

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 20, 2019**

PRESIDING: Dr. Jerome Brockway, Board Chairperson

PRESENT: Mr. Dennis Bartels, Board Vice Chairperson
Ms. Lynn Mizanin, Board Secretary
Ms. Andrea Fricks, Board Member
Mr. Srikanth Gaddam, Board Member
Mr. Lloyd Graham, Board Member
Dr. Stephanie McCann, Board Member

ABSENT: Dr. Emily Passias, Board Member

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

ABSENT: Ms. Stephanie Swiger, Assistant Attorney General

GUESTS: Mr. Kent Trofholz, Ohio-Michigan Association of
Career Colleges and Schools
Mr. Jonathon Field, State Approving Agency for Veterans Training
Mr. Mark Sullivan, Cyanna Education Services
Ms. Allison Jenkins, Cyanna Education Services
Ms. Ralynn Ernest, AIAM
Ms. Cindy Landrey, ATA College
Mr. Lee Foley, Beckfield College
Mr. Ricky Madison, Continents Academy

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 20, 2019
PAGE 2.**

**MEETING CALLED
TO ORDER**

**Dr. Jerome Brockway, Chairperson
called the meeting to order at 9:35 a.m.**

ROLL CALL:

**Dr. Passias - Absent
Dr. McCann - Yes
Mr. Gaddam - Yes
Dr. Brockway - Yes
Ms. Mizanin - Yes
Mr. Bartels - Yes
Ms. Fricks - Yes
Mr. Graham - Yes (non-voting member)**

(19-063)Mr. Dennis Bartels moved that the Board go into Executive Session at 9:37 a.m. to discuss investigations subject to informal methods of conference and conciliation in accordance with Ohio Revised Code section 3332.091(A)(1) and to discuss imminent court action.

Mr. Srikanth Gaddam seconded. 6 Ayes - 0 Nays. Motion carried.

ROLL CALL:

**Dr. Passias - Absent
Dr. McCann - Yes
Mr. Gaddam - Yes
Dr. Brockway - Yes
Ms. Mizanin - Yes
Mr. Bartels - Yes
Ms. Fricks - Yes
Mr. Graham - Yes (non-voting member)**

Executive Session ended at 9:45 a.m. Public Session began at 10:10 a.m.

ROLL CALL:

**Dr. Passias - Absent
Dr. McCann - Yes
Mr. Gaddam - Yes
Dr. Brockway - Yes
Ms. Mizanin - Yes
Mr. Bartels - Yes
Ms. Fricks - Yes
Mr. Graham - Yes (non-voting member)**

INTRODUCTION OF GUESTS

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 20, 2019
PAGE 3.**

(19-064)Mr. Dennis Bartels moved for Approval of the Minutes of January 30, 2019.

Mr. Srikanth Gaddam seconded. 6 Ayes - 0 Nays. Motion carried.

Executive Director Mr. John Ware reported on the following:

1. **State Budget Update:** The 2020-2021 biennium budget legislative process has begun with the release of Governor DeWine's budget proposal on March 15th. I've given the Board a copy of the Governor's budget recommendation for this agency which includes the funding that the Board requested for both years of the biennium. The House of Representatives' Finance Committee began hearing budget testimony this week. I anticipate that I will testify before the House Finance Higher Education subcommittee on behalf of the Board's budget request sometime in April. After the House completes its budget proposal, the process will move to the Senate for more hearings and hopefully a new budget will take effect before the end of the fiscal year on June 30th.
2. **Ethics Update:** All Board members should have received notification in the mail about the Ethics Commission's annual financial disclosure statements. The statements can be filed electronically and must be filed with the Ethics Commission by May 15th.

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

Since the January 30, 2019 meeting, we have opened seven (7) new cases.

Since the January 30, 2019 meeting, we have closed six (6) 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>
34	8	6	26

PUBLIC COMMENT

There was no Public Comment.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 20, 2019
PAGE 4.**

OLD BUSINESS

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

(19-065)Mr. Dennis Bartels moved that the Board approve the proposed rule changes and direct the Executive Director to file the changes with CSI and JCARR.

Ms. Lynn Mizanin seconded. 6 Ayes - 0 Nays. Motion carried.

