

Social Services Commission Special 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, 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.

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.

**NOTICE AND CALL OF SPECIAL MEETING BY COMMISSION SECRETARY
AGENDA
CITY OF WHITTIER
SOCIAL SERVICES COMMISSION
SPECIAL MEETING
WHITTIER PUBLIC LIBRARY, 7344 WASHINGTON AVENUE
MARCH 21, 2023, 6:30 PM**

1. CALL TO ORDER

2. ROLL CALL

Commissioner Carlos Illingworth
Commissioner Kathleen McDonnell
Vice-Chair Jose Luevano
Chair Irene Muro

3. PLEDGE OF ALLEGIANCE

4. PRESENTATION - AQUATICS & TENNIS

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 February 7, 2023, and Minutes of the Joint Session Special Meeting of February 15, 2023.

6.B. INFORMATION AND REFERRAL REPORTS

Recommendation: Receive and file the Information and Referral Report for February 2023.

6.C. 2022 WHITTIER VOLUNTEER RECOGNITION PROGRAM

Recommendation: Discuss and approve recipients for the 2022 Whittier Volunteer Recognition award.

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 17th day of March 2023.

/s/ Roxanne Gonzalez

Roxanne Gonzalez, Administrative Secretary



Agenda Report

Social Services Commission

Date: March 21, 2023

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 February 7, 2023, and Minutes of the Joint Session Special Meeting of February 15, 2023.

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 February 7, 2023
- B. Minutes of the Joint Session Special Meeting of February 15, 2023

**MINUTES
CITY OF WHITTIER
SOCIAL SERVICES COMMISSION
REGULAR MEETING
CITY COUNCIL CHAMBER, 13230 PENN STREET
FEBRUARY 7, 2023 – 6:30 P.M.**

1. CALL TO ORDER:

The regular meeting of the Social Services Commission was called to order at 6:30 p.m. on February 7, 2023.

2. ROLL CALL

PRESENT: Jose Luevano, Commissioner
Kathleen McDonnell, Commissioner
Irene Muro, Chair

ABSENT: Carlos Illingworth, Commissioner

STAFF PRESENT:

Erin Hamilton, Community Services Manager
Amanda Krause, Community Services Coordinator
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. PRESENTATION – SENIOR SERVICES DIVISION

Community Services Coordinator Krause presented information pertaining to Senior Services and what they offer to 55 and older population in Whittier. We have two senior center locations. The Uptown Senior Center is currently closed for renovations, so senior activities are primarily hosted at Parnell Park. Fitness and art classes are offered in addition to a variety of clubs and senior trip destinations. A variety of ongoing programs are offered to our seniors, such as drop-in programs and prescheduled programs. We offer Dial-A-Ride services which is a service seniors can utilize to reach destination within the City of Whittier boundary and medical appointments.

Commissioner McDonnell stated that she loves the Senior softball games. It is great to see the grandkids cheering on their grandparents at games.

5. PUBLIC COMMENTS

A member of the public asked how Dial-A-Ride works. Coordinator Krause explained the process of applying for Dial-A-Ride and the qualifications to participate in the program. She added that once a senior is registered, they can purchase cards and simply call the reservation number to schedule their ride.

Mr. Velasquez asked what process his elderly mother would need to follow to participate in activities offered at Parnell Park for seniors. Mr. Velasquez stated that he is having problems with renters at a property he owns. Many neighbors have complained that the renters engage in bad activities. However due to the pandemic he has been unable to evict the renters. He would like to know what assistance the City can lend him in order to resolve this matter. Commissioner McDonnell asked if Mr. Velasquez is aware he is at a Social Services Commission meeting and not at a City Council meeting. She explained that she wants to ensure he receives the assistance he is seeking. Specialist Rivera explained to Mr. Velasquez that the Social Services Commission handles social service issues, however Council would be the appropriate governing body to request assistance from. She informed him that the City Council meetings are held on the second and fourth Tuesday of the month at 6:00 PM.

Maria Perales who resides at 12911 Broadway stated that she is one of the neighbors who has endured the bad behavior of the renters that live at Mr. Velasquez's rental property. She has continuously complained about her neighbors. She stated that they are alcoholics and drug addicts, and she does not want them around her children. She does not want them involved with the troublesome neighbors. She stated that she has worked hard and tirelessly to purchase the home she resides in. She worked hard to give her children a good education and they have become hardworking people. She is sick and tired of this situation. Ms. Perales has spoken with the City Manager and herself along with other community members have met with Council Member Martinez at Broadway Park to discuss this matter. However, no action has been taken to help resolve this issue with the rowdy neighbors. She will speak at the Council meeting but wanted to voice her concerns at this meeting as well.

6. STAFF REPORTS

6.A. Approval of Minutes

Commissioner Luevano stated that Attachment B, page 6 of 15 is titled incorrectly as Cultural Arts Commission. Commissioner McDonnell stated that her name is misspelled in a few spots on the January 12, 2023, minutes. Also, on page 9 of 15 for the January meeting, where it reads as follows: "Commissioner McDonnell stated that The Assistance League of Whittier requested funds for a program to provide clothing to homeless students and although she understands the importance of the program, it is not helping the homeless fund for housing." She clarified the program the Assistance League of Whittier presented in their application although important does not help the homeless find housing.

