

**MINUTES**  
**COLORADO BOARD OF PRIVATE OCCUPATIONAL SCHOOLS**  
**January 24 at 12:34 p.m..**

Join Zoom Meeting

<https://highered-colorado-gov.zoom.us/j/82742046107?pwd=eWlqcjBiT0lxWlpWYk5wL1R6YTBUQT09>

Meeting ID: 827 4204 6107

Board Members Present:

JoAnn Stevens, Chair;  
Ellen Wamser, Secretary;  
Scott Cardona;  
Chad J. Nash  
Ryan Minic; and  
Jessica Wagner

Board Members Absent:

Barbara Kearns, Vice Chair

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 Austin Bentz;  
Program Specialist Kerrie Solis;  
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:

Dave Davia, Western States College of Construction;  
Kelli Hutchins, The Pilates Center;  
Johnnie Norris, Western States College of Construction;  
Heather Sherwood, Western States College of Construction;  
Carrie Petersen, International Salon and Spa Academy;  
Kelly Worrell, The School of Natural Cookery  
Leigh Keatts, U of Q;  
Mostafa Khattab, Western States College of Construction;  
Jordyn Grote, Western States College of Construction;  
Sean Wyatt, Western States College of Construction;

Amy de Sa, BASI Pilates;  
Ryan Lishner, Colorado School of Trades;  
Melissa Cannata, The CE Shop; and  
Vicki Asada, Lighthouse Labs

Call to Order:

The regularly scheduled meeting of the Private Occupational Schools Board was called to order by JoAnn Stevens, Chair, at 12:34 p.m following the conclusion of the Rulemaking Hearing. The Board members, Division staff, and guests were introduced. Board roll call was taken. A quorum was present.

Consideration of Approval of the December 6, 2022 Minutes:

Following review and consideration of the December 6, 2022 regular session minutes, Board member Minic motioned to approve the minutes as written. The motion was seconded and carried.

Additions / Changes to the Agenda:

COEO/Director Candler reported no additions or changes to the agenda.

Director / Staff Report

COEO/Director Candler reported:

1. COEO/Director Candler participated in the Annual Strategic Planning meeting for NASASPS.
2. The Division has opened the 2023 Renewal application in DPOS Connect for in-state schools.
3. Deputy Director Kanaly asked schools to complete the application early since this is the first time renewal applications are submitted through DPOS Connect which should be more efficient and streamlined this year.

New Business/Action Items:

A. Consideration of Approval of Provisional Certificate

1. True Safety Services – Greely – AB

Program Specialist Bentz presented to the Board for review and consideration of a Provisional School Application to Operate including one program: CDL Class A. 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 Wamser motioned to approve the Provisional Certificate and previously mentioned educational offerings effective January 24, 2023 and ending June 30, 2024. The motion was seconded and carried.

2. Western States College of Construction – Denver (Plumber) – KS

Program Specialist Solis presented to the Board for review and consideration of a Provisional School Application to Operate including one program: Plumber. 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 Minic motioned to approve the Provisional Certificate and previously mentioned educational offering effective January 24, 2023 and ending June 30, 2024. The motion was seconded and carried.

3. Western States College of Construction – Denver (Sheet Metal) – KS

Program Specialist Solis presented to the Board for review and consideration of a Provisional School Application to Operate including one program: Sheet Metal. 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 Minic motioned to approve the Provisional Certificate and previously mentioned educational offerings effective January 24, 2023 and ending June 30, 2024. The motion was seconded and carried.

4. Western States College of Construction – Colorado Springs (Plumber/Pipefitter/HVAC) – KS

Program Specialist Solis presented to the Board for review and consideration of a Provisional School Application to Operate including three programs: Plumber, Pipefitter, and HVACR Technician. 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 Minic motioned to approve the Provisional Certificate and previously mentioned educational offerings effective January 24, 2023 and ending June 30, 2024. The motion was seconded and carried.

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

1. Lighthouse Labs – Vancouver, BC, Canada – AB

Program Specialist Bentz presented to the Board for review and consideration of an Out-of-State School Application to Operate. 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 Wamser motioned to approve the application to operate an out-of-state school effective January 24, 2023 and ending June 30, 2023. The motion was seconded and carried.

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

#### 1. Lash and Company Education – Thornton – KS

Program Specialist Solis presented to the Board for review and consideration of three new programs: Intro to Dermal Fillers, Advanced Botulinum Toxin, and Advanced Dermal Fillers and major revisions to two programs: Intro to Botulinum Toxin and Permanent Make-up. 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 Wamser motioned to approve the new programs and major revisions previously mentioned effective January 24, 2023. The motion was seconded and carried.

At this time, Board member Wagner left the meeting. A quorum was still present.

