

Jose L. Dotres, Chief Human Capital Officer  
Office of Human Capital Management

**SUBJECT:           REQUEST BY THE INSPECTOR GENERAL TO CONTRACT  
PERSONNEL FOR OPEN BUDGETED POSITION**

**COMMITTEE:       PERSONNEL SERVICES AND STUDENT AND SCHOOL SUPPORT**

**LINK TO STRATEGIC  
BLUEPRINT:       HIGHLY EFFECTIVE TEACHERS, LEADERS AND STAFF**

This item is being presented to the Board at the request of the Office of the Inspector General (OIG). Authority for this item is based on the contractual agreement approved by The School Board of Miami-Dade County on October 17, 2007, for the purpose of securing the services of the County's Inspector General. Subsequently, on December 18, 2007, the Board of County Commissioners of Miami-Dade County approved the final execution of the Inter-Local Agreement (ILA) with the School Board; thus, authorizing the Inspector General to commence performance of the terms of the ILA.

Pursuant to the terms of ILA and in accordance with the Board's approval of Board Item H-2 at the October 15, 2008, School Board Meeting, the Inspector General was authorized to submit personnel recommendations to fill approved open positions.

The following personnel change is being recommended with this item:

**Mr. Jose R. Gonzalez** is recommended for appointment to the open, budgeted position of OIG Special Agent on a contractual basis. Mr. Gonzalez was last employed as a Senior Outside Security Investigator with GEICO Insurance Company, Lakeland, FL. Mr. Gonzalez has had 30 years of service with The United States Postal Service and Royal Caribbean Cruise Lines with extensive experience in investigations. He is also a veteran of the United States Navy. A copy of Mr. Gonzalez's resume is being submitted to the Board along with this item.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, grant the request by the Inspector General to hire Mr. Jose R. Gonzalez as OIG Special Agent on a contractual basis.

# Jose R. Gonzalez, CFE

## Employment History

### July 2015 to September 2015:

Senior Outside Security Investigator - GEICO Insurance Company, Lakeland, FL

Conducted fraud investigations in all aspects of insurance fraud, including claims and policy fraud.

Additional responsibilities included liaison with local, State and Federal Law Enforcement agencies as well as participation in industry meetings.

### July 2014 to October 2014:

Senior Investigator - Royal Caribbean Cruise Lines - Global Security Investigations, Miami, FL

In my capacity as Senior Investigator, I was responsible for ensuring the safety and security of Royal Caribbean's guests, employees, contractors, visitors, ships, property, and reputation via shipboard security and safety response oversight. Additionally, I was responsible for investigating allegations of violations of Laws, policies and regulations in support of governmental agencies, corporate governance, international maritime standards, and administrative and prosecutorial action. I authored investigative templates to ensure consistent and uniform responses to high-risk situations that would place the company in serious liability.

### November 2006 to June 2014:

Program Manager - U.S. Postal Inspection Service - Global Security and Investigations Group, Miami, FL

Led and supervised a team of 9 Agents responsible for managing international investigations and advancing security initiatives ensuring the security of international mail service throughout Latin America and the Caribbean. Provided sound decisions and effective communication to ensure prompt response to international incidents of theft, fraud or hazardous materials and dangerous goods to ensure the safety of my team, infrastructure and consumers. This position required me to have a strong hold of international indicators that could prompt deficiencies in economic gains, service and security. I coordinated with the Office of Foreign Assets Control (OFAC), the Bureau of Industry and Security (BIS) and Department of Homeland Security to create export compliance controls for the USPS. Additional responsibilities included serving as the Security Consultant for the Universal Postal Union (UPU) a specialized agency of the United Nations representing 192 member countries and the Postal Union of the Americas, Spain and Portugal (PUASP) a Restricted Union of the UPU representing 27 countries in Latin America, Spain and Portugal. I served as a delegate to international forums, consultative and executive committee meetings at the 2009 PUASP Congress in Santiago, Chile and 2013 PUASP Congress held in Havana, Cuba. I served as acting Chairman to PUASP in 2012. As Chairman of PUASP I wrote and established the only international security certification model utilized throughout Latin America and the Caribbean. Additional responsibilities included professional development and promotion board assessor; background suitability investigations for prospective agents and internal professional standards violation investigations (on an as needed basis) as well as development and coordination of investigations with domestic and international law enforcement partners and diplomatic personnel.

August 1998 to November 2006

Postal Inspector - Mail Fraud Investigator - U.S. Postal Inspection Service - Miami Division Headquarters, Miramar, FL

Postal Inspectors enforce over 200 Federal Statutes to defend the nation's mail system from illegal or dangerous use; and ensure public trust in the mail and protect U.S. Postal Service employees, infrastructure and customers. Developed and led numerous complex domestic and international fraud investigations analyzing extensive amounts of financial data and provided comprehensive and cohesive reports, memorandums and case notes to Federal prosecutors. Testified in Federal and State Court trials, Federal grand juries and administrative proceedings. Authored numerous affidavits seeking arrest warrants, search warrants, Mutual Legal Assistance Treaty (MLAT), Letters Rogatory, extradition orders and Interpol red notices. Recognized as a Subject Matter Expert for investigating complex international mail fraud investigations. On October 22, 2010, interviewed by ABC News 20/20, "Make-a-Wish phone scam" segment highlighting the results of one of my multi million dollar International Mail Fraud investigations. I was recognized by the Attorney General of the United States as the Lead International Fraud Investigator for 2006, U.S. Department of Justice "Operation Global Con" initiative. I have been the recipient of five Outstanding Law Enforcement Officer of the Year awards issued by the U.S. Department of Justice, U.S. Attorney's Office, Miami, FL.

