



WEST VIRGINIA BOARD OF VETERINARY MEDICINE
5509 Big Tyler Road, Suite 3
Cross Lanes, West Virginia 25313
Telephone: (304) 776-8032 Fax: (304) 957-0404

MINUTES
OCTOBER 31, 2025 @ 8:00 AM
CANAAN VALLEY RESORT

Members Present: Dr. Donna Piercy; Mrs. Monica Patton; Dr. Kay Gilpin; Mrs. Amy Meadows;
Dr. Shawn Sette; Dr. George Seiler
Via Google Meet: Dr. Jesse Fallon; Mrs. Jo Long
Members Absent: Dr. Mark Ayers
Board Staff: Trish Holstein, Executive Director; Brandi Legg, Secretary
Board Attorney: Kate Campbell, Attorney General's Office (Via Google Meet)
Board Investigator: Dr. Barbara Meade
Public Attendees: Dr. Rebecca Jernigan; Dr. Jessica Pinckard; Dr. Erika Alt; Dr. Vanessa Harper;
Dr. Ryan Dotson, DPT
Minutes taken by: Trish Holstein

I. The meeting was called to order at 8:01 am. **Dr. Gilpin** moved to adopt the agenda; seconded by **Dr. Sette**. So moved.

II. **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.

III. **Public Comment**

- Dr. Rebecca Jernigan and Dr. Jessica Pinckard discussed CE's that cover regulatory and laboratory, but RACE only has scientific or non-scientific categories.
- Dr. Erika Alt and Dr. Vanessa Harper discussed that drug distributors are verifying that all veterinarians have met all the Board's requirements. They asked if there needs to be a facility registration for veterinarians that work at poultry companies since they are only working for one company, and the company owns the animals.
- Dr. Ryan Dodson, DPT, discussed the option of physical therapists working on animals.

Dr. Sette moved to go into executive session to discuss disciplinary cases at 9:10 am; seconded by **Mrs. Meadows**. Everyone was present except for public attendees. So moved.

Dr. Gilpin moved to go out of executive session at 10:20 am; seconded by **Mrs. Patton**. So moved.

IV. Disciplinary Committee Report

EXECUTED OR CONSENT AGREEMENTS OFFERED:

- a) Case No.0924A Dr. Timothy Knotts
- Consent Agreement effective March 10, 2025.
 - Placed on Probation for a period of 6 months (September 10, 2025)
 - During the probationary period, if the medical records continue to be insufficient, and/or if the Board receives another complaint in which it determines that probable cause exists, the license will immediately be suspended for 3 months without a hearing.
 - Submit 3 patient medical records of a surgery case, including post-operative care every month.
 - Within 3 months of Consent Agreement (June 10, 2025).
 - Completed 3 hours of Board approved CE on the subject of administering anesthesia and post-operative care.
 - Reimbursed administrative costs.
 - The Board reviewed the submitted patient records.
 - **Dr. Sette** moved that since all requirements for the Consent Agreement have been met, the case is now closed; seconded by **Dr. Gilpin**. So moved.
- b) Case No.0325A Dr. Cynthia Linner
- Consent Agreement effective September 19, 2025.
 - Within 3 months of Consent Agreement (December 19, 2025).
 - Complete 3 hours of Board approved CE on the subject of diabetic care.
 - Complete 3 hours of Board approved CE on the subject of emergency care.
 - Complete 3 hours of Board approved CE on the subject of fluid therapy.
 - Reimbursed administrative costs.
- c) Case No.0325D Dr. Briardo Reich
- Consent Agreement effective September 19, 2025.
 - Within 3 months of Consent Agreement (December 19, 2025).
 - Complete 3 hours of Board approved CE on the subject of post operative surgery complications.
 - Complete 3 hours of Board approved CE on the subject of medical record keeping.
 - Within 3 months of completing the CE, submit a total of 3 patient medical records.
 - Reimbursement of administrative costs.

