

**JOE LOMBARDO**  
Governor

**STATE OF NEVADA**

**KELLY D. WUEST**  
Commission Administrator

**CHRISTOPHER SEWELL**  
Director



**KRISTINE NELSON**  
Administrator

**DEPARTMENT OF EMPLOYMENT, TRAINING, AND REHABILITATION  
EMPLOYMENT SECURITY DIVISION  
500 E. THIRD STREET  
CARSON CITY, NEVADA 89713-0001**

**Nevada Commission on Postsecondary Education**  
**NOTICE OF PUBLIC MEETING**  
Post Date: January 28, 2025

The Commission on Postsecondary Education will conduct a meeting on February 5, 2025, commencing at 9:00a.m., at the locations listed below via videoconferencing:

**THIS MEETING WILL BE HELD VIA VIDEOCONFERENCE AND IN PERSON**

The public may observe this meeting and provide public comment during the public comment section on Zoom or in person at:

**Live Meeting:**

DETR – Job Connect/EmployNV  
Conference Room  
3405 S. Maryland Parkway  
Las Vegas, NV 89169

**Zoom Meeting:**

Join Zoom Meeting

<https://nvdetr-org.zoom.us/j/87920201286?pwd=PjyQPB8QJC3lDxpaQXezPt2VcpszR.1>

**Meeting ID: 879 2020 1286**

**Passcode: 299773**

Dial by your location:

- +1 206 337 9723 US (Seattle)
- +1 213 338 8477 US (Los Angeles)
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- 833 928 4608 US Toll-free
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According to NRS 241.020, Meeting Materials are available at:

[https://detr.nv.gov/page/PUBLIC\\_NOTICES](https://detr.nv.gov/page/PUBLIC_NOTICES)

The Commission may take items out of order; combine two or more items for consideration; remove an item from the agenda; or delay discussion on any item. The Commission will take public comment at the beginning and end of this meeting and may allow public comment after the conclusion of any contested case or quasi-judicial proceedings that may affect the due process rights of an individual. The Commission will limit public comment to three minutes. Written submissions may be considered. While there will be no restriction on comments based on viewpoint, repetitive comments may be limited.

**AGENDA**

**General Business**

- A. Call to Order .....Informational
- B. Public Comment Phone Option Instructions .....Informational
- C. Public Comment .....Informational  
*Chair may limit public comments to 3 minutes per speaker but may not restrict comment based upon viewpoint. No action may be taken upon a matter raised under the public comment period unless the matter itself has been specifically included on this agenda as an action item.*
- D. Review Written Comments .....Informational
- E. Confirmation of Posting and Open Meeting Compliance .....Informational
- F. Roll Call and Confirmation of Quorum .....Informational
- G. Adoption of Agenda .....For possible action
- H. Approval of November 6, 2024, Meeting Minutes .....For possible action
- I. Administrator’s Report .....Informational

**Applicants for Consideration of a Full-Term License**

- J. Battle Born EMS Health and Science Learning Institute.....For possible action
- K. Genevieve Training Center .....For possible action
- L. Hawaii Pacific University .....For possible action
- M. Next Level Dental Assistant .....For possible action
- N. Savvy Needle Phlebotomy Training .....For possible action

**Applicants for Consideration of an Initial Provisional License**

- O. National Polytechnic College.....For possible action
- P. Paralegal Institute .....For possible action
- Q. Sound Connect.....For possible action
- R. Vegas Print School .....For possible action

**Order to Refund**

- S. Career College of Northern Nevada .....For possible action

**Comments**

- T. Public Comment .....Informational  
*Chair may limit public comments to 3 minutes per speaker but may not restrict comment based upon viewpoint. No action may be taken upon a matter raised under the public comment period unless the matter itself has been specifically included on this agenda as an action item.*

**Adjournment**

- U. Adjournment.....For possible action

A copy of the meeting Notice and Agenda can be requested by written request to the Commission on Postsecondary Education, 2800 E. St. Louis Avenue, Las Vegas, Nevada 89104; email at [k-scott@detr.nv.gov](mailto:k-scott@detr.nv.gov); or telephone Kassondra Scott at (702) 486-2805 or fax request to (702) 486-7340. Copies of pertinent documents will also be made available on the CPE and DETR website at: <https://cpe.nv.gov> and <https://detr.nv.gov>.

