

Sanchez, Rodzandra (COE)

From: Diaz-Greco, Gilma M. (COE)
Sent: Thursday, August 03, 2017 3:58 PM
To: Sanchez, Rodzandra (COE)
Subject: Desmond Alufohai, International Trade Coordinator, Miami-Dade Regulatory and Economic Resources Department, INQ 17-189

INQ 17-189 Alufohai

From: Turay, Radia (COE)
Sent: Thursday, August 03, 2017 3:53 PM
To: Sanchez, Rodzandra (COE) <Rodzandra.Sanchez@miamidade.gov>
Cc: Diaz-Greco, Gilma M. (COE) <Gilma.Diaz-Greco@miamidade.gov>
Subject: FW: Desmond Alufohai, International Trade Coordinator, Miami-Dade Regulatory and Economic Resources Department, INQ 17-189

From: Turay, Radia (COE)
Sent: Thursday, August 03, 2017 3:52 PM
To: Alufohai, Desmond U. (RER) <Desmond.Alufohai@miamidade.gov>
Cc: Centorino, Joseph (COE) <Joseph.Centorino@miamidade.gov>
Subject: RE: Desmond Alufohai, International Trade Coordinator, Miami-Dade Regulatory and Economic Resources Department, INQ 17-189

Great! Please note that this inquiry was renumbered INQ 17-189.

From: Alufohai, Desmond U. (RER)
Sent: Thursday, August 03, 2017 3:41 PM
To: Turay, Radia (COE) <Radia.Turay@miamidade.gov>
Cc: Centorino, Joseph (COE) <Joseph.Centorino@miamidade.gov>
Subject: RE: Desmond Alufohai, International Trade Coordinator, Miami-Dade Regulatory and Economic Resources Department, INQ 17-187

Thanks Radia. I confirm receipt.

Desmond Alufohai

Certified Global Business Professional (CGBP)

Certified Meeting Professional (CMP)

International Trade Coordinator

Economic Development & International Trade Unit

Department of Regulatory and Economic Resources (RER)

Miami-Dade County

Stephen P. Clark Center

111 NW First Street, 12th Floor

Miami, Florida 33128

Direct Line: 305-375-3526; Office: 305-375-1254

Fax: 305-679-7895; E-Mail: alufoha@miamidade.gov; URL: www.miamidade.gov/oedit; WeChat: desalufy.

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From: Turay, Radia (COE)

Sent: Thursday, August 03, 2017 3:37 PM

To: Alufohai, Desmond U. (RER) <Desmond.Alufohai@miamidade.gov>

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

Subject: Desmond Alufohai, International Trade Coordinator, Miami-Dade Regulatory and Economic Resources Department, INQ 17-187

Dear Mr. Alufohai,

You have inquired about possible conflicts of interest regarding your County employment and your service as a member of the Governing Council of the National Association of Small Business International Trade Educators (NASBITE) Certified Global Business Professional (CGBP), a non-County board.

As background, you are employed by the County as an International Trade Coordinator in the Economic Development and International Trade Unit (OEDIT) of the County's Regulatory and Economic Resources (RER) department. Your job responsibilities include supporting the OEDIT's Chief in the day-to-day operation of OEDIT; recommending trade policies and preparing special reports as requested by the Chief; providing trade briefings, market research, business training upon request; organizing, conducting and participating in out-bound trade/business development missions, trade shows & EXPO's, and investment forums, in foreign markets; receiving and assisting in planning itineraries and programs for incoming missions and delegations; organizing business matchmaking meetings and appointments for buyers and sellers to discuss common commercial interests; advocating on relevant trade issues at the local, state and federal levels; providing support to the Chair and members of the ITC Advisory Board of Directors; providing support to the Board Committees; acting as staff liaison assigned to agencies; and representing the agency at events, meetings, and functions as appropriate.

