



ISSUE 13 | April 2019
JB Pritzker, Governor
Deborah Hagan, IDFPR Acting Secretary

DESIGN TIMES

State of Illinois, Division of Professional Regulation. Boards for: Architects, Land Surveyors, Professional and Structural Engineers.



CHANGES ARE ON THE HORIZON

As mentioned in the previous issue, the Design Unit planned to take time to review and update several department forms, applications and instructions. We spent most of January and February reaching out to prospective applicants and recent licensees to gather information and feedback in an effort to simplify the language in the application instructions and various other forms which we hope will help make it an easier process to apply to the Department for approval to sit for an exam or to be licensed.

As of April 5th, all four of the application forms and instructions have been thoroughly reviewed and updated to provide a more minimalistic approach to providing information with what we hope will alleviate issues routinely received. The updated instructions will be "rolling out" over the next few weeks. In addition, we are working on several other forms that will be updated shortly and implemented over the next several weeks.

We are thankful for your input and hope the changes will help all who use them. As always, if there are ways that we can serve you better, please let us know.

You may email your comments to us at: fpr.prfgroup02@illinois.gov

Sincerely,

A handwritten signature in black ink, appearing to read "Kyle Lazell".

Kyle Lazell
Design Licensing Manager // Board Liaison

NEW ACTING SECRETARY NAMED FOR IDFPR

Deborah Hagan will serve as Secretary of Illinois Department of Financial and Professional Regulation (IDFPR). For over 36 years, Hagan has been a strong and exemplary advocate for consumer protection in the Office of the Illinois Attorney General.

In her role as leader of the Consumer Protection Division, she advanced and defended the interests of Illinois consumers in critical areas such as mortgage origination and servicing, student loan servicing, debt collection, identity theft and other areas of financial risk. Hagan has played a critical leadership role in many groundbreaking settlements on the state and national level, helping to recover billions of dollars in restitution for victims of consumer fraud and other wrongful conduct.

In addition to her current role which she has held since 2004, Hagan has served as bureau chief, deputy bureau chief and assistant attorney general. She received her Juris Doctor from the University of Dayton School of Law and her Bachelor of Arts in political science from Miami University.

NEW AGENCY MISSION AND STRATEGIC VISION UNVEILED

Agency Mission

The Mission of the Illinois Department of Financial and Professional Regulation is:

- To protect the residents of Illinois,
- To ensure the safety and soundness of financial institutions,
- To ensure that competent professionals are licensed to provide services to the public, and,
- To enhance commerce in the state for the benefit of all its residents.

Strategic Vision

The IDFPR believes more can be done to ensure a faster, smarter and more accountable government — government that takes initiative to unite effective regulatory policy with exceptional service delivery. Uniting effective regulatory policy and exceptional service delivery allows the IDFPR to accomplish its primary objective as a regulator: mitigating the effects of negative market externalities. Effective management and consistent regulatory balance will benefit all Illinois citizens, making Illinois an ideal place to live and conduct business. By setting a clear strategic vision, the IDFPR will be better equipped to continuously track progress, and engage both its employees and customers in building a safe, accessible, and prosperous Illinois.

PROFESSIONAL DESIGN FIRM - RENEWAL REMINDER

The Professional Design Firm registration is set to expire on **April 30, 2019**.

Renewal notices were sent February 6, 2019 via **EMAIL** to the Design Firm email address on file with the Division to all Design Firms that were in **ACTIVE** status.

- If you have not renewed your Design Firm yet or did not receive the renewal notice email, please contact the Department's technical assistance line at 800.560.6420.
- The firm registration cannot be renewed/reinstated unless a new managing agent is appointed OR the current managing agent reinstates his/her license prior to submitting the firm registration renewal/reinstatement.
- If the managing agent for the Firm did not renew his/her individual license, the Design Firm registration is automatically placed into **INOPERATIVE** status.
- If your firm offers multiple professional services and one of the managing agents for a profession is not **ACTIVE**, the Design Firm registration is automatically placed into **INOPERATIVE** status.
- No professional services can be performed in Illinois without an **ACTIVE** Design Firm registration.

