

**LOUISIANA BOARD OF VETERINARY MEDICINE
BOARD MEETING
June 2, 2005**

Minutes

I. CALL TO ORDER -

Board President, Dr. Glenn Walther, called the meeting to order at 8:23 a.m.

II. ROLL CALL -

Roll call was taken by Board Secretary-Treasurer, Dr. Patrick Bernard, with the following results:

Those present:

Glenn Walther, DVM	Board President
Lon Randall, DVM	Board Vice President
Patrick Bernard, DVM	Board Secretary-Treasurer
Mica F. Landry, DVM	Board Member
William H. Green, DVM	Board Member
Michael Tomino, Jr.	Board General Counsel
Wendy Parrish	Board Administrative Director

Absent: None

Guests:

Cheryl Ranatza, Dpty. Warden, Angola Prison (9:00 am appearance)
Joseph and Margaret Garceau
Maxwell Lea, DVM, Diane Stacy, DVM (11:30 am appearance)

III. APPROVAL OF MINUTES

A. Board Meeting April 7, 2005

The Board reviewed the minutes from the April 7, 2005 Board meeting. Motion was made by Dr. Bernard to accept the minutes as presented, seconded by Dr. Randall, and passed unanimously by voice vote.

IV. FINANCIAL MATTERS AND CONTRACTS

A. **Financial Reports** - March 2005 and April 2005

Dr. Bernard and Ms. Parrish presented the financial reports for March and April 2005 for review. Following discussion of budgeted amounts and expenditures year-to-date, motion was made by Dr. Landry to approve the financial reports as presented, seconded by Dr. Randall, and passed unanimously by voice vote.

B. **Budget Forecast FY2005** - Ms. Parrish presented financial reports outlining budgeted expenses and revenue for FY2005. Ms. Parrish stated that barring any unforeseen emergency expenses (other than the acquisition and upgrade of the office

computer system) within the months of June, the Board budget should be close to target. No action was taken on this item.

C. **Computer System Upgrade/Budget Proposal** – Ms. Parrish presented the proposed bid from the state approved vendor, Sparkhound, for the computer system upgrade for review. Timeline and dates for installation were discussed. The Board does not qualify for the LEAF program for purchase of computer hardware as it is not in the State general fund. The Motion was made by Dr. Bernard, seconded by Dr. Randall to approve the bid and move forward with the system upgrade with payment of the system from the unreserved Fund Balance/Unrestricted Net Asset (Certificates of Deposit investments). Motion passed unanimously by voice vote.

D. **Certificates of Deposit Investments/Authority to Purchase** – Ms. Parrish presented a spreadsheet listing purchases of certificates of deposit (CDs) for FY2005 with accrued interest. Motion was made by Dr. Bernard, seconded by Dr. Randall, to authorize Ms. Parrish, Administrative Director, in association with the Board Secretary-Treasurer elect, Dr. Landry, to make internal fund transfers for the purchase of CDs during FY2006. Motion passed unanimously by voice vote.

E. **Compliance Questionnaire for Audit Engagement** – The Board reviewed the compliance questionnaire for the engagement of the auditor for the FY2005 audit to be performed after June 30, 2005. The compliance questionnaire answers general questions relative to the Board's actions during the fiscal year. Motion was made by Dr. Bernard, seconded by Dr. Landry to approve the compliance questionnaire as presented. Motion passed unanimously by voice vote.

V. ADMINISTRATIVE PROCEEDINGS

A. **Case 04-0304.1V - J. Melancon, DVM and T. Vitrano, DVM (9:30 am)** – Dr. Walther was introduced as presiding officer for the hearing. Dr. Randall recused himself as investigating Board member in the case. The complaints against the two veterinarians were consolidated for purposes of the hearing. The members of the Hearing Panel consisted of Dr. Walther, Dr. Bernard, Dr. Landry and Dr. Green. Drs. Melancon and Vitrano waived appearance at the hearing. Mr. Tomino presented, on behalf of the State, the facts of the case, submitted exhibits for review, and proposed Consent Orders for consideration by the Board. Complainants Joseph and Margaret Garceau were in attendance during the presentation. Upon conclusion of the presentation and questions, motion was made by Dr. Bernard, seconded by Dr. Landry, to enter into executive session for deliberation of the facts and the proposed consent orders presented in the case. Motion passed unanimously by voice vote. The executive session was closed to the public and only those Board members on the panel were present for deliberation.

