

**UNAPPROVED DRAFT**  
**VIRGINIA BOARD OF VETERINARY MEDICINE**  
**MINUTES OF FULL BOARD**  
**DEPARTMENT OF HEALTH PROFESSIONS**  
**HENRICO, VA**  
**FEBRUARY 19, 2014**

- CALL TO ORDER:** A quorum of the Board of Veterinary Medicine (Board) was called to order at 10:08 a.m. at the Department of Health Professions (DHP), Perimeter Center, 9960 Mayland Drive, 2<sup>nd</sup> Floor, Board Room 3, Henrico, Virginia.
- PRESIDING OFFICER:** Mark A. Johnson, DVM, President
- MEMBERS PRESENT:** Kelly Gottschalk, DVM  
Constance Pozniak, DVM  
Bayard Rucker, DVM  
Taryn Singleton, LVT
- MEMBERS NOT PRESENT:** Joe May, DVM  
Carole Stadfield
- STAFF PRESENT:** Leslie Knachel, Executive Director  
Terri Behr, Operations Manager  
Brandy Gasparotto, Administrative Assistant  
Elaine Yeatts, Senior Policy Analyst  
Diane Reynolds-Cane, Director, Dept. of Health Professions  
Charis Mitchell, Esq., Board counsel
- OTHERS PRESENT:** Carol Heizer, LVT, Virginia Association of Licensed Veterinary Technicians
- ORDERING OF AGENDA:** On properly seconded motion by Ms. Singleton, the Board voted unanimously to approve the agenda as presented.
- PUBLIC COMMENT:** No public comment was presented.
- APPROVAL OF MINUTES:** On a properly seconded motion by Dr. Gottschalk, the Board voted unanimously to adopt the meeting minutes for the Board meeting held on October 23, 2013, and the formal hearing on October 23, 2013, as presented.
- DIRECTOR'S REPORT** Dr. Cane reported that she had just been informed that she was not going to be re-appointed and her last day at DHP would be February 28, 2014. She stated that the Governor will announce the new director in the near future. Dr. Cane stated that it has been a pleasure to serve and that she values all of the Board members' service to the Commonwealth. She stated that the Chief Deputy Director, Arne Owens, was also not re-appointed and no appointment has yet been made. Dr. Cane gave a brief update on the current legislative session.
- LEGISLATIVE/REGULATORY UPDATE:** Ms. Yeatts provided the Board with an update of the current legislation that affects DHP and the Board. She stated that there are two bills, HB611 and HB1035, which directly affect the Code sections related to the practice of veterinary

medicine.

Ms. Yeatts stated that the Board has two Petitions for Rulemaking in process. The information related to the two petitions will be presented at the next meeting for Board action.

**DISCUSSION ITEMS:**

**BUDGET PRESENTATION**

Charles Giles, DHP Budget Manager, provided an overview of the Board's revenue and expenses following the recent fee increase. He indicated that the fee increase will help the Board's cash shortfall, but not resolve it. The Board may need to consider another fee increase at some point in the future.

**LITIGATION UPDATE**

Ms. Mitchell updated the Board on an appeal of a Formal Hearing to the Richmond Circuit Court. She stated that on behalf of the Board she is appealing the decision of the circuit court.

**BYLAWS AMENDMENTS**

Ms. Knachel reviewed the draft Bylaws amendments. Ms. Knachel stated that in Item 1, the word "certificates" should be removed as the Board does not issue any certificates. Upon discussion, it was mentioned that "and regulatory" should be added after "statutory." On properly seconded motion by Dr. Gottschalk, the Board voted unanimously to accept Item 1 with the amendments as suggested. On properly seconded motion by Dr. Gottschalk, the Board voted unanimously to accept the changes in all other items as proposed.

**ANNUAL CE AUDIT**

Ms. Knachel reported the audit is underway and that the results will be reported at the June meeting.

**AMERICAN ASSOCIATION OF VETERINARY STATE BOARDS ATTENDANCE ANNUAL MEETING**

Ms. Knachel reported that the annual meeting this year is in St. Petersburg, Florida in September. She asked that the Board consider sending Ms. Singleton as Virginia's voting delegate because she may be asked to co-present on at the meeting. Board President, Dr. Johnson, approved the request to send Ms. Singleton.

**PILOT INSPECTION PROGRAM**

Ms. Knachel gave a brief update. She stated that Ms. Behr has been working on assigning points to the recently conducted inspections. Ms. Knachel recommended that the Inspection Committee meet before the next meeting to review the validity of the point system. Dr. Johnson approved continuing with the current committee. A meeting will be scheduled for March.

**SONOGRAMS BY UNLICENSED TECHS**

Ms. Knachel reported that this issue is broader than just sonograms. She commented that several questions have

been posed relating to whether activities such as acupressure, equine flexion therapy, and massage can be performed by unlicensed people. The Board discussed that if the person is diagnosing or treating, they are practicing veterinary medicine. Ms. Knachel stated that she will discuss this issue with Board counsel and provide a report at the next meeting.

**PRESENTATION AT THE VIRGINIA VETERINARY MEDICAL ASSOCIATION'S (VVMA) ANNUAL MEETING**

Ms. Knachel stated that she is presenting on February 27<sup>th</sup> at VVMA's annual meeting. The presentation is focusing on the laws and regulations related to Licensed Veterinary Technicians, Veterinary Technician Students and Assistants. She stated that Caroline Juran, Executive Director for the Board of Pharmacy, would be attending the meeting and will focus on drug laws. Ms. Knachel stated that Dr. Johnson will provide a report at the VVMA business meeting.

**COMPLAINT CASE REVIEW**

Ms. Knachel provided an update on new technology that will assist the case review process. She reviewed the new probable cause review sheets and the new electronic Sanction Reference Points sheets. The Board also completed computer security training.

**EXECUTIVE DIRECTOR'S REPORT:**

Ms. Knachel reported that a licensing presentation was provided on February 3, 2014, for the Northern Virginia Community College veterinary technician students and the same presentation would be provided to the Blue Ridge Community College veterinary technician students on February 27, 2014. Ms. Knachel reported on licensing and case statistics.

**NEW BUSINESS:**

Dr. Johnson commented that in the future the Board might want to discuss how owners are informed about disposal of deceased patients.

**ADJOURN:**

There being no further business the Board adjourned at 1:22 p.m.

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Mark A. Johnson, DVM, President

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Leslie L. Knachel, MPH, Executive Director