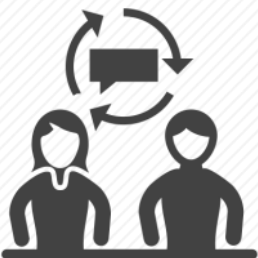
BOARD MEMBERS TO ATTEND NCEES ZONE MEETING

Members of the Illinois Professional Engineer, Structural Engineer and Land Surveyor Boards and the Design Licensing Manager will be attending the NCEES Interim Zone meeting in Portsmouth, New Hampshire May 2nd - 4th to discuss current and relevant national, regional and local regulatory issues pertaining to the Engineering and Land Surveying professions.

BOARD MEMBERS TO ATTEND NCARB ANNUAL MEETING

Members of the Illinois Architecture Licensing Board and the Design Licensing Manager will be attending the NCARB Annual Meeting on June 19th—22nd in Washington D.C. to discuss current and relevant national, regional and local regulatory issues pertaining to the Architecture profession.

MENTORING NOTE



Many of you may find yourselves supervising or mentoring interns or prospective licensees and fielding questions from them that you don't know the answers to. While some of the information in this newsletter may not be of direct importance to you, those that you are mentoring or supervising may find some piece of information extremely valuable to them on their journey to licensure.

We encourage you to share this newsletter with them as there are articles that pertain to them specifically - qualifications, examinations, time frames, etc.

NCARB ILLINOIS DIRECT REGISTRATION PROGRAM CHANGE

Prior to the Statutory change to the education requirement for initial licensure that took effect January 1, 2016, Illinois accepted a Pre-Professional degree for initial licensure. This required that applicants be “re-authorized” by the Department/NCARB to continue ARE testing through this program as an application is only active for three years in Illinois and then it expires.

We are now well past the three year mark for when this Illinois Statutory change became law. So, as of January 1, 2019, any applicant who was testing under the previous educational criteria has transferred to another jurisdiction to complete the testing, returned to school to obtain a NAAB degree or completed the NCARB-EESA process to meet Illinois requirements.

The result of this change is that we are working with NCARB to update the listed requirements on their website and remove the additional “step” for each actively testing ARE candidate to be “re-authorized” to test again. This is another way that the Department is ensuring that extraneous “hurdles” are removed to allow for an easier licensure process.

NCARB HISTORY HAS DIRECT TIE TO ILLINOIS

(Borrowed from NCARB.org)

On June 3, 1897, Illinois enacted the first architectural licensing law in the United States. Two decades later, Illinois Architect Emery Stanford Hall organized a meeting with 14 other architects to discuss forming what would eventually become NCARB. He raised funds to get the organization off the ground—receiving a loan from the Illinois Society of Architects and providing money out his own pocket. Hall also set up the organization’s first headquarters in his Chicago firm, where NCARB remained until his death in 1939. Illinois also was one of the first boards to join NCARB, along with Colorado and Wisconsin.

MICHAEL FILIPSKI RE-ELECTED BOARD CHAIR



As required by law, the Board must elect a new chair each year. The LS Board voted at the January 22, 2019 meeting to elect Michael Filipski for a second term as Board Chair.

Mike Filipski, P.L.S. (ILL 35-2666), is the founder and president of Compass Surveying Ltd, an Illinois professional service corporation established to provide professional land surveying services throughout Illinois. Mike has over 47 years of practical land surveying experience and has been practicing as a professional land surveyor (licensed) in Illinois for over 36 years. His specialized area of practice includes Boundary and ALTA surveys, land boundary issues and disputes, topographic mapping and construction surveying.

Mike is past president of the Northeast Chapter of the Illinois Professional Land Surveyors Association (IPLSA) and past Illinois Governor to NSPS. He was the executive editor of "Illinois Laws Relating to Survey, Title, and Real Property" and "Illinois boundary Law" (Lucas).

SEE SOMETHING? SAY SOMETHING!

Help us protect the public.

Each licensee has a responsibility to report violations of your respective practice Act when discovered. This is not an easy task, nor should it be. It is an ethical obligation to report; especially violations that jeopardize the health, safety, and welfare of the public.

Complaints against any individual or entity regulated by the **Division of Professional Regulation** may be filed by contacting the Complaint Intake Unit. The complaint may be submitted anonymously if desired. Once the department receives the complaint, it will be submitted to our Enforcement Unit for investigation and prosecution if determined to be warranted.

