WEST VIRGINIA BOARD OF VETERINARY MEDICINE
5509 Big Tyler Road, Suite 3
Cross Lanes, West Virginia 25313
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MINUTES
APRIL 2, 2026 @ 8:00 AM
STONEWALL RESORT

Members Present:	Dr. Donna Piercy; Mrs. Monica Patton; Dr. Mark Ayers; Dr. Jesse Fallon (via Google Meet); Dr. Kay Gilpin; Mrs. Amy Meadows; Mrs. Jo Long (Via Google Meet); Dr. Shawn Sette; Dr. George Seiler
Board Staff:	Trish Holstein, Executive Director; Brandi Legg, Secretary
Board Attorney:	Kate Campbell, Attorney General's Office
Board Investigator:	Dr. Barbara Meade
Public Attendees Virtual:	Commissioner Kent Leonhardt, WV Department of Agriculture; Dr. Kristi Scott
Minutes taken by:	Trish Holstein and Brandi Legg

I. The meeting was called to order at 8:02 am. **Dr. Sette** moved to adopt the agenda; seconded by **Dr. Ayers.** So moved.

I. **Mission Statement**

- The West Virginia Board of Veterinary Medicine protects the health, safety and welfare of the general public and animals of West Virginia through public education, enforcing licensing standards for veterinarians, registered veterinary technicians, certified animal euthanasia technicians and veterinary and euthanasia facilities.

II. **Public Comment**

- Commissioner Kent Leonhardt and Dr. Kristi Scott discussed the facility registration and inspection process for veterinarians providing services at poultry farms. The Commissioner's staff will be scheduling a meeting with Kate and representatives from the Board to discuss other alternatives for the veterinarians that work at poultry farms.

Dr. Gilpin moved to go into executive session to discuss disciplinary cases and employee evaluations at 8:28 am; seconded by **Dr. Ayers.** Everyone was present except for public attendees. So moved.

Mrs. Meadows moved to go out of executive session at 9:56 am; seconded by **Dr. Ayers**. So moved. Dr. Fallon was not present for the motion.

III. **Disciplinary Committee Report**

EXECUTED OR CONSENT AGREEMENTS OFFERED:

a) Case No.1024B Dr. Shannon Wilfong
   - Consent Agreement effective December 19, 2025
   - Within 6 months of Consent Agreement (June 19, 2026).
     - Complete 3 hours of Board approved CE on the subject of administration of CPR.

- Complete 3 hours of Board approved CE on the subject of medical Anesthesia Emergency.
- Reimbursement of administrative costs.

b) Case No.0925D
- **Dr. Sette** moved to extend the CE requirement to 6 months and revisions to the standard of care language; seconded by **Dr. Gilpin.** So moved Dr. Fallon was not present for the motion.

c) Case No.1125C Dr. Lisa Loyd
- Consent Agreement effective March 16, 2026
- Within 6 months of Consent Agreement (September 16, 2026).
  - Complete 3 hours of Board approved CE on the subject of anesthesia.
  - Complete 3 hours of Board approved CE on the subject of medical records.
  - Upon completion of CE's for a period of 3 months, submit 3 separate medical records of surgery cases per month, including post-operative care.
- Reimbursement of administrative costs.

CE Audit 2024 CE's
- Within 90 days of Consent Agreement and Order
  - Fine of $100.00.
  - Reimbursement of administrative cost.
- Within 6 months of Consent Agreement and Order
  - Complete deficient CE during the calendar year 2024. Such hours may NOT be counted as part of the CE requirement for the year 2025.
  - Submit to a CE audit for calendar year 2025.

d) Case No.BVMCE0425A Dr. Christopher Good
- Consent Agreement and Order effective May 5, 2025.
- Paid Fine May 5, 2025.
- **Mrs. Meadows** moved that since all requirements for the Consent Agreement have been met, the case is now closed; seconded by **Dr. Sette**. So moved. Dr. Fallon was not present for the motion.

