

Kentucky Commission on Proprietary Education

Meeting Minutes

December 16, 2015

A meeting of the Kentucky Commission on Proprietary Education was held at Capital Plaza Tower in Frankfort, KY on Wednesday, December 16, 2015.

COMMISSION MEMBERS PRESENT

Chairman Walter L. Lee, Vice-Chairman Jim Jackson, Debby Mobley, Chase Bannister, Travis Powell, Leonard Napolitano and Cindy Landry.

STAFF PRESENT

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

GUESTS

Cindi Alexander, Lake Cumberland CDL Training School; Candace Bensel, Kentucky Association of Career Colleges and Schools; Donald Hawk, Sr. and Ed Marcellino, Cowboy's Commercial Truck Driving School

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 Mr. Napolitano to approve the minutes from the October 28, 2015 meeting. Mr. Powell seconded the motion. Motion carried.

EXECUTIVE DIRECTOR'S REPORT

- 2015 Status Report was submitted to LRC on November 24, 2015.
- KBEMS meeting scheduled for January 8, 2016 to discuss KCPE.
- Job Placement – 1st PE-39 form was received on October 29, 2015.

A motion was made by Ms. Landry to approve the Executive Director's report as presented. Mr. Bannister seconded the motion. Motion Carried.

FINANCIAL REPORT

A motion was made by Mr. Napolitano to approve the November 2015 financial report as submitted. Mr. Jackson seconded the motion. Motion carried.

COWBOY'S COMMERCIAL TRUCK DRIVING SCHOOL

A motion was made by Mr. Powell to remove suspension pending the providing of satisfactory proof to KCPE staff that CDL training curriculum guidelines are met, specifically the use of PTDI tractor-trailer driver handbook/workbook and that such is provided to students. Mr. Napolitano 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:

- Mark Kranenberg, Ross College, Sylvania, OH
- David Osman, Lincoln College of Technology, Nashville, TN

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

APPLICATION FOR LICENSURE AS A CDL TRAINING SCHOOL SKILLS INSTRUCTOR

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

- Kenneth L. Boyd, Lake Cumberland CDL Training School, Mt. Sterling, KY

A motion was made by Mr. Jackson to approve the application of Kenneth L. Boyd as a CDL Training School Skills Instructor for CDL Training Services & Consulting, Inc., Elizabethtown, KY. Ms. Mobley seconded the motion. Motion carried.

APPLICATION FOR LICENSURE AS A CDL TRAINING SCHOOL SKILLS INSTRUCTOR

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

- Stacey L. Rohlff, CDL Training Services & Consulting, Inc., Elizabethtown, KY

A motion was made by Mr. Jackson to approve the application of Stacey L. Rohlff, CDL Training Services & Consulting, Inc., Elizabethtown, KY. Mr. Napolitano seconded the motion. Motion carried.

BUDGET COMMITTEE

The findings of FY 15 and FY 16 YTD internal eMARS vs. KCPE database audit were reviewed by the budget committee. A fee calculation worksheet was presented to the committee for review. No issues were noted with the current budget. There was discussion of the biennial budget submission.

NEXT MEETING

The next meeting is scheduled for Wednesday, January 27, 2016 at 1:30 p.m. Eastern Time at Capital Plaza Tower, Frankfort, KY.

ADJOURN

Mr. Jackson made a motion to adjourn at 4:00 p.m. Eastern Time. The motion was seconded by Mr. Powell. Motion carried.