

**VIRGINIA BOARD OF VETERINARY MEDICINE
MINUTES OF FULL BOARD
DEPARTMENT OF HEALTH PROFESSIONS
HENRICO, VA
FEBRUARY 7, 2013**

CALL TO ORDER: A quorum of the Board of Veterinary Medicine (Board) was called to order at 11:50 a.m. at the Department of Health Professions (DHP), Perimeter Center, 9960 Mayland Drive, 2nd Floor, Room 3, Henrico, Virginia.

PRESIDING OFFICER: Taryn L. Singleton, LVT, President

MEMBERS PRESENT: Mark Johnson, DVM
James DeBell, DVM
Kelly Gottschalk, DVM
Joseph May, DVM
Constance Pozniak, DVM
Carole Stadfield

STAFF PRESENT: Leslie Knachel, Executive Director
Terri Behr, Operations Manager
Brandy Gasparotto, Administrative Assistant
Charis Mitchell, Assistant Attorney General, Board Counsel
Elaine Yeatts, Senior Policy Analyst

OTHERS PRESENT: Susan Seward, Virginia Veterinary Medical Association (VVMA)

ORDERING OF AGENDA: Ms. Knachel requested that "Preceptorship Guidance Document" be added to the "Discussion Items" section on the agenda.

On properly seconded motion by Dr. Gottschalk, the Board unanimously voted to approve the agenda as amended.

PUBLIC COMMENT: No public comment was presented.

APPROVAL OF MINUTES: On properly seconded motion by Dr. Pozniak, the Board unanimously voted to adopt the meeting minutes for April 19, 2012, April 25, 2012, May 17, 2012, and October 17, 2012, as presented.

AGENCY DIRECTOR'S REPORT: Ms. Knachel reported that Dr. Cane and Mr. Owens were at the General Assembly and would not be available to provide an Agency Director's Report.

LEGISLATIVE/REGULATORY UPDATE: Ms. Yeatts provided a status update on bills that the agency is tracking at the General Assembly.

Ms. Yeatts reported that the proposed fee increase regulations are still at the Secretary's office.

LEGISLATIVE/REGULATORY COMMITTEE REPORT: Dr. Gottschalk reported to the Board that the Legislative/Regulatory Committee (Committee) discussed the Regulatory Reform package and made amendments to the proposed document presented during the committee meeting. Dr. Gottschalk provided the

amendments to the full Board.

On properly seconded motion by Dr. Gottschalk, the Board voted unanimously to adopt the Regulatory Reform action with the amendments as proposed by the Committee and requested that it be handled as a fast track action.

Dr. Gottschalk reported to the Board that the Committee discussed the proposed exempt action that updates the reference to the Virginia Department of Health's regulatory requirements for use of diagnostic x-rays found in 18VAC150-20-200(A)(3)(b)(2) of the *Regulations Governing Veterinary Medicine* (Regulations).

On properly seconded motion by Dr. Gottschalk, the Board unanimously voted to adopt the proposed update to the Regulations and requested that it be handled as an exempt action.

DISCUSSION ITEMS:

ADMINISTRATIVE PROCEEDING DIVISION TRAINING

Ms. Anne Joseph provided training on the probable cause review process.

INSPECTION GUIDANCE UPDATE AND BYLAWS AMENDMENT

Ms. Knachel presented a second draft of the Veterinary Establishment Inspection Report. She reviewed the changes from the first draft from the agenda package.

Ms. Knachel asked that the Board consider delegating authority to the executive director through a bylaw amendment to make changes and/or updates to the content of the inspection form that do not involve a policy decision. This delegation will allow wording changes to be made timely without having to wait for the next board meeting.

On properly seconded motion by Dr. May, the Board voted unanimously to adopt draft #2 of proposed changes to the Veterinary Establishment Inspection Report.

On properly seconded motion by Dr. May, the Board voted unanimously to adopt the proposed bylaws amendment to delegate authority to the executive director to make changes and/or updates to the inspection form as needed and to prepare for the next board meeting a bylaws amendment that adds to this new amendment that the executive director shall consult with the Board president prior to posting inspection form changes.

VETERINARY PRESCRIPTION GUIDANCE DOCUMENT

Ms. Knachel reported that the previously approved guidance document on veterinary prescriptions and the one approved at the last board meeting were combined and reviewed by the Board president before posting. Ms. Knachel suggested that the Board form an ad hoc committee to address issues related to usage of controlled substances by veterinarians. This committee would be tasked with reviewing the Drug Control Act to further

develop guidance documents.

Ms. Knachel presented for the Board's consideration a proposed guidance document, "Use of Compounded Drugs in Veterinary Practice" to bring to the attention of veterinarians the requirements in the Code of Virginia related to using compounded drugs obtained from a compounding pharmacy.

On a properly seconded motion by Dr. Gottschalk, the Board voted unanimously to adopt the guidance document entitled "Use of Compounding Drugs in Veterinary Practice."

On properly seconded motion by Dr. Gottschalk, the Board voted unanimously to form an ad hoc committee to discuss Drug Control Act issues and that the members would be decided at a later date.

PRECEPTORSHIP GUIDANCE DOCUMENT

Ms. Knachel presented for the Board's consideration a proposed draft of guidance document, *150-3 Preceptorships and Externships for Veterinary Technician Students*, which further clarifies the activities that a veterinary technology student may perform.

On a properly seconded motion by Dr. Gottschalk, the Board voted unanimously to accept the proposed draft guidance document.

EXECUTIVE DIRECTOR'S REPORT

Ms. Knachel reported on board statistics and the budget.

Ms. Knachel stated that the board members were sent a copy of the inspection process PowerPoint slides that will be presented at VVMA's annual meeting on February 28, 2013. In addition, she stated that the presentation for veterinary and veterinary technician students has been or is scheduled to be given by Ms. Singleton to the veterinary technician students at Northern Virginia Community College and Blue Ridge Community College and Dr. DeBell to the veterinary students at Virginia Tech.

Ms. Knachel recommended that the Board send out shorter news updates versus longer, less frequent newsletters.

NEW BUSINESS

Ms. Singleton discussed with the Board the issue of increasing the number of continuing education (CE) hours required by the Regulations. Ms. Mitchell reminded the Board that the Code of Virginia, § 54.1-3805.2, defines the number of CE hours that are required annually for the renewal of a license and that a legislative change would be required. The Board requested that Ms. Knachel research the number of hours required by other states and report back to the Legislative/Regulatory Committee.)

ADJOURN:

There being no further business the Board adjourned at 2:42 p.m.

Taryn Singleton, LVT President

Leslie L. Knachel, MPH, Executive Director