

**LOUISIANA BOARD OF VETERINARY MEDICINE
BOARD MEETING
June 1, 2006**

Minutes

I. CALL TO ORDER -

Board President, Dr. Lon Randall, called the meeting to order at 8:55 a.m.

II. ROLL CALL -

Roll call was taken by Board Secretary-Treasurer, Dr. Mica F. Landry, with the following results:

Those present:

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

Absent:

None.

Guests:

Clark Cooper, DVM (9:30 am)
David Fontenot, DVM (10:00 am)
DVM Respondent in Case 04-0702D (11:00 am)

Motion was made by Dr. Walther to go into executive session to discuss issues and receive legal advice regarding potential contested 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. Walther, seconded by Dr. Bernard, and approved unanimously by voice vote.

III. APPROVAL OF MINUTES

A. Board Meeting April 6, 2006

The Board reviewed the minutes from the April 6, 2006 Board meeting. Motion was made by Dr. Landry to accept the minutes as presented, seconded by Dr. Bernard, and passed unanimously by voice vote.

IV. FINANCIAL MATTERS AND CONTRACTS

A. **Financial Reports** - March 2006 and April 2006

Ms. Parrish and Secretary-Treasurer Dr. Landry presented the financial reports for the months of March and April 2006 for review. Following discussion, motion was made by Dr. Walther to approve the financial reports as presented, seconded by Dr. Bernard, and passed unanimously by voice vote.

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B. FY2006 Budget Forecast – Ms. Parrish presented financial reports outlining budgeted expenses and revenue for FY2006. Ms. Parrish stated that FY2006 was an unusual fiscal year due to activities following Hurricanes Katrina and Rita in Louisiana, and that barring any unforeseen emergency expenses within the month of June, the Board budget should be close to target. It was requested that notation as to legal expenses including amounts recouped for legal cost recovery and fines be added to future fiscal budget forecast tabulations. No action was taken on this item.

C. Certificate of Deposit Investment Authority – Ms. Parrish presented a spreadsheet listing purchases of certificates of deposit (CDs) for FY2006 with accrued interest. Motion was made by Dr. Walther, seconded by Dr. Landry, to authorize Ms. Parrish, Administrative Director, in association with the Board Secretary-Treasurer elect, Dr. Green, to make internal fund transfers for the purchase of CDs during FY2007. Motion passed unanimously by voice vote.

D. Compliance Questionnaire for Audit Engagement – The Board reviewed the compliance questionnaire for the engagement of the auditor for the FY2006 audit to be performed after June 30, 2006. The compliance questionnaire answers general questions relative to the Board's actions during the fiscal year. Motion was made by Dr. Landry, seconded by Dr. Bernard to approve the compliance questionnaire as presented. Motion passed unanimously by voice vote

V. REQUEST FOR APPEARANCE

A. David Fontenot, DVM - Veterinary Care Home Visits – Dr. Fontenot was introduced to the Board, and presented a proposed veterinary care home visit business. He discussed the parameters of the care, after-hours coverage, record keeping, referrals, euthanasia, and other business matters and requested guidelines under Board statutes and rules. Following questions and discussion, Dr. Fontenot was advised that the Board would take his proposal and questions under advisement and respond to him in writing. Dr. Fontenot then left the meeting.

B. Clark Cooper, DVM – Dr. Cooper was introduced to the Board. He presented information regarding the shortage of veterinarians in Louisiana, the complaint process utilized by the Board for impaired professionals, and the dangers of theft by staff members of certain veterinary pharmaceuticals utilized by veterinary practitioners which are used to manufacture street drugs. The Board responded that it would consider and review the information shared by Dr. Cooper, and Dr. Cooper then left the meeting.

VI. ADMINISTRATIVE PROCEEDINGS

A. Case No. 04-0702D - Request for Reinstatement of Veterinary License
Motion was made by Dr. Walther to go into executive session to discuss the character and professional reputation issues of the licensee, as well as compliance with an agreement entered into with the Board, seconded by Dr. Bernard, and passed unanimously by voice vote.

The respondent in the case was introduced to the Board and presented pertinent documentation regarding request for veterinary license reinstatement.

