

**VIRGINIA BOARD OF VETERINARY MEDICINE
SPECIAL CONFERENCE COMMITTEE MINUTES
DEPARTMENT OF HEALTH PROFESSIONS
TRAINING ROOM 1
HENRICO, VA
September 9, 2025**

- CALL TO ORDER:** A meeting of a Special Conference Committee (“Committee”) of the Virginia Board of Veterinary Medicine (“Board”) was convened on September 9, 2025, at 9:02 a.m., at the Department of Health Professions, Perimeter Center, 2nd Floor Conference Center, Training Room 1, 9960 Mayland Drive, Henrico, Virginia 23233.
- FIRST CONFERENCE:** 9:02 a.m.
- MEMBERS PRESENT:** Bruce Bowman, DVM, Chairperson
Richard Bailey, DVM, Committee Member
- STAFF PRESENT:** Claire Foley, J.D., Deputy Executive Director
Heather Pote, Sr. Discipline Case Specialist
Christine Corey, Esq., Sr. Adjudication Specialist,
Administrative Proceedings Division
- MATTER SCHEDULED:** **Jaime Pickett, Veterinarian
Case 234415**
- DISCUSSION:** Dr. Pickett appeared before the Committee in person in accordance with a Notice of Informal Conference dated March 26, 2025, and letter of continuance dated April 15, 2025, to inquire into allegations that she may have violated certain laws and regulations governing veterinary practice in Virginia. Dr. Pickett was represented by John Conrad, Esq.
- CLOSED SESSION:** Dr. Bailey 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 Dr. Pickett, Veterinarian. Additionally, Dr. Bailey moved that Ms. Foley attend the closed meeting because her 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. Bailey moved that the Committee 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 and carried unanimously.

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

DECISION:
Case No. 234415

Dr. Bailey moved that the Committee issue a Board Order for a reprimand, a monetary penalty of \$2500.00, and 16 hours of continuing education. The motion was seconded and carried unanimously.

The hearing concluded at 10:43 a.m.

SECOND CONFERENCE:

11:00 a.m.

MEMBERS PRESENT:

Bruce Bowman, DVM, Chairperson
Richard Bailey, DVM, Committee Member

STAFF PRESENT:

Claire Foley, J.D., Deputy Executive Director
Heather Pote, Sr. Discipline Case Specialist
Christine Corey, Esq., Sr. Adjudication Specialist,
Administrative Proceedings Division

MATTER SCHEDULED:

Paul Marron, Veterinarian
Case No. 240624

DISCUSSION:

Dr. Marron appeared before the Committee in person in accordance with a Notice of Informal Conference dated June 13, 2025, to inquire into allegations that he may have violated certain laws and regulations governing veterinary practice in Virginia. Dr. Marron was represented by William McCarty, Esq.

CLOSED SESSION:

Dr. Bailey moved that the Committee 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 regarding Paul Marron, Veterinarian. Additionally, Dr. Bailey moved that Ms. Foley attend the closed meeting because her 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. Bailey moved that the Committee 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 and carried unanimously.

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

DECISION:

Case No. 240624

Dr. Bailey moved that the Committee dismiss the case against Dr. Marron. Dr. Bailey further moved that the basis for this decision will be set forth in a final Board Order sent to Dr. Marron. The motion was seconded and carried unanimously.

The hearing concluded at 12:37 p.m.

THIRD CONFERENCE:

12:48 p.m.

MEMBERS PRESENT:

Bruce Bowman, DVM, Chairperson
Richard Bailey, DVM, Committee Member

STAFF PRESENT:

Claire Foley, J.D., Deputy Executive Director
Heather Pote, Sr. Discipline Case Specialist
Christine Corey, Esq., Sr. Adjudication Specialist,
Administrative Proceedings Division

OTHERS PRESENT:

Tiffany Sheley
Olivia Wallner, DVM

MATTER SCHEDULED:

Shannon Hunsicker, Veterinary Technician Applicant
Case No. 248391

DISCUSSION:

Ms. Hunsicker appeared before the Committee in person in accordance with a Notice of Informal Conference dated July 14, 2025, to consider her application for a license to practice as a veterinary technician in the Commonwealth of Virginia.

CLOSED SESSION:

Dr. Bailey moved that the Committee 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 regarding Shannon Hunsicker, Veterinary Technician Applicant. Additionally, Dr. Bailey moved that Ms. Foley attend the closed meeting because her 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. Bailey moved that the Committee 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 and carried unanimously.

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

DECISION:

Case No. 248391

Dr. Bailey moved that the Committee deny Ms. Hunsicker's application to practice as a veterinary technician. Dr. Bailey further moved that the basis for this decision will be set forth in a final Board Order sent to Ms. Hunsicker. The motion was seconded and carried unanimously.

The hearing concluded at 1:31 p.m.

FOURTH CONFERENCE:

1:40 p.m.

MEMBERS PRESENT:

Bruce Bowman, DVM, Chairperson
Richard Bailey, DVM, Committee Member

STAFF PRESENT:

Claire Foley, J.D., Deputy Executive Director
Heather Pote, Sr. Discipline Case Specialist
Christine Corey, Esq., Sr. Adjudication Specialist,
Administrative Proceedings Division

MATTER SCHEDULED:

**Jennifer Stepp, Veterinarian Applicant
Case No. 241278**

DISCUSSION:

Dr. Stepp did not appear before the Committee in person in accordance with a Notice of Informal Conference dated July 15, 2025, to consider her application for licensure to practice as a veterinarian in the Commonwealth of Virginia. Dr. Bowman ruled that adequate notice had been provided to Dr. Stepp and that the informal conference would proceed.

CLOSED SESSION:

Dr. Bailey moved that the Committee 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 regarding Jennifer Stepp, Veterinarian Applicant. Additionally, Dr. Bailey moved that Ms. Foley attend the closed meeting because her 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. Bailey moved that the Committee 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 and carried unanimously.

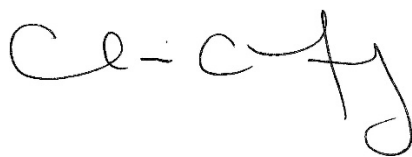
The Committee reconvened in open session pursuant to § 2.2-3712(D) of the Code.

DECISION:

Case No. 241278

Dr. Bailey moved that the Committee deny Jennifer Stepp's application for licensure to practice as a veterinarian. Dr. Bailey further moved that the basis for this decision will be set forth in a final Board Order sent to Dr. Stepp. The motion was seconded and carried unanimously.

The hearing concluded at 1:55 p.m.



Claire Foley, J.D., Deputy Executive Director