

**BOARD MEETING  
LOUISIANA BOARD OF VETERINARY MEDICINE**

**October 4, 2001**

**I. CALL TO ORDER**

The Board President, Dr. George Gowan, called the meeting to order at 8:45 a.m.

**II. ROLL CALL**

Roll call was taken by the Board President, Dr. George Gowan, with the following results:

Those present were:

Dr. George Gowan	Board President
Dr. Robert Lofton	Board Vice-President
Dr. Edwin Davis	Board Secretary/Treasurer
Dr. Glenn Walther	Board Member
Kimberly Barbier	Board Administrative Director

Absent:

Dr. Adrienne Aycock	Board Member
Michael A. Tomino, Jr.	Board General Counsel

Guests:

Dr. Pat Thislewaite	Vice-President, LVMA
Dr. Ashley Holm	

**III. REQUEST FOR REINSTATEMENT – J. W. Lambert, DVM**

This issue was postponed to December 6, 2001 due to Mr. Tomino's absence from the meeting because of a family medical emergency.

**IV. APPROVAL OF MINUTES – August 2, 2001**

The Board reviewed the minutes from the August 2, 2001 board meeting. Two corrections were noted. Motion was made by Dr. Davis to accept the minutes with the noted corrections, seconded by Dr. Walther, and passed unanimously by voice vote.

V. FINANCIAL AND CONTRACT MATTERS

**A. Audit – Fiscal Year 2001**

Ms. Barbier presented excerpts from the audit report prepared by McRight and Associates for operation of the Board during fiscal year 2001. Copies of the full report had previously been sent to each Board Member for review. Ms. Barbier clarified that McRight and Associates is an independent auditor contracted through the Legislative Auditor's Office to perform the annual audits as required by State law. Ms. Barbier noted that the Board office had received a letter from the Legislative Fiscal Office stating that the 2001 audit of the Board had been received and accepted. There were no other questions and no motions were made.

**B. Financial Reports – July and August 2001**

Ms. Barbier presented the financial reports for July and August 2001 for review. After review and discussion, motion was made by Dr. Lofton to accept the financial reports as presented, seconded by Dr. Walther, and passed unanimously by voice vote.

**C. Budgeting – Fiscal year 2003 – Maximum Raise Amounts**

Ms. Barbier presented breakdown data with regards to setting the maximum employee raise amount for use in budgeting for fiscal year 2003. After review of the data and discussion, motion was made by Dr. Lofton to adopt a 7% employee pay raise maximum for fiscal year 2003, seconded by Dr. Walther, and passed unanimously by voice vote.

**D. Contract Review – Investigation Unlimited**

Ms. Barbier presented information with regards to renewal of the annual contract with Investigations Unlimited to provide investigative services to the Board. The contractor had reviewed the proposed contract and no changes have been proposed from the previous year. After review and discussion, motion was made by Dr. Walther to accept the contract with Investigations Unlimited as presented, seconded by Dr. Davis, and passed unanimously by voice vote.

**E. Office Lease - Renewal**

Ms. Barbier presented information regarding the present office space lease. The present lease for administrative office space at 263 Third Street (State National Life Building) will expire on July 31, 2002. The present lease contains a term option to automatically renew for another five (5) years locked in at the present rate. After

discussion of various issues with regards to moving or staying in the present space, Ms. Barbier was instructed to contact Division of Administration, Facility Planning regarding the air conditioning situation since contact with the leasor directly has not yielded any results. Motion was made by Dr. Davis to take the term option and renew the lease for the presently occupied office space for another five years, seconded by Dr. Lofton, and passed unanimously by voice vote.

**VI. POLICY, PROCEDURE, AND RULES**

**A. Rule Making**

1. General Update – There was no rule promulgation in progress.
2. Adoption of Rules – There were no rules presented for adoption.
3. Consideration/ Review of Proposed Rules/Amendments

Ms. Barbier presented draft proposed amendments to Board Rules 301 and 303 with regards to acceptance of completion of the new AAVSB-PAVE program as well as the already accepted completion of the AVMA-ECVFG program by foreign school graduates. After discussion of the impending meeting between AAVSB and AVMA representatives that had been announced and is hoped to better relations between the two entities, this item was deferred until December 6, 2001. Ms. Barbier was instructed to contact AAVSB and/or AVMA about receiving a copy of any minutes from their meeting.

