

IOWA INTERIOR DESIGN EXAMINING BOARD  
MINUTES  
200 E. Grand, Suite 350, Des Moines | Conference Call  
**Tuesday, November 13, 2018 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:**

Lori Wiles, Chair	Todd Mithelman
Joan Birk	Danielle Williams

**Not Present:**

Ben Snyder	Jay Reyhons
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**Staff:**

Lori SchraderBachar, Board Administrator	David Ranscht, Assistant Attorney General
Tracy Lindgren, Licensing Specialist	

**Public:**

None.

**Call to Order:**

Call to Order by Wiles at 1:05 p.m.  
Quorum was established.

**Motion by Williams to approve the open session minutes of August 6, 2018.**

Seconded by Mithelman.

VOTE: Aye: All      Nay: None      Abstaining: None

Motion passed. Wiles authorized SchraderBachar to sign the minutes on her behalf.

**Board Member Report**

None

**Administrative Reports**

David Ranscht, Assistant Attorney General, provided a reminder to board members to feel free to reach out to members of the legislature but advised they may not speak on behalf of the board.

SchraderBachar reported she and Wiles attended the Administrative Rules Review Committee on October 9, 2018 and were not asked any questions. She announced the Governor's office is close to announcing a new board member.

Lindgren reported four newly registered interior designer and no reinstatements from August 7 through November 13, 2018, which brings us to a total of 75 active registered interior designers.

**CEU Review**

Jourdan audit – SchraderBachar reviewed conference materials submitted for continuing education and requested the board review if submissions meet HSW requirements for renewal. Board consensus was the licensee needs to provide documentation that courses taken at conference meet the HSW requirement.

**193G Iowa Administrative Code Chapters 1**

**Motion by Birk to adopt amendments to 193 Iowa Administrative Code Chapter 1.**

Seconded by Williams.

VOTE: Aye: All                      Nay: None                      Abstaining: None

Motion passed unanimously.

**Set 2019 Meeting Dates**

2019 meetings will be held on March 26, conference call, at 1 p.m.; May 20, in person, at 2 p.m.; August 13, conference call, at 1 p.m.; and October 15, conference call, at 1 p.m.

**Public Comment**

None.

**Upcoming Meetings & Last Minute Comments**

The next meeting is Tuesday, March 26, 2019 at 1:00, via teleconference.

**Adjournment**

Wiles adjourned the meeting at 1:21 p.m.

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

3/26/19  
DATE

Lori Wiles  
By: Lori Wiles, Chair