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**CERTIFIED FLORIDA COLLECTOR  
ADMISSIONS AND CERTIFICATIONS COMMITTEE**

**MEETING**

**Florida Department of Revenue - Property Tax Oversight  
October 16, 2024 3:00 p.m., EDT\***

2450 Shumard Oak Boulevard, Building 2, Room 1220  
Tallahassee, Florida 32399  
1-888-585-9008  
Phone Conference Room ID 472-220-405

1     **COMMITTEE MEMBER APPEARANCES:**

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

4     Bruce Vickers, C.F.A., President, Florida Tax Collectors  
5     Association

6     Peter Cam, C.F.C.  
7     Dennis Hollingsworth, C.F.C.

8     Nancy Millan, C.F.C.  
9     Jim Overton, C.F.C.

10    Will Roberts, C.F.C.  
11    Becky Smith, C.F.C.

12    Joe Tedder, C.F.C.  
13    Janice Warren, C.F.C.

14    **PROPERTY TAX OVERSIGHT PROGRAM STAFF**

15    Meghan Miller, Revenue Program Administrator  
16    Kelly McLane, Interdepartmental Projects Administrator  
17    Jenna Harper, Compliance Assistance Process Manager  
18    Rachel Goldstein, Chief Legal Counsel

19                                   **AGENDA**

20    **Welcome:** Chair (5 minutes)

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

22    **June 12th, 2024, meeting minutes review and approval:**  
23    Chair/Committee Members (5 minutes)

24    **Presentation of applicants:** Chair/Committee Members  
25    (30 minutes) Discussion of applicants' credentials

26    **Public comment on applicants' credentials:**  
27    (3 minutes each)

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

30    **Adjourn:** Chair (2 minutes)

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1                                   **CERTIFIED FLORIDA COLLECTOR**  
2                                   **ADMISSIONS AND CERTIFICATIONS COMMITTEE**  
3                                   **October 16, 2024, 3:00 p.m.**

3   **WELCOME**

4                       MS. LEWIS: Good afternoon, everyone.

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

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

16                      Ms. Rachel Goldstein, Chief Legal Counsel for the  
17 Property Tax Oversight Program is on the phone. Also  
18 present are staff members from the Property Tax  
19 Oversight Program in the Department of Revenue.

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

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

24                      MS. MCLANE: Kelly McLane, Intradepartmental  
25 Projects Administrator.

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

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

8 For those who are not voicing a vote, please  
9 mute your line, thank you. If you are part of the  
10 public participating -- I already did that.

11 In the subject line of your email please use  
12 October 16th Committee Meeting. We are monitoring that  
13 email account during the meeting and will read aloud all  
14 comments we received during the meeting. If you prefer  
15 to speak, please state that in your email and we will  
16 recognize you for comments.

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

22 Before calling roll I'd like to take a moment to  
23 welcome our newest Committee members, the Honorable  
24 Bruce Vickers, President of the Florida Tax Collectors  
25 Association; Honorable Will Roberts, Volusia County Tax

1 Collector; and Honorable Joe Tedder, Polk County Tax  
2 Collector. Welcome to the Certified Florida Collector  
3 Admissions and Certifications Committee. We appreciate  
4 your service on the Committee during your term.

5 **ROLL CALL**

6 MS. LEWIS: Meghan Miller, the Secretary of  
7 the Committee, will you please call the roll?

8 MS. MILLER: Rene Lewis.

9 MS. LEWIS: Here.

10 MS. MILLER: Bruce Vickers.

11 MR. VICKERS: Here.

12 MS. MILLER: Peter Cam.

13 MR. CAM: Here.

14 MS. MILLER: Dennis Hollingsworth.

15 MR. HOLLINGSWORTH: Here.

16 MS. MILLER: Nancy Millan. Jim Overton.

17 Will Roberts.

18 MR. ROBERTS: I'm here.

19 MS. MILLER: Becky Smith.

20 MS. SMITH: Here.

21 MS. MILLER: Joe Tedder.

22 MR. TEDDER: Here.

23 MS. MILLER: Janice Warren.

24 MS. WARREN: Here.

25 MS. LEWIS: According to Rule 12D-19.0002(6)

1 Florida Administrative Code, five members of the  
2 Admissions and Certification Committee constitute a  
3 quorum.

4 Meghan, do we have a quorum?

5 MS. MILLER: Yes.

6 **APPROVAL OF PRIOR MEETING MINUTES**

7 MS. LEWIS: Thank you.

8 Our first order of business today is the  
9 approval of the June 12th, 2024, Certified Florida  
10 Collector Admissions and Certifications Committee  
11 meeting minutes.

12 Do I have a motion to approve the June 12th,  
13 2024, Committee meeting minutes? Please state your name  
14 if you make a motion.

15 Do I have a motion?

16 MR. ROBERTS: Will Roberts, motion.

17 MS. LEWIS: Thank you.

18 We have a motion by Will Roberts. Do we have a  
19 second?

20 MS. WARREN: Janice Warren, second.

21 MS. LEWIS: We have a second by Janice  
22 Warren.

23 [Committee member motions.]

24 MS. LEWIS: All those in favor, indicate by  
25 saying aye.

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[Ayes]

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

[Nays]

MS. LEWIS: Thank you.