**NOTE:** Written comments must be received by the Commission on Postsecondary Education on or before February 3, 2025, at the following address:

Department of Employment, Training and Rehabilitation  
Employment Security Division  
Commission on Postsecondary Education  
Attn: Kassondra Scott  
2800 E. St. Louis Avenue  
Las Vegas, NV 89104  
Or via e-mail at [k-scott@detr.nv.gov](mailto:k-scott@detr.nv.gov)

NOTE: Persons with disabilities who require reasonable accommodations or assistance at the meeting should notify the Commission on Postsecondary Education in writing at 2800 E. St. Louis Avenue, Las Vegas, Nevada 89104, or contact Kassondra Scott at (702) 486-2805 or e-mail [k-scott@detr.nv.gov](mailto:k-scott@detr.nv.gov) (for individuals who are deaf or have hearing disabilities, dial TTY (800) 326-6868 or 711 for Relay Nevada) or send a fax to (702) 486-7340 within 72 hours of meeting date and time. Supporting materials as provided for in NRS 241.020(5) may be obtained by contacting Kassondra Scott at the above-noted contact information.

**Notice of this meeting was mailed to groups and individuals as requested at the following locations on or before 9 a.m. on the 3rd working day prior to the scheduled meeting date.**

1. Commission on Postsecondary Education  
3405 S. Maryland Pkwy, Las Vegas, NV 89169
2. DETR – State Administrative Office, Stan Jones Building  
2800 E. St. Louis Avenue, Las Vegas, NV 89104
3. Nevada Building, Governor’s Office  
1 State of Nevada Way, Las Vegas, NV 89119

Notice of this meeting was posted on the Internet on the following websites: DETR’s Public Meetings website at [https://detr.nv.gov/Page/Public\\_Notices](https://detr.nv.gov/Page/Public_Notices), the State of Nevada’s Public Notices website at <https://notice.nv.gov/>, the Commission on Postsecondary Education page at <https://cpe.nv.gov>.

**DRAFT MINUTES  
STATE OF NEVADA  
EMPLOYMENT SECURITY DIVISION  
COMMISSION ON POSTSECONDARY EDUCATION**

**NEVADA COMMISSION ON POSTSECONDARY EDUCATION MINUTES**

**THIS MEETING WAS HELD VIA VIDEOCONFERENCE AND IN PERSON**

The public may observe this meeting and provide public comment during the public comment section on Zoom or in person at:

**Live Meeting:**

DETR – Job Connect/EmployNV  
Conference Room  
3405 S. Maryland Parkway  
Las Vegas, NV 89169

**Zoom Meeting:**

Topic: CPE Quarterly Commission Meeting  
Time: November 6, 2024, 9:00 AM Pacific Time (US and Canada)

**Zoom Meeting:**

Join Zoom Meeting

<https://nvdetr-org.zoom.us/j/87269683106?pwd=S2JYY3llczdPQzFsaVhzaHRZbkovZz09>

**Meeting ID: 872 6968 3106**

**Passcode: 874583**

Dial by your location:

- +1 206 337 9723 US (Seattle)
- +1 213 338 8477 US (Los Angeles)
- +1 253 205 0468 US
- 833 548 0282 US Toll-free
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- 833 928 4609 US Toll-free

**Meeting ID: 872 6968 3106**

**Passcode: 874583**

**Staff Present During Video Conference**

Kelly Wuest, CPE Administrator  
Maricris Wu, CPE Education Specialist  
Susan Beckett, CPE Compliance Investigator I  
Kassondra Scott, CPE Administrative Assistant III

**Commissioners Present During Video Conference Meeting**

Sharon Frederick, Vice Chair

Dr. Randall Kirner

Jessica Todtman

Peter Mikhail

**Members of the Public, Educational Institutions, and Other Agencies Present**

Jordan Laub, Nevada Attorney General Office, Deputy Attorney General

Richard Moore

Greg Gilbert

Keith Torres

Arlo Thompson

Joel Nelson

Josh Swain

Heather Allen

Joseph Salvaggio

Nina Malone

Tierra Stewart

Sheena Lang

Leonard Lafrance

Kalinda Rollins

DRAFT

**STATE OF NEVADA**  
**EMPLOYMENT SECURITY DIVISION**  
**COMMISSION ON POSTSECONDARY EDUCATION**  
**MINUTES**

NOVEMBER 6, 2024 – 9:00 AM PDT

**Call to Order**

The meeting was held via Video Conference ZOOM and In Person, DETR – Job Connect Conference Room, 3405 S. Maryland Parkway, Las Vegas, Nevada 89169. The meeting was called to order by Vice Chair Commissioner Sharon Frederick at approximately 9:10 AM.

