

OFFICE OF THE CITY ATTORNEY  
CHARLES PARKIN, City Attorney  
411 West Ocean Boulevard, 9th Floor  
Long Beach, CA 90802-4664

RESOLUTION NO. RES-21-0147

A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF LONG BEACH APPROVING AND AUTHORIZING  
THE DESTRUCTION OF CERTAIN RECORDS, PAPERS,  
AND WRITINGS BY THE DEPARTMENT OF HEALTH AND  
HUMAN SERVICES.

The City Council of the City of Long Beach resolves as follows:

Section 1. Pursuant to and in accordance with the provisions of Section 34090 of the Government Code of the State of California and Chapter 1.28 of the Long Beach Municipal Code relating to the destruction of City records, and the City Attorney having heretofore given his written consent, the City Council of the City of Long Beach does hereby approve and authorize the destruction by the department of HEALTH AND HUMAN SERVICES, of any and all of the records, documents, instruments, books, papers, and writings as set forth in the documents attached hereto and marked Exhibit "A" and by reference thereto made a part hereof, which records are under its charge and are no longer required for use in its respective office, said records being no less than two (2) years old.

Section 2. The City Council hereby finds that none of said records:

- A. Affect the title to real property or liens thereon;
- B. Constitute official court records;
- C. Constitute records which are required to be kept by statute;
- D. Constitute the original or record copies of the minutes, ordinances or resolutions of the City of Long Beach or any City Board or Commission.

Section 3. This resolution shall take effect immediately upon its adoption by the City Council, and the City Clerk shall certify to the vote adopting this resolution.

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1 I hereby certify that the foregoing resolution was adopted by the City Council of the  
2 City of Long Beach at its meeting of December 7, 2021, by the following vote:

3  
4 Ayes: Councilmembers: Zendejas, Allen, Price, Supernaw,  
5 Mungo, Saro, Uranga, Austin,  
6 Richardson.

7  
8 Noes: Councilmembers: None.

9  
10 Absent: Councilmembers: None.

11  
12 Recusal(s): Councilmembers: None.

13  
14   
15 City Clerk

16  
17 OFFICE OF THE CITY ATTORNEY  
18 CHARLES PARKIN, City Attorney  
19 411 West Ocean Boulevard, 9th Floor  
20 Long Beach, CA 90802-4664

# EXHIBIT “A”

Date \*

8/10/2021

Department \*

Health and Human Services

Bureau, Division, and/or Section

City Health Officer /Public Health Emergency  
Management /Communicable Disease Control Program

## RECORDS DESTRUCTION APPROVAL

Department Head Approval

Kelly Colopy

City Clerk Approval

Monique DeLaGarza

City Attorney Approval

Anita Lakhani

Department Head Approval Date

9/29/2021

City Clerk Approval Date

9/30/2021

City Attorney Approval Date

10/28/2021

## DEPARTMENTAL RECORDS

Retention Schedule Item No *	Record Title *	Description	Years Involved *	Box No. On-Site *	Box No. Off-Site *
1	Communicable Disease Case and Contact Files	(#06-1-01599-#06-1-01600) (#06-1-01067-#06-1-01087) (#06-1-01090-#06-1-01098) (#06-1-01640-#06-1-01647)	2006	N/A	N/A
1	Communicable Disease Case and Contact Files	(#06-1-01038-#06-1-01049) (#06-1-01501-#06-1-01502) (#06-1-01504) (#06-1-01511-#06-1-01515) (#06-1-01518-#06-1-01531) (#06-1-01533-#06-1-01535) (#06-1-01537-#06-1-01555) (#06-1-01557-#06-1-01567) (#06-1-01569-#06-1-01575) (#06-1-01577) (#06-1-01579-#06-1-01593) (#06-1-01595-#06-1-01598)	2006	N/A	N/A

Remarks

Date \*

8/10/2021

Department \*

Health and Human Services

Bureau, Division, and/or Section

COMMUNITY HEALTH/ NURSING SERVICES

## RECORDS DESTRUCTION APPROVAL

Department Head Approval

Kelly Colopy

City Clerk Approval

Monique DeLaGarza

City Attorney Approval

Anita Lakhani

Department Head Approval Date

9/29/2021

City Clerk Approval Date

9/30/2021

City Attorney Approval Date

11/1/2021

## DEPARTMENTAL RECORDS

Retention Schedule Item No *	Record Title *	Description	Years Involved *	Box No. On-Site *	Box No. Off-Site *
2	CHILD HEALTH AND DISABILITY PREVENTION	(#6-1-01258-#6-1-01260) (#6-1-01263-#6-1-01265) (#6-1-01268) (#6-1-01274-#6-1-01279) (#6-1-01281) (#6-1-01283-#6-1-01285) (#6-1-01287-#6-1-01291) (#6-1-01293) (#6-1-01297) (#6-1-01299) (#6-1-01505-#6-1-01508) (#6-1-01024) (#6-1-01060-1061) (#6-1-01053) (#6-1-01065) (#6-1-01093)	2006	N/A	N/A
2	CHILD HEALTH AND DISABILITY PREVENTION	(#6-1-01002) (#6-1-01004) (#6-1-01006) (#6-1-01008-#6-1-01009) (#6-1-01011-#6-1-01012) (#6-1-01014-#6-1-01016) (#6-1-01018-#6-1-01020) (#6-1-01023) (#6-1-01025) (#6-1-01030-#6-1-01033) (#6-1-01035-#6-1-01037) (#6-1-01251) (#6-1-01253-#6-1-01255) (#6-1-01257)	2006	N/A	N/A

