

FLORIDA DEPARTMENT OF REVENUE
PROPERTY TAX OVERSIGHT

CERTIFIED FLORIDA COLLECTOR ADMISSIONS & CERTIFICATIONS
COMMITTEE MEETING

DATE: June 8, 2022

TIME: 3:00 p.m. to 3:15 p.m.

LOCATION: Via Teleconference

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

Doreen M. Mannino, 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

1
2 MS. LEWIS: Good afternoon, everyone.
3 Welcome to the Certified Florida Collector
4 Admissions and Certifications Committee. My name
5 is Rene Lewis; I am the Director of the Property
6 Tax Oversight program and the chair for today's
7 proceedings.

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

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

21 MS. MILLER: Meghan Miller, Revenue Program
22 Administrator.

23 MS. McLANE: Kelly McLane, Intradepartmental
24 Projects Administrator.

25 MS. HARPER: Jenna Harper, Compliance

1 Assistance Process Manager.

2 MS. LEWIS: Thank you. If you are part of
3 the public participating by telephone and want to
4 submit a written comment pertaining to the
5 material being presented today, please send an
6 email to ptotraining@floridarevenue.com.

7 In the subject line of your email, please use
8 "June 8 Committee Meeting." We are monitoring
9 that email account during the meeting and will
10 read aloud all comments we receive during the
11 meeting.

12 If you prefer to speak, please state that in
13 your email and we will unmute the audio and
14 recognize you for comment.

15 We would appreciate if everyone could please
16 mute their phone when they are not participating
17 so we can reduce the amount of feedback during the
18 meeting. Please be sure to unmute your line when
19 you need to voice a vote.

20 Before calling roll, I'd like to take a
21 moment to welcome our newest committee member,
22 Honorable Peter Cam. Welcome to the Certified
23 Florida Collector Admissions and Certificates
24 Committee. We appreciate your service on the
25 committee.

1 Now, Meghan Miller, the secretary of the
2 committee, will you please call the roll?

3 MS. MILLER: Rene Lewis.

4 MS. LEWIS: Here.

5 MS. MILLER: Peter Cam. Rhonda Skipper.

6 MS. SKIPPER: Here.

7 MS. MILLER: Lisa Cullen.

8 MS. CULLEN: Here.

9 MS. MILLER: Dennis Hollingsworth.

10 MR. HOLLINGSWORTH: Here.

11 MS. MILLER: Sharon Jordan.

12 MS. JORDAN: Here.

13 MS. MILLER: Vicki Potts.

14 MS. POTTS: Here.

15 MS. MILLER: Becky Smith. Celeste Watford.

16 Eric Zwayer.

17 Peter Cam. Becky Smith. Celeste Watford.

18 Eric Zwayer.

19 MS. LEWIS: According to Rule 12D-19.002(6)
20 Florida Administrative Code, five members of the
21 Admissions and Certifications Committee constitute
22 a quorum. Meghan, do we have a quorum?

23 MS. MILLER: Yes.

24 MS. LEWIS: Thank you. Our first order of
25 business today is the approval of the February

1 23rd, 2022, Certified Florida Collector Admissions
 2 and Certifications Committee meeting minutes.
 3 Do I have a motion to approve the February 23,
 4 2022, committee meeting minutes? Please state
 5 your name if you make a motion.

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

7 MS. LEWIS: Thank you. I have a motion by
 8 Lisa Cullen. Do I have a second?

9 MS. JORDAN: Sharon Jordan, second.

10 MS. LEWIS: We have a second by Sharon
 11 Jordan. All those in favor, indicate by saying
 12 "Aye."

13 (Ayes.)

14 MS. LEWIS: All opposed, indicate by saying
 15 "Nay."

16 Our next item of business is the presentation
 17 and recommendation of applicants.

18 The program posted the list of applicants,
 19 along with the completed applications, on the
 20 Department's website and sent the meeting
 21 materials link to each of you. Each application
 22 has a checklist at the front to assist you in your
 23 review of the applicants. This checklist has the
 24 certification criteria required in Rule Chapter
 25 12D-19, Florida Administrative Code.

1 I did hear two beeps on the line. Can those
2 individuals please identify themselves so we have
3 you on the record for the vote?

4 MR. ZWAYER: Eric Zwayer.

5 MS. LEWIS: So we have Eric Zwayer. Is that
6 what I heard?

7 MR. ZWAYER: Yes.

8 MS. LEWIS: And did I hear Peter?

9 MR. CAM: Yes, Peter Cam. I had a lot of
10 trouble getting into this actually.

11 MS. LEWIS: We apologize for that. We'll
12 look into that for next time. But we're glad that
13 you're here and at the beginning of the meeting we
14 welcomed you. So we appreciate your service on
15 the committee and look forward to you being part
16 of it. We are in the second part of our meeting.

17 Meghan, will you please list the requirements
18 of the Certified Florida Collector and Certified
19 Florida Collector Assistant designations?

20 MS. MILLER: The qualifications for the
21 Certified Florida Collector and Certified Florida
22 Collector Assistant include at least two years of
23 experience with a Florida tax collector's or
24 property appraiser's office or the Florida
25 Department of Revenue, at least 120 hours of

1 approved education, and current employment with a
2 Florida tax collector's or property appraiser's
3 office or the Florida Department of Revenue. The
4 Certified Florida Collector designation is
5 reserved for the county official.

