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STATE OF FLORIDA
DEPARTMENT OF REVENUE

CERTIFIED FLORIDA COLLECTOR
ADMISSIONS AND CERTIFICATIONS COMMITTEE
MEETING

DATE: December 9, 2021

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

16 Staff from the Property Tax Oversight program
17 of the Department of Revenue are attending on-site
18 or on the telephone. Will our staff members please
19 introduce themselves by stating their names and
20 titles?

21 MS. HARPER: Jenna Harper, Compliance
22 Assistance Process Manager.

23 MS. MILLER: Meghan Miller, Intradepartmental
24 Projects Administrator.

25 MS. McLEAN: Kelly McLean, Intradepartmental

1 Projects Administrator.

2 MS. GOLDSTEIN: Rachel Goldstein, Chief Legal
3 Counsel for Property Tax Oversight Operations.

4 MALE SPEAKER: Chris (inaudible).

5 THE CHAIR: If you are part of the public
6 participating by telephone and want to submit a
7 written comment pertaining to the material being
8 presented today, please send an email to
9 ptotraining@floridarevenue.com.

10 In the subject line of your email, please use
11 "December 9 Committee Meeting." We are monitoring
12 that email account during the meeting and will read
13 aloud all 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 would like to take a
18 moment and congratulate Honorable Rhonda Skipper as
19 the newest Florida Tax Collectors Association
20 President. Miss Skipper has been serving on this
21 committee for several years and is now serving in
22 conjunction with her term as the FTCA President.

23 We are in the process of filling her previous
24 committee seat and have it currently marked as
25 "vacant" on the agenda.

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

3 MS. MILLER: Yes. Rene Lewis?

4 THE CHAIR: Here.

5 MS. MILLER: Rhonda Skipper?

6 MS. SKIPPER: Here.

7 MS. MILLER: Lisa Cullen?

8 (No response.)

9 MS. MILLER: Dennis Hollingsworth?

10 MR. HOLLINGSWORTH: Here.

11 MS. MILLER: Sharon Jordan?

12 MS. JORDAN: Here.

13 MS. MILLER: Vickie Potts?

14 MS. POTTS: Here.

15 MS. MILLER: Becky Smith?

16 MS. SMITH: Here.

17 MS. MILLER: Celeste Watford?

18 MS. WATFORD: Here.

19 MS. MILLER: Eric Zwayer?

20 MR. ZWAYER: Here.

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

25 MS. MILLER: Yes.

1 THE CHAIR: Great. Our first order of business
2 today is the approval of the September 9, 2021,
3 Certified Florida Collector Admissions and
4 Certifications committee meeting minutes.

5 Do I have a motion to approve the September 9,
6 2021, committee meeting minutes? Please state your
7 name if you make a motion.

8 MS. JORDAN: I make a motion -- this is Sharon
9 Jordan -- to accept the minutes.

10 THE CHAIR: Thank you. I have a motion by
11 Sharon Jordan. Do I have a second?

12 MR. ZWAYER: Second. Eric Zwayer.

13 THE CHAIR: Great. I have a second by Eric
14 Zwayer. Thank you. All those in favor, indicate
15 by saying "Aye."

16 (Ayes.)

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

19 (No response.)

20 THE CHAIR: Thank you. Our next item of
21 business is the presentation and recommendation of
22 applicants.

23 The program posted the list of applicants,
24 along with the completed applications, on the
25 Department's website and sent the meeting materials

1 link to each of you.

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

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

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

21 THE CHAIR: Thank you, Meghan. Now I need for
22 each Committee Member to individually answer the
23 following question on the record. After I read the
24 question, Meghan will call the name of each member.
25 Please state your answer of yes or no.

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

6 MS. MILLER: Rene Lewis?

7 THE CHAIR: No.

8 MS. MILLER: Rhonda Skipper?

9 MS. SKIPPER: No.

10 MS. MILLER: Lisa Cullen?

11 (No response.)

12 MS. MILLER: Dennis Hollingsworth?

13 MR. HOLLINGSWORTH: No.

14 MS. MILLER: Sharon Jordan?

15 MS. JORDAN: No.

16 MS. MILLER: Vickie Potts?

17 MS. POTTS: No.

18 MS. MILLER: Becky Smith?

19 MS. SMITH: No.

20 MS. MILLER: Celeste Watford?

21 MS. WATFORD: No.

22 MS. MILLER: And Eric Zwayer?

23 MR. ZWAYER: No.

24 THE CHAIR: Thank you. Do any committee
25 members have anything they wish to discuss about

1 the applicants' credentials?

2 (No response.)

3 THE CHAIR: Thank You. Does the public have
4 comments on any of the applicants? If you are
5 attending by telephone, please send us an email so
6 we can recognize you. Again, that email is
7 ptotraining@floridarevenue.com.

8 Kelly, have we received any email comments?

9 MS. McLEAN: No, ma'am.

10 THE CHAIR: Thank you. Hearing no additional
11 comments or discussion of the credentials, the
12 committee will now vote on consideration of the
13 applicant list. Do I have a motion for the
14 recommendation of the applicants? Please state
15 your name when making your motion.

16 MR. HOLLINGSWORTH: Dennis Hollingsworth makes
17 the motion.

18 THE CHAIR: Thank you. We have a motion from
19 Dennis Hollingsworth. Do I have a second?

20 MS. WATFORD: Celeste Watford, second.

21 THE CHAIR: Thank you. We have a second from
22 Celeste Watford. All in favor, indicate by saying
23 "Aye."

24 (Ayes.)

25 THE CHAIR: All opposed, indicate by saying

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"Nay."

(No response.)

THE CHAIR: 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 Collector 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 and your participation. And we wish you very happy holidays and a healthy new year. We are adjourned.

(Proceedings concluded at 3:10 p.m.)

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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 13th day of January, 2022, at Tallahassee, Leon County, Florida.

Peggy L. Ward

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