Illingworth called the regular meeting of the Social Services Commission to order at 6:34 p.m. on September 6, 2022.

2. ROLL CALL

PRESENT: Marisol Enriquez-Santos, Commissioner
Jose Luevano, Commissioner
Kathleen McDonnell, Commissioner
Carlos Illingworth, Chair

ABSENT: None.

STAFF PRESENT:

Virginia Santana, Director of Parks, Recreation and Community Services
Erin Hamilton, Community Services Manager
Margo Diamond, Management Analyst I
Roxanne Gonzalez, Administrative Secretary
Janet Rivera, Information and Referral Specialist

3. PLEDGE OF ALLEGIANCE

Commissioner Luevano led the Pledge of Allegiance.

4. PUBLIC COMMENTS

No public comments were received.

5. OATH

Oath of office was administered to Benito Guerrero Jr.
Oath of office was administered to Irene Muro

6. STAFF REPORTS

6.A. Approval of Minutes

It was moved by Commissioner Luevano, seconded by Chair Illingworth, and carried 2-0 by roll call vote, to approve the Minutes of the Regular Meeting of June 7, 2022 (Abstained: Commissioner Guerrero and Commissioner Muro).

6.B. Election of Officers

Commissioner Luevano nominated Commissioner Muro for Chair and Commissioner Guerrero for Vice-Chair. Commissioner Muro and Commissioner Guerrero accepted the nominations.

It was moved by Commissioner Luevano, seconded by Commissioner Illingworth, and carried 4-0 by roll call vote, to approve the election of officers.

6.C. Information and Referral Reports

Specialist Rivera presented the June, July, and August 2022 Information and Referral Reports. She explained that the reports reflect the calls staff received regarding resources. Specialist Rivera added that staff is organizing an open house for seniors to provide healthcare services information. Also, she continued that when staff sees an increase in calls regarding specific resources, staff will schedule a lecturer on the topic for the Senior Community.

Chair Muro asked if the Commission receives monthly information and referral reports. Specialist Rivera stated yes, reports are presented on a monthly basis.

It was moved by Commissioner Illingworth, seconded by Commissioner Luevano, and carried 4-0 by roll call vote, to receive and file the June, July and August 2022 Information and Referral Report.

6.D. 2022 Whittier Scholarship Program-Sponsored by Athens Services and Republic Services

Secretary Santana provided a brief overview of the Trash Hauler Scholarship Program. She stated that Athens would issue five (5) scholarships and Republic Services would issue four (4) scholarships. Each scholarship is for \$500.00.

Chair Muro asked if the scholarship is strictly an essay contest. Secretary Santana responded yes; students submit their essays via Google Forms. Commissioner Luevano asked if we could carry over the unused scholarship money from previous years. Secretary Santana explained that we would need to amend the agreement with the trash haulers. However, she added that staff would look into amending the agreement.

Commissioner Illingworth asked if staff cross-checked the applicant's information regarding their residence and service area. Secretary Santana stated yes. Vice-Chair Guerrero asked if a student lives in the Athens services area, are they only able to receive the scholarship from Athens. Secretary Santana responded yes. Commissioner Muro asked for the highest number of submissions received by staff. Secretary Santana stated that fifteen (15) essays were the most we have received. Vice-Chair Guerrero asked if students only had the option to submit an essay or if they could submit a video essay.

Commissioner Illingworth stated that having the students submit video essays is a good idea. Chair Muro asked if the essay was open to all students regardless of their legal status. Secretary Santana stated yes, so long as they attend a high school in Whittier.

Chair Muro asked if we have access to the past essay prompts. Secretary Santana stated that we have past essay prompts that were not utilized. Manager Hamilton continued that we recently presented an essay prompt relating to food waste. She asked the Commission what specific criteria they would like to ask for the video submissions. She stated that the criteria could specify that the students implement what they say in their video essay by depicting it in their video submission.

Commissioner Luevano suggested asking the service companies to invite the students over to show them what they do and stated that the composting essay prompt was a good topic. Secretary Santana stated that we could gather a list of questions to present to Commissioners. Also, she added that we could reach out to the service providers to organize the tours of their facilities. Chair Muro asked if we have a rubric for grading already in place. Secretary Santana stated yes and added that we could bring it before the Commission for review.

Commissioner Illingworth suggested that we send out a public service announcement to ask for video essay submissions which we could showcase on social media to address the essay message to the public. Secretary Santana stated that we could bring back details to the Commission.

Commissioner Illingworth asked if we could have a school familiar with filming and media to give students advice, which they can implement for their video submission. Secretary Santana stated that we have a green room students could utilize. Commissioner Illingworth added that we could send out a public service announcement for selected individuals related to their essay topic. Manager Hamilton added that we could write a script for each service provider.

Commissioner Muro stated that her husband is a teacher and that his students use their iPad to film their projects, and the product submitted always looks good. She added that using the green room would also be a great experience for students looking into majoring in media or journalism.

