

**LOUISIANA BOARD OF VETERINARY MEDICINE
BOARD MEETING
June 3, 2004**

Minutes

I. CALL TO ORDER -

Board President, Dr. J. Edwin Davis, called the meeting to order at 8:30 a.m.

II. ROLL CALL -

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

Those present:

J. Edwin Davis, DVM	Board President
Glenn Walther, DVM	Board Vice President
Lon Randall, DVM	Board Secretary-Treasurer
Patrick Bernard, DVM	Board Member
Brent Robbins, DVM	Board Member
Michael Tomino, Jr.	Board General Counsel
Wendy Parrish	Board Administrative Director

Absent: None

Guests: Stacy VanHorn, DVM, (11:00 a.m. appearance)

III. APPROVAL OF MINUTES

A. April 8, 2004

The Board reviewed the minutes from the April 8, 2004 Board meeting. Motion was made by Dr. Walther to accept the minutes as presented, seconded by Dr. Robbins, and passed unanimously by voice vote.

IV. FINANCIAL MATTERS AND CONTRACTS

A. **Financial Reports -**

1. March 2004 and April 2004

Dr. Randall and Ms. Parrish presented the financial reports for March and April 2004 for review. Dr. Randall noted current YTD assets and expenditure totals as compared to budgeted targets. Ms. Parrish was asked to number the monthly financial pages from the CPA each month to more easily review the figures. Motion was made by Dr. Walther to approve the financial reports as presented, seconded by Dr. Bernard, and passed unanimously by voice vote.

B. **Budget Forecast -**

Ms. Parrish presented financial reports outlining budgeted expenses and revenue for FY2004. Discussion was made regarding the increased legal expense due to larger volume of legal cases, complexity of issues and cases presented, compared to the

budgeted amount. Income accrued from legal cost recovery and disciplinary fines was noted, offsetting total legal expenses. It was requested that the budgeted amount for legal expenses in FY2005 reflect more accurately the current legal expenses each month. Ms. Parrish stated that barring any unforeseen emergency expenses within the month of June, the Board budget should be close to target. No action was taken on this item.

C. CD Investments -

Ms. Parrish presented a spreadsheet listing purchases of certificates of deposit (CD) for FY2004 with accrued interest. Discussion was made regarding current interest rates at BankOne. Targeted interest returns will fall short of budgeted amounts. Ms. Parrish was instructed to research other avenues of investment allowed for state entities which would accrue greater returns during FY2005. Motion was made by Dr. Walther, seconded by Dr. Robbins to authorize Ms. Parrish, Administrative Director, in association with the Board Secretary-Treasurer elect, Dr. Bernard, to make internal fund transfers for the purchase of certificates of deposit during FY2005. Motion passed unanimously by voice vote.

D. Annual Audit Questionnaire

The Board reviewed the compliance questionnaire for the engagement of the auditors for the FY2004 audit to be performed after June 30, 2004. The compliance questionnaire answers general questions relative to the Board's actions during the fiscal year. Motion was made by Dr. Robbins, seconded by Dr. Randall, to approve the compliance questionnaire as presented. Motion passed unanimously by voice vote.

V. ADMINISTRATIVE HEARING

None scheduled.

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.

VI. POLICY, PROCEDURE, AND RULES

A. Rule Making

1. General Update

There were no updates presented.

2. Adoption of Rules -

There were no rules presented for adoption.

3. Consideration/Review of Proposed Rules/Amendments

There were no proposed rules or amendments presented.

B. Policy and Procedure

There were no policies or procedures presented.

C. Practice Act-Related Matters/Declaratory Statements

1. Franchise Issues – Mr. Tomino presented a summary of matters regarding franchised veterinary practices in Louisiana and the opinion of the Assistant Attorney General, as well as a proposed amendment for review by the Board. Following discussion, motion was made by Dr. Walther, seconded by Dr. Robbins, to pursue franchise issues by regular rule promulgation procedures. Motion was approved unanimously by voice vote.

2. Euthanasia Informed Consent (SPCA) – Motion was made by Dr. Walther, seconded by Dr. Randall, for Mr. Tomino to respond to the query of the SPCA as directed regarding rules pertaining to use of proper euthanasia consent forms and discussion by the veterinarian prior to procedures. Motion passed unanimously by voice vote.

D. **Requested amendment to Practice Act** regarding progressive use of human medical technology and services (Paul DaCosta, DVM,) - Mr. Tomino presented an initial report regarding the question whether or not LSU-SVM may legally offer limited instruction by specialized physicians to veterinary ophthalmologists with regard to retinal surgery procedures which are not otherwise taught at accredited veterinary medical schools under the current wording of the Veterinary Practice Act. Motion was made by Dr. Bernard, seconded by Dr. Walther to defer action until further research and Board consideration are concluded regarding this issue. Motion passed unanimously by voice vote.

