

**MINUTES**  
**COLORADO BOARD OF PRIVATE OCCUPATIONAL SCHOOLS**  
**June 28, 2022 at 9:30 a.m.**

Join Zoom Meeting

<https://highered-colorado-gov.zoom.us/j/83155161072?pwd=8U37cm3DNZYcvUDGS1Ogb8D-spPylv.1>

Board Members Present:

Paul Garibay, Chair;	Ryan Minic, Vice Chair;
Chad J. Nash;	Jessica Wagner;
JoAnn Stevens, Secretary; and	Ellen Wamser

Board Members Absent:

Barbara Kearns

Division Staff Present:

Chief Occupational Education Officer/Director Lorna Candler;  
Deputy Director & Compliance Officer Mary Kanaly;  
Compliance Investigator Bradlee Uyemura;  
Program Specialist Rachel Acosta;  
Program Specialist Martha Torres-Recinos;  
Program Specialist Justin Calliham;  
Program Specialist Assistant Bernadette Esquibel; and  
Division Specialist Kristi Connors

Board Counsel Present:

Natalie Powell, Senior Assistant Attorney General, Office of the Colorado Attorney General

Guests Present:

Dr. Kelly Moore, Lincoln College of Technology;  
Tammy Sue Keyes, Foundation Billing and Medical Coding, LLC;  
Eric Ortega, Western States College of Construction;  
John Pifer, Bartending School of Denver;  
Enedina Beltran, Bartending School of Denver;  
Nicol Andler, American Home Inspectors Training;  
Jamie Illingworth, American Home Inspectors Training;  
Fonda Gomez, Executive Security International;  
Kim Robins, Kim Robins Pilates Teacher Training Program;  
Dan Hendricks, Western States College of Construction;  
Vince Roach, Flatiron School;  
Julie Tarca, Bloom Institute of Technology;  
John Yow, Bloom Institute of Technology;

Jamie Jorgensen, Western States College of Construction;  
Lisa Perez, Centriq Training;  
Tracy Jeffress, Spartan College of Aeronautics and Technology;  
Tess Cavellier, 160 Driving Academy;  
Tom Sakos, 160 Driving Academy;  
Dave Davia, Western States College of Construction;  
Bonnie Dryden, OnCourse Learning;  
Muhammad Hussam, 360training.com dba Van Education Center;  
Vicki Whisenhunt, Frequent Flyers;  
Heather Sherwood, Western States College of Construction;  
April Weber-Muneio, First Impressions Academy of Cosmetology Arts;  
Summer Kassmel, Vail Valley Dental Assisting School;  
Marc David, Institute for the Psychology of Eating;  
David Reff, General Assembly;  
Mostafa Khattab, Western States College of Construction;  
Colleen Lott, Lincoln College of Technology;  
Jared Russo, Life Time Academy;  
Erick French, ACRE School;  
Ellen Mary Hickmann, Turing School of Software and Design;  
Thomas Wicke, Concorde Career College;  
Austin Bentz, general public;  
Holly Morgan, WyoTech;  
Beto Herrera, Western States College of Construction;  
James McCloskey, American Real Estate College;  
Debbi Alberto, Colorado Springs School of Massage;  
Johnnie Norris, Western States College of Construction;  
Gianna Beasley, MANA Collaborative Beauty Studio and Training Center;  
Megan Willford, SAGE Truck Driving School;  
Jennifer Mongan, Academy of Natural Therapy;  
Elizabeth Chitty Sandoval, Colorado School of Energy Studies;  
Joanna Warren, Aceable Real Estate School;  
Susan Gordon, Ayurved Sadhana Vidyalaya;  
Melissa Cannata, American Home Inspectors Training;  
Dan Hendricks, Western States College of Construction;  
Bruce Batky, Skill Distillery;  
Kristin Marshall, Concorde Career College;  
Jeff Miner, The New Colorado Outdoor Adventure Guide School;  
Dawn Macias-Ewing, Academy of Advanced Beauty;  
Lan Than, Cosmo Beauty Academy;  
Danjose Nguyen, Cosmo Beauty Academy;  
Kristina Holmes, Institute for the Psychology of Eating; and  
Brady Harris, MANA Collaborative Beauty Studios and Training Center

Call to Order:

The regularly scheduled meeting of the Private Occupational Schools Board was called to order by Mr.

