

**LOUISIANA BOARD OF VETERINARY MEDICINE  
BOARD MEETING  
December 7, 2017**

**Minutes**

**I. CALL TO ORDER**

Board President, Dr. Fenton Lipscomb, called the meeting to order at 8:30 a.m.

**II. ROLL CALL –**

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

Those present:

Fenton Lipscomb, DVM	Board President
William H. Green, DVM	Board Vice President
James R. Corley, DVM	Board Secretary-Treasurer
Keri Cataldo, DVM	Board Member
John S. Emerson, DVM	Board Member
Michael Tomino, Jr.	Board General Counsel
Wendy D. Parrish	Board Executive Director

Guests:

LVMA - Stephanie Karaty, Bland O'Connor  
Patrick Thistlethwaite, DVM, Christy McHughes, DVM, Marion Sewell, DVM,  
Trisha Marullo, DVM, Kirk Ryan, DVM (11:00am)

**III. APPROVAL OF MINUTES**

**A. Board Meeting October 5, 2017**

The Board reviewed the minutes from the October 5, 2017 Board meeting. Dr. Motion was made by Dr. Corley to accept the minutes as presented, seconded by Dr. Green, and passed unanimously by voice vote.

**IV. FINANCIAL MATTERS AND CONTRACTS**

- A.** Ms. Parrish and Dr. Corley presented the financial reports for the months of September and October 2017 for review. Motion was made to accept the financial reports as presented by Green, seconded by Dr. Emerson, and passed unanimously by voice vote.
- B. FY 2019 Proposed Budget –** Ms. Parrish presented proposed budget for FY2019 for review. Following discussion of income and expenditure projections, motion was made by Dr. Emerson, to accept the proposed budget as presented seconded by Dr. Corley and passed unanimously by voice vote.
- C. Office Equipment Proposals –** Ms. Parrish presented proposals for office equipment by state approved vendors for review. Motion was made by Dr. Corley, seconded by Dr. Emerson to allow purchase as follows:

1. Dell OptiPlex 7010 Desk Top Computers with Windows 10 Professional (3) – purchase as proposed quote from Double Click Computers.
2. Telephone System - purchase as proposed quote from Preferred Data Voice Network upon completion of contract approval as a state vendor.
3. Filing Cabinets (replaced all old units from active and archive file rooms) – purchase upon review and approval of revised quote by Frost-Barber by Board President.

Motion passed unanimously by voice vote.

**D. Investigator Contract FY2018 – D.W. Hahn, Investigator** – Ms. Parrish presented the proposed contract with D.W. Hahn for investigation services for review. No changes were made from previous FY contract, with a ceiling of \$5,000.00 per year. Motion was made by Dr. Corley, seconded by Dr. Cataldo to approve the contract. Motion passed unanimously by voice vote.

**E. Information Technology (IT) Contract FY2018 & FY2019 – Henderson Consulting Group, LLC d/b/a Double Click Computers** – Ms. Parrish presented the proposed contract with Double Click Computers for IT services for review. The proposed contract would complete FY2018 and all of FY2019 services, with a ceiling of \$5,000.00 FY2019 and \$2,500.00 for the remainder of FY2018. Motion was made by Dr. Emerson, seconded by Dr. Green to approve the contract. Motion passed unanimously by voice vote.

Ms. Parrish was asked to begin investigating feasibility of new programming for online payments for renewals and application fees, as well as future database programming for conversion to online renewal and application processes.

## **V. ADMINISTRATIVE PROCEEDINGS**

*Motion was made by Dr. Emerson to go into executive session to discuss confidential matters regarding administrative proceedings, licensees and applicants not subject to public disclosure as per the law under V, and VI, seconded by Dr. Cataldo, and passed unanimously by voice vote.*

*Upon conclusion of executive session to review and consider all items in V, and VI motion was made to return to regular session by Dr. Corley, seconded by Dr. Green, and approved unanimously by voice vote, to specifically address each item in the respective sections as follows:*

### **A. Case 17-0215 V (9:00am) – Proposed Consent Order -**

Dr. Lipscomb was introduced as presiding officer for the proceeding. Dr. Green was recused as investigating Board member in the case. The respondent waived appearance at the hearing. Mr. Tomino presented the facts of the case, submitted exhibits for review, and a Consent Order for consideration by the Board. Upon conclusion of the presentation and questions, motion was made by Dr. Emerson, seconded by Dr. Corley to accept the Consent Order as presented for this case.

