

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

**Open Minutes**

Illinois Architecture Licensing Board

Date: July 23, 2021  
Convened: 9:37 am  
Adjourned: 11:10 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

Member(s) Absent: None.

Staff Present: Kyle Lazell, Design Licensing Manager  
Janelle Haretown, IDFPR General Counsel  
Roy Cepero, IDFPR Investigator  
Eduardo Fernandez, IDFPR Prosecuting Attorney

Guests Present: Stacey Pfingsten, AIA IL

Open Session: The Meeting was called to order at 9:37 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 she has been selected by NCARB to serve on the FY22 Continuing Education Sub-Committee.

**II. Guest  
Announcements/Comments**

Ms. Pfingsten shared that AIA IL is set to present their Fall programs in September and hope that the members will share the information with staff at their firms.

**III. Licensing Manager Report**

**A. Legislative Update**

Mr. Lazell notified the Board that the Interior Design Sunset Bill was passed by the House and Senate and submitted to the Governor's office for signature to take effect by January 1, 2022.

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He also shared that the Landscape Architect Bill to re-regulate the profession is scheduled to be approved by the Senate and sent to the Governor's office some time this Summer/Fall.

Mr. Lazell stated that he was requested to submit possible statute revisions to the legislative affairs unit for review and possible inclusion during a "light" legislative session. He reminded the Board that the item submitted may not be included but will update the Board as new information is available.

Additionally, he shared that the Administrative Rules amendment packet that has been waiting for several years has been submitted to the Chief General Counsel for review/approval then will be sent to the Governor's office to start the official review process with JCAR and mentioned that it may be completed and adopted sometime in the Spring of 2022.

B. Quarterly Newsletter

Mr. Lazell shared that the latest newsletter should be published in the next few weeks and send to all active licensees and will look slightly different as the new Acting Secretary has directed that all newsletters now be formatted and designed by the Central Management Services agency.

C. In-Person Meeting update

Mr. Lazell stated that the current Executive Order by the Governor does not include an amendment to allow for virtual meetings/attendance to be conducted which would mean that for the September meeting, it would be held in-person unless a subsequent extension is issued which includes an amendment allowing virtual attendance to be accepted.

**IV. Review of Open Minutes**

The Board reviewed the open minutes of the May 21, 2021 meeting. Motion was made, seconded (Lach/Kurtenbach) and passed to accept the open minutes as amended. Motion passed with a quorum of members via roll call.

**V. Unfinished Business**

A. Cloud Based Firm Management

No Board discussion at this time.

A. Complaint Review Committee/subcommittee

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**VI. Report from  
Subcommittees**

A. Complaint Review  
Committee/subcommittee

Ms. Kurtenbach reported on the July 22, 2021 meeting.

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

Architect: Opened 8, Closed 2, Referred 6  
SE: Opened 0, Closed 2, Referred 0  
PE: Opened 4 Closed 7, Referred 2  
LS: Opened 3, Closed 2, Referred 1  
PDF: Opened 0, Closed 0, Referred 0

Complaints currently under investigation:

Architect – 17  
SE - 4  
PE – 14  
LS – 10  
PDF – 0

Cases currently being prosecuted:

Architect – 33  
LS – 8  
PE – 20  
SE – 10

B. NCARB information review  
committee

Ms. Kurtenbach shared a brief report of items received by NCARB since the previous meeting and recommended the members review the items noted in the report.

**VII. New Business**

A. NCARB Annual Meeting Report

A. NCARB Annual Meeting Report.

Ms. Griffin provided a brief report on the Annual meeting stating that a few of the highlights were:

- All Resolutions passed.
- Noted that there was no pass rate difference for in-person vs online exams.
- NCARB is focusing on strengthening relationships with the design collaterals.
- The Model Law is being reviewed to determine if it can be updated to be easier to use.

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**Motion to go into Closed Session:**

Motion was made, seconded (Gillette-Murphy/Lach) and passed to go into Closed Session pursuant to Section 2c (4) & (15) of the Open Meetings Act at 11:03 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 May 21, 2021 meeting.

B. Application Review

No applications were reviewed.

**Motion to go into Open Session:**

Motion was made, seconded (Reichert/Gillette-Murphy) and passed to go into Open Session at 11:06 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 (Reichert/Kurtenbach) 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 September 24, 2021.

**X. Adjournment**

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

Meeting adjourned at 11:10 am.