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INQ 16-161 Sarria

-----Original Message-----

From: Centorino, Joseph (COE)

Sent: Wednesday, June 15, 2016 3:11 PM

To: Diaz-Greco, Gilma M. (COE) <GDIAZGR@miamidade.gov>

Subject: RE: INQ Manuel Sarria, Assistant Director, MDC Homeless Trust OCA - RFA- 2015-2016 USHUD-NOFA

Sorry. 16-161

-----Original Message-----

From: Diaz-Greco, Gilma M. (COE)

Sent: Wednesday, June 15, 2016 2:06 PM

To: Centorino, Joseph (COE) <CENTORI@miamidade.gov>

Subject: RE: INQ Manuel Sarria, Assistant Director, MDC Homeless Trust OCA - RFA- 2015-2016 USHUD-NOFA

Joe:

Would you please email me the INQ number for this INQ?

Thanks-

Mimi

-----Original Message-----

From: Centorino, Joseph (COE)

Sent: Wednesday, June 15, 2016 1:48 PM

To: Sarria, Manuel (HT) <mannys@miamidade.gov>; Martinez, Angie (OCA) <ANMR@miamidade.gov>;

Singh, Neil R. (OCA) <NSINGH@miamidade.gov>; Singer, Miriam (ISD) <SINGER@miamidade.gov>;

Marsellos, Bia (OCA) <BIA@miamidade.gov>; Marsellos, Bia (OCA) <BIA@miamidade.gov>

Cc: Turay, Radia (COE) <Radia.Turay@miamidade.gov>; Perez, Martha D. (COE)

<perezmd@miamidade.gov>; Diaz-Greco, Gilma M. (COE) <GDIAZGR@miamidade.gov>; Sanchez, Gerald

(CAO) <gks@miamidade.gov>; Kirtley, Eddie (CAO) <kirtley@miamidade.gov>

Subject: INQ Manuel Sarria, Assistant Director, MDC Homeless Trust OCA - RFA- 2015-2016 USHUD-NOFA

Mr. Sarria:

This email will serve to confirm our recent conversation in which we discussed whether you may have a conflict under Section 2-11.1(x) of the Miami-Dade County Ethics Code in connection with your participation as non-voting Chairperson of the Selection Committee for the Miami-Dade County Homeless Trust's Request for Application (RFA) for USHUD NOFA projects. You currently serve as Assistant Director for the

Homeless Trust where you have been a County employee since June 8, 2014. Prior to your County service you were employed by Citrus Health Network, Inc., which is one of the responding vendors to the RFA. The RFA includes 8 separate projects, involving support services for veterans, which have generated responses from 11 respondents. Citrus Health Network, Inc., is a respondent on three of the projects. You have indicated that, as the non-voting Chairperson, you will be in a position to provide input on the projects and participate in the meetings, though you will not be actually a voting member of the Selection Committee. The Committee will consider each of the 11 projects separately in arriving at its recommended vendors. Several of the projects have only one respondent, at least one of which is a project on which Citrus Health Network is the responding vendor.

The issue presented involves Section 2-11.1(x) of the County Ethics Code, under which County employees engaged in contract-related duties are prohibited for a period of two years from performing any County contract-related duties regarding a business entity that formerly employed such an individual, where that entity is a County bidder, proposer, service provider, contractor or vendor. As a member of the Selection Committee that will consider the application of your former employer, you are included in the class of individuals covered by the ordinance, if you were employed within two years prior by that entity.

You have indicated that you have had input into the process leading to this RFA prior to its advertisement. The Applications from responding vendors were submitted to the Committee on June 2, 2016. You were placed on the Committee on June 7, 2016. The two-year anniversary of your departure from Citrus and the start of your employment with the County was June 8, 2016. None of the deliberations of the Committee regarding any of the projects involving Citrus Health Network, Inc., have occurred as yet. I was advised per Memorandum dated June 9, 2015, from the Office of the Commission Auditor, of the potential conflict involving your service on the Committee.

While two-years will have expired by the time that you actually engage in Committee work, it is apparent that you had input into the process leading to the RFA less than two years since your employment, and that your appointment to the Committee occurred just one day before the two-year anniversary of your County employment. Your former employer submitted its application just prior to your appointment. It may be debatable whether the two-year period can now be considered to have expired, but the fact that you have had input into this process for some time, as well as the fact that it is almost exactly two years from your prior employment, lead me to advise you to refrain from participating in any discussion or meeting of the Committee regarding any of the projects on which Citrus Health Network, Inc. is a responding vendor. It is my understanding that the Committee is in a position to separate its deliberations on the various projects that are the subject of this RFA. I advise that you should recuse yourself from the discussion and vote on the projects involving Citrus Network, as well as from any staff discussions or recommendations concerning the merits of any of the applicants on those projects. I do not think there is any necessity that you recuse yourself from the discussions concerning those projects that do not involve Citrus Network, provided that adequate arrangements are made to keep the considerations of those projects separate from those involving Citrus Network.