**Public Comment Phone Option Instructions**

For members of the public please note the options for attending this zoom meeting are via web and phone:

Meeting ID: 872 6968 3106  
877 853 5257 US Toll-free  
888 475 4499 US Toll-free

Passcode: 874583

**Public Comments**

Kassondra Scott confirmed no one was physically present in the conference room, in the Zoom meeting, or phone for public comment.

**Written Comments**

Kassondra Scott confirmed that no written comments were received.

**Confirmation of Posting**

Kassondra Scott, for the record, Commission on Postsecondary Education. Yes, proper notice was provided for this meeting pursuant to Nevada's Open Meeting Law, NRS 241.020 and confirmation of posting was received. We are in compliance with the open meeting law.

**Roll Call**

- Commissioner Chair Kenny – Excused
- Commissioner Vice-Chair Frederick – Present
- Commissioner Ponder – Excused
- Commissioner Kirner – Present
- Commissioner Todtman – Present
- Commissioner Abe – Excused
- Commissioner Mikhail – Present

Administrator Kelly Wuest took roll by verbal and video. Confirmation of a quorum.

**Adoption of Agenda**

Motion: Commissioner Kirner – Motion to approve adoption of Agenda for November 6, 2024.

Second: Commissioner Mikhail.

Discussion: None.

Results: Unanimous; agenda is adopted.

### **Approval of August 7, 2024 Minutes**

Motion: Commissioner Kirner – Motion to approve the minutes for the August 7, 2024 meeting.  
Second: Commissioner Mikhail.  
Discussion: None.  
Results: Unanimous; motion carries.

### **Administrator's Report**

Administrator Wuest gave the Administrator's Report as submitted, with an update to the quarterly report. The number of student enrollments is 11,230 with 29 institutions unreported. Commissioner Kirner asked for clarification on the EdVera launch timeline; Administrator Wuest anticipates a spring 2025 launch. Commissioner Mikhail asked for further clarification on enrollment numbers.

Administrator Wuest explained that the record enrollment numbers are due to increased demand for licensed programs, with the number of licensed institutions remaining fairly constant. Commissioner Frederick lauded the CPE staff for the success of the NASAA summer conference.

### **Applicants for Consideration of Full-Term Licensure**

#### **Assist to Succeed Las Vegas**

Testified: No representatives from Assist to Succeed Las Vegas were present. Susan Beckett stated that the institution had a slow start but is excited about their progress.  
Discussion: None.  
Motion: Commissioner Kirner – The provisional license for Assist to Succeed Las Vegas be extended for an additional nine months.  
Second: Commissioner Todtman.  
Results: Unanimous; motion carries.

#### **Welding School of Nevada**

Testified: Greg Gilbert, Director, was present on behalf of the institution. Mr. Gilbert stated that the school has 20 graduates and 12 current students. Mr. Gilbert discussed examples of graduates' positive employment outcomes, with several students being admitted into unions.  
Discussion: None.  
Motion: Commissioner Kirner – Welding School of Nevada be granted a full-term license.  
Second: Commissioner Mikhail.  
Results: Unanimous; motion carries.

#### **PDH Academy**

Testified: No representatives from PDH Academy were present.  
Discussion: Commissioner Todtman asked about the school's low enrollment. Susan Beckett stated that their enrollment was good overall, but there were concerns with compliance and record keeping that have since been resolved.  
Motion: Commissioner Todtman – PDH Academy be granted a full-term license.  
Second: Commissioner Mikhail.  
Results: Unanimous; motion carries.

Accelerated Dental Assisting Academy

Testified: Keith Torres, Compliance Manager, was present on behalf of Accelerated Dental Assisting Academy.

Discussion: None.

Motion: Commissioner Kirner – Accelerated Dental Assisting Academy (Accelerated Academy, LLC) be granted a full-term license.

Second: Commissioner Mikhail.

Results: Unanimous; motion carries.

Las Vegas Bartending School

Testified: Arlo Thompson was present on behalf of Las Vegas Bartending School. Mr. Thompson stated that the original owner passed away shortly after the school was granted a provisional license, and the ensuing ownership transfer delayed the school's opening.

Discussion: Commissioner Mikhail asked how the school plans to enroll enough students during the requested six-month extension. Mr. Thompson described how the school's advertising efforts have led to 10 enrollments and four recent graduates.

Motion: Commissioner Kirner – The provisional license for Las Vegas Bartending School be extended for six months.

