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STATE OF FLORIDA
DEPARTMENT OF REVENUE

CERTIFIED FLORIDA COLLECTOR
ADMISSIONS AND CERTIFICATIONS COMMITTEE
MEETING

DATE: February 23, 2022

TIME: 3:00 p.m. to 3:10 p.m.

PLACE: Telephonic Teleconference

This meeting came on to be heard at the time and place
aforesaid, when and where the following proceedings were
reported by:

Peggy L. Ward, Court Reporter
For The Record Reporting, Inc.
1500 Mahan Drive, Suite 140
Tallahassee, Florida 32308

P R O C E E D I N G S

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3 THE CHAIR: Good afternoon, everyone. Welcome
4 to the Certified Florida Collector Admissions and
5 Certifications committee. My name is Rene Lewis.
6 I am the Deputy Director of the Property Tax
7 Oversight Program and the Chair for today's
8 proceeding.

9 Before we conduct the business of this
10 committee, for the record, we would like to state
11 that due to a technology difficulty, the 2:00
12 o'clock meeting of the Certified Florida Appraiser
13 Admissions and Certifications Committee will be
14 readvertised in the Florida Administrative
15 Register. The meeting will be scheduled in the
16 coming weeks and those applicants will be presented
17 again to the committee with proper public notice.

18 So now we'll move on to the business of today's
19 committee. The committee, as a public board, is
20 subject to the Government in the Sunshine laws, and
21 therefore the committee's meetings are required to
22 be open to the public and properly noticed. This
23 applies to any gathering of two or more committee
24 members where there is discussion about a matter
25 that could come before the committee for action.

1 Ms. Rachel Goldstein, who is a Department
2 attorney, is here with us today. Also here are
3 staff from the Property Tax Oversight program in
4 the Florida Department of Revenue. Will our staff
5 members please introduce themselves by stating
6 their names and titles?

7 MS. MILLER: Meghan Miller, Intradepartmental
8 Projects Administrator.

9 MS. McLANE: Kelly McLane, Intradepartmental
10 Projects Administrator.

11 MS. SINGLETON: Melissa Singleton, Research and
12 Training Specialist.

13 MS. HARPER: Jenna Harper, Compliance
14 Assistance Process Manager.

15 THE CHAIR: If you are part of the public
16 participating remotely and want to submit a written
17 comment pertaining to the material being presented
18 today, please send an email to
19 ptotraining@floridarevenue.com.

20 Please note that comments are to be limited to
21 the applicants and their designation materials that
22 are being presented to the committee today.

23 In the subject line of your email, please use
24 "February 23rd Committee Meeting." We are
25 monitoring that email account during the meeting

1 and will read aloud all comments we receive during
2 the meeting.

3 If you prefer to speak, please state that in
4 your email, and we will unmute the audio and
5 recognize you for comment.

6 Before calling roll, I would like to note that
7 we are in the process of filling a committee seat
8 and have it currently marked as "vacant" on the
9 agenda. Now, Meghan Miller, the secretary of the
10 committee, will you please call the roll?

11 MS. MILLER: Rene Lewis?

12 THE CHAIR: Here.

13 MS. MILLER: Rhonda Skipper?

14 (No response.)

15 MS. MILLER: Lisa Cullen?

16 MS. CULLEN: Here.

17 MS. MILLER: Dennis Hollingsworth? And you may
18 need to unmute your microphone if you're calling
19 in.

20 (No response.)

21 MS. MILLER: Sharon Jordan?

22 (No response.)

23 MS. MILLER: Vickie Potts?

24 (No response.)

25 MS. MILLER: Becky Smith?

1 MS. SMITH: Here.

2 MS. MILLER: Celeste Watford?

3 MS. WATFORD: Here.

4 MS. MILLER: Eric Zwayer?

5 (No response.)

6 MS. MILLER: Rhonda Skipper?

7 (No response.)

8 MS. MILLER: Dennis Hollingsworth?

9 (No response.)

10 MS. MILLER: Vickie Potts?

11 MS. POTTS: Here.

12 MS. MILLER: And that was Vickie Potts?

13 MS. POTTS: Yes.

14 THE CHAIR: Melissa, do you see anyone else on
15 the -- do you see Eric, Sharon or Dennis or Rhonda?

16 MS. SINGLETON: I don't recognize the phone
17 number.

18 THE CHAIR: Okay. According to Rule 12D-19 --
19 (Inaudible.)

20 THE CHAIR: Yes, thank you, Dennis. Dennis
21 Hollingsworth is here.

22 MR. HOLLINGSWORTH: Sorry to interrupt.

23 THE CHAIR: No, thank you, Dennis.

24 According to Rule 12D-19.002(6) Florida
25 Administrative Code, five members of the Admissions

1 and Certifications Committee constitute a quorum.

2 Meghan, do we have a quorum?

3 MS. MILLER: Yes.

4 THE CHAIR: Thank you. Our first order of
5 business today is the approval of the December 9th,
6 2021, Certified Florida Collector Admissions and
7 Certifications committee meeting minutes.