CE AUDIT DISCIPLINARY

- Within 90 days of Consent Agreement and Order
 - Fine of \$100.00.
 - Reimbursement of administrative costs.
 - 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.
- e) Case No.BVMCE0425B Dr. Richard Mabie
- Consent Agreement and Order effective April 22, 2025.
 - Paid Fine April 14, 2025.

- f) Case No.BVMCE0425C Dr. Winford Maset
 - Consent Agreement and Order effective April 22, 2025.
 - Paid Fine April 10, 2025.
- g) Case No.BVMCE0425D Dr. Stephen Willis
 - Consent Agreement and Order effective June 4, 2025.
 - Fine Pending.
- h) Case No.BVMCE0425E Kaycee Olson, RVT
 - Consent Agreement and Order effective May 5, 2025.
 - Paid Fine June 9, 2025.

BOARD CONSIDERATION:

- i) Case No.1024B (Original complaint received October 23, 2024)
 - 6-month letter sent April 21, 2025.
 - 18-month letter required April 23, 2026.
 - **Mrs. Meadows** moved to not revise the Consent Agreement and to extend the deadline for signature to November 10, 2025; seconded by **Dr. Gilpin**. So moved. Because Dr. Seiler is the VIC of the facility where the Respondent works, he recused himself and left the meeting during the conversation and vote.
- j) Case No.0725A (Original complaint received July 25, 2025)
 - 6-month letter required January 25, 2026.
 - 18-month letter required January 25, 2027.
 - **Dr. Gilpin** moved not to find probable cause in this case; seconded by **Mrs. Patton**. So moved. The small animal complaint committee recused themselves and left the meeting during the vote.
 - **Mrs. Patton** moved to issue a Board-initiated complaint for insufficient patient medical records; seconded by **Dr. Gilpin**. So moved. The small animal complaint committee recused themselves and left the meeting during the vote.
- k) Case No.0725B (Original complaint received July 28, 2025)
 - 6-month letter required January 28, 2026.
 - 18-month letter required January 28, 2027.
 - **Dr. Gilpin** 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.
- l) Case No.0825A (Original complaint received August 1, 2025)
 - 6-month letter required February 1, 2026.
 - 18-month letter required February 1, 2027.
 - **Dr. Gilpin** 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.
- m) Case No.0925A Dr. Clara Mason
 - 6-month letter required March 4, 2026.
 - 18-month letter required March 4, 2027.
 - **Dr. Sette** moved to accept the proposed Consent Agreement; seconded by **Dr. Gilpin**. So moved.
- n) Case No.0925B (Original complaint received August 29, 2025)
 - 6-month letter required March 1, 2026.
 - 18-month letter required March 1, 2027.
 - **Mrs. Patton** moved to not find probable cause; seconded by **Dr. Gilpin**. So moved. The small animal complaint committee recused themselves and left the meeting during the vote.
- o) Case No.0925C (Original complaint received September 5, 2025)

- 6-month letter required March 5, 2026.
 - 18-month letter required March 5, 2027.
 - **Mrs. Patton** moved to not find probable cause; seconded by **Dr. Gilpin**. So moved. The small animal complaint committee recused themselves and left the meeting during the vote.
- p) Case No.0925D (Original complaint received September 16, 2025)
- 6-month letter required March 16, 2026.
 - 18-month letter required March 16, 2027.
 - Pending Respondent's response.
- q) Trish advised that after receiving the Board's letter in regard to providing vaccines and microchipping, that the humane society is no longer offering these services.

V. Approval of Minutes

- a) **Dr. Sette** moved to approve the July 24, 2025 Rulemaking Committee meeting minutes; seconded by **Dr. Gilpin**. So moved.
- b) **Dr. Gilpin** moved to approve the July 25, 2025 Board meeting minutes; seconded by **Mrs. Meadows**. So moved.
- c) **Mrs. Meadows** moved to approve the August 25, 2025 Board meeting minutes; seconded by **Dr. Sette**. So moved.

