## Social Services Commission Special Meeting Agenda Announcement

On March 12, 2020, Governor Newsom issued Executive Order No. N-25-20, which allows Brown Act Body members 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.
- In person at City Hall 13230 Penn St., Whittier, CA 90602, City Council Chamber

#### To view live meetings remotely:

- Video and audio: <a href="https://us06web.zoom.us/j/81856830791">https://us06web.zoom.us/j/81856830791</a>
   Use 'Raise Hand' feature
- Audio only: Dial (669) 900-9128 (Meeting ID: 818 5683 0791)
   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 COUNCIL CHAMBERS, 13230 PENN STREET MAY 12, 2025, 6:30 PM

#### 1. CALL TO ORDER

#### 2. ROLL CALL

Commissioner Jessica Alva Commissioner Marisol Enriquez-Santos Commissioner Alejandro Mendoza Vice Chair Jeff Brauckmann Chair Carlos Illingworth

#### 3. PLEDGE OF ALLEGIANCE

#### 4. 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.

#### 5. STAFF REPORTS

#### **5.A. APPROVAL OF MINUTES**

Recommendation: Approve the Minutes of the Special Meeting of February 26, 2025, and the Minutes of the Regular Meeting of March 4, 2025.

#### 5.B. INFORMATION AND REFERRAL REPORTS

Recommendation: Receive and file the Information and Referral Report for March and April 2025.

#### 5.C. SOCIAL SERVICES GRANT FUNDING APPLICATION REVIEW FY 2025-26

Recommendation: Review and recommend submitted FY 2025-26 Social Services Grant application scores to City Council for consideration.

#### 6. SECRETARY COMMENTS

#### 7. COMMISSION MEMBER COMMENTS/CONFERENCE REPORTS

#### 8. 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 9<sup>th</sup> day of May 2025.

/s/ Roxanne Gonzalez

Roxanne Gonzalez, Administrative Secretary



## Agenda Report Social Services Commission

**Date:** March 4, 2025

**To:** Social Services Commission

From: David Montgomery-Scott, Interim Director of Parks, Recreation and

**Community Services** 

Subject: Approval of Minutes

#### **RECOMMENDATION**

Approve the Minutes of the Special Meeting of February 26, 2025, and the Minutes of the Regular Meeting of March 4, 2025.

#### **BACKGROUND**

None.

#### **DISCUSSION**

Staff prepared draft minutes and hereby submit the February 26, 2025, and March 4, 2025, 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 Special Meeting of February 26, 2025
- B. Minutes of the Regular Meeting of March 4, 2025

# MINUTES CITY OF WHITTIER SOCIAL SERVICES COMMISSION SPECIAL MEETING WHITTIER CITY HALL, 13230 PENN STREET FEBRUARY 26, 2025 – 6:30 P.M.

#### 1. CALL TO ORDER:

The Social Services Commission's special meeting was called to order at 6:35 p.m. on February 26, 2025.

#### 2. ROLL CALL

**PRESENT:** Commissioner Jessica Alva

Commissioner Marisol Enriquez-Santos Commissioner Alejandro Mendoza Vice Chair Jeff Brauckmann Chair Carlos Illingworth

ABSENT: None

#### STAFF PRESENT:

Virginia Santana, Director of Parks, Recreation, and Community Services Erin Hamilton, Community Services Manager Roxanne Gonzalez, Administrative Secretary

#### 3. PLEDGE OF ALLEGIANCE

Commissioner Enriquez-Santos led the Pledge of Allegiance.

#### 4. PUBLIC COMMENTS

No public comments received.

#### 5. STAFF REPORTS

#### 5. A. Social Services Grant Funding Program FY 2025 – 2026

Secretary Santana presented last year's process for the Social Services Grant funding Program, which Council directed staff to follow. Staff will send out applications, applications submitted by the deadline will be sent to Commissioners for review and scoring, scores will be entered into a chart, and the chart will allocate funding accordingly. Under the updated grading rubric agencies who were in Whittier city limits and provided services for mental health and/or veterans received additional points. Agency scores would indicate level of funding eligibility. Commission was asked to provide feedback on the current system.