It was moved by Commissioner Luevano, seconded by Commissioner Illingworth, and carried 4-0 by roll call vote, to receive and file the 2022 Whittier Scholarship Program and have staff return with additional information.

6.E. Volunteer of the Year

Secretary Santana updated the Commission on the volunteer of the year program. Applications are sent to all nonprofit agencies allowing them to nominate volunteers that have assisted their agency. In the past, we have received applications from many agencies, both new and old. We gather applications, which are brought to the Commission for review and selection.

Commissioner Illingworth asked if the hours of service being considered are for 2021 or 2022. Secretary Santana responded that the hours of service being considered are for 2022. Commissioner Illingworth added that he likes the April date for the award ceremony as well.

It was moved by Commissioner Illingworth, seconded by Commissioner Luevano, and carried 4-0 by roll call vote, to accept the recommendations made for the Volunteer of the Year application and to schedule the reception after receiving Council feedback.

6. SECRETARY'S COMMENTS

Secretary Santana thanked incoming and departing Commissioners for serving on this Commission. After-school programs are up and running. Staff will operate sports camps which are around the corner. Adaptive Recreation will resume in-person activities. We have several ongoing park projects. Council approved the \$4 million to renovate the Senior Center. Also, the Homeless Consortium will be hosting a meeting on October 18 at Parnell Park beginning at 5:30 p.m. Staff will get the information to the Commission.

Commissioner Luevano asked if the Commission is still responsible for the homeless initiative. He also asked if the agencies who received funding would come and speak before the Commission to ask questions as we begin the application process. He asked if this could be an agenda item for the next meeting. Secretary Santana said we could invite past recipients to speak in front of the Commission. Commissioner Illingworth stated that for the sake of time, we could go with the groups that receive the most funds and have them speak in front of the Commission.

Vice-Chair Guerrero asked if they would be coming in person. Commissioner Luevano stated that it would be beneficial to see nonprofits present their reports before the Commission. He also asked if we could create an agenda item to discuss the fact that Council has not given the Commission direction yet. Secretary Santana stated that Council is determining what direction they will provide.

Chair Muro asked if the Commission may evaluate what was obtained from the plan since it's been a while since implemented. Secretary Santana said yes, and we will add it to the agenda.

7. COMMISSIONERS' COMMENTS

Commissioner Illingworth thanked staff. During the Summer Camp staff was amazing. They made everything fun. He also thanked outgoing Commissioners and the graciousness provided.

Vice-Chair Guerrero stated he is honored to be here. He is learning so much. He added that it's a blessing to see people coming together and see this kind of meeting. He is excited to see how they will impact the community and recalls participating in the scholarship program.

Chair Muro stated she is thankful for allowing them to serve in a different capacity. Social Service is her passion, and she is excited to serve the community.

8. ADJOURNMENT

The meeting was adjourned at 7:30 p.m.

Approved and adopted by the Social Services Commission on _____.

Virginia Santana, Secretary



Agenda Report

Social Services Commission

Date: October 4, 2022

To: Social Services Commission

From: Virginia Santana, Director of Parks, Recreation and Community Services

Subject: Information and Referral Reports

RECOMMENDATION

Receive and file the Information and Referral Report for September 2022.

BACKGROUND

None.

DISCUSSION

Staff prepared the Information and Referral report and hereby submits the report for Commission's review. The report will provide a summary of the calls for service, the information presented, and a summary of any local events or trainings offered to residents (Attachment A).

FISCAL IMPACT

There is no fiscal impact associated with this report.

STRATEGIC PLANNING GOAL

Goal 4: Transparent & Open Government

ATTACHMENTS

A. I & R Report – September 2022

I & R Summary Report September 2022

In the month of September 2022, we received a total of 139 calls. Received several calls seeking information for financial assistance in many different areas, such as income, food, and rental. We continue to get calls for different methods of transportation. There was a reduction of Covid related assistance. Older adults continue to seek help with low-cost housing.

Housing-Seniors (9.82%)

- TSA Properties
- Housing Rights Center (HRC) Directory
- Los Angeles Community Development Authority (LACDA)
- LINC Housing

Senior Transportation: (38.65%)

- City Dial-A-Ride
- County Dial-A-Ride
- ACCESS
- Health Plan (Some offer transportation for medical appointments only)

Benefits: (11.04%)

- SASSFA (Senior Services)
- Department of Public Social Services (DPSS) General Relief
- DPSS CalFresh
- Social Security Admin (Disability)

City/County Services: (24.54%)

- Veteran Benefits (Whittier Library and Liberty Community Plaza)
- Southern Ca Edison & Gas Co (Utility)
- Salvation Army (Utilities)
- Home Repairs (Habitat for Humanities and L.A County Development Auth)
- Community Resource Center (Utilities)

Legal: (3.68%)

- Legal Aid Foundation of Los Angeles (Debts)
- Veterans Administration (Benefits)
- Christian Legal of Los Angeles (Debts)



Agenda Report

Social Services Commission

Date: October 4, 2022

To: Social Services Commission

From: Virginia Santana, Director of Parks, Recreation and Community Services

Subject: Trash Haulers Athens and Republic Services Scholarship Program

RECOMMENDATION

Review previous scholarship essay prompts, the grading rubric and discuss criteria for possible video essay submissions.