e) Case No.BVMCE0425B Dr. Richard Mabie
- Consent Agreement and Order effective April 22, 2025.
- Paid Fine April 14, 2025.
- **Mrs. Meadows** moved that since all requirements for the Consent Agreement have been met, the case is now closed; seconded by **Dr. Sette**. So moved. Dr. Fallon was not present for the motion.

f) Case No.BVMCE0425C Dr. Winford Maset
- Consent Agreement and Order effective April 22, 2025.
- Paid Fine April 10, 2025.
- **Mrs. Meadows** moved that since all requirements for the Consent Agreement have been met, the case is now closed; seconded by **Dr. Sette**. So moved. Dr. Fallon was not present for the motion.

g) Case No.BVMCE0425D Dr. Stephen Willis
- Consent Agreement and Order effective June 4, 2025.
- Paid Fine December 31, 2025.
- **Mrs. Meadows** moved that since all requirements for the Consent Agreement have been met, the case is now closed; seconded by **Dr. Sette**. So moved. Dr. Fallon was not present for the motion.

h) Case No.BVMCE0425E Kaycee Olson, RVT
- Consent Agreement and Order effective May 5, 2025.
- Paid Fine June 9, 2025.

- **Mrs. Meadows** moved that since all requirements for the Consent Agreement have been met, the case is now closed; seconded by **Dr. Sette**. So moved. Dr. Fallon was not present for the motion.

BOARD CONSIDERATION:

i) Case No. 1225D (Original complaint received December 30, 2025)
- 6-month letter required June 30, 2026.
- 18-month letter required June 30, 2027.
- **Mrs. Patton** moved to find probable cause and to offer a Consent Agreement; seconded by **Mrs. Long**. So moved. The small animal complaint committee recused themselves and left the meeting during the vote. Dr. Fallon was not present for the motion.

j) Case No. 0126A (Original complaint received January 6, 2026)
- 6-month letter required July 6, 2026.
- 18-month letter required July 6, 2027.
- **Mrs. Patton** moved not to find probable cause; seconded by **Dr. Seiler**. So moved. The small animal complaint committee recused themselves and left the meeting during the vote. Dr. Fallon was not present for the motion.

k) Case No. 0126B (Original complaint received January 6, 2026)
- 6-month letter required July 6, 2026.
- 18-month letter required July 6, 2027.
- **Dr. Gilpin** moved not to find probable cause; seconded by **Mrs. Long.** So moved. The small animal complaint committee recused themselves and left the meeting during the vote. Dr. Fallon was not present for the motion.

l) Case No. 0126C (Original complaint received January 6, 2026)
- 6-month letter required July 6, 2026.
- 18-month letter required July 6, 2027.
- **Mrs. Long** moved not to find probable cause; seconded by **Mrs. Patton.** So moved. The small animal complaint committee recused themselves and left the meeting during the vote. Dr. Fallon was not present for the motion.

m) Case No. 0126D (Original complaint received January 15, 2026)
- 6-month letter required July 15, 2026.
- 18-month letter required July 15, 2027.
- **Dr. Gilpin** moved not to find probable cause; seconded by **Dr. Seiler.** So moved. The small animal complaint committee recused themselves and left the meeting during the vote. Dr. Fallon was not present for the motion.

n) Case No. 0226A (Original complaint received January 15, 2026)
- 6-month letter required July 15, 2026.
- 18-month letter required July 15, 2027.
- **Mrs. Patton** moved not to find probable cause; seconded by **Dr. Gilpin.** So moved. Dr. Fallon was not present for the motion.

o) Case No. 0326A (Original complaint received March 10, 2026)
- 6-month letter required September 10, 2026.
- 18-month letter required September 10, 2027.
- Pending Respondent's response

p) **Dr. Seiler** moved to issue non-disciplinary CE audit agreements with Kate's revisions for 2025 CE audit deficiencies; seconded by **Dr. Sette.** So moved. Dr. Fallon was not present for the motion.

q) The Board discussed an anonymous complaint against a previously registered veterinary facility owner practicing veterinary medicine.

r) The Board discussed it's letter to New River Animal Rescue, WV for providing vaccines and requested them to be monitored for a year.