**B. Policy and Procedure**

1. Procedure – Closing of Practice and Patient Records

Dr. Davis had been working with Mr. Tomino with regards to proposed guidelines on this issue. Dr. Davis did not have all the information needed for this discussion and requested the item be deferred to December 6, 2001.

2. DVM CE Policy Statement

Ms. Barbier presented draft proposed revisions to the Board's current CE Policy Statement. Draft language had been added regarding the two policies adopted by the Board at previous Board meetings; (1) verification of employment at an accredited school of veterinary medicine will not be accepted in lieu of performance of the required CE hours, and (2) Presenters of approved CE programs may not use the hours for program preparation and presentation as CE.

a. Veterinary Orthopedic Manipulation Seminar – Dr. Lofton presented information on a seminar to be held in New Orleans on veterinary orthopedic manipulation (chiropractic). Initially, the Board office had contacted the sponsor/speaker of the program to receive a breakdown of the sessions to be presented at the program. The speaker stated at that time that he did not wish the program to be approved for CE. The Board office informed the speaker verbally that he is not allowed to perform hands-on instruction because he is not licensed in Louisiana. The speaker verbally acknowledged he understood. The Board office then mailed a letter to the speaker reiterating the verbal information conversed and outlining acceptable demonstration practices as previously set by the Board for another program.

The Board office recently received a request from a licensee to approve the VOM program for use as CE. Dr. Lofton moved that the program not be approved and suggested that a Board statement be published in the next newsletter informing licensees that they should be sure if a CE program states that it is approved for CE they check with the Board office to make sure it is approved and note that there was a recent case where a seminar held in New Orleans stated that it was approved for CE when in fact it had not been approved and will not be accepted for CE. Dr. Walther seconded the motion not to approve the program for CE and the motion passed unanimously by voice vote.

b. Limited Time Acceptance for Alternative Medicine/Therapy CE – Discussion was held regarding limiting time accepted for CE programs of alternative medicine/therapy topics. Dr. Davis noted that the Board should start looking into limited licensure. Motion was made by Dr. Lofton to limit CE program acceptance in alternative medicine/therapy topics to four hours per year, seconded by Dr. Walther, and passed unanimously by voice vote. Ms. Barbier presented proposed language to the policy statement.

c. Limited Time Acceptance for Local Association Programs – Discussion was held regarding limiting time accepted for CE programs presented by local veterinary medical associations. After discussion, no action was taken on this issue.

d. CE Policy Statement – The Board reviewed the proposed revisions to the CE policy statement that had been presented. Motion was made by Dr. Walther to approve the revisions to the policy statement as presented, seconded by Dr. Davis, and passed unanimously by voice vote. Ms. Barbier was instructed to send the revision to Mr. Tomino for his review.

e. CE Rule Amendments – Ms. Barbier presented proposed amendments to the Board's Rule 403 with regards to the CE policies recently approved by the

Board. Ms. Barbier was instructed to forward a copy of the rule amendments to Mr. Tomino for review and defer further discussion on rule amendments to December 6, 2001.

3. General CE Approval Process

Ms. Barbier presented a written version of the present procedure for approving programs for continuing education by the Board office. It was noted that the new policies adopted by the Board would be incorporated into the CE approval process through use of the revised CE Policy Statement as a guideline.

**C. Practice Act-Related Inquiries/Declaratory Statements**

1. New Issues – No new issues were presented.

*[Dr. Gowan requested that the Board office contact Mr. Tomino's office to have copies of the draft letters that had been sent to him relative to agenda items VI.C.2.a. and b. faxed over for review and discussion by the Board. While waiting for these letters, the Board continued with item VII.A. The Board returned to item VI.C.2.a after discussion of item VII.A.2.]*

2. Reviews

a. Ultrasonography – Dr. William French – Dr. Gowan presented the draft letter prepared by Mr. Tomino and sent to Dr. Gowan for review and approval regarding the response given to Dr. French at the August 2, 2001 Board meeting. After discussion, revisions to the letter were made and will be discussed by Dr. Gowan with Mr. Tomino.

b. Providing Xylazine – Dr. Edgar Baronne, Sr. – Dr. Gowan presented the draft letter prepared by Mr. Tomino and sent to Dr. Gowan for review and approval regarding an inquiry of the Board's previous response relative to providing xylazine to a client after a veterinarian-patient-client relationship has been established. The response letter was approved as presented.