You have been invited to serve as an uncompensated member of NASBITE CGBP Governance Council, a 501(c)3 corporation. NASBITE CGBP is not a County board, vendor, contractor, or lobbyist. It does not receive any funding from Miami-Dade County.

Your duties as a NASBITE CGBP Governance Council member would include providing oversight and management of all aspects the NASBITE CGBP exams and related test bank of questions; soliciting and selecting members to join committees or working groups under the guidance of the council; maintaining communication with exam contractors pertaining to exam and test bank development; making recommendations to the NASBITE Board of Governor for required activities to maintain integrity and validity of the CGBP credential including creation of new questions and exams, and modification to the competency profile; and maintaining the confidentiality of test bank questions, exam forms, and other exam-related information not considered in the public domain.

Based on these facts, it is our opinion that, **with certain limitations and conditions**, your board service as a member of the NASBITE CGBP Governance Council will not conflict with your duties to the County as an International Trade Coordinator. The limitations under the Miami-Dade County Code at Section 2-11.1 include:

- Section 2-11.1(m)(1) prohibits you from lobbying the County on behalf of NASBITE CGBP.
- Section 2-11.1(h) prohibits you from disclosing confidential information acquired as a result of your County employment.
- Section 2-11.1(g) prohibits you from exploiting your official position to secure special privileges or exemptions for yourself or the organization on which you serve as a governing council member.

While you have indicated that NASBITE CGBP does not transact business with the County at the present time, should a situation arise in the future where NASBITE CGBP entertains doing business with the County's RER department, we recommend that, in order to avoid the appearance of impropriety, you refrain from any involvement requiring any interaction between your County position and NASBITE CGBP. Hence, NASBITE CGBP may accept a grant from the County or enter into contracts with the County as long as *you* are not involved with the grant through your County employment and have not attempted to influence an official decision to benefit NASBITE CGBP in any way. See INQ 16-215, INQ12-13, INQ 11-01, INQ 10-201.

This opinion is based on the facts presented. Please contact us if the facts change. Additionally, it is not applicable to conflicts under state law. Please contact the State of Florida commission on Ethics if you have any questions regarding possible conflicts under state law.

Sincerely,

RADIA TURAY

Staff Attorney
Miami-Dade Commission on Ethics and Public Trust
19 W. Flagler Street, Suite 820
Miami, FL 33130
Tel: (305) 350-0601
Fax: (305) 579-0273
Ethics.miamidade.gov

From: Alufohai, Desmond U. (RER)
Sent: Friday, July 14, 2017 11:10 AM
To: Turay, Radia (COE) <Radia.Turay@miamidade.gov>
Subject: RE: NASBITE International CGBP Governance Council

Hi Ms. Turay:

Please see the responses below.

Desmond Alufohai

Certified Global Business Professional (CGBP)
Certified Meeting Professional (CMP)

International Trade Coordinator

Economic Development & International Trade Unit
Department of Regulatory and Economic Resources (RER)
Miami-Dade County

Stephen P. Clark Center
111 NW First Street, 12th Floor
Miami, Florida 33128

Direct Line: 305-375-3526; Office: 305-375-1254

Fax: 305-679-7895; E-Mail: alufoha@miamidade.gov; URL: www.miamidade.gov/oedit; WeChat: desalufy.

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From: Turay, Radia (COE)
Sent: Thursday, July 13, 2017 6:41 PM
To: Alufohai, Desmond U. (RER) <Desmond.Alufohai@miamidade.gov>
Subject: FW: NASBITE International CGBP Governance Council

Hello Mr. Alufohai,

It was a pleasure speaking with you a few moments ago. As I mentioned, my name is Radia Turay. I am a Staff Attorney with the Miami-Dade Commission on Ethics and Public Trust. I will assist you with your COE opinion request. In order to better assist you, please provide answers to the questions below:

