

ILLINOIS DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION
DIVISION OF PROFESSIONAL REGULATION
ILLINOIS LAND SURVEYORS LICENSING BOARD

Open Minutes

Illinois Land Surveyors Licensing Board

Date: September 30, 2021
Convened: 9:38 am
Adjourned: 10:29 am
Location: WebEx

Members Present: James W. Abbitt Jr., Chair
Gale E. Hake, Member
John G. Huff, Public Member
C. Brian Lounsbury, Member
Kim Lyons, Member
Carol Sweet-Johnson, Member

Member(s) Absent: Michael Filipski, Vice-Chair

Staff Present: Kyle Lazell, Design Licensing Manager
Haley Lowrance, IDFPR General Counsel
Eduardo Fernandez, IDFPR Prosecuting Attorney
Roy Cepero, IDFPR Design Profession Investigator

Guests Present: Ryan Roth, IPLSA

Open Session: The Meeting was called to order at 9:38 am.
Roll Call: The Board Members present constituted a quorum of the Board.

**I. Board Member
Announcements,
comments**

Mr. Abbitt welcomed everyone and asked if there were any Board announcements or comments.

No board announcements.

**II. Guest Announcements,
comments**

Mr. Roth shared that IPLSA is working on the 2022 Annual Meeting and is planned to be held in-person in Springfield at the Crowne Plaza Hotel.

III. Licensing Manager Report

A. Legislative Update

Mr. Lazell shared that the previously mentioned possibility of making statutory updates has been postponed at this time to ensure availability for professions that are under “sunset review” to submit a bill. The Department may look at including the recommended changes in future legislative sessions over the next few years. Additionally, he shared that the Administrative Rules amendment packet is in queue for review by the Sr. Deputy Chief General Counsel for review/approval then will be sent to the Governor’s office to start the official review process with JCAR.

B. NCEES MBA Committee

Mr. Lazell said he was notified that he was selected to participate on the MBA Committee and should have the first meeting for this committee in the next few weeks.

C. CTS Update

Mr. Lazell stated that he was recently notified that the CTS contract has been finalized and the NCEES examinations have been removed from the contract. This means that as of November 1, 2021, all NCEES examinees would no longer be required to concurrently register with CTS to be scheduled to sit for any NCEES examination.

He mentioned that he and his team would be do some training with NCEES on performing the manual approval aspects on their electronic system to approve an exam candidate after the Board has reviewed and approved the candidates’ applicant.

Additionally, he shared that once confirmation has been received that CTS has been officially notified and the language has been approved from the Department’s PIO, he would notify IPLSA of the change to share with its members as well as posting on the DPR website and including in the next quarterly newsletter.

IV. Review of Open Minutes

The Board reviewed the minutes of the July 30, 2021 meeting. Motion was made, seconded (Huff/Lounsbury) and passed to accept the minutes of the meeting as written.

Roll Call: The Board Members present constituted a quorum of the Board.

V. Ongoing Business

No business presented.

VI. Report from Subcommittees

A. Complaint Review Committee/subcommittee

Complaint Review Committee/subcommittee
Mr. Lounsbury reported on the September 23, 2021 meeting.

Complaint Statistics based on recommendations from the July meetings for each profession:

Architect: Opened 10, Closed 5, Referred 3
SE: Opened 1, Closed 3, Referred 0
PE: Opened 3 Closed 7, Referred 3
LS: Opened 4, Closed 4, Referred 0

Complaints currently under investigation:

Architect – 17
SE - 2
PE – 7
LS – 10

Cases currently being prosecuted:

Architect – 31
LS – 7
PE – 22
SE – 10

B. Jurisdictional Exam Sub-Committee

Ms. Sweet-Johnson reported that the committee has updated two of the previously approved references as one has been updated the Alta standards to the current version and that Mr. Lucas has agreed to make the Boundary Law reference available online.

Mr. Lazell shared that he submitted emails to potential Exam Review Committee members. A total of five reply emails confirming the ability and desire to participate has been received. Dr. Rodgers has requested that at least an additional three more being obtained to have a well-rounded committee.

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- C. Rules Sub-Committee Section 1270.57 – Standards of Professional Conduct
Mr. Abbitt reported that Mr. Lazell shared an updated draft for this Section that was pulled directly from the NCEES Model Rules.
- Mr. Lazell shared that he inserted the Model Rule language (modified to be specific to Illinois' requirements) into the PLS Rules Draft as it updates the Section to the current standards and encompasses everything that is currently specified in the Section and adds a few items not listed.

VII. New Business

- A. NCEES Annual Meeting Report Mr. Abbitt provided a brief report of the NCEES Annual Meeting.
- He shared that Brian Robertson was selected as the NCEES Board President. He also mentioned that all but one motion ultimately passed; however, several were pulled from the consent agenda and discussed for various reasons prior to being approved.
- He shared that the 2022 Central Zone meeting will be held in Oklahoma City, OK on April 21 - 23rd and the 2022 Annual Meeting is scheduled to be held in Carlsbad, CA on August 23 -26.
- B. NCEES Central Zone request Mr. Abbitt asked the members if they received the forwarded email from Mr. Lazell sent by Mike Drewyor, NCEES Central Zone Vice President asking for volunteers to serve on Central Zone committees and reminded them if they were interested to email Mr. Lazell.

Motion to go into Closed Session:

Motion was made, seconded (Huff/Hake) and passed to go into Closed Session pursuant to Section 2c (4) & (15) of the Open Meetings Act at 10:16 am.

Roll Call.

The Board Members present constituted a quorum of the Board.

VIII. Closed Session:

A. Review of Closed Minutes

The Board reviewed the closed minutes of the July 30, 2021 meeting.

B. Application Review

One application was reviewed by the Board.

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Motion to go into Open Session:

Motion was made, seconded (Huff/Lyons) and passed to go into Open Session at 11:23 am. Roll Call: The Board Members present constituted a quorum of the Board.

Motion to accept Recommendations:

Motion was made, seconded (Lounsbury/Hake) and passed to accept the recommendations made in closed session. Roll Call: The Board Members present constituted a quorum of the Board.

Motion to keep Closed Minutes closed:

Motion was made, seconded (Huff/Hake) and passed to accept the recommendations made in closed session. Roll Call: The Board Members present constituted a quorum of the Board.

IX. Reminders

Mr. Lazell reminded the Board that the next meeting is scheduled for November 19, 2021. He also reminded the members to be sure to complete the annual Board member Ethics and Sexual Harassment Prevention Training requirements.

X. Adjournment

Motion was made, seconded (Huff/Sweet-Johnson) and passed to adjourn. Roll Call: The Board Members present constituted a quorum of the Board.

Meeting adjourned at 10:29 am.