Motion was made by Dr. Green to return to open session, seconded by Dr. Bernard, and passed unanimously by voice vote. The meeting was reopened to the public. Motion

was made by Dr. Landry, seconded by Dr. Green to accept the Consent Orders as presented for this case. Motion passed unanimously by voice vote.

VI. POLICY, PROCEDURE, AND RULES

A. Policy and Procedure

None presented

B. Practice Act-Related Matters/Declaratory Statements

1. Scientific Research Project (P Coan, DVM) – Mr. Tomino presented a proposed response to Dr. Coan’s query regarding veterinary licensure requirements for scientific research projects at Tulane University. Motion was made by Bernard, seconded by Dr. Green to accept the response as presented. Motion passed unanimously by voice vote.

2. Humane Societies/Consent for Surgery (T Wexler, DVM) - Mr. Tomino presented a proposed response to Dr. Wexler’s query regarding consent for surgery for spay/neuter procedures on feral cats presented by local humane societies. Motion was made by Landry, seconded by Dr. Green to accept the response as presented. Motion passed unanimously by voice vote.

3. Plaquemines Animal Welfare Society (PAWS) Non-Profit Spay/Neuter Clinic (R Pannagl) - Mr. Tomino presented a proposed letter request for additional information to Ms. Pannagl’s query regarding facility requirements for a non-profit spay/neuter clinic and contract veterinarians, as well as a letter to Cynthia Benbow, DVM requesting information. Following discussion, motion was made by Randall, seconded by Dr. Landry to accept the letters as presented. Motion passed unanimously by voice vote.

4. Pet Cremation and Bereavement Services (B Melius, DVM) - Mr. Tomino presented Dr. Melius’s query regarding pet cremation and bereavement services for discussion and review. Motion was made by Landry, seconded by Dr. Randall to direct Mr. Tomino to respond as agreed by the Board to Dr. Melius’s query. Motion passed unanimously by voice vote.

C. Rule Making

1. Notice of Intent Rule 711E – Wellness and Preventive Care Clinics, published May 20, 2005

2. Rule 1515F Update on Limited Equine Dentistry Training Program at LSU-SVM – Registered Equine Dentists, Properly Trained RVTs and Laypersons – Mr. Tomino presented proposed training program for

limited equine dentistry for consideration. Motion was made by Dr. Randall, seconded by Dr. Green, to accept the proposed training program as presented, with information to be published in the June 2005 Board newsletter. Motion passed unanimously by voice vote.

VII. DVM APPLICANT ISSUES

A. Angola State Prison Resident DVM Position – Request for waiver of completion of ECFVG (Warden Cain appearance, 9:00 am) – Cheryl Ranatza, Deputy Warden, was introduced to the Board. Ms. Ranatza presented information concerning the proposed job duties of a resident veterinarian at the prison, as well as duties of a contracted veterinarian for those issues limited by an unlicensed veterinarian on premise. Upon conclusion of the presentations and questions, Ms. Ranatza was advised that the Board would consider the matter and respond in writing to the Angola Prison administration as to its decision. Ms. Ranatza left the meeting. Motion was made by Dr. Landry, seconded by Dr. Green, to approve the proposed response draft by Mr. Tomino, with final approval of revisions by Dr. Green. Motion passed unanimously by voice vote.

