

**BOARD OF PRIVATE OCCUPATIONAL SCHOOLS  
BOARD MEETING**

**July 22, 2008 9:30 A.M.**

The Colorado Private Occupational Schools Board convened at the offices of the Division of Private Occupational Schools, 1560 Broadway, Suite 1250, Denver, CO 80202.

Chair Jerry Sirbu called the meeting to order at 9:40 A.M. and greeted guests. The Board members, Division staff and guests were introduced. Board roll call was taken. A quorum was present.

Board Members Present:

Jerry Sirbu, Chair	Robert Martin, Vice Chair	Lisa Bennison Noll
Buddy Douglass	Tom Narvaez	Winnifred Rovig
Karen Hall		

Division Staff Present:

Jim Parker, Director	Georgia Roberts, Deputy Director
Renee Belisle, Program Specialist	Voni Oerman, Program Specialist
Bernadette Esquibel, Program Specialist	Arla Hamel, Administrative Assistant

Board Counsel Present:

Monica Aldridge, Assistant Attorney General, Office of the Colorado Attorney General

Guests Present:

Greg Hill, Eight Branches School of Asian Bodywork - Boulder  
Tom Kelly, Associated Training Services of Colorado – Parker  
Jim Pacifico, Aveda Services Rocky Mountain Education - Denver  
Paul Aguilar, Colorado CDL Training School - Trinidad  
Monica Aguilar, Colorado CDL Training School – Trinidad  
Sheryl Daniel, Bear Mountain School of Massage - Ft. Collins  
Mary Brickuer, Rocky Mountain School of Animal Acupressure and Massage – Carbondale  
James Hadley, Everest College – Colorado Springs  
Eric Clinkscales, New America College – Denver  
Steve Steele, Institute of Business & Medical Careers, Inc. - Greeley  
Diana Gunderson, Institute of Business & Medical Careers, Inc. – Greeley  
Sue Anderson, Pima Medical Institute – Denver  
Aimee Michaelis, Pima Medical Institute – Denver  
Leanna Konechne, Pima Medical Institute – Denver  
Pat Schlotter, Everest College – Aurora

**Approval of the July 8, 2008 Minutes:**

The Board reviewed the Minutes of the July 8, 2008 teleconference call meeting. Mr. Martin motioned for approval of the minutes as read. The motion was seconded and passed.

**Approval of the June 24, 2008 Minutes:**

The Board reviewed the Minutes of the June 24, 2008 meeting. Ms. Bennison Noll motioned for approval of the minutes as read. The motion was seconded and passed.

**Changes / Additions to the Agenda:**

1. Director's Report was moved to the end of the agenda under "Other Business".
2. At-Home Professions – Ft. Collins was pulled from the agenda to be considered at a later date.
3. Rocky Mountain School of Animal Acupressure and Massage, Carbondale asked to present its new courses early in the meeting, due to a travel situation.

1. **Rocky Mountain School of Animal Acupressure and Massage – Carbondale**

Program Specialist Oerman brought to the Board's attention for review and consideration four new courses: Master Animal Massage Practitioner Certificate; Natural Horsemanship; Equine Nutrition; and Animal Communication Level 2 proposed by Rocky Mountain School of Animal Acupressure and Massage, Carbondale. School representative Mary Brickuer was present. Based upon the Board having determined that the above-referenced courses for Rocky Mountain School of Animal Acupressure and Massage, P. O. Box 1491, Carbondale, CO 81623 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. Martin moved to approve the above referenced courses effective July 22, 2008. The motion was seconded and unanimously passed.

**Staff Report:**

Staff reported that all contingencies have been met, recorded and are on file.

**Old Business:**

1. **Aveda Services Rocky Mountain Education - Denver**

Division presented Aveda Services Rocky Mountain Education, Denver, at its request for Board reconsideration of an earlier action which found the school to not be statutorily exempt from regulation, based on information available at that time. Mr. Martin motioned for the Board to reconsider its earlier action. The motion was seconded and passed. Representative Jim Pacifico was present to answer any questions. After due deliberation, and the Board being satisfied that based on the specific representations made by Jim Pacifico, the business entity meets the qualifications for exemption specifically under §12-59-104(1)(h) of the Colorado Revised Statutes, Mr. Martin moved to approve the exempt status under section (1)(h), only, for Aveda Services Rocky Mountain Education, Denver. The motion was seconded and passed.

