

**CITY OF LONG BEACH
ETHICS COMMISSION
Ad Hoc Committee One**

**Margo Morales, Vice Chair
Kimmy Maniquis, Commissioner**



June 9, 2021

Ethics Commission
City of Long Beach
411 West Ocean Boulevard
Long Beach, CA 90802

RE: Ad Hoc Committee Three Report for June 9 Meeting

During our recent Ad Hoc Committee One meeting we identified several areas where additional information related to City elections is required from staff. We believe it would be beneficial for all members of the Ethics Commission to be present during the presentation. Therefore, we respectfully request that a presentation by staff be calendared for the June or July meeting of the full Ethics Commission. We request that the staff presentation cover the following areas:

- An overview of the calendar of pertinent dates for the 2022 elections.
- An overview of the positions scheduled for election in 2022.
- An overview of the information provided to candidates during the candidate workshop.
 - Is attendance at the candidate workshop mandatory?
- An overview of Long Beach policies and procedures applicable to candidate eligibility, financial restrictions, and any other areas that govern elections.
- Copies of any information/resources provided to candidates.
- An overview of the current link to candidate finance reports, and information as to what can be undertaken to make access to the reports more user friendly.

Following this presentation, we may request that staff prepare a more comprehensive manual for prospective candidates. In looking at the Ethics Commission websites for the cities of Los Angeles, Oakland, Sacramento, and San Diego we identified more robust elections ethics manuals were available than are currently available in our city.

Finally, we also request that City staff prepare a draft policy for consideration by the Ethics Commission that would prohibit any sitting member of the Long Beach Ethics Commission from making monetary and/or non-monetary contributions, serving as an advisor or campaign worker/volunteer, or endorsing any candidate for the offices of Mayor, City Attorney, City Prosecutor, City Council, Long Beach Unified School Board member or Long Beach Community College Trustee.

This also serves as the report of our committee's work for the June meeting of the Ethics Commission. We are both available to discuss this request further if necessary.

Sincerely,

Margo Morales, Vice Chair

Kimmy Maniquis, Commissioner

**CITY OF LONG BEACH
ETHICS COMMISSION
Ad Hoc Committee Two**

**Susan Wise, Chair
Lani De Benedictis, Commissioner
J.P. Shotwell, Commissioner**



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Ethics Commission
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RE: Ad Hoc Committee Two Report for June 9 Meeting

Ad Hoc Committee Two had 2 meetings using Microsoft Teams on May 26 and June 2. We asked staff to join us for the June 2 meeting, and they did so for the period of time that their schedules allowed.

The Committee's discussions focused on how to and who should undertake the work delineated in the steps set forth in our report to the Commission dated May 6, 2021.

Julian Cernuda provided links to existing City policies on antiretaliation and conflict of interest.

The Committee had a candid discussion with staff about how the work needed as identified in the steps could best be accomplished. It was recognized and agreed that work on policies will require the involvement of staff from Human Resources, in addition to staff from the City Clerk's office, City Attorney's office, and City Manager's office.

It was also noted that the work on the conflict of interest policy would necessarily involve procurement processes (in addition to gift, gratuities, meals, entertainment, collateral employment, nepotism and election participation). We learned that City staff is already involved in revising procurement policies. Either this Committee or the entire Commission may wish to receive a presentation or report on those policies when they are completed.

The Committee is anxious to receive the staff's anticipated report on the Commission's Action Plan at the June 9 meeting to determine how to proceed with the various steps identified in its May 6 report.

Sincerely,

Susan Wise, Chair
Lani De Benedictis, Commissioner
J.P. Shotwell, Commissioner

**CITY OF LONG BEACH
ETHICS COMMISSION
Ad Hoc Committee Three**

**Luke Fiedler, Commissioner
Barbara A. Pollack, Commissioner**



June 9, 2021

Ethics Commission
City of Long Beach
411 West Ocean Boulevard
Long Beach, CA 90802

RE: Ad Hoc Committee Three Report for June 9 Meeting

City Staff provided responses to the first set of questions submitted by Ad Hoc Committee Three regarding Workstream 5 and the general questions related to the procurement processes. Per City Staff, we expect initial responses to the questions regarding Workstream 4 within the next week.

The members of Ad Hoc Committee Three met multiple times by telecon and exchanged emails. In advance of receipt of additional information from City Staff, we agreed to focus our initial efforts on preparation of a draft protocol for investigations of ethical violations within the City. The draft does not assume any change in the various pathways by which an allegation of an ethical violation may reach the City. Rather, the draft seeks to establish the framework within which any investigation of alleged violations should operate, including minimum standards for investigation. The draft will cover Intake, Investigation, and Report. We expect to have a draft for review by the entire Commission in advance of the July Ethics Commission meeting.

Sincerely,

Luke Fiedler, Commissioner
Barbara A. Pollack, Commissioner