

1 **CERTIFIED FLORIDA COLLECTOR**
2 **ADMISSIONS AND CERTIFICATIONS COMMITTEE**

3 **MEETING**

4
5
6 **Florida Department of Revenue - Property Tax Oversight**
7 **June 7, 2023 3:00 p.m., EDT***

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9
10 2450 Shumard Oak Boulevard, Building 2, Room 1220
11 Tallahassee, Florida 32399 1-888-585-9008 Phone
12 Conference Room ID 472-220-405
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1 **COMMITTEE MEMBER APPEARANCES:**

2 Rene Lewis, Chair, Program Director, Property Tax
Oversight, Florida Department of Revenue

3 Peter Cam, C.F.C.
4 Lisa Cullen, C.F.C.
Dennis Hollingsworth, C.F.C.
5 Vickie Potts, C.F.C.
Becky Smith, C.F.C.
6 Celeste Watford, C.F.C.
Eric Zwayer, C.F.C

7 **ALSO PRESENT:**

8 Rachel Goldstein, Chief Legal Counsel for the Property
9 Tax Oversight Program

10 Meghan Miller, Revenue Program Administrator

11 Kelly McLean, Intra-Departmental Projects Administrator

12 Jenna Harper, Process Manager

13 **AGENDA**

14 **Welcome:** Chair (5 minutes)

15 **Roll call:** Secretary (3 minutes)

16 **March 8th, 2023 meeting minutes review and approval:**

17 Chair/Committee Members (5 minutes)

18 **Presentation of applicants:** Chair/Committee Members (30
19 minutes) Discussion of applicants' credentials

20 **Public comment on applicants' credentials:** (3 minutes
each)

21 **Vote to recommend the applicant list:** Chair/Committee
22 Members (5 minutes)

23 **Adjourn:** Chair (2 minutes)

1 **CERTIFIED FLORIDA**
2 **ADMISSIONS AND CERTIFICATIONS COMMITTEE SCRIPT**

3 June 7, 2023, 3:00 p.m.

4 **WELCOME**

5 MS. LEWIS: Good afternoon, everyone.

6 Welcome to the Certified Florida Collector Admissions
7 and Certifications committee. My name is Rene Lewis. I
8 am the director of the Property Tax Oversight Program
9 and the chair for today's proceeding.

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

17 Ms. Rachel Goldstein, Chief Legal Counsel
18 for the Property Tax Oversight Program is on the phone.
19 Also present are staff members from the program in the
20 Department of Revenue. Will our staff please introduce
21 themselves by stating their names and titles.

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

24 MS. McLEAN: Kelly McLean,
25 Intra-Departmental Projects Administrator.

 MS. HARPER: Jenna Harper, Process Manager.

1 MS. LEWIS: If you are part of the public
2 participating by telephone and want to submit a written
3 comment pertaining to the material being presented
4 today, please send an email to ptotraining@ -
5 floridarevenue.com. In the subject line of your email
6 please use June 7, Committee meeting.

7 We are monitoring that email account during
8 the meeting and will read aloud all comments we received
9 during the meeting. If you prefer to speak, please,
10 state that in your email and we will recognize you for
11 comments.

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

17 **ROLL CALL**

18 MS. LEWIS: Meghan Miller, the Secretary of
19 the Committee, will you please call the roll.

20 MS. MILLER: Rene Lewis.

21 MS. LEWIS: Here.

22 MS. MILLER: Linda Myers.

23 MS. MILLER: Peter Cam.

24 MR. CAM: Here.

25 MS. MILLER: Lisa Cullen.

1 MS. CULLEN: Here.

2 MS. MILLER: Dennis Hollingsorth.

3 MR. HOLLNGSWORTH: Here.

4 MS. MILLER: Sharon Jordan.

5 MS. MILLER: Vicki Potts.

6 MS. POTTS: Here.

7 MS. MILLER: Beck Smith.

8 MS. SMITH: Here.

9 MS. MILLER: Celeste Watford.

10 MS. WATFORD: Here.

11 MS. MILLER: And Eric Zwayer.

12 MR. ZWAYER: Here.

13 MS. LEWIS: Did we have Linda Myers join us
14 or Sharon Jordan join us during role call? Okay. I
15 thought I heard I beep.

16 According to rule 12D-19.0002(6) Florida
17 Administrative Code, five members of the Admissions and
18 Certification Committee constitute a quorum. Meghan, do
19 we have a quorum?

20 MS. MILLER: Yes.

21 **APPROVAL OF PRIOR MEETING MINUTES**

22 MS. LEWIS: Great. Our first order of
23 business today is a approval of the March 8th, 2023,
24 Certified Florida Collector Admissions and
25 Certifications Committee meeting minutes.

