

IOWA INTERIOR DESIGN EXAMINING BOARD  
MINUTES  
200 E. Grand, Suite 350, Des Moines | Bureau Conference Room  
Tuesday, August 13, 2019 at 1:00 p.m.

The meeting was conducted via telephone conference call because it was not practical or economically feasible to hold a regular meeting for the limited agenda.

Public access to this meeting was available at the Board office.

**Board Members present for all or part of the meeting:**

Joan Birk, in person	Katherine Stavneak, in person
Jay Reyhons	Lori Wiles, Chair, in person
Ben Snyder	Danielle Williams joined meeting at 1:04 p.m.

**Not Present:**

Todd Mithelman

**Staff:**

Lori SchraderBachar, Board Administrator	Caroline Barrett, AAG
Ashley Thompson, Licensing Specialist	Renee Paulson, PLB Investigator

**Public:**

None.

**Call to Order:**

Call to Order by Wiles at 1:02 p.m.

**Motion by Birk to approve the open and closed session minutes of May 20, 2019.**

Seconded by Snyder.

VOTE: Aye: All      Nay: None      Abstaining: None

Motion passed.

**Board Member Reports**

None.

**Administrative Reports**

**Assistant Attorney General:** Barrett reported that she is currently working with SchraderBachar on revising the PLB rules concerning military spouses obtaining licensure based on their licensure in another jurisdiction.

**Board Administrator:** SchraderBachar welcomed the attendees and reported that PLB has filled one of two licensing specialist positions. SchraderBachar reported that from May 1, 2019 through July 31, 2019 there were four newly registered interior designers and one reinstatement, and that thirty registered interior designers renewed, but seven had lapsed.

**Licensing Specialist:** Thompson had nothing to report.

### **CEU Review**

SchraderBachar provided an update on the following CEU reviews.

Diane Daiker provided an additional one HSW hour and is now in compliance.

Kelly Kalvelage provided more information on the continuing education she completed with Council for Interior Design Qualification (CIDQ) per the Board's request. Board reviewed information provided and deemed acceptable.

Discussion held concerning HSW requirements for interior design continuing education. Wiles would like to see a protocol established to verify that continuing education fulfills HSW requirement. SchraderBachar provided a tutorial on new resources available on the Professional Licensing Bureau's website, which include an HSW audit form and an additional document with further CE information. SchraderBachar is to perform CE audits later this month and will provide the HSW audit form.

### **Discussion of "Design Professional" Definition**

Barrett was asked by the Board to research what "Design Professional" meant within Iowa code at the 2019 March Board meeting. Barrett reported that after researching, she found the term, "Design Professional," twice within Iowa code, but without definition.

### **Public Comment**

None.

### **Complaints & Discipline**

#### **Closed Session**

**Motion by Birk to enter into closed session pursuant to Iowa Code section 21.5(1)(d) and 272C.6(4) at 2:01 p.m. to review pending licensee discipline cases and investigations.**

Seconded by Williams.

VOTE: Roll Call: Wiles, aye; Birk, aye; Stavneak, aye; Snyder, aye; Williams, aye; and Reyhons, aye.

Motion passed unanimously.

#### **Open Session**

Motion by Birk for the Board to return to open session at 2:06 p.m.

Seconded by Stavneak.

VOTE: Aye: All      Nay: None      Abstaining: None

Motion passed.

**Motion by Birk to accept the signed consent orders for cases 18-01 and 19-01 and allow the Board Executive to sign on my behalf and close cases.**

Seconded by Stavneak.

VOTE: Aye: All      Nay: None      Abstaining: None

Motion passed.

**Motion by Stavneak to close case 19-02.**

Seconded by Birk.

VOTE: Aye: All      Nay: None      Abstaining: None

Motion passed.

**Upcoming Meetings & Last Minute Comments**

The next meeting is Tuesday, October 15, 2019 at 1:00 p.m. in person. Barrett will provide board member training.

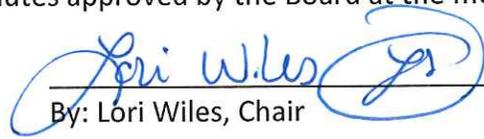
SchraderBachar shared the Alliance for Responsible Professional Licensing website with the Board as a great resource to use when speaking with legislators.

**Adjournment**

Wiles adjourned the meeting at 2:14 p.m.

These minutes accurately reflect the minutes approved by the Board at the meeting on:

8.30.19  
DATE

  
By: Lori Wiles, Chair