

## Diaz-Greco, Gilma M. (COE)

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**From:** Diaz-Greco, Gilma M. (COE)  
**Sent:** Monday, January 13, 2014 4:05 PM  
**To:** Muniz, Alvaro (DIST11)  
**Subject:** FW: Authorization Form to attend Microsoft Youthspark Connection Event Series- INQ 14-09

Mr. Muñiz,

You have inquired whether you may accept a gift of a meal valued at \$25 from Microsoft, a County vendor, for an event they are sponsoring called YouthSpark. This event is being offered in conjunction with Miami Dade College, and the Brookings Institution. Its purpose is to explore current research on youth, education, and opportunities to better meet the requirements of the labor market through education. Leaders from Miami education, government, and the civic community will meet to discuss and share their insights and perspectives to address the youth opportunity divide in the area of technology education.

As a County employee, you are allowed to accept a gift worth \$25 from Microsoft, as long as the gift is not part of travel expenses and the gift is not given with the expectation that a special benefit from you through the County will be given in return. *See* the County Code at Secs. 2-11.1 (w) and (e) (3). Also, please be advised that if you or an immediate family member (by virtue of your County employment) receives a gift or gifts from Microsoft during this first quarter of 2014, and the total of all gifts received from Microsoft during the quarter exceeds \$100, you are required to disclose the gifts on a form prescribed by the County by March 31, 2014.

Please feel free to contact me if you have further questions.

Sincerely,

Gilma (Mimi) Diaz-Greco  
Staff Attorney



Miami-Dade Commission on Ethics and Public Trust  
19 W. Flagler Street, Suite 820  
Miami, FL 33130  
Tel: (305) 579-2594  
Fax: (305) 579-0273  
[gdiazgr@miamidade.gov](mailto:gdiazgr@miamidade.gov)  
[www.facebook.com/MiamiDadeEthics](http://www.facebook.com/MiamiDadeEthics)

*Miami-Dade County is a public entity subject to Chapter 119 of the Florida Statutes concerning public records. E-mail messages are covered under such laws and thus subject to disclosure.*

(c) (305) 905-5957  
[muniz@miamidade.gov](mailto:muniz@miamidade.gov)

Connect with us:



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**From:** Diaz-Greco, Gilma M. (COE)  
**Sent:** Monday, January 06, 2014 1:30 PM  
**To:** Muniz, Alvaro (DIST11)  
**Subject:** FW: Authorization Form to attend Microsoft Youthspark Connection Event Series

Mr. Muniz,

Mr. Centorino has assigned this case to me. In order to respond to your inquiry, I would appreciate your describing the nature and content of this event. Further, I would need to know whether the event would be held locally or whether travel is involved.

I look forward to hearing from you.

Best regards,

Gilma (Mimi) Diaz-Greco  
Staff Attorney



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**From:** Centorino, Joseph (COE)  
**Sent:** Monday, January 06, 2014 1:19 PM  
**To:** Diaz-Greco, Gilma M. (COE)  
**Subject:** FW: Authorization Form to attend Microsoft Youthspark Connection Event Series

Mimi,

I think that Victoria answered a similar question, possibly involving the same event.

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**From:** Muniz, Alvaro (DIST11)  
**Sent:** Monday, January 06, 2014 12:23 PM

I think that Victoria answered a similar question, possibly involving the same event.

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**From:** Muniz, Alvaro (DIST11)  
**Sent:** Monday, January 06, 2014 12:23 PM  
**To:** Centorino, Joseph (COE)  
**Subject:** Authorization Form to attend Microsoft Youthspark Connection Event Series

Dear Mr. Centorino, Esq.,

I need authorization to receive a meal with a total value of under \$25 from Microsoft for an event on Feb. 6<sup>th</sup>. Thank you for your time.

Sincerely,

Alvaro J. Muñiz  
Commission Aide  
Office of Commissioner Juan C. Zapata, District 11  
Board of County Commissioners  
111 NW 1 St., Suite 320  
Miami, Florida 33128  
(p) (305) 375-5511  
(f) (305) 408-2585  
(c) (305) 905-5957  
[muniz@miamidade.gov](mailto:muniz@miamidade.gov)

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**To:** Centorino, Joseph (COE)

**Subject:** Authorization Form to attend Microsoft Youthspark Connection Event Series

Dear Mr. Centorino, Esq.,

I need authorization to receive a meal with a total value of under \$25 from Microsoft for an event on Feb. 6<sup>th</sup>. Thank you for your time.

Sincerely,

Alvaro J. Muñiz

Commission Aide

Office of Commissioner Juan C. Zapata, District 11

Board of County Commissioners

111 NW 1 St., Suite 320

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The YouthSpark Connection Event Series is a Microsoft event where breakfast or lunch, or appetizers and refreshments will be made available to attendees at no charge. The total value of the meals per attendee is under USD \$25. Microsoft wants to ensure that by offering the items it does not violate the letter or spirit of your applicable gifts and ethics rules.

Please have your ethics officer (or designated executive/office responsible for your organization's gifts/ethics policy) or responsible attorney review this information, sign in the space provided, and return a scanned copy to Microsoft via email or fax to Patricia Huerta [y-pahuer@microsoft.com](mailto:y-pahuer@microsoft.com) or 213-687-7327, or mail a signed copy of the letter to: Mary Anne Keefe, One Microsoft Way Redmond, WA 98052. The attendee may bring a signed copy of this letter to the YouthSpark Connection Event Series and provide it at the time of registration, although prior approval is preferred.

Note: If there are several attendees from one agency or educational institution, one letter for all may be provided with names and titles of attendees attached.

Attendee's Name (Please Print):

Alvaro J. Muñiz

Name of Attendee's Organization/Employer (Please Print):

Miami-Dade County Board of County Commissioners

Approved - Counsel or Ethics Officer Name (Please Print):

Signature:

Gilma Diaz-Greco

Title (Please Print):

Staff Attorney

Organization Name (Please Print):

Miami-Dade County Commission on Ethics and Public trust

Date:

1-14-14