

CITY OF JACKSONVILLE GOVERNMENT ETHICS TRAINING

JUNE 7, 2021



PROMOTING PUBLIC TRUST IN GOVERNMENT

TOP DANGER AREAS



**GIFTS OVER \$100 OR
ASKING FOR THINGS**



**NOT FILING
FINANCIAL DISCLOSURES**



**TRAVEL PAID
BY 3RD PARTY**



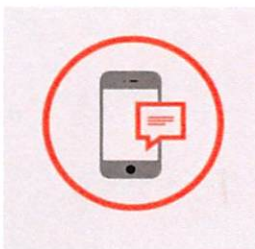
**VOTING
CONFLICTS**



**CONFLICTS
OF INTEREST**



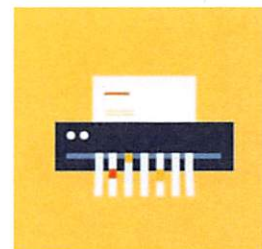
**MISUSE
OF POSITION**



**SUNSHINE
VIOLATIONS**



**HIRING OR PROMOTING
RELATIVES**



**DESTROYING PUBLIC
RECORDS**

ASK BEFORE YOU ACT!

ETHICS HELPLINE 630-1015

ETHICS TRAINING AGENDA

Monday June 7, 2021

9:00 a.m.-11:30 a.m.

**Office of Ethics, Compliance and Oversight
Office of General Counsel**

<u>Time</u>	<u>Topic</u>	<u>Speaker (s)</u>
8:00-9:00 am	Registration/Breakfast	
<u>Ethics Program</u>		
9:00-9:10 am	Welcoming Remarks and Introductions	Samuel Newby, Council President-Elect Jason Gabriel, General Counsel Carla Miller, Ethics Director
9:10-9:30 am	Ethics Overview	Carla Miller, Ethics Director
9:30-10:45 am	Practical Applications of State Ethics Law 1. Conflicts 2. Nepotism 3. Campaign Ethics 4. Gifts	Kirby Oberdorfer, Deputy Director Andrea B. Myers, Training Manager Carla Miller, Ethics Director
10:45-11:30 am	Sunshine Law & Public Records	Margaret M. Sidman, Managing Deputy/OGC Paige Johnston, Chief, Legislative Affairs/OGC
11:30 am	Wrap Up/Questions	

STATE ETHICS LAWS IN A NUTSHELL

Top 10 Danger Areas for Elected Officials

- **TAKING THINGS.** If you **accept** anything of value for you or your family (Gifts) over \$100, it can violate state laws; OK to take gifts from relatives! Can't take anything of any value in exchange for a vote or action.
- **ASKING FOR THINGS.** Don't! Favors, gifts, help for you or your family.
- **GOING PLACES.** All travel should go through The City or it must be approved by Ethics/OGC.
- **FORGETTING TO FILE DISCLOSURES.** Financial or Gift forms due to the State Ethics Commission.
- **CONFLICTS BETWEEN YOUR CITY DUTIES AND PERSONAL LIFE.** Doing business with the City; you or your family or business partners having City contracts or business dealings; being a consultant for a company doing business with the City.
- **MISUSING YOUR POSITION.** Throwing "your weight around," interfering with City employees/City process; using City resources; sexual harassment.
- **VOTING WHEN YOU HAVE A CONFLICT.**
- **TALKING TO YOUR FELLOW COUNCIL MEMBERS** outside of noticed meetings about City business.
- **DESTROYING PUBLIC RECORDS.** Text messages, emails regardless of where they are stored.
- **BEING QUIET** when you have a concern; ASK QUESTIONS BEFORE YOU ACT!!!

JACKSONVILLE ETHICS CODE IN PLAIN ENGLISH

THIS IS A SUMMARY OF LOCAL ETHICS LAWS, AND WHILE THERE IS SOME OVERLAP WITH STATE LAWS, THE FOLLOWING ARE ENFORCED LOCALLY. IF YOU HAVE QUESTIONS, IT IS BETTER TO SEEK GUIDANCE BEFORE YOU TAKE ACTION.

The entire Jacksonville Ethics Code is online at [http://www.coj.net/departments/ethics-office/ethics-code-\(current\).aspx](http://www.coj.net/departments/ethics-office/ethics-code-(current).aspx). (See link on Ethics Office webpage.)

