

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

**Open Minutes**

Illinois Architecture Licensing Board

Date: November 5, 2021  
Convened: 9:38 am  
Adjourned: 11:28 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  
Steven H. Pate, Member  
None.

Member(s) Absent:

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

Staff Present:

Guests Present:

None.

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**

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

Mr. Lach shared that the AIA Prairie Southern Chapter will be holding their annual one-day conference next week and invited everyone to attend.

**II. Guest  
Announcements/Comments**

None.

**III. Licensing Manager Report**

A. Legislative Update

Mr. Lazell shared he had no update for the pending rule packet at this time and hopes to provide an update by the next meeting.

B. IDFPR Staff Change

Mr. Lazell shared that Cheryl Sakris in the Director's office has left the department and the current point of contact is Diane Casas.

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**IV. Review of Open Minutes**

The Board reviewed the open minutes of the September 24, 2021 meeting.

Motion was made, seconded (Lach/Kurtenbach) 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 commented that she continues to see webinar invites from AIA about this & similar topics and noted that it would be nice if there was some level of consistency for what is acceptable, or what needs regulated.

Mr. Reichert said he believes that AIA is looking into methods of addressing this topic but it seems they are being quite cautious in their approach.

**VI. Report from Subcommittees**

A. Complaint Review Committee/subcommittee

A. Complaint Review Committee/subcommittee

Ms. Kurtenbach reported on the November 4, 2021 meeting.

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

Architect: Opened 1, Closed 0, Referred 0

SE: Opened 1, Closed 1, Referred 0

PE: Opened 2 Closed 2, Referred 2

LS: Opened 0, Closed 2, Referred 1

Complaints currently under investigation:

Architect – 18

SE - 2

PE – 9

LS – 7

Cases currently being prosecuted:

Architect – 34

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.

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**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. Pate nominated Mr. Reichert to be appointed for Chair. Mr. Reichert accepted the nomination. Ms. Griffin made a nomination for Ms. Gillette-Murphy to be appointed as Chair. Ms. Gillette-Murphy thanked Ms. Griffin for the nomination; however, she elected to support the nomination for Mr. Reichert. Motion was made, seconded (Pate/Lach) to close the nominations for Chair.

Mr. Reichert was elected as Board Chair for 2022.

Call for nominations for Board Vice-Chair.

Mr. Reichert nominated Ms. Gillette-Murphy to be appointed for Vice-Chair. Ms. Gillette-Murphy accepted the nomination. Motion was made, seconded (Reichert/Griffin) to close the nominations for Vice-Chair.

Ms. Gillette-Murphy was elected as Board Vice-Chair for 2022.

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

The Board thanked Ms. Griffin for her exemplary service to the Board and profession during her term as Board Chair for the past two years.

**Motion to go into Closed Session:**

Motion was made, seconded (Lach/Reichert) and passed to go into Closed Session pursuant to Section 2c (4) & (15) of the Open Meetings Act at 10:40 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 September 24, 2021 meeting.

**B. Application Review/Discussion**

The Board discussed one issue.

**Motion to go into Open Session:**

Motion was made, seconded (Reichert/Gillette-Murphy) and passed to go into Open Session at 11:25 am. Motion passed with a quorum of members via roll call.

**Motion to accept recommendations:**

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

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**Motion to keep closed minutes closed:** Motion was made, seconded (Gillette-Murphy/Reichert) 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 January 14, 2022.

**X. Adjournment** Motion was made, seconded (Pate/Reichert) and passed to adjourn the meeting. Motion passed with a quorum of members via roll call.

Meeting adjourned at 11:28 am.