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2	ADMISSIONS AND CERTIFICATIONS COMMITTEE
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4	MEETING
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7	Florida Department of Revenue - Property Tax Oversight February 15, 2024 2:00 p.m., EDT*
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12	2450 Shumard Oak Boulevard, Building 2, Room 1220 Tallahassee, Florida 32399
13	1-888-585-9008 Phone 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	Scott Russell, C.F.A., President, Property Appraisers'
4	Association of Florida
5	Marty Kiar, C.F.A., President, Florida Association of Property Appraisers
6	Mitch Burke, C.F.A.
7	Eddie Creamer, C.F.A. Jenny Fields, C.F.A.
8	Raymond McIntyre, C.F.A. Rebecca Morris-Haid, C.F.A.
9	Dena Pittman, C.F.A. Lorie Ward, C.F.A.
10	20220
11	<u>AGENDA</u>
12	Welcome: Chair (5 minutes)
13	Roll call: Secretary (3 minutes)
14 15	October 4th, 2023 meeting minutes review and approval: Chair/Committee Members (5 minutes)
16	Presentation of applicants: Chair/Committee Members (30 minutes) Discussion of applicants' credentials
17	<pre>Public comment on applicants' credentials: (3 minutes each)</pre>
18	Vote to recommend the applicant list: Chair/Committee
19	Members (5 minutes)
20	Adjourn: Chair (2 minutes)
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CERTIFIED FLORIDA APPRAISER ADMISSIONS AND CERTIFICATIONS COMMITTEE SCRIPT February 15, 2024, 2:00 p.m.

2.1

WELCOME

MS. LEWIS: Good afternoon, everyone.

Welcome to the Certified Florida Appraiser 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 proceeding.

The Committee, as a public board, is subject to government and 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, Chief Legal Counsel for the Property Tax Oversight Program is on the phone. Also present are staff members from the Property Tax Oversight Program in the Department of Revenue.

Will our staff please introduce themselves by stating their names and titles?

MS. MILLER: Meghan Miller, Revenue Program Administrator.

MS. McLEAN: Kelly McLean, IntraDepartmental Projects Administrator.

MS. HARPER: Jenna Harper, Compliance Assistant Process Manager.

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2.4

MS. LEWIS: 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 February 15 Committee meeting.

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

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 members, the honorables, Eddie Creamer, Jenny Fields, Marty Kiar, and Lorie Ward. Welcome to the Certified Florida Appraiser Admissions and Certifications Committee. We appreciate your service on the Committee.

ROLL CALL

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MS. LEWIS: Meghan Miller, the Secretary of
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2
    the Committee, will you please call the roll?
3
                MS. MILLER: Rene Lewis.
                MS. LEWIS:
4
                           Here.
5
                MS. MILLER: Mitch Burke.
6
                MR. BURKE: Here.
7
                MS. MILLER: Eddie Creamer.
                MR. CREAMER: Here.
8
9
                MS. MILLER: Jenny Fields.
                MS. FIELDS:
10
                              Here.
11
                MS. MILLER: Marty Kiar.
12
                MR. KIAR: Here.
13
                MS. MILLER: Raymond McIntyre.
14
                MR. McINTYRE:
                                Here.
                MS. MILLER: Rebecca Morris-Haid.
15
16
                MS. MORRIS-HAID: Here.
17
                MS. MILLER: Dena Pittman.
18
                MS. PITTMAN:
                              Here.
19
                MR. BURKE: Scott Russell.
20
                MR. RUSSELL:
                             Here.
2.1
                MS. MILLER: And Lorie Ward.
22
                MS. WARD: Here.
23
                MS. LEWIS: According to Rule 12D-19.0002(6)
24
    Florida Administrative Code, five members of the
25
    Admissions and Certification Committee constitute a
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1
    quorum.
2
           Meghan, do we have a quorum?
3
                MS. MILLER:
                              Yes.
                APPROVAL OF PRIOR MEETING MINUTES
4
5
                            Thank you. Our first order of
                MS. LEWIS:
6
    business today is the approval of the October 4th, 2023,
7
    Certified Florida Appraiser Admissions and
8
    Certifications Committee meeting minutes.
9
           Do I have a motion to approve the October 4th,
10
    2023, committee meeting minutes? Please state your name
11
    if you make a motion.
12
                            Motion to approve, Marty Kiar.
                MR. KIAR:
13
                    [Committee member motions.]
14
                MS. LEWIS: Thank you. I have a motion by
    Marty Kiar. Do I have a second?
15
16
                MR. RUSSELL: Second, Scott Russell.
17
                   [Committee member seconds.]
18
                MS. LEWIS: Thank you. I have a second by
19
    Scott Russell. All those in favor, signify by saying
20
    aye.
2.1
                              [Ayes]
22
                MS. LEWIS: All opposed, indicate by saying
23
    nay.
2.4
                              [Nays]
25
                MS. LEWIS:
                            Thank you.
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PRESENTATION OF APPLICANTS

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MS. LEWIS: 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 linked 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 and Rule Chapter 12D-19, Florida Administrative Code.

