

Joel Scimeca, CollegeAmerica;
Joe Holzman, Rocky Mountain Electrical Training Institute;
Laura Embleton, Government Relations Director of Associated Bodywork & Massage Professionals

Call to Order:

The regularly scheduled meeting of the Private Occupational Schools Board was called to order by Mr. Ryan Minic, Vice Chair, at 9:35 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 February 26, 2019 Minutes:

Following review and consideration of the February 26, 2019 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

The most recent agenda reflects that Aurora College was taken off the agenda.

Director/ Staff Report:

Director Candler reported the following items:

- The Colorado Department of Higher Education Executive Director, Dr. Angie Paccione and Director Candler, toured Cook Street School of Culinary Arts, Aveda Institute and Galvanize;
- Four Board Members are scheduled for confirmation with the Senate in April 2019;
- The Division requests success stories from occupational schools to be highlighted by the Department of Higher Education;
- The Division is managing legislative matters regarding Outfitter and Guide Schools;
- The Division attended a meeting regarding a new plumbing regulation bill to better understand the management of these programs to ensure that any minimum hour requirements required by another regulatory agency are understood by the school and the Division

Monthly Statistics

No statistics to report.

New Business/Action Items:

A. Consideration of Approval Change of Ownership

1. LeaderQuest Holdings, Inc. – Centennial - CH

Program Specialist Harding presented to the Board for review and consideration of Change of Ownership. A school representative was present.

Following review and consideration, Ms. Malay motioned to conditionally approve the Change of Ownership provided that the following items are turned in by March 28, 2019: a certified copy of the corporate resolutions such as purchase and sale agreement; final documentation of bond transfer to new owner or new bond; a copy of facility leases with new owner and landlord signatures with beginning and end date. The motion was then withdrawn by Ms. Malay and the matter was tabled for executive session to receive legal advice. The motion was seconded and carried.

B. Consideration of Renewal of Certificate of Approval

1. IBMC – Fort Collins - LH

Program Coordinator Hill presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present.

Following review and consideration of the renewal, Mr. Behbehani motioned to conditionally approve the Standard Certificate of Approval provided that the school submit sufficient 2018 financials. The motion was seconded and carried.

2. At-Home Professions – Fort Collins - 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, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2019 and ending June 30, 2022. The motion was seconded and carried.

3. Institute for the Psychology of Eating- Longmont - 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, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2019 and ending June 30, 2022. The motion was seconded and carried.

4. The Bartending School – 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, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2019 and ending June 30, 2022. The motion was seconded and carried.

5. Rocky Mountain Electrical Training Institute – 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, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2019 and ending June 30, 2022. The motion was seconded and carried.

6. Cook Street School of Culinary Arts – Denver - CH

Program Specialist Harding 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, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2019 and ending June 30, 2022. The motion was seconded and carried.

7. The School of Floral Arts – Denver - CH

Program Specialist Harding 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, Ms. Malay motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2019 and ending June 30, 2022. The motion was seconded and carried.

C. Consideration of Approval of Programs/Stand Alone Course/Major Revisions

1. American Institute of Dental Assisting – Colorado Springs - RA

Program Specialist Acosta presented to the Board for review and consideration of one new program: Expanded Duties Dental Assisting. 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 new programs effective March 26, 2019. The motion was seconded and carried.

2. Heritage School of Interior Design – Denver - AC

Program Specialist Acosta presented to the Board for review and consideration of four major revisions and one new stand-alone course: 1. Interior Design Master Certification Program; 2. Professional Development; 3. Fundamentals of Interior Design Certification Program; 4. Commercial Design; 5. Revit. 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 new programs effective March 26, 2019. The motion was seconded and carried.

At this time, Ms. Malay motioned for a recess. The motion was seconded and carried.

After consideration and discussion of each of the previous matters discussed during the regular portion of the Board meeting, Ms. Malay motioned to convene in executive session with the Board's attorney to seek legal advice pursuant to C.R.S. §24-6-402(3)(a)(II), on the following matters: Other Business Items and LeaderQuest Holdings, Inc.; and in consideration of relevant parts of the Private Occupational School Act, C.R.S. §23-64-101 et seq. and the Rules and Regulations, 8 CCR 1504-1. The motion was seconded and carried. At 10:58 A.M. the public session recorder was turned off.

