

MINUTES
BOARD OF PRIVATE OCCUPATIONAL SCHOOLS
September 22, 2015 9:30 A.M.

Auraria Higher Education Campus
Tivoli Student Center, Room 320
900 Auraria Parkway, Denver, CO 80204

Board Members Present:

Steven W. Steele, Chair
Shelley Krovitz

Arlene Rae Malay Jean Robinson

Board Members Absent:

Joseph James Wolf Richard Semakula Paul Garibay

Division Staff Present:

Lorna Candler, Director Mary Kanaly, Deputy Director & Compliance Officer
Bernadette Esquibel, Program Coordinator Voni Oerman, Program Specialist
Jessica Googins, Program Specialist Lisa Hill, Program Specialist
Loretta Perez, Administrative Assistant III

Board Counsel Absent:

Kimberly Spiering, Assistant Attorney General, Office of the Colorado Attorney General

Guests Present:

Joel Scimeca, CollegeAmerica
Nathan Larson, Heritage College
Stacey & James Meyer, Stacey James Institute
Victor Matthews, Paragon Culinary School, Inc.
Suzanne Scales, CollegeAmerica
Kai Hillberry, Heritage College
Jessica Van Antwerp, Healing Spirits Massage Training Program
Alicia Cramm, Healing Spirits Massage Training Program

Call to Order:

The regularly scheduled meeting of the Private Occupational Schools Board was called to order by Steven W. Steele, Chair, at 9:32 A.M. The Board members, Division staff and guests were introduced. Board roll call was taken. A quorum of the Board members was present.

Consideration of Approval of the August 25, 2015 Minutes:

Following review and consideration of the August 25, 2015 meeting minutes, a motion was made by Ms. Malay to approve the minutes as written. The motion was seconded and carried.

Consideration of Approval of the August 19, 2015 Interim Minutes:

Following review and consideration of the August 19, 2015 interim 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:

Director Candler announced to the Board that she will add the following item to the "Other Business" section of the agenda: Massage School of Colorado.

Director's Report / Staff Report:

Director Candler reminded the Board that their Annual Board Retreat will be held on Tuesday, November 10, 2015, at 1560 Broadway, 19th Floor, Denver, CO, 80202. She requested that the Board provide her with any agenda items they wish to discuss at their annual retreat as soon as possible.

She also reported to the Board that Zenith Education Group will be consolidating their Everest College – Aurora campus into their Everest College – Thornton campus. The closure of the Aurora campus will affect 109 students, the majority of which will transfer to the Thornton campus. The school will provide shuttle services from the Aurora campus to the Thornton campus as a service to the affected students. No complaints have been received, to date, and the school continues to keep the Division informed as they move forward.

Director Candler advised the Board that she will be preparing the Regulatory Agenda for this year; there is a need for changes to the Rules due to statutory amendments issued through Sunset and the Division will recommend other substantive and editorial changes to the rules. The proposed rule changes will be distributed by October 15, 2015.

New Business / Action Items:

A. Consideration of Approval Programs / Stand Alone Courses

1. Stacey James Institute – Parker

Program Specialist Googins presented to the Board for review and consideration one new Program: Barbering. School representatives were present. The Board determined that the school maintains adequate surety coverage.

Following review and consideration of the new program, Ms. Malay motioned to approve the above-referenced program effective September 22, 2015. The motion was seconded and carried.

2. Heritage College – Denver

Program Specialist Oerman presented to the Board for review and consideration one new program: Esthetics. School representatives were present. The Board determined that the school maintains adequate surety coverage.

Following review and consideration of the new program, Ms. Malay motioned to table the above-referenced program until the school can provide the Board with a more detailed breakdown of the subject areas and related hours, specifically covering chemical peels and microdermabrasion. The motion was seconded and carried.

3. Paragon Culinary School, Inc. – Colorado Springs

Program Specialist Hill presented to the Board for review and consideration three new stand alone courses: PCS 402 Mobile Culinary Operations, PCS 403 Distillery Operations and PCS 404 Culinary Mission Operations. A school representative was present. The Board determined that the school has adequate surety coverage. Program Specialist Hill noted that the forms should reflect September 22, 2015 as the "Date of Implementation".

Following review and consideration of the new courses, Ms. Robinson motioned to approve the above-referenced courses with noted corrections effective September 22, 2015. The motion was seconded and carried.

4. Healing Spirits Massage Training Program – Boulder

Program Specialist Hill presented to the Board for review and consideration four new stand alone courses: Comfort Touch in the Seated Position, Preventing and Correcting Common Foot Issues, SMRT: Hips & Sacrum and The Kistner Method. School representatives were present. The Board determined that the school has adequate surety coverage.

Following review and consideration of the new courses, Ms. Robinson motioned to approve the above-referenced courses effective September 22, 2015 contingent upon the school revising the prerequisites for the Comfort Touch in the Seated Position and The Kistner Method courses to only allow individuals with massage therapy licenses, structural integration or rolfing certifications and physical or occupational therapy degrees. The motion was seconded and carried.

Other Business:

CollegeAmerica – Denver and Fort Collins

Mr. Steele recused himself from this matter.

CollegeAmerica submitted, to the Board, two amendments to their letters of credit for the Denver and Fort Collins campuses. The amendments increase the Denver campus letter of credit by \$37,079 and Fort Collins campus letter of credit by \$25,559.

The Board noted the amendments provided and approved the increase of the Denver campus letter of credit to the new aggregate amount of \$386,991 and the Fort Collins campus letter of credit to the new aggregate amount of \$143,993.

Massage School of Colorado

Director Candler informed the Board that they will be provided an update concerning Massage School of Colorado at a later time.

Adjournment:

Ms. Malay motioned to adjourn the meeting at 10:29 a.m. The motion was seconded and carried.

The next regularly scheduled meeting of the Board is Tuesday October 27, 2015, at 9:30 A.M. and will be held at:

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