

**VIRGINIA BOARD OF VETERINARY MEDICINE
VETERINARY ESTABLISHMENT INSPECTIONS COMMITTEE
MEETING MINUTES
May 19, 2021**

TIME AND PLACE	A virtual meeting via Webex of the Veterinary Establishment Inspections Committee (Committee) was called to order at 2:05 p.m.
PRESIDING OFFICER	Tregel Cockburn, DVM, Committee Chair (Virtual Participation)
COMMITTEE MEMBERS PARTICIPATING VIRTUALLY	Jason Bollenbeck, DVM, Virginia Medical Association of Virginia Bayard Rucker, DVM, Board Member Wendy Ashworth, DHP Senior Inspection
MEMBERS NOT PRESENT	Taryn Singleton, LVT
STAFF PARTICIPATING ONSITE	Leslie L. Knachel, Executive Director Celia Wilson, Disciplinary Case Specialist Heather Pote, Disciplinary Case Specialist Amy Davis, Executive Assistant
STAFF PARTICIPATING VIRTUALLY	Elaine Yeatts, Senior Policy Analyst Melody Morton, Inspections Manager Anthony C. Morales, Licensing/Operations Manager
OTHERS PARTICIPATING VIRTUALLY	Katie Hellebush, Hellebush Consulting
CALL TO ORDER & QUORUM	Dr. Cockburn welcomed attendees and requested that Ms. Knachel take a roll call of the committee members present. With four members of the Committee present, a quorum was established. Dr. Cockburn read the Board’s 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 February 19, 2021, meeting were approved as presented.
DISCUSSION ITEMS	Guidance Document Review 150-12, Administration of Rabies Vaccination Ms. Knachel presented the changes made to Guidance Document 150-12 Administration of Rabies Vaccination and asked the Committee to consider recommending to the full board to approve the guidance document as presented.

The Committee and staff discussed the specific species that are required to have a certificate and recommended that another question and answer be added with this information.

Dr. Bollenbeck moved to recommend to the full board that Guidance Document 150-12, Administration of Rabies Vaccine be approved by the Committee with the amendment and forwarded to the full board for approval. The motion was seconded by Dr. Rucker.

A roll call vote was taken by Ms. Knachel. The motion carried with a unanimous aye vote.

Guidance Document 150-15 Disposition of Routine Inspection Violations

Ms. Knachel presented the changes made to Guidance Document 150-15 Disposition of Routine Inspection Violations and asked the Committee to consider recommending that the full board adopt with the amendments as presented.

Dr. Rucker moved to recommend to the full board that Guidance Document 150-15 Disposition of Routine Inspection Violations be adopted as presented. The motion was seconded by Dr. Bollenbeck.

A roll call vote was taken by Ms. Knachel. The motion carried with a unanimous aye vote.

Trainings Provided by Drug Enforcement Administration (DEA)

Ms. Knachel provided information on her discussion with the DEA Diversion Outreach Coordinator regarding training for the veterinary community on controlled substances. A September conference is being planned by DEA.

NEW BUSINESS:

No new business was presented.

NEXT MEETING:

Ms. Knachel will send out an availability poll to committee members for future meetings. She anticipates the need for approximately two additional meetings before the end of the year.

ADJOURNMENT:

With all business concluded, the meeting adjourned at 3:01 p.m.