

## Sanchez, Rodzandra (COE)

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**From:** Diaz-Greco, Gilma M. (COE)  
**Sent:** Wednesday, March 29, 2017 9:40 AM  
**To:** Sanchez, Rodzandra (COE)  
**Subject:** Anita Jones, Special Projects Administrator 1, MDCR (outside employment) INQ 17-95

INQ 17-95 Jones

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**From:** Turay, Radia (COE)  
**Sent:** Tuesday, March 28, 2017 4:08 PM  
**To:** Sanchez, Rodzandra (COE) <Rodzandra.Sanchez@miamidade.gov>  
**Cc:** Diaz-Greco, Gilma M. (COE) <Gilma.Diaz-Greco@miamidade.gov>; Perez, Martha D. (COE) <perezmd@miamidade.gov>  
**Subject:** FW: INQ 17-95 Anita Jones, Special Projects Administrator 1, MDCR (outside employment)

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**From:** Turay, Radia (COE)  
**Sent:** Tuesday, March 28, 2017 4:01 PM  
**To:** Jones, Anita (MDCR) <[Anita.Jones@miamidade.gov](mailto:Anita.Jones@miamidade.gov)>  
**Cc:** Kirkland, Tina (MDCR) <[Tina.Kirkland@miamidade.gov](mailto:Tina.Kirkland@miamidade.gov)>; Centorino, Joseph (COE) <[Joseph.Centorino@miamidade.gov](mailto:Joseph.Centorino@miamidade.gov)>  
**Subject:** INQ 17-95 Anita Jones, Special Projects Administrator 1, MDCR (outside employment)

Dear Ms. Jones,

You have inquired whether a conflict of interest exists under the Ethics Code between your County employment and your proposed outside employment as a self-employed motivational speaker.

### Background

You are Special Projects Administrator 1 with the Policy and Planning Bureau at Miami-Dade Corrections and Rehabilitation Department (MDCR). Your current job responsibilities include supervising the Research & Planning Unit staff and various projects; along with conducting, developing, and responding to surveys, policy requests, public records requests, agenda briefings, and special law special law enforcement reports/projects.

You are seeking to engage in outside employment as a self-employed motivational speaker in educational workshops/seminars. You are not seeking to become a County vendor, however, you have indicated that you do occasionally conduct a number of workshops for the Miami-Dade County Library System.

### Legal Analysis

#### OUTSIDE EMPLOYMENT

Sections 2-11.1(j) and (k) of the County Ethics Code prohibit County employees from engaging in outside employment which would impair the County employee's independence of judgment in the performance of his or her official duties. Based on the information that you have provided to us at this time, it appears to be unlikely that the type of outside employment that you are seeking to engage in would impair your independence of judgement in the performance of your duties as a Special Projects Administrator 1 with the Policy and Planning Bureau at MDCR.

As a reminder, pursuant to the Miami-Dade County Code at Section 2-11, government employees are required to request permission to engage in outside employment from their supervisor on a yearly basis. In addition, Sec. 2-11.1(k)(2) of the Code requires filing an outside employment disclosure form on a yearly basis. Government employees are also cautioned that they may not engage in any activity which would require them to disclose confidential information acquired by reason of their official position, nor use such information directly or indirectly for their personal gain or benefit. See Sec. 2-11.1(h), Ethics Code. Lastly, a government employee may not use his or her official position to secure privileges or exemptions for themselves or others. See Sec.2-11.1(g), Ethics Code.

#### CONTRACTING WITH THE COUNTY

You may enter into a County contract and/or conduct workshops as a motivational speaker for the Miami-Dade County Library System, as long as the contract/workshops does not interfere with the full and faithful discharge of your duties to the County. See the County Ethics Code at Secs. 2-11.1(c)(2) and (d).

This includes the condition that you may not participate in determining the contract/workshop requirements or in awarding the contract. Additionally, none of your County job responsibilities and job descriptions may require you to be involved in the contract/workshops in any way including, but not limited to, its enforcement, oversight, administration, amendment, extension, termination or forbearance. Finally, you may **not** work in any County department that would enforce, oversee or administer the contract/workshop. Consequently, you may not conduct educational workshops through your self-employment for MDCR and/or enter into contracts with the MDCR.

#### LOBBYING

Additionally, you may not lobby the County. In this case, you may not contact anyone within the County in an attempt to influence a decision about any contract or agreement you are seeking through your self-employment. See the County Ethics Code at Sec. 2-11.1(m)(1).

This opinion is based on the facts presented. If any of the facts presented here change, or if you have any further questions, please contact us.

Sincerely,

**RADIA TURAY**

Staff Attorney  
Miami-Dade Commission on Ethics and Public Trust  
19 W. Flagler Street, Suite 820  
Miami, FL 33130  
Tel: (305) 350-0601  
Fax: (305) 579-0273  
Ethics.miamidade.gov