

Certified Interior Designers Section of the
BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, LAND
SURVEYORS, CERTIFIED INTERIOR DESIGNERS AND LANDSCAPE
ARCHITECTS MEETING MINUTES

The Certified Interior Designers Section of the of the Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on August 4, 2023, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia, with the following members present for all or part of the meeting:

Caroline Alexander, Certified Interior Designer
Cameron Stiles, Certified Interior Designer

Demetrios Melis, Director, and Kishore Thota, Chief Deputy Director, were not present at the meeting with regrets.

Staff present for all, or part of the meeting were:

Steve Kirschner, LRPD Deputy Director
Kate Nosbisch, Executive Director
Bonnie Davis, Regulatory Operations Administrator
Ecila Williams, Administrative Coordinator

Members of the audience:

Kate Smiley, McGuireWoods Consulting

No one was present from the Office of the Attorney General.

Ms. Nosbisch called the meeting to order at 9:05 a.m.

Call to Order

Ms. Nosbisch advised the Section of the emergency evacuation procedures.

**Emergency
Evacuation**

Ms. Nosbisch welcomed Ms. Williams as the new Administrative Coordinator and Ms. Smiley as a guest in the audience.

Announcements

Ms. Stiles moved to approve the agenda. Ms. Alexander seconded the motion which was unanimously approved by: Stiles and Alexander.

**Approval of
Agenda**

There was no public comment.

**Public Comment
Period**

Ms. Nobsch reminded the Section about using the regulatory review matrix during their review of the certified interior designers regulations.

Regulatory Review Matrix

The Section conducted a line-by-line review of the regulations using the Regulatory Review Matrix Flowchart to determine the relevance of each regulation. The Section began by reviewing 18VAC10-20-460. A long discussion took place regarding examinations being year-round and the responsibility on the Board.

Certified Interior Designers Regulatory Review

Ms. Stiles announced that she accepted the position as ambassador for the Council for Interior Design Qualification (CIDQ) and is a member of the CIDQ Model Law Committee.

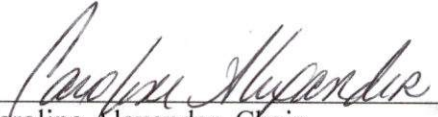
Other Business

Conflict of Interest forms and Travel Vouchers were completed by all Committee members present.

Conflict of Interest Forms / Travel Vouchers

There being no further business, the meeting was adjourned at 9:50 a.m.

Adjourn



Caroline Alexander, Chair



Kishore S. Thota, Secretary

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Caroline Alexander
2. Title: Board Member
3. Agency: Interior Designers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting August 4, 2023

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.

 C Alexander
Signature

 8/4/23
Date

STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT

TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government

1. Name: Cameron Stiles
2. Title: Board Member
3. Agency: Interior Designers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting August 4, 2023

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

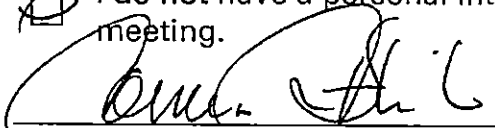
I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.



Signature



Date