#### 2. U of Q Institute – Broomfield - KS

Program Specialist Solis presented to the Board for review and consideration of one new program: Bicycle Fitting Fundamentals. 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 Minic motioned to approve the new program previously mentioned effective January 24, 2023. The motion was seconded and carried.

#### 3. The Pilates Center – Boulder - AB

Program Specialist Bentz presented to the Board for review and consideration of one new stand-alone course: Mat Pilates Education 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, Board Secretary Wamser motioned to approve the new stand-alone course previously mentioned effective January 24, 2023. The motion was seconded and carried.

#### 4. The School of Natural Cookery – Boulder – MR

Program Specialist Recinos presented to the Board for review and consideration of a major revision to the program: Natural Chef. 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 Wamser motioned to approve the major revision previously mentioned effective January 24, 2023. The motion was seconded and carried.

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

Program Specialist Acosta presented to the Board for review and consideration of one new program: 600 Hour Esthetic 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, Board member Minic motioned to approve the new program previously mentioned effective January 24, 2023. The motion was seconded and carried.

6. BASI Pilates – Greenwood Village – RA

Program Specialist Acosta presented to the Board for review and consideration of one new stand-alone course: Pilates for Injuries and Pathologies. 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 Wamser motioned to approve the new stand-alone course previously mentioned effective January 24, 2023. The motion was seconded and carried.

D. Conditional Board Approvals Update

1. American Real Estate College

Conditional approval requirements included scheduled site visits at three and six months and submittal of new program applications. The Division completed the three month and six month site visit as required by the school's Improvement Plan. The Division reported that the school has met all requirements of the conditional approval.

2. Rocky Mountain School of Dental Assisting

Conditional approval requirements of the school's provisional certificate included submitting the Division's bond application form for approval. The school completed the requirement of the conditional approval.

E. School Closures Report (No Action Required)

1. Essentials Therapeutic Massage School – Grand Junction

Deputy Director Kanaly reported that the school has not enrolled students since the date of closure on December 23, 2022, and all students have completed training.

Effective December 29, 2022, all available student and educational records were submitted electronically to the Division.

## 2. United Training Academy - Aurora

Deputy Director Kanaly reported that the school has not enrolled students since the date of closure on August 22, 2022, and all students have completed training.

Effective November 15, 2022, all available student educational records were submitted electronically to the Division.

### **Other Business:**

#### 1. Legal Update

The Board's Counsel, Senior Assistant Attorney General Natalie Powell, updated the Board on the following items:

a. Perfect Massage (no action required)

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 filed a Notice of Denial with Office of Administrative Courts on July 21, 2022, and school has 30 days to file a response. Perfect Massage did not timely file a response or entered an appearance. Default was entered on October 18, 2022 and anticipate a default judgement issued soon.

b. Commercial Vehicle Training Center (no action required)

At its September 2022 meeting, the Division presented the Board with evidence that the Commercial Vehicle Training Center (CVTC) had closed without warning to students. The Board voted to issue a notice of noncompliance and subpoena for records. On October 14, 2022, the Division issued the Notice of Noncompliance and Subpoena. The Subpoena requested documents be produced by October 21, 2022. Mr. Euglow, school owner, did not respond to the Notice of Noncompliance or the Subpoena. At its December 2022 Board meeting, the Board voted to instruct counsel to send a letter to Mr. Euglow to request voluntary surrender of records and complete the closure process.

c. Oquirrh Mountain Phlebotomy School (no action required)

At its September 2022 meeting, the Division presented the Board with evidence that Oquirrh Mountain Phlebotomy School was operating a private occupational school in Colorado without approval and without an exemption. The Board voted to issue a Cease and Desist order. On October 4, 2022, the Division issued a Cease and Desist order to the school. The school

submitted a request for an exemption which was denied on December 5, 2022. The Division directed the school to either cease operations or submit a provisional application for approval to operate a school in Colorado. At its December 2022 Board meeting, the Board voted to instruct counsel to pursue a preliminary injunction in the event evidence existed that the school continued to operate without a required certificate of approval. Since the December 2022 Board meeting, the Division conducted an unannounced site visit to the school's location during an in-progress class session. After speaking on the phone with the school owner, the school ceased offering classes until a provisional certificate is approved by the Board.

## 2. Colorado School of Trades (no action required)

Deputy Director Kanaly reported that the school has requested a reduction in their bond amount from \$160,624 to \$107,924. The school submitted an updated surety calculation which was reviewed by the Division to support the decrease in surety coverage.

### Adjournment:

Board member Minic motioned to adjourn the meeting at 1:23 p.m. The motion was seconded and carried.

The next regularly scheduled meeting of the Board is Tuesday, February 28, 2023 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).