8 Do I have a motion to approve the December 9th,
9 2021, committee meeting minutes? Please state your
10 name if you make a motion.

11 MS. CULLEN: This is Lisa Cullen. I'll make
12 the motion.

13 THE CHAIR: Thank you, Lisa. I have a motion
14 by Lisa Cullen. Do I have a second?

15 MS. WATFORD: This is Celeste Watford. I
16 second.

17 THE CHAIR: Thank you, Celeste. I have a
18 second by Celeste Watford. All those in favor,
19 indicate by saying "Aye."

20 (Ayes.)

21 THE CHAIR: All those opposed, please say
22 "Nay."

23 (No response.)

24 THE CHAIR: Thank you. Our next item of
25 business is the presentation and recommendation of

1 applicants.

2 The program posted the list of applicants,
3 along with the completed applications, on the
4 Department's website and sent the meeting materials
5 link to each of you.

6 Each application has a checklist at the front
7 to assist you in your review of the applicants.
8 This checklist has the certification criteria as
9 required in Rule Chapter 12D-19, Florida
10 Administrator Code.

11 Meghan, will you please list the requirements
12 of the Certified Florida Collector and Certified
13 Florida Collector Assistant designations, please.

14 MS. MILLER: The qualifications for the
15 Certified Florida Collector and Certified Florida
16 Collector Assistant include at least two years of
17 experience with a Florida tax collector's or
18 property appraiser's office or the Florida
19 Department of Revenue, at least 120 hours of
20 approved education, and current employment with a
21 Florida tax collector's or property appraiser's
22 office or the Florida Department of Revenue. The
23 Certified Florida Collector designation is reserved
24 for the county official.

25 THE CHAIR: Thank you, Meghan. Now I need for

1 each Committee Member to individually answer the
2 following question on the record. After I read the
3 question, Meghan will call the name of each member.
4 Please state your answer of yes or no.

5 The question is: Are you aware of any facts,
6 situations, or reasons which you feel may
7 disqualify or otherwise make it improper for you to
8 hear and deliberate on any of the applicants
9 scheduled to be reviewed today?

10 MS. MILLER: Rene Lewis?

11 THE CHAIR: No.

12 MS. MILLER: Rhonda Skipper?

13 (No response.)

14 MS. MILLER: Lisa Cullen?

15 MS. CULLEN: No.

16 MS. MILLER: Dennis Hollingsworth?

17 MR. HOLLINGSWORTH: No.

18 MS. MILLER: Sharon Jordan?

19 (No response.)

20 MS. MILLER: Vickie Potts?

21 MS. POTTS: No.

22 MS. MILLER: Becky Smith?

23 MS. SMITH: No.

24 MS. MILLER: Celeste Watford?

25 MS. WATFORD: No.

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CERTIFICATE OF REPORTER

STATE OF FLORIDA)

COUNTY OF LEON)

I, Peggy L. Ward, do hereby certify that I was authorized to and did stenographically report the foregoing proceedings, and that the transcript is a true and complete record of my stenographic notes.

DATED THIS 14th day of March 2022, at Tallahassee, Leon County, Florida.

Peggy L. Ward
Peggy L. Ward, Court Reporter
Commission No. GG957644
Expires: February 12, 2024

1 MS. MILLER: Eric Zwayer?

2 (No response.)

3 THE CHAIR: Do any committee members have
4 anything they wish to discuss about the applicants'
5 credentials?

6 (No response.)

7 THE CHAIR: Thank You. Does the public have
8 any comments on any of the applicants?

9 As a reminder, please note that comments are
10 limited to the applicants and their designation
11 materials that are being presented to the committee
12 today.

13 If you are attending remotely, please send us
14 an email so we can recognize you. Again, that
15 email address is ptotraining@floridarevenue.com.

16 MS. SINGLETON: There are no emails.

17 THE CHAIR: Thank you, Melissa. There are no
18 emails. Hearing no additional comments or
19 discussion of the credentials, the committee will
20 now vote on consideration of the applicant list.
21 Do I have a motion for the recommendation of the
22 applicants? Please state your name when making a
23 motion.

24 MS. CULLEN: Lisa Cullen. I'll make the
25 motion.

1 THE CHAIR: Thank you, Lisa. We have a motion
2 by Lisa Cullen. Do I have a second?

3 MS. WATFORD: I'll second it. Celeste Watford.

4 THE CHAIR: Thanks, Celeste. We have a second
5 from Celeste Watford. All in favor, please
6 indicate by saying "Aye."

7 (Ayes.)

8 THE CHAIR: Thank you. All opposed, indicate
9 by saying "Nay."

10 (No response.)

11 THE CHAIR: Let the record reflect that the
12 committee has recommended all applicants for
13 certification. Congratulations to the new
14 Certified Florida Collectors and Certified Florida
15 Collector Assistants. The professional designees
16 will receive documentation of their certification
17 from the Department.

18 That concludes today's agenda for the Certified
19 Florida Collector Admissions and Certifications
20 committee meeting. Thank you all very much for
21 your participation and leadership. We are
22 adjourned.

23 (Proceedings adjourned at 3:10 p.m.)

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