

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
JANUARY 29, 2020**

PRESIDING: Dr. Jerome Brockway, Board Chairperson

PRESENT: Ms. Andrea Fricks, Board Secretary
Mr. Srikanth Gaddam, Board Member
Dr. Stephanie McCann, Board Member

ABSENT: Mr. Dennis Bartels, Board Member
Mr. Lloyd Graham, Board Member

STAFF: Mr. John Ware, Executive Director
Ms. Ruth Myers, Assistant Director
Ms. Laura Essman, Program Administrator 2
Ms. Christine Gregory, Consultant/Evaluator
Dr. Steven Puckett, Consultant/Evaluator
Ms. Stephanie Swiger, Assistant Attorney General

ABSENT:

GUESTS: Mr. Kent Trofholz, Ohio-Michigan Association of
Career Colleges and Schools
Ms. Jaime Chafin, ABBE Education
Mr. Rod Farthing, Richard Medical Academy
Mr. Jonathon Field, SAA for Veterans Training
Mr. Terhan Freeman, Remington College
Ms. Candace Williams, Remington College
Ms. Ralynn Ernest, AIAM
Ms. Elaine Hiatt, AIAM
Ms. Tina Lapp, Hondros College of Business

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**MEETING CALLED
TO ORDER**

**Mr. Jerome Brockway, Chairperson
called the meeting to order at 9:45 a.m.**

ROLL CALL:

**Dr. McCann - Yes
Mr. Gaddam - Yes
Dr. Brockway - Yes
Mr. Bartels - No
Ms. Fricks - Yes
Mr. Graham - No (non-voting member)**

(20-041)Ms. Fricks moved that the Board go into Executive Session at 9:46 a.m. to discuss investigations subject to informal methods of conference and conciliation in accordance with Ohio Revised Code section 3332.091(A)(1).

Mr. Gaddam seconded. 4 Ayes - 0 Nays. Motion carried.

ROLL CALL:

**Dr. McCann - Yes
Mr. Gaddam - Yes
Dr. Brockway - Yes
Mr. Bartels - No
Ms. Fricks - Yes
Mr. Graham - No (non-voting member)**

Executive Session ended at 9:48 a.m. Public Session began at 10:05 a.m.

ROLL CALL:

**Dr. McCann - Yes
Mr. Gaddam - Yes
Dr. Brockway - Yes
Mr. Bartels - No
Ms. Fricks - Yes
Mr. Graham - No (non-voting member)**

INTRODUCTION OF GUESTS

(20-042)Ms. Fricks moved for Approval of the Minutes of November 20, 2019.

Mr. Gaddam seconded. 4 Ayes - 0 Nays. Motion carried.

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Executive Director Mr. Ware reported on the following:

1. **Board Update:** We are still awaiting word from the Governor's office on the reappointment of Lynn Mizanin whose term expired in November. In addition, I have reached out to the Ohio Department of Education about filling the vacant Board position previously occupied by Emily Passias. Hopefully, the Board will be back to full strength by the next meeting in March

Executive Director Mr. Ware reported on the 2nd Quarter Financial Report (see attached).

Program Administrator 2 Ms. Essman reported on the following Compliance items:

Since the September 18, 2019 meeting, we have opened nine (9) new cases.
Since the September 18, 2019 meeting, we have closed seven (7) total cases.

Below is a summary of investigative activity for FY19:

<u>Total Number of Cases</u>	<u>Open/Active Cases</u>	<u>#Open 30 days/more</u>	<u>Closed Cases</u>
49	0	1	48

Below is a summary of investigative activity for FY20:

<u>Total Number of Cases</u>	<u>Open/Active Cases</u>	<u>#Open 30 days/more</u>	<u>Closed Cases</u>
28	4	3	21

(20-043)Ms. Fricks moved to delay the Election of Board Officers for 2020 until the March Board Meeting.

Dr. McCann seconded. 4 Ayes -0 Nays. Motion carried.

PUBLIC COMMENT

There was no Public Comment.

OLD BUSINESS

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Executive Director Mr. Ware reported on the Administrative Rule Review Update.

