

**VIRGINIA BOARD OF VETERINARY MEDICINE
MINUTES
REGULATORY/LEGISLATIVE REVIEW COMMITTEE
DEPARTMENT OF HEALTH PROFESSIONS
HENRICO, VA
JUNE 3, 2013**

- TIME AND PLACE:** The Regulatory/Legislative Review Committee (Committee) meeting was called to order at 9:07 a.m. at the Department of Health Professions, 9960 Mayland Drive, 2nd Floor, Board Room 4, Henrico, Virginia.
- COMMITTEE MEMBERS PRESENT:** Kelly Gottschalk, DVM - Chair
Mark Johnson, DVM
Taryn Singleton, LVT
- STAFF PRESENT:** Leslie Knachel, Executive Director
Terri Behr, Operations Manager
Brandy Gasparotto, Administrative Assistant
Elaine Yeatts, Sr. Policy Analyst
- OTHERS PRESENT:** James DeBell, DVM
Joe May, DVM
Constance Pozniak, DVM
- APPROVAL OF MINUTES:** On properly seconded motion by Dr. Johnson, the Committee voted unanimously to approve the minutes of the meeting of May 22, 2013, as presented.
- DISCUSSION ITEMS:** **GUIDANCE DOCUMENT 150-11**
Ms. Knachel provided a draft that included the recommended additions by the Committee during the last meeting as follows:
- After "... (OSHA) requirements." insert "The Board accepts CE that is related to disaster or emergency preparedness, USDA's National Veterinary Accreditation Program and communication development to strengthen the veterinarian-client-patient relationship such as grief counseling."
 - After "Courses in practice management..." insert "related to improving business efficiency or profitability."

On a properly seconded motion by Dr. Johnson, the Committee voted unanimously to recommend to the full Board to adopt Guidance Document 150-11.

GUIDANCE DOCUMENT CLARIFYING DELEGATED DUTIES (18VAC 150-20-172)

Ms. Knachel provided a draft as requested by the Committee at its last meeting. The Board's discussion of the draft included narrowing the title to include only duties of an unlicensed assistant, removing the Code of Virginia citation and switching the order of presentation of the two regulatory sections.

On a properly seconded motion by Dr. Johnson the Committee voted unanimously to amend the guidance document as discussed and recommend adoption to the full Board.

MEETING ADJOURNED:

The meeting adjourned at 9:26 a.m.

Kelly Gottschalk DVM – Chair

Leslie L. Knachel, MPH, - Executive Director