

**VIRGINIA BOARD OF VETERINARY MEDICINE  
MINUTES OF FULL BOARD  
DEPARTMENT OF HEALTH PROFESSIONS  
BOARD ROOM 3  
HENRICO, VA  
OCTOBER 24, 2017**

- TIME AND PLACE:** The Board of Veterinary Medicine (Board) was called to order at 9:05 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:** Ellen G. Hillyer, D.V.M., President
- MEMBERS PRESENT:** Tregel M. Cockburn, D.V.M.  
Autumn N. Halsey, L.V.T.  
Mark A. Johnson, D.V.M.  
Steven B. Karras, D.V.M.  
Bayard A. Rucker, III, D.V.M.  
Mary Yancey Spencer, J.D., Citizen Member
- QUORUM:** With seven members of the Board present, a quorum was established.
- STAFF PRESENT:** David E. Brown, D.C., Director  
Leslie L. Knachel, Executive Director  
Amanda E. M. Blount, Deputy Executive Director  
Elaine Yeatts, Senior Policy Analyst  
Charis Mitchell, Assistant Attorney General, Board Counsel  
Carol Stamey, Licensing Operations Manager  
Terri Behr – Discipline/Compliance Specialist
- OTHERS PRESENT:** Robin Schmitz, Virginia Medical Association of Virginia (VVMA)
- ORDERING OF AGENDA:** No changes were made to the agenda.
- PUBLIC COMMENT:** No public comment was presented.
- APPROVAL OF MINUTES:** Dr. Cockburn moved to approve as a block the minutes from the August 24, 2017, Full Board and August 24, 2017 Public Hearing as presented. The motion was seconded and carried.
- DIRECTOR'S REPORT:** Dr. Brown reported on the following items:
- The agency is developing internal training videos for board members; and
  - Additional space had been acquired to move the agency's business operations to the first floor.
- LEGISLATIVE/REGULATORY UPDATE:** **Regulatory Update**  
Ms. Yeatts provided an overview of the current Regulatory Actions before the board:
- **Faculty and Intern/Resident License**  
Ms. Yeatts informed the board that no public comment had been received.
- Action:** Dr. Rucker moved to adopt the proposed regulations as presented. The motion was seconded and carried.

- **Prescribing of Opioids and Buprenorphine**  
Ms. Yeatts reported that the proposed regulations were in progress with no action required at this time.
- **Periodic Review**  
Ms. Yeatts reported that the regulations had a delayed effective date of 10/25/2017, to allow for changes to the multiple guidance documents.
- **Petition for Rulemaking: Administration of Drugs by Unlicensed Assistants (comment Period 10/16/17 – 11/15/17)**  
Ms. Yeatts informed the Board that a Petition for Rulemaking was in the public comment period and would be addressed at the next board meeting.

## DISCUSSION ITEMS:

### **Guidance Document Updates due to Periodic Review**

Ms. Knachel referred the Board to the summary of changes made to the guidance documents as a result of the periodic review. The Board had no additional changes or recommendations.

**Action:** Ms. Halsey moved to approve as a block the following guidance documents as presented:

- 150-1: Drug Recordkeeping at Shared Facilities;
- 150-3: Preceptorships and Externships for Veterinary Technician Students;
- 150-6: Mobile Facilities Allowed to Change Location Without an Inspection;
- 150-8: Disposition of Cases Involving Practicing on an Expired License or Permit;
- 150-9: Board Motion on Content of a Medical Record;
- 150-11: Guidance for Continuing Education (CE) Audits and Sanctions for Failure to Complete CE;
- 150-12: Administration of Rabies Vaccinations;
- 150-15: Disposition of Routine Inspection Violations;
- 150-16: Protocol to Follow upon Discovery of a Loss or Theft of Drugs;
- 150-19: Position on Delegation of Dental Polishing and Scaling;
- 150-20: Delegation of Duties to an Unlicensed Assistant;
- 150-21: Chiropractic and Acupuncture Care; and
- 150-23: Disposal of Deceased Animals.

The motion was seconded and carried.

### **Guidance Document of 76-21.2:1: Veterinary Establishment Inspection Report**

Ms. Knachel reviewed the changes to the inspection report form that were made as a result of the revised regulations.

Ms. Knachel reported that she will be making a presentation of the regulatory changes to the Virginia Veterinary Medical Association and others as well. Dr. Cockburn requested Ms. Knachel reach out to the Veterinary Hospital Managers Association.

**Action:** Ms. Halsey moved to accept Guidance Document 76-21.2:1 as amended. The motion was seconded and carried.

### **Report on American Association of Veterinary State Boards (AAVSB) Annual Meeting**

Dr. Karris provided a brief overview of the AAVSB's meeting presentations. He

noted that telemedicine was a frequently discussed topic. He further reported that Ms. Knachel had been re-elected to the Board of Directors. Dr. Karris reported that the next meeting is September 13-15, 2017, in Washington, D.C.

Ms. Yeatts suggested the Board review the Board of Medicine's telemedicine guidance document and consider a guidance document of its own. Staff will add the telemedicine topic to its next agenda for discussion.

**PRESIDENT'S REPORT:**

Dr. Hillyer stated that she did not have a report to present.

**BOARD OF HEALTH  
PROFESSIONS' REPORT:**

Dr. Johnson presented a brief summary of the Board of Health Professions' activities on anesthesiology assistants, Art Therapy, Sanction Reference Points Training, naturopathy and a new agency logo.

**STAFF REPORTS:**

**Executive Director's Report**

Ms. Knachel reviewed licensing statistics, budget information and the recent outreach communication to licensees regarding the effective date of the new regulations.

**Discipline Update – Amanda Blount**

Ms. Blount provided an overview of the caseload statistics and noted that there had been a significant increase in the number of disciplinary cases.

**NEW BUSINESS:**

**Board Officer Elections**

On properly seconded motion by Dr. Hillyer, the Board voted unanimously to elect Ms. Halsey as the new Board President for the 2018 calendar year.

On properly seconded motion by Dr. Hillyer, the Board voted unanimously to elect Dr. Karras as the new Board Vice-President for the 2018 calendar year.


On properly seconded motion by Dr. Hillyer, the Board voted unanimously to elect Dr. Cockburn as the new Board Secretary for the 2018 calendar year.


**NEXT MEETING:**

The next meeting of the board is scheduled for February 8, 2018.

**ADJOURNMENT:**

The meeting adjourned at 10:50 a.m.

  
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Ellen G. Hillyer, D.V.M.  
Chair  
3/15/18  
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Date

  
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Leslie L. Knachel, M.P.H  
Executive Director  
3/15/18  
\_\_\_\_\_  
Date