

**MINUTES**  
**BOARD OF PRIVATE OCCUPATIONAL SCHOOLS**  
**December 4, 2018 9:39 A.M.**

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

Board Members Present:

Paul Garibay, Chair;	Chris Reister;
Ryan Minic, Vice Chair;	Shelley Krovitz;
Tim Guerrero;	Arlene Rae Malay;

Board Members Absent:

Richard Behbehani

Division Staff Present:

Lorna Candler, Director	
Mary Kanaly, Deputy Director & Compliance Officer	
Lisa Hill, Program Coordinator	Brad Uyemura, Compliance Investigator
Rachel Acosta, Program Specialist	Carrie Harding, Program Specialist
April Cordova, Program Specialist	
Amy Knoblauch, Data & Research Specialist	

Division Staff Absent:

Bernadette Esquibel, Program Specialist Assistant

Board Counsel Present:

Jacquelynn Rich Fredericks, Assistant Attorney General, Office of the Colorado Attorney General  
Carmen Van Pelt, Assistant to Jacquelynn Rich Fredericks

Guests Present:

Caroline Douglas, Aspen Grove Salon, Spa, and School;  
Leslie Ballentine, U.S. Career Institute;  
Nick Yunker, Northern Colorado Truck Driving Academy;  
Lindsay Reese, Cook Street;  
Jess Kryzenske, Galvanize;  
Pierre Powell, Colorado Department of Higher Education;  
Adele McCarthy-Beauvais, General Assembly;  
Jennie Gross, Galvanize;  
Hansh Patel, Galvanize;  
Joel Scimeca, CollegeAmerica;  
Nancy Zidonis, Tallgrass Animal Acupressure Institute;  
Amy Snow, Tallgrass Animal Acupressure Institute;  
Emilie Kintzner, Galvanize;  
Kiersten Murdoch, CollegeAmerica;  
Rozann Kunstle, CollegeAmerica

### Call to Order:

The regularly scheduled meeting of the Private Occupational Schools Board was called to order by Mr. Paul Garibay, Chair, at 9:39 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 October 17, and October 23, 2018 Minutes:

Following review and consideration of the October 17, 2018 meeting minutes, a motion was made by Ms. Malay to approve the minutes as written. Following review and consideration of the October 23, 2018 meeting minutes, a motion was made by Ms. Malay to approve the minutes as written. The motions were seconded and carried.

### Additions / Changes to the Agenda

No changes were made.

### Director/ Staff Report

Director Candler reported the following items:

- John "Pierre" Powell is in attendance as the Chief Operating Officer of the Department of Higher Education;
- The Annual Retreat was scheduled for November 16<sup>th</sup> and will provide important training to the board members;
- The Division attended the CDL Summit that discussed the curriculum to be mandated in 2020

### New Business/Action Items:

#### A. Consideration of Approval of Provisional Certificate of Approval

##### 1. Aspen Grove Salon, Spa and School – Castle Rock – LH

Program Coordinator Hill presented to the Board for review and consideration of a Provisional Certificate. A school representative was present.

Following review and consideration of the Provisional Certificate, Ms. Malay motioned to table the matter until the January Board Meeting. The motion was seconded and carried.

#### B. Consideration of Approval of Out-Of-State Provisional Certificate

##### 1. Wyotech – Laramie - LH

Program Coordinator Hill presented to the Board for review and consideration of a Provisional Out-Of-State Certificate. A school representative was not 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, Mr. Minic motioned to approve the Out-Of-State Provisional certificate effective October 23, 2018. The motions were seconded and carried.

### C. Consideration of Approval of Programs/Stand Alone Courses/Major Revisions

#### 1. SecureSet Academy – Denver - AC

Program Specialist Cordova presented to the Board for review and consideration of two new programs: 1. PATH Engineering; 2. PATH Analytics. A school representative was not 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 of the major revisions, Mr. Minic motioned to approve the new programs effective December 4, 2018. The motion was seconded and carried.

#### 2. SecureSet Academy – Colorado Springs - AC

Program Specialist Cordova presented to the Board for review and consideration of two new programs: 1. PATH Engineering; 2. PATH Analytics. A school representative was not 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 of the major revisions, Mr. Minic motioned to approve the new programs effective December 4, 2018. The motion was seconded and carried.

#### 3. U.S. Career Institute – Fort Collins - AC

Program Specialist Cordova presented to the Board for review and consideration of one new program: Sterile Processing Technician. A school representative was present.

Following review and consideration of the major revisions, Mr. Minic motioned to conditionally approve the new program provided that students are aware of the 400 clinical hours required for certification with mentions on the enrollment agreement, catalog and website. The motion was seconded and carried.

