

**MINUTES
REGULATORY COUNCIL OF
COMMUNITY ASSOCIATION MANAGERS**

August 2, 2019

10:00 a.m. EST

Conference Call Meeting

Conference: 1.888.585.9008 Conference Room number: 241687833#

CALL TO ORDER

The Regulatory Council of Community Association Managers was called to order at approximately 10:00 a.m., by Chair Lisa Riddle.

MEMBERS PRESENT

Lisa Riddle, Chair
Sharon Cunningham, Vice Chair
Gary Pyott
Robert "Bob" Sibley

OTHER PERSONS PRESENT

Krista Woodard, Executive Director, Department of Business and Professional Regulation (DBPR)
Nick Duval, Chief Attorney, DBPR
Lynette Norr, Assistant Attorney General, Office of the Attorney General
Melinda Gray, Government Analyst, DBPR

APPROVAL OF THE MINUTES OF THE MEETING ON May 17, 2019

Vice Chair Cunningham moved to approve the meeting minutes on May 17, 2019. Mr. Pyott seconded the motion. The motion passed unanimously.

REPORTS

CHIEF PROSECUTING ATTORNEY REPORT – Nick Duval

Mr. Duval introduced himself as the new Chief Prosecuting Attorney. Mr. Duval gave an overview of the Prosecuting Attorney Reports included in the agenda. Mr. Duval informed the Council that Mr. Christopher Villa was promoted and Mr. James Richardson was hired as a new attorney with the Department. These attorneys will be focused on processing the cases for the Council.

The Council discussed the number of complaints being received by the Department and the time-frame in which they are being processed.

The Council welcomed Mr. Duval as the new Chief Prosecuting Attorney.

COUNSEL REPORT – Lynette Norr

Ms. Norr gave an overview of the Counsel's report that was included in the agenda. The rules report reflected that the following actions will become effective on August 15, 2019.

- Rule 61E14-1.001, F.A.C. - Prelicensure Education Requirements, F.A.C., reduced the prelicensure education requirements hours to 16 hours.
- Rule 61E14-4.001, F.A.C, Continuing Education Renewal Requirement, F.A.C., reduced the continuing education renewal requirements to 16 hours.

- Rule 61E14-4.004, F.A.C. – Reactivation Continuing Education, F.A.C., reduced the reactivation continuing education to 15 hours.

Annual Regulatory Plan

Ms. Norr asked the Council to think about possible rules for the upcoming year. There are currently no rules to be included on the Annual Regulatory Plan (ARP). Mr. Pyott made a motion to delegate approval authority of the ARP to the Chair. Mr. Sibley seconded the motion. The motion passed unanimously.

Ms. Woodard informed the Council that Department Rule 61-20.003, F.A.C., Business Entity Registration should be changed to eliminate the last sentence in (2), because the firm licenses are renewed bi-annually pursuant to the Florida Statute.

Rule 61-20.003, F.A.C., Business Entity Registration.

(1) A corporation, association or other organization or entity which engages in, or is desirous of engaging in, the business of community association management shall be registered under this rule and shall employ only licensed persons in the direct provision of community management services. Such entities shall register with the department, on Form DBPR CAM 2, Application for Community Association Management Firm License, incorporated by reference in subsection 61-35.020(2), F.A.C.

(2) There shall be a fee required to register an entity with the department as set forth in Rule 61E14-3.001, F.A.C. ~~Once an entity is registered, no renewal of the registration is required, and the registration shall be deemed valid unless suspended or revoked pursuant to section 468.436, F.S., or rule 61E14-2.001, F.A.C.~~

(3) As officers or licensed personnel or the business address change, the department shall be notified on Form DBPR CAM 2, Application for Community Association Management Firm License, as incorporated by reference in subsection 61-35.020(2), F.A.C., within 60 days of such change.

Rulemaking Authority 455.2035 FS. Law Implemented 468.432 FS. History—New 5-5-88, Amended 3-22-89, 2-5-91, Formerly 7D-55.003, 61B-55.003, Amended 10-10-17.

EXECUTIVE DIRECTOR REPORT – Krista Woodard Financial Report – March 31, 2019

Ms. Woodard reported that the balance in the Council's operating account was \$180,211. The unlicensed activity account balance was \$270,671.

Future Meeting Dates

November 8, 2019 – Fernandina Beach
February 28, 2020 – Conference Call
May 15, 2020 – Conference Call
August 21, 2020 – Conference Call
November 6, 2020 – St. Augustine Beach

NEW BUSINESS

Allstate Resource Management Inc. Continuing Education Course Application

Ms. Norr advised the Council that they have jurisdiction over Rule 61E14-4.001, F.A.C., Continuing Education Renewal Requirements.

The Council discussed the application and the course outline. After discussion, Mr. Sibley made a motion to approve the application as written. The motion failed. After further discussion, Mr.

Sibley made a motion to approve the application for a one hour elective course and deny the application for one hour of instruction on the operation of the community association's physical property. Vice Chair Cunningham seconded the motion. The motion passed unanimously.

OLD BUSINESS

There was no old business to come before the Council at this time.

ADJOURNMENT

There being no further business to come before the Council, Mr. Pyott made a motion to adjourn. Vice Chair Cunningham seconded the motion. The motion passed unanimously, with the meeting adjourning at 11:08 a.m.