



MEMORANDUM MIAMI-DADE CO.

Commission on Ethics & Public Trust
19 W. Flagler St., # 820
Miami, FL 33130

Phone 305 579-2594
Fax 305 579-0273

DATE August 22, 2007

TO: Sabrinah Nicole Tillman (MDPD)
19499 NE 10th Ave, Apt. 531
North Miami Beach, FL 33171

Via fax at 954 962-4072

FROM: Victoria Frigo (COE)

RE: INQ 07-127

Permission for your mother, Shebahham Watkins, to register her clerical support services business "Madaam Secretary" as a County vendor is approved, as long as your mother's company does not contract with the Police Dept. and/or is not supervised by the Police Dept.

Miami-Dade County Conflict of Interest & Code of Ethics at § 2-11.1 (c)

FACTS:

IN CORRESPONDENCE to our office of August 3 and 19, 2007, you requested advice about your mother's ability to register her clerical support services business as a County vendor. The facts as we understand them are as follows:

1. You work as a compliance officer for the Miami-Dade County Police Department.
2. You have no immediate family members who work for the County.
3. Your mother wishes to provide temporary clerical support services to the County through her business called "Madaam Secretary."

IN A TELEPHONE INTERVIEW on August 14, 2007, we have also determined the following to be true:

1. Entering into the contract will not interfere with the full and faithful discharge of your duties to the County.
2. You will not participate in determining the contract requirements.
3. You will not participate in awarding the contract.
4. Your job responsibilities and job description will not require you to be involved in the contract in any way including, but not limited to, its enforcement, oversight, administration, amendment, extension, termination or forbearance.
5. You do not work in the County department that will enforce, oversee or administer the contract.

RECOMMENDATION:

Your mother may provide temporary clerical support services to the County as a County vendor, ***but not to the Police Department.*** Additionally, regardless of the department with whom your mother contracts, her services ***may not be supervised by you or the Police Department.***

If you have further questions, please do not hesitate to contact our office at 305 579-2594.