



WEST VIRGINIA BOARD OF VETERINARY MEDICINE
5509 Big Tyler Road, Suite 3
Cross Lanes, West Virginia 25313
Telephone: (304) 776-8032 Fax: (304) 776-8256

MINUTES
Friday, April 28, 2017 @ 9:00 AM
Stonewall Resort

Members Present: Dr. John Wilson; Dr. Keith B. Berkeley; Ms. Virginia Lee Hastings; Dr. Barbara Jean Meade; Ms. Amy Meadows; Ms. Monica R. Patton, Dr. Mark A. Ayers; Dr. D. James Moore; Dr. William Peery

Non-Members Present: Dr. Ronald Smith; Nancy Grittmann, AAVSB; Leslie Knachel, Executive Director VA Board of Veterinary Medicine; Kate Campbell, Attorney General's Office

Minutes taken by: Trish Holstein

I. Dr. Wilson called the meeting to order at 9:03 am.

II. Public Comment.

- a) Leslie Knachel, AAVSB, regarding AAVSB resources and VA laws.
- b) Nancy Grittmann, AAVSB, regarding AAVSB resources.

Dr. Meade motioned to go into executive session to discuss disciplinary at 10:25am; seconded by **Dr. Berkeley**. Motion carried.

Dr. Berkeley motioned to go out of executive session at 12:12 pm; seconded by **Ms. Patton**. Motion carried.

III. Disciplinary Committee Report

- a) Case No.0316B Dr. Dennis Dibbern
 - Consent Agreement and Order signed November 14, 2016.
 - **Dr. Berkeley** motioned to accept the rabies report and the case is closed; seconded by **Ms. Patton**. Motion carried.
- b) Case 0415A of Dr. John Fabish Consent Agreement and Order effective January 9, 2017.
 - Voluntary surrender license
- c) Consideration of Dr. Gregory Eaton, Case 0915B, Consent and Supervisory Agreement Terms
 - Supervisory agreements were signed 12/1/16 and supervisory reports are due quarterly.
 - Probation until May 31, 2018.
 - Supervisory reports and 3 patient reports received from the supervisors.
 - **Dr. Berkeley** motioned to do an inspection of records at the facility; seconded by **Ms. Patton**. Motion carried.
- d) Case No.0916A (Original complaint received 09/19/16 18 months- 03/29/18)
 - **Dr. Berkeley** motioned to revise the Consent Agreement; seconded by **Dr. Moore**. Motion carried.
- e) Case No.1016B (Original complaint received 10/27/16 18 months- 04/27/18)
 - **Dr. Berkeley** motioned to find probable cause and to submit a Statement of Charges and Consent Agreement; seconded by **Ms. Patton**. The small animal complaint committee left the room and recused themselves from the vote. Motion carried.
- f) Case No.0117A (Original complaint received 1/20/17 18 months- 07/20/18)
 - Due to conflict of interest, Dr. Meade recused herself from the meeting during the discussion of this case.

- **Dr. Moore** motioned that no probable cause was found; seconded by **Ms. Patton**. The small and large animal complaint committee left the room and recused themselves from the vote. Motion carried.
- g) Case No.0317A (Original complaint received 3/15/17 18 months- 08/15/18)
 - **Dr. Moore** motioned that no probable cause was found; seconded by **Dr. Berkeley**. The small animal complaint committee left the room and recused themselves from the vote. Motion carried.
- h) Case No.0317B (Original complaint received 3/15/17 18 months- 08/15/18)
 - **Dr. Berkeley** motioned that no probable cause was found; seconded by **Dr. Moore**. The small animal complaint committee left the room and recused themselves from the vote. Motion carried.
- i) Case No.0317C (Original complaint received 3/16/17 18 months- 08/16/18)
 - **Dr. Berkeley** motioned to further investigate; seconded by **Ms. Patton**. The small animal complaint committee left the room and recused themselves from the vote. Motion carried.

IV. Approval of Minutes

- a) **Ms. Meadows** motioned to approve the January 9, 2017 minutes; seconded by **Dr. Berkeley**. Motion carried. Dr. Moore and Dr. Peery abstained since they were not present.
- b) **Ms. Meadows** motioned to approve the February 13, 2017 minutes; seconded by **Dr. Berkeley**. Motion carried. Dr. Ayers and Dr. Peery abstained since they were not present.
- c) **Ms. Meadows** motioned to approve the February 24, 2017 minutes; seconded by **Dr. Berkeley**. Motion carried. Dr. Ayers, Dr. Moore, and Dr. Peery abstained since they were not present.