To file a complaint, please use: [Online Complaint Form](#)

Have Questions about submitting a complaint or status of your complaint?

Call the Complaint Intake Unit at **312.814.6910**.

JAMES SCHLICHTING ELECTED NEW BOARD CHAIR



As required by law, the Board must elect a new chair each year. The PE Board voted at the January 24, 2019 meeting to elect James Schlichting as Board Chair.

With a BS degree in Chemistry, an MS degree in Management Info. Systems, an MS degree in Chemical Engineering, an MBA, 38 years of engineering and management experience and being published in 12 articles, James has knowledge and experience in a vast array of engineering areas.

James has worked as a manufacturing and development engineer, development and validation manager as well as nearly 20 years in engineering and quality assurance for diagnostic services.

STANDARDS OF PROFESSIONAL CONDUCT

Have you reviewed the Standards of Professional Conduct?

Section 1380.300 Standards of Professional Conduct

In order to safeguard life, health and property, to promote the public welfare, and to establish and maintain a high standard of integrity in the practice of professional engineering, the following Standards of Professional Conduct shall be binding on every person holding a license as a professional engineer and on all corporations authorized to practice professional engineering in this State.

The Standards of Professional Conduct specify items such as:

Professional Responsibility

Competence

Professional Integrity

Conflict of Interest

Employment Solicitation



You can read the full text of the Section here: [Section 1380.300 Standards of Professional Conduct](#)

DAVID BIBBS RE-ELECTED BOARD CHAIR



As required by law, the Board must elect a new chair each year. The SE Board voted at the January 23, 2019 meeting to elect David Bibbs for a second term as Board Chair.

As CannonDesign's Chicago structural engineering leader, Dave's portfolio showcases more than 30 years of extensive and complex building designs in healthcare, education and corporate facilities.

With abilities to fast-track design work and realize the built structural frame is a very satisfying component to Dave. Providing the firm's clients a speed-to-market advantage is pivotal to a project's overall success. He is a well-known presenter and board member in the structural profession.

DID YOU MOVE? CHANGE JOBS?

CHANGE EMAIL ACCOUNTS?

It is your responsibility as a professional to make sure that your contact information (including email address) are up to date in order to receive all department notifications and courtesy renewal reminder notices as well as new license download emails.

Update your Contact Information here: [Change Your Address](#)

NCEES EXAMINATIONS



NCEES develops and scores the Fundamentals of Engineering (FE), Principles & Practice of Engineering (PE), and 16 hour Structural Engineering (SE) exams for engineering licensure and the Fundamentals of Surveying (FS) and Principles & Practice of Surveying (PS) exams for land surveying.

The FE exam is your first step in the process to becoming a licensed professional engineer (P.E.) or structural engineer (S.E.). It is designed for recent graduates and students in their senior year of an undergraduate engineering degree from an EAC/ABET- accredited program.

The PE exam is designed to test for a minimum level of competency in a particular engineering discipline. It is designed for engineers who have gained a minimum of four years of work experience in their chosen engineering discipline.

The Structural Engineering (SE) exam tests for a minimum level of competency in structural engineering. It is designed for engineers who practice in jurisdictions that license structural engineers separately from other professional engineers. This 16-hour exam uses separate vertical and lateral components to test your ability to safely design buildings or bridges, especially in areas of high seismicity and high wind.

The FS exam is generally your first step in the process to becoming a professional licensed surveyor (P.S.). It is designed for recent graduates and students who are close to finishing an undergraduate surveying degree from an ABET accredited program. The FS exam is a computer-based exam administered year-round in testing windows at NCEES-approved Pearson VUE test centers.

The PS exam tests your ability to practice the surveying profession competently. It is designed for surveyors who have gained at least four years of professional experience.

NCARB EXAMINATIONS

The Architect Registration Examination® (ARE®) is a multi-division exam used to assess your knowledge and skills regarding the practice of architecture. Developed by NCARB, the exam is accepted by all U.S. jurisdictions and is a key step on the path to earning a license.