July 1989 to August 1998 (Broken Service due to Graduate School)

Postal Inspector - U.S. Postal Inspection Service - Miami Division Headquarters - Miramar, FL

Developed, investigated, led and successfully prosecuted electronic cyber crimes, mail theft, internal theft, workers' compensation medical fraud schemes, identity fraud, credit card fraud, check fraud, burglaries, robberies, assaults and threat investigations with minimal supervision. Authored comprehensive and cohesive reports, memorandums and case notes utilizing Microsoft Office products including excel charts and workbooks to Federal prosecutors. Testified in Federal and State Court trials, Federal grand juries and administrative proceedings. Recognized as a Subject Matter Expert for investigating complex workers' compensation medical fraud schemes. Interviewed as a Subject Matter Expert on April 29, 1998 by ABC News PrimeTime Live with Chris Wallace, "A Blank Check" segment focusing on check and identity theft.

October 1985 to July 1989

Supervisor of Mail Delivery - U.S. Postal Service - Miami, FL

Supervised 50 Letter Carriers and 10 Clerks at the Coconut Grove Post Office in Miami, FL. Responsible for the prompt and effective delivery of mail by letter carriers assigned to the Coconut Grove Post Office. Under my direction attendance at the station improved and the use of overtime and sick leave usage declined significantly.

May 1987 to May 1990

Lieutenant Junior Grade - U.S. Naval Reserves - Miami, FL

May 1981 to May 1985

Petty Officer 3<sup>rd</sup> Class - U.S. Navy - San Diego, CA

## Education

January 1981 to April 1985      National University, San Diego, CA

BBA, Finance and Banking

January 1993 to May 1995      Life College of Chiropractic, Marietta, GA

January 2001 to December 2001 Barry University, Miami, FL

Post-Baccalaureate Certificate in Information Technology

## Certifications/Associations

June 2004 - Certified Fraud Examiner (CFE)

Member of the Association of Certified Fraud Examiners

Member of the ASIS International - Certified Protection Professional (CPP) - Candidate

## MIAMI-DADE COUNTY PUBLIC SCHOOLS

### JOB DESCRIPTION

#### IDENTIFICATION INFORMATION

- |    |                        |  |
|----|------------------------|--|
| 1. | JOB TITLE:             | OIG Special Agent                                      |
| 2. | DEPARTMENT:            | Office of the Inspector General (OIG)                  |
| 3. | IMMEDIATE SUPERVISOR:  | Inspector General                                      |
| 4. | PAY GRADE:             | IO   |
| 5. | JOB CODE:              | 8540   |
| 6. | BARGAINING UNIT:       | 6  |
| 7. | POSITION AUTHORIZED:   | Board Item H-2, October 15, 2008                       |
| 8. | DATE OF LAST REVISION: | N/A( has not been taken to the board since authorized) |
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#### OCCUPATIONAL SUMMARY

This position plans, conducts and coordinates investigations related to fraud, abuse, waste and mismanagement. Employee also assists other agencies in the investigation necessary for prosecution or other administrative proceedings resulting from IG investigations. This position reports to the Inspector General, Miami-Dade County Public Schools (M-DPCS). Previous experience in white collar investigative agencies or criminal investigative agencies preferred.

#### EXAMPLE OF DUTIES

1. Plans, conducts and coordinates investigations related to fraud, abuse, waste and mismanagement.
2. Interviews witnesses and persons of interests and conducts surveillance as necessary.
3. Collects and documents evidence.
4. Reviews and analyzes contracts, audits, change orders, financial documents such as bank records, and other school district business transactions.
5. Attends meetings and other activities, participating and providing information and oversight in an objective and professional manner.
6. Completes routine administrative duties, including appropriate documentation of investigative activities and submission of periodic investigative case plans.

7. Attends and participates in all required training sessions.
8. Prepares written and/or reports on any and all issues or activities that may be required, including the preparation of investigative final reports.
9. Testifies at official proceedings regarding investigation and findings.
10. Serves legal documents as needed.
11. Maintains a current working knowledge of school board structure and programs generally.
12. Performs other duties related to the general administrative responsibilities of the position.

#### **PHYSICAL REQUIREMENTS**

This work requires the following physical activities: sitting, mobility, lifting, finger dexterity, grasping, repetitive motions, talking, hearing and visual acuity. The work is performed primarily indoors; however, fieldwork may be performed outdoors and necessitate site visits to various facilities and construction sites and may require sitting for long periods of time. Some travel is required.

#### **MINIMUM QUALIFICATION REQUIREMENTS**

1. Bachelor's degree from accredited college or university.
2. Minimum of five years experience in investigations, inspections and reviews within the following investigative fields:
  - a. Examining financial records and investigations involving financial institutions;
  - b. Investigation of white collar frauds, including government business transactions, public procurement and program integrity frauds;
  - c. Investigations involving fraud, waste and abuse of position and whistleblower cases;
  - d. Inspections and investigations of contractor, permitting and professional licensing schemes; and
  - e. Investigations of public integrity crimes.
3. Demonstrated professional expertise in conducting complex investigations.
4. Observant individual with considerable written and oral communication skills.

5. Excellent computer skills including word processing applications, internet usage and other public records databases preferred.
6. Ability to organize and maintain large volumes of documents.
7. Professional designations, such as Certified Fraud Examiner (CFE) preferred.
8. Must submit to a background screening as deemed appropriate by the IG, including a credit history, which is exclusive of the mandatory background check conducted by the School District.