

MINUTES
REGULATORY COUNCIL OF
COMMUNITY ASSOCIATION MANAGERS
November 2, 2018
10:00 a.m. EST
Hilton University of Florida Conference Center
1714 SW 34th Street
Gainesville, Florida 32607
Conference Call Meeting
Conference: 888.670.3525 Participant Code: 7335214083#

CALL TO ORDER

MEMBERS PRESENT

Angela M. Phillips, Chair
Lisa Riddle, Vice-Chair, by Telephone
Sharon Cunningham
Gary Pyott
Robert "Bob" Sibley

OTHER PERSONS PRESENT

Robyn Barineau, Executive Director, Department of Business and Professional Regulation (DBPR)
Chevonne, Christian, Assistant General Counsel, DBPR, by Telephone
Lynette Norr, Assistant Attorney General, Office of the Attorney General
Melinda Gray, Government Analyst, DBPR
Debbie Holloway, Court Reporter

OTHERS PRESENT – IN PERSON

James R. Phillips, Community Association Manager
Matthew Green, Community Association Institute
Fred Gray, Gray Systems Inc.
Rita Sibley

OTHERS PRESENT – BY TELEPHONE

John Krueger, Associa

APPROVAL OF THE MINUTES OF THE MEETING ON AUGUST 10, 2018

Mr. Gary Pyott moved to approve the meeting minutes from August 10, 2018. Ms. Cunningham seconded the motion. The motion passed unanimously.

APPROVAL OF THE MINUTES OF THE MEETING ON OCTOBER 5, 2018

Mr. Pyott moved to approve the meeting minutes from October 5, 2018. Mr. Bob Sibley seconded the motion. The motion passed unanimously.

REPORTS

PROSECUTING ATTORNEY REPORT – Chevonne Christian

Case Reports

Ms. Christian gave an overview of the Prosecuting Attorney Report that was included in the agenda and in a supplemental email. Ms. Christian informed the Council that the Department is seeing an increase in the number of complaints filed with the Department.

Ms. Christian informed the Council that Mr. Mitchell accepted another position within the Department. She also mentioned that the Office of the General Counsel is hiring three new attorneys and three new law clerks to handle CAM and Condominium cases. She also indicated that Mr. Christopher Villa will be one of the new

attorneys for the Council. Chair Phillips, on behalf of the Council, thanked Mr. Mitchell and his staff for all their hard work.

Ms. Christian provided the Council with the Office of General Counsel's portion of the Council member training.

COUNSEL REPORT – Lynette Norr

Rules Report

There was no Rules Report to come before the Council at this time.

Pre-Licensure Education

The Council discussed pre-licensure education. It is the opinion of the Council that all providers should be teaching the same information. The Council recommended that Ms. Norr research whether or not the Council has authority to incorporate pre-licensure education requirements in their rule. The Council asked that this matter be placed on the February 2019 agenda. If the Council can expand the rule, they will consider having a public workshop at the November 2019 meeting.

Annual Regulatory Plan

Ms. Norr informed the Council that she and Ms. Barineau developed the ARP and provided a draft for the Chair's approval. She stated that the ARP should be ratified by the Council. After discussion, Ms. Cunningham made a motion to ratify the ARP. Chair Phillips seconded the motion. The motion passed unanimously.

EXECUTIVE DIRECTOR REPORT – Robyn Barineau

Financial Report – June 30, 2018

Ms. Barineau informed the Council that as of June 30, 2018, their operating account balance was (\$895k) and their unlicensed activity account balance was \$197k.

Board Member Training

Ms. Norr and Ms. Barineau provided their portions of Council Member Training.

Future Meeting Dates

February 22, 2019 – Conference Call

May 17, 2019 – Conference Call

August 2, 2019 – Conference Call

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

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

OLD BUSINESS

Sexual Harassment – Bob Sibley

Mr. Sibley reiterated that he would like to have information on sexual harassment posted on the Department's website. Ms. Barineau stated that the Department's websites contain information specific to each profession. The Department does not post important items that are global in nature. The best place for such posting should be in an industry newsletter.

Mr. Sibley stated that he wants more continuing education coverage of sexual harassment, for example, to have a survey conducted by an association, review the outline of courses being offered by providers, and create an award for continuing education providers and post on the Department's website.

Ms. Norr stated that she would give a presentation at the February 2019 conference call on surveys, review of continuing education rule and awards.

Chair Phillips asked Mr. Sibley if he was interested in modifying Rule 61E14-2.001, F.A.C. - Standards of Professional Conduct. Mr. Sibley indicated that he did not want to modify this rule.

Chair Phillips stated she was not interested in modifying the rule. Ms. Cunningham and Mr. Pyott stated that this maybe a matter for the continuing education rule.

ADJOURNMENT

There being no further business to come before the Council, Mr. Pyott made a motion to adjourn.

Ms. Cunningham seconded the motion. The motion passed unanimously, with the meeting adjourning at 12:29 p.m.