



WEST VIRGINIA BOARD OF VETERINARY MEDICINE
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MINUTES

Monday, January 9, 2017 @ 9:00 AM
Marriott Charleston Town Center

Members Present: Dr. John Wilson; Dr. Keith B. Berkeley; Dr. Barbara Jean Meade; Ms. Amy Meadows;
Ms. Monica R. Patton, Dr. Mark A. Ayers;
Members not Present: Dr. Ronald Lee Smith Dr. D. James Moore
Members Present by Phone: Ms. Virginia Lee Hastings left the meeting at 11:20 am.
Non-Members Present: Kate Campbell; Attorney General's Office
Minutes taken by: Trish Holstein

I. Dr. Wilson called the meeting to order at 9:14 am.

II. There was no one present for the public comment.

Ms. Patton motioned to go into executive session to discuss disciplinary and employee evaluations at 9:36 am; seconded by **Dr. Meade**. Motion carried.

Dr. Berkeley motioned to go out of executive session at 10:45 am; seconded by **Dr. Ayers**. Motion carried.

III. Disciplinary Committee Report

a) Case No.0316B Dr. Dennis Dibbern

- Consent Agreement and Order Signed November 14, 2016.
- Within 3 months of Consent Agreement and Order (February 14, 2017):
 - Complete the following readings
 - Overview of rabies at: http://www.merckvetmanual.com/mvm/nervous_system/rabies/overview_of_rabies.html
 - Compendium on rabies at: <https://www.avma.org/News/JAVMANews/Pages/160301a.aspx>
 - CDC-focus on transmission at: <http://www.cdc.gov/rabies/transmission/body.html>
 - Complete the following continuing education course on online at: <http://phpa.dhmm.maryland.gov/training/Pages/rabies.aspx>.
 - Upon completion submit the answered test questions.
 - Upon completion of all the required readings and continued education course, submit a minimum of a 5-page double-spaced typed review covering the following topics related to rabies. Reference citations shall be included for each topic.
 - Epidemiology of rabies in the US and WV in particular.
 - Pathophysiology of rabies including the path of virus replication throughout the body of an exposed animal from the site of exposure to the salivary glands.
 - Potential for human exposure- what constitutes potential exposure?
 - Recommendations for post exposure prophylaxis for animals including required quarantine procedures and times for each scenario.
 - Recommendations for post exposure prophylaxis for humans.
 - Reporting requirements following potential rabies exposure for animals and humans.
 - Include as an appendix any forms available for reporting related to rabies exposure.
 - Reimburse the Board for the costs of these proceedings, including but not limited to, the administrative and legal expenses incurred by the Board in the investigation and disposition of

this case. Payment shall be paid within three (3) months from the entered date of the Consent Agreement and Order.

- Any violation of the Consent Agreement and Order or failure to adhere to its terms may result in further disciplinary action.

- b) Case No.0816C (Original complaint received 08/23/16 18 months- 02/23/18)
 - **Ms. Patton** motioned that no probable cause was found; seconded by **Ms. Meadows**. The small and large animal complaint committee left the room and recused themselves from the vote. Motion carried.
- c) Case No.0916A (Original complaint received 09/19/16 18 months- 03/29/18)
 - **Ms. Patton** motioned to find probable cause and to submit a Statement of Charges and Consent Agreement; seconded by **Ms. Hastings**. The large animal complaint committee left the room and recused themselves from the vote. Motion carried.
- d) Case No.1016A (Original complaint received 10/19/16 18 months- 04/06/18)
 - **Ms. Patton** motioned that no probable cause was found; seconded by **Ms. Meadows**. The small and large animal complaint committee left the room and recused themselves from the vote. Motion carried.
- e) Case No.1016B (Original complaint received 10/27/16 18 months- 04/27/18)
 - **Ms. Patton** motioned for the Complaint Committee to further investigate; seconded by **Ms. Meadows**. The small and large animal complaint committee left the room and recused themselves from the vote. Motion carried.
- f) Case 0415A of Dr. John Fabish Consent Agreement and Order effective January 9, 2017.
- g) 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

IV. Approval of Minutes

- a) **Dr. Berkeley** motioned to approve the September 16, 2016 minutes; seconded by **Dr. Meade**. Motion carried. **Ms. Meadows** abstained from the motion since she was not present for the meeting
- b) **Dr. Berkeley** motioned to approve the September 27, 2016 minutes; seconded by **Ms. Patton**. Motion carried. **Dr. Ayers, Ms. Meadows, and Dr. Meade** abstained from the motion since they were not present for the meeting.
- c) **Dr. Berkeley** motioned to approve the November 9, 2016 minutes; seconded by **Dr. Meade**. Motion carried. **Dr. Ayers and Ms. Meadows** abstained from the motion since they were not present for the meeting.
- d) **Dr. Berkeley** motioned to approve the December 13, 2016 minutes; seconded by **Dr. Meade**. Motion carried. **Ms. Patton and Ms. Meadows** abstained from the motion since they were not present for the meeting.

