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**From:** Diaz-Greco, Gilma M. (COE)  
**Sent:** Thursday, April 16, 2015 1:41 PM  
**To:** Sanchez, Rodzandra (COE)  
**Subject:** FW: INQ 15-71 Cecilia Brewer-McDuffie, Chief, Human Resources, Miami-Dade County Water and Sewer Department (Outside Employment)

INQ 15-71 Brewer McDuffie

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**From:** Ethics (COE)  
**Sent:** Thursday, April 16, 2015 1:37 PM  
**To:** Brewer-McDuffie, Cecilia (WASD)  
**Cc:** Diaz-Greco, Gilma M. (COE)  
**Subject:** INQ 15-71 Cecilia Brewer-McDuffie, Chief, Human Resources, Miami-Dade County Water and Sewer Department (Outside Employment)

Ms. Brewer-McDuffie:

You have inquired regarding whether a County Water and Sewer Department employee may assist a Girl Scout Troop on a volunteer basis in obtaining CPR merit badges for troop members, where the trainer is certified through the American Red Cross to teach CPR and First Aid to County employees and the certification is paid through the department. The volunteer work is to occur after working hours and will not involve the use of any County equipment or resources.

Please be advised that your employee may provide the voluntary employment, as I see no conflict under Section 2-11.1(j) or any other provision of the County Ethics Code. Additionally, since volunteer work of this nature to a girl scout troop is customarily uncompensated, there is no need for the employee to complete a Request for Approval of Outside Employment.

Sincerely,  
Joseph M. Centorino  
Executive Director and General Counsel  
Miami-Dade Commission on Ethics and Public Trust

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**From:** Brewer-McDuffie, Cecilia (WASD)  
**Sent:** Thursday, April 16, 2015 12:21 PM  
**To:** Ethics (COE)  
**Subject:** Request of An Opinion

Good Afternoon,

This email serves to request an opinion in regards to the following circumstance:

I have been approached by one of the Water and Sewer Department employees who is a volunteer over a Girl Scout Troop. She has asked if one of my trainers can assist the troop, after working hours, in obtaining their CPR merit badge. My trainer is certified through the American Red Cross to teach CPR and First Aid to our employees. I want to make sure that this will not pose any conflict, since her certification is paid through the Department for the purpose of teaching the CPR and First Aid Classes to our employees. I would direct my trainer that she could not use any County/Department manuals, equipment or resources, should this not pose a conflict, and she can provide the training. My trainer would engage in assisting the Girl Scout Troop in a voluntary capacity. I anticipate that this would be a one-time event.

Additionally, would she have to complete an "Request for Approval of Outside Employment" form since there would be no compensation, and it is on a voluntary basis?

Thank you for your review and consideration of this matter.