(19-066)Mr. Dennis Bartels moved to Approve the following motion #19-057 which was Tabled at the January 30, 2019 Board Meeting for further information (that information has been received):

Leaf Medic - NEW SCHOOL
1725 Woodman Drive, Suite E
Kettering, OH 45420
Consultant: Dr. Brubaker
APPROVAL TO JANUARY 2020

1. Dispensary Training - Certificate
SUBJECT TO OHIO BOARD OF PHARMACY APPROVAL
2. Cultivation Basics - Certificate

Ms. Lynn Mizanin seconded. 6 Ayes - 0 Nays. Motion carried.

(19-067)Mr. Srikanth Gaddam moved for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- A. Barbizon USA - NEW SCHOOL/MAIN CAMPUS
4950 W. Kennedy Blvd., Suite 200, Tampa, FL 33609
APPROVAL TO MARCH 2020

1. Modeling and Acting for Personal Development - Certificate

Barbizon USA - LEARNING CENTER
3663 Park E. Drive, Beachwood, OH 44122
Consultant: Ms. Gregory
APPROVAL TO MARCH 2020

1. Modeling and Acting for Personal Development - Certificate
(anticipated start date: 4/13/19)

Dr. Stephanie McCann seconded. 6 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 20, 2019
PAGE 5.**

(19-068)Mr. Dennis Bartels moved for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- B. Beckfield College - NEW SCHOOL
16 Spiral Drive
Florence, KY 41042

**KY APPROVAL RECEIVED
APPROVAL TO MARCH 2020**

1. AAS in Medical Assisting
2. AAS in Nursing
3. AAS in Business Administration
4. Medical Assisting - Diploma
5. Practical Nursing - Diploma

PENDING RECEIPT OF FEES (anticipated start date: 4/1/19)

Ms. Lynn Mizanin seconded. 6 Ayes - 0 Nays. Motion carried.

(19-069)Ms. Lynn Mizanin moved for Approval of the following New Certificate(s) of Registration and Program Authorization(s):

- C. Central School of Practical Nursing - NEW SCHOOL
4700 Rockside Road, Summit I, Suite 250
Independence, OH 44131
Consultant: Ms. Gregory

APPROVAL TO MARCH 2020

1. Practical Nursing - Certificate

**PENDING RECEIPT OF FEES, SURETY BOND, AND APPROVED
CONSULTANT REPORT/SITE VISIT**

Mr. Srikanth Gaddam seconded. 6 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 20, 2019
PAGE 6.**

(19-070)Ms. Andrea Fricks moved for Approval of the following Change of Ownership(s):

- A. American Home Inspectors Training - MAIN CAMPUS
5051 West Creek Road
Independence, OH 44131
Consultant: Ms. Gregory
APPROVAL TO MARCH 2020

American Home Inspectors Training - LEARNING CENTER
201 Hutchinson Avenue
Columbus, OH 43235
Consultant: Dr. Puckett
APPROVAL TO MARCH 2020

New Owner(s): OCL Real Estate LLC

1. 3-Day Professional Home Inspection Blended Course - Certificate
2. Professional Home Inspection Online Course - Certificate

(19-071)Mr. Srikanth Gaddam moved for Approval of the following New Learning Center(s):

- A. EDWINS Leadership and Restaurant Institute - MAIN CAMPUS
13101 Shaker Square
Cleveland, OH 44120

EDWINS Leadership and Restaurant Institute - LEARNING CENTER
13024 Buckeye Road
Cleveland, OH 44120
APPROVAL TO NOVEMBER 2019

COURSES:

Selected courses in all currently approved programs

Ms. Lynn Mizanin seconded. 6 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 20, 2019
PAGE 7.**

(19-072)Ms. Lynn Mizanin moved for Approval of the following Renewal Certificate(s) of Registration:

NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
AIC College of Design (Cincinnati)	ACCSC	Graphic Design - AAS Graphic Design - Bachelor of Science	Brubaker
PENDING RESOLUTION OF ACCREDITATION AND STATE BOARD STAFF CONCERNS			
Assist to Succeed (Marietta)		Fundamentals of Dental Assisting - Certificate	Puckett
Cleveland Industrial Training Center (Cleveland)		CNC Programming & Operation/Machine Tools - Certificate CNC Swiss Machine Operations - Certificate Selected courses from all currently approved programs	Gregory
Akron CNC Training Center - LEARNING CENTER			
Drivers Edge CDL Training Academy (Piqua)		CDL Truck Driver Training - Certificate	Brubaker
Fortis College (Westerville)	ABHES	Accounting Technology - Diploma Business Management - Diploma Healthcare Management - AAS Heating, Ventilation, Air Conditioning and Refrigeration - Diploma Medical Assisting - Diploma Medical Billing and Coding - Diploma Medical Office Administration - Diploma Nursing - AAS Occupational Therapy Assistant - AAS Practical Nursing - Diploma Radiologic Technology - AAS Surgical Technologist - AAS	Puckett
Med-Cert Inc. (Maple Hts.)		EKG Technician - Certificate Home Health Aide - Certificate Phlebotomy Technician - Certificate	Gregory
		STNA - Certificate	

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 20, 2019
PAGE 8.**

NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
MyComputerCareer.com at Columbus, LLC (Westerville)	ACCET	Information Technology Cyber Security Engineer (ITCSE) - Certificate Information Technology Network Administration and Security - AAS Information Technology Network Administration and Security (Full IDL) - AAS Information Technology Security and Administration - Certificate Information Technology Security Specialist (ITSS) - Certificate PC Technician - Certificate	Puckett
National Personal Training Institute of Columbus	ACCET	Personal Training - Certificate Personal Training and Yoga Teacher Training Combination Program - Certificate Yoga Teacher Training - Certificate	Puckett
Ohio Institute of Allied Health (Huber Heights)	COE	Massage Therapy - Diploma Medical Assisting - Diploma Ohio Institute of Allied Health Inc., Nursing Education Program - Diploma OIAH Associate Degree RN Program - AAS Practical Nursing - Diploma State Tested Nursing Assistant - Certificate	Brubaker
Ohio Media School (Cincinnati)	ACCSC	Audio Production - Diploma Film and Video Production - Diploma Media Sales and Marketing - Diploma Radio & Television Broadcasting - Diploma Sports Broadcasting - Diploma	Brubaker
Ohio Medical Electrology Institute (Mansfield) Ohio Medical Electrology Institute - LEARNING CENTER		Cosmetic Therapy - Diploma Selected courses from all currently approved programs	Puckett

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 20, 2019
PAGE 9.**

NAME OF SCHOOL	ACCRED	PROGRAM(S)	CONSULTANT
Professional Skills Institute (Maumee)	ABHES	CDL - Certificate CDL and Logistics Specialist - Certificate Medical Assisting - Diploma Medical Billing and Coding Specialist - Diploma Physical Therapist Assistant - AAS Practical Nurse - Diploma	Brubaker
SHI Integrative Medical Massage School (Lebanon)		Medical Massage Therapy - Diploma	Brubaker
TDDS Technical Institute (Lake Milton)	ACCSC	Diesel Technician Training - Diploma Truck Driver Training - Certificate Truck Driver Training Externship - Certificate	Gregory
The Computer Workshop (Dublin)		Learn To Code - Certificate	Puckett
The Training Center (Buckeye Lake)		EKG Technician - Certificate Phlebotomy - Certificate STNA - Certificate	Puckett

Ms. Andrea Fricks seconded.

6 Ayes - 0 Nays.

Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 20, 2019
PAGE 10.**

(19-073)Ms. Andrea Fricks moved for Approval of the following New Scholarship(s)/Grant(s):

NAME OF SCHOOL	NAME OF SCHOLARSHIP/GRANT
Cleveland School of Cannabis (Cleveland)	Distance Learning Scholarship Women and Minority Scholarship
Ohio Valley College of Technology (E. Liverpool)	Employee and Family Appreciation Grant
Valley College (Cleveland)	Valley Community Enhancement Grant

Mr. Dennis Bartels seconded. 5 Ayes - 1 Abstention (Mizanin - Valley College) - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 20, 2019
PAGE 11.**

(19-074)Mr. Srikanth Gaddam moved for Approval of the following New Programs (Degrees/Diplomas/Certificates):