It was moved to approve the minutes as corrected by Commissioner McDonnell, seconded by Commissioner Luevano, and carried by a unanimous vote, to approve the Minutes of the Regular Meeting of October 4, 2022 (Abstained: Commissioner McDonnell), November 1, 2022 (Abstained: Commissioner McDonnell), and Minutes of the Special Meeting of January 12, 2023. (Absent: Commissioner Illingworth; Recused: Chair Muro).

6.B. Election of Officers

Manager Hamilton stated that Council has not had an opportunity to conduct further interviews for the Commission and we need a Vice-Chair. Commissioner McDonnell nominated Commissioner Luevano as Vice-Chair. Commissioner Luevano accepted the nomination.

It was moved by Commissioner McDonnell, seconded by Chair Muro, and carried 3-0 by roll call vote, to approve the election of officers (Absent: Commissioner Illingworth).

6.C. Information and Referral Reports

Information and Referral Specialist Rivera shared the number of calls received from October 2022 through January 2023. In October 2022 we received 153 calls pertaining to housing, senior transportation, benefits, and city and county services. In November 2022, we received 122 calls, which show a decrease in calls, but that is likely due to the beginning of open enrollment for seniors in October. In December 2022 we received 134 calls and in January 2023 we received 165 calls. The number of calls increased in January due to the start of tax season.

It was moved by Vice-Chair Luevano and seconded by Commissioner McDonnell and carried by a 3-0 roll call vote to receive and file the information and referral reports for the month of October 2022 through January 2023. (Absent: Commissioner Illingworth)

7. SECRETARY'S COMMENTS

Manager Hamilton thanked the Commission for their time and effort for reviewing the Social Services Funding applications. Secretary Santana will present the agenda report for Social Services Funding to Council on February 14, 2023. Manager Hamilton stated that the next item for the Commission to review will be the COVID-19 Recovery Grant Program. A few agencies asked for an extension, but we will get applications to Commissioners soon.

There was a final walkthrough at the Senior Center today with the construction company. The Senior Services Division will be hosting a walkthrough of the facility with our seniors as well. The Volunteer of the Year application is open and will be due March 1, 2023.

We will host Arbor Day in March and Eggstravaganza in April. Also, we will be hosting Spring Day Camp again and there are only 10 spots available. Manager Hamilton stated that the Whittier beautification applications are available on our Website. Management Analyst Diamond and herself have revamped the application and the submission window is open for residents to nominate themselves or a neighbor if they feel that they have improved their home to beautify the city. The PRCS Commission and Cultural Arts Commission will review the applications and select finalists. Council will recognize these finalists in April at a Council meeting.

Manager Hamilton informed the Commissioner of the Special Meeting Joint Session February 15, 2023, to review the Brown Act. She added that Commissioners can Zoom in if they are unable to attend in person.

8. COMMISSIONERS' COMMENTS

Vice-Chair Luevano asked for a timeline pertaining to the Volunteer of the Year and Scholarships. Manager Hamilton stated we would send out a timeline with dates.

Commissioner McDonnell stated she has a conflict with the March meeting due to work arrangements but is happy to do the scoring and submit them to staff.

9. ADJOURNMENT

The meeting was adjourned at 7:19 p.m.

Approved and adopted by the Social Services Commission on _____.

Virginia Santana, Secretary

**MINUTES
CITY OF WHITTIER
SOCIAL SERVICES COMMISSION
SPECIAL MEETING JOINT SESSION WITH
LIBRARY BOARD OF TRUSTEES
CULTURAL ARTS COMMISSION
PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION
ART IN PUBLIC PLACES ADVISORY COMMITTEE
CITY COUNCIL CHAMBER, 13230 PENN STREET
FEBRUARY 15, 2023 – 6:00 P.M.**

1. CALL TO ORDER:

The special meeting joint session of the Social Services Commission was called to order at 6:05 p.m. in the Council Chamber of Whittier City Hall, 13230 Penn Street, Whittier, California.

2. ROLL CALL

PRESENT: Kathleen McDonnell, Commissioner
Carlos Illingworth, Commissioner
Jose Luevano, Vice-Chair
Irene Muro, Chair

Chair Antonio Granado
Board Member Laurie Baccus
Board Member Kathy Marin
Board Member John Greg Gomez
Board Member Joseph Dzidrums

Susan Eiden, Commissioner
Beth Robinson, Commissioner
Christopher Rubalcaba, Commissioner
Pamela Korporaal, Vice-Chair

Elizabeth Apodaca, Commissioner
Tiffany Givens, Commissioner
Delia Morales, Commissioner
Robert Sera, Commissioner
Joseph Westrup, Commissioner
Don Mrla, Vice-Chair
Kevin Kennedy, Chair

Pamela Korporaal, Member
Eric Martinez, Member
Wes Murray, Member
Beth Robinson, Member
Peggy Rowe, Vice Chair
Marilyn McCarty, Chair

ABSENT: Sandra Hahn, Member

STAFF PRESENT:

Virginia Santana, Director of Parks, Recreation and Community Services
Erin Hamilton, Community Services Manager
Alyssa Rico, Community Services Supervisor
Amanda Krause, Community Services Coordinator
Margo Diamond, Management Analyst I
Roxanne Gonzalez, Administrative Secretary

Paymaneh Maghsoudi, Director of Library Services
Ivonne Arreola, Library Services Manager
Julie Perez, Management Assistant
Molly Noh, Management Assistant

Keith Collins, Assistant City Attorney

3. PLEDGE OF ALLEGIANCE

Chair Kennedy from the Parks, Recreation and Community services Commission led the pledge of allegiance.

