

STATE OF FLORIDA
DEPARTMENT OF REVENUE

CERTIFIED FLORIDA COLLECTOR
ADMISSIONS AND CERTIFICATIONS COMMITTEE

TELEPHONIC MEETING

September 9, 2021

3:00 p.m - 3:10 p.m.

2450 Shumard Oak Boulevard
Tallahassee, Florida 32399

Reported by:

JEFFREY R. BABCOCK
Court Reporter
For the Record Reporting
1500 Mahan Drive - Suite 140
Tallahassee, Florida 32308

1 APPEARANCES

2 SUE HARLAN, CHAIR

RHONDA SKIPPER

3 LISA CULLEN

DENNIS HOLLINGSWORTH

4 SHARON JORDAN

VICKIE POTTS

5 BECKY SMITH

ERIC ZWAYER

6 RACHEL GOLDSTEIN, ESQUIRE

MELISSA SINGLETARY

7 RENE LEWIS

JENNA HARPER

8 KELLY MCLANE

9

10

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

P R O C E E D I N G S

1
2 THE CHAIR: All right. Good afternoon,
3 everyone. Welcome to the Certified Florida Collector
4 Admissions and Certifications Committee. My name is
5 Sue Harlan, I am the Director of the Property Tax
6 Oversight program and the Chair for today's
7 proceeding.

8 The Committee, as a public board, is subject
9 to Government in the Sunshine laws, and therefore the
10 Committee's meetings are required to be open to the
11 public and properly noticed. This applies to any
12 gathering of two or more Committee meetings (as
13 spoken) where there is discussion about a matter that
14 could come before the Committee for action.

15 Rachel Goldstein, who is Department attorney,
16 is here with us today. Also here are staff from the
17 Property Tax Oversight program in the Department of
18 Revenue. Will staff members please introduce
19 themselves by stating their name and titles?

20 MS. SINGLETARY: Melissa Singletary, Research
21 and Training Specialist.

22 MS. LEWIS: Rene Lewis, Deputy Director,
23 Property Tax Oversight.

24 MS. HARPER: Jenna Harper, Compliance
25 Assistance Process Manager.

1 MS. MILLER: Meghan Miller, Intradepartmental
2 Projects Administrator.

3 MS. MCLANE: Kelly McLane, Intradepartmental
4 Projects Administrator.

5 THE CHAIR: If you are part of the public
6 participating by telephone and want to submit a
7 comment pertaining to the material being presented
8 today, please send an email to
9 ptotraining@floridarevenue.com. In the subject line
10 of your email, please use "September 9 Committee
11 Meeting," as the title. We are monitoring that email
12 account during the meeting and will read aloud all
13 comments we receive during the meeting.

14 If you prefer to speak, please state that in
15 your email, and we will unmute the telephone and
16 recognize you for comment.

17 Before calling roll, I'd like to take a
18 moment and welcome our newest Committee members.
19 Honorable Rhonda Skipper has been serving on the
20 Committee, she is now serving her term in conjunction
21 to her term as the FTC President. We are in the
22 process of filling that seat, and have it currently
23 marked, I believe, "to be determined" on the agenda --
24 or "vacant" on the agenda.

25 Now Meghan Miller, the Secretary of the

1 Committee, will you please call the roll?

2 MS. MILLER: Yes. Sue Harlan?

3 THE CHAIR: Here.

4 MS. MILLER: Rhonda Skipper?

5 MS. SKIPPER: Here.

6 MS. MILLER: Lisa Cullen?

7 MS. CULLEN: Here.

8 MS. MILLER: Dennis Hollingsworth?

9 MR. HOLLINGSWORTH: Here.

10 MS. MILLER: Sharon Jordan?

11 MS. JORDAN: Here.

12 MS. MILLER: Vickie Potts?

13 MS. POTTS: Here.

14 MS. MILLER: Becky Smith? Celeste Watford?

15 Eric Zwayer?

16 MR. ZWAYER: Here.

17 THE CHAIR: According to Rule 12-9.002(3)

18 Florida Administrative Code, five members of the
19 Admissions and Certifications Committee constitute a
20 quorum. Meghan, do we have a quorum?

21 MS. MILLER: Yes.

22 MS. SMITH: Excuse me, this is Becky Smith, I
23 don't think y'all heard me.

24 THE CHAIR: Thank you, Becky.

25 MS. SMITH: I'm sorry I interrupted, but I

1 don't think y'all heard me when I said I'm here.

2 Thank you.

3 THE CHAIR: Thank you. Our first order of
4 business today is the approval of the June 23rd, 2021
5 Certified Florida Collector Admissions and
6 Certification Committee meeting minutes. Do I have a
7 motion to approve the June 23rd, 2021 Committee
8 meeting minutes? Please state your name if you make a
9 motion.

10 MS. CULLEN: Lisa Cullen, move to approve.

11 THE CHAIR: Thank you, Lisa. Do I have a
12 second?

13 MS. JORDAN: Sharon Jordan, second.

14 THE CHAIR: Thank you. All in favor indicate
15 by saying aye.

16 (Chorus of ayes.)

17 THE CHAIR: All opposed, indicate by saying
18 nay.

19 Our next item of business is the presentation
20 and recommendation of applicants. The program posted
21 the listed applicants, along with the completed
22 applications, on the Department's website and sent the
23 meeting materials link to each of you.

