

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

Open Minutes

Illinois Architecture Licensing Board

Date: September 19, 2024
Convened: 9:18 am
Adjourned: 10:58 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
Roy Cepero, DPR Design Investigator

Guests Present: Eric Klinner, AIA IL

Open Session: The Meeting was called to order at 9:18 am.
Roll Call: The Board Members present constituted a quorum of the Board.

I. Board Member Comments

Ms. Gillette-Murphy welcomed everyone and asked if any member had comments to share.

She also shared that she will be attending the NCARB Board Chair/MBE meeting.

Additionally, she requested that Audits be added to the agenda for the next meeting.

II. Guest Comments

Mr. Klinner shared they are working on notifying all stakeholders on the upcoming repeal of the 5-year Rolling Clock.

III. Licensing Manager Report

A. New Licensing System

Mr. Lazell shared that DPR has begun working on phase one of the new Comprehensive Online Regulatory Environment “CORE” Licensing system with their vendor. The design professions will be added to CORE during phases two and three. He also added that the project is expected to be completed in the next two years.

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B. Virtual Appointments Mr. Lazell informed the Board that DPR is testing virtual appointments on Wednesdays, so individuals need not drive to the Springfield office for assistance with their application, etc.

C. Online Payments Mr. Lazell also stated that DPR has initiated an online payment process for paper-based applications and all reinstatement/restoration applications.

D. Restoration Application Changes Mr. Lazell shared that DPR has changed the process for reviewing & processing restoration applications.

IV. Review of Open Minutes The Board reviewed the open minutes of the July 18, 2024, meeting. Motion was made, seconded (Kurtenbach/ O’Kelly) 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 Ms. Kurtenbach shared the Complaint Statistics based on recommendations from the July 2024 meetings for each profession:

Architect: Opened 7, Closed 3, Referred to prosecutions 0
SE: Opened 3, Closed 2, Referred to prosecutions 0
PE: Opened 8, Closed 7, Referred to prosecutions 0
LS: Opened 3, Closed 2, Referred to prosecutions 0

Complaints currently under investigation:

Architect – 23
SE – 9
PE – 23
LS – 12

Cases currently being prosecuted:

Architect - 27
Land Surveyor - 4
Professional Engineer -20
Structural Engineer - 8

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B. NCARB information
review committee

Ms. O’Kelly shared a report of recent NCARB emails & events.

VII. New Business

A. Architect’s Role in
Addressing Climate Risks

Ms. Gillette-Murphy shared an article on the topic. The Board discussed and decided to pay attention for future development on this topic. A few key items were:

- Legal implications
- Bridging the gap
- Proactive design practices

B. NCARB Region 4
Educator’s Symposium

Mr. Lach provided an update on the NCARB Region 4 educator symposium, held at IIT in Chicago on October 25 & 26, 2024.

**Motion to move into Closed
Session:**

Motion was made, seconded (Anderson/ O’Kelly) to go into Closed Session pursuant to Section 2c (4) & (15) of the Open Meetings Act at 10:48 am. Motion passed with a quorum of members.

VIII. Closed Session:

A. Review of Closed Minutes

The Board reviewed the closed minutes of the July 18, 2024, meeting.

B. Review of applications

The Board had one application to review, 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 10:53 am.

IX. Motions & Reminders

Accept Recommendations:

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

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Review closed minutes &
keep closed minutes closed:

Motion was made, seconded (O'Kelly/Kurtenbach) to approve the closed minutes of the July 18, 2024, meeting as presented and to keep the closed minutes closed. Motion passed with a quorum of members.

Reminders:

Mr. Lazell reminded the Board the next scheduled meeting is November 14, 2024. He also reminded the members to turn in their travel vouchers.

Action Sheets:

The Chair signed Action Sheet 24-0322 on behalf of the Board.

X. Adjournment

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

Meeting adjourned at 10:57 am.