B. Robert Hancock, DVM – Request for waiver of out-of-date national examination and preceptorship requirement – 2001 graduate of Mississippi State University, previously licensed in Missouri, currently employed as a surgery resident at Virginia Tech Department of Small Animal Clinical Science. Motion was made by Dr. Randall, seconded by Dr. Landry to accept Dr. Hancock's employment history and experience to be equivalent to full time active practice for five years immediately prior to application with the Board and waive retaking the national examination and preceptorship requirement. Motion passed unanimously by voice vote.

C. Elizabeth Vint, DVM – Request for waiver of preceptorship requirement – 2004 graduate of Texas A&M University College of Veterinary Medicine, previously licensed in Texas, currently engaged as an equine intern at LSU-SVM. Following review of the documentation submitted by Dr. Vint, motion was made by Dr. Randall, seconded by Dr. Bernard to deny the request as the internship and experience were found to not be equivalent to the preceptorship program requirements and/or full time active clinical practice for 90 days immediately prior to application with the Board. Motion passed unanimously by voice vote.

D. Ashley Berthelot, DVM – Request for waiver of preceptorship requirement – 2004 graduate of LSU-SVM, previously licensed in Colorado, currently engaged as an intern at Littleton Large Animal Clinic in Littleton, CO. Following review of the documentation submitted by Dr. Berthelot, motion was made by Dr. Landry, seconded by Dr. Green to deny the request as the internship and experience were found to not be equivalent to the preceptorship program requirements and/or full time active clinical practice for 90 days immediately prior to application with the Board. Motion passed unanimously by voice vote.

E. Thomas F. Evans, DVM - Request for waiver of preceptorship requirement - 2000 graduate of Royal Vet & Agri University, Denmark, previously licensed in Denmark and the United Kingdom, currently engaged as a veterinary ophthalmologist at AMC Referrals in the United Kingdom, and who passed the NAVLE in April 2004. Following review of the documentation submitted by Dr. Evans, motion was made by Dr. Bernard, seconded by Dr. Randall to accept the request for waiver as his particular employment history and experience were found to be equivalent to full time active clinical practice for 90 days immediately prior to application with the Board. Motion passed unanimously by voice vote.

VIII. PRECEPTORSHIP ISSUES

A. Concurrent Preceptorship and Internship - Rules regarding the preceptorship program and veterinary school internship programs were reviewed and discussed. No action was taken on this item.

IX. CONTINUING EDUCATION ISSUES

A. Feline Leukemia Vaccine/Merial - Request for 2 hours CE credit for CAETs for meeting at Brownsitch Pet Hospital, Slidell in March. Following review of the materials submitted regarding the meeting, motion was made by Dr. Bernard, seconded by Dr. Green, to deny CE credit as it is not relevant to the CAET's job duties. Motion passed unanimously by voice vote.

B. Southern Animal Health Association/National Association of State Meat & Food Inspection Directors, New Orleans, June 2005 (State Veterinarian, Maxwell Lea, DVM and Diane Stacy, DVM, 11:30 am) - Request for DVM CE credits for participation in regulatory meetings regarding food safety, biosafety, etc. Drs. Lea and Stacy presented information regarding agriterrorism and regulatory medicine to the Board. Following questions, Drs. Lea and Stacy were advised that the Board would consider the request for CE credit and respond in writing with a decision. Drs. Lea and Stacy departed the meeting.

Following review of the documents presented and further discussions, motion was made by Dr. Randall, seconded by Dr. Bernard to renew each request for CE approval as per the current rules and, accordingly, grant DVMs 4 hours CE credit for the June meeting for main line veterinary medicine, and 4 hours CE credit for regulatory management as presented by Drs. Lea and Stacy. Motion passed unanimously by voice vote.