IV. Approval of Minutes

a) **Dr. Gilpin** moved to approve the January 28, 2026 Rule Making meeting minutes; seconded by **Dr. Ayers.** So moved. Dr. Fallon was not present for the motion.
b) **Dr. Gilpin** moved to approve the January 29, 2026 Board meeting minutes; seconded by **Dr. Ayers**. So moved. Dr. Fallon was not present for the motion.
c) **Dr. Gilpin** moved to approve the February 11, 2026 Board meeting minutes; seconded by **Dr. Ayers.** So moved. Dr. Fallon was not present for the motion.

V. Reports

a) Trish provided the 2025 legislation update.
b) The treasurer's report was not discussed since there wasn't time between meetings to pull reports for the quarter.
c) **Mrs. Patton** moved to approve the P-Card quarterly charges; seconded by **Mrs. Meadows.** So moved. Dr. Fallon was not present for the motion.
   - January – March 2026
d) Previous Board Meetings
   - Complaint Committee Meeting – March 26, 2026
   - Rule Making Meeting – April 1, 2026
e) Trish advised that she and Brandi are still meeting weekly with Big Picture and it is going very well. License applications are very close to going live. We have held off the facility applications and renewals so that InLumon is no longer needed for the jurisprudence exam.
f) Executive Director quarterly report was not discussed since there wasn't time between meetings to pull reports for the quarter.

VI. The Board responded to the submitted question.

VII. New Business

a) **Mrs. Meadows** moved to approve a $1.00 hourly raise for Brandi effective May 2, 2026; seconded by **Dr. Gilpin.** So moved. Dr. Fallon was not present for the motion.
b) Trish advised that her retirement date will be effective December 29, 2026.
   - **Dr. Sette** moved to approve Brandi for replacing Trish as the Executive Director effective December 26, 2026 for a salary of $65,000; seconded by **Mrs. Meadows**. So moved. Dr. Fallon was not present for the motion.
   - **Dr. Sette** moved to approve Brandi to attend Supervising for Beginners; seconded by **Mrs. Meadows**. So moved. Dr. Fallon was not present for the motion.
c) **Mrs. Meadows** moved to approve interviewing for the Secretary position for the salary of $35,000 and to have the chosen candidate appear at the next board meeting; seconded by **Dr. Gilpin.** So moved. Dr. Fallon was not present for the motion.
d) Trish discussed Dawn's, Inspector, resignation effective December 31, 2026. **Mrs. Meadows** moved to schedule a January 2027 Google Meet to discuss the new hire of Inspector; seconded by **Dr. Sette**. So moved. Dr. Fallon was not present for the motion.
e) Consideration of Chapter 30 revisions will be tabled until Series 4 and Series 6 revisions are completed.
f) Dr. Piercy discussed the current revision suggestions for Series 4. Trish will email the Board the latest revision.
g) The Board discussed it's response for allied health professionals.
h) The Board's office rental agreement has been approved for 3 years with no increase to the rent.
i) The Board reviewed resumes for the RVT Board member position. Trish and Brandi will follow up with each applicant to collect additional information and finalize their profiles.
j) The Board agreed that patient records for ambulatory facilities are not required until the Board creates a large animal patient record guidance document.

k) The Board discussed the strategy and goals for 2026 and added large animal patient record guidance document.

l) The Board discussed facility registration and inspection requirements for veterinarians providing services at poultry farms.

VIII. The next Rulemaking meeting will be held on Thursday, June 11, 2026 at 9:00 am and the next Board meeting will be held on Friday, June 12, 2026 at 8:00 am in Charleston.

IX. **The meeting was adjourned at 12:17 pm.**

Monica R. Patton, RVT
Secretary-Treasurer