



City of Long Beach Ethics Commission

Action Plan Deliverables Timeline

July 14, 2021

Code of Conduct and Ethics

July 2021:

- Commission receives routing process feedback, agrees to any changes, and adopts amended Code

August – October 2021:

- Human Resources notices bargaining organizations and solicits their feedback

November 2021:

- Staff receives and synthesizes bargaining organizations feedback, feedback shared with Commission and Commission agrees to any changes and potentially adopts amended Code

December 2021:

- Commission adopts final Code, if not adopted in November, and sends Code to City Council for Citywide adoption

January 2022:

- Code codified in Municipal Code!

2022 Election Materials

July 2021:

- Commission receives the following election-related materials for review and recommendation:
 - 2020 Primary Nominating Election Candidate Handbook
 - 2022 Beginner's Guide for Prospective Candidates
 - Campaign Ethics Guide

August 2021:

- Commission discusses Beginner's Guide and Campaign Ethics Guide for Prospective Candidates and provides recommendations to City Clerk
- Commission may recommend staff to report back on changes made to documents at a future date

September 2021:

- Commission receives Campaign Finance Presentation
- Commission discusses Candidate Handbook and provides recommendations to City Clerk

Communicating Clear Reporting Pathways

July 2021:

- Commission receives disciplinary workflow and data presentation from Civil Service and Human Resources
- Commission may recommend staff to create reporting pathways resource

October 2021:

- Staff brings back pathways resource for Commission review and recommendations

November 2021:

- Depending on changes, staff may bring back pathways resource final version

Ethics Guide for Officials and Employees

October 2021:

- Commission receives Ethics Guide presentation from City Attorney
- Commission discusses Ethics Guide and provides recommendations to City Attorney

November 2021:

- Commission continues to discuss Ethics Guide to provide recommendations, if needed

December 2021 – January 2022:

- Staff brings back Ethics Guide for final review

Authorities, Boards, Commissions, and Committees Handbook

November 2021:

- Commission receives Handbook presentation from City Clerk
- Commission discusses Handbook and provides recommendations to City Clerk

December 2021:

- Commission continues to discuss Handbook to provide recommendations, if needed

January 2022:

- Staff brings back Handbook for final review

Additional Ethics Program Components

December 2021:

- Supplier's Code: Commission receives presentation from Financial Management on current supplier code work

January 2022:

- Anti-Retaliation Policy Presentation
- Conflict of Interest Policy Presentation

February 2022:

- Immediate Family Disclosure Presentation

Ongoing

- Centralizing existing and emerging Ethics Program resources on website and intranet for public and employees

Thank you

