

Kentucky Commission on Proprietary Education

Meeting Minutes

May 25, 2016

A meeting of the Kentucky Commission on Proprietary Education (KCPE) was held at Capital Plaza Tower in Frankfort, KY on Wednesday, May 25, 2016.

COMMISSION MEMBERS PRESENT

Chairman Walter L. Lee, Vice-Chairman Jim Jackson, Debby Mobley, Sarah Levy, Gerria Berryman, Chase Bannister, Cindy Landry, Stephanie Raglin, and Brian Gupton

STAFF PRESENT

Misty N. Edwards, Executive Director, Donna Ritchey, Administrative Assistant
Amy Howard - Legal Office
Stephanie Belt - Staff Assistant from Budget & Administration Office

GUESTS

Sarah Clark, Emergency Medical Training Professionals, Inc.
Cindi Alexander, Lake Cumberland CDL Training School, Inc.
Robin Boughey and Bruce Kepley, MedQuest College

CALL TO ORDER

Walter L. Lee, Commission Chairman, called the meeting to order at 1:30 p.m. Eastern Time.

MINUTES

A motion was made by Ms. Mobley to approve the minutes from the April 20, 2016 meeting. Ms. Berryman seconded the motion. Motion carried.

EXECUTIVE DIRECTOR'S REPORT

- KCPE will be moving to the 300 Building on Sower Blvd in August
- Shared response to Life-Savers, Inc. regarding his letter to Governor's Office
- Job Placement - 96% of schools have reported. A letter will be sent by mail to all schools who have not reported by the end of June.
- Awaiting the report from the external audit of the KCPE for FY15. We have provided all requested information.
- The Chair and Vice Chair positions are up for renewal, as well as two members expire on July 21, 2016. Will address at next meeting.
- The Kentucky State Police (KSP) have requested an increase in their upcoming contract that will begin July 1, 2016 for CDL School inspections. Further discussion held at the end of the meeting.
- The Legislative Research Commission has requested Ms. Edwards to appear before the Licensing and Occupations Interim Committee on June 10, 2016.

APPLICATION FOR LICENSURE AS A CDL TRAINING SCHOOL SKILLS INSTRUCTOR

The following applications were submitted for the Commission's review and approval:

Career Development Center

- Johnnie V. Culton, Career Development Center, London, KY

A motion was made by Ms. Mobley to approve the application as submitted. Ms. Raglin seconded the motion. Motion carried.

Lake Cumberland CDL Training School, Inc.

- Steve G. Saylor, Lake Cumberland CDL Training School, Inc., Harlan, KY

A motion was made by Ms. Mobley to approve the application as submitted. Mr. Gupton seconded the motion. Motion carried.

APPLICATION FOR PERMIT TO ACT AS AN AGENT

The following applications were submitted for the Commission's review and approval:

Tulsa Welding School

- Jeff G. Johnston, Tulsa Welding School, Jacksonville, FL
- John W. McKenna, Tulsa Welding School, Jacksonville, FL

A motion was made by Ms. Berryman to approve the agent applications as submitted. Ms. Levy seconded the motion. Motion carried.

Galen College of Nursing

- Heather Charapata, Galen College of Nursing, Louisville, KY
- Lynnsey McGraw, Galen College of Nursing, Louisville, KY

A motion was made by Ms. Landry to approve the agent applications as submitted. Ms. Raglin seconded the motion. Motion carried.

At-Home Professions

- Bonnie Zong, At-Home Professions, Fort Collins, CO

A motion was made by Ms. Mobley to approve the agent application as submitted. Mr. Bannister seconded the motion. Motion carried.

Emergency Medical Training Professionals, Inc.

- Dawn H. Auberry, Emergency Medical Training Professionals, Inc., Lexington, KY

A motion was made by Ms. Mobley to approve the agent application as submitted. Ms. Levy seconded the motion. Motion carried. Ms. Berryman recused herself from the vote.

Brown Mackie College

- Brittany M. Jackson, Brown Mackie College, Hopkinsville, KY
- Tera L. Davis, Brown Mackie College, Hopkinsville, KY

A motion as made by Ms. Landry to approve the agent applications as submitted. Ms. Berryman seconded the motion. Motion carried.

APPLICATION FOR A NEW PROGRAM

The following applications were submitted for the Commission's review and approval:

Emergency Medical Training Professionals, Inc., Lexington, KY

- Patient Care Technician

A motion was made by Ms. Raglin to approve the application of as submitted. Ms. Mobley seconded the motion. Motion carried. Ms. Berryman recused herself from the vote.

Emergency Medical Training Professionals, Inc., Lexington, KY

- Dental Assisting

A motion was made by Mr. Bannister to approve the application as submitted. Ms. Landry seconded the motion. Motion carried. Ms. Berryman recused herself from the vote.

NOTIFICATION TO REVISE AN EXISTING PROGRAM FOR LESS THAN 25% FOR

The following applications were submitted for the Commission's review and approval:

Galen College of Nursing, Louisville, KY

- ADN Program

A motion was made by Ms. Levy to approve the revision as submitted. The motion was seconded by Mr. Gupton. Motion carried.

Galen College of Nursing, Louisville, KY

- LPN to ADN Bridge Program

A motion was made by Ms. Landry to approve the revision as submitted. The motion was seconded by Ms. Berryman. Motion carried.

DISCUSSION

- The KSP requested an increase of \$3,610.00 annually for the upcoming contract that will begin on July 1, 2016. It was decided not to approve this increase until further information is gathered. Ms. Edwards will schedule a meeting with KSP, representatives of the CDL schools, Stephanie Belt and Amy Howard. It was proposed that a contract be negotiated to reflect billable hours. The Commission will vote on this issue at the June Meeting.
- Chairman Lee asked Commission members to consider nominations for Adhoc Committees such as Budget, Policy and Regulations (to include forms) and Outreach (contacting schools that need to be licensed). This will be discussed in more detail at the June Meeting.

NEXT MEETING

The next meeting is scheduled for Wednesday, June 22, 2016 at 1:30 p.m. Eastern Time at Capital Plaza Tower, Frankfort, KY

ADJOURN

A motion was made by Mr. Gupton to adjourn the meeting at 2:30p.m. Eastern Time. The motion was seconded by Mr. Jackson. Motion carried.