**New Business Action Items:**

**A. Consideration of Approval of Provisional Certificate of Approval**

## **1. Bear Mountain School of Massage – Ft. Collins**

Program Specialist Belisle brought to the Board's attention for consideration Bear Mountain School of Massage, Ft. Collins as a new school with thirty-four programs and one hundred twenty-one stand alone courses. The Programs are:

(1) Acupressure & Oriental Bodywork Practitioner; (2) Acupressure & Oriental Bodywork AOBTA Level I; (3) Acupressure & Oriental Bodywork Level I; (4) Acupressure & Oriental Bodywork Level II; (5) Aromatherapy & Therapeutic Essential Oils Practitioner: Level I; (6) Aromatherapy & Therapeutic Essential Oils Practitioner: Level II; (7) Ayurvedic Bodywork; (8) Doula; (9) Ergonomic Consultant; (10) Essential Massage Therapist; (11) Foundations in Aromatherapy & Therapeutic Essential Oils; (12) Foundations in Reflexology; (13) Holistic Massage Therapist; (14) Holistic Structural Release Therapist; (15) Hospice Support; (16) Integrative Energetic Healing Level I; (17) Integrative Energetic Healing Master/Teacher; (18) Integrative Massage; (19) Massage Doula and Prenatal Massage Therapist; (20) Master Massage Therapist; (21) Movement Therapist; (22) Movement Therapist & Personal Trainer; (23) Personal Trainer; (24) Prenatal Massage Therapist; (25) Reflexology Practitioner; (26) Sports and Athletic Massage Therapist; (27) Structural Energetic Therapy; (28) Structural Release Therapist; (29) Therapeutic Massage Therapist; (30) Wellness Consultant; (31) Wellness Consultant with Bodywork; (32) Wellness Consultant with Massage Therapy; (33) Yoga Instructor Training: Level I; and (34) Yoga Instructor Training: Level II.

The Stand Alone courses: (1) Acupressure: Shiatsu; (2) Advanced Aromatherapy Theory & Principles; (3) Advanced Ayurvedic Bodywork Technique and Practice; (4) Advanced Bodywork Seminar Series I; (5) Advanced Bodywork Seminar Series II; (6) Advanced Chinese Medical Theory; (7) Advanced Deep Tissue Lower Body; (8) Advanced Deep Tissue Spine & Neck; (9) Advanced Deep Tissue Upper Body; (10) Advanced Sports & Athletic Massage; (11) Advanced Yoga Techniques & Practice – Asana; (12) Advanced Yoga Techniques & Practice – Meditation; (13) Advanced Yoga Techniques & Practice – Pranayama; (14) Anatomy & Physiology; (15) Anatomy & Physiology Refresher; (16) Animal Massage – Canine & Feline; (17) Aromatherapy Emotional Release I; (18) Aromatherapy Emotional Release II; (19) Aromatherapy Emotional Release III; (20) Aromatherapy Spiritual Healing; (21) Asian Bodywork I Technique and Practice; (22) Asian Bodywork II Technique and Practice; (23) Assisted Yoga; (24) Ayurvedic Bodywork: Theory and Practice; (25) Ayurvedic Healing Theory; (26) Ayurvedic Massage; (27) Abhyanga; (28) Bodies in Motion: Kinesiology; (29) Business Guide to Essential Oils; (30) Business Mastery II: Growing & Expanding Your Business; (31) Business Mastery: Creating a Thriving Career; (32) Chinese Medical Theory I; (33) Contact Reflex Analysis; (34) Cranial Manipulation I; (35) Cranial Manipulation II; (36) Cranial Structural I; (37) Cranial Structural II; (38) Doula Labor & Delivery Support; (39) Doula Literature Review & Discussion; (40) Emotional Healing; (41) Energy Anatomy; (42) Energy Healing; (43) Ergonomic Assessment, Evaluation & Solutions; (44) Ethics: An Exploration; (45) Facilitated Stretching; (46) Form & Function of the Human Body: A &P Pathology I; (47) Form & Function of the Human Body: A&P Pathology II; (48) Foundations in Aromatherapy & Therapeutic Essential Oils I; (49) Foundations in Aromatherapy & Essential Oils II; (50) Group Instruction and Processes; (51) Group Yoga Teaching Skills; (52) Growth & Healing: Tools & Techniques; (53) Healer Heal Thyself; (54) Healer Heal Thyself Retreat; (55) Healing Body Treatments; (56) Healing Spa Treatments; (57) Healing Touch/Therapeutic Touch; (58) Herbal