The ARE is designed to assess aspects of architectural practice that affect the integrity, soundness, and health impact of a building. The exam also assesses an architect's responsibilities within firms, such as managing projects and coordinating the work of other professionals.

WANT TO TAKE AN EXAM IN ILLINOIS?

We recommend you review the specific candidate exam guide for your profession to ensure a quick and easy exam process.

[Professional Engineer - Candidate Exam Guide](#)

[Structural Engineer - Candidate Exam Guide](#)

[Professional Land Surveyor - Candidate Exam Guide](#)

For Architect ARE examinations: Register directly with NCARB.

NCEES EXAM REGISTRATION IN ILLINOIS

BEFORE you register for NCEES exams under the Illinois jurisdiction, you must meet Illinois educational requirement. Regardless of the exam you are applying to sit for, the educational requirement is always based on the BS degree, not a post-graduate degree. Foreign educated applicants may have additional requirements to complete, refer to the current requirements stated on the application instructions.

Exams under the Professional Engineer Act: (FE and PE)

ONLY approved program applicants may directly register with NCEES and CTS —the test administrator. All non-approved applicants **MUST** apply to the Department for review of your education and approval to sit for any exam BEFORE you register with NCEES or CTS. We recommend that you review the Professional Engineering Practice Act and Administrative Rules here: <https://www.idfpr.com/profs/ProfEngineer.asp>

- To sit for the FE exam in Illinois, the approved education is a graduate of (or a senior in) a US EAC/ABET BS program, pursuant to Section 1380.210 of the Administrative Rules.
- To sit for the PE exam in Illinois, the approved education is a graduate of a US EAC/ABET BS program, pursuant to Section 1380.210 of the Administrative Rules.
- The PE Board will also accept non-approved engineering and Related Science degree's if they meet the requirements pursuant to Section 1380.220 of the Administrative Rules.

Exams under the Structural Engineer Act: (FE and 16-hour SE)

ALL applicants **MUST** apply to the Department for review of your education and approval to sit for any exam BEFORE you register with NCEES or CTS. We recommend that you review the Structural Engineering Practice Act and Administrative Rules here: www.idfpr.com/profs/se.asp

- The approved education is a BS degree in Engineering or Architecture with 18 semester hours of Structural Design/ Analysis coursework, pursuant to Section 1480.120 of the Administrative Rules.
- The SE Board will also accept certain ABET BS degree's and Related Science degree's, if they meet the requirements pursuant to Section 1480.120 of the Administrative Rules.

Exams under the Land Surveyor Act: (FS, PS and IL Jurisdictional)

ALL applicants **MUST** apply to the Department for review of your education and approval to sit for any exam BEFORE you register with NCEES or CTS. We recommend that you review the Professional Land Surveyor Practice Act and Administrative Rules here: <https://www.idfpr.com/profs/LandSurv.asp>

- To sit for the FS exam in Illinois, the approved education is a BS degree in in Land Surveying from an accredited US University or an applicant in their senior year of said program (the degree must be conferred within 12 months of taking the FS exam).
- To sit for the PS and IL Jurisdictional exam in Illinois, the approved education is a BS degree in in Land Surveying from an accredited US University.
- The LS Board will also accept any BS degree that has 24 semester hours of Land Surveying coursework, if they meet the requirements pursuant to Section 1270.15 of the Administrative Rules.

IMPORTANT TIPS WHEN APPLYING TO THE DEPARTMENT

- If you have questions regarding the application process, we recommend that you contact the Department yourself and not a friend, spouse, mother/father, etc. This will enable you to receive direct information from the Department.
- We recommend that you pay your application fee by personal or business check. That way you can track when the payment has been processed by the Department. Typically our unit will receive your application for initial review 2-4 business days after the payment has been processed by our accounting unit.
- If you are applying for your initial license with this Department and have submitted any supporting documents to Continental Testing Services (CTS) for exam registration— official transcripts for your BS degree (showing conferral date), name change documents, exam verifications, etc., the department should receive those documents from CTS for use with your license application. You do NOT need to submit additional copies of documents unless requested by the Department.
- Applicants applying for licensure for the Professional Engineer, Structural Engineer or Land Surveyor profession may submit an NCEES Record as supplemental documentation to the required license application. Illinois accepts the NCEES record for the education and examination scores. The experience aspect of the record is not accepted in Illinois as each profession requires the respective VE (verification of employment) form to be completed.
- Applicants applying for licensure as an Architect are required to read the Act and Rules and sign/ date a self-written affidavit attesting that he/she has read and understands the Illinois Architecture Practice Act and Administrative Rules. This requirement is the most overlooked item when initially sending an application to the Department.
- If you are applying for licensure by Endorsement of license from another U.S. jurisdiction, Illinois allows for self-verification of your experience on the respective VE form if you were operating under your own license.
- The most important tip is to read the application instructions for the license you are applying for. The instructions will give you precise information on how to properly complete the application and apply for your license.

