

MINUTES
INTERIOR DESIGNER EVALUATION
AND EXAMINATION COMMITTEE
June 22, 2005
Public Session

I. CALL TO ORDER

The regularly scheduled meeting of the Committee was called to order at 9:40 a.m. in the Union Conference Room on the third (3rd) floor at 124 Halsey Street, Newark, New Jersey.

PARTICIPANTS	PRESENT	ABSENT	EXCUSED
Chair Diane Goté	(X)	()	()
Committee Member Patricia Blaser	(X)	()	()
Committee Member Suzan Globus	(X)	()	()
Committee Member James R. Cline	(X)	()	()
Committee Member Vacant	()	()	()

OTHERS PRESENT: Michelle Albertson, Deputy Attorney General; Margaret Hinkley, Secretary to the Executive Director and staff Judith Nadal, Board of Architects.

ALSO PRESENT: Anthony Miragliotta, Deputy Director, from the Division of Consumer Affairs and Albert Zaccone, Architect board member.

II. OPEN PUBLIC MEETINGS ACT

The statement required by Chapter 231, public laws of 1975, the "Open Public Meetings Act," was read and it was announced that notice of this meeting was prepared in the office of the Board of Architects and mailed to the Secretary of State, the Newark Star-Ledger, the Trenton Times, the Camden Courier-Post, the Record and the Atlantic City Press.

III. APPROVAL OF MINUTES

June 1, 2005

ACTION: Ms. Globus motioned to approve the minutes as presented. Ms. Blaser seconded the motion. It passed unanimously.

IV. ANNOUNCEMENTS

Executive Director Hsu is in Miami, Florida attending the Annual N.C.A.R.B. meeting on June 22, 23 and 24, 2005.

Information received from N.C.I.D.Q. pertaining to scores from the April examination.

V. OLD BUSINESS

A. Application form review

1 Attached is a revised initial application form for certification for Committee's review.

ACTION: Changes were noted to finalize the draft initial application form for certification. Staff will incorporate the changes for review at the next meeting.

2 Attached is a revised grandfather application for certification for Committee's review.

ACTION: Ms. Blaser motioned to accept the grandfather application form with changes as amended. Mr. Cline seconded the motion. It passed unanimously.

3 Attached is a revised sample professional reference form for Committee's review.

ACTION: Mr. Cline motioned to accept the professional reference form as amended. Ms. Blaser seconded the motion. It passed unanimously.

4 Attached is a revised sample personal reference form for Committee's review.

ACTION: Mr. Cline motioned to accept the personal reference form as amended. Ms. Blaser seconded the motion. It passed unanimously.

VI. NEW BUSINESS

A. Additional application forms

1 Attached is a draft checklist sheet for the grandfather application for Committee's review.

ACTION: The Committee made changes and clarifications to the form. Staff will incorporate the changes and present same to the Committee at the next meeting.

2 Attached is a draft checklist sheet for the initial application for Committee's review.

ACTION: The Committee made changes and clarifications to the form. Staff will incorporate the changes and present same to the Committee at the next meeting.

3 Attached is a draft cover letter for the grandfather application for Committee's review.

ACTION: Staff will draft a cover letter advising applicants of both the grandfather and initial application information.

4 Attached is a draft Non-F.I.D.E.R. accredited course description form for Committee's review.

ACTION: Staff will prepare new course description form based on the form used by the Board of Professional Engineers as a starting point for discussion at the next meeting.

B. Information

Memo dated June 10, 2005, from June Levy, Assistant Director, Division of Consumer Affairs, advising staff, Board/Committee commission members about year end guidelines for processing travel reimbursements, is attached for the Committee's information.

ACTION: Duly noted.

C. Meeting Schedule

Committee discussed adding an additional meeting to the schedule of meeting dates.

ACTION: Ms. Blaser motioned to schedule an additional meeting for July 27, 2005. Mr. Cline seconded the motion. It passed unanimously.

VII. PUBLIC COMMENTS

Seeing no one from the public present, Ms. Goté proceeded to the next item on the agenda.

VIII. NEXT MEETINGS

July 27, 2005 Additional Meeting Union Room - 3rd Flr

September 7, 2005 Regular Meeting Union Room - 3rd Flr

October 5, 2005 Regular Meeting Union Room - 3rd Flr

IX. ADJOURNMENT

At 2:25 p.m., Ms. Globus motioned to adjourn the meeting. Mr. Cline seconded the motion. It passed unanimously.