Motion passed unanimously by voice vote. Note: Original CO in route and Mr. Tomino given permission by Dr. Lipscomb to sign original to expedite.

**A. Case 17-0908 I – (9:30am) – Proposed Agreement**

*Motion was made by Dr. Green to go into executive session to discuss confidential matters regarding respondent not subject to public disclosure as per the law, seconded by Dr. Emerson, and passed unanimously by voice vote.*

*Upon conclusion of executive session, motion was made to return to regular session by Dr. Corley, seconded by Dr. Cataldo, and approved unanimously by voice vote.*

**VI. DVM APPLICANT ISSUES**

**A. Kriscelle Angeline Hernandez Mendoza, DVM – Request Reconsideration for Waiver of Preceptorship Requirement**

– 2017 graduate of Iowa State University, Ames, IA licensed in California. Following review of the additional documentation submitted by Dr. Mendoza, motion was made by Dr. Emerson, seconded by Dr. Green, to **approve** waiver of preceptorship requirements as the documents provided meet the criteria of full-time clinical veterinary practice for the required period of time immediately prior to application. Motion passed unanimously by voice vote.

**B. Lauren E. Dodds, DVM – Request Waiver of Retake of National Examination and Preceptorship Requirement**

– 2011 graduate of Mississippi State University College of Veterinary Medicine, licensed in Georgia. Following review of the documentation submitted Dr. Dodds, motion was made by Dr. Emerson, seconded by Dr. Green, to **approve** waiver of retake of the national examination and preceptorship requirements as the documents provided meet the criteria of full-time clinical veterinary practice for the required period of time immediately prior to application. Motion passed unanimously by voice vote.

**C. Stephanie Alexander Nix, DVM – Request for Waiver of Preceptorship Requirement**

– 1981 graduate of LSU School of Veterinary Medicine, previously licensed in Louisiana. Following review of the documentation submitted Dr. Nix, motion was made by Dr. Emerson, seconded by Dr. Green, to **deny** waiver of retake of the national examination and preceptorship requirements as the documents provided do not meet the criteria of full-time clinical veterinary practice for the required period of time immediately prior to application. Motion passed unanimously by voice vote.

**D. Kara Marie Theis, DVM – Request Waiver of Retake of National Examination and Preceptorship Requirement**

– 2010 graduate of University of Minnesota, licensed in Minnesota, Wisconsin and Arizona. Following review of the documentation submitted Dr. Theis, motion was made by Dr. Green, seconded by Dr. Cataldo, to **approve** waiver of retake of the national examination and preceptorship requirements as the documents provided meet the criteria of full-time clinical veterinary practice for the required period of time immediately prior to application. Motion passed unanimously by voice vote.

**E. Ashley Ann Hood, DVM – Request for Waiver of Preceptorship Requirement**

– 2015 graduate of Oklahoma State University, licensed in Virginia. Following

review of the documentation submitted by Dr. Hood, motion was made by Dr. Emerson, seconded by Dr. Cataldo, to **defer** consideration of the waiver request due to insufficient and incomplete documentation regarding employment, until additional information is submitted. Dr. Hood will be notified of request for additional information. Motion passed unanimously by voice vote.

**F. Keith Ardel Jarrett, III, DVM – Request for Waiver of Preceptorship Requirement** – 2017 graduate of LSU School of Veterinary Medicine, licensed in New Jersey. Following review of the documentation submitted by Dr. Jarrett, motion was made by Dr. Cataldo, seconded by Dr. Green, to **approve** waiver of preceptorship requirements as the documents provided meet the criteria of full-time clinical veterinary practice for the required period of time immediately prior to application. Motion passed unanimously by voice vote.

**G. Olivia Kathryn Oubre, III, DVM – Request for Waiver of Preceptorship Requirement** – 2017 graduate of LSU School of Veterinary Medicine, licensed in New Jersey. Following review of the documentation submitted by Dr. Jarrett, motion was made by Dr. Cataldo, seconded by Dr. Emerson, to **approve** waiver of preceptorship requirements as the documents provided meet the criteria of full-time clinical veterinary practice for the required period of time immediately prior to application. Motion passed unanimously by voice vote.