Paul Garibay, Chair, at 9:31 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 May 24, 2022 Minutes:

Following review and consideration of the May 24, 2022 regular and executive session meeting minutes, Board Secretary Stevens motioned to approve the minutes as written. The motion was seconded and carried.

Additions / Changes to the Agenda:

Deputy Director Kanaly requested to move Agenda Item D.1 - Colorado Springs School of Massage to Other Business.

Director / Staff Report

COEO/Director Candler reported:

- This meeting is being held in-person for Board members and Division staff in honor of Chairman Garibay's last Board meeting. COEO/Director Candler recognized Chairman Garibay for his service and leadership to the Board for two full terms.
- A candidate recommended by Chairman Garibay for his vacant Board member position has applied to the Governor's Office of Boards and Commissions.
- Recognized Program Specialist Acosta for her technical leadership during the design and build phase of the new IT system that has now successfully launched and is being used exclusively by schools and the Division to manage all applications and approvals to maintain compliance.
- The Division is currently interviewing candidates to fill the vacant program specialist position;
- Transcript fees have been reduced for students from \$30 to \$20.
- House Bill 22-1049 was passed and signed into law and removes the ability for schools to hold a student's transcript or diploma due to owing an outstanding balance. This Bill will be discussed in further detail during the Other Business section of the agenda today.

New Business/Action Items:

A. Consideration of Approval of Provisional Certificate

1. First Impressions Academy of Cosmetology Arts – Frisco – RA

Program Specialist Acosta presented to the Board for review and consideration of a Provisional School Application to Operate and five programs. A school representative was present. A site visit was completed. 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, Board Secretary Stevens motioned to approve the Provisional Certificate effective July 1, 2022 and ending June 30, 2024 and the five programs: Hairstylist, Esthetician,

Nail Technician, Cosmetology Extern/Apprenticeship Program, and Hair Stylist Extern/Apprenticeship Program. The motion was seconded and carried.

2. 160 Driving Academy – Fruita – JC

Program Specialist Calliham presented to the Board for review and consideration of a Provisional School Application to Operate and one program. A school representative was present. A site visit was completed. 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, Board member Wamser motioned to approve the Provisional Certificate effective July 1, 2022 and ending June 30, 2024 and the Class A CDL program. The motion was seconded and carried.

3. Kim Robins Pilates Teacher Training Program – Boulder – JC

Program Specialist Calliham presented to the Board for review and consideration of a Provisional School Application to Operate and one program. A school representative was present. A site visit was completed. 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, Board Secretary Stevens motioned to approve the Provisional Certificate effective July 1, 2022 and ending June 30, 2024 and the Comprehensive Pilates Teacher Training Program. The motion was seconded and carried.

4. Foundation Billing and Medical Coding – Johnstown – JC

Program Specialist Calliham presented to the Board for review and consideration of a Provisional School Application to Operate and three stand-alone courses. A school representative was present. A site visit was completed. 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, Board member Wamser motioned to approve the Provisional Certificate effective July 1, 2022 and ending June 30, 2024 and the AAPC CPC Certification Course, Basic Anatomy and Medical Terminology Course, and Introduction to Medical Billing and Coding Course. The motion was seconded and carried

B. Consideration of Approval of Out-of-State Provisional

1. Bloom Institute of Technology – San Francisco, CA - BE

Program Specialist Esquibel presented to the Board for review and consideration of a Provisional Out-of-State School Application. 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, Board member Wamser motioned to approve the application effective July 1, 2022 and ending June 30, 2023. The motion was seconded and carried.