Second: Commissioner Mikhail.

Results: Unanimous; motion carries.

**Applicants for Consideration of Initial Provisional Licensure**

Charter College

Testified: Joel Nelson, Chief Academic Officer; Josh Swain, Chief Executive Officer; and Heather Allen, Director of Regulatory Affairs were present on behalf of Charter College.

Discussion: Commissioner Todtman asked about the agreements or partnerships the college has in place to support clinical experiences. Mr. Nelson stated that they have agreements with Northern Nevada Medical Center, Reno Orthopedic Clinic and are working with Renown Imaging Center to secure additional agreements. Commissioner Frederick noted that she was familiar with Dr. Heather Allen's work in southern Nevada.

Motion: Commissioner Todtman – A twelve-month provisional license be granted to Charter College to offer Associate of Applied Science degrees in Diagnostic Medical Sonography, and Radiologic Technology and a certificate program in Medical Assistant contingent upon approval of staffing, and revised surety in the amount of \$607,000.

Second: Commissioner Kirner.

Results: Unanimous; motion carries.

Academy of Protective Studies

Testified: Joseph Salvaggio was present on behalf of the Academy of Protective Studies. Mr. Salvaggio gave background information on the PFC group of companies and their 28-year history of doing business in Nevada. Mr. Salvaggio detailed the decades of experience, innovation, and world renowned Goodsprings training complex that supplement the Academy's curriculum. The company is POST certified, well established, and well known in Nevada.



Discussion: Commissioner Kirner asked where else PFC operates. Mr. Salvaggio stated that most training takes place in Nevada, but mobile teams travel all over the world. Commissioner Kirner then asked how many students are enrolled in the Academy's various training programs. Mr. Salvaggio stated that each class is up to 2 weeks long, with 20 students at a time. Commissioner Mikhail inquired about program outcomes, how students secure job leads, and what separates these graduates from other security professionals. Mr. Salvaggio explained that the training side of the business is highly regarded in the industry and employers value PFC's recommendations. Commissioner Frederick complimented the Academy's application and described how thorough, interesting, and informative the information was.

Motion: Commissioner Kirner – a twelve-month provisional license to be granted to Academy of Protective Studies to offer six vocational programs in Nevada Armed Security Office (PILB); Residential Security Operations; Protective Security Operations; Covert Operation and Protective Surveillance; Protective Emergency Casualty Care and Protective Driving Operations.

Second: Commissioner Mikhail.

Results: Unanimous; motion carries.

#### Dog Grooming Skills Academy

Testified: Nina Malone, owner/director; Tierra Stewart, manager/lead instructor; and Sheena Lang, groomer/instructor were present on behalf of Dog Grooming Skills Academy. Ms. Malone stated that she's excited to offer Nevada's only dog grooming program. They plan to offer an evening program, target bathers that want to learn grooming and recruit with local salons.

Discussion: Commissioner Kirner asked whether in-shop groomers are employees or contractors, and whether licensing is required. Ms. Malone stated that they are employees and there is no state licensing body, but there is a master groomer designation. Commissioner Mikhail asked about the cost of tuition and how to make it accessible to potential students. Ms. Malone stated that she can offer payment plans, is looking into third party financing, and will apply for VA approval after 2 years. Commissioner Mikhail also asked about concerns with competitors. Ms. Malone expressed that she's confident in her program and the small class sizes will allow students to get the best training and have lucrative careers. Commissioner Frederick asked where the dog models will come from. Ms. Malone stated that her grooming salon has an existing client base, and she will offer discounts to allow students to gain practical experience. Commissioner Mikhail asked about the previously licensed dog grooming school that closed and if there were any lessons to be learned from that. Administrator Wuest believed that the other school closed because the owners retired and that is a common reason for school closures. Commissioner Frederick suggested partnering with rescue groups and doing community outreach to help with recruitment. Ms. Malone thanked her for the idea and expressed interest in exploring those opportunities.

Motion: Commissioner Kirner – a twelve-month provisional license be granted to Dog Groomer Skills Academy to offer the General Dog Grooming course.

Second: Commissioner Mikhail.

Results: Unanimous; motion carries.

## **Applicants for Consideration of Added Programs, Extended Provisional Licensure**

### **NC Lab**

Testified: Leonard Lafrance, President, was present on behalf of NC Lab. Mr. Lafrance detailed the institution's workforce development efforts and its relationship with NSHE institutions to get students into good careers. Mr. Lafrance stated that NC Lab uses a special assessment to determine if a student will be successful in their program, which leads to a near 100% program completion rate. Mr. Lafrance sees the proposed Data Analyst and Automation Technology programs as another vehicle to drive student success.

