

MINUTES
BOARD OF PRIVATE OCCUPATIONAL SCHOOLS
December 5th, 2017 9:30 A.M.

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

Board Members Present:

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

Board Members Absent:

A. Richard Behbehani

Division Staff Present:

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

Division Staff Absent:

Board Counsel Present:

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

Guests Present:

Eric Juhlin, CollegeAmerica
Veronica Styles, Westland Beauty Academy
Joni Kurland, Auguste Escoffier School of Culinary Arts
Kim Jensen, Auguste Escoffier School of Culinary Arts
Ashlea Tobeck, Auguste Escoffier School of Culinary Arts
Hillary Hilliard, Denver Integrative Massage School
Suzanne Scales, CollegeAmerica
Peggy Sue Schmoldt, Academy of Cosmetology Arts
Joann Stevens, Aveda Institute
Charles Tweedy, Careers World Wide
Syed Quadri, Accent Learning Systems Inc.

Call to Order:

The regularly scheduled meeting of the Private Occupational Schools Board was called to order by Mr. Paul Garibay, Chair, at 9:30 A.M. The Board members, Division staff and guests were introduced. Board roll call was taken. A quorum was present.

Consideration of Approval of the Following Minutes: October 24, 2017, October 26, 2017 Interim, and November 14th, 2017 Board Retreat Minutes:

Following review and consideration of the October 24, 2017 meeting minutes, a motion was made by Ms. Malay to approve the minutes as written. The motion was seconded and carried. Following review and consideration of the October 26, 2017 Interim meeting minutes, a motion was made by Mr. Brooks to approve the minutes as written. The motion was seconded and carried. Following review and consideration of the November 14th, 2017 Board Retreat meeting 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

A program approval for the Aveda Institute was added to the agenda as a hand-carry item.

Director/ Staff Report:

Director Candler reported the following:

1. The next regularly scheduled DPOS board meeting will be held on January 23rd, 2018;
2. Eric Juhlin from CollegeAmerica to present to the board

Monthly Statistics

No statistics to report.

New Business/Action Items:

A. Consideration of Approval Programs/Stand Alone Courses

1. Auguste Escoffier School of Culinary Arts- Boulder - RA

Program Specialist Acosta presented to the Board for review and consideration of 1 major program: Culinary Arts. 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 Ms. Malay motioned to approve the Culinary Arts Program effective December 5th, 2017. The motion was seconded and carried.

2. Denver Integrative Massage School, Inc dba School of Botanical and Medical Aesthetics – Denver – RA

Program Specialist Acosta presented to the Board for review and consideration of 3 major programs: 1. 600-Hour Aesthetics Program 2. 600-Hour Certified Massage Therapy Program 3. 500-Hour Herbalism Program. 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 Ms. Malay motioned to approve the program mentioned previously effective December 5th, 2017. The motion was seconded and carried.

3. Aveda Institute – Denver – RA

Program Specialist Acosta presented to the Board for review and consideration of 1 stand-alone program: Barbering. 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 Ms. Malay motioned to approve the program mentioned previously effective December 5th, 2017. The motion was seconded and carried.

B. Consideration of Renewal of Certificate of Approval

1. Essentials Therapeutic Massage School – Grand Junction – BE

Program Specialist Esquibel presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was not 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 renewal, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2018 and ending June 30, 2021. The motion was seconded and carried.

2. Academy of Cosmetology Arts – Denver - AC

Program Specialist Cordova presented to the Board for review and consideration renewal of the school's Certificate of Approval. 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 renewal, Mr. Martin motioned to conditionally approve the Standard Certificate of Approval that the school changes all mention of "apprenticeship" to "externship/internship." The motion was seconded and carried.

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

Program Specialist Cordova reported the voluntary closure of Connecting Point School of Massage and Spa Therapies in Montrose, CO. Program Specialist Cordova also reported the destroyed status of the school's certificate of approval. The Director has communicated that she will create a notarized affidavit of the certificate's destruction. Effective November 29th, 2017, all available student and educational records are on deposit at the Division of Private Occupational Schools.