Commissioner Alva asked if we do not permit regranting of funds and if an assessment report is required, per the language in the application. Secretary Santana responded we do not permit regranting and reports are submitted by agencies who received funding under the program. A Semi-Annual and Annual Performance report is submitted to staff and will be presented to the Commission. Secretary Santana added that we send agencies a document which allows them to present the necessary information.

Vice Chair Brauckmann asked if applicants who wish to apply for funding must attend the Mandatory Pre-Submission meeting. Secretary Santana stated that it is in the best interest of agencies to attend otherwise they will miss out on additional points. Vice Chair Brauckmann asked if we want agencies to provide mental health services or will providing referral to mental health services suffice. He pointed out that they received an application this last cycle from an agency who did not provide the mental health services themselves. Secretary Santana stated that the agency must provide the mental health services.

Chair Illingworth commented that staff is doing a great job with improving the application process. The grading rubric is helpful and makes the process efficient.

It was moved by Vice Chair Brauckmann, and seconded by Commissioner Alva, and carried by 5-0 to approve the Social Services Grant Funding application for the 2025-2026 funding cycle as presented.

#### 5. B. 2024 Whittier Volunteer Recognition Program

Secretary Santana explained that the Commission requests Volunteer of the Year nominations. The Commission reviews the nominations and selected recipients of the award.

The following recipients were nominated for the Volunteer of the Year award:

Assistance League of Whittier
 Boys & Girls Club of Whittier
 CAPC, Inc.
 Carolyn Cunial Salazar
 Lori Knight
 Sylvia Foltz

4. Whittier Aquatics Club
5. Whittier Area Youth Soccer
6. Whittier Art Association & Gallery
7. Whittier Chamber of Commerce
3. Whittier Area Youth Soccer
4. Whittier Area Youth Soccer
5. Michelle Ryan
6. Whittier Chamber of Commerce
7. Whittier Chamber of Commerce

8. Whittier City School District Peter & Tara Hernandez

9. Whittier Emergency Management Josh Henderson
10. Whittier Host Lions Club Steve Cauffman
11. Women's and Children's Crisis Shelter Petra Schmischke

12. YMCA of Greater Whittier Terry Roznos

It was moved by Commissioner Mendoza, and seconded by Commissioner Enriquez-Santos, and carried by 5-0 to approve all Volunteer of the Year nominations.

#### 6. SECRETARY'S COMMENTS

Secretary Santana provided the following updates:

- Holding community meetings for families who have been annexed into City limits. We are explaining services available to new community members.
- We received tree appeals for Parnell Park renovation and for trees that were going to be removed along Palm Avenue.
- Senior Center is open for rentals and additional programming. Information and Referral Specialist Rivera will be back to provide I & R reports.
- Will send information and script for the VOTY reception. We will also present trash hauler scholarship essays to the Commission to select recipients. We will present Social Services Grant Funding application to the Commission as well, which, then, be placed on the Council's consent calendar.

#### 7. COMMISSION MEMBER COMMENTS/CONFERENCE REPORTS

No Commissioner comments were made.

#### 8. ADJOURNMENT

The meeting was adjourned at 7:03 p.m.
Approved and adopted by the Social Services Commission on February 26, 2025.
Virginia Santana, Secretary

# MINUTES CITY OF WHITTIER SOCIAL SERVICES COMMISSION REGULAR MEETING WHITTIER CITY HALL, 13230 PENN STREET MARCH 4, 2025 – 6:30 P.M.

#### 1. CALL TO ORDER:

The regular meeting of the Social Services Commission was called to order at 6:34 p.m. on October 1, 2024.

#### 2. ROLL CALL

**PRESENT:** Commissioner Jessica Alva

Commissioner Marisol Enriquez-Santos Commissioner Alejandro Mendoza

Chair Carlos Illingworth

**ABSENT:** Vice Chair Jeff Brauckmann

#### STAFF PRESENT:

Virginia Santana, Director of Parks, Recreation, and Community Services Stacey Arismendez, Management Analyst Roxanne Gonzalez, Administrative Secretary Janet Rivera, Information and Referral Specialist

#### 3. PLEDGE OF ALLEGIANCE

Commissioner Alva led the Pledge of Allegiance.

#### 4. PUBLIC COMMENTS

No public comments received.