Discussion: None.

Motion: Commissioner Todtman – NC Lab be granted an extended provisional license with the addition of the Data Analyst and Automation Technology programs.

Second: Commissioner Kirner.

Results: Unanimous; motion carries.

## **Order to Refund**

### **Career College of Northern Nevada**

Testified: Administrator Wuest stated that she's identified an additional \$50,000 in claims that could potentially be filed before the one-year deadline. Many of CCNN's programs do not allow students to transfer into similar programs at other schools, thereby increasing the amount of potential claims. Administrator Wuest noted the eight claims currently pending approval for a total of \$76,340.77. \$296,412.16 has been paid out at the time of the meeting. Several students with approved claims and signed release forms are awaiting payments from DETR Financial Management. Administrator Wuest is hopeful that the statutory increase in the indemnification account balance from \$250,000 to \$750,000 will facilitate easier refund payments in the future.

Discussion: None.

Motion: Commissioner Kirner – Approve the list of students to be refunded as funds become available.

Second: Commissioner Mikhail.

Results: Unanimous; motion carries.

## **Public Comments**

Kassondra Scott confirmed no one was physically present, in the Zoom meeting, or on the phone for public comment.

## **Adjournment**

The meeting was adjourned by Commissioner Frederick. Time: 10:25 AM PDT

**Administrator's Report**  
**Prepared January 27, 2025**

**1. Sunset Committee Update** – On December 19, 2024, the Sunset Committee made a recommendation to create an exemption in the background process for any individual who holds a Nevada based occupational license requiring a background check as part of the licensing process. An exemption already exists for individuals who are employees of the Department of Defense or who hold a license for the Nevada Superintendent of Education. This will ease the burden of licensed institutions and applicants with staff who hold Nevada occupational licenses and reduce the number of backgrounds processed by CPE.

## **2. Legislative Tracking**

SB78 - During the 2023 Legislative Session, Senate Bill 431 established the Office of Nevada Boards, Commissions and Councils Standards ("Office") within the Department of Business and Industry. SB78 changes several statutes including NRS 394 to restructure, eliminate or move the various boards and commission to the Office of Nevada Boards, Commissions and Councils Standards of the Department of Business and Industry. The Commission on Postsecondary Education has been identified as one of the entities to move with no change to the board other than centralization and references administrative effectiveness. Currently only a skeleton version is available at <https://www.leg.state.nv.us/App/NELIS/REL/83rd2025/Bill/11891/Text>

## **3. VA Cooperative Agreement**

CPE received a Satisfactory rating from the VA for FY24. This is the highest rating possible within the system. Staff met all performance measures at or above standard. For the VA Agreement, CPE has received a COLA increase for FY2025 in the amount of \$4,907. Funding is available to reimburse staff work on the VA agreement, administrative allowance based on staff expenditures and travel related to the agreement. For FY25, CPE is on track to meet or exceed all areas of evaluation.

Both the Administrator and VA Education Specialist will attend NASAA Mid-Winter Conference in February 2025. Education Specialist Rishling serves as a member of the NASAA Conference Planning Committee and has been working behind the scenes to prepare for the event. Staff are currently working on the yearly SCO conference to be held in Las Vegas in June 2025 at Touro University.

**4. CPE Administration** – CPE has been working on a number of competing administrative priorities than has impacted the general licensing and regulatory work of the Commission.

**Nevada Sunset Committee** – Committee recommendation provided in December 2024 as listed above.

**Policy and Procedure updates** – Requested by DETR to update policy and procedures for CPE operations. Initial items were provided in December 2024 which additional procedures being finalized in January and February 2025. All VA Program SOP are developed as part of NASAA with input from the SAA members effective September 2024.

**DETR Internal Audit** – CPE was notified in January of an internal audit to be performed by DETR. The initial questionnaire is due 1/31/25 and then the internal auditor will notify the administrator of the next steps in the process.

**Business Impact Analysis** – Required CPE to identify critical business functions and describe what would be necessary for recovery of the functions if a disaster or disruption of IT services occurred. Analysis due by 1/31/25.

**Computer system** – Staff is working through revisions for the implementation of the computer system providing follow up on each application area. As the contractor developed specific applications for IHL's, Accredited and non-accredited programs, all change applications and all of the various VA education program types, there has been a significant number of items to review in each application package. Staff are able to access the system in a test environment to review items and confirm accuracy of each application before going live.