**Remarks**

All patients have reached their maturity age (18 plus one year) and charts have met their retention schedule (3 years).

Date \*  
8/10/2021

Department \*  
Health and Human Services

Bureau, Division, and/or Section  
PHYSICIAN SERVICES/ CLINICAL SERVICES/ FAMILY PLANNING & SEXUAL HEALTH CLINIC

## RECORDS DESTRUCTION APPROVAL

Department Head Approval  
Kelly Colopy

City Clerk Approval  
Monique DeLaGarza

City Attorney Approval  
Anita Lakhani

Department Head Approval Date  
9/29/2021

City Clerk Approval Date  
9/30/2021

City Attorney Approval Date  
11/1/2021

## DEPARTMENTAL RECORDS

Retention Schedule Item No *	Record Title *	Description	Years Involved *	Box No. On-Site *	Box No. Off-Site *
1	FAMILY PLANNING RECORDS	(#06-1-01302-#06-1-01312) (#06-1-00879) (#06-1-01604)	2006	N/A	N/A
1	FAMILY PLANNING RECORDS	(#06-1-01313) (#06-1-01315-#06-1-01317) (#06-1-01319-#06-1-01320) (#06-1-01322-#06-1-01326) (#06-1-01328-#06-1-01330) (#06-1-01332-#06-1-01343)	2006	N/A	N/A
1	FAMILY PLANNING RECORDS	(#06-1-01345-#06-1-01350) (#06-1-01360) (#06-1-01401-#06-1-01404) (#06-1-01406-#06-1-01415)	2006	N/A	N/A
1	FAMILY PLANNING RECORDS	(#06-1-01416-#06-1-01431) (#06-1-01433-#06-1-01436) (#06-1-01438-#06-1-01440)	2006	N/A	N/A
1	FAMILY PLANNING RECORDS	(#06-1-01441 -#06-1-01450)	2006	N/A	N/A
1	FAMILY PLANNING RECORDS	(#06-1-00895-#06-1-00896) (#06-1-00898-#06-1-00901) (#06-1-00905) (#06-1-00907-#06-1-00914) (#06-1-00916-#06-1-00917)	2006	N/A	N/A
1	FAMILY PLANNING RECORDS	(#06-1-00940-06-1-00944) (#06-1-00947) (#06-1-00949-#06-1-00950) (#06-1-01301) (#06-1-01314) (#06-1-01318) (#06-1-01321) (#06-1-01327) (#06-1-01327) (#06-1-01331) (#06-1-01432) (#06-1-01437)	2006	N/A	N/A
1	FAMILY PLANNING RECORDS	(#06-1-00920-#06-1-00923) (#06-1-00925-#06-1-00928) (#06-1-00945)	2006	N/A	N/A

1	FAMILY PLANNING RECORDS	(#06-1-00857-#06-1-00863) (#06-1-00865-#06-1-00870) (#06-1-00872-#06-1-00878) (#06-1-00880) (#06-1-00882-#06-1-00884) (#06-1-00886-#06-1-00888) (#06-1-00890-#06-1-00894)	2006	N/A	N/A
1	FAMILY PLANNING RECORDS	(#06-1-00919) (#06-1-00929-#06-1-00930) (#06-1-00932-#06-1-00934) (#06-1-00936-#06-1-00939) (#06-1-00946) (#06-1-00948) (#06-1-01045)	2006	N/A	N/A
1	FAMILY PLANNING RECORDS	(#06-1-00660-#06-1-0061) (#06-1-00717) (#06-1-00733) (#06-1-00750) (#06-1-00752) (#06-1-00793) (#06-1-00852-#06-1-00855) (#06-1-00864) (#06-1-00903) (#06-1-01651)	2006	N/A	N/A
1	FAMILY PLANNING RECORDS	(#06-1-01652-#06-1-01657) (#06-1-01659) (#06-1-01662-#06-1-01669)	2006	N/A	N/A
1	FAMILY PLANNING RECORDS	(#06-1-00357) (#06-1-00413) (#06-1-00676) (#06-1-00687) (#06-1-00758) (#06-1-00768) (#06-1-00782) (#06-1-00784) (#06-1-00785)	2006	N/A	N/A

Remarks