4. PRESENTATION – SENIOR SERVICES DIVISION

Community Services Supervisor Rico from the Senior Services Division introduced herself and Community Services Coordinator Krause. Supervisor Rico stated that seniors can access the senior newsletter online, in person at Parnell Park, and by mail. Coordinator Krause stated that we have two senior centers. The main senior center is currently closed for renovations and is tentatively set to reopen in September 2023. We currently have been running programming out of Parnell Park. Supervisor Rico stated that we offer a variety of drop in and pre-register classes. The schedule above shows the drop-in classes offered and the classes below are our pre-register classes.

Supervisor Rico stated that we offer information and referral services which is operated by our Information and Referral Specialist Janet Rivera. We share information pertaining to legal assistance or home repairs. Supervisor Rico shared the ongoing programs offered such as movies, senior hikes, and the clubs and groups we host at our facilities. Coordinator Krause shared information on our Dial-A-Ride services which allows seniors to schedule rides for doctor's appointments and to move around Whittier.

5. PUBLIC COMMENTS

No public comments were received.

6. STAFF REPORTS

6.A. Brown Act Training for Boards, Commissions and Committees

Secretary Santana introduced Keith Collins to the Boards, Commissions and Committee present at the meeting. Assistant City Attorney Collins began by discussing the three focus points. He stated that he would review the powers and duties, discuss the best practices, and review applicable laws.

Attorney Collins stated that powers and duties for the Social Services Commission are set forth in the Whittier Municipal Code 2.36 which states the purpose of the Social Services Commission is to advise City Council on social elements to the General Plan, assess social changes and community needs, define social goals of the community, review social programs offered by all organizations within the City, suggest priorities regarding unmet social needs, and provide a forum for planning and debate on these issues. They also advise City Council on social conditions within the City, assess and report to council on social needs, work with staff on policies and programs to meet social needs, make recommendations to Council, and perform other duties as directed by Council. The Social Services Commission does not have authority like Council and can only contact other staff with the City Manager's approval which means that a Commissioner cannot contact staff as a Commissioner for purpose of directing their work or assigning them projects.

Attorney Collins stated that the powers and duties for the Parks, Recreation and Community Services Commission are set forth in the Charter Section 711 which states the Commission may advise City Council on parks, recreation, parkways, and street trees, consider or recommend budget matters to City Council and the City Manager relating the related items, assist in planning programs, stimulate public interest, cooperate with schools or other entities, and other duties as directed by City Council.

Attorney Collins discussed the purpose and powers and duties of the Art in Public Places Advisory Committee which are set forth in the Whittier Municipal Code 2.38 and 12.52. The purpose of the Committee is to provide variety of nationally recognized artwork throughout the City of highest quality, and review applications, examine proposals, consider safety, weather resistance, public response, artists training, etcetera. The powers and duties of the Committee allow them to require developers to install public art as part of development. The Committee reviews the art component of the development application based on standards set forth in WMC 12.52, and they make recommendations to the Cultural Arts Commission who then makes recommendation to the City Council.

Attorney Collins discussed the powers and duties of the Cultural Arts Commission set forth in the Whittier Municipal Code chapter 2.06. The Cultural Arts Commission purpose is to advise City Council regarding programs to enhance art for Whittier residents, prioritize recommendations regarding improvement of art activities, raise art awareness, and provide a forum for these discussions. The Commission also advises City Council on cultural arts, assess and report cultural needs, work with City staff to meet needs and recommend steps to Council. Furthermore, the Commission perform other duties assigned by the Council like make recommendation to Council on

development application decisions received from the Art in Public place Advisory Committee. However, the Commission does not have the authority to obligate the City, and City Manager approval is required before a Commissioner may contact staff other than designated staff.

Attorney Collins stated that the powers and duties of the Board of Library Trusts is set forth in the Charter section 710. The Board has the power and duty to advise City Council on matters pertaining to the city libraries, designate its own officer and procedures, consider, and make recommendations regarding the library budget, recommend policies regarding acquisitions, solicit cooperation of schools and other entities, and other duties designated by the City Council.

Attorney Collins opened the floor for discussions on the best practices. Vice-Chair Luevano for the Social Services Commission asked how a Commissioner can put an item on the agenda. Attorney Collins stated there are several ways to put an item on the agenda. The first option would be to individually contact a council member regarding the item they wish to have added to the agenda. This is the preferred method. The second option would be to have the Board, Commission or Committee request staff to prepare an agenda item on the subject matter. However, staff is applicant driven and will prepare an agenda item on pending matters. If the Commissioner cannot get a majority vote from their fellow Commissioners to add an item to the agenda, then he recommends falling back on the first option which is to individually contact a council member.

Member Murray from the Art in Public places Advisory Committee asked when there is an application originating from the City to place a piece of art in the City does it implicate any of the conflict-of-interest provisions as enforced by the Fair and Political Practice Commission. Attorney Collins responded that yes, if a city site is proposed to place an art piece and the recommendation goes before Council and a Commissioner, Council member, Board member, or Committee member is within certain number of feet and the art piece has the potential to affect the property value then it would raise a conflict-of-interest concern.