School/City	Program Name/Level	Anticipated Start Date
American National University (VA)	Administrative Medical Assisting - Certificate	3/24/2019
	Administrative Medical Assisting - AAS	3/24/2019
ATA College (Springdale)	Pre-Licensure Practical Nursing - Diploma	3/21/2019
	Registered Nursing - AAS	3/21/2019
	LPN to RN Bridge - AAS	3/21/2019
SUBJECT TO NURSING BOARD APPROVAL		
Fortis College (Centerville)	Electrical and Electronic Systems Technician - Diploma	12/9/2019
	Facilities Maintenance - Diploma	12/9/2019
Fortis College (Westerville)	Facilities Maintenance - Diploma	8/5/2019
Ohio Media School (Cincinnati)	Digital Media Production - Diploma	6/17/2019
Ohio Media School (Columbus)	Digital Media Production - Diploma	6/17/2019
Ohio Media School (Valley View)	Digital Media Production - Diploma	6/17/2019
Vermilion Institute of Technology (Vermilion)	Economics - Diploma	3/21/2019
We Can Code IT (Columbus)	Software Development Coding Bootcamp (JavaScript) - Certificate	5/13/2019

Ms. Lynn Mizanin seconded.

6 Ayes - 0 Nays.

Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 20, 2019
PAGE 12.**

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.

Board took a five (5) minute break at 11:05 a.m. prior to the Disciplinary Hearing.

Disciplinary Hearing

BOARD CHAIR: Good Morning. My name is Jerome Brockway, and I am Chair of the State Board of Career Colleges and Schools and I will be presiding over this disciplinary hearing of this case on behalf of the State Board. At the conclusion of the evidence and after this Board has reviewed the evidence submitted this Board will take final action in this matter.

This is a matter with regard to the intent of the State Board of Career Colleges and Schools to initiate formal disciplinary action against American Healthcare Institute, LLC. This hearing is taking place pursuant to Chapter 119 of the Ohio Revised Code. Since no formal hearing request was received from the school, the Board will only be reviewing evidence and documents presented by the Board's staff.

During the hearing, the testimony and offers of evidence shall be recorded by electronic means. The Board may administer oaths or affirmations.

To present the introductory exhibits I would like to present our representative from the office of the Attorney General, Ms. Amy Golian. Ms. Golian, please enter for the record the identification of certain exhibits that establish compliance with Chapter 119 of the Ohio Revised Code.

ASST. ATTORNEY GENERAL: Thank you, Dr. Brockway. I am presenting to the Board State exhibits 1 thru 5. These exhibits include copies of the hearing notice and the original disciplinary resolution adopted by the Board as well as correspondence and other evidentiary information gathered by the Board's staff. I would ask that the Board admit these exhibits at the end of the hearing.

BOARD CHAIR: Thank you. At this time, the Chair would like to call upon the Executive Director to identify the exhibits and provide testimony on the proposed disciplinary action.

EXECUTIVE DIRECTOR: Thank you Dr. Brockway. I will pass around copies of the Exhibits. State Exhibit 1 is a copy of the Notice of Opportunity for Hearing that was sent on November 28, 2018 along with a copy of the Board's disciplinary resolution and a copy of the certified mail receipt; State Exhibit 2 is a copy of the letter originally sent to the school notifying them that their school renewal was considered and conditionally approved pending receipt of fees. This letter was sent on July 29, 2018. State Exhibit 3 is a copy of the Final Notice letter that was sent to the school on October 2, 2018 relative to the renewal fees. State Exhibit 4 is an e-mail dated January 30, 2019 from the school. This was the last correspondence we received from the school in regards to the fee issue. State Exhibit 5 is a copy of a Consent Agreement that we entered into with the school back in March 2017 that was signed almost two years to this current date regarding some issues we had previously with the school not responding to the Board and where the school agreed that they would respond in a timely manner regarding all requests from the Board. The Board is aware of the situation with the school. There are two (2) issues with the school; one issue that we

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 20, 2019
PAGE 13.**

have is a renewal with the school that the Board approved back in July 2018 pending receipt of fees. Those fees have not been received despite numerous correspondence from the Board's staff about the fees. The school also did not pay fees that were due for the Student Tuition Recovery Fund that is \$500.00 that was due August 31, 2018. The school has not paid any of those fees to date despite numerous attempts by the Board's staff to contact the school about the fees. So that is essentially what the case is. I would be happy to answer any questions the Board may have.

BOARD MEMBER MS. FRICKS: Was Exhibit 5 a standard document of consent or was that something additional based on their lack of inaction? Was it designed to generate more commitment from the school?

