

Prkic, Christina (COE)

From: Norris, Wendi (GSA) (305) 375-2495
Sent: Friday, August 22, 2003 4:13 PM
To: Prkic, Christina (COE)
Subject: RE: Your request

Thanks!

Wendi J. Norris

Deputy GSA Director
111 NW 1st Street, Suite 2410
Miami, FL 33128
WJN@miamidade.gov
(305) 375-2495

-----Original Message-----

From: Prkic, Christina (COE)
Sent: Friday, August 22, 2003 3:12 PM
To: Norris, Wendi (GSA) (305) 375-2495
Cc: Meyers, Robert (COE)
Subject: Your request

Hi Wendi,

I am writing to you in regard to your request for an opinion. Robert Meyers asked that I respond to your inquiry after he and I discussed the matter earlier today.

In your e-mail to him, you state that you are the Deputy GSA Director. In this role you assume oversight of all six GSA Divisions, including Risk Management. This division is responsible for acquiring insurance for all of the County's properties.

While you review and evaluate the staff's recommendations pertaining to property insurance, you are not responsible for the selection of the County insurance broker. That selection is made by a selection committee of which you are neither a member nor will be.

You husband and father are insurance brokers, who underwrite commercial property insurance. Neither do business with the County nor through their firms.

Under the Code of Ethics, there is no conflict of interest that is created as a result of your husband's and father's insurance work and your job duties at GSA.

Should you have any additional questions, please do not hesitate to contact us.

Have a nice weekend.

Christina Prkic
Staff Attorney
Miami-Dade County Commission on Ethics and Public Trust
P: (305) 350-0615

Prkic, Christina (COE)

From: Meyers, Robert (COE)
Sent: Thursday, August 21, 2003 4:06 PM
To: Prkic, Christina (COE)
Subject: RE:

INO 03-86

Christina,

Let's discuss this matter tomorrow. I'll be in the office until about 10:30 a.m. and then back around 2.

Robert

-----Original Message-----

From: Norris, Wendi (GSA) (305) 375-2495
Sent: Wednesday, August 20, 2003 1:15 PM
To: Meyers, Robert (COE)
Cc: Sanchez, Gerald (CA)
Subject:

Pursuant to our phone conversation, I am writing to ask you whether I may, consistent with the requirements of section 2-11.1 of the Code of Miami-Dade County, perform certain functions relating to the County's property insurance. In March 2003, I was appointed Deputy GSA Director, and assumed direct oversight of all six GSA divisions, including the Risk Management Division (Risk). Risk is responsible for acquiring insurance for all Miami-Dade County properties.

My involvement with the County's property insurance entails the review and evaluation of staff's recommendations. I am not, however, responsible for the selection of who the County's broker should be. That responsibility lies with a selection committee, appointed by the County Manager, which reviews proposals submitted through an RFP process. I have never served on a selection committee that was responsible for recommending to the County Manager the broker who would place the County's property insurance, and I will not serve on any in the future. I do review the RFP's specifications prior to advertisement to ensure that the services meet the County's needs, as well as related County Commission agenda items.

Both my husband and my father are insurance brokers who write commercial property insurance. Neither does business with the County, nor do their firms. On occasion, they may compete for other commercial accounts with insurance brokers under contract with the County.

Please advise if you require any additional information. Thank you in advance for your consideration.

Wendi J. Norris

Deputy GSA Director
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(305) 375-2495

Prkic, Christina (COE)

From: Prkic, Christina (COE)
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Cc: Meyers, Robert (COE)
Subject: Your request

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Christina Prkic
Staff Attorney
Miami-Dade County Commission on Ethics and Public Trust
P: (305) 350-0615

Tracking:	Recipient	Delivery	Read
	Norris, Wendi (GSA) (305) 375-2495	Delivered: 8/22/03 3:12 PM	
	Meyers, Robert (COE)	Delivered: 8/22/03 3:12 PM	Read: 8/22/03 3:35 PM