V. Reports

- a) The Board accepted and reviewed the Treasurer's report and itemized object codes which will be filed for auditing purposes.
- b) **Dr. Berkeley** motioned to approve the P-Card charges January – March 2017. seconded by **Dr. Meade**. Motion carried.
- c) The 2017 legislation was discussed.
- d) CE audit for Veterinarian's and RVT's were 100% compliance.
- e) The Board reviewed the VIP Pet Care veterinarian quarterly report and current employed WV veterinarians.
- f) The Board discussed the 1st and 2nd quarter 2017 to date facility inspection reports.
- g) Trish discussed topics from the FARB meeting held January 26-29, 2017.
- h) Dr. Moore discussed the CE training held March 31, 2017 and the Board reviewed the CAET cost.
- i) Trish discussed topics from the Cash Handling conference held April 24-26, 2017.
- j) Trish advised that the conference room furniture and chairs were received on January 9, 2017.
- k) Trish discussed the renewed Pitney Bowes postage meter rental agreement.

VI. The Disciplinary Committee Meetings April 28, 2017 at 8:00 am.

VII. The Rule Making Committee meeting April 27, 2017 at 1:00 pm.

VIII. The Board answered the submitted questions.

IX. Old Business

X. Unfinished Business

- a) CAET Certification 3-day class will be held June 30 – July 2, 2017 in Morgantown.

XI. New Business

- a) The Board discussed the new and expired Board member appointments.
- b) Series 4 Rule, Standards of Practice, passed legislation and was signed by the Governor on April 25, 2017. **Dr. Berkeley** motioned for July 1, 2017 to be the effective date for Series 4; seconded by **Dr. Meade**. Motioned carried. **Dr. Berkeley** motioned that ambulatory facilities need to complete a facility registration application no later than July 1, 2018; seconded by **Dr. Moore**. Motion carried.
- c) Rule revisions will be discussed at the next board meeting.
- d) The AAVSB Vault Credentials will be discussed at the next board meeting.

- e) A revised inspection form will be discussed at the next board meeting.
- f) A revised facility application/renewal questions will be discussed at the next board meeting.
- g) A revised facility certificate will be discussed at the next board meeting.
- h) A revised Jurisprudence exam will be discussed at the next board meeting.
- i) Anesthetic drugs for CAET's were discussed. Kate will get more information and will be discussed at our next board meeting.
- j) VIP Pet Care requested the Board consider rule revisions to Series 4. The Board discussed the request and decided the Board will not be proposing any changes to Series 4 at this time. The Board advised that pursuant to Series 4 revised rules effective July 1, 2017, that any building and/or business where veterinary medicine is being performed shall be considered a stationary facility and shall be inspected as a stationary facility.
- k) The Board discussed Big Picture invoices and future enhancements.
- l) **Dr. Wilson** appointed **Dr. Berkeley** for the CE committee member.
- m) **Dr. Berkeley** motioned to approve the 2018 FY budget; seconded by **Dr. Ayers**. Motion carried.
- n) **Ms. Hastings** motioned to approve the FARB membership; seconded by **Dr. Berkeley**. Motion carried.
- o) **Dr. Berkeley** motioned to remove the notarized signature on applications; seconded by **Ms. Patton**. Motion carried.
- p) **Dr. Berkeley** motioned to approve the Ethics Assessment for disciplinary cases; seconded by **Ms. Patton**. Motion carried.
- q) The board discussed consent agreement amendment suggestions.
- r) **Ms. Hastings** motioned to approve the I-pad purchase of \$780.04 for Trish and the new lay board member; seconded by **Dr. Berkeley**. Motion carried.
- s) **Dr. Berkeley** motioned to approve the surplus of the filing cabinet; seconded by **Dr. Ayers**. Motion carried.
- t) **Dr. Berkeley** motioned to approve the table purchase; seconded by **Dr. Ayers**. Motion carried.
- u) The Board discussed the option of a Board member reviewing the NAVLE.
- v) The newsletter article will be discussed at the next board meeting.
- w) **Dr. Ayers** motioned to sponsor Doreen and the Board members to AAVSB conference from September 14-16, 2017; seconded by **Ms. Meadows**. Motion carried.
 - Trish will be the delegate that is paid by AAVSB.
 - Dr. Wilson will be the alternate delegate that is paid by AAVSB.
 - Dr. Moore, Ms. Patton confirmed that they would be attending and the other Board members will notify Trish if they plan to attend.
- x) The Board discussed exempting first responders from our laws.

XII. The next board meeting will be on Tuesday, May 23, 2017 at 9:00 am at the Board office. Ms. Hastings recommend to elect Monica as Secretary-Treasurer at our next board meeting.

XIII. The meeting was adjourned at 3:48 pm.

Approved by:


 Ms. Virginia Lee Hastings, Secretary-Treasurer