Attorney Collins discussed the best practices. He stated that the role of the Commission, Committee and Boards is advisory to the City Council on matters brought before it by City staff. All recommendation must be based on the factual record and authorized by a provision of the municipal code. He added that questions for staff that require a detailed answer are best asked outside the context of a public meeting. When making recommendations its essential that recommendations are grounded in the actual information presented before them in the context of a public meeting. Once we get away from those type of decisions we delve in the world of back door deals, outside the purview of public scrutiny. So, when making decisions on any matter brought before you it is required by the law to only base decisions on evidence, testimony, and information brought before you in public meeting setting because it allows other parties to respond. He added that decision should not be made on what other have said outside of the meeting but on the information presented at the

meeting. Furthermore, if there are questions for staff that required a detailed response then it is best to ask prior to the meeting to allot staff time to respond.

He continued that Commissioners, Board and Committee Members may have a place on the agenda where they can make comments and request (but not direct) items to be agendaized for future discussions. He stated that the Commission does not have authority to direct the workflow of staff. The Whittier Municipal Code and the Charter state the roles and scope of duties of every Commission, Board and Committee.

Chair Kennedy from the PRCS Commission asked if an agenda item is always a recommendation. Attorney Collins recommended to avoid overreaching scope of authority. If a Commissioner, Board or Committee Member feels compelled to advocate strong about one decision over another, see if you can ground that desire in one of the powers and duties contained for your Commissions. If cannot then it is best practice to not advocate too strongly about something your Commission is not allowed to do. Power and duties allotted is to interpret, recommend, advise on vary narrow subsets of the broader policy set by Council. Avoid trying to direct staff to do work or prepare agenda items for future discussions. Best practice is to reach out to your Council Member to direct staff to bring the item before you at a meeting. Certain groups will receive applicants before them seeking approval and there is a temptation to get the best deal for the city from the dais during the meeting and negotiating with the applicant during a public meeting is not a good idea. Those discussions are not part of the granted authority. Rather staff works with developer to bring something before you, and you may interpret and advise.

Attorney Collins discussed the laws and ethics Council, Commissions, Committees, and Board members are subject to. Can divide laws and ethics into a few different categories. The law is the minimum standard for what we must do. Ethics are a higher stander because they tell us what we ought to do. Ethics goes above and beyond the legal requirements and just because it is legal does not mean it is ethical, or public will perceive it to be so. Attorney Collins asked, "where do you want to set your sights as a public servant?" He continued that there are three groups of ethics laws: personal financial gain, government transparency laws, and fair processes. The general principle for personal financial gain is that public servants should not benefit financially from their positions. For example, if as a public servant you find yourself in a position to approve an art project that may increase or decrease the value of your property then you should recuse yourself from the decision-making process. Therefore, public servants should not participate in decisions that may affect their finances/property. There is a list of financial interests and the form that can take and as a public servant you must determine whether your impact will affect your interests. Another principle is if you have a financial interest in an official decision, you should recuse yourself. Refrain from discussing or influencing the official decision. State your recusal, reason for recusal, and leave the room.

The general principle for transparency laws is the public trusts a process it can see. The meeting must be open to the public and the body can only act on items on the agenda published in advanced. A meeting is a congregation of a majority of members to discuss official business. So, if you're on five-member commission and all get together to play baseball then that is not a meeting, but if in the dugout and discuss a pending application then you have a majority of members discussing official business and that is technically a meeting which was not agendaized or made public. Also, a meeting can occur on social media with only two members commenting, selecting reply-all to a staff email, via group texts and serial meetings. If two Commissioners are liking, commenting, posting emojis on the same post which relates their official authority and subject matter then it will be considered a meeting under the updated Brown Act.

Commissioner Robinson from the Cultural Arts Commission asked if you have three members of the body outside the context of a regular meeting within speaking distance of one another and someone snaps a photo and alleges it was a meeting what is the best way to respond. Attorney Colins stated that if you are alleged to have committed a brown act allegation then politely educate the public that the congregation of majority must also take the step of deliberating, hearing, or considering official business and make clear that did not occur.

Commissioner Givens from the PRCS Commission asked if members are not deliberating or discussing city business then it would not establish a Brown Act Violation and whether two Commissioners should avoid liking the same post. Attorney Collins stated the language of the statute states a meeting occurs when a majority of members of the same body gather to consider, hear, or deliberate a matter within their jurisdiction. He continued that Commissioners could gather and sit in the back to listen to the same presentation and it may be considered as a Brown Act violation. However, most attorneys would not go that far so long as there is no discussion or deliberation. He suggested to members to avoid liking the same post. He added that the remedy for a Brown Act violation would be to rescind the action. For example, a park decision has been approved and there is a post of the grand opening. If two Commissioners like the post, then what is the legal remedy for approving of an item that has already been approved. Although the risk of violation is low, he recommends avoiding liking the post.

Attorney Collins provided information on the public records act under the transparency laws. The Public has general access to all records relation to city business. It is a god idea to treat any writing between you and another Commissioner or with City staff as subject to public disclosure. Some categories of sensitive records are exempt from public disclosure. There is a long list of categories under the public records act of records we do not need to discuss but very narrows and carefully defined and best practice to treat everything in writing as open to the public. He continued to provide information on the fair process law. The principle of the fair process law states that as a decision maker, the public expects you to be impartial and to avoid favoritism. Grounded in the due process clause under the U.S. Constitution. Due process

requires an impartial decision maker. Person interest in outcome requires recusal. It's okay to have strong opinions but cannot prejudge the matter.

