

**BOARD OF PRIVATE OCCUPATIONAL SCHOOLS  
BOARD MEETING**

**October 23, 2012, 9:30 A.M.**

The Private Occupational Schools Board convened at the Auraria Higher Education Campus, Tivoli Student Center, Room 320, 900 Auraria Parkway, Denver, CO 80204. Thomas Narvaez, Vice Chair, as acting Chair called the meeting to order at 9:33 A.M. and greeted guests. The Board members, Division staff and guests were introduced. Board roll call was taken. A quorum of the Board members was present, but not a two-thirds majority.

Board Members Present:

Tom Narvaez, Vice Chair	Winnifred Rovig	Jennifer Sprague
Steven W. Steele		

Board Members Absent:

Lisa Bennison Noll, Chair	Buddy Douglass	Arlene Rae Malay
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Division Staff Present:

Lorna Candler, Director	Georgia Roberts, Deputy Director
Renee Belisle, Program Specialist	Bernadette Esquibel, Program Specialist
Karla Viteri, Program Specialist	

Division Staff Absent:

Voni Oerman, Program Specialist	Loretta Perez, Administrative Assistant
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Board Counsel Present:

Erica Weston, Assistant Attorney General, Office of the Colorado Attorney General

Guests Present:

Sherri Kananen, Intellitec College – Colorado Springs, Grand Junction & Pueblo  
Lesla Sluder, CDL Certifiers/CDL Trainers – Grand Junction  
Beth Smart, Laser Training and Certification Institution - Centennial  
Isaac Vanzandt, Laser Training and Certification Institution - Centennial  
Victor Beyer, A Laser Academy – Littleton  
Dr. Steven Rubin, Colorado Academy of Veterinary Technology – Colorado Springs  
Winnona Rash, Colorado Academy of Veterinary Technology – Colorado Springs  
Donnette Burt, Colorado Academy of Veterinary Technology – Colorado Springs

**Approval of the September 25, 2012, Board Meeting Public Session Minutes:**

The Board reviewed the September 25, 2012 meeting minutes. Ms. Rovig moved for approval of the minutes as read. The motion was seconded and passed.

**Approval of the September 25, 2012, Board Meeting Executive Session Minutes:**

The Board reviewed the September 25, 2012 meeting Executive Session Minutes. Ms. Rovig moved for approval of the minutes as read. The motion was seconded and passed.

## **Additions / Changes to the Agenda:**

Director Candler reported that there were no changes to the agenda. One correction was made to a school name, concerning item "A. Consideration of Approval Programs/Stand Alone Courses", number "5", The Connecting Point School of Massage and Spa Therapies.

## **Staff / Director Report:**

Staff reported that all contingency approvals concerning Board action taken at the September 25, 2012 meeting have been met, recorded and are on file with the Division.

Director Candler updated the Board about the Annual Planning Meeting set for November 8, 2012, at the Oxford Hotel, 1659 Wazee Street, Denver, CO 80202.

## **A. Consideration of Approval Programs / Stand Alone Courses**

### **1. IntelliTec College – Colorado Springs**

Program Specialist Belisle brought to the Board's attention for review and consideration three new programs: (1) Personal Trainer; (2) Health Information Technician; and (3) Medical Assistant, proposed by IntelliTec College, Colorado Springs. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced programs for IntelliTec College, 2504 E. Pikes Peak Avenue, Colorado Springs, CO 80909 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and with the Division's minimum requirements, Ms. Sprague moved to approve the above-referenced programs effective October 23, 2012. The motion was seconded and unanimously passed.

### **2. IntelliTec College – Grand Junction**

Program Specialist Belisle brought to the Board's attention for review and consideration six new programs: (1) Dental Assistant; (2) Automotive Technician; (3) Health Information Technician; (4) Medical Assistant; (5) Business Office Administration & Accounting; and (6) S-Tech Generation 2 Technician Certification, proposed by IntelliTec College, Grand Junction. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced programs for IntelliTec College, 772 Horizon Drive, Grand Junction, CO 81506 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and with the Division's minimum requirements, Ms. Rovig moved to approve the above-referenced programs effective October 23, 2012. The motion was seconded and unanimously passed.

### **3. Intellitec College - Pueblo**

Program Specialist Belisle brought to the Board's attention for review and consideration four new programs: (1) Automotive Technician; (2) Health Information Technician; (3) Medical Assistant; and (4) Dental Assistant, proposed by Intellitec College, Pueblo. A school representative was present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced programs for Intellitec College, 3673 Parker

Boulevard, Pueblo, CO 81008, can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and with the Division's minimum requirements, Mr. Steele moved to approve the above-referenced programs effective October 23, 2012. The motion was seconded and unanimously passed.