THE BIG PICTURE

Do not use your COJ position to get anything special for yourself, your family or anyone else. Corruption is defined as a public official doing something to benefit themselves or their family/business that goes against the public interest. Sometimes, things are technically “legal,” but will be perceived to be corrupt and that they were done for your own interests, not the public. So we follow not only the law, but the spirit of the law.

JAX ETHICS CODE

This is an outline; for specific situations, please contact the Ethics Office.

- **MISUSE OF POSITION.** Do not misuse your position to get anything special for yourself or anyone else. Jacksonville Code section 602.401
- **CONFIDENTIALITY.** Do not disclose confidential City information. Jacksonville Code section 602.401
- **LENDING MONEY.** Do not lend or borrow money from those you work with. The limit is \$100 if you are in the chain of command; \$500 for anyone else. Jacksonville Code section 602.401
- **MISUSE OF PROPERTY/TIME.** City property, computers, internet and time should be used for City business only. This includes a prohibition on using City resources for campaigning. Jacksonville Code section 602.401
- **REPRESENTATIONS AGAINST THE CITY.** You cannot represent yourself, your family, clients or anyone in any legal actions or claims against the City. Jacksonville Code section 602.402

- **APPEARING BEFORE THE CITY.** You cannot appear before any City department, agency, board or commission except on behalf of the City, yourself, spouse, child, and/or parents. Jacksonville Code section 602.402
- **FUTURE EMPLOYMENT.** Don't accept a job or apply for a job if this could impact your judgment as a current COJ employee. Jacksonville Code section 602.404
- **PAST JOBS:** Be careful of any connections to your former employer; you cannot be involved in contracts with your former employer. Jacksonville Code section 602.405
- **BIDS/CONTRACTS WITH THE CITY.** If you have any interest in a City bid or contract, you must disclose that in writing to the department receiving the bid. Jacksonville Code section 602.406
- **OBSTRUCTION OF CITY MEETINGS.** This law lists 8 specific ways a COJ officer is prohibited from intimidating, obstructing or generally disrupting a City hearing or proceeding or public meeting. Also, you cannot do anything to prevent a person from appearing or speaking at City meetings. Jacksonville Code section 602.407
- **AFTER YOU LEAVE THE CITY:** When you leave COJ employment, do not get involved in City matters that you had a part in when you were a COJ employee. If you were involved in making a contract decision for the City in excess of \$250,000, you can't go work for that company without approval. Read Jacksonville Code sections 602.411 and 602.412 for details. (Note: There may be additional laws at the State level).
- **WHISTLEBLOWERS:** Whistleblowers are protected from retaliation. Jacksonville Code section 602.501
- **GIFTS.** Don't take gifts in excess of \$100 at a time, or \$250 in a year, from anyone doing business with the City, a lobbyist or their employer. The best policy is just not to take any gifts. Jacksonville Code section 602.701
- **"GIFTS TO THE CITY."** If a gift comes into your department, it is a "gift to the City" and is reported monthly and posted on the internet. Jacksonville Code section 602.702. (Note: There may be additional laws at the State level affecting gifts from the City Council).
- **LOBBYISTS CANNOT GIVE ILLEGAL GIFTS.** Jacksonville Code section 602.703
- **LOBBYISTS MUST REGISTER** before they can try to influence any governmental decision making in the City. Please check the online lobbyist system before taking meetings. Jacksonville Code section 602.801
- **ETHICS EDUCATION.** All officers and employees must be trained on ethics laws when they start employment. Jacksonville Code section 602.1001

SPEAKER BIOS

COUNCIL PRESIDENT-ELECT SAMUEL NEWBY

Samuel Newby was elected to the Jacksonville City Council in May 2015. Sam serves on multiple boards and committees. He has been the recipient of several accolades for his work with youth, as well as, the community. More importantly he has a strong passion for the city and is familiar with the needs of all areas of town and is committed to moving the city to the next level.

JASON GABRIEL, GENERAL COUNSEL

Jason R. Gabriel is the General Counsel and is Board Certified by the Florida Bar in City, County & Local Government law. He originally joined the Office in 2010. Before that, Mr. Gabriel specialized in the areas of Land Use, Zoning, and Local Government Law as well as Real Estate and Financial Transactions, Development and Preservation initiatives, with the law firm of Edwards Cohen. Mr. Gabriel has a Bachelor of Arts Degree, Cum Laude, and a Juris Doctorate Degree, both from the University of Florida. Mr. Gabriel is a member of the Florida Bar, a member of the City County and Local Government Law Section of the Florida Bar, and a member of the U.S. Middle District Court of Florida. In addition, Mr. Gabriel has been recognized as a Legal Elite™ attorney by *Florida Trend Magazine* and has received an AV Preeminent® Peer Review Rating™ by Martindale-Hubbell®.

