



WEST VIRGINIA BOARD OF VETERINARY MEDICINE
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MINUTES

Friday, September 16, 2016 @ 9:00 AM
Stonewall Resort, Roanoke, WV

Member Present: Dr. John Wilson; Dr. Keith B. Berkeley; Ms. Virginia Lee Hastings; Dr. Barbara Jean Meade;
Dr. D. James Moore; Ms. Monica R. Patton, Dr. Mark A. Ayers; Dr. Ronald Lee Smith
Member Present by Phone: Ms. Virginia Lee Hastings
Non-Members Present: Kate Campbell; Attorney General's Office; Dr. Flear; VIP Pet Care
Minutes taken by: Trish Holstein

I. Dr. Wilson Called the Meeting to Order at 9:06am.

II. Public Comment

- a) The Board and Dr. Flear discussed VIP Pet Care's inspection requirements and agreed that they were in compliance. Dr. Flear advised that she would send a list of her schedule quarterly.

Dr. Smith motioned to go into executive session to discuss disciplinary at 9:11am; seconded by Dr. Berkeley. Motion carried.

Dr. Moore motioned to go out of executive session at 10:31am; seconded by Dr. Berkeley. Motion carried.

III. Disciplinary Committee Report

- a) Case No.0316B (Original complaint received 03/31/16, 18 months- 09/30/17)
- Dr. Moore motioned to find probable cause and to submit a Statement of Charges and Consent Agreement authorizing the Complaint committee authority to list the topics, CE courses, hours, and report requirements; seconded by Dr. Smith. Dr. Berkeley and the small animal complaint committee abstained from the vote. Motion carried.
- b) Case No.0816A (Original complaint received 08/08/16 18 months- 02/08/18)
- Dr. Smith motioned that no probable cause was found; seconded by Dr. Berkeley. The small animal complaint committee abstained from the vote. Motion carried.
- c) Case No.0816B (Original complaint received 08/08/16 18 months- 02/08/18)
- Dr. Smith motioned that no probable cause was found; seconded by Dr. Berkeley. The small animal complaint committee abstained from the vote. Motion carried.
- d) Consideration of Dr. Davenport, Case 0915A, Consent Agreement CE Requirement
- Dr. Moore motioned to approve the extension time from the Consent Agreement and Order requested for the endocrine/diabetes CE requirement to November; seconded by Dr. Berkeley. Motion carried.
- e) Consideration of Questionable CAET Applicant
- Dr. Berkeley motioned to approve the CAET Application; seconded by Dr. Ayers. Motion carried.
- f) Consideration of Non-Licensee Providing Rabies Vaccinations
- Dr. Berkeley motioned to further investigate and pursue if non-licensee is licensed and if rabies records are available with the county; seconded by Dr. Smith. Motion carried.
- g) Consideration of Dr. Gregory Eaton, Case 0915B, Consent and Supervisory Agreement Terms
- The Board reviewed the quarterly supervision report.
 - Dr. Berkeley motioned to do a random facility inspection; seconded by Dr. Smith. Motion carried.

IV. Approval of Minutes

- a) Dr. Berkeley motioned to approve the June 6, 2016 minutes; seconded by Dr. Meade. Dr. Ayers left the meeting prior to the motion. Motion carried.

V. Reports

- a) The Board accepted and reviewed the Treasurer's Report and it will be filed for auditing purposes.
- b) **Dr. Berkeley** motioned to approve the P-Card Charges May-August 2016 that were available for review; seconded by **Dr. Smith**. Motion carried.
- c) The Board discussed the 2nd quarter and 3rd quarter to date facility inspection reports.
- d) The Board discussed the CAET CE and 3-day training cost breakdown.
- e) The CAET CE Training will be March 31, 2017 at Stonewall Resort.

VI. The Board Responded to Submitted Questions.

VII. Unfinished Business

- a) The online verifications are being developed by Big Picture and should be available soon.

VIII. New Business

- a) **Ms. Hastings** motioned to accept Ms. Burkett's resignation with regret; seconded by **Dr. Meade**. Motion carried.
- b) The Board will consider a replacement for the Complaint Committee once Ms. Burkett's replacement has been appointed by the Governor.
- c) Dr. Wilson and Trish will be attending the Rule Making Meeting on September 18.
- d) The Board discussed that the Rule Making Committee worked on Series 1 during the Rule Making Meeting on September 15.
- e) **Dr. Berkeley** motioned that after discussion, the Rule Making Committee recommended not to proceed with the law change for equine dentistry technicians; seconded by **Ms. Patton**. Dr. Ayers left the meeting prior to the motion. Motion carried.
- f) The Board reviewed the list of veterinary specialties and acknowledged that this list is on the website and the specialist list needs to be reviewed at a Board meeting annually.
- g) **Dr. Berkeley** motioned to approved the scanning and shredding of licensee files by Precision Services; seconded by **Dr. Smith**. Dr. Ayers left the meeting prior to the motion. Motion carried.
- h) **Dr. Berkeley** motioned to approved the records retention schedule as amended; seconded by **Dr. Moore**. Dr. Ayers left the meeting prior to the motion. Motion carried.
- i) **Dr. Berkeley** motioned to approved the online jurisprudence exam policy with the suggested changes and to go live no sooner than October 1; seconded by **Dr. Smith**. Dr. Ayers left the meeting prior to the motion. Motion carried.
- j) **Dr. Berkeley** motioned to approved the emergency policy as amended for Veterinarian's and RVT's; seconded by **Ms. Patton**. Dr. Ayers left the meeting prior to the motion. Motion carried.
- k) **Dr. Meade** motioned to approved the controlled substance dispensed and prescribed register requirements from the Rule Series 4 in place of the previous Board suggested register. This will be posted on the website and included on the next newsletter; seconded by **Dr. Berkeley**. Dr. Ayers left the meeting prior to the motion. Motion carried.
- l) **Dr. Berkeley** motioned to approved the New Board Member Handbook and to also give to current board members; seconded by **Dr. Meade**. Dr. Ayers left the meeting prior to the motion. Motion carried.
- m) The Board members were given defense driving tips.
- n) The Board discussed VIP Pet Care's inspection requirements and agreed that they were in compliance.
- o) The Auditor's chapter 30 licensing board training for November 29, 2016 attendance was discussed.
- p) The Board agreed that CE approval request should be submitted through the CE approval process
- q) **Dr. Berkeley** motioned to approved Trish for attending the FARB training January 26-29, 2017; seconded by **Dr. Smith**. Dr. Ayers left the meeting prior to the motion. Motion carried.
- r) The Board suggested AAVSB conference topics.

IX. The next board meeting will be on January 9, 2017, 9:00am, Charleston Marriott.

X. The meeting was adjourned at 1:50 pm.

Approved by:



Ms. Virginia Lee Hastings, Secretary-Treasurer