

**ARCHITECTS, CERTIFIED INTERIOR DESIGNERS and  
LANDSCAPE ARCHITECTS SECTION MEETING**

**MINUTES**

The Architect, Certified Interior Designer and Landscape Architect Sections of the Virginia Board for Architects, Professional Engineers, Land Surveyors, Certified Interior Designers and Landscape Architects (APELSCIDLA Board) met on December 14, 2017, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present for all or part of the meeting:

Robert A. Boynton (Arch)  
Mel Price (Arch)  
Christine Snetter (Arch)  
A. Cabell Crowther (LA)  
B. Caroline Alexander (CID)  
Cameron Stiles (CID)

Board member, Ann Stokes was not present for the meeting.

Board staff present for all or part of the meeting was:

Kathleen R. (Kate) Nobsch, Executive Director  
Bonnie Davis, Administrative Assistant

No representative was present from the Office of the Attorney General.

Mr. Boynton, Chair, called the meeting to order at 1:45 p.m.

**Call to Order**

Mr. Boynton advised the Section of the emergency evacuation procedures.

**Emergency  
Evacuation  
Procedures**

Ms. Stiles moved to approve the agenda. Ms. Alexander seconded the motion which was unanimously approved by members: Alexander, Boynton, Crowther, Price, Snetter, and Stiles.

**Approval of Agenda**

There was no public comment.

**Public Comment**

Ms. Stiles reported that she toured the American Society of Interior Designers (ASID) in Washington, D.C. whose office space is Leadership in Energy and Environmental Design (LEED) and WELL Platinum Certified, which was very interesting.

**Certified Interior  
Designer Section  
Update**

Ms. Alexander stated that at the CIDQ Conference in November, a discussion took place regarding the term interior architect. Ms. Stiles stated that the program name changed at some schools, but not the degree.

**CIDQ Update**

Ms. Nobsch stated that CIDQ exam registration increased 17% over 2016, which was the previous high.

Mr. Crowther stated there was nothing new to report at this time.

**Landscape Architect  
Section Update**

Mr. Crowther stated that the CLARB meeting in September was well attended and informative.

**CLARB Update**

Ms. Stiles, Ms. Alexander, and Mr. Crowther left the meeting at 1:59 p.m.

**Board Member  
Departure**

Mr. Boynton noted that NAAB has completely reorganized its staff and is considering the continuation of its foreign programs.

**Architect Section  
Update**

Mr. Boynton stated that NCARB is streamlining and updating their business models.

**NCARB Update**

Ms. Nobsch stated the Section had previously accepted the 2017 TriNational Mutual Recognition Agreement for International Practice, but NCARB is requesting verification of acceptance by signing the Letter of Undertaking. The Section agreed by consensus to have Board Chair, Ms. Langelotti, sign the Letter of Undertaking.

The Architect Section reviewed the proposed changes to the Bylaws. Ms. Nobsch requested that comments be sent to her by January 15, 2018, which will be forwarded to NCARB.

Ms. Nobsch stated that Corey Clayborne, AIA Virginia Executive Vice President/CEO, was unable to stay to present AIA Information but asked Ms. Nobsch read the below information:

**AIA Virginia  
Update**

A New Licensee Reception and Prosecco Toast was held at AIA Virginia's Annual Conference in Richmond on November 2, 2017. Nearly 10 new licensees attended. We are very thankful for Ms. Nobsch's attendance, who came on behalf of DPOR and offered words of congratulations. We are also thankful for Bob Boynton who also attended. Jarret Zurn, the Director of Examination for NCARB, also attended and offered words of encouragement and congratulations. This was the first year AIA Virginia has had such a reception and will plan to do it annually at our conference. The AIA National has a program for disaster assistance that puts architects in a position to be extremely helpful to the public after such occurrences. Currently, a memorandum of understanding exists between DPOR, the Virginia Department of Emergency Management, and AIA Virginia. This document was created in 2011 and remains in effect until a party says otherwise. In light of the recent hurricanes and other natural disasters, AIA Virginia is re-energizing this partnership in the event we need to assist the public with a natural disaster in Virginia. This aligns with our strategic plan

which emphasizes placing architects as vital contributors to the public. Under this initiative, architects would perform very preliminary building assessments after a hurricane or other natural disaster to essentially give the thumbs up or thumbs down or whether the building is deemed safe for re-entry. In Virginia, volunteers that perform these types of good deeds are protected by Good Samaritan laws. On December 1, 2017, I met with the Virginia Department of Emergency Management to further discuss this initiative and it was well embraced. DPOR's role would be to make sure the volunteers have a license. The state will train our volunteers throughout the year for free per VDEM 10.