- 1) What are your job duties and responsibilities with Miami-Dade County (See attachment) – **See attachment**
- 2) Please provide a brief description of NASBITE (Please click on the following link:
<http://nasbite.org/who-we-are/http://nasbite.org/who-we-are/>)
- 3) Please provide a brief description of your duties and responsibilities as a member of the Governing Council – **See attachment (Governance Council Application)**
- 4) Are you compensated for your position on the council - **No**
- 5) Is NASBITE a Miami-Dade County vendor, contractor - **No**
- 6) Does NASBITE receive any funding or does it provide any funding to Miami Dade County - **No**
- 7) Do you in your position with the County oversee, enforce, or administer any contract/grant that NASBITE have with the County - **No**
- 8) Does the department that you work for oversee, enforce, or administer any contract/grant that NASBITE have with the County - **No**

I look forward to hearing back from you.

Sincerely,

RADIA TURAY

Staff Attorney
Miami-Dade Commission on Ethics and Public Trust
19 W. Flagler Street, Suite 820
Miami, FL 33130
Tel: (305) 350-0601
Fax: (305) 579-0273
Ethics.miamidade.gov

From: Alufohai, Desmond U. (RER)
Sent: Friday, July 07, 2017 11:29 AM
To: Centorino, Joseph (COE) <Joseph.Centorino@miamidade.gov>
Subject: FW: NASBITE International CGBP Governance Council

Dear Mr. Centorino:

I am pleased to inform you that I was nominated and confirmed to serve as a member of the **Governing Council of the - National Association of Small Business International Trade Educators (NASBITE) Certified Global Business Professional (CGBP)**. The letter from Ms. Jackie Rasmussen, Chair of the NASBITE CGBP Governing Council is enclosed below.

As a County employee, I wanted to ensure that I clear any and all considerations from the Commission on Ethics before accepting to serve on the Council.

Thanks,

Desmond Alufohai

Certified Global Business Professional (CGBP)

Certified Meeting Professional (CMP)

International Trade Coordinator

Economic Development & International Trade Unit

Department of Regulatory and Economic Resources (RER)

Miami-Dade County

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Forwarded message -----

From: **Rasmussen, Jackie** <RasmussenJ@missouri.edu>

Date: Wed, Jul 5, 2017 at 9:24 AM

Subject: NASBITE International CGBP Governance Council

To: "Demond Alufohai (desalufy@gmail.com)" <desalufy@gmail.com>

Desmond,

On behalf of the NASBITE International Certified Global Business Professional (CGBP) Governance Council, it is my pleasure to officially share my congratulations, and welcome you aboard as **a new member of the CGBP Governance Council**.

Let me again thank you for your interest in serving NASBITE International in this capacity. The existing members of the Governance Council (Chris Marino, Devorah Kaufman, Deepti Vithal, Kurt Fischer and myself) are truly excited to have you join us. We are excited about the range of skills, experiences and talents that each of you bring with you to the council.

Your term on the council will begin effective July 1, 2017 and run through until June 30, 2020.

I will provide additional follow-up with each of you over the next several weeks to facilitate introductions, and work with you all to orient you to the CGBP Exam and Governance Council operations. We'll blend a mix of email communication in with a couple of phone/conference calls over the next 2-3 months. Tentatively look for the following – a couple of emails from me and the Gov. Council team in July (I'll be travelling internationally

July 5-22); individual phone calls and new member call (as schedules permit) in August; and a full-team call so you can meet the full crew in September.

I, along with any of the Gov. Council members are happy to field questions from you at any point in time though, so please feel free to reach out.

Again..... CONGRATULATIONS and THANK YOU.

We very much look forward to working with you.

Jackie



Jackie Rasmussen, MBA, CGBP

NASBITE CGBP Governance Council Chair

Business Development & International Trade Specialist

University of Missouri International Trade Center

[573-836-0002](tel:573-836-0002) – Cell / [573-346-2644](tel:573-346-2644) – Office

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Desmond Alufohai, CMP