#### 5. STAFF REPORTS

#### 5. A. APPROVAL OF MINUTES

It was moved by Commissioner Mendoza, seconded by Commissioner Alva, and carried by a 4-0 vote to approve the Minutes of the Special Meeting of September 17, 2024, and the Minutes of the Regular Meeting of October 1, 2024. (Absent: Commissioner Brauckmann)

#### 5. B. INFORMATION AND REFERRAL REPORTS

Information and Referral Specialist Rivera stated we received 472 calls in the month of February. We received a lot of calls regarding taxes since it is

currently tax season. She added that in January and February we received calls regarding theft and fraud.

The Commission unanimously approved to receive and file the Information and Referral Reports for September 2024 – February 2025. (Absent: Commissioner Brauckmann)

### 5. C. 2025 WHITTIER SCHOLARSHIP PROGRAM-SPONSORED BY ATHENS AND REPUBLIC SERVICES

Secretary Santana stated the Commission is tasked with selecting five Athens Services Trash Haulers scholarship recipients and four Republic Services Trash Haulers scholarship recipients. Commission can select recipients from the scholarship essays submitted. Commissioner Alva asked if everyone could be awarded scholarships. Secretary Santana responded that students can only receive a scholarship from their trash service provider. We received seven scholarship submissions for Athens Services and two scholarship submissions for Republic Services.

It was moved by Commissioner Alva, seconded by Commissioner Mendoza and carried by a 4-0 vote to select Athens Services trash hauler essay submissions 1, 3, 4, 5, 6 and all Republic Services trash hauler essay submissions to receive scholarships for the 2025 Whittier Scholarship Program. (Absent: Commissioner Brauckmann)

#### 6. SECRETARY'S COMMENTS

Secretary Santana provided the following updates:

- We are gathering periodic performance reports for Social Services Funding. A few agencies still need to submit reports from the funding cycle FY 23-24.
- The Social Services Grant Funding Application FY 25-26 will go before Council March 11, 2025, on consent.
- Received appeals for removal of trees along Palm Avenue and Parnell Park.
   Appeals will be presented to the Parks, Recreation and Community Services Commission, then their recommendation will go to Council.

#### 7. COMMISSION MEMBER COMMENTS/CONFERENCE REPORTS

Commissioner Enriquez-Santos shared that DPSS offers the VITA program for tax assistance. It has been available for many years but remains underutilized. Those receiving food stamps, Medi-Cal, or cash assistance can access this service for free. Additionally, DPSS will begin issuing EBT cards with a chip and introducing EBT Edge, which allows users to freeze their cards for added security. Commissioner Enriquez-Santos also recommended freezing and locking credit as two separate options. When contacting Experian or Equifax, individuals can request both services. If someone attempts to run their credit—such as to purchase a car—they will receive a notification before any action is taken. This is a free service, and credit can be both frozen and locked for extra protection. Secretary Santana stated that Information and Referral Specialist Rivera will be connected with DPSS to facilitate further support.

#### 8. ADJOURNMENT

The meeting was adjourned at 6:50 p.m.
Approved and adopted by the Social Services Commission on March 4, 2025.
Virginia Santana, Secretary



## Agenda Report Social Services Commission

**Date:** May 12, 2025

**To:** Social Services Commission

From: David Montgomery-Scott, Interim Director of Parks, Recreation and

**Community Services** 

**Subject:** Information and Referral Reports

#### **RECOMMENDATION**

Receive and file the Information and Referral Report for March and April 2025.

#### **BACKGROUND**

None.

#### **DISCUSSION**

Staff prepared the Information and Referral report and hereby submit 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 training 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 – March and April 2025

#### I & R Summary Report March 2025

In the month of March 2025, we received a total of 427 calls. Continue getting calls for tax assistance and senior services. Calls for housing (families, seniors, and shelters) and legal assistance increased this month.