## **VII. PRECEPTORSHIP ISSUES**

**A. The Cat Practice** – Review of documentation of preceptee extending approved preceptorship over two weeks. Ms. Parrish was asked to send an admonition letter to the preceptorship site outlining rules governing the preceptorship program, including minimum work hours per week and maximum weeks of training.

## **VIII. CONTINUING EDUCATION ISSUES**

**A. Control of Biohazards IACUC/IBS/IRB, Biosecurity & Regulatory Oversight (C White, DVM, Pennington BioMed)** – Following review of the requests for LA DVM CE credits, motion was made by Dr. Corley, seconded by Dr. Green, to approved the Control of Biohazards program, and only Option 2 and Option 3 of the IACUC/IBC/IRB program for LA DVM CE credits. Motion passed by majority: Yea – Drs. Lipscomb, Green, Corely, Cataldo; Nay – Dr. Emerson.

## **IX. POLICY, PROCEDURE, AND RULES**

**A. General Update** - Meeting with representatives from the LVMA regarding the proposed Rules revisions on CDS/CE and repeal of rule on prohibition of non-veterinary ownership as published in November 2017 NOI. Discussion occurred and the Board responded to questions regarding Act 76 requiring CDS/CE and the effect of *N. C. Dental* two-prong standard on the non-veterinary ownership item and related matters. The Board is interested in receiving any written comment, and will give consideration to all comments and respond accordingly pursuant to the rule-making protocol.

**B. Policy and Procedure** - No action taken.

C. **Practice Act, Rules/Related Matters/Declaratory Statements - No action taken.**

**VIII. 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**

3524	Will Clay	Werner
3525	Cullen Andrew	Domaracki
3526	Jason Murray	Holloway
3527	Jamie Nicole	Steins
3528	Rebecca Renae	Gillen
3529	Rebecca McGovern	Bourgeois

**Faculty DVM**

Faculty 112	Aronsohn	Michael Gerald
Faculty 113	MacGregor	John Morrison
Faculty 114	Woolcock	Andrew David

**RVT**

8405	Harrison	Marnie Lynn
8406	Bourgeois	Ashley Anna

**CAET**

9837	Delahoussaye	Shelley D.
9838	Jordan	Richard Lee
9839	Nezat	Cheyenne D.
9840	Ritchie-Fudge	Elizabeth Suzanne
9841	Taylor Oubre	Tricia Rose
9842	Atkinson	Leah Willow
9843	Doiron	Erica Lynn
9844	Hayward	Shana Michelle
9845	Howard	Brianna Lynn
9846	LeBlanc	Kadi Nadine
9847	Palms	Charles W.
9848	Valadanzouj	Angela Mae
9849	Jackson	Amber DeLeigh
9850	Wilkes	Jessica Amanda
9851	Steward	Leslie Ann
9852	Joiner	Marchello Dion

**B. Winter 2017-2018 Newsletter** – A proposed newsletter draft containing topics and statistics to be included in the Winter 2017-2018 newsletter was presented. Motion was made by Dr. Green, seconded by Dr. Emerson, to approve the newsletter as presented. Motion passed unanimously by voice vote.

**C. Customer Satisfaction Questionnaire** – Ms. Parrish presented a summary of the customer service questionnaire comments from October 2016 through October 2017. The majority of the responses were positive and the results will be mailed to the appropriate state agency for reporting purposes. No action was taken on this item.

**D. Non-Renewed DVM Listings with Louisiana Address** – Ms. Parrish presented summary of non-renewed DVM licensees with Louisiana addresses for review. No action was taken on this item.

**IX. EXECUTIVE SESSION**

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

Mr. Tomino gave notice to the Board of his impending retirement.

There was no action taken.

**X. ADJOURN**

There being no further business before the Board, motion was made by Dr. Green, seconded by Dr. Cataldo, and passed unanimously by voice vote to adjourn. The meeting was adjourned at 1:28 p.m.

MINUTES REVIEWED AND APPROVED BY FULL BOARD on February 1, 2018.

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James Corley, DVM, Board Secretary-Treasurer