*[The Board continued with agenda item VII.A.3.]*

VII. MISCELLANEOUS MATTERS

A. **Applicant Issues**

1. DVM – Dr. Clay Hodgin – The Board reviewed the request and employment documentation submitted by Dr. Hodgin to waive retaking out-of-date national examinations. Dr. Lofton noted he had spoken with Dr. Hodgin on several occasions about this matter and verified that Dr. Hodgin is employed at the LSU-SVM in the diagnostic laboratory as the head pathologist as well as is extensively involved with clinical rounds in the veterinary teaching hospital. Dr. Hodgin had also performed an external six-week preceptorship while attending Oklahoma State University in 1971.

Discussion was again initiated with regards to limited, specialty licenses. Ms. Barbier was instructed to contact other states, such as Texas, to see how they initiated and are handling specialty licensing. Discussion was also held regarding the Board not requiring veterinarians employed and practicing clinically at the veterinary school to have a Louisiana license. Ms. Barbier was instructed to check with other states about whether or not other states require veterinarians working clinically at veterinary schools to have a state license to practice veterinary medicine.

After discussion, motion was made by Dr. Lofton to approve the request of Dr. Hodgin to waive retaking of the national examination and the preceptorship requirement by accepting the employment documentation and information as equivalent to full-time private practice as required in Board Rules 303.B.4 and 1105.E, seconded by Dr. Walther, and passed unanimously by voice vote.

2. DVM – Dr. Kirk Ryan – The Board reviewed the request and employment documentation submitted by Dr. Ryan for waiver of retaking out-of-date national examinations. After discussion of the information presented, motion was made by Dr. Walther to approve the request to waive retaking the national examination by accepting the presented employment documentation as equivalent to full-time private practice as required by Board Rule 303.B.4, seconded by Dr. Davis, and passed unanimously by voice vote.

*[Upon receipt of the requested letters, the Board returned to agenda item VI.C.2.a and b. for discussion.]*

*[Dr. Holm was scheduled to address the Board at 1:00 pm, until her arrival, the Board continued with agenda item VII.B. The Board returned to agenda item VII.A.3 after discussion of item VII.G.]*

3. DVM – Dr. Ashley Holm – The Board was introduced and recognized Dr. Holm. Dr. Holm made a presentation to the Board of her qualifications, situation, and her request for partial acceptance of the preceptorship she performed at Hagyard, Davison and McGee (HDM) even though the standard procedures were not followed in order and HDM was given limited approval after she completed her preceptorship there. She also requested the use of a second preceptorship facility to complete the preceptorship requirement even though the facility was also given a limited approval. She explained that she was in the process of completing a PhD program and is unable to take off four full weeks (days) to complete the preceptorship requirement. The second facility she would like to use has a late afternoon/early evening, seven-day week schedule that she could work with to complete the requirement. After conclusion of Dr. Holm's presentation, the Board discussed the information presented and her distinctive situation. After discussion, motion was made by Dr. Davis to accept four week of the eight weeks Dr. Holm spent at HDM and allow her to complete the other four weeks with the second limited approved facility, seconded by Dr. Lofton and passed unanimously by voice vote.

*[The Board returned to agenda item VII.H.]*

#### **B. Preceptorship – Limited Approval Guidelines**

Discussion was held regarding preceptorship facility assessment questionnaires for facilities that are ambulatory or mobile practice of 100% equine/large animal. Motion was made by Dr. Walther that all limited approval preceptorship facilities questionnaires should come before the full Board for review and approval, seconded by Dr. Lofton, and passed unanimously by voice vote.

The preceptorship questionnaire submitted for Mobile Veterinary Services, Lake Charles, Louisiana was presented and reviewed by the full Board. The facility is a mobile clinic practicing 50% food animal and 50% equine. Motion was made by Dr. Lofton to grant limited approval to this practice, seconded by Dr. Walther, and passed unanimously by voice vote.