Taxes: (25.53%)

- Liberty Community Plaza
- Rio Hondo
- SASSFA

City/County Services: (14.99%)

- City of Whittier (Senior Services, Adaptive Program, Veterans)
- Southeast Area Social Services Funding Authority (SASSFA) Senior Services and Housing
- Dept of Public Social Services (General Relief)
- Whittier First Day (Homeless)
- Salvation Army (Homeless)

Legal: (3.75%)

- Bet Tzedek (Trust & Wills)
- Legal Aid Foundation of Los Angeles (Government Benefits)
- Center for Health Care Rights (Medi-Cal/Medicare)
- Department of Mental Health (Conservatorship/Guardianship)
- Community Resource Center (Family Law)

Housing: (4.92%)

- TSA Properties (Seniors & Disabled)
- Los Angeles Community Development Authority (LACDA) Seniors
- LINC Housing (Seniors and Disabled)
- Housing Rights Center Rental Directory
- First Day (Shelter)
- Los Angeles Homeless Authority (Shelter)
- Salvation Army (Shelter)
- Affordable Living for the Aging (Single Room Occupancy)

Senior Transportation: (27.87%)

- City Dial-A-Ride
- County Dial-A-Ride
- ACCESS
- Health Plans (Transportation for medical appointments only)

#### I & R Summary Report April 2025

In the month of March 2025, we received a total of 562 calls. Continue getting calls for tax assistance and senior services. Calls for housing have increased (seniors and shelters) and new calls for disability services.

Taxes: (17.79%)

- SASSFA
- IRS Tax Website (Extensions)
- IRS Taxpayer Assistance Center office

City/County Services: (11.57%)

- City of Whittier (Senior Services, Adaptive Program, Veterans)
- Southeast Area Social Services Funding Authority (SASSFA) Senior Services
- Salvation Army (Homeless)
- Whittier Library (Veterans)

Disability: (8.90%)

- Regional Center (Adults Services)
- Social Security Administration (SSI and SSDI)
- California Resources Services for Independent Living (Adult Services)

Housing: (15.12%)

- TSA Properties (Seniors & Disabled)
- Los Angeles Community Development Authority (LACDA) Seniors
- LINC Housing (Seniors and Disabled)
- Housing Rights Center Rental Directory
- Independence at Home (Senior Housing and Homeless Services)
- Helping Hands Senior Foundation (Seniors & Disabled)
- County of Los Angeles Public Health-Whittier (Housing All Ages)
- Dept of Mental Health (Housing All Ages) Sorensen Library

Senior Transportation: (26.87%)

- City Dial-A-Ride
- County Dial-A-Ride
- ACCESS
- Health Plans (Transportation for medical appointments only)



### Agenda Report

Social Services Commission

**Date:** May 12, 2025

**To:** Social Services Commission

From: David Montgomery-Scott, Interim Director of Parks, Recreation, and

**Community Services** 

Subject: Social Services Grant Funding Application Review FY 2024-25

#### **RECOMMENDATION**

Review and recommend submitted FY 2025-26 Social Services Grant application scores to City Council for consideration.

#### **BACKGROUND**

Annually, the City Council dedicates financial resources to support local non-profit agencies in their efforts to provide a wide range of essential services. This year, \$176,516 is available from the General Fund to local non-profits that provide services to residents, with additional attention given to agencies providing mental health services for Whittier residents and agencies serving Veterans.

The Social Services Commission conducts the annual review of submissions to ensure a fair and thorough evaluation of applications. This provides valuable input to the City Council on the equitable distribution of these funds.

At the February 13, 2024, City Council meeting, the Council requested the formation of an Ad Hoc Committee to review the Social Services Funding requirements for the 2024-2025 Fiscal Year.

On June 11, 2024, City Council approved the Ad-Hoc Committees' recommended changes to the Social Services Grant Grading Rubric and the Funding Allocation process. The Grading rubric will now allow agencies located within the City of Whittier to earn additional points on their applications. Agencies that provide resources to Veterans will also receive additional points.

The Funding allocation process moved to a banding system that places application scores into the following bands:

Band 1	100 – 90 points scored	Eligible to receive up to \$20,000
Band 2	89 – 75 points scored	Eligible to receive up to \$15,000
Band 3	74 – 60 points scored	Eligible to receive up to \$10,000
Band 4	59 & under points scored	Eligible to receive up to \$5,000

#### **DISCUSSION**

The 2025-26 FY application was open to agencies on March 14. The Social Services Commission received 17 Applications on April 22, for review and consideration for funding.

