

**MINUTES**  
**BOARD OF PRIVATE OCCUPATIONAL SCHOOLS**  
**August 22, 2017 9:33 A.M.**

Auraria Higher Education Campus  
Tivoli Student Center, Room 320  
900 Auraria Parkway, Denver, CO 80204

Board Members Present:

Shelley Krovitz, Chair;	Arlene Rae Malay;
Paul Garibay;	Ryan Minic;
Timothy L. Brooks, Vice Chair	Robert E. Martin
A. Richard Behbehani	

Board Members Absent:

Division Staff Present:

Mary Kanaly, Deputy Director & Compliance Officer	
Lisa Hill, Program Coordinator	Jessica Googins, Program Specialist
April Cordova, Program Specialist	Amy Knoblauch, Data & Research Specialist
Brad Uyemura, Compliance Investigator	Bernadette Esquibel, Program Specialist

Division Staff Absent:

Lorna Candler, Director

Board Counsel Present:

Jacquelynn Rich Fredericks, Assistant Attorney General, Office of the Colorado Attorney General

Guests Present:

Drew Thompson  
Kelly Moore  
Susan Gordon  
Suzanne Scales  
Leslie Ballentine  
Scott Smith  
Dara Weinkauff Talbot  
Jennifer Briggie  
Sheryl Daniel  
Anupama Vaidya  
Dr. Bharat Vaidya

Call to Order:

The regularly scheduled meeting of the Private Occupational Schools Board was called to order by Ms. Shelley Krovitz, Chair, at 9:33 A.M. The Board members, Division staff and guests were introduced. Board roll call was taken. A quorum was present. It was noted at 9:42 that Mr. Martin joined the Board Meeting.

Consideration of Approval of the July 27, 2017 Minutes:

Following review and consideration of the July 27, 2017 meeting minutes, a motion was made by Ms. Malay to approve the minutes as written. The motion was seconded and carried.

#### Consideration of Approval of the July 27, 2017 Executive Session Minutes:

Following review and consideration of the July 27, 2017 executive session minutes, a motion was made by Ms. Malay to approve the minutes as written. The motion was seconded and carried.

#### Additions / Changes to the Agenda

No changes were made to the Agenda.

#### Director/ Staff Report:

Deputy Director Kanaly reported several updates to the Board: the issuance of Notices of Noncompliance to The Birth Institute and RN Medispa; changes to the rules regarding Barber and Cosmetology programs with Policy 14; the issuance of Notices of Fees to late schools for Assessments and Annual Filings; and the upcoming NASASPS regulatory conference in September. Additionally, Legal Counsel reported updates regarding the issuance of Cease and Desist Orders to World Microblading and Bartending School Coast 2 Coast; a subpoena issued for the student records from Heritage college; a CollegeAmerica update that privileged documents will not be turned over; negotiations are underway with Westline regarding a Notice of Noncompliance; and that Notices of Noncompliance will be sent to Lotus Aesthetics International College, Accent Learning Systems, Next Dimension Training, Connecting Point School of Massage and Spa Therapies, and Advanced Barbering Academy. Lastly, Legal Counsel reported that a Notice of Charges was drafted for Majestic Vocational Training Center.

#### Monthly Statistics

No statistics to report.

#### New Business/Action Items:

##### A. Consideration of Approval Programs/Stand Alone Courses

###### 1. Muscle Activation Techniques- Englewood

Program Coordinator Hill presented to the Board for review and consideration of 1 new stand-alone course: MATRx Continuing Education. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the new stand-alone course, Mr. Brooks motioned to approve the Stand Alone Course effective August 22, 2017. The motion was seconded and carried.

###### 2. Bear Heart School of Massage- Fort Collins

Program Specialist Esquibel presented to the Board for review and consideration of 2 new programs: 1. Holistic Structural Release Therapy and 2. Esthetician and 1 new stand-alone course: Advanced Cosmetic Resurfacing & Exfoliation. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the new programs and stand-alone courses, Ms. Malay motioned to approve the Advanced Cosmetic Resurfacing & Exfoliation stand-alone course. Mr. Brooks motioned to table the approval for the Holistic Structural Release Therapy program and Esthetician programs effective August 22, 2017. The motions were seconded and carried.