I hope that this clarifies the situation regarding your involvement in this RFA. Thank you for your cooperation.

Sincerely,

Joe Centorino

Joseph M. Centorino  
Executive Director and General Counsel  
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  
ethics.miamidade.gov

-----Original Message-----

From: Martinez, Angie (OCA)  
Sent: Thursday, June 09, 2016 4:32 PM  
To: Sarria, Manuel (HT) <mannys@miamidade.gov>  
Cc: Singh, Neil R. (OCA) <NSINGH@miamidade.gov>; Singer, Miriam (ISD) <SINGER@miamidade.gov>; Centorino, Joseph (COE) <CENTORI@miamidade.gov>; Marsellos, Bia (OCA) <BIA@miamidade.gov>  
Subject: OCA - RFA- 2015-2016 USHUD-NOFA

Please disregard previous email .

This email is being sent to you on behalf of Mr. Neil R. Singh, Interim Commission Auditor.

Angie Martinez, Executive Secretary  
Office of the Commission Auditor  
111 NW 1st. Street, Suite 1030  
Miami, FL 33128  
Telephone (305) 375-2524  
Fax (305) 679-7990

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.

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INQ 16-161

-----Original Message-----

From: Sarria, Manuel (HT)

Sent: Thursday, June 16, 2016 4:01 PM

To: Centorino, Joseph (COE) <CENTORI@miamidade.gov>

Cc: Turay, Radia (COE) <Radia.Turay@miamidade.gov>; Perez, Martha D. (COE) <perezmd@miamidade.gov>; Diaz-Greco, Gilma M. (COE) <GDIAZGR@miamidade.gov>; Singer, Miriam (ISD) <SINGER@miamidade.gov>; Sanchez, Gerald (CAO) <gks@miamidade.gov>

Subject: RE: INQ Manuel Sarria, Assistant Director, MDC Homeless Trust OCA - RFA- 2015-2016 USHUD-NOFA

Understood.

Thank you.

-----Original Message-----

From: Centorino, Joseph (COE)

Sent: Thursday, June 16, 2016 3:45 PM

To: Sarria, Manuel (HT)

Cc: Turay, Radia (COE); Perez, Martha D. (COE); Diaz-Greco, Gilma M. (COE); Singer, Miriam (ISD); Sanchez, Gerald (CAO)

Subject: RE: INQ Manuel Sarria, Assistant Director, MDC Homeless Trust OCA - RFA- 2015-2016 USHUD-NOFA

That's fine, Manuel, but please keep in mind that even as a staff member, you should refrain from involvement in the three items that concern your former employer. Once the RFA has been concluded, it would be permissible for you to have dealings with Citrus, but not before.

Joseph M. Centorino  
Executive Director and General Counsel  
Miami-Dade Commission on Ethics and Public Trust  
19 W. Flagler Street, Suite 820  
Miami, FL 33130  
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Sent: Thursday, June 16, 2016 3:11 PM  
To: Centorino, Joseph (COE) <CENTORI@miamidade.gov>; Martinez, Angie (OCA) <ANMR@miamidade.gov>; Singh, Neil R. (OCA) <NSINGH@miamidade.gov>; Singer, Miriam (ISD) <SINGER@miamidade.gov>; Marsellos, Bia (OCA) <BIA@miamidade.gov>; Marsellos, Bia (OCA) <BIA@miamidade.gov>  
Cc: Turay, Radia (COE) <Radia.Turay@miamidade.gov>; Perez, Martha D. (COE) <perezmd@miamidade.gov>; Diaz-Greco, Gilma M. (COE) <GDIAZGR@miamidade.gov>; Sanchez, Gerald (CAO) <gks@miamidade.gov>; Kirtley, Eddie (CAO) <kirtley@miamidade.gov>; Mallette, Victoria (HT) <VMallette@miamidade.gov>  
Subject: RE: INQ Manuel Sarria, Assistant Director, MDC Homeless Trust OCA - RFA- 2015-2016 USHUD-NOFA

Joe, thank you for providing an Ethics opinion. As a result of your opinion, I have removed myself from the committee structure, and I will only be providing the committee support as a member of staff. Below are some points of clarification embedded onto your opinion.

Thank you.