#### 4. Galvanize – Platte - LH

Program Coordinator Hill presented to the Board for review and consideration of 4 new programs: 1. Hack Reactor Extended Software Engineering Online 2. Hack Reactor Extended Software Engineering Immersive 3. Hack Reactor Software Engineering Online Immersive 4. Hack Reactor Software. 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 of the new programs, Mr. Minic

motioned to approve the new programs effective December 4, 2018. The motion was seconded and carried.

5. Galvanize – Denver - LH

Program Coordinator Hill presented to the Board for review and consideration of 4 new programs: 1. Hack Reactor Extended Software Engineering Online 2. Hack Reactor Extended Software Engineering Immersive 3. Hack Reactor Software Engineering Online Immersive 4. Hack Reactor Software. 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 of the new programs, Mr. Minic motioned to approve the new programs effective December 4, 2018. The motion was seconded and carried.

6. Galvanize – Boulder - LH

Program Coordinator Hill presented to the Board for review and consideration of 4 new programs: 1. Hack Reactor Extended Software Engineering Online 2. Hack Reactor Extended Software Engineering Immersive 3. Hack Reactor Software Engineering Online Immersive 4. Hack Reactor Software. 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 of the new programs, Mr. Minic motioned to approve the new programs effective December 4, 2018. The motion was seconded and carried.

7. Tallgrass Animal Acupressure Institute – Castle Pines - CH

Program Specialist Harding presented to the Board for review and consideration of 1 new program: Small Animal Traditional Chinese Medicine & Food. 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 of the new programs, Ms. Malay motioned to approve the new programs effective December 4, 2018. The motion was seconded and carried.

8. Northern Colorado Truck Driving Academy – Fort Collins - LH

Program Coordinator Hill presented to the Board for review and consideration of one new stand-alone course: 24 Hour Manual CDL Course. A school representative was present.

Following review and consideration of the stand-alone course, Mr. Minic motioned to conditionally approve the new stand-alone course provided that the approval form is updated to

reflect that it is a stand-alone course whereas the original form presented to the board was labeled as a new program. The motion was seconded and carried.

#### D. Consideration of Approval of Change of Ownership

##### 1. Cook Street School of Culinary Arts – Denver – CH

Program Specialist Harding presented to the Board for Review and consideration of change of ownership. A school representative was present.

Following review and consideration, Mr. Minic motioned to table the change of ownership until the January board meeting to receive additional financial information to address statutory areas of liability regarding the students during the change of ownership and an acknowledgment from the new owners that they will be responsible for student complaints from the previous ownership. The motion was seconded and carried.

At this time, Mr. Minic motioned for a recess. The motion was seconded and carried.

#### Other Business Items

##### 1. Tabled Items

###### a. General Assembly

Program Specialist Cordova presented additional information to the Board regarding the applications for change of ownership, letter of credit decrease and new program approval. 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, Mr. Minic motioned to approve the letter of credit decrease, change of ownership, and new program effective December 4, 2018. The motions were seconded and carried.

At this time, Mr. Minic motioned for a recess. The motion was seconded and carried.

After consideration and discussion of the each of the previous matters, Mr. Minic motioned to convene in executive session with the Board's attorney to seek legal advice pursuant to §24-6-402(3)(a)(II), C.R.S, regarding CDL College, CollegeAmerica, Westland Beauty Academy, Glenwood Beauty Academy, and Xtreme Lashes and 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 Board of Private Occupational Schools convened in executive session with its attorney of record, the Division Director, and division/department staff as deemed necessary at 11:21 A.M.

The executive session recorder was turned on and members of the public left the room during executive session.

After review and consideration of the previously mentioned matters in executive session, the recorder was turned off. The public session recorder was turned on and the general public was welcomed back.

Assistant Attorney General Rich Fredericks 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 what is believed to be attorney-client privileged discussions.

The Board resumed discussions of the matters discussed in executive session in the regular session and concluded the remainder of the Board's agenda items.

1. CollegeAmerica

Following review and consideration of the updates provided to the Board, Mr. Minic motioned to fully withdraw the Notice of Noncompliance. A roll call vote determined three votes in favor of the motion and three votes against the motion thus, the matter was tabled until January.

2. CDL College

Director Candler presented to the Board the issues present for the illegally operating school, CDL College. After review and consideration, Mr. Guerrero motioned to issue a Cease and Desist order. The motion was seconded and carried.

3. Westland Beauty Academy

Westland Beauty Academy was discussed in Executive Session. No action taken once the Board returned to regular session.

4. Glenwood Beauty Academy

Glenwood Beauty Academy was discussed in Executive Session. No action taken once the Board returned to regular session.

5. Xtreme Lashes

Xtreme Lashes was discussed in Executive Session. No action taken once the Board returned to regular session.

Adjournment:

Mr. Reister motioned to adjourn the meeting at 12:24 P.M. The motion was seconded and carried.

The next regularly scheduled meeting of the Board is Tuesday January 22, 2019, 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) 862-3001