Upon conclusion of the presentation by the respondent and his response to the questions from the Board, motion was made by Dr. Landry to return to open session, seconded by Dr. Walther, and passed unanimously by voice vote. The meeting was reopened to the public. Motion was made by Dr. Walther, seconded by Dr. Green to reinstate the veterinary license of the respondent effective June 9, 2006, contingent upon the terms and conditions which will be set forth in an amended agreement to be drafted consistent with the Board decision. The subject matter of the amended agreement will be kept confidential in accordance with applicable law. Motion passed unanimously by voice vote.

VII. POLICY, PROCEDURE, AND RULES

A. Policy and Procedure -

- 1. Pending Legislative Bills** - Mr. Tomino presented information regarding current legislative actions as they pertain to the practice of veterinary medicine in Louisiana under current statutes and rules. Following discussion of the information presented, motion was made by Dr. Green, seconded by Dr. Walther, that following the effective date of passage of HB 846 of 2006 Regular Session (Act 207), the Board adopt emergency rules as proposed by Mr. Tomino regarding temporary registration for qualified veterinarians and registered veterinary technicians, and proceed with same under regular rulemaking procedures. Motion passed unanimously by voice vote. Additional discussion was had regarding proposed implementation of emergency situation protocol.

B. Practice Act and Rules/Related Matters/Declaratory Statements

- 1. Veterinary Medical Practice Corporate Name (R Bourgeois, DVM)** - Following review of Dr. Bourgeois's query on veterinary medical practice corporate names, motion was made by Dr. Walther to accept the proposed response presented by Mr. Tomino, seconded by Dr. Landry. Motion passed unanimously by voice vote.
- 2. Veterinary Dental Survey (L Bohacek)** - Following review of Ms. Bohacek's query regarding veterinary dental issues, motion was made by Dr. Walther to accept the proposed response presented by Mr. Tomino, seconded by Dr. Landry. Motion passed unanimously by voice vote.
- 3. Rabies Vaccination Administration (L Myers)** - Following review of Ms. Meyers's query regarding rabies vaccination administration, motion was made by Dr. Walther to accept the proposed response presented by Mr. Tomino, seconded by Dr. Landry. Motion passed unanimously by voice vote.

4. **Hurricane Boarding Agreement Forms (T Ettinger, DVM)** – Following review of Dr. Ettinger’s query regarding hurricane boarding agreement forms, motion was made by Dr. Walther to direct Mr. Tomino to respond according to Board decision that the concept of such forms are in keeping with proper veterinarian-client communication, seconded by Dr. Landry. Motion passed unanimously by voice vote.
5. **LSU-SVM Faculty License Extension (D Senior, DVM)** – Following review of Dr. Senior’s query regarding LSU-SVM license extension, motion was made by Dr. Walther to direct Mr. Tomino to respond according to Board decision regarding the educational arena, faculty license, and student limitations, seconded by Dr. Landry. Motion passed unanimously by voice vote.

C. Rule Making

1. **Rule 701 – Veterinary Medical Recordkeeping** – Rule revisions deferred to August 2006 Board meeting.
2. **Rule 400 and 403 – DVM Continuing Education** – Mr. Tomino presented proposed changes to Rules 400 and 403 regarding DVM continuing education requirements for annual license renewal. Motion was made by Dr. Landry, seconded by Dr. Green, to accept the proposed rule changes as presented under regular rule making procedures, changes to be effective for the Renewal Year 2008-2009 (CE accrued 7/1/2007 through 6/30/2008). Motion passed unanimously by voice vote.
3. **Rule 303 – Waiver of the National Veterinary Licensing Examination** – Mr. Tomino presented proposed changes to Rule 303B deleting improper waiver of the National Veterinary Licensing Examination as decided at the April 6, 2006 Board meeting. Motion was made by Dr. Walther, seconded by Dr. Bernard, to accept the proposed rule changes as presented under regular rule making procedures. Motion passed unanimously by voice vote.

VIII. DVM ISSUES

- A. **Sandi Mottram, DVM – Request for Waiver of Renewal Fee and Late Renewal Fee** – Following consideration of the request and documentation provided by Dr. Mottram and her particular circumstances, motion was made by Dr. Green, seconded by Dr. Walther, to waive the late renewal fine, but require payment of the renewal fee. Motion passed unanimously by voice vote.