### C. Consideration of Approval of Change of Ownership

#### 1. Mbition LLC dba American Home Inspectors Training – Brookfield, WI

Program Specialist Calliham presented to the Board for review and consideration an application for change of ownership. 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, Board member Wamser motioned to approve the change of ownership from Mbition LLC dba American Home Inspectors Training to The CE Shop LLC effective June 28, 2022. The motion was seconded and carried.

### D. Consideration of Approval of Renewal

#### 1. Colorado Springs School of Massage – Colorado Springs – MK

Moved to Other Business

#### 2. Academy of Natural Therapy – Greely - LC

COEO/Director Candler presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Board member Wamser motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025. The motion was seconded and carried.

#### 3. The Bartending School Inc – Denver - LC

COEO/Director Candler presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Board member Wamser motioned to conditionally approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025 with the following requirements: School must have a defined policy for termination and withdrawal of students in catalog and enrollment agreement and the change of ownership application

must be completed and submitted prior to the August 2022 Board meeting. The motion was seconded and carried.

#### 4. Colorado School of Energy Studies – Boulder– JC

Program Specialist Calliham presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Board Secretary Stevens motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025. The motion was seconded and carried.

#### 5. Executive Security International– Grand Junction - MK

Deputy Director Kanaly presented to the Board for review and consideration renewal of the school's Certificate of Approval. A site visit was conducted. The Board determined 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, Board member Wamser motioned to conditionally approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025 with the requirement for the school to submit their compiled financial documents to the Division. The motion was seconded and carried.

#### 6. Institute for the Psychology of Eating – Boulder - JC

Program Specialist Calliham presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Vice Chair Minic motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025. The motion was seconded and carried.

#### 7. Rocky Mountain Electrical Training Institute – Denver– JC

Program Specialist Calliham presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Board member Wamser motioned to conditionally approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025 with the requirement for the school to submit by July 13, 2022 a change of location application

and a program revision application to change the method of delivery from classroom only to 100% online. The motion was seconded and carried.

8. Skill Distillery – Greenwood Village - JC

Program Specialist Calliham presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Board Secretary Stevens motioned to conditionally approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025 with the requirement for the school to provide to the Division the date from their CPA when compiled financials will be completed. The motion was seconded and carried.

9. The New Colorado Outdoor Adventure Guide School – Collbran - MK

Deputy Director Kanaly presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Board member Wamser motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025. The motion was seconded and carried.

10. 160 Driving Academy – Commerce City – JC

Program Specialist Calliham presented to the Board for review and consideration renewal of the school's Certificate of Approval which was tabled from the last Board meeting. A school representative was present. A site visit was conducted. The Board determined 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, Vice Chair Minic motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025. The motion was seconded and carried.

11. Sage Technical Services – Grand Junction – JC

Program Specialist Calliham presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Board member Wamser motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025. The motion was seconded and carried.

12. Sage Technical Services – Henderson – JC

Program Specialist Calliham presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Board member Wamser motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025. The motion was seconded and carried.

13. American Real Estate College – Denver – JC/MK

Program Specialist Calliham presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Board Secretary Stevens motioned to conditionally approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025 with the requirement for the school to submit an updated Enrollment Agreement and Catalog to the Division, address all items detailed in Improvement Plan including follow-up site visits, submit program revision application to change the approved method of delivery from classroom to hybrid/blended, and submit a new surety calculation within 14 days of this meeting. The motion was seconded and carried.

Vice Chair Minic motioned to recess 15 minutes until 11:45 a.m. The motion was seconded and carried.

The meeting was called back to order at 11:45 a.m. by Chair Garibay.

14. Vail Valley Dental Assisting School – Eagle - MR

Program Specialist Recinos presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Vice Chair Minic motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025. The motion was seconded and carried.

15. Ayurved Sadhana Vidyalaya – Superior – MR

Program Specialist Recinos presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Board Secretary Stevens motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025. The motion was seconded and carried.

16. CDL Safety School – Morrison – MR

Program Specialist Recinos presented to the Board for review and consideration renewal of the school's Certificate of Approval. The application is missing many of the required documents to be submitted and a site visit was unable to be completed.