#### **C. Renewal Issues**

##### **1. DVM**

a. Dr. Trisha Marullo – Fee Waiver – The Board reviewed a request for fee exemption based on active military service. Motion was made by Dr. Walther to waive the renewal fee for the 2002 renewal, seconded by Dr. Lofton, and passed unanimously by voice vote.

b. Dr. Fred Enright – License Status Change – The Board reviewed a request to change license status from inactive to faculty. This issue was deferred to December 6, 2001 in order to discuss legal issues with Mr. Tomino. License expiration was extended through the December meeting.

c. Dr. Nancy Fagan – Defer CE Hours – The Board reviewed a request to defer CE hours to the next renewal. The Board also reviewed information submitted with regards to Dr. Fagan's obtaining of a PhD in Epidemiology. Motion was made by Dr. Lofton to accept the education information presented for CE for the 2002 renewal, seconded by Dr. Walther, and passed unanimously by voice vote.

d. Dr. Walter Low – Fee and CE Waiver – The Board reviewed a request to waive renewal fee and CE based on medical incapacity. Motion was made by Dr. Davis to waive both the renewal fee and CE for the 2002 renewal, seconded by Dr. Walther, and passed unanimously by voice vote.

e. Dr. Rick Alleman – CE Acceptance – The Board reviewed a request and documentation for acceptance of the CE documentation as submitted to complete renewal. Motion was made by Dr. Davis to accept the CE documentation as submitted for this year only for the 2002 renewal, seconded by Dr. Walther, and passed unanimously by voice vote.

f. Dr. John Parsons – Fee Waiver – The Board reviewed a request for fee exemption based on active military service. Motion was made by Dr. Walther to waive the renewal fee for the 2002 renewal and notify Dr. Parsons that he will have to make the exemption request annually, seconded by Dr. Lofton, and passed unanimously by voice vote.

g. Dr. Jamie Williams – CE Acceptance – The Board reviewed a request and documentation for the acceptance of the CE documentation as submitted to complete renewal. Motion was made by Dr. Walther to accept the CE documentation as submitted for this year only for the 2002 renewal, seconded by Dr. Davis, and passed unanimously by voice vote. Dr. Williams is to be informed that the Board will no longer accept CE presenter time for renewal CE.

h. Dr. Trent Fogleman – CE Acceptance – The Board reviewed documentation for an Obstetrics and Gynecology Resident Physician program (human medicine) submitted as CE with renewal. The Board reviewed a letter sent to Dr. Fogleman in 2000 regarding human medicine residencies submitted during renewal as CE. Motion was made by Dr. Walther to deny acceptance of the human medicine OB/Gyn residency as CE for the 2002 renewal, seconded by Dr. Davis and passed unanimously by voice vote.



i. Dr. Glen Hutchinson – Extension Request – The Board reviewed a request for time extension due to cancellation of CE programs in September because of the national emergency. Motion was made by Dr. Lofton to extend the license expiration date to November 15, 2001 for Dr. Hutchinson to allow for obtaining the required CE; all applicable late fees (late CE and renewal) must be paid. The motion was seconded by Dr. Walther and passed unanimously by voice vote.

j. Dr. Gail Lane – Extension Request – The Board reviewed a request for time extension due to other state licenses held requiring CE on a different time frame. Motion was made by Dr. Lofton to extend the license expiration date to December 31, 2001 for Dr. Lane to allow for obtaining the required CE; all applicable late fees (late CE and renewal) must be paid. The motion was seconded by Dr. Walther and passed unanimously by voice vote.

k. Dr. Pari White – Extension Request – The Board reviewed a request for time extension. Motion was made by Dr. Walther to extend the license expiration date to October 31, 2001 for Dr. White to allow for obtaining the required CE; all applicable late fees (late CE and renewal) must be paid. The motion was seconded by Dr. Davis and passed unanimously by voice vote.

