

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

Join Zoom Meeting

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Meeting ID: 823 8824 9577

Board Members Present:

Barbara Kearns, Vice Chair;  
Ellen Wamser, Secretary;  
Scott Cardona;  
Chad J. Nash  
Ryan Minic; and  
Jessica Wagner

Board Members Absent:

JoAnn Stevens, 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:

Elizabeth Lo, Colorado Association of Career Colleges and Schools;  
Janet Perry, US Career Institute;  
Brenda Blomberg, US Career Institute;  
London Gibson, All Hands Dental Assisting School;  
Melissa Rodriguez, All Hands Dental Assisting School;  
Carrie Petersen, International Salon and Spa Academy;  
Jamie Turner, Reign Beauty Academy;  
Amy Chavez, Colorado School of Healing Arts;  
Chris Smith, Colorado School of Healing Arts;  
Michele Lenard, Josh Lyons, LLC;

Kat Chrysostom, Parelli Natural Horsemanship, Inc;  
Dr. Reo Leslie, The Colorado School for Family Therapy;  
Peter Fritz, Colorado Department of Higher Education (Path4Ward);  
Mary Owens, General Public; and  
Jack Wolfink, Colorado Department of Higher Education (Path4Ward)

Call to Order:

The regularly scheduled meeting of the Private Occupational Schools Board was called to order by Barbara Kearns, Vice 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 January 24, 2023 Minutes:

Following review and consideration of the January 24, 2023 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 and Deputy Director Kanaly attended the Joint State Apprenticeship Council (SAC)/Interagency Advisory Committee on Apprenticeship (IAC) Committee meeting for updates on Draft Rules and legislation concerning implementation of the new State Apprenticeship Agency.
- Program specialist Bentz will present the first renewal application of 2023 to the Board for review and approval today.
- COEO/Director Candler introduced Peter Fritz and Jack Wolfink from the Colorado Department of Higher Education to present information on Path4Ward which allows early high school graduates from low-income households to receive a one-year scholarship for post-secondary education including private occupational schools.

New Business/Action Items:

A. Consideration of Approval of Provisional Certificate

1. All Hands Dental Assisting School – Colorado Springs – MR

Program Specialist Recinos presented to the Board for review and consideration of a Provisional School Application to Operate including one program: Dental Assisting. 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 February 28, 2023 and ending June 30, 2024. The motion was seconded and carried.

2. Reign Beauty Academy – Denver – RA

Program Specialist Acosta presented to the Board for review and consideration of a Provisional School Application to Operate including two programs: Esthetics and Nail Artistry. 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 February 28, 2023 and ending June 30, 2024. The motion was seconded and carried.

B. Consideration of Approval of Change of Ownership

1. National Institute for Medical Assistant Advancement – Denver – AB

Program Specialist Bentz presented to the Board for review and consideration of approval of change of ownership 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 Secretary Wamser motioned to approve the application for change of ownership from National Institute for Medical Assistant Advancement, Inc to National Institute for Medical Assistant Advancement, Inc effective February 28, 2023 and ending June 30, 2024. The motion was seconded and carried.

C. Consideration of Approval of Renewal

1. Colorado School of Healing Arts – Lakewood – AB

Program Specialist Bentz 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 Minic motioned to approve the Standard Certificate of Approval for the period beginning July 1, 2023 and ending June 30, 2026. The motion was seconded and carried.

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

1. U.S. Career Institute – Fort Collins – AB

Program Specialist Bentz presented to the Board for review and consideration of one new program: Plumbing. 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 February 28, 2023. The motion was seconded and carried.

## 2. Josh Lyons LLC – Grand Junction – KS

Program Specialist Solis presented to the Board for review and consideration of one new stand-alone course: 5-Day Trainers Clinic. 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 Wagner motioned to approve the new stand-alone course previously mentioned effective February 28, 2023. The motion was seconded and carried.

## 3. Apex College of Veterinary Technology – Colorado Springs – MR

Program Specialist Recinos presented to the Board for review and consideration of two new programs: Veterinary Technology Online and Veterinary Technology Classroom. 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 programs previously mentioned effective February 28, 2023. The motion was seconded and carried.

### **Other Business:**

#### A. Legal Update

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

##### 1. Perfect Message (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 Message did not

timely file a response or entered an appearance. Default was entered on October 18, 2022. Conflicts counsel will further advise the Board on this matter.

2. 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. Mr. Euglow signed the affidavit on February 24, 2023.

B. ACE Surgical Assisting, Inc.

Program Specialist Bentz reported that the school has requested a reduction in their bond amount from \$150,000 to \$100,000. The school submitted an updated surety calculation which was reviewed by the Division to support the decrease in surety coverage. Board member Minic motioned to approve the bond reduction. The motion was seconded and carried.

C. National Beauty College

Compliance Investigator Uyemura presented a summary of an investigation completed by the Division of National Beauty College prompted by an inquiry from the Office of Barber and Cosmetology. Deputy Director Kanaly and Investigator Uyemura conducted an unannounced site visit at the school's location on February 14, 2023 to review student records and speak with the school owner, Mr. Anthony Do. Following discussion with the school owner, Board member Minic motioned to table the discussion and move the matter to executive session. The motion was seconded and carried.

D. Real Estate Training Center

COEO/Director Candler presented a summary of communications the Division has had with the school owner and other school representatives in order to obtain the student records from the Real Estate Training Center in accordance with Statute and Rules and Regulations regarding school closure. Following discussion with the school owner, Mr. Joseph Hackett, Board member Minic motioned to table the discussion and move the matter to executive session. The motion was seconded and carried.

E. Parelli Natural Horsemanship University

COEO/Director Candler presented a summary of communications the Division has had with the school's representatives in order to obtain the student records from Parelli Natural Horsemanship University in accordance with Statute and Rules and Regulations regarding school closure.

Following review and consideration of the previous matters discussed during the regular portion of the meeting, Board Secretary Wamser 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: National Beauty

College, Real Estate Training Center, and Parelli Natural Horsemanship University 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 11:30 a.m.

The Board of Private Occupational Schools convened in executive session with its attorney of record, the Division Director, and Division staff at 11:45 a.m.

Summary of Return to Regular Session:

After the review and consideration of the matters previously mentioned, Vice Chair Kearns resumed regular session at 12:05 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:

National Beauty College

Following discussion regarding concerns about the student records and lack of enrollment agreements, Board member Minic motioned to issue a Notice of Noncompliance for failure to meet the criteria required by CRS 23-64-108(1) (c), (d), (e), (g), (h), (i), (j), (k), (l), and (m) with 14 days to respond. The motion was seconded and carried.

Real Estate Training Center

Following discussion regarding the importance of the transfer of student records to complete the closure process, Board member Wagner motioned to direct Board counsel to issue a letter of warning and Subpoena to the school with the requirement to provide all required records to the Division within 30 days. The motion was seconded and carried.

Parelli Natural Horsemanship University

Following discussion regarding the importance of the transfer of student records to complete the closure process, Board member Wagner motioned to direct Board counsel to issue a letter of warning and Subpoena to the school with the requirement to provide all required records to the Division within 30 days. The motion was seconded and carried.

Adjournment:

Board member Minic motioned to adjourn the meeting at 12:16 p.m. The motion was seconded and carried.

The next regularly scheduled meeting of the Board is Tuesday, March 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).