Board Secretary Stevens motioned to table CDL Safety School to executive session. The motion was seconded and carried.

17. Academy of Advanced Beauty – Greenwood Village – RA

Program Specialist Acosta presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Board Secretary Stevens motioned to conditionally approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025 with the requirement for the school to submit compiled financial documents by September 1, 2022. The motion was seconded and carried.

18. ACRE School – Golden – RA

Program Specialist Acosta presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Vice Chair Minic motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025. The motion was seconded and carried.

19. Cosmo Beauty Academy – Denver – RA

Program Specialist Acosta presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Board member Wamser motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025. The motion was seconded and carried.

20. Frequent Flyers Productions Inc. – Boulder – RA

Program Specialist Acosta presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Vice Chair Minic motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025. The motion was seconded and carried.

21. MANA Collaborative Beauty Studio + Training Center – Highlands Ranch – RA

Program Specialist Acosta presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Board member Wamser motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025. The motion was seconded and carried.

22. NuAge Para – Medical Esthetics & Laser College – Englewood – RA

Program Specialist Acosta presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present but had to leave the meeting due to an emergency. A site visit was conducted. The Board determined 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, Board member Wamser motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025. The motion was seconded and carried.

23. Permanent Makeup Aesthetics Academy – Denver – RA

Program Specialist Acosta presented to the Board for review and consideration renewal of the school's Certificate of Approval. A school representative was present. A site visit was conducted. The Board determined 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, Board Secretary Stevens motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025. The motion was seconded and carried.

E. Consideration of New Program(s)/Stand-Alone Course(s) or Major Revisions

### 1. Flatiron School – Denver - BE

Program Specialist Esquibel presented to the Board for review and consideration of one new program: Cybersecurity Engineering. 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, Board member Wamser motioned to approve the previously mentioned new program effective June 28, 2022. The motion was seconded and carried.

### 2. General Assembly – Denver – BE

Program Specialist Esquibel presented to the Board for review and consideration of one new stand-alone course: Data Analysis Immersive Remote. 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, Board member Wamser motioned to approve the previously mentioned new stand-alone course effective June 28, 2022. The motion was seconded and carried.

### 3. Acuity Institute LLC – Denver – MR

Program Specialist Recinos presented to the Board for review and consideration of three new stand-alone courses: HR Skills Best Practices Certificate, Lean Six Sigma Black Belt Refresher Course, and Lean Six Sigma Green Belt Refresher. 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, Board member Wamser motioned to approve the previously mentioned new courses effective June 28, 2022. The motion was seconded and carried.

### 4. Lincoln College of Technology – Denver – MR

Program Specialist Recinos presented to the Board for review and consideration of two new stand-alone courses: Skin & Bones Custom Vehicle Fabrication and Fit/Finish and Guts Custom Vehicle Systems Design. 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, Board Secretary Stevens motioned to approve the previously mentioned new courses effective June 28, 2022. The motion was seconded and carried.

### 4. Turing School of Software & Design – Denver – MR

Program Specialist Recinos presented to the Board for review and consideration of a new stand-alone course: Turing Launch. 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, Board Secretary Stevens motioned to approve the previously mentioned new course effective June 28, 2022. The motion was seconded and carried.

#### 6. Concorde Career College – Aurora – MR

Program Specialist Recinos presented to the Board for review and consideration of one new program and one major program revision: Diagnostic Medical Sonography and Respiratory Therapy. 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, Board member Wamser motioned to approve the previously mentioned new program and major program revision effective June 28, 2022. The motion was seconded and carried.