VII. DVM ISSUES

None.

VIII. DVM APPLICANT ISSUES

Motion was made by Dr. Bernard to go into executive session to discuss regarding potential personal matters of the applicant, seconded by Dr. Walther, and passed unanimously by voice vote.

A. Stacy VanHorn, DVM – Request for waiver of out-of-date examination (Personal appearance 11:00a.m.) – 1991 graduate of Illinois School of Veterinary Medicine, licensed (and previously licensed) in numerous other states, Dr. VanHorn personally appeared before the Board at 11:00a.m. with request to waive the national examination based upon previous employment and experience. Upon departure, Dr. VanHorn was advised that a letter to him would follow for more specific documentation as to previous work experience for the five years prior to application with the Board.

Upon conclusion of discussion of the issues, motion was made to return to regular session by Dr. Walther, seconded by Dr. Robbins, and approved unanimously by voice vote.

Motion was made by Dr. Walther, seconded by Dr. Robbins for Mr. Tomino to procure specific documentation of work history and professional references regarding Dr. VanHorn for further consideration of waiver request. Motion passed unanimously by voice vote.

B. Javier Nevarez, DVM - Request for waiver of preceptorship requirement - LSU-SVM 2001 graduate, currently intern at LSU-SVM. Deferred at the request of Dr. Nevarez for personal appearance at August 2004 Board meeting.

C. Susan Delatte, DVM - Request for waiver of out-of-date examination and preceptorship requirement. - 1999 graduate of LSU-SVM, licensed in Florida since 2002. Following review of documents submitted by Dr. Delatte, employment history and experience, Dr. Delatte's particular employment history and experience were found to be equivalent to full time active practice for five years immediately prior to application with the Board. Motion was made by Dr. Bernard, seconded by Dr. Walther, to waive retaking the national examination and preceptorship requirement. Motion passed unanimously by voice vote.

D. Timothy Delatte, DVM - Request for waiver of preceptorship requirement - 1999 graduate of LSU-SVM, licensed in Florida since 2002. Following review of documents submitted by Dr. Delatte and employment history within the 90 day period prior to application, motion was made by Dr. Walther, seconded by Dr. Bernard, to waive the preceptorship requirement. Motion passed unanimously by voice vote.

E. Justin Crites, DVM - Request for waiver of preceptorship requirement - 1999 graduate of Ross University, licensed in Kentucky and Tennessee, currently in Public Health with the U.S. Air Force. Dr. Crites has not submitted application to date. Motion was made by Dr. Walther, seconded by Dr. Robbins, to defer decision on waiver request until receipt of formal application by Dr. Crites. Motion passed unanimously by voice vote.

F. Haley Burke, DVM - Request for waiver of preceptorship requirement (and approval of preceptor facility status) - 2004 graduate of Auburn University. Following consideration of documentation of preceptorship/externship completed for 4th year of veterinary school requirements, motion was made by Dr. Bernard, seconded by Dr. Walther to deny waiver of preceptorship requirement. Motion passed unanimously by voice vote.

IX. RVT/CAET/RED ISSUES

A. Kenneth Clay Witt - Application for RED certification - Currently licensed in Arkansas as an Assistant to the Veterinarian, and previously licensed as an "equine dentist" with the Louisiana Racing Commission prior to the amendment to the Veterinary Practice Act regarding certification of equine dentists by the Board. Following review of documentation provided by Mr. Witt, motion was made by Dr.

Walther, seconded by Dr. Randall, to request Mr. Witt's appearance at the August 2004 Board meeting for clarification of fulfillment of application requirements. Motion passed unanimously by voice vote. It was requested that Mr. Tomino contact Mr. Witt in writing regarding complete documentation required for application for RED certification in Louisiana and requesting his appearance at the August 5, 2004 Board meeting.

X. PRECEPTORSHIP ISSUES

A. West Esplanade Veterinary Clinic, Metairie, LA - Request for reconsideration for preceptorship facility full approval status. Consideration was given to documentation provided by Dr. Rich regarding preceptorship status change effective April 8, 2004. Motion was made by Dr. Walther, seconded by Dr. Robbins, to reinstate West Esplanade Veterinary Clinic as a fully approved preceptorship facility. Motion passed unanimously by voice vote.