(20-044)Ms. Fricks moved that the Board Adopt the following rules adoption order:

WHEREAS this Board previously approved changes to the following rules:

- 3332-1-04 Certificate of Registration
- 3332-1-08 School Administration
- 3332-1-12 Advertising, Promotional Literature and Publicity
- 3332-1-16 Program Standards
- 3332-1-17 Issuance of Agent Permits
- 3332-1-17.1 Disciplinary Action Involving Agents
- 3332-1-17.2 The Ethical Code of Conduct for Student Solicitation
- 3332-1-25 School Closures

and;

WHEREAS a public hearing on the rule changes was held on November 20, 2019 and the rules were subject to review of the Joint Committee on Agency Rule Review whose jurisdiction over the rules ended on or about December 20, 2019.

THEREFORE BE IT RESOLVED THAT:

This Board formally adopts the rule changes as filed with a effective date of March 2, 2020.

BE IT FURTHER RESOLVED that the Executive Director of this Board is directed to notify all registered schools and the directors thereof, of this Board's order.

Mr. Gaddam seconded. 4 Ayes - 0 Ayes. Motion carried.

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(20-045)Dr. McCann moved that the Board Adopt the following resolution:

WHEREAS, Optimal Phlebotomy Training Academy, currently holds a valid certificate of registration and program authorization with the Board, and;

WHEREAS the school has failed to submit required fees for the Ohio Student Tuition Recovery Fund; and has failed to submit its Annual Report; and has changed locations without submitting the proper documentation for approval, and;

WHEREAS this constitutes a violation of Sections 3332.07, 3332.085, and 3332.09 of the Ohio Revised Code and Sections 3332-1-04.1, 3332-1-22, 3332-1-23 of the Ohio Administrative Code.

THEREFORE BE IT RESOLVED THAT:

That the Executive Director of this Board, be, and he hereby is, directed to notify Optimal Phlebotomy Training Academy and the owners thereof, that this Board intends to initiate formal disciplinary action pursuant to Ohio Revised Code Section 3332.091 and in accordance with Ohio Revised Code Chapter 119 for the aforementioned violations.

Mr. Gaddam seconded. 4 Ayes - 0 Nays. Motion carried.

(20-046)Ms. Fricks moved for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

A. ABBE Education Center - NEW SCHOOL
 303 3rd Street
 Chesapeake, OH 45619
 Consultant: Dr. Puckett
 APPROVAL TO JANUARY 2021

1. STNA - Certificate
 PENDING RECEIPT OF FEES
 (anticipated start date: 1/31/20)

Mr. Gaddam seconded. 4 Ayes - 0 Nays. Motion carried.

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(20-047)Mr. Gaddam moved for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

B. Choice MD - NEW SCHOOL
41 Old Pond Road
London, KY 40741
Consultant: Out-of-State
**KY APPROVAL RECEIVED
APPROVAL TO JANUARY 2021**

1. Clinical Medical Assistant - Certificate
 2. Dental Assistant - Certificate
- PENDING RECEIPT OF FEES (anticipated start date: 1/31/20)**

Dr. McCann seconded. 4 Ayes - 0 Nays. Motion carried.

(20-048)Ms. Fricks moved for Approval of the following Change of Ownership(s):

A. Hondros College of Business - CHANGE OF OWNERSHIP
4140 Executive Parkway
Westerville, OH 43081
Consultant: Dr. Puckett
APPROVAL TO JANUARY 2021

New Owner(s): McKissock, LLC

1. Business Management - Associate of Applied Business
 2. Health Care Management - Associate of Applied Business
 3. Real Estate - Associate of Applied Business
- PENDING RECEIPT OF FEES**

Mr. Gaddam seconded. 4 Ayes - 0 Nays. Motion carried.