#### F. Consideration of Approval of Out-of-State Renewals

Program Specialist Esquibel presented to the Board for review and consideration of the following out-of-state school renewal applications:

1. 360Training.com dba Van Education Center – Austin, TX - BE
2. Aceable Real Estate School – Austin, TX – BE
3. American School of Real Estate Express – St. Louis, MO - BE
4. Appraisal Institute – Chicago, IL – BE
5. Centriq Training – Kansas City, MO - BE
6. CompTIA Tech Career Academy – Downers Grove, IL – BE
7. InspectionGo Academy – Gilbert, AZ - BE
8. Life Time Academy – Chanhassen, MN - BE
9. McKissock, LLC – Warren, PA - BE
10. MedCerts, LLC – Livonia, MI - BE
11. OCL Financial Services dba OnCourse Learning – Brookfield, WI - BE
12. Spartan College of Aeronautics and Technology – Inglewood, CA - BE
13. Spartan College of Aeronautics and Technology – Riverside, CA - BE
14. Spartan College of Aeronautics and Technology – Tulsa, OK - BE
15. Swift Driving Academy – West Valley City, UT - BE
16. Tulsa Welding School – Jacksonville, FL - BE
17. Tulsa Welding School – Tulsa, OK - BE
18. Wyotech – Laramie, WY – BE

The Board determined that the schools have 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, Board member Wamser motioned to approve renewal of the previously listed out-of-state schools effective July 1, 2022 and ending June 30, 2023. The motion was seconded and carried.

G. 2022 Renewal Applications not Submitted (No Action Required)

Deputy Director Kanaly reported to the Board the following schools did not submit a renewal application for this renewal cycle by the February 15, 2022 deadline and the closure process has been initiated:

1. The School of Tennis Management – Denver
2. Jack Zamora MD Aesthetic Institute – Denver
3. Assist to Succeed – Colorado Springs
4. Be Here Now Massage, Yoga, Bodywork, LLC – Fort Collins
5. Blue Light LLC – Colorado Springs
6. Flatiron School – Colorado Springs
7. Mbition LLC dba Mbition Learn Real Estate
8. Swift Driving Academy – Phoenix, AZ
9. New Horizons Computer Learning Centers – Jacksonville, FL

H. Conditional Board Approvals Update

1. The Beauty Collective – MR  
Program Specialist Recinos reported that all conditions of approval were met by the school.
2. Western States College of Construction – MK  
Deputy Director Kanaly reported all conditions of approval were met by the school. The Sheet Metal Program was withdrawn by the school and will be submitted for approval at a later date.

**Other Business:**

1. Legal Update

The Board's Counsel, Natalie Powell, updated the Board on the following items:

a. Mr. K's School of Floral Design

At its March 2022 meeting, the Board voted to issue a Final Agency Order revoking Mr. K's certificate of approval. Deputy Director Kanaly reported she met with the school owner to obtain the school's Certificate to Operate and scheduled a date to retrieve the student records.

b. Rock Creek Laser & Esthetics

On June 30, 2021, the school owner signed the Affidavit of Voluntary Surrender of its Certificate of Approval. The school had 60 days to provide electronic copies of required records to the Division. The school provided some of the requested records, but not all. Board Counsel has been in communication with the Boulder D.A.'s office, where the school was located before it closed, to pursue a potential criminal complaint. Board Counsel learned through our process server that Ms. Young likely moved out of state to Wisconsin, so a civil action has been filed in Denver District Court, and Board Counsel has requested an extension of time to serve her in Wisconsin.

c. Perfect Massage

At its October 26, 2021 meeting, the Board denied an application for a provisional certificate of approval based on information presented by the Division and issued a notice of noncompliance. At its January 25, 2022 meeting, the Board considered the school's response and voted to uphold the denial. On February 22, 2022, the school timely requested a hearing on the Board's denial of its application. Board Counsel is drafting a Notice of Charges/Denial to file with Office of Administrative Courts to commence the hearing process.

d. Colorado Springs School of Massage

At its May 2022 meeting, the Board was advised that the current owner and former director of Colorado Springs School of Massage had his massage therapy license revoked, but has remained a record owner of the school. The Board voted to issue a Notice of Noncompliance. The school timely responded to the notice. Board Counsel provided a separate memo with analysis.