IX. DVM & RVT APPLICANT ISSUES

A. Hans Westermeyer, DVM - Request for Waiver of Preceptorship Requirement - 2005 graduate of University of Missouri College of Veterinary Medicine, not licensed in another state, currently engaged as a small animal rotating intern at University of Tennessee-CVM. Following review of the documentation submitted by Dr. Westermeyer, motion was made by Dr. Walther, 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.

B. Amy R. Sarradet, RVT - Request for Reinstatement - Following review of documentation submitted by Amy Sarradet, RVT since 1997, motion was made by Dr. Bernard, seconded by Dr. Walther, to reinstate Ms. Sarradet's RVT status. Motion passed unanimously by voice vote.

X. CONTINUING EDUCATION ISSUES

A. CAET CE - National Incident Management System/LA Homeland Security (Natchitoches Humane Animal Shelter/T Hamm, CAET) - Request for consideration of 6 CAET CE credit hours. Following review of the documentation presented, motion was made by Dr. Bernard, seconded by Dr. Walther, to approve 6 CE credit hours for CAETs for participation in the program. Motion passed unanimously by voice vote.

B. Association of Pet Dog Trainers (APDT) - Request for DVM/CAET CE credits for 2006 APDT Conference. Following review of the materials submitted regarding the APDT meeting, motion was made by Dr. Bernard, seconded by Dr. Walther, to deny CE credit for DVM/CAET participation in the program. Motion passed unanimously by voice vote.

XI. 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

2634	Robert Lawrence Landry
2635	Holly Renee Wilson
2636	Regina Jackson Brotherton
2637	Elsie Cole Noble
2638	Amanda Nicole Morse
2639	Kristen Marie Kulinski

RVT

8133	Heather Lynn Gardner
8134	Amy Elizabeth Franks

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

Election of officers was held. Motion was made by Dr. Walther to install Dr. Patrick Bernard as Board President, Dr. Mica F. Landry as Board Vice-President, and Dr. William H. Green as Board Secretary-Treasurer for fiscal year 2007, seconded by Dr. Green and passed unanimously by voice vote.

C. Authorization to Sign Checks (President, Secretary-Treasurer, Administrative Director) – Motion was made by Dr. Walther to afford Dr. Patrick Bernard, 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, 2006, seconded by Dr. Landry and passed unanimously by voice vote.

Authorization to sign checks drawn on the Board's account was given to Dr. Bernard, Board President-elect, Dr. William H. Green, Board Secretary-Treasurer-elect, and Ms. Parrish, Administrative Director, effective August 1, 2006.

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

E. AAVSB Annual Conference Attendance (September 2006) – Discussion was made regarding attendance and participation by Board members and the Administrative Director to the annual conference. Ms. Parrish noted that adequate monies were in the FY2007 budget to cover expenses. Dr. Landry expressed interest in attending. Motion was made by Dr. Walther, seconded by Dr. Bernard to approve attendance of Drs. Landry and Ms. Parrish, as sufficient funds were in the budget to cover all costs (registration, hotel, travel, meals). Motion passed unanimously by voice vote.

XII. EXECUTIVE SESSION

Motion was made by Dr. Walther to go into executive session to discuss issues and receive legal advice regarding 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. Walther, seconded by Dr. Bernard, to award Ms. Parrish the maximum annual salary increase of 10% following her annual review. Motion passed unanimously by voice vote.

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B. Staff Vacancy for Administrative Assistant Position – Ms. Parrish discussed the selection of new staff member, Tracy Landry, to fill the Administrative Assistant position upon the department of Ms. Tillman in early August. Ms. Landry will train with Ms. Tillman beginning June 2, 2006.

XIII. ADJOURN

There being no further business before the Board, motion was made by Dr. Bernard, seconded by Dr. Walther, and passed unanimously by voice vote to adjourn. The meeting was adjourned at 2:55 p.m.

MINUTES REIVEWED AND APPROVED BY FULL BOARD ON August 3, 2006.

William H. Green, DVM, Board Secretary-Treasurer