6 MS. LEWIS: Thank you, Meghan. Now, I need
7 for each Committee Member to individually answer
8 the following question on the record. After I
9 read the question, Meghan will call the name of
10 each member. Please state your answer of yes or
11 no.

12 The question is: Are you aware of any facts,
13 situations, or reasons which you feel may
14 disqualify or otherwise make it improper for you
15 to hear and deliberate on any of the applicants
16 scheduled to be reviewed today?

17 MS. MILLER: Rene Lewis.

18 MS. LEWIS: No.

19 MS. MILLER: Rhonda Skipper.

20 MS. SKIPPER: No.

21 MS. MILLER: Peter Cam.

22 MR. CAM: No.

23 MS. MILLER: Lisa Cullen.

24 MS. CULLEN: No.

25 MS. MILLER: Dennis Hollingsworth.

1 MR. HOLLINGSWORTH: No.

2 MS. MILLER: Sharon Jordan.

3 MS. JORDAN: No.

4 MS. MILLER: Vickie Potts.

5 MS. POTTS: No.

6 MS. MILLER: Becky Smith, Celeste Watford,
7 and Eric Zwayer.

8 MR. ZWAYER: No.

9 (Brief interruption.)

10 MS. LEWIS: Welcome back. For purposes of
11 the record and taking our second action, let's go
12 ahead and call the roll again if you will, Meghan,
13 and make sure we have our quorum.

14 MS. MILLER: Rene Lewis.

15 MS. LEWIS: Here.

16 MS. MILLER: Rhonda Skipper.

17 MS. SKIPPER: Here.

18 MS. MILLER: Peter Cam.

19 MR. CAM: Present.

20 MS. MILLER: Lisa Cullen.

21 MS. CULLEN: Here.

22 MS. MILLER: Dennis Hollingsworth.

23 MR. HOLLINGSWORTH: Here.

24 MS. MILLER: Sharon Jordan.

25 MS. JORDAN: Here.

1 MS. MILLER: Vicki Potts.

2 MS. POTTS: Here.

3 MS. MILLER: Celeste Watford, Becky Smith,
4 and Eric Zwayer.

5 MS. LEWIS: According to Rule 12D-19.002(6)
6 Florida Administrative Code, five members of the
7 Admissions and Certifications Committee constitute
8 a quorum. Meghan, do we have a quorum?

9 MS. MILLER: Yes.

10 MS. LEWIS: Thank you. Do any committee
11 members have anything they wish to discuss about
12 the applicants' credentials that were provided to
13 them?

14 Does the public have any comments on any of
15 the applicants? If you are attending by
16 telephone, please send us an email so we can
17 recognize you. Again, that email address is
18 ptotraining@floridarevenue.com.

19 Jenna, have we received any emails?

20 MS. HARPER: No, we did not.

21 MS. LEWIS: Thank you. Hearing no additional
22 comments or discussion of the credentials, the
23 committee will now vote on consideration of the
24 applicant list. Do I have a motion for
25 recommendation of the applicants? Please state

1 your name when making your motion.

2 MS. JORDAN: Sharon Jordan, I'll make that
3 motion.

4 MR. HOLLINGSWORTH: Dennis Hollingsworth,
5 I'll second.

6 MS. LEWIS: Thank you, Sharon. So we have a
7 motion by Sharon Jordan and a second by Dennis
8 Hollingsworth.

9 All those favor indicate by saying "Aye."

10 (Ayes.)

11 MS. LEWIS: All those opposed indicate by
12 saying "Nay."

13 Thank you. And I did hear two additional
14 phone beeps, so can we just double-check for
15 purposes of our second quorum if that was Eric
16 Zwayer back on?

17 MR. ZWAYER: Eric Zwayer back on. I had
18 trouble getting back on.

19 MS. LEWIS: Our apologies for technology
20 today. Thank you for your patience.

21 Did we have Celeste Watford or Becky Smith
22 join us?

23 Let the record we have Eric with us. Eric,
24 were you present for the vote?

25 MR. ZWAYER: I was, yes.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

MS. LEWIS: Great. Thank you. Let the record reflect that the committee has recommended all applicants for certification. Congratulations to the new Certified Florida Collectors and Certified Florida Assistants. The professional designees will receive documentation of their certification from the Department.

That concludes today's agenda for the Certified Florida Collector Admissions and Certifications Committee meeting. Again, thank you all very much for your leadership, your service, and especially today your patience with our technology. Have a good afternoon.

(Proceedings adjourned at 3:15 p.m.)

* * *

CERTIFICATE OF REPORTER

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

STATE OF FLORIDA)
COUNTY OF LEON)

I, Doreen Mannino, Certified Court Reporter, do hereby certify that I was authorized to and did report in stenotypy and electronically the foregoing proceedings, and that the foregoing pages constitute a true and correct transcription of my recording thereof.

IN WITNESS WHEREOF, I have hereunto affixed my hand the 16th day of July 2022 at Tallahassee, Leon County, Florida.

Doreen M. Mannino

Doreen M. Mannino