Following review and consideration of the previous matters discussed during the regular portion of the meeting, Board member Wagner motioned to convene in executive session with the Board's Counsel to seek legal advice pursuant to C.R.S. §24-6-402(3)(a)(II), on the following matters: CDL Safety School, Colorado Springs School of Massage, Colorado School for Guides and Outdoorsman, House Bill 22-1049, and correction of transcript fees in Rule 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. The public session recorder was turned off at 11:58 a.m.

The Board of Private Occupational Schools convened in executive session with its attorney of record, the Division Director, and Division staff at 1:02 p.m.

Summary of Return to Regular Session:

After the review and consideration of the matter previously mentioned, Chair Garibay resumed regular session at 2:01 p.m. The executive session recorder was turned off. The public session recorder was turned on and the general public was welcomed back.

Senior Assistant Attorney General Natalie Powell, 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.

Following executive session, the Board resumed its agenda as follows:

1. Colorado Springs School of Massage

Chair Garibay summarized the status of the school's renewal application which was tabled at the previous Board meeting and recognized the school for its cooperation with all Board requests in order to consider the Certificate of Approval. 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, Board member Wamser motioned to conditionally approve the Standard Certificate of Approval for the period beginning July 1, 2022 and ending June 30, 2025 with the requirement that the change of ownership application is approved by the Board, Mrs. Alberto signs stipulated agreement regarding Mr. Alberto, and agrees to unannounced site visits for a period of one year. The motion was seconded and carried.

## 2. CDL Safety School

Chair Garibay summarized the status of the school's renewal application which is missing multiple requirements including the compiled financials as required. The school requested an exception to the requirement for submitting compiled financial documents to the Division at the May 2022 Board meeting. The Board was unable to grant the exception to a statutory requirement.

Following review and consideration of the renewal, Board Secretary Stevens motioned to issue a notice of noncompliance and non-renewal with requirement for school to provide compiled financials and all other outstanding items within 14 days to the Division. The motion was seconded and carried.

## 3. Colorado School for Guides and Outdoorsman

Compliance Investigator Uyemura provided a summary of the investigation completed after the Division was alerted by a member of the public regarding the continued operation of the school and advertising that they accept VA funding for tuition. Compliance Investigator Uyemura determined the school has continued to operate without Board approval since July 2019 when it failed to renew its Certificate of Approval with the Division. The school is currently enrolling students and advertising that it accepts VA funding for tuition.

Board Secretary Stevens motions to request Board Counsel to issue a Cease and Desist Order based on reasonable belief the school is in violation of operating without a certificate of approval and potential deceptive trade practices. The motion was seconded and approved.

## 4. HB 22-1049

This legislation was signed and is in effect and requires all schools to issue a student's transcripts and/or diplomas regardless of payment status. The Division and Board expressed concern about the adverse effects on students and schools. Vice Chair Minic expressed disappointment regarding the passing of this legislation which could cause schools to hold bad debt. Board Secretary Stevens also expressed concern regarding students who withdraw and are allowed to transfer to a new school with schools unable to hold students accountable to pay tuition for education that was provided. Board requested the Division to send notice of the Bill to all DPOS schools.

Chair Garibay recommended school owners reach out to their local state representatives to voice any concerns about this legislation.

## 5. Transcript Fee Correction

There was an error in the fee amount the Board charges for transcripts from closed schools in the Board's most recently published rules. During the last rulemaking session, the Board reduced the fee from \$35 to \$30, however, the fee should have been reduced to \$20.00 in the adopted rules. Vice Chair Minic motioned to direct Board Counsel to seek a correction of a non-substantive error with the Colorado Secretary of State to reflect in our rules that the transcript fee is \$20.00. The motion was seconded and carried.

### Adjournment:

Board Secretary Stevens motioned to adjourn the meeting at 2:47 p.m. The motion was seconded and carried.

The next regularly scheduled meeting of the Board is Tuesday, July 26, 2022, at 9:30 a.m. and will be held via the web conference application, Zoom; meeting details will be posted on the Division's website: [highered.colorado.gov/dpos](https://highered.colorado.gov/dpos).