## **5. Institutional Opening and Closures**

Newly Issued License  
Academy of Protective Studies  
Dog Grooming Skills Academy  
Doral College

Closures

Center for Quality Elder Care – December 2024 -All records received

**6. Backlog of Applications** – Staff has reduced the backlog of applications to 72 for licensing and the VA program is operating within the VA permissible 39-day window for applications.

**7. Quarterly Report** – With **50** schools unreported, the total enrollment for the October 1, 2023– December 31, 2023, quarter stands at **6,971** new students. An update will be provided at the meeting.

Q3 2024 updated to 11,423.

Oct-Dec 2024	Oct – Dec 2023	Oct – Dec 2022	Oct – Dec 2021	Oct - Dec 2020
6,971	8,222	7,308	7,426	7,922

**8. Student Indemnification Fees** Collected FY25 \$89,780 as of January 27, 2025. A total of \$2,145 was not included for some institutions that only paid the CPE fee for one or more quarters. These institutions have been sent notices of the required SIF quarterly fee.

**9. CPE Quarterly Activities** – October 1, 2024 – December 31, 2024

CPE Activity	Number of Applications Processed	CPE Activity	Number of Applications Processed
License Renewals	18	Agent Permits	14
Experiential License	0	VA Risk Base Surveys/Other Visits	7
Transcripts	171	VA Program Approvals (individual programs)*	551
Distance Education Exemptions	4	Change of Ownership	0
License Evaluations	8	School Audits	22
Added Facility	3	Revised or Added Program	18

\*VA activities include non-licensed institutions (NSHE/DMV/Flight/Cosmo), OJT and apprenticeships at the individual program level

**9. CPE Formal Student Complaints:** October 1, 2024 – December 31, 2024

No formal complaints were filed with CPE during the current quarter. Staff regularly assist students with institutional grievance processes for resolving issues informally and at the lowest level possible. CPE received six informal complaints, 5 concerning CPE licensed institutions and 1 licensed by Nevada Cosmetology board.

To: CPE Commissioners

From: Kelly Wuest, CPE Administrator *Kelly D. Wuest*  
Susan Beckett, Compliance Audit Investigator I *Susan Beckett*

Subject: Full Term Licensure Recommendation  
Battle Born EMS Health & Science Learning Institute  
Eric Dievandorf, Nevada Director

For Action: February 5, 2025

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Battle Born EMS Health & Science Learning Institute was granted provisional approval to offer the Basic Emergency Medical Technician and Advanced Emergency Technician certificate programs during the November 2, 2022, Commission meeting. However, the institution chose to only move forward with the Advanced Emergency Technician Program for licensing. All contingencies were fulfilled, and the license was issued on February 8, 2023.

A previous provisional audit was conducted on March 21, 2024, in accordance with NAC 394.445. Due to the findings from that audit, it was recommended that the provisional licensure be extended for an additional nine months.

On December 11, 2024, a second provisional audit was conducted in accordance with NAC 394.445. The audit revealed the institution demonstrated its ability to comply with NRS and NAC Chapters 394.

Therefore, I recommend:

**A full-term license be granted to Battle Born EMS Health & Science Learning Institute.**

To: CPE Commissioners

From: Kelly D. Wuest, Administrator *Kelly D. Wuest*  
Susan Beckett, Compliance Audit Investigator I *Susan Beckett*

Subject: Full Term Licensure Recommendation, Geneieve Training Center  
Jackalyn Copeland, Nevada Director

For Action: February 5, 2025

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Geneieve Training Center was granted provisional approval to offer the Nursing Assistant program consisting of 120 hours of training during the November 2, 2022, Commission meeting. The curriculum includes 40 hours of laboratory skills; 45 hours of classroom training and 35 hours of supervised hands-on clinical training approved by the Nevada State Board of Nursing. All contingencies were fulfilled, and the license was issued on April 23, 2023.

A previous audit was conducted on September 27, 2023. Due to the findings of that audit, it was recommended in the November 1, 2023, meeting that provisional licensure for Geneieve Training Center be extended for six months. On February 29, 2024, a second provisional audit was conducted. Due to the findings from that audit, it was recommended that the provisional licensure be extended for an additional nine months.

On November 21, 2024, an audit was conducted in accordance with NAC 394.445. The audit revealed the institution demonstrated its ability to comply with NRS and NAC Chapters 394.

