CITY OF LONGBEACH

Date: January 11, 2023

To: Honorable Members of the Ethics Commission

From: Heather Van Wijk, Ethics Officer

Subject: LB Net Intranet Presentation

The Ethics Commission (Commission) requested that staff give a high-level overview of the City's Intranet services (internal communications network). Attached is the presentation for your review, to be discussed during the January 11, 2023 Commission meeting.

If you have any questions, please contact me at (562) 570-7443.

ATTACHMENT:

Intranet Presentation

Cc: APRIL WALKER, DEPUTY CITY MANAGER JULIAN CERNUDA, ASSISTANT TO THE CITY MANAGER TAYLOR ANDERSON, DEPUTY CITY ATTORNEY JT NAGAYAMA, CITY CLERK ANALYST



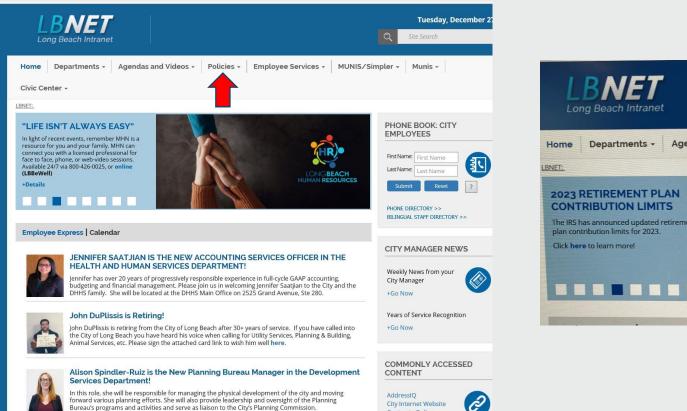
City of Long Beach Intranet Presentation Ethics Commission

January 11, 2023



LB NET ~ Homepage

Bureau's programs and activities and serve as liaison to the City's Planning Commission.

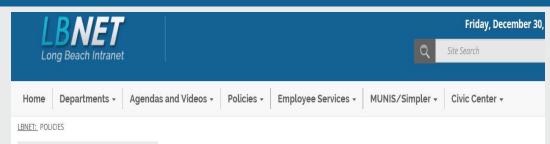


Contracts Online





Policies Page



MAIN MENU		POLICIES	
Departments	•	ADMINISTRATIVE REGULATIONS	
Agendas and Videos	•	The purpose of this Administrative Regulation is to implement Section 2.84.040 of the Long Beach	
Policies	•	Municipal Code and to establish minimum standards for insurance required from governmental	
Employee Services	•	agencies, all legal entities, and all individuals that are parties to agreements, contracts, grants, leases,	
MUNIS/Simpler	•	letter agreements, licenses, memoranda of understanding, permits, and similar documents and other	
Civic Center	•	written agreements of any kind (including, but not limited to, purchase orders and miscellaneous terms and conditions) wherein the City of Long Beach is also a party. +View Administrative Regulations	

ETHICS GUIDE

The goal of the Ethics Handbook is to increase your awareness of the ethics, conflict of interest and open meeting laws which will govern your service, and to provide you with information about how to seek advice on these matters from the Office of the City Attorney. +View the Ethics Guide

FINANCIAL POLICIES

Financial policies are high level expressions of direction. Implementation of policies requires detailed procedures and practices. +View Financial Policies

PERSONNEL POLICIES AND PROCEDURES

Policies and Procedures are principles, rules, and guidelines formulated or adopted by our organization to reach its longterm goals. Policies and procedures are designed to influence and determine all major decisions and actions, and all activities take place within the boundaries set by them. Procedures are the specific methods employed to express policies in action in day-to-day operations of the organization. +View Personnel Policies and Procedures



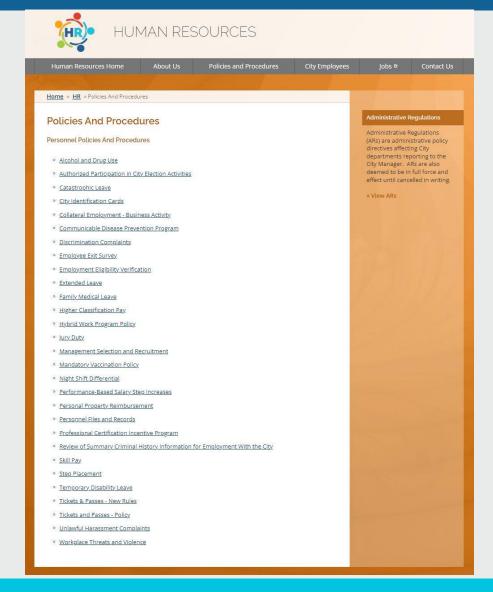
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Personnel Policies and Procedures Page





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JENNIFER SAATJIAN IS THE NEW ACCOUNTING SERVICES OFFICER IN THE HEALTH AND HUMAN SERVICES DEPARTMENT!

Jennifer has over 20 years of progressively responsible experience in full-cycle GAAP accounting, budgeting and financial management. Please join us in welcoming Jennifer Saatjian to the City and the DHHS family. She will be located at the DHHS Main Office on 2525 Grand Avenue, Ste 280.

John DuPlissis is Retiring!



John DuPlissis is retiring from the City of Long Beach after 30+ years of service. If you have called into the City of Long Beach you have heard his voice when calling for Utility Services, Planning & Building, Animal Services, etc. Please sign the attached card link to wish him well **here**.

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Alison Spindler-Ruiz is the New Planning Bureau Manager in the Development Services Department!

In this role, she will be responsible for managing the physical development of the city and moving forward various planning efforts. She will also provide leadership and oversight of the Planning Bureau's programs and activities and serve as liaison to the City's Planning Commission.



Maura Ventura is the New Manager of Administration in the Fire Department!

As a member of the Command Staff and reporting directly to the Fire Chief, Maura will oversee the Fire Department's financial, personnel, and administrative operations. Please join the Fire Department in welcoming and congratulating Maura.



Linda Kolinski is Retiring After 23 Years of Service!

Please join the Health and Human Services Department's Bureau of Environmental Health in wishing Linda Kolinski a happy retirement after 23 years of service with the City.

Click here if you are interested in joining Linda's retirement celebration!

ARCHIVE >>





Years of Service Recognition

+Go Now

COMMONLY ACCESSED CONTENT

AddressIQ City Internet Website Contracts Online Customer Care & Billing Cyber Security Ethics Video Training GIS

Language Access Policy (LAP Kit) LifeViewHR Munis - Financials Occupational Health Manager Office 365 Training OWA - Outlook Web Access ProofPoint (Email Quarantine) Safety Simpler v3 (Financials) Simpler v4 TIDSM

TI Event Intake Form TI Requests TI FAQs WC Online Reporting

REPORTS

Control-D/Web Access - Reports Departmental HR Extracts & Reports



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Ethics Training Video



CITY OF LONGBEACH

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Thank you

Heather Van Wijk Ethics Officer 562-570-7443 Heather.VanWijk@longbeach.gov

