

Frigo, Victoria (COE)

From: Frigo, Victoria (COE)
Sent: Monday, May 02, 2011 3:22 PM
To: Duran, Natalie (MDFR)
Subject: Outside Employment with vendor for MDFR (INQ 11-67)

Ms. Duran,

As we discussed today, the Ethics Code does not prohibit you or other members of your department from working as trainers with Medical Priority Dispatch System–National Academy Emergency Medical Dispatch (NA-EMD) and, at the same time, training Miami-Dade County employees in the company's emergency procedures. NA-EMD is the County vendor that provides emergency procedure training to the Fire and Police Departments.

You stated that you and the other instructors do not receive compensation from NA-EMD when training Miami-Dade County Fire Department employees and that the County is not charged by NA-EMD for the training you provide to County Fire Department employees.

It is reasonable that the County would purchase books from NA-EMD since the County's accreditation is obtained through the NA-EMD program.

We caution you and the other instructors who work for NA-EMD to avoid the appearance of exploiting your official position within the County by trying to obtain any special benefits for your outside employer. See County Code at Sec. 2-11.1 (g).

As for completing the outside employment forms, a good-faith attempt to estimate your hours, using any terms that reasonably convey how much time you work, will satisfy the Ethics Code.

Please be advised, however, that permission to engage in outside employment is ultimately at the discretion of your department director, who will determine if your outside employment limits you in any way from fulfilling your duties to the County. Consequently, the department director may require more specific information than what is required under the Ethics Code.

If you have further questions, please feel free to contact me.

Sincerely,

VICTORIA FRIGO, STAFF ATTORNEY
MIAMI-DADE COUNTY COMMISSION ON ETHICS
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From: Duran, Natalie (MDFR)
Sent: Monday, May 02, 2011 2:20 PM
To: Frigo, Victoria (COE)
Subject: EMD- Vendor for MDFR

Dear Ms. Frigo,

Thank you for taking the time to explain and clarify my questions concerning our EMD Instructors.

For clarification:

Miami-Dade Police & Fire use the Medical Priority Dispatch System –National Academy Emergency Medical Dispatch (NA-EMD)

Two of our quality assurance unit employees are also instructors for the Academy. Each have filed outside employment when they teach for the Academy.

However, when they teach our in-house employees , they do not charge for instructor fee but we do purchase the student manuals. Because they are a vendor is there a conflict of interest? We have no other choice then to purchase these manuals through Medical Priority. We are accredited through Medical Priority.

We also discussed the outside employment form. In the category of “total hours per week proposed outside employment” it is OK to note up to 16 hrs. or would I have to add that it varies?

Respectfully,

Natalie Duran, Fire Communications Officer

Miami Dade Fire Rescue Department

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