24 Each applicant has a check list at the front
25 to assist you in your review of the applicant. These

1 check lists are the certification criteria as required
2 by Rule Chapter 12-9, Florida Administrative Code.

3 Meghan, will you please list the requirements of the
4 Certified Florida Collector and Certified Florida
5 Collector Assistant designations?

6 MS. MILLER: Yes. The qualifications for the
7 Certified Florida Collector and Certified Florida
8 Collector Assistant include at least two years of
9 experience with the Florida Tax Collector's or
10 Property Appraiser's Office, or the Florida Department
11 of Revenue; at least 120 hours of approved education;
12 and current employment with a Florida Tax Collector's
13 or Property Appraiser's office, or the Florida
14 Department of Revenue. The Certified Florida
15 Collector designation is reserved for the county
16 officials.

17 THE CHAIR: Thank you, Meghan. Now I need
18 for each Committee member to individually answer the
19 following question on the record. After I read the
20 question, Meghan will call the name of each member.
21 Please state your answer a yes or no. The question is
22 are you aware of any facts, situations, or reasons
23 which you feel may disqualify or otherwise make it
24 improper for you to hear and deliberate on any of the
25 applicants scheduled to be reviewed today?

1 MS. MILLER: Sue Harlan?

2 THE CHAIR: No.

3 MS. MILLER: Rhonda Skipper?

4 MS. SKIPPER: This is Rhonda. Rhonda
5 Skipper's here.

6 MS. MILLER: Rhonda, did you hear the
7 question?

8 MS. SKIPPER: I'm sorry, I didn't, I
9 apologize. I was trying to get set up.

10 THE CHAIR: Okay, here's the question: Are
11 you aware of any facts, situations, or reasons which
12 you feel may disqualify or otherwise make it improper
13 for you to hear and deliberate on any of the
14 applicants scheduled to be reviewed today?

15 MS. SKIPPER: No, ma'am. Other than being
16 President of the Florida Tax Collector's Association,
17 I will disclose that, I know of nothing else.

18 THE CHAIR: Okay.

19 MS. MILLER: Lisa Cullen?

20 MS. CULLEN: No, I have -- I can do my job
21 here.

22 MS. MILLER: Dennis Hollingsworth?

23 MR. HOLLINGSWORTH: No.

24 MS. MILLER: Sharon Jordan?

25 MS. JORDAN: No.

1 MS. MILLER: Vickie Potts?

2 MS. POTTS: No.

3 MS. MILLER: Becky Smith?

4 MS. SMITH: No, ma'am.

5 MS. MILLER: Celeste Watford? And Eric
6 Zwayer?

7 MR. ZWAYER: No, ma'am.

8 THE CHAIR: Do any Committee members have
9 anything they wish to discuss about the applicant's
10 credentials?

11 Thank you.

12 Does the public have comment on any of the
13 applicants? If you're attending by telephone, please
14 send us an email so we can recognize you. Again, that
15 email is ptotraining@floridarevenue.com.

16 Kelly, have we received any email comments?

17 MS. MCLANE: No, ma'am.

18 THE CHAIR: Hearing no additional comments
19 for discussion of the credentials, the Committee will
20 now vote on consideration of the applicant list. Do I
21 have a motion for recommendation of the applicants?
22 Please state your name when making your motion.

23 MR. ZWAYER: Eric Zwayer, so moved.

24 MS. JORDAN: Sharon Jordan.

25 THE CHAIR: Okay, thank you very much. Okay,

1 all in favor indicate by saying aye.

2 (Chorus of ayes.)

3 THE CHAIR: All opposed, indicate by saying
4 nay.

5 Let the record reflect that the Committee has
6 recommended all applicants for certification.
7 Congratulations to the new Certified Florida
8 Collectors, and Certified Florida Collector
9 Assistants. The professional designees will receive
10 documentation of their certification from the
11 Department.

12 Jenna, you had some comments?

13 MS. HARPER: Yes, ma'am. Before the
14 meeting -- this meeting is adjourned, I'd like to go
15 on the record and make the comment that at the
16 previous meeting that we held at 2:00 p.m. for the
17 Certified Florida Appraiser Admissions and
18 Certifications Committee, that there was no public
19 comment. The building was open to the public; the
20 meeting was noticed in the Florida Administrative
21 Register; and the email address for public comment was
22 provided, and we also received no public comments at
23 that meeting. Thank you.

24 THE CHAIR: Thank you. That concludes
25 today's agenda for the Certified Florida Collector

1 Admissions and Certifications Committee meeting.

2 Again, thank you all very much for your leadership.

3 We are adjourned.

4 (The proceedings were adjourned at 3:10 p.m)

5

6

7

8

9

10

11

12

13

14

15

16

17

18

19

20

21

22

23

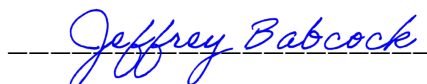
24

25

1 CERTIFICATE OF REPORTER
2
3
4

5 I, JEFFREY R. BABCOCK, do hereby certify that I
6 was authorized to and did report the foregoing
7 proceedings, and that the transcript, pages 1 through 11,
8 is a true and correct record of my stenographic notes.
9

10 Dated this 2nd day of October, 2021 at
11 Tallahassee, Leon County, Florida.
12

13 

14 JEFFREY BABCOCK

15 Court Reporter
16
17
18
19
20
21
22
23
24
25