NCARB's Regional Summit will be held on March 9-10, 2018 in Wichita, KS. The Annual Business Meeting will be June 28-30, 2018 in Detroit, MI.


**NCARB Regional Summit**

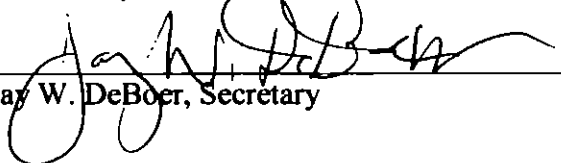
Conflict of Interest forms were completed by all members present.

**Conflict of Interest Forms**

There being no further business, the meeting was adjourned at 2:33 p.m.

**Adjourn**

  
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Robert Boynton, Chair

  
\_\_\_\_\_  
Jay W. DeBoer, Secretary

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Robert A. Boynton  
2. Title: Board Member  
3. Agency: Architects Section/APELSCIDLA Board  
4. Meeting/IFF Date: APELSCIDLA Board Meeting December 14, 2017

5. I have a personal interest in the following transaction:

N/A

Nature of Personal Interest Affected by Transaction:

N/A

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

ARCHITECTS

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Robert A. Boynton  
Signature

12.14.2017  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Mel Price
2. Title: Board Member
3. Agency: Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting December 14, 2017
5. I have a personal interest in the following transaction:

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Nature of Personal Interest Affected by Transaction:

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I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

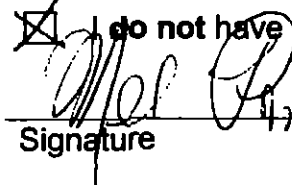
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I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
Signature

12/14/17  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Christine Snetter
2. Title: Board Member
3. Agency: Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting December 14, 2017
5. I have a personal interest in the following transaction:

\_\_\_\_\_  
\_\_\_\_\_

Nature of Personal Interest Affected by Transaction:

\_\_\_\_\_  
\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Christine Snetter  
Signature

12/14/17  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: A. Cabell Crowther
2. Title: Board Member
3. Agency: Landscape Architects Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting December 14, 2017

5. I have a personal interest in the following transaction:

\_\_\_\_\_  
\_\_\_\_\_

Nature of Personal Interest Affected by Transaction:

\_\_\_\_\_  
\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:


\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
\_\_\_\_\_  
Signature

12/14/17  
\_\_\_\_\_  
Date

**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Caroline Alexander
2. Title: Board Member
3. Agency: Interior Designers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting December 14, 2017
5. I have a personal interest in the following transaction:

\_\_\_\_\_

\_\_\_\_\_

Nature of Personal Interest Affected by Transaction:

\_\_\_\_\_

\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

\_\_\_\_\_

I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

Signature

*Caroline P. Alexander*

Date

*12/14/17*



**STATE AND LOCAL GOVERNMENT  
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT  
for Officers and Employees of State Government**

1. Name: Cameron Stiles
2. Title: Board Member
3. Agency: Interior Designers Section/APELSCIDLA Board
4. Meeting/IFF Date: APELSCIDLA Board Meeting December 14, 2017
5. I have a personal interest in the following transaction:

\_\_\_\_\_

\_\_\_\_\_

Nature of Personal Interest Affected by Transaction:

\_\_\_\_\_

\_\_\_\_\_

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

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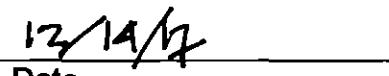
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6.  I do not have a personal interest in any transactions taken at this meeting.

  
Signature

  
Date