WEST VIRGINIA BOARD OF VETERINARY MEDICINE  
5509 Big Tyler Road, Suite 3  
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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 Grittman, 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 Grittman, 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 FAR 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 FARF 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:

[Signature]
Ms. Virginia Lee Hastings, Secretary-Treasurer