NEWLY LICENSED BY ILLINOIS?

We recommend that you review the code enforcement manual to ensure that you and your Design Firm are in compliance with all applicable requirements as well as find an example to use when you purchase your Illinois seal.

Illinois does not supply a seal or approves any vendors.
You may purchase your seal at any vendor you choose.
As long as it is a reproducible seal (non-embossed) it will be accepted.

Code Enforcement Manual: http://www.idfpr.com/forms/DPR/Design_Code_Manual.pdf

NEED AN EXAM/LICENSE CERTIFICATION?

The Department has implemented an Electronic Exam/License Certification process through the online portal system.

Note: You will receive a courtesy copy of your current license information typically within 30 minutes of processing, however the intended licensing jurisdiction, NCEES or NCARB will additionally receive an official license certification with scores for any exam passed in Illinois.

To request a license certification, log into or create an account on the Department's Online Portal:

<https://ilesonline.idfpr.illinois.gov/DFPR/Default.aspx>

NEED CONTINUING EDUCATION FOR YOUR LICENSE?

Visit the following sites for resources on available continuing education courses for your renewal requirements.

Architecture

www.aiaill.org

www.alatoday.org

Professional Engineering

www.illinoisengineer.com

Professional Land Surveyor

www.iplsa.org

Structural Engineering

www.seaoi.org

MONTHLY ENFORCEMENT ACTIONS TAKEN



Information regarding disciplinary actions taken against unlicensed individuals, licensed professionals and businesses, including the date(s) of discipline and a brief synopsis are public record and available on our website. With regard to the design professions, the following enforcement actions were taken in the past few months by the Director of Professional Regulation, Jessica Baer.

For the current status of any license, please visit the department's license look-up feature at: <https://ilesonline.idfpr.illinois.gov/DFPR/Lookup/LicenseLookup.aspx>

December:

Land Surveying

Courtney Shropshire, 035002783

Land Surveyor license fined **\$1,000** and with professional design firm license, 184005526, must cease and desist from offering land surveying services on an expired/non-renewed professional design firm license.

January:

Unlicensed Activity

Joseph Sparacino, Elk Grove Village, IL

Ordered to cease and desist the unlicensed practice of offering architectural services and assessed a **\$500** civil penalty.

Architect

Phillip Pecord, 001008999

Architect license suspended for one year due to a 2016 Mississippi violation in which respondent was found to have engaged in improper supervision when he sealed a set of calculations that were prepared by another architect.

Gregory Tabb, 001009553

Architect license suspended for failure to file and/or pay Illinois state income taxes.

Professional Design Firm

RSI Architects International LTD, 184000158

Professional design firm fined **\$500** and ordered to cease and desist advertising of architectural services until respondent has renewed the licenses for RSI Architects International Ltd.

Professional Engineer

Tyase Hasan, 061030026

Enrolled professional engineer intern license suspended for failure to file and/or pay Illinois state income taxes.