X. MISCELLANEOUS MATTERS

A. New Licenses and Certificates Issued:

Wall certificates were presented for signature for the following licenses/certificates issued since the previous Board meeting:

DVM

2572	Marilyn Louise Rumbaugh
2573	Patricia Nichols Croan
2574	Tracy Dean Trussell
2575	Jared Felton Madden
2576	Veronica J. Paul-Duncan
2577	Michael Paul Thomas
2578	Justin Eldredge Powell
2579	Diana Monika Hamilton
2580	William Clint Waddell
2581	Lindsay Beth Pierce
2582	Emily Claire Romero
2583	Jon Michael Fletcher
2584	Justin Matthew Williams
2585	Gina Wai Cheuk
2586	Shelly Marie Liles
2587	Mark Lane Breaux

RVT

8124	Feliciana Jones Moore
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CAET

T0503	Dawn Nichole Williams
T0504	Anthony O'Blanc

B. Election of Officers Effective August 1, 2005 – Nominations were taken as follows: Lon Randall, DVM, Board President; Patrick Bernard, DVM, Board Vice-President; Mica F. Landry, DVM, Board Secretary-Treasurer. Motion was made by Dr. Green to close nominations, seconded by Dr. Landry and passed unanimously by voice vote.

Election of officers was held. Motion was made by Dr. Green to install Dr. Lon Randall as Board President, Dr. Patrick Bernard as Board Vice-President, and Dr. Mica F. Landry as Board Secretary-Treasurer for fiscal year 2006, seconded by Dr. Walther and passed unanimously by voice vote.

C. Authorization of New Board President, Secretary-Treasurer, Administrative Director – Motion was made by Dr. Green to afford Dr. Randall, Board President-elect, all the powers associated with the office of the President of the Board including the power to execute contracts and other documents and to conduct business on behalf of the Board effective August 1, 2005, seconded by Dr. Landry and passed unanimously by voice vote.

Authorization to sign checks drawn on the Board's account was given to Dr. Randall, Board President-elect, Dr. Mica F. Landry, Board Secretary-Treasurer-elect, and Ms. Parrish, Administrative Director, effective August 1, 2005.

D. Review of Board Member Position – The list of primary duties of each Board position was presented for review. No changes were made.

E. Board Representation and Board Business – Ms. Parrish requested review of protocol for Board representation for Board business outside Board meeting. Discussion was made regarding current policy and processes. No action was taken on this item.

F. NBVME Opportunity for Board Members to Review – Information regarding participation of Board members to review the NAVLE was distributed for review. No action was taken on this item.

G. June Newsletter Draft - Motion was made by Dr. Bernard, seconded by Dr. Randall, to approve the June 2005 newsletter as presented with the addition of the registration deadline for the equine dentistry training program. Motion passed unanimously by voice vote.

XI. EXECUTIVE SESSION

Motion was made by Dr. Randall to go into executive session to discuss issues and receive legal advice regarding potential contested matters and personnel matters, seconded by Dr. Bernard, and passed unanimously by voice vote. Upon conclusion of discussion of the issues, motion was made to return to regular session by Dr. Landry, seconded by Dr. Green, and approved unanimously by voice vote.

A. Administrative Director Annual Review – Motion was made by Dr. Bernard, seconded by Dr. Randall, to award Ms. Parrish the maximum annual salary increase of 10% following her annual review. Motion passed unanimously by voice vote.

B. Clerk Position for License Renewal Year 2006 – As in the previous renewal periods, July through September, Ms. Parrish requested that in lieu of hiring a part time clerk, the Administrative Assistant be allowed a maximum of 2 hours per day for overtime hours to process the renewal paperwork. Motion was made by Dr. Bernard, seconded by Dr. Landry, and approved unanimously by voice vote to allow a maximum of 2 hours overtime each weekday to Ms. Tillman in lieu of hiring and training a new part time clerk for the renewal period 2006.

XII. ADJOURN

There being no further business before the Board, motion was made by Dr. Green, seconded by Dr. Bernard, and passed unanimously by voice vote to adjourn. The meeting was adjourned at 2:10 p.m.

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MINUTES REIVEWED AND APPROVED BY FULL BOARD ON August 4, 2005.

Mica F. Landry, DVM, Board Secretary-Treasurer