BACKGROUND

Included in the contract service agreements with Athens Services and Republic Services is the requirement to have a Scholarship program for students that are Whittier residents within one of the service providers' areas. Annually, the Social Services Commission reviews the criteria for the program prior to application distribution.

Each year five (5) scholarships of \$500 each for college-bound students living in the Athens services area and four (4) scholarships of \$500 each for students living in the Republic Services area are made available. To promote the scholarship program local High Schools spread the information on campus and Staff shares the opportunity on the City's social media platforms.

DISCUSSION

At the request of the Commission staff compiled a list of past essay topics reviewed by the Commission since 2019 (Attachment A) and the grading rubric listed on the Scholarship Program Criteria (Attachment B) for their review. Also, the Commission will discuss the criteria for possible video essay component should they want to make that an option.

FISCAL IMPACT

There is no fiscal impact associated with this report.

STRATEGIC PLANNING GOAL

Goal 4: Transparent & Open Government

ATTACHMENTS

- A. Trash Haulers Scholarship Program Essay Prompts
- B. Scholarship Essay Selection & Review Guidelines

Trash Haulers Scholarship Program Essay Prompts

- Waste, and how we choose to handle it, affects our local City, including the air, water, land, plants, and man-made things. Waste management is so important because...?
- Discarding waste in unsafe ways and in non-approved places can endanger our local environment. Discuss how residents can become more responsible for what we throw away and the impact this waste may have on our local environment.
- Recycling saves natural resources, contributes to improved air and water quality, and reduces the need for landfill expansion. Describe a strong and successful residential recycling program to “save” landfill space, which discusses ways to recycle, reduce, and reuse our residential waste.
- What could you do to voice your opinion about solid waste issues in your community?
- Everyone produces some waste, but you don’t have to be a “super consumer.” One way to help the issue is to think about the goods, services, and activities you buy or support. In what ways do they contribute to the solid waste problem? How could you purchase and dispose of items in other ways that would generate less trash?
- What is the most important issue facing the environment today?
- Who do you think is more responsible for pollution, individuals or the government? Explain.
- Is recycling truly beneficial for the environment?
- Is recycling the best management option? What other options are there?
- Write an influential letter to the City Council asking them to take an action to reduce the CO2 emissions and residential waste in the city. Discuss what actions you want the Council to take and reasons why those actions are important.
- How would you balance the need to reduce greenhouse gas emissions, through SB1383, with the desire to help residents and businesses that are already suffering financially?
- * Pretend you are the new Director of Sustainability for the City of Whittier, and it is your job to educate 86,000 residents on how to compost their food waste. Discuss how you would encourage residents to participate in your proposed new program(s) by describing your marketing plan, goals, and measures of success. *
- Contamination in recycling is a big problem. Review the recycling policy of Athens or Republic Services to learn more about contamination. Explain why

contamination in recycling is problematic and discuss how residents and businesses could improve their local recycling to reduce contamination.

- Research recycling programs in Japan, Germany, and the United States and compare and contrast what differences are used in their respective recycling programs. Which country do you think is most successful at recycling and why? Apply your findings to Whittier.

Scholarship Essay Selection & Review Guidelines

Writing Guidelines:

Essays must be 400 to 500 words in length, typed, double-spaced, 12-point font, and follow MLA formatting. Facts and quotations should be appropriately cited either in the body of the essay or in footnotes using MLA citing format. Entries must be original, unpublished essays written by the contestants.

Submission Guidelines:

Please submit only one essay per student. If selected to receive a scholarship, a picture will be included as part of our media campaign. By submitting a photo, the applicant grants permission to the City of Whittier to use the photograph for advertising purposes.

Please submit your entry and photograph via the Google Forms link **OR** email with the subject "ScholarshipEssay". Include your essay as an attached document.

Following MLA formatting, heading needs to include the following information in the order presented:

- Student's Full Name and Name of Legal Guardian
- Email Address and Contact Number
- Home Address
- School Name and Grade Level
- Name of the Trash Hauling Service Provider (either **Athens Services** or **RepublicServices**)

Selection of Scholarship Recipients:

The City of Whittier's Social Services Commission will evaluate the essays. Essays will be judged with no identifying information available to the judges. Decisions by the judges are final.

Essays will be evaluated based on:

- Creativity
- Demonstrated passion for the environment
- Inclusion of local sustainability ideas
- Adherence to MLA formatting
- Use of sources and correct citations
- A vision for the future