Healing; (59) Herbal Spinal Treatments; (60) Herbology; (61) Holistic Assessment; (62) Holistic Health Consulting; (63) Holistic Health Equipment; (64) Holistic Nutrition and Herbal Health; (65) Holistic Structural Release Integration; (66) Holistic Structural Release: Theory & Assessment; (67) Hospice Massage, Bodywork and Energy Techniques; (68) HSR Cranial Manipulation & Positional Release; (69) HSR Direct Release Myofascial Technique; (70) HSR Dynamic Neuromuscular Facilitation; (71) HSR Muscle Energy Technique; (72) HSR Trigger Point Therapy; (73) In the Tracks of the Coyote; (74) Insurance Billing for Massage Therapists; (75) Integrative Healing: Literature Review & Discussion; (76) Internal Organ Manipulation; (77) Intro. to Healing Bodywork; (78) Introduction to Pilates; (79) Licensing and National Certification Exam Review; (80) Lymphatic Drainage Massage; (81) Massage for Athletes; (82) Massage I: Whole Body Massage; (83) Massage II: Beyond the Basics: Clinical Massage Therapy; (84) Massage III: Integrative Massage; (85) Mothering the Mother-Prenatal Massage; (86) Muscle Testing for Joint Dysfunction; (87) Oriental Bodywork: Theory and Practice; (88) Posture Analysis and Therapeutic Movement; (89) Presentation Strategies; (90) Psychophysiology of the Mind Body Connection; (91) Raindrop Technique; (92) Reflexology I: Bodywork for the Sole; (93) Reiki I; (94) Reiki II; (95) Reiki III; (96) Reiki IV: Master Teacher Relaxation Methods; (97) Retail & Product Business Guide; (98) Spa Treatments without the Spa; (99) Structural Energetic Therapy Phase I; (100) Structural Energetic Therapy Phase II; (101) Structural Energetic Therapy Phase III; (102) The Art and Science of Personal Training; (103) Therapeutic Chair Massage; (104) Therapeutic Movement; (105) Therapeutic Nutrition; (106) Therapeutic Relationship & Ethics; (107) Theta Healing I; (108) Theta Healing II; (109) Vibrational Healing I; (110) Vibrational Healing II; (111) Vibrational Healing III; (112) Vibrational Healing IV: Master Teacher Water Stretching; (113) Yoga for Massage Therapist; (114) Yoga for Special Populations; (115) Yoga Instruction as a Business; (116) Yoga Philosophy & Lifestyle I; (117) Yoga Philosophy & Lifestyle II; (118) Yoga Techniques & Practice – Asana; (119) Yoga Techniques & Practice – Meditation; (120) Yoga Techniques & Practice - Pranayama; and (121) Yoga Therapy.

School representative Sheryl Daniel was present. The school satisfied the Board's inquiry. Upon determining that the school is in compliance with the required bond amount of \$10,000; that the school submitted 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 in a combined motion, moved that a Provisional Certificate of Approval be granted to Bear Mountain School of Massage, 506 South College Avenue, Suite D, Ft. Collins, CO 80524 for the period beginning July 22, 2008 and ending June 30, 2010, and that the programs and courses before the Board be approved. The combined motion was seconded and unanimously passed.

## **B. Consideration of Approval of Programs / Courses**

### **1. Rocky Mountain School of Animal Acupressure and Massage – Carbondale**

(Considered and acted upon earlier in meeting)

### **2. Colorado Coaching and Hypnotherapy Training Institute - Longmont**

Program Specialist Oerman brought to the Board's attention for review and consideration two new programs: ASK – Coaching™ and EFT-Coaching™ proposed by At-Home Professions, Ft. Collins. A school representative was available by telephone. Based upon the Board having determined that the above-referenced programs for Colorado Coaching and Hypnotherapy Training Institute, 200 Lincoln Street, Longmont, CO 80501 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. Martin moved to approve the above referenced programs effective July 22, 2008, contingent upon a discussed correction being made. The motion was seconded and unanimously passed.

3. **Eight Branches School of Asian Bodywork - Boulder**

Program Specialist Belisle brought to the Board's attention for review and consideration one new course: Introduction to Zen Shiatsu proposed by Eight Branches School of Asian Bodywork, Boulder. School representative Greg Hill was present. Based upon the Board having determined that the above-referenced course for Eight Branches School of Asian Bodywork, 2900 Valmont Road, Suite H1, Boulder CO 80301 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. Douglass moved to approve the above referenced course effective July 22, 2008. The motions were seconded and unanimously passed.

4. **Everest College - Aurora**

Program Specialist Belisle brought to the Board's attention for review and consideration one new program: Electrician, proposed by Everest College, Aurora. School representative Pat Schlotter was present. Based upon the Board having determined that the above-referenced new program for Everest College, 14280 East Jewell Avenue, Suite 100, Aurora, CO 80012 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. Martin moved to approve the above referenced new program effective July 22, 2008, contingent upon a discussed corrections being made. The motion was seconded and unanimously passed.

