

**VIRGINIA BOARD OF VETERINARY MEDICINE  
VETERINARY ESTABLISHMENT INSPECTIONS COMMITTEE  
MEETING MINUTES  
February 11, 2022**

**TIME AND PLACE:** A meeting of the Veterinary Establishment Inspections Committee (Committee) was called to order at 1:22 p.m. at the Department of Health Professions (DHP), Perimeter Center, 2<sup>nd</sup> Floor Conference Center, Training Room 1, 9960 Mayland Drive, Henrico, Virginia 23233.

**PRESIDING OFFICER:** Tregel Cockburn, DVM, Board President, Committee Chair

**COMMITTEE MEMBERS PRESENT:** Heather Carter, LVT  
Tom Massie, DVM, Board Member  
Wendy Ashworth, DHP Senior Inspector

**MEMBERS NOT PRESENT:** Jason Bollenbeck, DVM, Virginia Veterinary Medical Association

**STAFF PRESENT:** Kelli Moss, Deputy Executive Director  
Heather Pote, Senior Discipline Case Specialist  
Melissa Moore, Discipline Case Administrator  
Temple Ross, Licensing Specialist  
Melody Morton, Deputy Director, Enforcement Division  
Taryn Singleton, LVT, Discipline Case Specialist for Inspections

**STAFF NOT PRESENT:** Kelly Gottschalk, DVM, Veterinary Review Coordinator

**CALL TO ORDER & QUORUM:** Dr. Cockburn welcomed attendees and requested that Ms. Moss take a roll call of the committee members present.

With four members of the Committee present, a quorum was established.

**WELCOME NEW MEMBERS AND STAFF:** Dr. Cockburn welcomed two new members of the committee, Tom Massie, DVM, and Heather Carter, LVT. Ms. Moss introduced two new members of Board staff, Ms. Singleton and Ms. Moore.

**MISSION STATEMENT:** Dr. Cockburn read the Department of Health Professions' Mission Statement.

**ORDERING OF AGENDA:** No changes were made to the agenda.

**PUBLIC COMMENT:** No public comment was received.

**APPROVAL OF MINUTES:** The minutes from the May 19, 2021, meeting were approved as presented.

**DISCUSSION ITEMS:**

**Review of Regulations**

**18 VAC 150-20-201(B)**

Ms. Moss provided information for the Committee to review and discuss whether an amendment to this regulation is warranted to modify or clarify the location veterinarians may treat animals under an ambulatory establishment registration.

Ms. Ashworth moved to direct staff to draft an amendment to this regulation for the Committee's consideration. The motion was seconded by Ms. Carter.

A roll call vote was taken by Ms. Moss. The motion carried unanimously.

**18VAC 150-20-195(B)**

Ms. Moss provided information for the Committee to review and discuss the term "economic" animals in this regulation, which is not clearly defined within the regulations.

Dr. Massie moved that the Committee recommend to the full Board that the term "economic" be struck from this regulation. The motion was seconded by Ms. Carter.

A roll call vote was taken by Ms. Moss. The motion carried unanimously.

Ms. Ashworth moved to recommend to the full Board that the defined term "non-companion" replace "economic" in this regulation. Ms. Carter seconded.

A roll call vote was taken by Ms. Moss. The motion carried unanimously.

**Guidance Document for VIC**

Ms. Moss presented the Guidance Document drafted for Veterinarians-in-Charge, and asked the Committee to consider recommending that the full Board adopt this document as presented, or direct staff to incorporate its amendments to the draft document to present to the Committee at the next meeting.

The Committee discussed and recommended amendments to the draft document.

Dr. Massie moved to direct staff to prepare the amended draft document and present it to the Committee at the next meeting. The motion was seconded by Ms. Ashworth.

A roll call vote was taken by Ms. Moss. The motion carried unanimously.

### **Inspection Guidelines**

Ms. Moss and staff provided information about the types of establishment inspections currently conducted and options for the Committee to consider to develop guidelines for conducting inspections.

Ms. Ashworth moved to direct staff to draft guidelines for inspections that incorporate virtual and focused inspections and that direct inspectors to expand inspections as warranted. The motion was seconded by Dr. Massie.

A roll call vote was taken by Ms. Moss. The motion carried unanimously.

**NEW BUSINESS:** No new business was presented.

**NEXT MEETING:** Ms. Moss informed the Committee that staff will conduct an availability poll and will schedule a series of meetings between April and June to develop recommendations to present to the full Board at its next regularly scheduled meeting on July 28, 2022.

**ADJOURNMENT:** With all business concluded, the meeting adjourned at 4:00 p.m.