CERTIFIED FLORIDA COLLECTOR ADMISSIONS
AND CERTIFICATIONS COMMITTEE MEETING
FLORIDA DEPARTMENT OF REVENUE
PROPERTY TAX OVERSIGHT

DATE: March 4, 2020
TIME: 3:00 p.m. to 3:07 p.m.
LOCATION: 2450 Shumard Oak Boulevard
Building 2, Room 1220
Tallahassee, Florida 32399

Reported by:
Peggy L. Ward, Court Reporter
For The Record Reporting, Inc.
1500 Mahan Drive, Suite 140
Tallahassee, Florida 32308
THE CHAIR: All right. I think we've got enough folks on the line. Good afternoon. Patrick Creehan. We're going to go ahead and get started. I know we may have one or two people who might dial in in a minute, but we definitely have enough for a quorum, so we definitely have enough to get started here on time. Court Reporter, you ready?

THE REPORTER: Yes, sir.

THE CHAIR: Okay. Good afternoon, everyone. Welcome to the Certified Florida Collector Admissions and Certifications Committee. My name is Patrick Creehan. I am the Deputy 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 is here. She's a department attorney. Also here, are staff from the
Property Tax Oversight program in the Department of Revenue. Will our staff members please introduce themselves by stating their names and their titles.

MS. MILLER: Meghan Miller, Intra-Departmental Projects Administrator.

MS. MCLANE: Kelly McLane, Intra-Departmental Projects Administrator.

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

THE CHAIR: If you are part of the public participating by telephone and want to submit a written comment, please send an e-mail to ptotraining -- all one word -- @floridarevenue.com.

In the subject line of your e-mail, please use "March 4th Committee Meeting." We are monitoring that e-mail account during the meeting and we will read aloud all comments we receive during the meeting.

If you prefer to speak, please state that in your e-mail, and we will un-mute the telephone and recognize you for comment.

Now on to roll call. Meghan, the secretary of the committee, will you please call the roll.
MS. MILLER:  Patrick Creehan.

MR. CREEHAN:  Here.

MS. MILLER:  Anne Gannon.

MS. GANNON:  Here.

MS. MILLER:  Larry Hart.

MR. HART:  Larry Hart's here.

MS. MILLER:  Dennis Hollingsworth.

MR. HOLLINGSWORTH:  He's here too.

MS. MILLER:  Sharon Jordan.

MS. JORDAN:  Here.

MS. MILLER:  Vickie Potts.

MS. POTTS:  Here.

MS. MILLER:  Rhonda Skipper.

MS. SKIPPER:  Here.

MS. MILLER:  Becky Smith.

(No response.)

MS. MILLER:  Celeste Watford.

MS. WATFORD:  Here.

MS. MILLER:  Eric Zwayer.

MR. ZWAYER:  Here.

THE CHAIR:  Thank you. According to Rule 12-9.002(3), Florida Administrative Code, five members -- at least five members of the Admissions and Certifications Committee constitute a quorum. Meghan, do we have a quorum today?
MS. MILLER: Yes.

THE CHAIR: Thank you. Our first order of business today is the approval of the September 26, 2019, Certified Florida Collector Admissions and Certifications Committee. Do I have a motion to approve the September 26, 2019, committee meeting minutes? And if you could, state your name as you are making the motion.

MR. HART: Larry Hart makes the motion.

THE CHAIR: Do we have a second?

MS. JORDAN: Sharon Jordan. Second.

THE CHAIR: Thank you. All those in favor, indicate by saying "Aye."

Ayes.

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

No response.

THE CHAIR: Motion passes.

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

The program posted the list of applicants, along with the completed applications, on the Department's website and sent it to each of you last week. Each application has a checklist at the front to assist you in the review of the applicants. This
checklist has the certification criteria as required in Rule Chapter 12-9 of the Florida Administrative Code.

Meghan, will you please list the requirements of the Certified Florida Collector and the 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.

THE CHAIR: Thank you, Meghan. Now I need for each committee member to individually answer the following question on the record. So after I ask this question, I need each of you to identify yourselves and say "yes" or "no."

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?

And again, I need each member to say their name on the record and say "yes" or "no" to that question.

MR. HART: Larry Hart. No, I don't know of any reason.

MR. HOLLINGSWORTH: Dennis Hollingsworth. No, I don't know of any reason.


MS. SKIPPER: Rhonda Skipper. No.

MS. JORDAN: Sharon Jordan. No.

MS. WATFORD: Celeste Watford. No.

MS. POTTs: Vickie Potts. No.

THE CHAIR: Thank you. Do any committee members have anything they wish to discuss about the applicants' credentials? Hearing no comments, we move on to the Public Comment Period.

Does the public have any comments on any of the applicants? If you are attending by telephone, please send us an e-mail so we can recognize you. Again, that e-mail is, all one word, pttotransforming@floridarevenue.com. I'm looking at our IT person here and do we have any e-mails? No. He is saying in the negative.
All right. 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? Again, please state your name as you are making the motion.

MS. JORDAN: Motion that we accept them.


THE CHAIR: Thank you. All those in favor, say "Aye."

(Ayes.)

THE CHAIR: All those opposed, say "Nay." The motion passes.

Let the record now 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.

This concludes today's agenda for the Certified Florida Collector Admissions and Certifications Committee meeting. Again, thank you all very much for your leadership. We are now adjourned.

(Proceedings concluded at 3:07 p.m.)
CERTIFICATE OF REPORTER

I, Peggy L. Ward, do hereby certify that I was authorized to and did report the foregoing proceedings, and that the transcript is a true and complete record of my stenographic notes.

Dated this 9th day of March, 2020, at Tallahassee, Leon County, Florida.

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Peggy L. Ward, Court Reporter
CERTIFICATE OF REPORTER

I, Peggy L. Ward, do hereby certify that I was authorized to and did report the foregoing proceedings, and that the transcript is a true and complete record of my stenographic notes.

Dated this 9th day of March, 2020, at Tallahassee, Leon County, Florida.

Peggy L. Ward, Court Reporter

[Stamp: Peggy Lee Ward
Comm. #GG957844
Expires: Feb. 12, 2024
Bonded Thru Aaron Notary]