1 Do I have a motion to approve the March 8th,
2 2023, Committee meeting minutes? Please state your name
3 if you make a motion.

4 MS. CULLEN: This is Lisa. I'll move to
5 approve.

6 [Committee member motions.]

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

9 MS. WATFORD: Celeste Watford, second.

10 [Committee member seconds.]

11 MS. LEWIS: Thank you. We have a second by
12 Celeste Watford. All those in favor signify by indicate
13 by saying aye.

14 [Ayes]

15 MS. LEWIS: All opposed, indicate by saying
16 nay.

17 [Nays]

18 MS. LEWIS: Thank you.

19 **PRESENTATION OF APPLICANTS**

20 Our next item of business is the
21 presentation and recommendation of applicants. The
22 program posted the list of applicants along with the
23 completed applications on the Department's website and
24 sent the meeting materials linked to each of you. Each
25 application has a checklist at the front to assist you

1 in your review of the applicants.

2 This checklist has the certification
3 criteria required and Rule Chapter 12-D19, Florida
4 Administrative Code.

5 Meghan, will you please list the
6 requirements of the Certified Florida Collector and
7 Certified Florida Collector Assistant designation.

8 MS. MILLER: Qualifications for the
9 Certified Florida Collector and Certified Florida
10 Collector Assistant include at least two years of
11 experience with the Florida tax collectors or property
12 appraiser's office for the Florida Department of
13 Revenue. At least 120 hours of approved education and
14 current employment with Florida tax collectors or
15 property appraiser's office or the Florida Department of
16 Revenue. The Certified Florida Collector's designation
17 is reserved for the county official.

18 **DISCUSSION OF ANY POSSIBLE CONFLICTS OF INTEREST AND**
19 **APPLICANTS' CREDENTIALS**

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

25 The question is: Are you aware of any

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

5 MS. MILLER: Rene Lewis.

6 MS. LEWIS: No.

7 MS. MILLER: Linda Myers.

8 MS. MILLER: Peter Cam.

9 MR. CAM: No.

10 MS. MILLER: Lisa Cullen.

11 MS. CULLEN: No.

12 MS. MILLER: Dennis Hollingsworth.

13 MR. HOLLINGSWORTH: No.

14 MS. MILLER: Sharon Jordan.

15 MS. MILLER: Vickie Potts.

16 MS. POTTS: No.

17 MS. MILLER: Becky Smith.

18 MS. SMITH: No.

19 MS. MILLER: And Eric Zwayer.

20 MR. ZWAYER: No.

21 MS. LEWIS: Thank you. Do any committee
22 members have anything they wish to discuss about the
23 applicants' credentials?

24 **PUBLIC COMMENT PERIOD**

25 MS. LEWIS: Does the public have any

1 comments on any of the applicants? If you are attending
2 by telephone, please send us an email so we can
3 recognize you. Again, that email address is
4 ptotraining@floridarevenue.com.

5 Jenna, have we received any email comments?

6 MS. HARPER: No, we have not.

7 MS. LEWIS: Thank you.

8 **VOTE TO RECOMMEND THE APPLICANT LIST**

9 MS. LEWIS: Hearing no additional comments
10 or discussion of the credentials. The Committee will
11 now vote on consideration of the applicant list. Do I
12 have a motion for recommendation of the applicant?
13 Please say your name when making your motion.

14 MS. CULEN: This is Lisa. I'll move to
15 approve.

16 [Committee member motions to recommend all applicants]

17 MS. LEWIS: Thank you. We have a motion by
18 Lisa Cullen. Do we have a second?

19 MS. WATFORD: Celeste Watord, I second.

20 [Committee member seconds]

21 MS. LEWIS: Thank you. We have a second by
22 Celeste Watford. All those in favor indicate by saying
23 aye.

24 [Ayes]

25 MS. LEWIS: All opposed indicate by saying

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nay.

[Nays]

MS. LEWIS: 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.

ADJOURN

That concludes today's agenda for the Certified Florida Collector Admissions and Certifications Committee meeting.

Again, thank you very much for your leadership and service today on the committee. We are adjourned. Have a great afternoon.

(Whereupon, the meeting was concluded at 3:08 p.m.)

1 CERTIFICATE OF REPORTER

2

3 I, Samantha Adams, court reporter, certify that

4 I was authorized to and did stenographically report the

5 following meeting, and that the transcript is a true and

6 complete record of my stenographic notes.

7

8 I further certify that I am not a relative,

9 employee, attorney, or counsel of any of the parties,

10 nor am I a relative or employee of any of the parties'

11 attorney or counsel connected with the action, nor am I

12 financially interested in the action.

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14

15 DATED this 22nd day of JUNE, 2023

16 *Samantha Adams*

17 _____

18 SAMANTHA ADAMS Court Reporter

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