February:

Professional Land Surveyor

Michael Blumhoff, 035003164

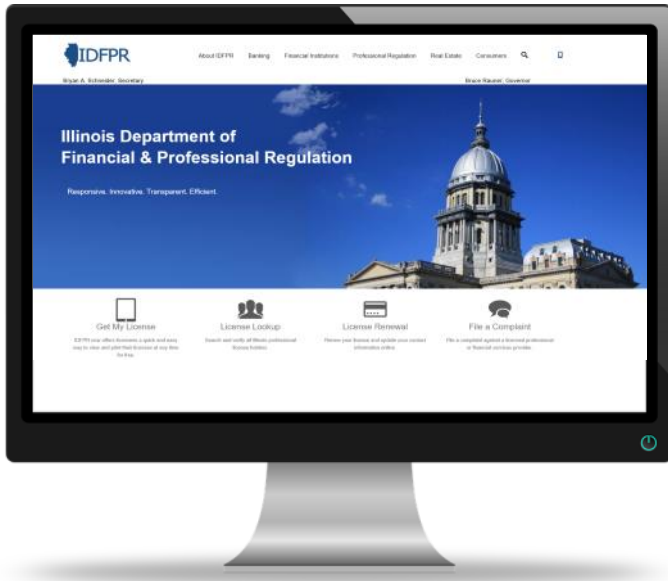
Land surveyor license revoked for pleading guilty to a Class-3 Felony for possession of Child Pornography in Lee County, Illinois.

Professional Engineer

Daniel Phillips, 061037280

Enrolled professional engineer intern license suspended for failure to file and/or pay Illinois state income taxes.

FUNCTIONS AVAILABLE ONLINE



To better serve applicants and licensees, several important functions may be found on the Department website to ensure quick and accurate interaction with the Department.

<https://idfpr.com/>

Apply for a license:

<https://www.idfpr.com/Apps/NewApplications.asp>

License Look-up:

<https://ilesonline.idfpr.illinois.gov/DPR/Lookup/LicenseLookup.aspx>

License Renewal (during renewal period):

<https://www.idfpr.com/Renewals/defaultSSL.asp>

Update your contact information:

<https://www.idfpr.com/applications/LicenseReprint/Verify.aspx>

Download a license:

<https://www.idfpr.com/Applications/GetMyLicense/select.asp>

Review the Code Enforcement Manual:

http://www.idfpr.com/forms/DPR/Design_Code_Manual.pdf

Registration for a Professional Design Firm:

<https://www.idfpr.com/Applications/GetMyLicense/select.asp>

Add or remove professional services from your firm:

[Change of Services Request](#)

File a complaint:

<https://www.idfpr.com/Admin/Complaints.asp>

BOARD MEETINGS

We invite the public to attend the open session of our Board Meetings to gain a better understanding of what current issues are prevalent in the respective professions as well as how the Board is working toward ensuring the Health, Safety and welfare of the public are being protected.



UPCOMING BOARD MEETINGS:

May:

Professional Engineer – May 29, 2019 - Chicago

Structural Engineer – May 30, 2019 - Chicago

Land Surveyor – May 31, 2019 - Chicago

July:

Professional Engineer – July 17, 2019 - Springfield

Architect – July 19, 2019 - Springfield

Structural Engineer – July 23, 2019 - Springfield

Land Surveyor – July 24, 2019 - Springfield

WANT TO SERVE ON A DESIGN LICENSING ADVISORY BOARD?

The office of citizen is the highest office in the land.

One of the best ways to participate in our republic is by serving on a state licensing board.

These groups advise the Department on a wide range of issues that affect public policy and welfare.

There are no current vacancies on the design profession boards at this time, however we always accept applications for future openings as board member appointment terms expire.

Application Link: [Board Member Application Form](#)

State of Illinois

Continuing Education / Professional Development Credit

Reading this newsletter is worth credit toward your Illinois Design Profession license renewal requirement of Illinois state statutes, rules, professional conduct and ethics.

This shall serve notice and certify that the person named below has earned .25 CE for Architects and Structural Engineers and .25 PDH for Professional Engineers and Professional Land Surveyors by thoroughly reading the April 2019 issue of the DesignTimes, Illinois DPR quarterly newsletter.

PRINTED NAME OF LICENSEE

ATTESTATION:

I attest, on my professional honor and by my signature below, that I have personally read and am familiar with the content of the April 2019 issue of DesignTimes, an Illinois DPR quarterly newsletter.

SIGNATURE OF LICENSEE

DATE

LICENSE NUMBER

NOTE:

By claiming credit for reading this newsletter, you shall be required to produce the above signed and dated certificate as documentation if required. You are responsible for maintaining a copy of this completed certificate in your file with your other supporting documentation.



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