Attorney Collins stated that law sets a minimum standard for ethical behavior. Ethic laws carry stiff penalties. Commissioner Eiden from the Cultural Arts Commission asked if your interest in a matter is not financial can you still have a conflict of interest. Attorney Collins stated yes. Commissioner Givens from the PRCS Commission asked to what extent could our social media communication and personal communication could be used to as evidence that we are impartial or not. Attorney Collins stated that all those communications that relate to official business are public records. They need not be a city email or on city documents. Commissioner Mrla from the PRCS Commission asked if a Commissioner could make a comment as a member of the public. Attorney Collins stated no because when you are in your meeting you cannot take off that hat and then be a member of the public then resume that seat because it blurs that line of decision maker role and advocacy role. You can be a member of the public with Council but not to your own body.

7. SECRETARY'S COMMENTS

Secretary Santana and Director of Library Services Maghsoudi thanked everyone for attending the training and thanked Attorney Collins for leading the training.

8. COMMISSIONERS' COMMENTS

None.

9. ADJOURNMENT

The meeting was adjourned at 7:01 p.m.

Approved and adopted by the Parks, Recreation and Community Service Commission on _____.

Virginia Santana, Secretary



Agenda Report

Social Services Commission

Date: March 21, 2023

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 February 2023.

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 – February 2023

I & R Summary Report February 2023

In the month of February 2023, we received a total of 200 calls. High incoming calls for tax preparation and an increase of new applicants for Dial-A-Ride. Continued to get calls for senior housing and services provided by the city and county.

Taxes: (53.50%)

- City of Whittier
- Rio Hondo
- SASSFA
- Mexican American Opportunity Foundation
- Dept of Public Social Services (DPSS)

City/County Services: (10.00%)

- Department of Public Social Services (Rental assistance/Families/Single Adults and Food)
- Southeast Area Social Services Funding Authority (SASSFA) Senior Services
- Churches (Food and Rental assistance)

Utilities: (5.00%)

- Salvation Army
- Community Resource Center
- Maravilla Foundation
- Pico Rivera Community Center

Housing: (5.50%)

- TSA Properties (Seniors)
- Housing Rights Center (HRC) Directory (Seniors/Homeless/Family)
- Los Angeles Community Development Authority (LACDA) Seniors & Family
- LINC Housing (Seniors)
- Whole Child (Family)
- Independence at Home, SCAN (Homeless seniors)
- Housing Authority of City of L.A. (HACLA)-Emergency Housing Vouchers
- Safe Home Program (Adult Protective Services-APS)

Senior Transportation: (14.50%)

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



Agenda Report

Social Services Commission

Date: March 21, 2023
To: Social Services Commission
From: Virginia Santana, Director of Parks, Recreation and Community Services
Subject: 2022 Whittier Volunteer Recognition Program

RECOMMENDATION

Discuss and approve recipients for the 2022 Whittier Volunteer Recognition award.

BACKGROUND

Annually, commissioners review the nominations for the Whittier Volunteer Recognition program to honor outstanding individuals who have gone above and beyond in volunteer service for the Whittier Community.

DISCUSSION

Volunteer Nomination Applications were sent to non-profit social service agencies, youth groups, schools, service clubs, and business volunteer groups in Whittier. Nominee service hours must have been performed in the City of Whittier. Religious, fraternal, City employees, City commissioners, and other professional groups providing services only to their members were not eligible for nomination.

Ten nominations were received. Commissioners will review the nomination forms and select recipients. An award ceremony will be held in April.

Agency

Boys and Girls Club of Whittier
Hispanic Outreach Taskforce
Murphy Ranch Little League
SKILLS Organization
Whittier Girls Softball League
Whittier Host Lions Club
Whittier Redskins Football & Cheer
Xplosion Sporting Club

Nominees

Lorraine Quiros
Jess Montes
Christine Garibay
Maggie Cordero
Valissa Leon
Eric Day
Monica Abrego
David Martinez

FISCAL IMPACT

There is no fiscal impact associated with this report.

STRATEGIC PLANNING GOAL

Goal 3: Maintain and Enhance Quality of Life
Goal 4: Transparent and Open Government

ATTACHMENTS

A. 2022 Volunteer Recognition Award nominations



PRESENTED BY THE WHITTIER
SOCIAL SERVICES COMMISSION

WHITTIER VOLUNTEER OF THE YEAR

vol•un•teer

/,vælən'tir/

agent of change

CALL FOR NOMINATIONS

For the service year of 2022

Volunteer Recognition Awards are presented annually to outstanding individuals who have gone above and beyond in giving to the Whittier community.

Application to nominate your outstanding volunteer of the year can be found at www.cityofwhittier.org or by scanning the QR code. For more information call (562)567-9400.

Applications are due:

Wednesday, March 1, 2023 by 3:00 PM

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13230
CITY HALL



Volunteer of the Year Nomination Form

VOLUNTEER RECOGNITION:

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ELIGIBILITY FOR VOLUNTEER RECOGNITION NOMINEES:

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HOW TO NOMINATE:

To nominate that special person(s) in your organization, you just need to complete the Award Nomination form below. Please include a description of the volunteer's service and its impact on the organization, and the community at large. Submissions may include photographs, video files (no longer than two minutes), scrapbooks, or brochures of the organization. The submission of photographs and video files are highly encouraged. Submissions will not be returned. A PDF or video file can be sent if the survey link cannot be accessed.

