

**UNAPPROVED DRAFT**  
**VIRGINIA BOARD OF VETERINARY MEDICINE**  
**DEPARTMENT OF HEALTH PROFESSIONS**  
**HENRICO, VA**  
**FORMAL HEARING MINUTES**  
**OCTOBER 23, 2013**

**CALL TO ORDER:** A quorum of the Board of Veterinary Medicine was called to order at 1:15 p.m. at the Department of Health Professions, Henrico, VA.

**PRESIDING OFFICER:** Taryn Singleton, LVT, President

**MEMBERS PRESENT:** Kelly Gottschalk, DVM  
Constance Pozniak, DVM  
Bayard Rucker, DVM  
Carole Stadfield

**QUORUM:** With five members of the Board present, a quorum was established.

**STAFF PRESENT:** Leslie Knachel, Executive Director  
Terri Behr, Operations Manager  
Brandy Gasparotto, Administrative Assistant  
Cynthia Gaines, Administrative Proceedings Division  
Charis Mitchell, Esq., Assistant Attorney General  
Corrie Tillman Wolf, Esq., Assistant Attorney General

**OTHERS PRESENT:** John Conrad, Esq.  
Andrea Peagram, CR, Court Reporter  
Sheila Hunt, Source  
Gary Hunt, Source  
Ron Houser, Enforcement  
Paul Dalby, Enforcement  
Richard P. Suess, Jr., DVM

**MATTER SCHEDULED:** **Catherine Reiss, DVM**  
**License No.: 0301202436**  
**Case No.: 144840**

Dr. Reiss appeared before the Board in accordance with a Notice of Formal Hearing and Statement of Particulars dated September 26, 2013. Dr. Reiss was represented by counsel, John Conrad, Esq.. Corrie Tillman Wolf, Esq., Assistant Attorney General, represented the Commonwealth. Charis Mitchell was legal counsel for the Board. Sheila Hunt, Ron Houser and Richard Suess,

DVM were witnesses for the Board. The proceedings were recorded by a certified court reporter, Andrea Peagram, CR, with Crane-Snead & Associates, Inc.

**CLOSED SESSION:**

On properly seconded motion by Dr. Pozniak, the Board recessed Open Session and convened in Closed Session pursuant to §2.2-3711(A)(28) of the Code for the purpose of deliberation to reach a decision in the matter of **Catherine W. Reiss, DVM**. Additionally, it was moved that Charis Mitchell and Leslie Knachel attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its deliberations. Having certified that the matters discussed in the preceding closed session met the requirements of §2.2-3712 of the Code of Virginia, the Committee reconvened in open session and announced its decision.

**DECISION:**

On properly seconded motion by Dr. Pozniak, the Board voted unanimously to dismiss the case.

**ADJOURNMENT:**

The Formal Hearing adjourned at 7:00 p.m.

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Taryn L. Singleton, LVT –President

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Leslie L. Knachel, MPH, Executive Director