

**VIRGINIA BOARD OF VETERINARY MEDICINE
VETERINARY ESTABLISHMENT INSPECTION COMMITTEE
MEETING MINUTES
June 9, 2022**

TIME AND PLACE: A meeting of the Veterinary Establishment Inspection Committee (Committee) was called to order at 1:13 p.m. at the Department of Health Professions (DHP), Perimeter Center, 2nd Floor Conference Center, Board Room 2, 9960 Mayland Drive, Henrico, Virginia 23233.

PRESIDING OFFICER: Tregel Cockburn, DVM, Board President, Committee Chair

COMMITTEE MEMBERS PRESENT: Jason Bollenbeck, DVM, Virginia Veterinary Medical Association
Wendy Ashworth, DHP Senior Inspector
Tom Massie, DVM, Board Member

MEMBERS NOT PRESENT: Heather Carter, LVT

STAFF PRESENT: Kelli Moss, Deputy Executive Director
Heather Pote, Senior Discipline Case Specialist
Melody Morton, Inspections Manager, Enforcement Division
Taryn Singleton, LVT, Discipline Case Specialist for Inspections
Kelly Gottschalk, DVM, Veterinary Review Coordinator

CALL TO ORDER & QUORUM: Dr. Cockburn welcomed attendees. With four members of the Committee present, a quorum was established. Dr. Cockburn read the Department of Health Professions' Mission Statement.

ORDERING OF AGENDA: No changes were made to the agenda and it was accepted as presented.

PUBLIC COMMENT: No public comment was received.

APPROVAL OF MINUTES: The minutes from the May 20, 2022, meeting were approved as presented.

DISCUSSION ITEMS: **Guidance Document 76-21.2.1 – Veterinary Establishment Inspection Report**

Ms. Moss and Ms. Singleton presented the final draft of the Committee's amendments to Guidance Document 76-21.2.1. Ms. Singleton reviewed the new Inspection Summary form developed to assist establishments in submitting corrective actions for deficiencies cited during the inspection. Ms. Ashworth confirmed this format is consistent with other DHP boards' inspection forms. The Committee considered suggested changes to the Inspection Summary to clarify the instructions.

Federal Regulations and Board Guidance for Disposal and Destruction of Controlled Drugs

Ms. Singleton discussed proposed guidance for 18 VAC 150-20-190(D) related to proper disposal and destruction of Schedules II through V controlled drugs. After discussion, the Committee rejected the proposed guidance included in the inspection report. Staff suggested that this information may be most accessible in a current controlled drug or establishment guidance document or by developing a separate guidance document. The Committee discussed the best method of informing licensees of requirements for disposing and destroying controlled drugs.

Dr. Bollenbeck moved that the Committee accept the Inspection Summary with the proposed changes and to recommend the full Board accept the final draft of Guidance Document 76-21.2.1 Veterinary Establishment Inspection Report with the Summary as presented, with the exception of the aforementioned proposed guidance. The motion was seconded by Ms. Ashworth and carried unanimously.

Dr. Bollenbeck moved to direct staff to draft a new guidance document for the disposal and destruction of controlled substances with links to general DEA regulations to present at its next meeting. The motion was seconded by Dr. Massie and carried unanimously.

NEW BUSINESS:

Ms. Moss expressed her appreciation to the Committee for its accomplishments and reported an overview of its recommendations for Regulatory amendments, amended Guidance Document, and for the new Veterinarian-in-Charge Guidance document.

Ms. Moss reported the need to appoint a new LVT/multi-practice owner Committee member in light of Ms. Carter's extended absence, and that Board staff has been working to identify a suitable candidate for the Chair's consideration.

Ms. Moss informed the Committee the need to continue reviewing Regulations relating to veterinary establishments for the regulatory review committee while the Board conducts its periodic regulatory review. She stated that staff will continue to conduct educational outreach to ensure licensees and the public are informed of regulatory changes as they occur.

NEXT MEETING:

Ms. Moss informed the Committee that Board staff will poll the Committee for availability to schedule the next meeting in early September 2022.

ADJOURNMENT:

With all business concluded, the meeting adjourned at 2:26 p.m.

A handwritten signature in black ink that reads "Kelli Moss". The signature is written in a cursive style with a large initial "K" and a long, sweeping underline.

Kelli Moss, Deputy Executive Director