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Wednesday, March 1, 2023 by 3:00 PM to gonzalezr@cityofwhittier.org

Nominating Agency Details

Submitting Agency Name *

Boys & Girls Club of Whittier

Agency Address *

7905 Greenleaf Avenue

Contact Name *

Kwon Lee

Contact Phone Number *

562-945-3787

Contact Email Address *

KwonL@bgcw.org

Nominee Information

Nominee Name *

Lorraine Quiros

Contact Phone Number *

562-777-5618

Contact Email Address *

lorraineq@lqaeinc.com

Name of agency Nominee supported in 2022 *

Boys & Girls Club of Whitter

Nominee Job Title (if applicable)

Girls Program Leader-Mentor

Total number of hours served as a volunteer for this agency in 2022 *

100

Frequency of service in 2022 *

Daily

Weekly

Monthly

Ad hoc

Other:

Overall length of time they have served their agency *

0-1 year

2-5 years

6-10 years

11-15 years

15-20 years

20+ years

Describe the reasons for nominating this individual *

The Boys & Girls Club of Whittier is honored to nominate Lorraine Quiroz as a City of Whittier Volunteer of the Year for her outstanding dedication to mentoring young girls at the Club. Lorraine has been a committed volunteer at the club for the past two years, working with girls aged 7 to 13 years old on a weekly basis.

Lorraine's mentoring has had a significant positive impact on the girls she works with. Through her guidance and support, she has helped these young girls build their confidence and self-esteem, develop new skills, and form lasting friendships.

Lorraine's commitment to volunteering is truly admirable. She consistently shows up with a positive attitude, ready to engage with the girls and provide them with the support they need to succeed. Her passion for mentoring is infectious, and it is clear that she genuinely cares about the well-being and success of the girls she works with.

In recognition of her hard work, dedication, and impact on the lives of young girls, we believe Lorraine Quiroz would be an excellent choice for the City of Whittier 2022 Volunteer of the Year.

Volunteer of the Year Nomination Form

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Nominating Agency Details

Submitting Agency Name *

Hispanic Outreach Taskforce (HOT)

Agency Address *

7056 Washington Avenue
Whittier, CA 90602

Contact Name *

Mary Ann Pacheco

Contact Phone Number *

562-556-1639

Contact Email Address *

mapacheco50@gmail.commail.com

Nominee Information

Nominee Name *

Jess Montes

Contact Phone Number *

626-524-8592

Contact Email Address *

janzfon@gmail.com

Name of agency Nominee supported in 2022 *

Hispanic Outreach Taskforce (HOT)

Nominee Job Title (if applicable)

Past President

Total number of hours served as a volunteer for this agency in 2022 *

100+

Frequency of service in 2022 *

Daily

Weekly

Monthly

Ad hoc

Other:

Overall length of time they have served their agency *

0-1 year

2-5 years

6-10 years

11-15 years

15-20 years

20+ years

Describe the reasons for nominating this individual *

Jess Montes has been the heart and backbone of HOT (Hispanic Outreach Taskforce) for years. He has been enthusiastic, energetic and inspirational as a HOT Board member and president. Under his leadership, HOT has developed a presence and respect in the Whittier community through the backback giveaway and health fair (SON, Supporting our Neighbors), the CHOICES conference (for high school boys), the Parent Education Conference, and cultural events such as Day of the Dead, Cinco de Mayo and Mexican Independence Day. He has fostered HOT's partnerships with other non-profits and area school districts, and he has been a tireless fundraiser for the HOT scholarships program. He is a tremendously hard worker who gladly gives of his time and talents to advance HOT's mission to serve the greater Whittier community.

In addition to the HOT Board, Jess serves on the boards of SPIRITT Family Services, the YMCA of Greater Whittier, and the Whittier Historical Museum

If you would like to submit more information about the nominee or the agency please attach a PDF

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Nominating Agency Details

Submitting Agency Name *

MURPHY RANCH LITTLE LEAGUE

Agency Address *

7550 Colima Rd, Whittier, CA 90605

Contact Name *

Amiee E Caballero

Contact Phone Number *

6265226470

Contact Email Address *

amiee.caballero@lacity.org

Nominee Information

Nominee Name *

Christine Garibay

Contact Phone Number *

626-688-6338

Contact Email Address *

MRLLChristine@gmail.com

Name of agency Nominee supported in 2022 *

Murphy Ranch Little League

Nominee Job Title (if applicable)

League President

Total number of hours served as a volunteer for this agency in 2022 *

1200

Frequency of service in 2022 *

Daily

Weekly

Monthly

Ad hoc

Other:

Overall length of time they have served their agency *

0-1 year

2-5 years

6-10 years

11-15 years

15-20 years

20+ years

Describe the reasons for nominating this individual *

Christine has a heart of gold and a work ethic to match. She works so hard to make sure every kid in and beyond the city limits has an opportunity to play baseball. She is dedicated to the families and ensuring all feel welcomed and supported. Christine is incredibly knowledgeable when it comes to running this league and what it takes to ensure player safety. She goes above and beyond things that are asked of her to make sure things run smoothly during the seasons and off. Christine takes so much pride in Murphy Ranch Little League and will do anything to keep it going. She donates all of her free time to assist the families with questions, never turning anyone away. She believes every kid should be able to play regardless of the family's financial situation, she always makes a way. Christine is a fearless leader that will be sure to keep what's right, right and never afraid to admit fault with the hopes of it being a learning opportunity. She is more than deserving of this award and would never expect it because she does everything with love for her community. This year because of her relentless spirit and with a little help from some friends, Murphy Ranch Little League will have lights put in to enable more games, more kids and more involvement from the community. We as a Board would be more than honored and proud to see her receive this award.

