

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

Open Minutes

Illinois Architecture Licensing Board

Date: July 18, 2024
Convened: 9:29 am
Adjourned: 11:48 am
Location: Springfield/Chicago/WEBEX

Members Present: Michelle Gillette-Murphy, Chair
Kimberly Kurtenbach, Vice-Chair
Robert Anderson, Member
Kimshasa Baldwin, Member
Norman Lach, Member
Belinda O’Kelly, Member

Member(s) Absent: None.

Staff Present: Kyle Lazell, Design Licensing Manager
Ron Almiron, DPR General Counsel
Gwendolyn Payton, DPR General Counsel
Roy Cepero, DPR Design Investigator

Guests Present: None.

Open Session: The Meeting was called to order at 9:29 am.
Roll Call: The Board Members present constituted a quorum of the Board.

I. Board Member Comments

Michelle welcomed everyone and asked if any member had comments to share.

Michelle shared that she attended the “NCARB and You” webinar sponsored by AIA Illinois/Chicago and NCARB along with Kyle.

Michelle asked Kimshasa to introduce herself. Kimshasa shared that she’s an architect and interior designer, has been licensed for 25 years, Principal of the firm Deture Culsign in the Chicago area focusing on the hospitality sector and for the past two years has been the Director of design for the Barack Obama Presidential Center. Kyle also provided an overview of the board duties and responsibilities of the board for her benefit.

Norm Lach shared on the NCARB Region 4 educator symposium at IIT in Chicago on October 25 & 26, 2024. He also asked the members if anyone is interested in participating as the host state for the event. Michelle and Belinda indicated they were interested.

II. Guest Comments *No guests present.*

III. Licensing Manager Report

- A. Legislative Update SB 3767
Kyle shared that the bill has been signed by the Governor, the effective date is January 1, 2025, and he will work on drafting Rule changes based on these changes.
- B. Rules Update
Kyle shared the fee increases that will be included in the draft Rule amendments and will submit the final version of the draft Rules to the associations for comment.
- C. Application Updates
Kyle shared that DPR has developed and implemented pilot program to enable the application fee for paper applications to be paid online to streamline the process. The Architect profession has been added to phase two of the program as there are about 20% of applicants received that do not have a U.S. SSN or ITIN and must use a paper application and should be launched soon. Professional design firm registrations are also being added either in phase two or three.
- D. FOIA info
Ron provided information on a case relevant to FOIA requests.

IV. Review of Open Minutes The Board reviewed the open minutes of the May 24, 2024, meeting. Motion was made, seconded (O'Kelly/Kurtenbach) to accept the open minutes as presented. Motion passed with a quorum of members.

V. Ongoing Business *No ongoing business discussed.*

VI. Report from Subcommittees

- A. Complaint Review Subcommittee
Belinda shared the Complaint Statistics based on recommendations from the May 2024 meetings for each profession:
- Architect: Opened 5, Closed 2, Referred to prosecutions 0

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SE: Opened 0, Closed 0, Referred to prosecutions 2
PE: Opened 4, Closed 5, Referred to prosecutions 2
LS: Opened 3, Closed 1, Referred to prosecutions 0

Complaints currently under investigation:

Architect – 19

SE – 8

PE – 23

LS – 11

Cases currently being prosecuted:

Architect - 27

Land Surveyor - 4

Professional Engineer -20

Structural Engineer - 8

B. NCARB information
review committee

Michelle resigned from the sub-committee and asked for a new member to step in. Michelle and Kim provide an overview of the sub-committee. Belinda said she was interested and was added to the sub-committee.

VII. New Business

A. NCARB ABM report

Michelle provided a report on the ABM, noting that it was very well organized and the discussion topics about practice competency, pathways to licensure and AI usage were well developed.

Motion to move into Closed Session:

VIII. Closed Session:

Motion was made, seconded (O’Kelly/Anderson) to go into Closed Session pursuant to Section 2c (4) & (15) of the Open Meetings Act at 11:39 am. Motion passed with a quorum of members.

A. Review of Closed Minutes

The Board reviewed the closed minutes of the May 24, 2024, meeting.

B. Review of applications

The Board had no applications to review pursuant to Sections

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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 11:43 am.

IX. Motions & Reminders

Review closed minutes & keep closed minutes closed:

Motion was made, seconded (O'Kelly/Anderson) to approve the closed minutes of the May 24, 2024, meeting as presented and to keep the closed minutes closed. Motion passed with a quorum of members.

Reminders:

Kyle reminded the Board the next scheduled meeting is September 19, 2024. He also reminded the members to turn in their travel vouchers to him.

X. Adjournment

Motion was made, seconded (O'Kelly/Kurtenbach) to adjourn the meeting. Motion passed with a quorum of members.

Meeting adjourned at 11:48 am.