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
PROCEEDINGS

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

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

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

MS. MILLER: Meghan Miller, Revenue Program
Administrator.

MS. McLANE: Kelly McLane, Intradepartmental
Projects Administrator.

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

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

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

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

Before calling roll, I'd like to take a moment to welcome our newest committee member, Honorable Peter Cam. Welcome to the Certified Florida Collector Admissions and Certificates Committee. We appreciate your service on the committee.
Now, Meghan Miller, the secretary of the committee, will you please call the roll?

MS. MILLER: Rene Lewis.

MS. LEWIS: Here.

MS. MILLER: Peter Cam. Rhonda Skipper.

MS. SKIPPER: Here.

MS. MILLER: Lisa Cullen.

MS. CULLEN: Here.

MS. MILLER: Dennis Hollingsworth.

MR. HOLLINGSWORTH: Here.

MS. MILLER: Sharon Jordan.

MS. JORDAN: Here.

MS. MILLER: Vicki Potts.

MS. POTTS: Here.


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

MS. MILLER: Yes.

MS. LEWIS: Thank you. Our first order of business today is the approval of the February
Do I have a motion to approve the February 23, 2022, committee meeting minutes? Please state your name if you make a motion.

MS. CULLEN: Lisa Cullen, move to approve.

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

MS. JORDAN: Sharon Jordan, second.

MS. LEWIS: We have a second by Sharon Jordan. All those in favor, indicate by saying “Aye.”

(Ayes.)

MS. LEWIS: All opposed, indicate by saying “Nay.”

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

The program posted the list of applicants, along with the completed applications, on the Department's website and sent the meeting materials link to each of you. Each application has a checklist at the front to assist you in your review of the applicants. This checklist has the certification criteria required in Rule Chapter 12D-19, Florida Administrative Code.
I did hear two beeps on the line. Can those individuals please identify themselves so we have you on the record for the vote?

MR. ZWAYER: Eric Zwayer.

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

MR. ZWAYER: Yes.

MS. LEWIS: And did I hear Peter?

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

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

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

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

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

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

MS. MILLER: Rene Lewis.

MS. LEWIS: No.

MS. MILLER: Rhonda Skipper.

MS. SKIPPER: No.

MS. MILLER: Peter Cam.

MR. CAM: No.

MS. MILLER: Lisa Cullen.

MS. CULLEN: No.

MS. MILLER: Dennis Hollingsworth.
MR. HOLLINGSWORTH: No.

MS. MILLER: Sharon Jordan.

MS. JORDAN: No.

MS. MILLER: Vickie Potts.

MS. POTTS: No.

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

MR. ZWAYER: No.

(Brief interruption.)

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

MS. MILLER: Rene Lewis.

MS. LEWIS: Here.

MS. MILLER: Rhonda Skipper.

MS. SKIPPER: Here.

MS. MILLER: Peter Cam.

MR. CAM: Present.

MS. MILLER: Lisa Cullen.

MS. CULLEN: Here.

MS. MILLER: Dennis Hollingsworth.

MR. HOLLINGSWORTH: Here.

MS. MILLER: Sharon Jordan.

MS. JORDAN: Here.
MS. MILLER: Vicki Potts.

MS. POTTS: Here.

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

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

MS. MILLER: Yes.

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

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

Jenna, have we received any emails?

MS. HARPER: No, we did not.

MS. LEWIS: Thank you. Hearing no additional comments or discussion of the credentials, the committee will now vote on consideration of the applicant list. Do I have a motion for recommendation of the applicants? Please state
your name when making your motion.

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

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

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

All those favor indicate by saying “Aye.”

(Ayes.)

MS. LEWIS: All those opposed indicate by saying “Nay.”

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

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

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

Did we have Celeste Watford or Becky Smith join us?

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

MR. ZWAYER: I was, yes.
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.)

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FOR THE RECORD REPORTING TALLAHASSEE FLORIDA 850.222.5491
CERTIFICATE OF REPORTER

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

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