If you would like to submit more information about the nominee or the agency please attach a PDF

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Nominating Agency Details

Submitting Agency Name *

SKILLS Organization

Agency Address *

15390 Lambert Road Whittier, CA 90604

Contact Name *

Nache' Mendez

Contact Phone Number *

562-447-3096

Contact Email Address *

skillsorganization14@gmail.com

Nominee Information

Nominee Name *

Maggie Cordero

Contact Phone Number *

562-761-7095

Contact Email Address *

mcorde01@yahoo.com

Name of agency Nominee supported in 2022 *

SKILLS Organization

Nominee Job Title (if applicable)

Treasurer

Total number of hours served as a volunteer for this agency in 2022 *

50

Frequency of service in 2022 *

Daily

Weekly

Monthly

Ad hoc

Other:

Overall length of time they have served their agency *

0-1 year

2-5 years

6-10 years

11-15 years

15-20 years

20+ years

Describe the reasons for nominating this individual *

Maggie Cordero is an amazing asset to the SKILLS Organization for a variety of reasons. She is dependable, a hard worker and passionate about providing youth programming to the City of Whittier. She has been an active board member for over a decade. She has donated her time to help raise funds to get our STEM programming back in motion after the pandemic. She did a fantastic job along with her fellow board members to host our first annual Casino Night after the pandemic this past October. Maggie continues to be an amazing leader and team player at the SKILLS Organization. We look forward to many more successful events and youth programming in the future.

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If you would like to submit more information about the nominee or the agency please attach a PDF

If you would like to submit a video file to support this application please attach a file

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*Required

Nominating Agency Details

1. Submitting Agency Name *

2. Agency Address *

3. Contact Name *

4. Contact Phone Number *

5. Contact Email Address *

Nominee Information

6. Nominee Name *

7. Contact Phone Number *

8. Contact Email Address *

9. Name of agency Nominee supported in 2022 *

10. Nominee Job Title (if applicable)

11. Total number of hours served as a volunteer for this agency in 2022 *

12. Frequency of service in 2022 *

Mark only one oval.

- Daily
- Weekly
- Monthly
- Ad hoc
- Other: _____

13. Overall length of time they have served their agency *

Mark only one oval.

- 0-1 year
- 2-5 years
- 6-10 years
- 11-15 years
- 15-20 years
- 20+ years

14. Describe the reasons for nominating this individual *

15. If you would like to submit more information about the nominee or the agency please attach a PDF

Files submitted:

16. If you would like to submit a video file to support this application please attach a file

Files submitted:

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Wednesday, March 1, 2023 by 3:00 PM

*Required

Nominating Agency Details

1. Submitting Agency Name *

Whittier Host Lions Club

2. Agency Address *

P.O. Box 245

Whittier CA 90608

3. Contact Name *

George Aguilar

4. Contact Phone Number *

(562) 708-0716

5. Contact Email Address *

aagaguilar@verizon.net

Nominee Information

6. Nominee Name *

Eric Day

7. Contact Phone Number *

(714) 476-0754

8. Contact Email Address *

eday@cusocal.org

9. Name of agency Nominee supported in 2022 *

None

10. Nominee Job Title (if applicable)

Director

11. Total number of hours served as a volunteer for this agency in 2022 *

520 hours plus

12. Frequency of service in 2022 *

Mark only one oval.

Daily

Weekly

Monthly

Ad hoc

Other: _____

13. Overall length of time they have served their agency *

Mark only one oval.

0-1 year

2-5 years

6-10 years

11-15 years

15-20 years

20+ years

14. Describe the reasons for nominating this individual *

See attachment

15. If you would like to submit more information about the nominee or the agency please attach a PDF

Files submitted: *NONE*

16. If you would like to submit a video file to support this application please attach a file

Files submitted: *NONE*

Item 14. Describe the reasons for nominating this individual

Through his affiliation with the Whittier Host Lions Club (WHLC) Eric Day has displayed exemplary service to the Club and the community.

A twenty plus year member of the WHLC, Eric has served the Club and the community in numerous volunteer positions. These positions include serving as the Club President; Director; Tail Twister and chairman of the Major Projects Committee.

In 2022 the WHLC celebrated its 100th year anniversary as a service club chartered to serve Whittier. To commemorate this milestone the Club embarked on selecting a major project that would have meaningful impact on the community. The Club appointed Eric to lead the charge. Eric learned that the Whittier based domestic abuse refuge: Women and Children's Crisis Shelter (WCCS) was in desperate need of updated facilities and a plan was set in motion. Through Eric's power of persuasion, the Club selected the WCCS's relocation project as its 100th year commemorative project. As chairman of the project Eric tapped into the expertise of several Club members to assist in the successful completion of the project. In addition, Eric was key in partnering with the City of Whittier to secure City owned office space for the WCCS at favorable lease rates. Furthermore, Eric was instrumental in securing matching funds from Lions Club International to get the \$156,000 project fully funded. Thanks to the hard work of many WHLC Club members, which was

spearheaded by Eric, in March 2022 the WCCS relocated into its spacious and modern office space.

