
INQ 16-90 Vallejos-Landestoy

From: Diaz-Greco, Gilma M. (COE)

Sent: Thursday, March 17, 2016 3:00 PM

To: Vallejos-Landestoy, Jessica (JAC) <JAC0100@miamidade.gov>

Cc: Centorino, Joseph (COE) <CENTORI@miamidade.gov>; Perez, Martha D. (COE) <perezmd@miamidade.gov>; Radia Turay (radiaturay@gmail.com) <radiaturay@gmail.com>; Murawski, Michael P. (COE) <MURAWSK@miamidade.gov>

Subject: Jessica Vallejos-Landestoy, Statistics and Research Specialist, Miami Dade County Juvenile Services Department (Financial Disclosures) INQ 16-90

Dear Ms. Vallejos-Landestoy:

It was a pleasure speaking with you today. You have inquired whether a County employee who is not a County Department Director, but serves as a designee for that Department Director, is required to file financial disclosure.

The County Ethics Code at Section 2-11.1(i)(2) requires, among others, that “Heads or Directors of County Departments and their Assistant or Deputy Department Heads” file financial disclosure forms. While the County Ethics Code does not specifically address those that serve as designees of County Department Directors, the Ethics Commission has previously provided guidance in both formal and informal opinions that County Departments may create internal policies requiring that additional personnel, such as Division Directors or other employees, file financial disclosure forms where such positions are comparable in authority and responsibility to that of a Department Director or Assistant Director; or where an employee has the authority to serve as the designee of a Department Director, or Assistant or Deputy Director. *See e.g.* INQ 03-56, INQ 05-23, INQ 15-58 (attached) and RQO 08-36 (attached).

Furthermore, regardless of title, any County employee who has been delegated the authority to approve a single expense over \$20,000.00 is required by Florida law to file State Form 1. *See Fla. Stat. 112.3145 (1)(a)(3) (2015).* I hope this provides clarification on this matter.

Please contact us if you have any further questions.

Best regards,

Gilma (Mimi) Diaz-Greco
Staff Attorney



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From: Sanchez, Rodzandra (COE)
Sent: Thursday, March 17, 2016 12:45 PM
To: Vallejos-Landestoy, Jessica (JAC) <JAC0100@miamidade.gov>
Cc: Diaz-Greco, Gilma M. (COE) <GDIAZGR@miamidade.gov>
Subject: RE: 2016 Financial Disclosures Chart

From: Sanchez, Rodzandra (COE)
Sent: Wednesday, March 16, 2016 1:24 PM
To: Vallejos-Landestoy, Jessica (JAC)
Cc: Diaz-Greco, Gilma M. (COE)
Subject: RE: 2016 Financial Disclosures Chart

I will confirm your question with our Staff Attorney Ms. Diaz-Greco.

Thank YOU!

Rodzandr a

From: Vallejos-Landestoy, Jessica (JAC)
Sent: Wednesday, March 16, 2016 1:22 PM
To: Sanchez, Rodzandra (COE)
Subject: RE: 2016 Financial Disclosures Chart

Good afternoon Ms. Sanchez,

Do board member designee have to file financial disclosure?

Jessica Vallejos-Landestoy, MPA
Statistics and Research Specialist
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From: Sanchez, Rodzandra (COE)
Sent: Friday, March 04, 2016 3:02 PM
To: Collazo, Liliana (Office of the Mayor); Hall, Beverly (ISD); Marrero, Mercy (LIB); 'Brownjr@miamidade.gov'; 'Brownjr@miamidade.gov'; 'MelenM@miamidade.gov'; Clodfelter, Madeline (MDFR); Flynn, Jay (MDT); Charles, Kathy (RER); 'VRILES@ARSHTCENTER.ORG'; 'VRILES@ARSHTCENTER.ORG'; 'VRILES@ARSHTCENTER.ORG'; Peters, Adam (RER);

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Subject: 2016 Financial Disclosures Chart

Good Afternoon Board Coordinators,

Attached please find the financial disclosures flow chart for 2016. This chart should be helpful for both you and your board members.

Should you have any questions, please feel free to contact me directly.

Thank YOU!

*Rodzandra Sanchez, MPA
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