#### **4. Colorado Academy of Veterinary Technology – Colorado Springs**

Program Specialist Belisle brought to the Board's attention for review and consideration one new program, Veterinary Assistant Program, proposed by Colorado Academy of Veterinary Technology, Colorado Springs. School representatives were present. The school satisfied the Board's inquiry. Based upon the Board having determined that the above-referenced program for Colorado Academy of Veterinary Technology, 2766-68 Janitell Road, Colorado Springs, CO 80906 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and with the Division's minimum requirements, Ms. Rovig moved to approve the above-referenced program effective October 23, 2012. The motion was seconded and unanimously passed.

#### **5. The Connecting Point School of Massage and Spa Therapies - Telluride**

Program Specialist Belisle brought to the Board's attention for review and consideration one new program, Massage, proposed by The Connecting Point School of Massage and Spa Therapies, Telluride. A school representative was available by telephone. Based upon the Board having determined that the above-referenced program for The Connecting Point School of Massage and Spa Therapies, 600 W. Colorado Avenue #L2, Telluride, CO 81435 can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and with the Division's minimum requirements, Ms. Rovig moved to approve the above-referenced program effective October 23, 2012. The motion was seconded and unanimously passed.

### **B. Consideration of Approval of Provisional Certificate of Approval**

#### **1. A Laser Academy - Littleton**

Program Specialist Belisle brought to the Board's attention for consideration, A Laser Academy, Littleton, a new school with one proposed program, Laser Tattoo Removal Specialist. A school representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required surety level in the amount of \$2,500; that the school submitted a letter of credit in the amount of \$5,000; and that the school can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Ms. Rovig moved that a Provisional Certificate of Approval be granted to A Laser Academy, 26 W. Dry Creek Circle, Suite 120, Littleton, CO 80120 for the period beginning October 23, 2012, ending June 30, 2014, and that the above-referenced program be approved effective October 23, 2012. The combined motion was seconded and unanimously passed.

#### **2. CDL Certifiers/CDL Trainers – Grand Junction**

Program Specialist Esquibel brought to the Board's attention for consideration, CDL Certifier/CDL Trainers, Grand Junction a new school with three programs: (1) Tractor Trailer Training/Local; (2) Tractor Trailer Training/OTR; and (3) Tractor Trailer Training/OTR 2. A School representative was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required minimum surety level in the amount of \$14,000; that the school submitted a bond in the amount of \$14,000; and that the school can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Mr. Steele moved that the Provisional Certificate of Approval be granted to CDL Certifiers/CDL Trainers, 225 Meeka Court, Grand Junction, CO 81503 for the period beginning October 23, 2012 and ending June 30, 2014, and the above-referenced programs be approved effective October 23, 2012. The combined motion was seconded and unanimously passed.

### **3. Laser Training and Certification Institute - Centennial**

Program Specialist Esquibel brought to the Board's attention for consideration Laser Training and Certification Institute, Centennial, a new school with five (5) programs and three (3) stand alone courses. The programs are: (1) Business Skills for the Owner, Manager, or Technician; (2) Laser Hair Removal; (3) Laser Skin Rejuvenation; (4) Business Building Workshop; and (5) Laser Tattoo Removal. The three stand alone courses are: (1) Create a Marketing Plan in a Jiffy; (2) Laser Physics and Safety; and (3) Advance Laser Training. School representatives were present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required minimum surety level in the amount of \$10,000; that the school presented a bond in the amount of \$10,000; and that the school can be reasonably maintained in compliance with the minimum standards as prescribed by the Private Occupational Education Act of 1981, as amended, and in compliance with the Division's minimum requirements, Ms. Rovig moved that the Provisional Certificate of Approval be granted Laser Training and Certification Institute, 7120 E. Orchard Road, #120, Centennial, CO 80111 for the period beginning October 23, 2012 and ending June 30, 2014, and the above-referenced new programs and stand alone courses be approved effective October 23, 2012, contingent upon a correction being made as discussed. The combined motion was seconded and unanimously passed.

### **C. Student Complaints/Matters of Non Compliance/Legal Action**

#### **1. CollegeAmerica – Colorado Springs – Colorado Springs South - Denver - Fort Collins**

Board member Steven Steele recused himself from this matter only, citing an appearance of a conflict of interest. Though the Board no longer had a quorum, the purpose of the discussion was purely information so no Board action was required. In addition, there were no school representatives present.

Director Candler and Assistant Attorney General Erica Weston updated the Board about the procedural status of the charges pending with the Office of Administrative Courts (OAC) concerning CollegeAmerica – Fort Collins, which arose from two student complaints. An administrative hearing before the OAC on these matters is set for April 2013. Director Candler and Assistant Attorney General Weston further reported that the school filed for an extension to respond to the Amended Notice of Noncompliance concerning suspected

statewide advertising violations. Again, no Board action was needed or taken on these two informational items.

**Other Business:**

None.

**Adjournment:**

There being no other business, Ms. Sprague motioned to adjourn the Board meeting. The motion was seconded and duly passed. The Board of Private Occupational Schools' Meeting of October 23, 2012, adjourned at 9:59 A.M.

The next regularly scheduled meeting of the Board is Tuesday, December 4, 2012, 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) 866-2723