

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

Open Minutes

Illinois Architecture Licensing Board

Date: March 19, 2021
Convened: 9:36 am
Adjourned: 12:27 pm
Location: WEBEX

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

Member(s) Absent: Steven H. Pate, Member

Staff Present: Kyle Lazell, Design Licensing Manager
Chau Nguyen, IDFPD General Counsel
Roy Cepero, IDFPD Investigator
Eduardo Fernandez, IDFPD Prosecuting Attorney

Guests Present: Stacey Pfingsten, AIA IL
Eric Klinner, AIA IL

Open Session: The Meeting was called to order at 9:36 am.
Roll Call:
The Board Members present constituted a quorum of the Board.

**I. Board Member
Announcements/Comments**

Ms. Griffin welcomed everyone and asked if anyone had announcements or comments.

Ms. Griffin inquired about any possible Sexual Harassment Prevention Training courses through AIA IL as she indicated that many of the courses found are not financially feasible to many individuals.

Mr. Lazell shared that Mr. Pate will be unable to attend meetings for the foreseeable future due to a health issue and asked that the members keep him in their thoughts and prayers.

**II. Guest
Announcements/Comments**

Ms. Pfingsten shared that the AIA IL is planning to host a “demystifying licensure” webinar in late April and hopes that a member of the Board will attend to provide valuable information about licensure and the process to become licensed. Mr. Lazell indicated that he would attend as long as his schedule will allow when the date is known.

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III. Licensing Manager Report Mr. Lazell shared that the latest quarterly newsletter should be published soon will be sent out to over 35,000 licensees and individuals who have requested to receive it.

He also commented that he sent the current FY2022 Board meeting schedule to the Board a few weeks ago.

Additionally, he shared that he attended an NCARB sponsored webinar event hosted at SIU-Carbondale to provide information about the licensure requirements and process to become licensed.

Further, he notified the Board that he would be sending out an FY22 CRC Sign-Up request form in the weeks ahead.

Mr. Lazell shared that the pending Rule amendment packet that has been on hold will soon be submitted to the Governor's office for review to start the official process for review & approval by the Board and then review & adoption by JCAR.

The final item he presented was to inform the Board that Chau Nguyen, current IDFPD general counsel assigned to the design professions, will be leaving the Department to accept a promotion at another state agency effective April 1, 2021. Mr. Lazell thanked Mr. Nguyen for his dedication and legal assistance on major items such as Statutory sunset reviews and ensuring that the statutes were renewed for another ten years.

IV. Review of Open Minutes The Board reviewed the open minutes of the January 15, 2021 meeting.

Motion was made, seconded (Lach/Lawler) and passed to accept the open minutes as presented. Motion passed with a quorum of members via roll call.

V. Old Business

A. Digital/Remote Based Firm Management

Ms. Gillette-Murphy shared that she submitted a notice of interest to NCARB to participate on their Responsible Charge task force committee that is being organized and will update the Board if she is selected to be part of the committee.

VI. Report from Subcommittees

A. Rules sub-committee

A. Rules sub-committee – review of Section 1150.90
Mr. Reichert stated that no further comments or changes were available at this time. He indicated that NCARB may be looking at updating the Model Rules language pertaining to this topic soon and recommended that the Board postpone making changes until the Council has reviewed and approved any changes to the NCARB Model Rules to determine if using that language would be advantageous. The Board concurred.

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B. Complaint Review
Committee/subcommittee

B. Complaint Review Committee/subcommittee
Ms. Griffin reported on the March 18, 2021 meeting.
Sharing that 6 complaints were reviewed.

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

Architect: Opened 6, Closed 9, Referred 8
SE: Opened 2, Closed 1, Referred 3
PE: Opened 5 Closed 4, Referred 3
LS: Opened 2, Closed 1, Referred 0
PDF: Opened 0, Closed 0, Referred 0

Complaints currently under investigation:

Architect – 20
SE - 9
PE – 19
LS – 11
PDF – 0

Cases currently being prosecuted:

Architect – 15
LS – 8
PE – 15
SE – 7

C. NCARB information review
committee

Ms. Gillette-Murphy provided a summary of the emails and notifications received from NCARB in an attempt to provide information for the Board to take note and determine which items require involvement by the Board, which items the Board take action on and which items are general information or requests for NCARB committee/volunteers.

Ms. Kurtenbach also provided additional information on a few of the articles received.

Ms. Griffin thanked the committee for the report and information and looks forward to hearing more at the next meeting.

VII. New Business

A. NCARB Regional Meeting
Report

A. NCARB Regional Meeting Report.
Mr. Lazell shared a brief summary of what he observed during the meeting. Ms. Griffin mentioned that she was unable to attend all of the sessions but plans to watch the recorded session videos and recommended that the other members do the same.

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Motion to go into Closed Session:

Motion was made, seconded (Gillette-Murphy/Lawler) and passed to go into Closed Session pursuant to Section 2c (4) & (15) of the Open Meetings Act at 11:07 am.

VIII. Closed Session:

Roll Call:

The Board Members present constituted a quorum of the Board.

A. Review of Closed Minutes

The Board reviewed the closed minutes of the January 15, 2021 meeting.

B. Application Review

No applications were reviewed.

Motion to go into Open Session:

Motion was made, seconded (Reichert/Lach) and passed to go into Open Session at 12:19 pm. Motion passed with a quorum of members via roll call.

Motion to accept recommendations:

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

Motion to keep closed minutes closed:

Motion was made, seconded (Reichert/Griffin) and passed to keep the closed minutes closed. Motion passed with a quorum of members via roll call.

IX. Reminders

Mr. Lazell reminded the Board that the next scheduled meeting is May 21, 2021 and will most likely be conducted via WebEx.

X. Adjournment

Motion was made, seconded (Reichert/Gillette-Murphy) and passed to adjourn the meeting. Motion passed with a quorum of members via roll call.

Meeting adjourned at 12:27 pm.