5. **Everest College - Colorado Springs**

Program Specialist Belisle brought to the Board's attention for review and consideration one new program: Massage Therapy, proposed by Everest College, Colorado Springs. School representative James Hadley was present. Based upon the Board having determined that the above-referenced new program for Everest College, 1815 Jet Wing Drive, Colorado Springs, CO 80916 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 new program effective July 22, 2008. The motion was seconded and unanimously passed.

6. **Institute of Business & Medical Careers, Inc., - Greeley**

Program Specialist Belisle brought to the Board's attention for review and consideration one new program: Administrative Assistant Certificate, and two revised courses: (1)

Legal Terminology and (2) Medical Terminology for Institute of Business & Medical Careers, Inc., Greeley. School representatives Diana Gunderson and Steve Steele were present. Based upon the Board having determined that the above-referenced new program and revised courses for Institute of Business & Medical Careers, Inc., 5400 West 11<sup>th</sup> Street, Suite D, Greeley, CO 80634 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. Martin moved to approve the above referenced new program and revised courses effective July 22, 2008. The combined motion was seconded and unanimously passed.

#### **7. Associated Training Services of Colorado - Parker**

Program Specialist Esquibel brought to the Board's attention for review and consideration one new course: Mobile Crane Operations - I, proposed by Associated Training Services of Colorado, Parker. School representative Tom Kelly was present. Based upon the Board having determined that the above-referenced new course for Associated Training Services of Colorado, 12900 Stroh Ranch Place #221, Parker, CO 80134 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. Martin moved to approve the above referenced new course effective July 22, 2008. The motion was seconded and unanimously passed.

#### **8. New America College – Niagara - Denver**

Program Specialist Esquibel brought to the Board's attention for review and consideration one new program and eight stand alone courses. The program is: Global Affairs. The stand alone courses are: (1) Introduction to Global Affairs; (2) Global Sociology; (3) Global Education Systems; (4) Global Economics; (5) Global Conflicts; (6) Internet and Global Media Systems; (7) Study Abroad/Independent Foreign University; and (8) Internship, proposed by New America College, Niagara - Denver. School representative Eric Clinkscales was present. Based upon the Board having determined that the above-referenced new program and courses for New America College, 303 South 17<sup>th</sup> Avenue, Suite #220, Niagara – Denver, CO 80203 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. Narvaez moved in a combined motion to approve the above referenced new program and courses effective July 22, 2008. The motion was seconded and unanimously passed.

#### **9. Pima Medical Institute - Denver**

Program Specialist Esquibel brought to the Board's attention for review and consideration one new program: Medical Coding and Billing, proposed by Pima Medical Institute, Denver. School representatives Sue Anderson, Aimee Michaelis, and Leanna Konechne were present. Based upon the Board having determined that the above-referenced new program for Pima Medical Institute, 7475 Dakin Street, Suite 100, Denver, CO 80221 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. Martin moved to approve the above referenced new program effective July 22, 2008. The motion was seconded and unanimously passed.

## **C. Consideration of Approval of Change of Ownership/Change of Name**

### **1. Colorado CDL Training School - Trinidad**

Program Specialist Oerman brought to the Board's attention for consideration application for a change of ownership for Colorado CDL Training School, Trinidad. School representatives Paul and Monica Aguilar were present. The school satisfied the Board's inquiry. The Board having determined that the school bond be set in the amount of \$6,000; that the school has complied and submitted a bond in the amount of \$10,000; and that Colorado CDL Training School, 2118 Freedom Road, Trinidad, CO 81082 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. Martin moved that the change of ownership be granted for the period beginning July 22, 2008 and ending June 30, 2009. The motion was seconded and unanimously passed.

## **D. Notification of School Closings:**

The Board was notified of the following school closures and that all student records are in the Division's custody.

1. Center for Neuromuscular Massage Therapy – Denver
2. Colorado Locksmith College – Westminster
3. Jackson Hewitt Tax Services – Grand Junction
4. Masami Yoga – Wheat Ridge

## **E. Other**

### **1. Director's Report**

Division Director Parker presented to the Board a report of Division activities for the period of January 1 - June 30, 2008. The report included the first annual status update concerning instructor criminal background compliance for those private occupational schools which recruit and/or instruct minor age students.

## **F. Adjournment**

Having no further business, Mr. Narvaez moved for adjournment. The motion was seconded and passed. The Board meeting adjourned at 10:31 A.M.

The next regularly scheduled meeting of the Board is Tuesday, August 26, 2008, 9:30 A.M. At the offices of:

FirstBank of Lakewood  
550 S. Wadsworth Blvd.  
Basement Conference Room  
Lakewood, CO 80226  
303-233-8000