
Certified Interior Designers **Business Meeting Minutes**

DATE: July 15, 2025

TIME: 01:30 PM

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

(Video Teleconferencing via: <https://meet.google.com/wnb-ixmn-wfv>)

(Phone Number: (US) +1 406-838-3166 PIN: 914 176 096#)

MEMBERS PRESENT: Carmen Parsons Sneed, Acting Chair, CID
Nichole McCollum, CID
Cynthia Berardo, CID
Michael Daly, CID, RA

MEMBERS ABSENT: Suzanne Frasier, CID
Elizabeth Glenn, Consumer Member

STAFF PRESENT: Zevi Thomas, Executive Director
Raquel Meyers, Assistant Executive Director
Noraida Lozano, Board Administrator

Matthew Venuti, Board Counsel
Shavon Cooper, Board Administrator, PE Board

OTHERS PRESENT: John Dove, Commissioner, O & P Licensing Department
Sarah McDermott, Deputy Commissioner, O & P Licensing Department
Lisa Cole, Co-Director of Advocacy, Maryland Coalition for Interior Designers

Called to Order

Carmen Sneed, Acting 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 1:33 p.m.

Approval of Minutes

Motion (I) was made by Mr. Daly, seconded by Ms. Berardo, and unanimously carried by the Board to approve the April 15, 2025, business meeting minutes with no corrections.

Complaint Committee Report – None

DEI (Diversity, Equity, and Inclusion) Committee - None

Legislative Committee – None

Outreach Committee

Ms. Sneed stated that the Outreach Committee had met twice since the last CID meeting. Ms. Berardo reported that the Outreach Committee's first objective is to gather information on what Maryland Board is currently undertaking compared to other jurisdictions and the associations. Second is the site visit to community colleges and schools, primarily to engage with likely candidates. She reiterated that the Outreach Committee's goal is to encourage eligible interior designers to pursue certification in Maryland and meet the qualifications, which include education, experience, and examination.

Ms. Berardo confirmed that only 50% of interior designers in the State of Maryland are certified, and one of the committee's goals is to increase the number of certified interior designers. She followed up with Mr. Thomas regarding whether electronic badging is still not possible.

Mr. Thomas stated that the CID Board could only commit to a free wall certificate to recognize the newly licensed interior designers, but not to an electronic badging, due to budget constraints. He can help facilitate email blast if the committee can provide the list of interior designers in Maryland. Mr. Venuti suggested including the firms in the email blast to reach interior designers in Maryland likely working in multidisciplinary offices. Ms. Berardo agreed to furnish Mr. Thomas with the list.

Ms. Sneed has been in touch with Ms. Kayla Karpp, Governance Engagement and Meetings Manager of NCIDQ and the MD Board of Architects, regarding slide deck templates. The outreach committee is in the process of creating a model presentation to encourage interior designers in Maryland to register, reinstate their licenses, and maintain their licensure in the state.

Ms. Berardo cited some examples of the programs other jurisdictions are engaged in as references to the outreach presentation. Ms. Sneed added that this presentation would be created not only for the email blast but also for the site visits for the school programs. Ms. McCollum is designated to gather information on the list of schools with the program, as mentioned by Ms. Sneed.

Executive Director's Report

Mr. Thomas announced the newly appointed consumer member for the CID Board. She is Ms. Elizabeth Glenn, whose also has a background in affordable housing and sustainable development.

He expressed his gratitude and appreciation for Ms. Dubick's service and contribution to the CID Board, who stepped down as Chair and as CID representative to the Joint Chairs Group of the Professional Design Boards. He also acknowledged and thanked Ms. Sneed for presiding over the meeting as Acting Chair for the CID Board.

Mr. Thomas informed the Board regarding the election of two officers for the Maryland CID, the new Chair and Secretary. He suggested conducting the votes at the next meeting to ensure full board attendance.

He encouraged the Board to attend the ICOR (Interorganizational Council on Regulation) New Member Orientation via Zoom on July 29, 2025, at 2 p.m., especially for the newly appointed members of the CID Board.

Board Counsel's Report - None

New Business

The Board agreed to table the elections of new officers at the next meeting, as suggested by Mr. Thomas during the Executive Director's Report.

Old Business

Code Officials Handbook

Mr. Thomas explained that the CID Code Officials Handbook is intended to be part of the Maryland Board of Architects Code Officials Handbook. Unfortunately, the MD Board of Architects had finalized and disseminated it to the corresponding code officials in Maryland in November 2024. He proposed that if the CID Board plans to move forward with the handbook, the Board could use it as part of the Outreach Program presentation.

CIDQ Model Law Task Force

Mr. Daly reported that the CIDQ Model Law was voted on at the CIDQ Annual Meeting held in Chicago last November 2024. The CIDQ Board is finalizing the Model Regulations, which will be submitted for votes at this year's CIDQ Annual Meeting. NCIDQ is advocating for stronger interior design regulation, which includes implementing the Title Act into the Practice Act in states like Maryland. This will give certified interior designers in MD permitting privileges. Once implemented, the Legislation Committee would be able to start on the Legislation Report.

Correspondence – None

Audience Participation

Ms. Sneed acknowledged the presence of Lisa Cole, a member of the Maryland Coalition for Interior Design. Ms. Cole expressed her interest in the Maryland Board CID committee updates on the

Outreach Program, Code Official's Handbook, and Model Law Legislation. Their mission is to increase the number of registered interior designers in the State of Maryland. They are in contact with Ms. Kayla Karpp and Mr. Matt Barusch of CIDQ, who have been joining the Annual Expos for the Maryland Coalition for Interior Design. The MD Coalition has generated a free-of-charge CID pin to recognize those

who obtain certification in Maryland. They are willing to collaborate with the Maryland CID Outreach Committee when they start visiting universities to start the program.

Adjournment

There being no further business to discuss, Motion (II) was made by Ms. Sneed, seconded by Ms. McCollum, and unanimously carried to approve the Board to adjourn the meeting at 2:21 p.m. The next Board Meeting is scheduled for Tuesday, October 14, 2025, at 1:30 pm.

Approved: X without corrections _____ with corrections

Signed: (Signature on File)
Carmen Sneed, Chair

Date: October 14, 2025