VI. Reports

- a) The Board accepted and reviewed the treasurer's report, itemized object codes, and OASIS monthly reconciliation, which will be filed for auditing.
- b) **Dr. Gilpin** moved to approve the P-Card quarterly charges; seconded by **Mrs. Meadows**. So moved.
- July – September 2025
- c) The Rulemaking Committee meeting was held on October 30, 2025.
- d) The Complaint Committee meetings were held via Google Meet on August 4, 2025 and October 14, 2025.
- e) Trish and Dr. Piercy provided information that was discussed at the AAVSB Conference held September 17-20, 2025.
- f) Trish advised that there will be no more travel forms to sign because we are now using E-Travel.
- g) Trish informed the Board that we went live with Big Picture on October 31, 2025, and that license renewals are now available for all license types and the real-time license verification. Next will be initial applications, facility renewals, and facility inspections.
- h) The Board reviewed the quarterly facility inspection list, applications, and renewals approved by the Executive Director and statistics. The Board ratifies the applications and renewals approved by the staff.
- July – September 2025

VII. There were no questions for the Board.


VIII. New Business

- a) **Mrs. Patton** moved to request Senator Rucker to introduce into legislation the Chapter 30 Revisions that was revised at the October 30, 2025 Rulemaking Committee meeting; seconded by **Mrs. Meadows**.
Dr. Gilpin moved to remove the high school diploma/GED requirement from §30-10-12 to be a CAET; seconded by **Mrs. Patton**. So moved.
- b) The Board tabled discussion for rule revisions.
- c) **Dr. Sette** moved to have the Board continue following the most current Robert's Rules of order except when it conflicts with WV or the Board's laws; seconded by **Mrs. Meadows**. So moved.

- d) **Mrs. Meadows** moved to send postcards to RVTs to promote the RVT board member position; seconded by **Dr. Gilpin**. So moved.
- e) **Mrs. Patton** moved to require veterinarians employed by poultry companies to obtain an ambulatory facility permit and to be inspected; seconded by **Mrs. Meadows**. So moved
- f) The Board reviewed Animal Care Clinic of Huntington's delinquent facility renewal form.
- g) The Board reviewed the 2 veterinarians' responses regarding WV Pharmacy Suspicious Order Reports.
- h) The Board reviewed AAVSB PAM revisions.
- i) The Board reviewed the email from DNR stating that veterinarians can handle wildlife.
- j) **Mrs. Patton** moved that approved CE's that only list scientific and non-scientific hours can be reviewed by the Board staff to see if the CE meets the criteria in §26-1-7.5; seconded by **Dr. Gilpin**. So moved.
- k) **Dr. Sette** moved to offer a CPR CE and combine with a Board meeting for April 2026 at Stonewall Resort; seconded by **Mrs. Patton**. So moved.
 - The cost for the attendees should be the cost to hold the CE and make available for the first 30 registrants. Dr. Fallon or another veterinarian from RECOVERY will assist Sharon Lentz.
- l) **Dr. Sette** moved to approve the Legislature Biennial Report for FY 2024-2025; seconded by **Dr. Gilpin**. So moved.
- m) The Board discussed the strategy and goals for 2025 and requested them to be carried over to 2026.
- n) The Board reviewed Board meeting expenses.
- o) Dr. Sette will represent the Board at the WV Veterinary Medical Association's annual meeting. Trish will provide Dr. Sette with a list of hot topics.
- p) **Mrs. Patton** moved to submit an AAVSB Bylaw revision to change the total number of Executive Directors on the AAVSB Board of Directions from 1 to 2; seconded by **Dr. Sette**. So moved.

IX. The next Board Meeting will be held on Thursday, January 29, 2026 at 8:00 am and the Rule making meeting will be held on Wednesday, January 28, 2026 at 3:00 pm at the Greenbrier Resort.

X. The meeting was adjourned at 1:06 pm.



Monica R. Patton, RVT
Secretary-Treasurer