



*Louisiana*

Office of the Governor  
State Board of Examiners  
of Interior Designers

## BOARD MEETING MINUTES

Date: **December 3, 2020**

Time: **12:00 pm agenda read; 12:30 pm call to order**

Place: **via Zoom**

- Due to Covid-19, this Board certifies that it would be unable to operate due to quorum requirements.
- **Legislative Action, specifically in Act 43 of the 2020 Second Extraordinary Session 2020 Session**

A) This new addition to Louisiana's Open Meetings Law creates a framework in which a public body may conduct, and its members may attend and participate in, a meeting via electronic means provided all of the following:

- 1) The Governor has declared a state of emergency for the area in which the board would meet, and the nature of the public emergency would make an open meeting detrimental to the health, safety, or welfare of the public.
- 2) The board's presiding officer, Deborah Steinmetz, Chairman, certifies that the agenda of the meeting is limited to one or more of the following:
  - A. Matters directly related to the board's response to the emergency and critical to the health, safety, or welfare of the public;
  - B. Matters that, if they are delayed, would cause curtailment of vital public services or severe economic dislocation and hardship;
  - C. Matters that are critical to the continuation of the business of the board and cannot be postponed due to a legal requirement or other deadline that cannot be postponed or delayed.
  - D. Other matters that are critical or time-sensitive and that in the determination of the presiding officer should not be delayed; however, such matters shall not be considered at the meeting unless the members of the body present at the meeting approve the consideration of the matters by a two-thirds vote.

- According to guidelines put in place by the Attorney General of the State of Louisiana on how to handle public meetings pursuant to Governor John Bel Edwards' Proclamation Number JBE 2020 - 30, when a Board meets via livestream, the agenda must be read aloud and a reasonable amount of time must be allowed for public comment to be submitted.

On the meeting date, the meeting agenda will be read at 12:00 pm. The public will be allowed to submit public comment on the following agenda items until 12:30 pm via email to [admin@lsbid.org](mailto:admin@lsbid.org), calling 225-295-8425, or joining the live

stream of the zoom meeting. Any comments submitted prior to 12:30 pm will be read to the Board members at the start of the meeting.

12:00 pm Reading of the Agenda

12:30 pm

## **Licensing Certificate Recognition to new Registered Interior Designers**

### **Presentation of the 2020 Emerging Professional Award to Fabie Bennett Derbigny**

I. CALL TO ORDER AND ROLL CALL  
D. Steinmetz- Chairman, T. Ritchie- Vice-Chairman, D. Lamb- Treasurer, M. Johnston-Secretary, K. Hazel, M. Verdigets, E. Walther  
Others present - Anna Dow and Sandy Edmonds

II. APPROVAL OF TODAY'S AGENDA pursuant to Act 43 of the 2020 Second Extraordinary Session

**MOTION AND SECOND to approve the agenda pursuant to Act 43 of the 2020 Second Extraordinary Session: M. Verdigets, M. Johnston.  
MOTION PASSED UNANIMOUSLY.**

III. PUBLIC COMMENT on today's agenda items (3 minutes per person)

IV. OLD BUSINESS

a. Chairman's Report- D. Steinmetz

b. Administrative report- S. Edmonds

c. Legal/Disciplinary Report- A. Dow

This may be handled in executive session Pursuant to LA RS 42:17 A (1), LA RS 42:17 A (4), and/or LA RS 42:17 A (10)

V. Approval of minutes from October 15, 2020

**MOTION AND SECOND to approve minutes from October 15, 2020: D. Lamb, T. Ritchie. MOTION PASSED UNANIMOUSLY.**

VI. NEW BUSINESS

a. Approval of current financials

**MOTION AND SECOND to approve financials: M. Johnston, K. Hazel.  
MOTION PASSED UNANIMOUSLY.**

b. Application for Inactive status

1. Juanita Murphy

**MOTION AND SECOND to approve Juanita Murphy for inactive status:  
M. Verdigets, M. Johnston. MOTION PASSED UNANIMOUSLY.**

- c. Waiving of annual CEU requirement for Cameron, Calcasieu, and Beauregard parishes due to the aftermath of Hurricane Laura

**MOTION AND SECOND to waive the CEU requirement for licensees who live in Cameron, Calcasieu, and Beauregard parishes based on the Governor's Declaration of Disaster Areas from Hurricane Laura: D. Lamb, B. Walther. MOTION PASSED UNANIMOUSLY.**

**MOTION AND SECOND to extend the time to pay the annual renewal fee by 3 months (fees due by 3/31/2021) upon submission of the annual renewal application by 12/31/2020 for licensees who live in Cameron, Calcasieu, and Beauregard parishes based on the Governor's Declaration of Disaster Areas from Hurricane Laura: M. Johnston, B. Walther. MOTION PASSED UNANIMOUSLY.**

**MOTION AND SECOND for licensees who reside in other parishes when their work has been impacted by these disasters in Cameron, Calcasieu, and Beauregard parishes based on the Governor's Declaration of Disaster Areas from Hurricane Laura can apply to the Board for a case by case review for waiving of CEU's and/or renewal fee extension of 3 months (fees due by 3/31/2021) upon submission of the annual renewal application by 12/31/2020: M. Verdigets, B. Walther. MOTION PASSED UNANIMOUSLY.**

Ms. Walther joined the meeting in progress during item C.

- d. Set Board meeting dates for 2021

Proposed:

Feb 25

April 15

June 24

Aug 12

Oct 14

Dec 2

**MOTION AND SECOND to approve 2021 Board meeting dates of Feb 25, April 15, June 24, Aug 12, Oct 14, and Dec 2: B. Walther, D. Lamb. MOTION PASSED UNANIMOUSLY.**

- e. Lease extension under same terms as the past 10 years (\$300/month)

**MOTION AND SECOND to approve renewing lease with same terms: D. Lamb, M. Verdigets. MOTION PASSED UNANIMOUSLY.**

VII. NEXT MEETING DATE – Feb 25

VIII. ADJOURN

**MOTION to adjourn: D. Lamb. MOTION PASSED UNANIMOUSLY.**

Submitted by: Sandy Edmonds