It has been through Eric's leadership, connections, and personal generosity that the WHLC has flourished to serve the community and become the premier service Club in the greater Whittier Area.

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Nominating Agency Details

1. Submitting Agency Name *

Whittier Redskins Football & Cheer

2. Agency Address *

PO Box 386 Whittier CA 90608

3. Contact Name *

sergio aguirre

4. Contact Phone Number *

5624796056

5. Contact Email Address *

surge1137@icloud.com

Nominee Information

6. Nominee Name *

Monica Abrego

7. Contact Phone Number *

562-761-4732

8. Contact Email Address *

mabrego_1@msn.com

9. Name of agency Nominee supported in 2022 *

Whittier Redskins Football & Cheer

10. Nominee Job Title (if applicable)

Cheer Coordinator

11. Total number of hours served as a volunteer for this agency in 2022 *

300+

12. Frequency of service in 2022 *

Mark only one oval.

- Daily
- Weekly
- Monthly
- Ad hoc
- Other: for 35+ years

13. Overall length of time they have served their agency *

Mark only one oval.

- 0-1 year
- 2-5 years
- 6-10 years
- 11-15 years
- 15-20 years
- 20+ years

14. Describe the reasons for nominating this individual *

Monica has Been the cheer coordinator for the league for the past 35 years. inspiring our youth for cheerleading. She manages the cheer program and makes it the best program to be involved in. Monica takes care of every detail from gettinf volunteer coaching staff to the bows on the cheerleaders hair and eveything in between. She is a member of our executive board that assit with anything we need of her. Game days, competition, events. Monica has a way with her kindness for our youth and families that participate in our program. We could not run our program without Monica!

15. If you would like to submit more information about the nominee or the agency please attach a PDF

Files submitted:

16. If you would like to submit a video file to support this application please attach a file

Files submitted:

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Nominating Agency Details

Submitting Agency Name *

Xplosion Sporting Club

Agency Address *

11721 Whittier Blvd, PO 345, Whittier 90601

Contact Name *

Michael Martnez

Contact Phone Number *

562-233-7751

Contact Email Address *

mmartinez10@mac.com

Nominee Information

Nominee Name *

David Marinez

Contact Phone Number *

626-242-8042

Contact Email Address *

mmarinez88@gmail.com

Name of agency Nominee supported in 2022 *

Xplosion Sporting Club

Nominee Job Title (if applicable)

Vice President & Coach

Total number of hours served as a volunteer for this agency in 2022 *

400

Frequency of service in 2022 *

Daily

Weekly

Monthly

Ad hoc

Other:

Overall length of time they have served their agency *

0-1 year

2-5 years

6-10 years

11-15 years


15-20 years

20+ years

Describe the reasons for nominating this individual *

David has volunteered his time to making club soccer financially accessible to local kids where no kid is priced out, and doing everything possible to ensure the kids have the best experience they can.

If you would like to submit more information about the nominee or the agency please attach a PDF

 David-Xplosion S...

David Marinez, Whittier Volunteer of the Year

Xplosion Sporting Club is a homegrown community-based soccer organization that has a strong relationship with Whittier City School District. We would like to nominate David Marinez as Whittier Volunteer of the Year. David joined Xplosion Sporting Club in 2011 as a trainer of a girl's team made up of Whittier City natives. Players on this team attended Whittier, La Serna, Santa Fe, and Cal High. This team went on to win the Governor's State Cup and several tournaments. In 2013 David became a Board Member and continues to coach and train several teams. Through the years, David started the Little Dynamites which was an organized recreational soccer circuit and training for kids 4-6 years old, and has established relationships with AYSO and WAYS. David's day-to-day duties include:

- Finding sponsors for the club
- Organizing events with LA Galaxy to give Xplosion youth experiences to participate in pregame ceremonies as well as getting our athletes playing time during the halftime of LA Galaxy games
- Organizing fundraisers with local restaurants
- Organizing clean-up days at the schools we operate at
- Ensures practice fields and game fields at local schools are in the best shape possible so that our kids have an amazing playing experience
- Ensure the fields are cleaned after use
- Ensures coaches have proper coaching licenses and complete background checks to coach teams
- Serves as the registrar for the club
- Collaborates and designs custom jerseys with Adidas that our kids can feel proud to wear
- Organizes scrimmages and small tournaments at Edwards and Dexter
- monitors and keeps track of all the club finances

During the pandemic, David ran training that included core work outs as well as training to improve player soccer skills. David's goal is to give our athletes the best experience possible where no kid is priced out of club soccer. Under his leadership and vision, many local kids had their first club soccer experience through Xplosion. Most recently, one of our teams won the National Cup State Championship and will be traveling to Idaho for Regionals this summer. Also, seven of our athletes earned spots on the State Olympic Development Team. David has been instrumental in providing our teams and kids opportunities to develop. For these reasons, we feel David Marinez deserves the Whittier Volunteer of the Year.



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