l. Dr. Susan Mikota – CE and Late Fee Waiver – The Board reviewed a request for waiver of the CE requirement due to work being performed in remote location in Africa and waiver of the late renewal fee. Motion was made by Dr. Lofton to waive the CE requirement and late renewal fee for the 2002 renewal, seconded by Dr. Walther and passed unanimously by voice vote. Ms. Barbier was instructed to write Dr. Mikota regarding her submission to the Board for approval of a proposed alternate method for obtaining the required CE for future renewals while she is working in Africa. The Board would be willing to waive the limit on methods such as correspondence courses, Compendium, and on-line to allow all sixteen hours required to be gained in these manners.

m. Dr. Jennifer Lewando – Late Fee Waiver – The Board reviewed a request for waiver of the late renewal fee. Motion was made by Dr. Walther to deny the request, seconded by Dr. Davis, and passed unanimously by voice vote.

n. Dr. Stephen Gaunt – CE Acceptance – The Board reviewed a request for acceptance of CE and documentation as submitted. Motion was made by Dr. Walther to accept the CE documentation and the employment verification as submitted for this year only to complete the 2002 renewal, seconded by Dr. Lofton and passed unanimously by voice vote.

o. Dr. Scott Johnson – Late Fee Waiver – The Board reviewed a request for waiver of the late renewal fee. Motion was made by Dr. Walther to deny the request, seconded by Dr. Davis and passed unanimously by voice vote.

p. Dr. Patrick Barry – Extension Request – The Board reviewed a request for time extension. After review of the CE documentation submitted, the Board approved the CE documentation as presented to complete the 2002 renewal. No time extension was needed or granted.

The Board reviewed the present procedure for counting CE hours. Board office personnel was instructed to count hours excluding lunches and those breaks of fifteen minutes or more. Breaks under fifteen minutes will be counted with the session previously listed on the program agenda/itinerary.

*[The Board adjourned for lunch at 11:55 am. The Board returned to regular session at 12:25 pm and continued with agenda item VII.C.2.]*

2. CAET

a. Dwight LeBlanc – CE Acceptance – The Board reviewed a request for acceptance of CE programs submitted. Motion was made by Dr. Walther to waive the CE require for the 2002 renewal only, seconded by Dr. Lofton, and passed unanimously by voice vote.

b. Joseph Pierfax and Ronald Clemon – Ms. Barbier explained that Mr. Pierfax and Mr. Clemon were no longer in need of approval of the presented CE programs; other CE information was submitted to complete their renewals.

c. Richard Edwards – CE Acceptance – The Board reviewed a request to accept an in-house training program presented by the veterinarian on staff at the animal control facility as CE for the 2002 renewal due to a medical emergency that caused Mr. Edwards to miss the Board approved program he was scheduled to attend in August 2001. Motion was made by Dr. Walther to accept the training program for CE to complete the 2002 renewal, seconded by Dr. Davis and passed unanimously by voice vote.

The facility also asked for full approval of the training program as annual CE [*agenda item VII.D.1.b*]. After discussion, the Board did not approve the program for full approval as annual CE.

d. Berton Brand – CE Acceptance – The Board reviewed a request to approve the program attended for CE. Motion was made by Dr. Lofton to approve

the program for completion of the 2002 renewal, seconded by Dr. Walther, and passes unanimously by voice vote.

3. RED

a. Bret Richards – Extension Request – The Board reviewed a request for time extension to complete the required CE. Motion was made by Dr. Walther to extend the certificate expiration date to January 31, 2002 for Mr. Richards to allow for obtaining the required CE, seconded by Dr. Lofton, and passed unanimously by voice vote. Dr. Davis noted that Texas A&M University will be holding an equine dentist program in early November 2001. Ms. Barbier will check to see if non-veterinarians will be allowed to attend the program and inform the registered equine dentists.

**D. Continuing Education Review**

1. CAET

a. Jefferson Parish Animal Control Program – The Board reviewed information on a program to be given on kennel certification sponsored by Jefferson Parish Animal Control. Motion was made by Dr. Walther to approve the program for CE, seconded by Dr. Davis, and passed unanimously by voice vote.

b. EBR Parish Animal Control In-house Training Program – The Board reviewed and made decision on this issue as part of agenda item VII.C.2.d.

**E. LVMA Request – Website Link**

Ms. Barbier noted that the LVMA had contacted the Board office about adding a link to the Board's website to link to the LVMA website. There were no objections.