Therefore, I recommend:

**A full-term license be granted to Geneive Training Center.**

To: CPE Commissioners

From: Kelly Wuest, Administrator



Susan Beckett, Compliance Audit Investigator



Subject: Hawaii Pacific University

For Action: February 5, 2025

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Hawaii Pacific University was granted provisional approval to offer the Doctor of Physical Therapy and Doctor of Occupational Therapy degrees during the February 1, 2022, Commission meeting. All contingencies were fulfilled, and a provisional license was issued on August 1, 2023.

The institution had one of their two programs starting in August 2024, Doctor of Occupational Therapy. The Doctor of Physical Therapy program began January 2025. Staff is requesting an additional six months to permit Hawaii Pacific University additional time for the two cohorts to have student information and time in the program prior to the required audit.

I recommend that:

**The provisional license for Hawaii Pacific University be extended for six-months.**

To: CPE Commissioners

From: Kelly Wuest, Administrator

*Kelly D. Wuest*

Susan Beckett, Compliance Audit Investigator

*Susan Beckett*

Subject: Next Level Dental Assistant

For Action: February 5, 2025

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Next Level Dental Assistant was granted provisional approval to offer the Dental Assistant certificate program during the February 7, 2024, Commission meeting. The institution met all licensing requirements and a provisional license was issued on February 7, 2024.

The institution has had one student enrollment in the October 1, 2024-December 31, 2024 quarter since being issued a license. Staff is requesting an additional nine months to permit Next Level Dental Assistant additional time to enroll students to complete the required audit.

I recommend that:

**The provisional license for Next Level Dental Assistant be extended for nine months.**



To: CPE Commissioners

From: Kelly Wuest, Administrator



Susan Beckett, Compliance Audit Investigator



Subject: Savvy Needle Phlebotomy Training

For Action: February 5, 2025

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Savvy Needle Phlebotomy was granted provisional approval to offer the Phlebotomy Technician certificate program during the February 7, 2024, Commission meeting. All contingencies were fulfilled, and a provisional license was issued on April 24, 2024.

The institution has had a total of 3 enrollments in their first class which ended in December. An additional 8 students for the second cohort began in early January. Staff is requesting an additional six months to permit Savvy Needle Phlebotomy Training additional time to graduate students prior to the required audit.

I recommend that:

**The provisional license for Savvy Needle Phlebotomy Training be extended for six-months.**

## Licensing Worksheet

Prepared by: Kelly D. Wuest, Administrator *Kelly D. Wuest*

Applicant: Silvia Espin  
Shahbaz Shahabi, Director

Institution: National Polytechnic College

For Action: February 5, 2025

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### Recommendation

That a twelve-month provisional license be granted to National Polytechnic College to offer the Associate of Applied Science Program in MRI Technologist, Nuclear Medicine Technologist and Radiologic Technologist contingent upon personnel, Facility approval and surety in the amount of \$481,000.

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Curriculum: Received on December 6, 2024. Requires course in U.S. and Nevada Constitution. **CONTINGENCY.**

Surety Bond: Recommended amount bond calculation \$481,000. **CONTINGENCY.**

Financial Statement: Received on December 6, 2024 and reviewed on January 6-7, 2025 .

Budget Estimate: Received on December 6, 2024 and reviewed on January 18-22, 2025.

Financial Release: Received on December 6, 2024 and reviewed on January 6, 2025.

Personnel Information: Contingency.

Catalog: Received on December 6, 2024, requires revisions to be approved.

Enrollment Agreement: Received on December 6, 2024 and under review.\$8

Completion Certificates: Received on December 6, 2024 and approved on January 10, 2025 .

Facility: Contingency

Fees: Received on December 10, 2024.

## Licensing Worksheet

Prepared by: Kelly D. Wuest, Administrator *Kelly D. Wuest*  
Applicant: Matthew Pfau, Owner  
Institution: Paralegal Institute  
For Action: February 5, 2025

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### Recommendation

That a twelve-month provisional license be granted to Paralegal Institute to offer the Paralegal Program contingent upon surety in the amount of \$93,500 and facility approval.

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Curriculum: Received on December 6, 2024, previously approved with another institution.

Surety Bond: Recommended amount bond calculation \$93,500. **CONTINGENCY.**

Financial Statement: Received on December 6, 2024 and reviewed on January 6-7, 2025.

Budget Estimate: Received on December 6, 2024 and reviewed January 11-15, 2025.

