

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

Open Minutes

Illinois Architecture Licensing Board

Date: September 24, 2021
Convened: 9:33 am
Adjourned: 10:56 am
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
Roy Cepero, IDFPR Investigator
Eduardo Fernandez, IDFPR Prosecuting Attorney

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**

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

Ms. Gillette-Murphy shared that attended the first NCARB CE Sub-committee meeting on August 27th and they were given their charge for the year.

**II. Guest
Announcements/Comments**

None.

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 change in future legislative sessions over the next few years.

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Additionally, he shared that the Administrative Rules amendment packet is still in queue for review by the Chief General Counsel for review/approval then will be sent to the Governor's office to start the official review process with JCAR.

B. NCARB Dues

Mr. Lazell stated that he was notified that the Annual NCARB Dues has been submitted to the Comptroller's office for payment.

IV. Review of Open Minutes

The Board reviewed the open minutes of the July 23, 2021 meeting. Motion was made, seconded (Reichert/Gillette-Murphy) and passed to accept the open minutes as written. Motion passed with a quorum of members via roll call.

V. Ongoing Business

A. Cloud Based Firm Management

Ms. Gillette-Murphy asked that the NCARB Blog "*Analysis of Practice*" to be sent to all members for review and reply.

Mr. Reichert commented that in his current role in St. Clair County, he is finding an increased number of design firms and project managers that are relying on or believe that it the County's responsibility to perform the Q/A and Q/C for projects and he has to remind them that they are the architect of record and it is their project responsibility to ensure that they are perform the required Q/A & Q/C for their client.

VI. Report from Subcommittees

A. Complaint Review Committee/subcommittee

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Ms. Griffin 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

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Cases currently being prosecuted:
Architect – 31
LS – 7
PE – 22
SE – 10

B. NCARB information review committee

Ms. Kurtenbach shared a brief report of items received by NCARB since the previous meeting.

VII. New Business

No new business brought before the Board.

Motion to go into Closed Session:

Motion was made, seconded (Reichert/Lach) and passed to go into Closed Session pursuant to Section 2c (4) & (15) of the Open Meetings Act at 10:37 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 23, 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 10:48 am. Motion passed with a quorum of members via roll call.

Motion to accept recommendations:

Motion was made, seconded (Reichert/Kurtenbach) 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 (Gillette-Murphy/Lawler) 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 November 5, 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 (Lach/Reichert) and passed to adjourn the meeting. Motion passed with a quorum of members via roll call.

Meeting adjourned at 10:56 am.