

**VIRGINIA BOARD OF VETERINARY MEDICINE  
CONFERENCE CALL FOR CONSIDERATION OF POSSIBLE RESOLUTION OF  
CASE 215924  
AUGUST 22, 2022 AT 1:00 P.M.  
MINUTES**

**CALL TO ORDER:** Pursuant to §54.1-2400(13) of the Code of Virginia (“Code”), a telephone conference call of the Virginia Board of Veterinary Medicine was held on August 22, 2022, at 1:01 p.m. at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive; Suite 300, Henrico, VA 23233 to consider a settlement proposal in a matter referred for formal proceedings.

**PRESIDING:** Tregel Cockburn, D.V.M, Chairperson

**MEMBERS PRESENT:** Richard Bailey, D.V.M  
Steve Karras, D.V.M  
Thomas Massie, D.V.M.

**STAFF PRESENT:** Leslie Knachel, Executive Director  
Kelli Moss, Deputy Executive Director  
Heather Pote, Sr. Discipline Case Specialist

**BOARD COUNSEL:** Charis Mitchell, Assistant Attorney General

**Sarah Fae Carter, Veterinary Technician Applicant**

**Case 215924:** Ms. Moss presented a possible resolution for Case 215924, which is a matter referred for formal proceedings.

**CLOSED SESSION:** Dr. Karras moved that the Board convene a closed meeting pursuant to §2.2-3711(A)(27) of the Code for the purpose of deliberation to reach a decision in the matter of Case 215924. Additionally, he moved that Ms. Mitchell and Ms. Knachel attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Board in its deliberations. The motion was seconded by Dr. Bailey and passed unanimously.


**RECONVENE:** Dr. Karras moved that the Board certify that it 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 by Dr. Bailey and passed unanimously.

**DECISION:**

Dr. Karras moved that the Board ratify the Consent Order signed by Sarah Fac Carter, Veterinary Technician Applicant and grant the Veterinary Technician license in lieu of convening a formal hearing to resolve Case 215924. The motion was seconded by Dr. Massie and carried unanimously.

**ADJOURNMENT:**

The conference call was adjourned at 1:09 p.m.

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