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 May-September 2016; seconded by **Ms. Monica**. Motion carried.
- c) The Board reviewed the VIP Pet Care veterinarian quarterly report and current employed WV veterinarians.
- d) The Board discussed the 3rd Quarter and 4th quarter to date facility inspection reports.
- e) The canine chiropractic clinics conducted by a MD chiropractor were never conducted.
- f) The Board reviewed the Purchasing audit results.
- g) The Board discussed the pharmacy complaint that was closed by the WV Pharmacy Board October 14, 2016.
- h) There have been 18 veterinarians and 3 RVT's who passed the online jurisprudence exam since November 1, 2016.
- i) Online verifications are now available online for licensee to request and also on the database to be printed in office.
- j) The Board discussed the online renewal count to date
- k) The Auditor's Board training on November 29, 2016 topics were discussed.
- l) Trish advised that the Ethics financial statements are due February 1, 2017 and they will only receive notification through email.

VI. The Disciplinary Committee meetings was held on January 9, 2017 at 8:00 am.

VII. The Rule Making Committee meeting was held on January 8, 2017 at 3:00 pm.

VIII. The Board answered the submitted questions.

IX. Old Business

- a) On October 20, 2016, the Lincoln County Commission approved Johnny Tully to administer rabies shots for Lincoln county since there are no veterinary facilities in Lincoln county.

X. Unfinished Business

- a) Big Picture inspection form is now being used on the i-pad with a few issues to correct.

XI. New Business

- a) **Ms. Patton** motioned for a pay increase for Doreen Colbert from \$15.00 to \$15.50; Mike Leland from \$18,000-\$21,000; Trish Holstein from \$65,000 - \$67,000; seconded by **Ms. Hastings**. Motion carried.
- b) Amy Meadows, lay member, was appointed by the Governor on December 14, 2016. Dr. Wilson, Dr. Berkeley, and Dr. Smith were reappointed by the Governor on December 14, 2016.
- c) The Board will discuss at the next Board the replacement of Dr. Moore and Ms. Hastings expired appointments.
- d) **Ms. Patton** motioned to nominate Ms. Meadows to be placed on the large and small animal Complaint Committee; seconded by **Dr. Meade**. Motion carried. **Ms. Hastings** was not present for the motion.
- e) **Dr. Meade** motioned to approve an affidavit from the Veterinarian regarding Puerto Rico's absence of licensure verification; seconded by **Dr. Berkeley**. Motion carried. **Ms. Hastings** was not present for the motion.
- f) **Dr. Berkeley** motioned to approve a CE extension for Dr. Gunnoe until December 31, 2016 seconded by **Dr. Ayers**. **Ms. Patton** left the room and recused herself from the vote. Motion carried. **Ms. Hastings** was not present for the motion. **Dr. Berkeley** motioned to approve a CE extension for Dr. Wills until December 31, 2016; seconded by **Dr. Meade**. Motion carried. **Ms. Hastings** was not present for the motion.
- g) **Ms. Patton** motioned to approve Trish and Doreen's attendance of the Cash Handling Conference on April 24-26, 2017 at Stonewall Resort; seconded by **Dr. Berkeley**. Motion carried. **Ms. Hastings** was not present for the motion.
- h) **Dr. Berkeley** motioned to approve the revised CE audit as amended for Veterinarian's and RVT's; seconded by Ms. Patton. Motion carried. **Ms. Hastings** was not present for motion.
- i) **Ms. Patton** motioned to approve the Rent Contract for 3 years; seconded by **Dr. Berkeley**. Motion carried. **Ms. Hastings** was not present for the motion.
- j) **Dr. Berkeley** motioned to approve the enhancements of Big Picture Software totaling \$1400 and to approve up to \$1000 for the pending enhancements that are pending a quote; seconded by **Dr. Meade**. Motion carried. **Ms. Hastings** was not present for the motion.
- k) **Dr. Meade** motioned to approve the purchase of conference room furniture and chair purchase for \$6603.21; seconded by **Dr. Ayers**. Motion carried. **Ms. Hastings** was not present for the motion.
- l) **Ms. Patton** motioned to approve Trish and Ms. Meadows to attend the AAVSB Board Basics & Beyond on May 12 -13, 2017 with Ms. Patton replacing Ms. Meadows should she cannot attend; seconded by **Dr. Berkeley**. **Ms. Hastings** was not present for the motion.
- m) To ensure license certificate security, the Board request the inspector to list or take a picture of doctors and technicians certificates posted. The Board office will confirm if the certificates are valid.
- n) The Board discussed the Robert's Rule of Order.
- o) **Dr. Berkley** motioned for Trish to accept the lowest bid for a postage meter for a 3-year term; seconded by **Dr. Meade**. Motion carried. **Ms. Hastings** was not present for the motion.

XII. The next board meeting will be at Stonewall Resort Friday, April 28, 2017, at 9:00am. The Rules committee meeting will be at 1:00pm on Thursday, April 27, 2017.

XIII. The meeting was adjourned at 1:20 pm.

Approved by:


Ms. Virginia Lee Hastings, Secretary-Treasurer