

ILLINOIS DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION
DIVISION OF PROFESSIONAL REGULATION
ILLINOIS ARCHITECTURE LICENSING BOARD

Open Minutes

Illinois Architecture Licensing Board

Date: November 3, 2023
Convened: 9:33 am
Adjourned: 11:35 am
Location: Springfield/Chicago/WEBEX

Members Present: E. William Reichert III, Chair
Michelle Gillette-Murphy, Vice-Chair
Dina Griffin, Member
Kimberly Kurtenbach, Member
Norman Lach, Member

Member(s) Absent: Thomas Lawler, Public Member
Steven H. Pate, Member

Staff Present: Kyle Lazell, Design Licensing Manager
Ron Almiron, DPR General Counsel
Roy Cepero, DPR Design Investigator
Camile Lindsay, DPR Acting Director
Ann Erickson, DPR General Counsel
Gwendolyn Payton, DPR General Counsel

Guests Present: None.

Open Session: The Meeting was called to order at 9:33 am.
Roll Call: The Board Members present constituted a quorum of the Board.

- I. Board Member Announcements/Comments**
- Mr. Reichert welcomed everyone and asked if anyone had announcements or comments.
- Mr. Lach notified the members that the 2024 Educator Symposium will be hosted by IIT in Illinois and should be held in October. He requested that the members be involved if able.
- II. Guest Announcements/Comments**
- Ms. Lindsay introduced herself as the new Acting Director for the Division of Professional Regulation and thanked the members for their service to the profession.
- Mr. Almiron shared that he is tracking HB 4162 which would amend the Open Meetings Act to allow for virtual attendance as an option of participating in a board meeting as part of the quorum.

III. Licensing Manager Report

A. PE Renewal

Mr. Lazell shared that the Professional Engineer renewal will expire November 30, 2023, and to remind any known PEs to renew if they have not already done so.

IV. Review of Open Minutes

The Board reviewed the open minutes of the September 22, 2023, meeting. Motion was made, seconded (Kurtenbach/Gillette-Murphy) to accept the open minutes as amended. Motion passed with a quorum of members.

V. Ongoing Business

A. Maintaining responsible control while working remotely.

No information for discussion brought before the Board.

VI. Report from Subcommittees

A. Complaint Review Subcommittee

Ms. Kurtenbach reported that there were no complaints ready for review this month; however, she shared the Complaint Statistics based on recommendations from the September 2023 meetings for each profession:

Architect: Opened 0, Closed 13, Referred to prosecutions 0
SE: Opened 2, Closed 0, Referred to prosecutions 0
PE: Opened 8, Closed 3, Referred to prosecutions 0
LS: Opened 1, Closed 1, Referred to prosecutions 0

Complaints currently under investigation:

Architect – 21
SE – 11
PE – 27
LS – 8

Cases currently being prosecuted:

Architect - 26
Land Surveyor - 4
Professional Engineer -16
Structural Engineer - 5

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B. NCARB information review
committee

*No report given as most items are on today's agenda under new
business.*

VII. New Business

A. Election of Officers

Mr. Lazell shared the Statutory Board officer term and duty requirements.

Call for nominations for Board Chair.

Mr. Reichert nominated Ms. Gillette-Murphy to be appointed for Chair. Ms. Gillette-Murphy accepted the nomination. Motion was made, seconded (Reichert/Griffin) to close the nominations for Chair. The Board Members present constituted a quorum of the Board.

Ms. Gillette-Murphy was elected as Board Chair for 2024.

Call for nominations for Board Vice-Chair.

Ms. Gillette-Murphy nominated Ms. Kurtenbach to be appointed for Vice-Chair. Ms. Kurtenbach accepted the nomination. Motion was made, seconded (Gillette-Murphy/Griffin) to close the nominations for Vice-Chair. The Board Members present constituted a quorum of the Board.

Ms. Kurtenbach was elected as Board Vice-Chair for 2024.

B. Continuing Education
Carryover Discussion

Mr. Lazell presented this topic to the Board at the request of Ms. Gillette-Murphy.

He informed the Board that the Professional and Structural Engineer Boards amended their rules last year to allow for a nominal amount of Continuing Education (CE) hours to be carried over from the current renewal cycle to the subsequent cycle if they met certain requirements.

The Board was intrigued by this and requested that further investigation be done to see if the Architect profession can adopt this as well.

Mr. Lazell said he would contact AIA-IL and ALA-IL to see if this is currently in practice in any jurisdiction and what their thoughts are on introducing this for the Architect profession in Illinois.

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C. NCARB

Mr. Lazell stated that he added these three items to the agenda for the Board to be aware of in case there were questions or concerns.

1. Updates to Education Standard
2. Multiple Pathways for Education
3. Board Governance Changes

The Board discussed these items and indicated they look forward to seeing further information from NCARB.

D. 2024 NCARB Regional Meeting – delegate selection

Mr. Lazell shared that the 2024 regional meeting will be held on March 1st and 2nd in Savannah, GA. Two licensed members and the public member are funded by NCARB. He indicated he would notify Mr. Lawler to see if he is interested in attending as the public member.

The two licensed delegates for the Board will be Ms. Gillette-Murphy and Ms. Kurtenbach.

Motion to move into Closed Session:

Motion was made, seconded (Kurtenbach/Lach) to go into Closed Session pursuant to Section 2c (4) & (15) of the Open Meetings Act at 10:56 am. Motion passed with a quorum of members.

VIII. Closed Session:

A. Review of Closed Minutes

The Board reviewed the closed minutes of the September 22, 2023, meeting.

B. Review of applications

The Board reviewed three applications pursuant to Sections 1150.30, 1150.60 and 1150.105 of the Rules for the Administration of the Illinois Architectural Practice Act of 1989.

Moved back into Open Session:

The Board Chair adjourned the Closed Session and moved the meeting back into Open Session at 11:29 am.

IX. Motions & Reminders

Accept recommendations:

Motion was made, seconded (Kurtenbach/Gillette-Murphy) to accept the recommendations made in closed session. Motion passed with a quorum of members.

ILLINOIS DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION
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- Review of closed minutes: Motion was made, seconded (Kurtenbach/Gillette-Murphy) to approve the closed minutes of the September 22, 2023, meeting as presented. Motion passed with a quorum of members.
- Keep closed minutes closed: Motion was made, seconded (Kurtenbach/Gillette-Murphy) to keep the closed minutes closed. Motion passed with a quorum of members.
- Reminders: Mr. Lazell reminded the Board that the next scheduled meeting is January 19, 2024.
- Action Sheets: On behalf of the Board, the Chair signed action sheets 23-0592 through 23-0594.
- X. Adjournment** The Board Vice-Chair adjourned the meeting at 11:35 am.