The Board of Private Occupational Schools convened in executive session with its attorney of record, the Division Director, and Division staff at 10:59 A.M.

After the review and consideration of the matters previously mentioned, Mr. Minic resumed the regular session at 12:07 P.M.

The executive session recorder was turned off.

The public session recorder was turned on and the general public was welcomed back.

Assistant Attorney General Rich Fredericks affirmed for the record that this executive session was for the sole purpose of providing legal advice to the Board and to otherwise engage in good faith in what is believed to be attorney-client privileged discussions.

After Executive Session the Board resumed its agenda as follows.

LeaderQuest Holdings, Inc.

Following executive session, the Board discussed the ownership status of this School and highlighted concerns. Mrs. Krovitz motioned to conditionally approve the Change of Ownership provided that all paperwork and bonding requirements previously mentioned in the initial discussion including a certified copy of the corporate resolutions such as purchase and sale agreement; final documentation of bond transfer to new owner or new bond; a copy of facility

leases with new owner and landlord signatures with beginning and end date are submitted to the Division by the April 23, 2019 Board Meeting. The motion was seconded and carried.

Other Business:

1. Greater Pueblo Dental Assisting School

Following discussion, Mr. Guerrero motioned to issue a Notice of Charges to be filed with the Office of Administrative Courts. The motion was seconded and carried.

2. CollegeAmerica Update

Director Candler reported to the Board the monthly CollegeAmerica update and noted that there were no significant changes. Secondly, the Division reported and relayed a copy of the correspondence from Suzanne Scales to the Board and Division. No action taken.

3. Intellitec College

Director Candler introduced the President of Intellitec College, Wayne Zellner, and reported the current Heightened Cash Monitoring 1 status of Intellitec College. Director Candler additionally reported the potential sale of Intellitec College to David Vice of Asher College. The most significant concern is that the school's bond will expire on April 1st, 2019. The Division recommended that Intellitec College obtain verification that that bond will be honored during the pending sale so that all students are protected and also ensure that the school will not be in violation of the statute. While no actions were taken, the Board discussed the importance of securing the bond as the Division will continue to monitor the status of the bond to ensure compliance.

4. Rules

Director Candler introduced Laura Embleton, ABMP's Government Relations Director, and reported to the Board the status of the anticipated rulemaking process. The Director reported that the Division had been working with some stakeholders prior to the introduction of legislation this session including two representatives of trade organizations, Tami Shumaker and Laura Embleton, in order to find a solution. Director Candler further explained that the Division opposed Senate Bill 19-089 as it created unintended consequences such as expanded an existing exemption in such a way that many if not most of our school and educational programs would have potentially improperly qualified for the exemption. However, the Division agreed that it is willing to work collaboratively with the stakeholders. To that end, the Division scheduled a stakeholder meeting following the Senate hearing as an informal discussion between stakeholders and the Division to consider stakeholder input and possible solutions before engaging in the formal rulemaking process. After the Division noticed the meeting with stakeholders, it received a number of phone calls and written comments as well as requests for formal red-lined rules.

There was some discussion regarding the difference between informal discussions with DPOS constituents and the formal rulemaking process. Because formal rule-making has not commenced, there is no publically available redline for review. The Division will continue to

work with Counsel as it proceeds towards rulemaking later this calendar year. At this point, there is nothing for the Board to act on and the Division will follow the mandatory rulemaking process set forth by the Secretary of State.

The Board acknowledged that they had received written stakeholder comments provided to the Division. However, because a public comment period had not been noticed, the Board opted not to receive oral public comments at this time. The Board recommended that Ms. Embleton send her comments to the Division, which will share any such submissions with the Board in the same manner as other stakeholders. No action taken.

Adjournment:

Mr. Behbehani motioned to adjourn the meeting at 12:39 P.M. The motion was seconded and carried.

The next regularly scheduled meeting of the Board is Tuesday, April 23, 2019, 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