MARGARET M. SIDMAN, MANAGING DEPUTY, OGC

Margaret M. Sidman is the Managing Deputy for the Office of General Counsel. Ms. Sidman joined the General Counsel's Office in 2003, was promoted to Chief of the Legislative Services Department in 2009, promoted to Deputy Legislative Affairs in 2012 and Managing Deputy in 2013. In 2019, Ms. Sidman was the recipient of the Robert O. Johnson Good Government Award. Prior to joining the General Counsel's Office, Ms. Sidman was corporate counsel for Bombardier Capital, Inc. Ms. Sidman also has experience with commercial at Rogers Towers. Prior to her legal career, Ms. Sidman served as a legislative aide to State Senator Bill Bankhead and was an International Rotary Scholar in Bamberg, Germany. She graduated summa cum laude from the University of Florida and is a graduate of the Washington College of Law at American University in Washington D.C.

PAIGE JOHNSTON, CHIEF, LEGISLATIVE AFFAIRS, OGC

Paige Hobbs Johnston is the Chief of Legislative Affairs and is Board Certified by the Florida Bar in City, County & Local Government Law. Ms. Johnston joined the Office of the General Counsel in 2012. She provides legal and legislative counsel to City Council, as well as the Planning Commission, and the Waterways Commission. Prior to joining the Office, Ms. Johnston worked for Rogers Towers on land use, including comprehensive planning, zoning, concurrency, development agreements, regional activity centers and Developments of Regional Impact. Ms. Johnston received a Bachelor of Arts Degree, in Sociology, cum laude, from UCF with a minor in Political Science. She obtained her Juris Doctor Degree, from the University of Florida Law School and earned a Masters of Arts in Political Science with a Certificate in Public Administration. Ms. Johnston is a member of the Florida Bar and the City, County and Local Government and the Environmental Land Use Law Sections of the Florida Bar. She is also an AV Preeminent attorney, the highest possible rating, by Martindale-Hubbell peer review ratings.

CARLA MILLER, DIRECTOR, ETHICS OFFICE

Carla Miller is the city of Jacksonville's first Ethics Officer (1999) and the first Director of the independent Ethics Office. She helped write our City's first ethics code in 1997 and has worked in the ethics program for the last 23 years. She is a Gator and a Seminole, as she received her B.A. degree in Criminology from FSU and her law degree from University of Florida. She was a Fellow at the Ethics Center at Harvard for 2 years. She has worked in Jacksonville in the Criminal Justice system for over 40 years and started her legal career as a federal prosecutor in public corruption cases. In 2020, Carla was named Duval County Lawyer of the Year and also received The Robert Johnson award for public service from the Jacksonville City Council President.

KIRBY OBERDORFER, DEPUTY DIRECTOR, ETHICS OFFICE

Kirby Oberdorfer is the Deputy Director of the Ethics Office. She joined the office in 2015 after serving on the Ethics Commission 2007-2012. Before that she worked in private law practice in Jacksonville for 4.5 years, taught at Florida Coastal School of Law for 7.5 years and worked at Fidelity National Title Company. She obtained her Juris Doctor Degree from Mercer University School of Law cum laude. She is also certified by the Ethics and Compliance Initiative as an Ethics and Compliance Professional.

ANDREA B. MYERS, PROGRAM AND TRAINING MANAGER, ETHICS OFFICE

Andrea B. Myers joined the Ethics Office in 2018 to lead the Department Ethics Officers and ethics training programs. Prior to joining the Ethics Office, Ms. Myers was Executive Director of GlobalJax, a nonprofit organization based in Northeast Florida that partners with the U.S. Department of State on high-level training programs for emerging world leaders. In this capacity, Ms. Myers worked on hundreds of training programs, many focused on promoting transparency and democratic values, for leaders in government, academics, and the private sector in over 160 countries. In addition to her professional experience with training, Ms. Myers graduated summa cum laude with a Bachelor of Business Administration from the University of North Florida and, while working full-time, earned her Master of Nonprofit Administration cum laude from the University of Notre Dame.