Other Business:

1. CollegeAmerica Update – LC

An update was provided to the board regarding CollegeAmerica's ongoing litigation with the Colorado Attorney General's Office and the financial requirements with the Department of Education. This portion was moved to the beginning of the December 5th, 2017 board meeting for scheduling purposes. No action needed.

2. Glenwood Beauty Academy (Carried to January Meeting)

An update was provided regarding the ongoing audits and determinations made by the Department of Education. A letter of credit was required by the Department of Education in the amount of or about \$200,000. A Notice Of Noncompliance was issued by the Division of Private Occupational Schools with a December 12th response date. The response will be discussed at the January 23rd, 2018 Board Meeting in regards to the issuance of a Notice of Charges. No action needed.

3. Westland Beauty Academy

Deputy Director Kanaly reported to the board an update on Westland Beauty Academy in regards to a complaint made about the permanent makeup course and the lack of licensure for an instructor. Mrs. Krovitz motioned to issue a Notice of Noncompliance. The motion was seconded and carried.

4. Signature Beauty College

Deputy Director Kanaly reported to the board an update in regards to the school's compliance with the Division. No action needed.

5. Accent Learning Systems, Inc.

Director Candler reported to the board an update to the board in regards to the school's renewal and operations. A Notice of Noncompliance was filed with respect to the issues around two programs: Dialysis and Pharmacy Tech, which both lacked necessary equipment and updated curriculum approved by appropriate evaluator reports. A response from the school was provided to the board.

6. Connecting Point School of Massage and Spa Therapies

The item was not discussed at this time as it was discussed earlier in the meeting.

7. Next Dimension Training

No response was received. Mr. Minic motioned to file a Notice of Charges. The motion was seconded and carried.

At 11:36 A.M. Mr. Minic motioned for a break. The motion was seconded and carried. The recorder was turned off and at 11:45 A.M. the recorder was turned back on.

8. Lotus Aesthetics International College

Mrs. Krovitz motioned to issue a Notice of Charges. The motion was seconded and carried.

9. Academy of Cosmetology Arts

The item was not discussed at this time as it was discussed earlier in the meeting.

10. Heritage College – LC

Director Candler reported the release of the Heritage student bond to issue refunds to applicable students affected by the closure.

11. OBC Rules – LC

Director Candler reported the reimplementation of the Department of Regulatory Agencies' Policy 14 through February 28th, 2018. Legal Counsel will create a memorandum reflecting the board's opinion and legal ramifications.

12. Quarterly Assessments – LH

Mr. Martin motioned to issue a fee for the following schools that have not paid a late fee.

- a. 360 Academy of Colorado, Inc., AKA QS Academy
- b. Aplmed Academy, Inc.
- c. Aspen Massage Institute*
- d. Bartending and Casino College
- e. Careers World Wide
- f. CDL College
- g. Colorado School of Acting (now closed)
- h. Eastburn Institute of Hypnosis
- i. Ergun Tercan Advanced Hair Academy
- j. Excel Driver Services
- k. Glenwood Beauty Academy
- l. Hair Brainz (now closed)
- m. International Sommelier Guild (now closed)
- n. J P Beauty College (now closed)
- o. Lash Blvd*
- p. Lotus Aesthetics International College (now closed)
- q. LSO Training
- r. Majestic Vocational Training Center
- s. Namaste's Artisan Barber College
- t. National Institute of First Assisting, Inc.
- u. Spark Classes (now closed)
- v. Tave's Nail Academy
- w. The White Magnolia Advanced Skin Care Institute

*Schools that were not issued a fee for extenuating circumstances

13. Rules

Director Candler reported an update on the review of the Board's rules. The Board will vote on rule changes at the January 23rd, 2018 Board Meeting.

14. Bylaws

Director Candler reported an update on the review of the Board's bylaws. The matter was tabled to the January 23rd, 2018 Board Meeting

15. RFP Update

Director Candler updated the board in regards to the new Information Management System Request for Proposal. Bidder demo presentations will be conducted on December 12th and 19th, 2017. No action needed.

Adjournment:

Ms. Malay motioned to adjourn the meeting at 12:45 P.M. The motion was seconded and carried.

The next regularly scheduled meeting of the Board is Tuesday February 27, 2018, 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