

STATE OF FLORIDA
DEPARTMENT OF REVENUE

IN RE: CERTIFIED FLORIDA COLLECTOR
ADMISSIONS AND CERTIFICATIONS
COMMITTEE MEETING

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DOR-PROPERTY TAX OVERSIGHT
PUBLIC FORUM

DATE: June 11, 2025
TIME: 3:00 p.m. - 3:08 p.m.

Reported by:

JESSICA RENCHEN, Court Reporter
For the Record Reporting, Inc.
519 East Park Avenue, Suite 4
Tallahassee, Florida 32301

1 COMMITTEE MEMBERS:

2 RENE LEWIS, Chair
3 CAROLE JEAN JORDAN
4 JR KROLL
5 NANCY MILLAN
6 DORIS MALOY
7 JIM OVERTON
8 WILL ROBERTS
9 JOE TEDDER
10 JANICE WARREN

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P R O C E E D I N G S

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2 MS. LEWIS: Good afternoon, everyone.
3 Welcome to the Certified Florida Collector
4 Admissions and Certifications Committee. My name
5 is Rene Lewis; I am the Director of the Property
6 Tax Oversight program and the chair for today's
7 proceedings.

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

15 Mr. Christopher Rosa, Senior Attorney for
16 Property Tax Oversight, is on the phone. Also
17 present are staff members from the Property Tax
18 Oversight program in the Department of Revenue.
19 Will our staff please introduce themselves by
20 stating their names and titles?

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

23 MS. MCLANE: Kelly McLane, Interdepartmental
24 Projects Administrator.

25 MS. HARPER: Jenna Harper, Compliance

1 Assistance Process Manager.

2 MS. LEWIS: Thank you.

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

8 In the subject line of your e-mail, please
9 use "June 11 Committee Meeting." We are
10 monitoring that e-mail account during the meeting
11 and will read aloud all comments we receive during
12 the meeting. If you prefer to speak, please state
13 that in your e-mail and we will recognize you for
14 comment.

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

20 Meghan Miller, the Secretary of the
21 Committee, will you please call the roll?

22 MS. MILLER: Rene Lewis?

23 MS. LEWIS: Here.

24 MS. MILLER: Bruce Vickers? Carole Jean
25 Jordan?

1 MS. JORDAN: Yes.

2 MS. MILLER: JR Kroll?

3 MR. KROLL: Yes, I'm here.

4 MS. MILLER: Doris Maloy? Nancy Millan?

5 MS. MILLAN: Here.

6 MS. MILLER: Jim Overton?

7 MR. OVERTON: Yes, I'm here.

8 MS. MILLER: Will Roberts?

9 MR. ROBERTS: Here.

10 MS. MILLER: Joe Tedder?

11 MR. TEDDER: Here.

12 MS. MILLER: Janice Warren?

13 MS. WARREN: Here.

14 MS. LEWIS: Thank you.

15 I heard a beep while we were calling roll.

16 Did we have Doris Maloy or Bruce Vickers?

17 Okay. Thank you.

18 According to Rule 12D-19.002(6) Florida

19 Administrative Code, five members of the

20 Admissions and Certifications Committee constitute

21 a quorum.

22 Meghan, do we have a quorum?

23 MS. MILLER: Yes.

24 MS. LEWIS: Thank you.

25 Our first order of business today is the

1 approval of the February 6, 2025, Certified
2 Florida Collector Admissions and Certifications
3 Committee meeting minutes.

4 Do I have a motion to approve the February 6,
5 2025, committee meeting minutes?

6 Please state your name if you make a motion.

7 Do I have a motion?

8 MS. WARREN: Yeah, Janice Warren, motion to
9 approve.

10 MS. LEWIS: Thanks. We have a motion by
11 Janice Warren.

12 MS. MILLAN: Nancy Millan, second.

13 MS. LEWIS: Nancy, second?

14 MS. MILLAN: Yes, ma'am.

15 MS. LEWIS: Thank you.

16 All those in favor, indicate by saying aye.

17 (Chorus of ayes.)

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

20 Thank you.

21 Our next item of business is the presentation
22 and recommendation of 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

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

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

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

20 MS. LEWIS: Thank you, Meghan.

21 Now I need for each Committee Member to
22 individually answer the following question on the
23 record. After I read the question, Meghan will
24 call the name of each member. Please state your
25 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
4 to hear and deliberate on any of the applicants
5 scheduled to be reviewed today?

6 MS. MILLER: Rene Lewis?

7 MS. LEWIS: No.

8 MS. MILLER: Carole Jean Jordan?

9 MS. JORDAN: No.

10 MS. MILLER: JR Kroll?

11 MR. KROLL: No.

12 MS. MILLER: Doris Maloy?

13 MS. MALOY: No.

14 MS. MILLER: Nancy Millan?

15 MS. MILLAN: No.

16 MS. MILLER: Jim Overton?

17 MR. OVERTON: No.

18 MS. MILLER: Will Roberts?

19 MR. ROBERTS: No.

20 MS. MILLER: Joe Tedder?

21 MR. TEDDER: No.

22 MS. MILLER: Bruce Vickers? Janice Warren?

23 MS. WARREN: No.

24 MS. LEWIS: Thank you.

25 Do any committee members have anything they

1 wish to discuss about the applicant's credentials?⁹
2 UNKNOWN SPEAKER: No.
3 MS. LEWIS: Does the public have any comments
4 on any of the applicants?
5 If you are attending by telephone, please
6 send us an e-mail so we can recognize you. Again,
7 that e-mail address is
8 ptotraining@floridarevenue.com.
9 Jenna, have we received any e-mails?
10 MS. HARPER: No, we have not.
11 MS. LEWIS: Okay. Thank you.
12 Hearing no additional comments or discussion
13 of the credentials, the committee will now vote on
14 consideration of the applicant list.
15 Do I have a motion for recommendation of the
16 applicants?
17 Please state your name when making your
18 motion.
19 Do I have a motion?
20 MR. ROBERTS: Will Roberts.
21 MS. LEWIS: Thank you.
22 We have a motion by Will Roberts.
23 Do I have a second?
24 MR. OVERTON: Second.
25 MS. LEWIS: We have a second by Jim Overton.

1 All in favor, indicate by saying aye.

2 (Chorus of ayes.)

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

5 Thank you.

6 Let the record reflect that the committee has
7 recommended all applicants for certification.

8 Congratulations to the new Certified Florida
9 Collectors and Certified Florida Collector
10 Assistants. The professional designees will
11 receive documentation of their certification from
12 the Department.

13 That concludes today's agenda for the
14 Certified Florida Collector Admissions and
15 Certifications Committee Meeting.

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

19 (Thereupon, the proceedings were concluded at
20 3:08 p.m.)

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CERTIFICATE OF REPORTER

I, JESSICA RENCHEN, Registered Professional Court Reporter, 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 11th day of June, 2025.



JESSICA RENCHEN, Court Reporter