Financial Release: Received on December 6, 2024 and reviewed on January 6, 2025.

Personnel Information: Contingency.

Catalog: Received on December 6, 2024 and currently under review.

Enrollment Agreement: Received on December 6, 2024 and approved on January 21, 2025.

Completion Certificates: Received on December 6, 2024 and approved on January 10, 2025 .

Facility: **Contingency.**

Fees: Received on December 6, 2024.

## Licensing Worksheet

Prepared by: Maricris Wu, Postsecondary Education Specialist 

Applicant: Alejandro Rodriguez- Dawson, Owner

School: Sound Connect

For Action: February 5, 2025

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### Recommendation

That a twelve-month provisional license be granted to Sound Connect to offer the Audio Engineering and the Pro Tools programs contingent upon receipt of surety bond in the amount \$24,500, personnel information, facility and curriculum approvals.

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Curriculum: Updated curriculum received on January 2, 2025. Curriculum under pending review  
**CONTINGENCY.**

Bond: Recommend amount is \$24,500 **CONTINGENCY.**

Financial Statement: Received on September 4, 2024, and reviewed on December 19, 2024- January 2, 2025.

Budget Estimate: Received on September 4, 2024, and reviewed on December 19, 2024- January 2, 2025.

Financial Release: Received on September 4, 2024, and reviewed on December 19, 2024.

Personnel Information: **CONTINGENCY.**

Certifications: Received on September 4, 2024, and reviewed on December 19, 2024- January 2, 2025.

Catalog: Received on January 6, 2025, under pending review.

Contract: Received on January 6, 2025, under pending review.

Completion Certificates: Received on September 4, 2024, and reviewed on December 19, 2024- January 2, 2025.

Facility Information: **CONTINGENCY.**

Fees: Received on September 5, 2024.

## Licensing Worksheet

Prepared by: Maricris Wu, Postsecondary Education Specialist



Applicant: John Pinnington, Owner

School: Vegas Print School

For Action: February 5, 2025

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### **Recommendation**

That a twelve-month provisional license be granted to Vegas Print School to offer four programs in Car Wrapping; Commercial Printing; Large Format, and Screen Printing upon receipt of surety bond in the amount \$14,000, facility approval and personnel information.

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Curriculum: Curriculum received on December 5, 2024. Curriculum approved January 22, 2025.

Bond: Recommend amount is \$14,000. **CONTINGENCY.**

Financial Statement: Received on December 5, 2024 and reviewed on December 5, 2024 – January 14, 2025.

Budget Estimate: Received on January 2, 2025 and reviewed on January 2- January 14, 2025.

Financial Release: Received on December 5, 2024 and reviewed on December 5, 2024.

Personnel Information: **CONTINGENCY.**

Certifications: Received on December 5, 2024 and reviewed on December 5, 2024 – January 14, 2025.

Catalog: Received on December 5, 2024 under pending review.


Contract: Received on December 5, 2024 under pending review.

Completion Certificates: Received on December 5, 2024 and reviewed on December 5, 2024 – January 14, 2025.

Facility Information: **CONTINGENCY.**

Fees: Received on December 5, 2024.

To: CPE Commissioners

From: Kelly Wuest, Administrator 

Subject: Student Indemnification Claims  
Career College of Northern Nevada Closure

For Action: February 5, 2025

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The following are student indemnification claims for students attending the Career College of Northern Nevada when the school precipitously closed on February 9, 2024. A total of 226 students were impacted by the closure.

Starting in Quarter 3 (July 1, 2024 – September 30, 2024), CPE began collecting the required \$5 per new student fee pursuant to NRS 394.557 to be deposited into the Account for Student Indemnification due to the account falling below the \$250,000 required amount. This fee can be charged to incoming students by the institution and will remain in place until the account balance reaches a minimum of \$250,000. NRS 394.520 requires a \$10,000 reserve be held in the account at all times. As of January 23, 2025, a total of 33 claims have been paid out (\$380,373) and 12 additional claims are in various stages of processing.

The list of 3 students, tuition and fee changes along with the indemnification amount for each student is attached for the Commissions review. One claim was previously included in the November 2024 approval list and now has a revised indemnification total after the student submitted additional evidence of a cash payment not previously documented. If approved by the Commission, claims will be processed as funds become available in the account based on the submission date and return of the Claim Release Form. Student Indemnification Fund collection for the quarter October 1, 2024-December 31, 2024 was reported in the Administrators Report. Claim forms for this closure can be submitted by impacted students until February 8, 2025.