-----Original Message-----

From: Centorino, Joseph (COE)  
Sent: Wednesday, June 15, 2016 1:48 PM  
To: Sarria, Manuel (HT); Martinez, Angie (OCA); Singh, Neil R. (OCA); Singer, Miriam (ISD); Marsellos, Bia (OCA); Marsellos, Bia (OCA)  
Cc: Turay, Radia (COE); Perez, Martha D. (COE); Diaz-Greco, Gilma M. (COE); Sanchez, Gerald (CAO); Kirtley, Eddie (CAO)  
Subject: INQ Manuel Sarria, Assistant Director, MDC Homeless Trust OCA - RFA- 2015-2016 USHUD-NOFA

Mr. Sarria:

This email will serve to confirm our recent conversation in which we discussed whether you may have a conflict under Section 2-11.1(x) of the Miami-Dade County Ethics Code in connection with your participation as non-voting Chairperson of the Selection Committee for the Miami-Dade County Homeless Trust's Request for Application (RFA) for USHUD NOFA projects. You currently serve as Assistant Director for the Homeless Trust where you have been a County employee since June 8, 2014. Prior to your County service you were employed by Citrus Health Network, Inc., which is one of the responding vendors to the RFA. The RFA includes 8 separate funding categories, which have generated responses from 11 respondents. Citrus Health Network, Inc., is a respondent on three of the funding categories. You have indicated that, as the non-voting Chairperson, you are arbitrating the Oral Presentations, though you will not be actually a voting member of the Selection Committee. The Committee will consider each of the 11 projects separately in arriving at its recommended vendors. Six of the funding categories have only one respondent, Citrus Health Network is the responding vendor for two of the 6 categories with no competition.

The issue presented involves Section 2-11.1(x) of the County Ethics Code, under which County employees engaged in contract-related duties are prohibited for a period of two years from performing any County contract-related duties regarding a business entity that formerly employed such an individual, where that entity is a County bidder, proposer, service provider, contractor or vendor. As a member of the Selection Committee that will consider the application of your former employer, you are included in the class of individuals covered by the ordinance, if you were employed within two years prior by that entity.

You have indicated that you prepared the RFA prior to its advertisement. The Applications from responding vendors were submitted to the Committee on June 2, 2016. You were placed on the Committee on June 7, 2016. The two-year anniversary of your departure from Citrus and the start of your employment with the County was June 8, 2016. None of the deliberations of the Committee regarding any of the projects involving Citrus Health Network, Inc., have occurred as yet. I was advised per Memorandum dated June 9, 2015, from the Office of the Commission Auditor, of the potential conflict involving your service on the Committee.

While two-years will have expired by the time that you actually engage in Committee work, it is apparent that you had input into the process leading to the RFA less than two years since your employment, and that your appointment to the Committee occurred just one day before the two-year anniversary of your County employment. Your former employer submitted its application just prior to your appointment. It may be debatable whether the two-year period can now be considered to have expired, but the fact that you have had input into this process for some time, as well as the fact that it is almost exactly two years from your prior employment, lead me to advise you to refrain from participating in any discussion or meeting of the Committee regarding any of the projects on which Citrus Health Network, Inc. is a responding vendor. It is my understanding that the Committee is in a position to separate its deliberations on the various projects that are the subject of this RFA. I advise that you should recuse yourself from the discussion and vote on the projects involving Citrus Network, as well as from any staff discussions or recommendations concerning the merits of any of the applicants on those projects. I do not think there is any necessity that you recuse yourself from the discussions concerning those projects that do not involve Citrus Network, provided that adequate arrangements are made to keep the considerations of those projects separate from those involving Citrus Network.

I hope that this clarifies the situation regarding your involvement in this RFA. Thank you for your cooperation.

Sincerely,

Joe Centorino

Joseph M. Centorino  
Executive Director and General Counsel  
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From: Martinez, Angie (OCA)  
Sent: Thursday, June 09, 2016 4:32 PM  
To: Sarria, Manuel (HT) <mannys@miamidade.gov>  
Cc: Singh, Neil R. (OCA) <NSINGH@miamidade.gov>; Singer, Miriam (ISD) <SINGER@miamidade.gov>; Centorino, Joseph (COE) <CENTORI@miamidade.gov>; Marsellos, Bia (OCA) <BIA@miamidade.gov>  
Subject: OCA - RFA- 2015-2016 USHUD-NOFA

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This email is being sent to you on behalf of Mr. Neil R. Singh, Interim Commission Auditor.

Angie Martinez, Executive Secretary  
Office of the Commission Auditor  
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Miami, FL 33128  
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