### 3. New Horizons Computer Learning Center- Aurora

Program Specialist Esquibel presented to the Board for review and consideration of 1 new program: Medical Office Administration Associate and 7 new programs: 1. Cisco Implementing Cisco IP Routing (ROUTE) 2. Cisco Implementing Cisco Switched Networks (SWITCH) 3. Cisco Troubleshooting and Maintaining Cisco IP Networks (TSHOOT) 4. Administering Microsoft SQL Server Databases 5. Implementing a Data Warehouse with Microsoft SQL Server 6. Querying Microsoft SQL Server and 7. Lean Six Sigma Green Belt. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the new programs and stand-alone courses, Ms. Malay motioned to approve Cisco Implementing Cisco IP Routing (ROUTE). Mr. Martin motioned to approve Cisco Implementing Cisco Switched Networks (SWITCH). Mr. Brooks motioned to approve Cisco Troubleshooting and Maintaining Cisco IP Networks (TSHOOT); Administering Microsoft SQL Server Databases; Implementing a Data Warehouse with Microsoft SQL Server; and Querying Microsoft SQL Server. Ms. Malay also motioned to approve the Lean Six Sigma Green Belt program effective August 22, 2017. The motions were seconded and carried.

### 4. New Horizons Computer Learning Center- Colorado Springs

Program Specialist Esquibel presented to the Board for review and consideration of 1 new program: Medical Office Administration Associate. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the new program, Mr. Martin motioned to approve the Program effective August 22, 2017. The motion was seconded and carried.

### 5. U.S. Career Institute- Fort Collins

Program Specialist Olsen presented to the Board for review and consideration of 1 new program: Electronic Medical Records Specialist. A school representative was present. The Board

determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration of the new program, Ms. Malay motioned to approve the Program effective August 22, 2017. The motion was seconded and carried.

#### B. Consideration of Approval of Provisional Certificate of Approval

##### 1. Aryurved Sadhanah Vidyalaya- Superior

Program Coordinator Hill presented to the Board for review and consideration of the school's Provisional Certificate of Approval and 2 new programs: 1. Ayurvedic Practitioner Program and 2. Advanced Ayurvedic Practitioner Program and 1 new stand-alone course: Ayurvedic Doula-Nutrition Support. School representatives were present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration Ms. Malay motioned to conditionally approve the Provisional Certificate of Approval and the above-referenced new programs and stand-alone courses on the condition that the changes made to the catalog and enrollment agreement reflect the addition for the advanced program. The motion was seconded and carried.

##### 2. Be Here Now Massage. Yoga. Bodyworks. LLC- Fort Collins

Program Coordinator Hill presented to the Board for review and consideration of the school's Provisional Certificate of Approval and 1 new program: 1. Thai Yoga Bodywork Training Program and 5 new stand-alone courses: 1. Thai Yoga Bodywork: Advanced; 2. Thai Yoga Bodywork Foundations: Level 1; 3. Thai Yoga Bodywork Foundations: Level 2; 4. Thai Yoga Bodywork: Intermediate Level 1; and 5. Thai Yoga Bodywork: Intermediate Level 2. A school representative was present. The Board determined that the school has adequate surety coverage and can maintain compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended.

Following review and consideration Ms. Malay motioned to conditionally approve the Provisional Certificate of Approval and the above-referenced new programs and stand-alone courses on the condition that a disclaimer is displayed on the catalog that the institution does not provide yoga training. The motion was seconded and carried.

#### C. Notification of School Closings / Change of Status (No action required)

Program Specialist Googins reported the closing of Path Home Shamanic Arts School in Paonia, Colorado.

At 11:16 it was noted on the official record that A. Richard Behbehani left the Board Meeting.

Other Business:

1. Academy of Cosmetology Arts- Denver

Mr. Martin motioned to extend the conditional approval until the October Board Meeting in order to further review the apprenticeship model. The motion was seconded and carried.

2. Jante International Skin Care Institute- Glendale

Program Specialist Cordova updated the Board that the school had recently submitted the missing Evaluator Reports and Ms. Malay motioned to table the matter until the September Board Meeting for further review. The motion was seconded and carried.

3. Lincoln College of Technology- Denver

Program Coordinator Hill presented to the Board the request to reduce the Letter of Credit. The Board determined that the school has adequate surety coverage and Mr. Martin motioned to approve the reduction. The motion was seconded and carried.

4. World Microblading

Program Coordinator Hill reported that a Cease and Desist Order was issued to World Microblading and in result, the institution is now applying for approval from the Division of Private Occupational Schools.

Adjournment:

Ms. Malay motioned to adjourn the meeting at 11:33 P.M. The motion was seconded and carried.

The next regularly scheduled meeting of the Board is Tuesday September 26, 2017, at 9:30 A.M. and will be held at:

Auraria Higher Education Campus  
Tivoli Student Center, Room 320  
900 Auraria Parkway, Denver, CO 80204  
Telephone (303) 862-3001