**F. Proposed Board Meeting Dates for 2002**

The Board reviewed the proposed Board meeting dates for calendar year 2002. After a brief discussion, motion was made by Dr. Davis to approve the meeting dates, seconded by Dr. Walther and passed unanimously by voice vote.

**G. Customer Service Questionnaire Summary**

Ms. Barbier presented a summary of the Customer Service Questionnaires received since October 2000. Some of the issues noted on the surveys were reviewed. Ms. Barbier was instructed to send the summary letter to the appropriate state agency

letting them know the results of the questionnaires and that the Board will look into any workable changes that may be needed.

*[Dr. Holm arrived and the Board returned to agenda item VII.A.1.c.]*

#### **H. Other Matters Properly Brought Before the Board**

1. Ms. Barbier presented information with regards to purchasing new office furniture. She informed the Board that new furniture was purchased for the assistant's office to replace the furniture that was damaged in the water incident of March 2001 and that the Board will be reimbursed by ORM for this purchase. Ms. Barbier explained that the present furniture in the director's office and the clerk's office is quite aged where drawers have become hard to open and are sticking, and drawer handles are falling off. The desk in the clerk's office was damaged after the water incident during the clean up and may be eligible for reimbursement by ORM. The Board authorized the purchase of new office furniture as outlined in Ms. Barbier's presentation.

#### **VIII. OTHER BUSINESS**

A. Wall certificates were presented for signature for the following new licenses/certificates issued since the August 2, 2001 board meeting:

<u>DVM License No.</u>		<u>Issued</u>
2356	Anna Marie Chapman, DVM	8/2/2001
2357	Kristin Meredith Hebert, DVM	8/2/2001
2358	Barry Vincent Strickland, DVM	8/3/2001
2359	Renee Heather Funk, DVM	8/7/2001
2360	Jill Christine Scott, DVM	8/7/2001
2361	Grace M. Berg, DVM	8/8/2001
2362	Belinda Andrews, DVM	9/5/2001
2363	Kevin Brian Fuselier, DVM	9/5/2001
2364	Marika Patricia Laszlo, DVM	9/20/2001

<u>RVT Certificate No.</u>		<u>Issued</u>
8095	Dena Ann Roy, RVT	9/6/2001

<u>CAET Certificate No.</u>		<u>Issued</u>
9258	Sheila Ruth Brown, CAET	8/13/2001
9259	David R. Clemmens, Jr., CAET	8/13/2001
9260	Kathy Lynn Hartmann, CAET	8/13/2001
9261	Julie Anne Hill, CAET	8/13/2001

9262	Edith Eleanor Hollandsworth, CAET	8/13/2001
9263	Jennifer Elaine Peterson, CAET	8/13/2001
9264	Elizabeth Marie Simmons, CAET	8/13/2001
9265	Gregory Allen Spicer, CAET	8/13/2001
9266	Ginger Gayle Stephens, CAET	8/13/2001
9267	Lisa Gay Sykes, CAET	8/13/2001
9268	Elizabeth Ann Walker, CAET	8/13/2001
9269	Bernadine B. White, CAET	8/13/2001
9270	Rebecca Bates Wood, CAET	8/13/2001
9271	Millette Antoinette Wallace, CAET	8/22/2001
9272	Shirley Ann Chiappetta, CAET	9/10/2001
9273	Cherie Elizabeth Hantz, CAET	9/20/2001
9274	Tracey LeAnne Jensen, CAET	9/20/2001
9275	Felix Lewis, III, CAET	9/20/2001

XI. EXECUTIVE SESSION

Motion was made by Dr. Walther to enter executive session for discussion of miscellaneous matters properly brought before the Board, seconded by Dr. Lofton, and passed unanimously by voice vote. The executive session was closed to the public. Motion was made by Dr. Davis to return to regular session, seconded by Dr. Walther, and passed unanimously by voice vote. The meeting was re-opened to the public. No formal actions were taken and no motions were made.

X. ADJOURN

There being no further business before the Board, the meeting was adjourned at approximately 2:15 pm.

MINUTES REVIEWED AND APPROVED BY FULL BOARD ON DECEMBER 6, 2001.

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J. Edwin Davis, DVM  
Board Secretary/Treasurer