B. Marathon Veterinary Hospital, Marathon, FL - Request for reinstatement of status as approved preceptorship facility, limited approval (referral, surgery). Following review of documentation provided for reconsideration and reinstatement of preceptorship facility status, motion was made by Dr. Bernard, seconded by Dr. Walther, to reinstate Marathon Veterinary Hospital as an approved preceptorship facility, limited status. Motion passed unanimously by voice vote.

C. Backstretch Surgery & Medicine, Inc., Metairie, LA - request status for preceptorship facility approval, full vs. limited approval (track veterinarian, surgery). Following review of preceptorship application, motion was made by Dr. Walther, seconded by Dr. Robbins, for approval of Backstretch Surgery & Medicine, Inc. as a limited preceptorship facility. Motion passed unanimously by voice vote.

XI. CONTINUING EDUCATION ISSUES

A. CAET CE - Request for approval of Disease Control & Prevention presentation by M. Dale, DVM, (Caddo Animal Shelter) - July 2004 through June 2005, 6 credit hours. Motion was made by Dr. Walther, seconded by Dr. Bernard, to approve the course for 6 hours of CAET CE credits. Motion passed unanimously by voice vote.

XII. MISCELLANEOUS MATTERS

A. Annual Meeting - Election of Officers - Nominations were taken as follows: Glenn Walther, DVM, Board President; Lon Randall, DVM, Board Vice-President; Patrick Bernard, DVM, Board Secretary-Treasurer. Motion was made by Dr. Robbins to close nominations, seconded by Dr. Davis and passed unanimously by voice vote.

Election of officers was held. Motion was made by Dr. Robbins to install Dr. Glenn Walther as Board President, Dr. Lon Randall as Board Vice-President, and

Dr. Patrick Bernard as Board Secretary-Treasurer for fiscal year 2005, seconded by Dr. Davis and passed unanimously by voice vote.

- B. Authorization of New Board President, Secretary-Treasurer, Administrative Director** - Motion was made by Dr. Bernard to afford Dr. Walther, 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, seconded by Dr. Davis and passed unanimously by voice vote.

Authorization to sign checks drawn on the Board's account was given to Dr. Walther, Board President-elect, Dr. Patrick Bernard, Board Secretary-Treasurer-elect, and Ms. Parrish, Administrative Director, effective August 1, 2004.

- C. Review of Board Member Position** - The list of primary duties of each Board position was presented for review. No changes were made.
- D. Humane Society of Louisiana (formerly LISA)** - Ms. Parrish distributed correspondence dated May 19, 2004 from Dr. Littlefield-Chabaud with the Office of the Louisiana State Veterinarian regarding current actions by Humane Society of Louisiana for review. No action was taken regarding this item.
- E. AAVSB Newly Proposed Draft of By-Laws** - Ms. Parrish presented the memorandum dated May 12, 2004 and proposed By-Laws of AAVSB for review and comment. No action was taken on this item.
- F. New Licenses and Certificates Issued:**
Wall certificates were presented for signature for the following licenses/certificates issued since the previous Board meeting:

DVM

2510	Kathleen Shannon Adams
2511	Lauren Elizabeth Ellender
2512	Joseph Boone Bondurant, Jr.
2513	Rebecca Jane Bynum
2514	Joey Michael Landry
2515	Erica Capshaw Brooks
2516	Becky Layne Patin
2517	Randolph Lee Hayes
2518	Rene Vincent Baumer
2519	Erica M. Rapp Breeden
2520	William Powell Knight, Jr.
2521	Brianne Annesia Smith
2522	Karen Marie Perronne

RVT

8115	Virginia Chantil Einck
8116	Jodi Benoit DuBose
8117	Maria Catherine VanCuren

XIII. EXECUTIVE SESSION

Motion was made by Dr. Walther to go into executive session to discuss personnel 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. Robbins, and approved unanimously by voice vote.

A. Administrative Director Annual Review – Motion was made by Dr. Walther, seconded by Dr. Robbins, to award Ms. Parrish the maximum annual salary increase of 7% following her annual review. Motion passed unanimously by voice vote.

B. Clerical Staffing – Following discussion regarding the part time clerical position open for the three month renewal period July 1 through September 30, 2004, motion was made by Dr. Walther, seconded by Dr. Bernard, to allow Ms. Parrish to contract a qualified candidate for 6 hours each weekday throughout the renewal period. Motion passed unanimously by voice vote.

XIV. ADJOURN

There being no further business before the Board, motion was made by Dr. Walther, seconded by Dr. Randall, and passed unanimously by voice vote to adjourn. The meeting was adjourned at 1:25 p.m.

MINUTES REIVEWED AND APPROVED BY FULL BOARD ON August 5, 2004.

Lon Randall, DVM, Board Secretary-Treasurer