

# **Kentucky Commission on Proprietary Education**

## **Meeting Minutes**

### **August 24, 2016**

A meeting of the Kentucky Commission on Proprietary Education (KCPE) was held at 300 Sower Boulevard in Frankfort, KY on Wednesday, August 24, 2016.

#### **COMMISSION MEMBERS PRESENT**

Chairman Leonard Napolitano, Vice-Chairman Jim Jackson, Debby Mobley, Chase Bannister, Sarah Levy, 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**

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

#### **CALL TO ORDER**

Leonard Napolitano, Commission Chairman, called the meeting to order at 1:30 p.m. Eastern Time.

#### **MINUTES**

A motion was made by Mr. Jackson to approve the minutes from the July 27, 2016 meeting. Mr. Bannister seconded the motion. Motion carried.

#### **EXECUTIVE DIRECTOR REPORT**

- The KCPE Office moved to 300 Sower Boulevard on August 15, 2016. The schools were notified of the address change by email on August 18, 2016.
- All schools were contacted regarding their renewal applications. 96 licenses have been mailed.
- Four site visits were conducted in August. Four additional site visits are pending for September.
- Chairman Napolitano discussed the ongoing discussion with Representative Dennis Keene regarding real estate schools requesting an exemption from licensing from KCPE. There is no action for the Commission at this time. The position of the Commission will be to work with the Real Estate Commission and Representative Keene to reach the best solution for all parties.

#### **FINANCIAL REPORT**

Ms. Belt discussed the financial report, which included rental charges for the new location. This will be billed quarterly, but Ms. Belt is unsure how the current quarter will be billed because KCPE did not move into the building until August 15<sup>th</sup>.

### **APPLICATION TO TRANSFER OWNERSHIP OF A SCHOOL**

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

- TesTeachers, Scottsdale, AZ to ExamFX, Leawood, KS
- ABCE.come, Scottsdale, AZ to ExamFX, Leawood, KS

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

### **APPLICATION FOR RESIDENT SCHOOL**

*The following application was submitted for the Commission's review and approval:*

- Life Savers, Inc., Louisville, KY

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

### **APPLICATION TO CHANGE LOCATION OF A SCHOOL**

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

- Phlebotomy Plus, Ashland, KY to Ashland, KY

A motion was made by Mr. Jackson to approve the application contingent upon receipt of the Certificate of Occupancy. Ms. Mobley seconded the motion. Motion carried.

- MedQuest College, Frankfort, KY to Lexington, KY

A motion was made by Ms. Mobley to approve the application with the stipulation that MedQuest College provide documentation from their accreditor once they have approved this change. Mr. Bannister seconded the motion. Motion carried.

### **APPLICATION FOR A NEW PROGRAM**

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

- Commonwealth Medical Learning Center, Radcliff, KY
  - Nursing Assistant

Ms. Landry asked if this program had been approved through Vicki Barber, Department for Medicaid Services. There was also a concern that the students could not use this certification in Kentucky because it appears that they will be using an organization which provides certification through the National Nurse Aide (NNA) Registry. Kentucky is not on the list of jurisdictions who recognize the NNA. It would appear that graduates of this program would not be eligible to work anywhere as a nurse aide in Kentucky. Ms. Edwards will reach out to Ms. Barber and Commonwealth Medical Learning Center to clarify these questions. The application was postponed until additional information is provided.

- Lincoln College of Technology, Nashville, TN

- Automotive Technology with AUDI Education Partnership (AT105DAU)

Ms. Mobley pointed out a discrepancy on page two of the application under tuition rate per hour the cost was listed as \$32,385.00 and books and supplies were listed \$32,635.00. Ms. Edwards will contact Lincoln College of Technology to correct this. This application was postponed until additional information is provided.

- MedQuest College, Lexington, KY
  - Comprehensive Medical Assisting

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

### **APPLICATION FOR RESIDENT COMMERCIAL DRIVER LICENSE TRAINING SCHOOL**

*The following application was submitted for the Commission's review and approval:*

- Lake Cumberland CDL Training School, Hopkinsville, KY

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

### **APPLICATION FOR PERMIT TO ACT AS AN AGENT**

*The following application was submitted for the Commission's review and approval:*

- Tulsa Welding School, Jacksonville, FL
  - Shannon M. Moot

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

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

*The following application was submitted for the Commission's review and approval:*

- MedQuest College, Louisville, KY
  - Comprehensive Medical Assisting

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

### **OTHER BUSINESS**

- Chairman Napolitano discussed holding work sessions each month at 12:30pm prior to the regularly scheduled commission meeting at 1:30pm. The first work session will be held next month and will be focus on KCPE finances and training curriculum for the upcoming workshops for the schools. The October work session will focus on KCPE regulation modifications.
- Dr. Tom Barron, Lake Cumberland CDL Training School, Inc., asked the commission to review KRS 165A.515 (2) which states "this chapter shall not apply to any college within

the Kentucky Community and Technical College System which offers to part-time students a course in driver's instruction where there is not a school licensed pursuant to this chapter in the county". Lake Cumberland CDL Training School, Inc. was approved during this meeting; therefore, there is now a licensed CDL school in the county. The community college is providing CDL classes, but they are not licensed by KCPE. Chairman Napolitano asked Ms. Howard to review and provide recommendations at the next meeting.

**NEXT MEETING**

The next meeting is scheduled for Wednesday, September 21, 2016 at 1:30 p.m. Eastern Time at 300 Sower Boulevard, Frankfort, KY.

**ADJOURN**

A motion was made by Mr. Jackson to adjourn the meeting. The motion was seconded by Ms. Landry. Motion carried.