

Maryland Board of Certified Interior Designers
Business Meeting Minutes

DATE: January 14, 2025, Tuesday

TIME: 1:30 PM

LOCATION: 100 S. Charles Street
Tower 1, 3rd Floor
Baltimore, MD 21201

Videoconferencing: (<https://meet.google.com/wnb-ixmn-wfv>)
Phone Number: (US) +1 406-838-3166 PIN: 914 176 096#

MEMBERS PRESENT: Robyn Dubick, Chair, CID
Carmen Parsons Sneed, CID
Suzanne Frasier, CID
Nichole McCollum, CID
Cynthia Berardo, CID

MEMBERS ABSENT: Michael Daly, RA, CID

STAFF PRESENT: Zevi Thomas, Executive Director
Matthew Venuti, Board Counsel
Noraida Lozano, Board Administrator

Call to Order

Robyn Dubick, Chair, called the business meeting of the Board of Certified Interior Designers to order, virtually via <https://meet.google.com/wnb-ixmn-wfv>, Phone (US) +1 406-838-3166 PIN: 914 176 096# at 1:41 p.m.

Approval of Minutes

Motion (I) was made by Ms. Frasier, seconded by Ms. Dubick, and unanimously carried by the Board to approve the October 15, 2024, business meeting minutes with no corrections.

Committee Reports

Outreach Committee

Ms. Berardo reported that the MD Outreach Committee was able to obtain a list of certified interior designers and contacted Kayla Karpp, CIDQ Governance and Engagement Manager for additional information. Ms. Berardo also presented the NCIDQ certification and the digital badge that interior designers could add to their signature line as an incentive for being certified in the State of Maryland.

Ms. Sneed added that the Outreach Program was also a topic at the CIDQ Annual Meeting in November 2024. Part of the Outreach committee's discussion entails contacting the other Maryland Design Boards to support the project and a plan to collaborate with the National Council of Architectural Registration Boards (NCARB).

Complaint Committee Report – None

DEI (Diversity, Equity and Inclusion) Committee – None

Legislative Committee – None

Executive Director's Report

Mr. Thomas reminded the CID Board members of the Ethics Report submission that is due before April 2025. He said he would send the email to the Board after the meeting.

He also presented the new State office building, which is located at 100 South Charles, Tower 1, Baltimore MD 21201. Our staff is currently working on updating all the forms on the board's website with the new address.

He stated that similar to other design boards the CID Board could offer a wall certificate to newly certified interior designers as recognition in the State of Maryland.

Board Counsel's Report

Mr. Venuti announced that the Legislative Session has begun but he has no updates on bills that could affect the design boards. He reported that the Architect's Board is establishing a task force to explore possible actions to curtail fraudulent use of professional seals and stamps. He inquired if any members of the CID Board would have interest in taking part in such a task force.

New Business

Ms. Sneed confirmed with the Board that she and Ms. Berardo attended the National Council for Interior Designer Qualifications 50th Annual meeting in Chicago, Illinois on November 8-9, 2024. Ms. Sneed and Ms. Berardo shared with the Board the

highlighted topics discussed during the annual meeting. Ms. Sneed agreed with Mr. Thomas to send a copy of the Annual Meeting Report to be disseminated to the Board.

Ms. Dubick asked Mr. Thomas to clarify the submission of the CEU (Continuing Education Units) for the licensees' update. She recalled the old process wherein the licensee had to submit the CPC Report Form to the Board when getting audited.

To simplify the audit process, Mr. Thomas suggested deleting the old CPC forms from the website as it was already implemented with the other design boards. Currently, acceptable documentation includes CEUs transcripts of records and CEU certificates.

Ms. Dubick announced that she will not pursue reappointment with the CID Board. Mr. Thomas advised the Board that they are welcome to recommend qualified applicants for the CID position, as well as the consumer position. He will send the link after the meeting.

Old Business

Code Officials Handbook

Ms. Dubick's goal is to finish the handbook before her term ends and have it published.

CIDQ Model Law

Ms. Sneed shared that there were discussions about the Model Law and Overlapping Practice during the CIDQ Annual Meeting and there should be an update.

Correspondence - NONE

Adjournment

There being no further business to discuss, Motion (II) was made by Ms. Frasier, seconded by Ms. Berardo, and unanimously carried to approve the Board to adjourn the meeting at 2:24 p.m. The next Board Meeting is scheduled for **Tuesday, April 15, 2025, at 1:30 pm.**

Approved X without corrections with corrections

Signed: (Signature on File)
Robyn Dubick, Chair

Date: 04/17/2025