Applications were received from the following agencies:

Agency:	Project Name:
Assistance League of Whittier	Operation School Bell
Boys and Girls Club of Whittier	Winter and Spring Day Camp 2025-26
Bridge of Faith	Value, Importance and Purpose (VIP)
CAPC, Inc.	Mind and Mission: Community Wellness Circles
Interfaith Food Center	IFC's Grocery Program
Jovenes, Inc.	Jovenes Motel Voucher Program
Los Angeles Centers for Alcohol and Drug Abuse	Whittier Homelessness Behavioral Health Services
Nehemiah Project LA	Dream Chaser Rapid Readiness Program
PIH Health Foundation	PMWH Homeless Patient Provisions
Project Sister Family Services	Sexual Assault Prevention and Intervention
The Local Wellness Foundation	The Work-In Workshop
The Whole Child - Mental Health & Housing	Mental Health Services for Children and Youth
Services	Operations
Whittier Area First Day Coalition	Ted's Place: Pathways to Wellness
Whittier Area Interfaith Council	Family Shelter Assistance Program
Whittier Host Lions Club	Shop with a Lion
Whittier Meals on Wheels	Whittier Meals on Wheels: Continuation of Critical
	Home Delivery Services
YMCA of Greater Whittier	Whittier's Innovative STEM Education (WISE)
	Program

#### FISCAL IMPACT

There is no fiscal impact associated with this report.

#### **STRATEGIC PLANNING GOAL**

Goal 3: Maintain and Enhance Quality of Life

#### **ATTACHMENTS**

A. Social Services Funding Application Review Results

	Score	Score	Score	Score	Score	Average	Ag	ency Request	Scored 100-90	Scored 89-75	Scored 74-60	Scored 59 & under	Recommendation
Agency Name	Α	В	С	D	E	Score	ľ	2025-2026	Up to \$20,000	Up to \$15,000	Up to \$10,000	Up to \$5,000	2025-2026
Bridge of Faith	89	100	94	85	98	93	\$	15,000.00	\$15,000.00				\$15,000.00
The Whole Child - Mental Health & Housing Services	87	100	86	95	83	90.2	\$	20,000.00	\$20,000.00				\$20,000.00
Assistance League of Whittier	85	90	85	95	95	90	\$	15,000.00	\$15,000.00				\$15,000.00
Whittier Meals on Wheels	78	100	100	80	90	89.6	\$	20,000.00		\$15,000.00			\$15,000.00
Whittier Area First Day Coalition	85	100	65	95	89	87	\$	20,000.00		\$15,000.00			\$15,000.00
CAPC, Inc.	80	100	78	85	83	85.2	\$	20,000.00		\$15,000.00			\$15,000.00
YMCA of Greater Whittier	71	100	95	80	80	85.2	\$	20,000.00		\$15,000.00			\$15,000.00
Boys and Girls Club of Whittier	84	100	78	80	83	85	\$	20,000.00		\$15,000.00			\$15,000.00
Los Angeles Centers for Alcohol and Drug Abuse (LA CADA)	100	76	69	95	80	84	\$	20,000.00		\$15,000.00			\$15,000.00
Jovenes	78	100	77	80	78	82.6	\$	15,000.00		\$15,000.00			\$15,000.00
Whittier Area Interfaith Council	58	94	80	70	80	76.4	\$	5,000.00		\$5,000.00			\$5,000.00
Nehemiah Project LA	74	70	69	65	80	71.6	\$	20,000.00			\$10,000.00		\$10,000.00
Whittier Hosts Lions Club	77	86	75	60	57	71	\$	20,000.00			\$10,000.00		\$10,000.00
The Local Wellness Foundation	31	68	78	85	83	69	\$	20,000.00			\$10,000.00		\$10,000.00
PIH Health Foundation	73	43	71	80	67	66.8	\$	15,000.00			\$10,000.00		\$10,000.00
Interfaith Food Center	55	82	50	80	59	65.2	\$	20,000.00			\$10,000.00		\$10,000.00
Project Sister Family Services	45	63	61	70	55	58.8	\$	20,000.00				\$5,000.00	\$5,000.00
													\$215,000.00

Max Available \$ 176,516.00