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(20-049) Ms. Fricks moved for Approval of the following Renewal Certificate(s) of Registration:

NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
Alia School of Nursing (Columbus)		Practical Nurse Diploma Program - Diploma (SUBJECT TO NURSING BOARD APPROVAL) Nurse Aide Training Program - Certificate Phlebotomy Technician - Certificate	Puckett
Bevans Pet Center Grooming Academy (Lorain)		Dog Grooming Instruction - Certificate	Gregory
Cleveland Grooming Academy (N. Royalton)		Complete Basic Grooming - Certificate	Gregory
Columbus School of Medical Massage (Columbus) ACCSC		Massage Therapy - Diploma	Puckett
DATS (Cambridge)		Entry Level Dental Assistant Training - Certificate	Puckett
PENDING COMPLETION OF CHANGE OF LOCATION APPLICATION			
DATS (Springboro)		Entry Level Dental Assistant Training - Certificate	Puckett
DATS (Springfield)		Entry Level Dental Assistant Training - Certificate	Puckett
DATS (Troy)		Entry Level Dental Assistant Training - Certificate	Puckett
First Impressions Dental Assisting (Canton)		Dental Assisting - Certificate	Gregory
First Impressions Dental Assisting (Lancaster)		Dental Assisting - Certificate	Puckett
Mahoning Valley School of Massotherapy LLC (Youngstown)		Massotherapy State Licensure Program - Diploma	Gregory

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NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
MAX Technical Training (Mason)		Business Software Specialist - Certificate Java Developer Bootcamp - Certificate Microsoft Job Role Based Certifications - Certificate .NET Developer Bootcamp - Certificate	Staff/Ware
Ohio Phlebotomy Training Center (Steubenville)		Phlebotomy Program - Certificate	Gregory
Ohio VIP Dental Assisting School (Parma)		Dental Assistant Training - Diploma	Gregory
Phlebotomy Training Specialists (Independence)		National Phlebotomy Training - Certificate	Gregory
Recording Workshop (Chillicothe)		Music Recording & Audio Production ADVANCED Program - Certificate Music Recording & Audio Production CORE Program - Certificate	Puckett

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(20-050)Dr. McCann moved for Approval of the following New Programs (Degrees/Diplomas/Certificates):

School/City	Program Name/Level	Anticipated Start Date
Academia Medical Institute, LLC	Registered Nursing - Diploma	5/1/20
American Institute of Alternative Medicine (Columbus)	Holistic Esthetics - Certificate	7/6/20
	Medical Assisting - Diploma	7/6/20
	Phlebotomy - Certificate	3/5/20
Matrix Trade Institute (Beachwood)	Service Advisor/Concierge Training - Certificate	4/1/20
Ross College (Sylvania)	Medical Assistant - AAS	3/31/20
	Medical Assistant - Electronic Medical Records Concentration - AAS	3/31/20
	Health Care Administration - Human, Social and Health Services Concentration - AAS	3/31/20
	Medical Office Administration - Diploma	3/31/20
	Health Care Administration - AAS	3/31/20
	Medical Assistant - Patient Experience Concentration - AAS	3/31/20
	Medical Assistant - Medical Scribe Concentration - AAS	3/31/20
	Medical Billing Administrative Specialist - AAS	3/31/20
	Health Care Administration - Medical Office Management Concentration - AAS	3/31/20
	Health Care Administration - Health Care Operations and Strategic Management Concentration - AAS	3/31/20
Stautzenberger College (Brecksville)	Addiction Counseling - AAS	4/6/20
Stautzenberger College (Maumee)	Addiction Counseling - AAS	4/6/20
Valley College -Cleveland (Cleveland)	Phlebotomy - Certificate	4/6/20
	CDL (Commercial Driving License) Class A - Certificate	7/6/20
Mr. Gaddam seconded.	4 Ayes - 0 Nays.	<u>Motion carried.</u>

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Mr. Jonathon Field reported for the State Approving Agency for Veterans Training.

Mr. Kent Trofholz reported for the Ohio-Michigan Association of Career Colleges and Schools.

(20-051)Ms. Fricks moved that the Board adjourn at 10:30 a.m.

Ms. Fricks seconded. 4 Ayes - 0 Nays. Motion carried.

Respectfully Submitted,

Chairperson or Vice Chairperson

Board Secretary