
From: Diaz-Greco, Gilma M. (COE)
Sent: Tuesday, April 07, 2015 3:26 PM
To: Sanchez, Rodzandra (COE)
Subject: Carolina Lopez, Deputy Supervisor of Elections (Financial Disclosure) INQ 15-58

INQ 15-58 Lopez

From: Diaz-Greco, Gilma M. (COE)
Sent: Tuesday, April 07, 2015 3:25 PM
To: Lopez, Carolina D. (Elections)
Subject: Carolina Lopez, Deputy Supervisor of Elections (Financial Disclosure) INQ 15-58

Carolina:

You have asked whether County employees holding the position of Division Directors are subject to the County financial disclosure filing requirements.

As you indicate, the Ethics Code at Section 2-11.1(i)(2) requires that "Heads or Directors of County Departments and their Assistant or Deputy Department Heads" file financial disclosure forms. It does not specifically list Division Heads or Division Directors as reporting individuals. However, the Ethics Commission has previously opined that County Departments may create internal policies requiring that additional personnel such as Division Directors file financial disclosure forms where a Division Director position is comparable in authority and responsibility to that of a Department Director or Assistant Director; or where a Division Director has the authority to serve as the designee of a Department Director, or Assistant or Deputy Director. See INQ 03-56 and INQ 05-23.

Consequently, Department Directors may create internal policies requiring that Division Directors file Financial Disclosures.

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) (2014).

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: Lopez, Carolina D. (Elections)
Sent: Tuesday, March 31, 2015 5:29 PM
To: Diaz-Greco, Gilma M. (COE)
Subject: Inquiry - Division Directors subject to County FD?

Hi,

Quick question, are division directors subject to county financial disclosure filing requirements? I have a department that opines that "Heads or Directors of County Departments and their Assistant or Deputy Department Heads" does not include division directors, whereas other departments have interpreted to mean division directors and higher. How do you see it?

Regards,
Carolina D. Lopez
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