

**VIRGINIA BOARD OF VETERINARY MEDICINE
SPECIAL CONFERENCE COMMITTEE MINUTES
DEPARTMENT OF HEALTH PROFESSIONS
TRAINING ROOM 2
HENRICO, VA
June 13, 2017**

- CALL TO ORDER:** A meeting of a Special Conference Committee (“Committee”) of the Virginia Board of Veterinary Medicine (“Board”) was convened on June 13, 2017, at 10:03 a.m., at the Department of Health Professions, Perimeter Center, 2nd Floor Conference Center, Training Room 2, 9960 Mayland Drive, Henrico, Virginia 23233.
- MEMBERS PRESENT:** Tregel M. Cockburn, D.V.M. Chairperson
Mark A. Johnson, D.V.M.
- STAFF PRESENT:** Amanda E. M. Blount, Deputy Executive Director
Terri H. Behr, Discipline/Compliance Specialist
Emily E. Tatum, Adjudication Specialist
- OTHERS PRESENT:** Briana Woody, Intern
- MATTER SCHEDULED:** **Christina F. Melvin, L.V.T. Applicant**
Case No.: 178683
- Discussion:** Ms. Melvin appeared before the Committee in accordance with a Notice of Informal Conference dated May 12, 2017, to consider her application for licensure to practice as a veterinary technician in the Commonwealth of Virginia, and to inquire into evidence that grounds may exist to deny her application. Ms. Melvin was not represented by counsel. The Committee fully discussed the allegations contained in the Notice with Ms. Melvin.
- Closed Session:** Dr. Johnson moved that the Committee convene a closed meeting pursuant to § 2.2-3711(A)(27) of the Code of Virginia (“Code”) for the purpose of deliberation to reach a decision in the matter regarding **Christina F. Melvin, L.V.T. Applicant**. Additionally, Dr. Johnson moved that Ms. Blount, Ms. Tatum, and Ms. Woody attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its deliberations. The motion was seconded and carried unanimously.
- Reconvene:** Dr. Johnson moved that the Committee certify that it

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heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened. The motion was seconded and passed.

The Committee reconvened in open session pursuant to § 2.2-3712(D) of the Code.

DECISION

Case No. 178683:

Ms. Tatum read the Findings of Fact and Conclusions of Law made by the Committee. Ms. Tatum also reported that the Committee voted to issue Ms. Melvin an unrestricted license to practice as a veterinary technician in the Commonwealth of Virginia.

Upon a motion by Dr. Johnson, and duly seconded by Dr. Cockburn, the Committee voted to accept the Findings of Fact and Conclusions of Law and decision as read by Ms. Tatum. The hearing adjourned at 11:08 a.m.

Tregel M. Cockburn, D.V.M., Chairperson

Amanda E. M. Blount, Deputy Executive Director