

**VIRGINIA BOARD OF VETERINARY MEDICINE  
MINUTES OF FULL BOARD  
DEPARTMENT OF HEALTH PROFESSIONS  
BOARD ROOM 2  
HENRICO, VA  
March 5, 2020**

**TIME AND PLACE:** The Board of Veterinary Medicine (Board) was called to order at 9:02 a.m., at the Department of Health Professions (DHP), Perimeter Center, 9960 Mayland Drive, 2<sup>nd</sup> Floor, Board Room 2, Henrico, Virginia.

**PRESIDING OFFICER:** Tregel Cockburn, D.V.M., President

**MEMBERS PRESENT:** Mary Yancey Spencer, J.D., Citizen Member, Vice-President  
Autumn N. Halsey, L.V.T., Secretary  
Ellen G. Hillyer, D.V.M.  
Steven B. Karras, D.V.M.  
Bayard A. Rucker, III, D.V.M.

**MEMBERS NOT PRESENT:** Jeffery Newman, D.V.M.

**QUORUM:** With six members of the Board present, a quorum was established.

**STAFF PRESENT:** David E. Brown, D.C., Director  
Barbara Allison-Bryan, Deputy Director  
Leslie L. Knachel, Executive Director  
Charis Mitchell, Assistant Attorney General, Board Counsel  
Kelli Moss, Deputy Executive Director  
Anthony C. Morales, Licensing/Operations Manager  
Elaine Yeatts, Senior Policy Analyst  
Temple Ross, Licensing Specialist

**OTHERS PRESENT:** Celia Wilson, Operations Administrative Assistant  
Melody Morton, Inspections Manager, Enforcement Division  
Elizabeth Carter, Executive Director, Healthcare Workforce Data Center  
Yetty Shobo, Deputy Executive Director, Healthcare Workforce Data Center  
Ralph Orr, Executive Director, DHP Prescription Monitoring Program (PMP)  
Annette Kelley, Deputy Executive Director, Virginia Board of  
Pharmacy  
Kelly Gottschalk, D.V.M., Virginia Medical Association of Virginia (VVMA)  
Taryn Singleton, Virginia Association of Licensed Veterinary Technicians  
(VALVT)

**INTRODUCTIONS:** Ms. Knachel introduced Ms. Wilson and Ms. Ross to the Board.

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

**PUBLIC COMMENT:** There was no public comment.

**APPROVAL OF MINUTES:** Dr. Karras moved to approve the meeting minutes as presented for the following meetings:

- October 2, 2019 – Ad Hoc USP Committee Meeting
- October 31, 2019 – Full Board Meeting
- January 2, 2020 – Conference Call (Case Nos. 182114 & 182831)

The motion was seconded and carried.

**DIRECTOR'S REPORT:** Dr. Brown provided an overview of the General Assembly session.

**LEGISLATIVE/REGULATORY  
UPDATE:**

**Legislative Update**

Ms. Yeatts provided a summary of the 2020 legislation that directly and indirectly affected the Board of Veterinary Medicine.

**Handling Fee (18VAC150-20-100)**

Ms. Yeatts stated the regulatory action to change the return check fee is effective March 5, 2020.

**DISCUSSION ITEMS:**

**Presentation on Veterinary Drug Distribution – Ms. Knachel**

Ms. Knachel referred the board members to the Department of Justice's February 14, 2020, press release provided in the agenda package.

**Healthcare Workforce Data Center (HWDC) Survey**

Dr. 's Carter and Shobo presented the results of the HWDC's 2019 survey of Virginia's Veterinarian and Veterinary Technician Workforce to the Board.

**Presentation on Prescription Monitoring Program (PMP) Reports for Veterinarians**

Mr. Orr provided information on the PMP program and the new prescribing reports available for veterinarians' use.

The Board asked Ms. Knachel to update, for the Board's consideration at its next meeting, Guidance Document 150-21: Frequently asked questions about reporting to the Prescription Monitoring Program to incorporate information about the new reports.

**Cannabidiol Oil and Vertical Pharmaceutical Processors**

Ms. Kelley provided information on the five Pharmaceutical Processors that are regulated by the Board of Pharmacy.

**Report from Inspection Committee (Committee)**

Dr. Cockburn reported that Committee met and will begin work on *18VAC150-20-190. Requirements for drug storage, dispensing, destruction, and records for all establishments* and Guidance Documents 150-16 and 150-23.

**Update to Guidance Document 150-18: Bylaws**

Ms. Knachel presented an updated version of the bylaws amendments for the Board's consideration.

Dr. Rucker moved to accept the updated version of Guidance Document 150-18 as presented at the meeting.

The motion was seconded and carried.

**Update on USP 800 Handling of Hazardous Drugs**

Ms. Knachel commented that USP 800 is in effect, but not enforceable. This status is because the revisions to USP 795 and 797 are under appeal and USP 800 refers to the revised versions of these two chapters. She stated that veterinary establishments handling hazardous drugs should be conducting risk assessments and implementing protective measures as needed.

**BOARD MEMBER TRAINING:**

**Closing Cases**

Ms. Moss provided training on closing cases.

**BOARD COUNSEL REPORT:** Ms. Mitchell had nothing to report.

**PRESIDENT’S REPORT:** Dr. Cockburn reported on the VVMA annual board meeting. Congratulations were given to fellow board member Dr. Rucker for recently receiving the Paul F. Landis Veterinarian of the Year award along with his veterinarian spouse, Dr. Peggy Rucker at the VVMA conference.

**BOARD OF HEALTH PROFESSIONS’ REPORT:** Dr. Karras provided a report on the recent activities of the Board of Health Professions. He urged board members to come early to meetings and/or stay late after meetings to review complaint cases.

**STAFF REPORTS:**

**Executive Director’s Report**  
Ms. Knachel reported on the following:

- Licensure and budget statistics;
- Member interest to attend the 2020 conference of the American Association of State Boards (AAVSB);
- Outreach activities;
- CE Audit Report; and
- Invitation from the International Council on Veterinary Assessments to take a practice national examination.

Ms. Knachel requested that the Board consider not doing a CE audit for 2019 so that resources could be focused on the current discipline case load.

Ms. Halsey moved that the Board not conduct an audit for CE obtained during 2019.

The motion was seconded and carried.

**Discipline Report – Ms. Moss**  
Ms. Moss provided an overview of the caseload statistics.

**NEW BUSINESS:** No New Business was presented.

**NEXT MEETING:** Dr. Cockburn announced that the next full board meeting is scheduled for July 28, 2020.

**ADJOURNMENT:** Dr. Cockburn thanked everyone for attending.

The meeting adjourned at 12:23 p.m.

---

Tregel Cockburn, D.V.M  
Chair

---

Date

---

Leslie L. Knachel, M.P.H  
Executive Director

---

Date