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INQ 16-108 Smith

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**From:** Perez, Martha D. (COE)

**Sent:** Thursday, April 07, 2016 3:49 PM

**To:** Smith, Sharon (HR) <SHORTY@miamidade.gov>

**Cc:** Centorino, Joseph (COE) <CENTORI@miamidade.gov>; Diaz-Greco, Gilma M. (COE) <GDIAZGR@miamidade.gov>; Turay, Radia (COE) <Radia.Turay@miamidade.gov>

**Subject:** Sharon Smith, Department of Human Resources, Office of Human Rights & Fair Employment Practices, Outside Employment, INQ 16-108

Dear Ms. Smith,

It was a pleasure speaking with you. You inquire whether you are required to file an Outside Employment Statement for your ownership of two rental properties.

Background

You are employed with the County's Department of Human Resources (HR), Office of Human Rights & Fair Employment Practices. You own two rental properties which consist of two single-family homes. Aside from owning these properties, you are not engaged in any other type of private outside business.

Analysis

A County employee who owns *less* than three (3) rental units is not engaged in outside employment. See RQO 06-48; INQ 14-14; INQ 13-309; See *also* Ethics Commission "Outside Employment Guidelines" Memorandum (September 2014). Consequently, you **are not** engaged in outside employment, hence, you **are not required** to file a Request for Outside Employment (pursuant to §2-11, County Code, and AO 7-1) or an Outside Employment Statement (pursuant to §2-11.1(k)(2), County Ethics Code). I am enclosing the Memorandum referenced herein should you have additional questions regarding outside employment.

This opinion is based on the facts as you have presented them to the Ethics Commission. Please contact us if these facts change. Inquiries regarding possible conflicts with departmental directives should be addressed with your Department Supervisor. Inquiries regarding possible conflicts under State law should be directed to the Florida Commission on Ethics.

Sincerely,

Martha D. Perez

Staff Attorney

MIAMI-DADE COUNTY COMMISSION ON ETHICS & PUBLIC TRUST

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**From:** Smith, Sharon (HR)  
**Sent:** Wednesday, April 06, 2016 5:12 PM  
**To:** Centorino, Joseph (COE) <[CENTORI@miamidade.gov](mailto:CENTORI@miamidade.gov)>  
**Subject:** Outside Employment

Mr. Centorino,

I have received an email requesting that I complete the Outside Employment form and wanted to confer with you if it's a requirement for someone who does not have outside employment to complete this form. I have completed the form in the past because I held a higher position. However, based on my current job classification and the fact that I own two (2) rental properties – both of which are single family homes – I need your guidance.

*With much appreciation,*

*Sharon Smith*  
**Human Resources**  
**Office of Human Rights and**  
**Fair Employment Practices**

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