EXECUTIVE DIRECTOR: Ms. Fricks, yes State Exhibit 5 was I believe the last time we had a number of issues that came up with the school. The Board again went through a similar process with this school where we adopted a disciplinary resolution. We went back and forth with the school and then the school did resolve the issues at that time. We entered into the Consent Agreement which is similar to how we would handle the other disciplinary issues in this case. For example, we have three (3) schools that have not paid fees. The Board initiated formal disciplinary action. Two (2) of those schools have paid their fees. So we will enter into Consent Agreements which look very similar to this agreement where they will agree to pay their fees in a timely manner and make sure that they don't have any problems going forward. I think in this case with this school this is really just introduced to show the fact that this isn't the first time this school has been disciplined by the Board. They had previously been warned that they need to respond to whatever the Board requests in a timely manner.

BOARD MEMBER MS. MIZANIN: Quick question - the last communication we had was this e-mail in January?

EXECUTIVE DIRECTOR: That is correct. At that time, they indicated that they would be bringing the fees in. We still have not received those fees. This has been going on since July of last year. We have had several communications with the school who says yes we will be bringing in the fees and then we don't hear from them. We try to let schools that we are pretty flexible if they contact us. We can work with the schools understanding some schools do have financial issues from time to time. Obviously this has been going on since last July. We are not sure that she is currently holding classes or not. Her website appears to be not up to date. In regards to disciplinary action, one of the things that the Board can consider would be ordering her to teach out any students she may have. If she does have classes, they are not very long. She would also need to stop enrolling students. I would recommend that the Board consider revocation of the school's certificate of registration and program authorization and order the school to teach out any current students and stop enrolling any new students. If she wanted to reopen, she would need to apply for a new certificate of registration and program authorization, pay your fees, and go through the whole new school process again.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 20, 2019
PAGE 14.**

CONCLUSION

BOARD CHAIR: Thank you, Mr. Ware. Are there any other comments or questions by Board Members?

At this time, Ms. Golian, would you like to move for introduction of the exhibits?

ASST. ATTORNEY GENERAL: Thank you Dr. Brockway. I would move that Exhibits 1 through 5 be admitted for the record.

BOARD CHAIR: Are there any objections to the exhibits being admitted?

CHAIR: Hearing no objections, the exhibits are admitted.

CHAIR: If there is no other testimony or exhibits, I declare this disciplinary hearing closed. I will now entertain a motion for a Board order on the proposed disciplinary action.

(19-075)Ms. Andrea Fricks moved that the Board adopt the following:

WHEREAS on November 14, 2018 this Board adopted a resolution proposing to impose disciplinary action against American Healthcare Institute and/or the owner thereof and properly notified the school of their right to request a hearing; and

WHEREAS no hearing was requested by the aforementioned school or the owner thereof; and WHEREAS this Board held its own hearing on March 20, 2019 to review the charges and evidence supporting those charges; and

WHEREAS this Board finds that American Healthcare Institute failed to submit required fees including fees for the renewal of their certificates of registration and program authorization and fees for the Ohio Student Tuition Recovery Fund; and

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

THEREFORE BE IT RESOLVED THAT:

This Board hereby orders that:

1. American Healthcare Institute must teach-out all programs that are currently being offered and must cease all advertising and may not enroll any new students or solicit student enrolments for programs that require authorization under Ohio Revised Code Chapter 3332; and,
2. Upon completion of the teach-out of all its current programs, American Healthcare Institute's certificate of registration and program authorization are hereby revoked in accordance with Ohio Revised Code section 3332.09 for the aforementioned violations.

The Board further orders that BE IT FURTHER RESOLVED that the Executive Director of this Board is directed to notify American Healthcare Institute and the owner thereof, of this Board's order.

Mr. Srikanth Gaddam seconded. 6 Ayes - 0 Nays. Motion carried.

**MINUTES OF THE STATE BOARD OF CAREER
COLLEGES AND SCHOOLS BOARD MEETING
MARCH 20, 2019
PAGE 15.**

(19-076)Ms. Lynn Mizanin moved that the Board adjourn at 11:20 a.m.

Ms. Andrea Fricks seconded. 6 Ayes - 0 Nays. Motion carried.

Respectfully Submitted,

Chairperson or Vice Chairperson

Board Secretary