**PRESENTATION OF APPLICANTS**

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 Collector and Certified Florida Collector Assistant Designation?

MS. MILLER: The qualifications for the Certified Florida Collector and Certified Florida Collector Assistant include at least two years of experience with the Florida Tax Collector's and Appraiser's Office or the Florida Department of Revenue. At least 120 hours of approved education and current

1 employment with a Florida Tax Collector's or Property  
2 Appraiser's Office or the Florida Department of Revenue.  
3 The Certified Florida Collector Designation is reserved  
4 for the county official.

5 MS. LEWIS: Thank you. And before I move on  
6 I heard a line beep. So did we have the Honorable Bruce  
7 Vickers join, or Honorable Nancy Millan, or Honorable  
8 Jim Overton join us?

9 MS. MILLAN: This is Nancy Millan,  
10 Hillsborough County.

11 MS. LEWIS: Great, thanks.

12 Please note that Honorable Nancy Millan is in  
13 attendance. Thank you, Meghan.

14 **DISCUSSION OF ANY POSSIBLE CONFLICTS OF INTEREST AND**  
15 **APPLICANTS' CREDENTIALS**

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

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



1 MS. MILLER: Rene Lewis.

2 MS. LEWIS: No.

3 MS. MILLER: Bruce Vickers.

4 MR. VICKERS: Hello, how are ya'll?

5 MS. LEWIS: Okay, so we'll show the  
6 Honorable Bruce Vickers is now in attendance.

7 Bruce, did you hear the question I asked?

8 MR. VICKERS: No.

9 MS. LEWIS: Okay. You're replying yes or  
10 no, and we're at the point in the agenda where we're  
11 asking the question to the members, are you aware of any  
12 facts, situations, or reasons which you feel may  
13 disqualify or otherwise make it improper for you to hear  
14 and deliberate on any of the applicants scheduled to be  
15 reviewed today? Your answer would be yes or no.

16 MR. VICKERS: No.

17 MS. MILLER: Okay, thank you.

18 Okay, Meghan, I'll turn it back to you.

19 MS. MILLER: Peter Cam.

20 MR. CAM: No.

21 MS. MILLER: Dennis Hollingsworth.

22 MR. HOLLINGSWORTH: No.

23 MS. MILLER: Nancy Millan. Jim Overton.

24 Will Roberts.

25 MR. ROBERTS: No, ma'am.

1 MS. MILLER: Becky Smith. Joe Tedder.

2 MR. TEDDER: No.

3 MS. MILLER: Janice Warren.

4 MS. WARREN: No.

5 MS. LEWIS: Do any Committee members have  
6 anything they wish to discuss about the applicants'  
7 credentials?

8 **PUBLIC COMMENT PERIOD**

9 MS. LEWIS: Does the public have any  
10 comments on any of the applicants?

11 If you are attending by telephone, please send us  
12 an email so we can recognize you. Again, that email  
13 address is ptotraining@floridarevenue.com.

14 Jenna, have we received any emails?

15 MS. HARPER: No, we have not.

16 MS. LEWIS: Thank you.

17 **VOTE TO RECOMMEND THE APPLICANT LIST**

18 MS. LEWIS: Hearing no additional comments  
19 or discussion of the credentials, the Committee will now  
20 vote on consideration of the applicant list.

21 Do I have a motion for recommendation of the  
22 applicants? Please state your name when making your  
23 motion.

24 MR. VICKERS: Bruce Vickers, making a  
25 motion.

1 [Committee member motions to recommend all applicants.]

2 MS. LEWIS: Okay, I have a motion by Bruce  
3 Vickers. Do I have a second?

4 MR. ROBERTS: Will Roberts.

5 MS. LEWIS: Thank you. We have a second by  
6 Will Roberts.

7 [Committee member seconds.]

8 MS. LEWIS: All those in favor indicate by  
9 saying aye.

10 [Ayes]

11 MS. LEWIS: All opposed indicate by saying  
12 nay.

13 [Nays]

14 MS. LEWIS: Let the record reflect that the  
15 Committee has recommended all applicants for  
16 certification.

17 Congratulations to the new Certified Florida  
18 Collectors and Certified Florida Collector Assistants.  
19 The professional designees will receive documentation of  
20 their certification from the Department.

21 **ADJOURN**

22 MS. LEWIS: That concludes today's agenda  
23 for the Certified Florida Collector Admissions and  
24 Certifications Committee meeting.

25 Again, thank you very much for your leadership

1 and service today on the Committee. Have a good  
2 afternoon. We are adjourned.

3 (Whereupon, the meeting was concluded at 3:10 p.m.)  
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CERTIFICATE OF REPORTER

STATE OF FLORIDA)

COUNTY OF LEON)

I, Samantha Adams, Court Reporter, certify that I was authorized to and did stenographically report the following meeting, and that the transcript is a true and complete record of my stenographic notes.

I further certify that I am not a relative, employee, attorney, or counsel of any of the parties, nor am I a relative or employee of any of the parties' attorney or counsel connected with the action, nor am I financially interested in the action.

DATED this 21st day of OCTOBER, 2024

*Samantha Adams*

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SAMANTHA ADAMS, Court Reporter