Meghan, will you please list the requirements of the Certified Florida Appraiser, Certified Florida Evaluator, and Certified Cadastralist of Florida designations?

MS. MILLER: The qualifications for the Certified Florida Appraiser and Certified Florida
Evaluator professional designations include at least two years of experience with a Florida Property Appraisers or Tax Collectors Office or the Florida Department of Revenue, at least 120 hours of approved education, and current employment with a Florida County Property Appraisers' or Tax Collectors' Office or the Florida Department of Revenue. The Certified Florida Appraiser Designation is reserved for the county official.

The qualifications for the Certified Cadastralist of Florida include at least two years of experience with a Florida Property Appraisers' Office or the Florida Department of Revenue, at least 150 hours of approved education, and current employment with a Florida Property Appraisers' Office or the Florida Department of Revenue.

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DISCUSSION OF ANY POSSIBLE CONFLICTS OF INTEREST AND APPLICANTS' CREDENTIALS

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: Mitch Burke.

MR. BURKE: No.

MS. MILLER: Eddie Creamer.

1	MR. CREAMER: No.
2	MS. MILLER: Jenny Fields.
3	MS. FIELDS: No.
4	MS. MILLER: Marty Kiar.
5	MR. KIAR: No.
6	MS. MILLER: Raymond McIntyre.
7	MR. McINTYRE: No.
8	MS. MILLER: Rebecca Morris-Haid.
9	MS. MORRIS-HAID: No.
10	MS. MILLER: Dena Pittman.
11	MS. PITTMAN: No.
12	MS. LEWIS: Scott Russell.
13	MR. RUSSELL: No.
14	MS. MILLER: Lorie Ward.
15	MS. WARD: No.
16	MS. LEWIS: Thank you.
17	Do any Committee members have anything they wish
18	to discuss about the applicants' credentials?
19	PUBLIC COMMENT PERIOD
20	MS. LEWIS: Does the public have any
21	comments on any of the applicants?
22	If you are attending by telephone, please send us
23	an email so we can recognize you. Again, that email
24	address is ptotraining@floridarevenue.com.
25	Jenna, have we received any emails?

MS. HARPER: No, we have not. 1 MS. LEWIS: Thank you. 2 3 VOTE TO RECOMMEND THE APPLICANT LIST MS. LEWIS: Hearing no additional comments 4 5 or discussion of the credentials, the Committee will now vote on consideration of the applicant list. 6 7 Do I have a motion for recommendation of the applicants? Please say your name when making your 8 9 motion. 10 MR. McINTYRE: Motion to approve. 11 [Committee member motions to recommend all applicants.] MS. LEWIS: All right. I hear a motion by 12 13 Raymond McIntyre. Do I have a second? 14 (Simultaneous speakers.) 15 MS. LEWIS: I heard Mr. Creamer first, so 16 we'll do a second by Mr. Creamer. 17 [Committee member seconds.] 18 MS. LEWIS: All those in favor indicate by 19 saying aye. 20 [Ayes] 2.1 MS. LEWIS: All opposed indicate by saying 22 nay. 23 [Nays] 24 MS. LEWIS: Thank you. Let the record 25 reflect that the Committee has recommended all

applicants for certification.

Congratulations to the new Certified Florida

Appraiser, Certified Florida Evaluators, and Certified

Cadastralists of Florida. The professional designees

will receive documentation of their certification from

the Department.

ADJOURN

MS. LEWIS: That concludes today's agenda for the Certified Florida Appraiser Admissions and Certifications Committee meeting.

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

(Whereupon, the meeting was concluded at 2:09 p.m.)

1	CERTIFICATE OF REPORTER
2	STATE OF FLORIDA)
3	COUNTY OF LEON)
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5	
6	I, Samantha Adams, court reporter, certify that
7	I was authorized to and did stenographically report the
8	following meeting, and that the transcript is a true and
9	complete record of my stenographic notes.
10	
11	I further certify that I am not a relative,
12	employee, attorney, or counsel of any of the parties,
13	nor am I a relative or employee of any of the parties'
14	attorney or counsel connected with the action, nor am I
15	financially interested in the action.
16	
17	
18	
19	DATED this 29th day of FEBRUARY, 2024 Samantha Adams
20	SAMANTHA ADAMS Court Reporter
21	SMMMIIM MDMMO COULC Reporter
22	
23	
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