

GEORGIA STATE BOARD OF VETERINARY MEDICINE
Board Meeting Minutes
Professional Licensing Boards
237 Coliseum Drive, Macon, GA
December 14, 2016 - 9:30 A.M.

The Georgia State Board of Veterinary Medicine met on Wednesday, December 14, 2016. The following members were present:

Board Members Present

Dr. Henry Bohn, Chairperson
Dr. John Sundstrom, Vice Chair
Dr. Larry Corry, Board Member
Dr. Edsel Davis, Board Member
Dr. Becky Malphus, Board Member
Mr. Nic Haynes, Consumer Member

Staff Present

Ms. Adrienne Price, Executive Director
Ms. Michelle Foster, Board Support Specialist
Ms. Kathy Osier, Licensing Supervisor

Attorney General's Office

Betsy Cohen, Assistant Attorney General

Board Members Absent

No Board members were absent.

Visitors Present

Scott Piper, Georgia Veterinary Medical Association (GVMA)

Call to Order: Dr. Bohn established a quorum of the Board was present and called the meeting to order at 9:31 a.m.

OPEN SESSION

Agenda The Board accepted the agenda as presented.

Open Session Board Minutes

a) October 19, 2016 Board Meeting Minutes

Dr. Corry motioned, Dr. Davis seconded and the Board voted unanimously in favor of the motion to accept the October 19, 2016 Board meeting minutes as presented.

b) December 13, 2016 Investigative Committee Meeting Minutes

Dr. Sundstrom motioned, Mr. Haynes seconded and the Board voted unanimously in favor of the motion to accept the December 13, 2016 investigative committee meeting minutes as presented.

Licenses to Ratify – October 12, 2016 – December 7, 2016

Dr. Sundstrom motioned, Mr. Haynes seconded and the Board voted unanimously in favor of the motion to ratify the licenses by application and by reinstatement that were issued, in accordance with Board Rules and Policies, between board meetings.

Discussion – AAVSB

a) Call for AAVSB Bylaw Amendments in by Feb 17, 2017

The Board accepted the correspondence in reference to the AASVB Bylaw Amendments for February 17, 2017 as information.

b) AAVSB Membership Application – Comments of Manitoba Veterinary Association Discussion

Dr. Malphus motioned, Dr. Sundstrom seconded and the Board voted unanimously in favor of the motion to approve the AASVB membership application of the Manitoba Veterinary Association.

Discussion - Update NAVLE Accommodations – Non-Standard Testing Condition Guidelines

The Board accepted the correspondence in reference to the update of the NAVLE Accommodations – Non-Standard Testing Condition Guidelines as information. Ms. Price informed the Board that she has shared this information with the staff who processes special accommodation requests for testing.

Discussion - Proposed Amendments to the Practice Act – Dr. Sundstrom

Dr. Sundstrom motioned, Mr. Haynes seconded and the Board voted unanimously in favor of the motion to develop a Legislative Subcommittee to work on proposed amendments to the Veterinary Practice Act. Ms. Price asked Board

members to be prepared to provide a list of individuals that they would like to serve on the subcommittee for the Board to review during the February 15, 2017 Board meeting.

Mr. Haynes motioned, Dr. Malphus seconded and the Board voted unanimously in favor of the motion to elect Dr. Sundstrom as Chair of the Legislative Subcommittee and Dr. Davis as Vice Chair.

Dr. Malphus motioned, Dr. Sundstrom seconded and the Board voted unanimously in favor of the motion to submit a referral to the Attorney General's Office to research and determine the process the Board must undergo in order to acquire funding for a licensed Veterinary Technician position on the state Board in accordance with the 2003 amendment to O.C.G.A. § 43-50-20 by § 2-1 of Ga. L. 2003, p. 615, in subsection (a).

Discussion – Amended Veterinary Technician Applications

a) Initial Veterinary Technician License

b) Reinstatement-Transfer of Veterinary Technician License

Dr. Malphus motioned, Mr. Haynes seconded and the Board voted unanimously in favor of the motion to approve the amended Veterinary Technicians applications as presented.

Executive Director's Report – A. Price

Executive Director's report presented the Board with statistical data relevant to the processing of applications, the number of active and inactive licensees and complaints/compliance matters. Ms. Price then presented the Board with Rule Updates for 2016. She shared that BR 700-7-.02-Reinstatement of Expired Licenses needs to be sent to the Governor's Office for Review.

Ms. Price continued to update the Board on several matters of importance such as a recap board business in 2016 to include delineating the top three (3) complaint categories for the year, the rules the Board voted to amend throughout the year and the status of those amendments and statutory changes which that occurred in 2016 which effect the work of the Board. She made the Board aware the toll free number for the Professional Licensing Boards Division, she briefed the Board that the VTNE Exam Application fee increased from \$300 to \$310 and explained that the AAVSB has absorbed cost increases for exam administration over the past few years. Ms. Price's reminded the Board to file their Annual Affidavit and Personal Financial Disclosure due by January 31, 2017.

Ms. Price reminded the Board that during the August meeting the Board reviewed some additional information regarding the use of VCET for tracking CE. The Board indicated that right now they are not willing to give up reviewing providers that provide LEAP CE. The Board wanted to know if there would be any capability of adding a column to the report to identify LEAP CE or any other CE that had to be approved through the Board. Ms. Price directed the question referred by AAVSB to the staff who directly work with VCET. Staff had not received a response by the October meeting. She stated that an additional inquiry was sent to AAVSB this week and staff is awaiting a response.

Ms. Price informed the Board that she had received an updated version of the Licensure Application Video that the Board requested from AAVSB. She played the video for the Board to review.

Dr. Bohn made a suggestion that Staff send the video link to Veterinary Continuing Education providers who offer LEAP courses for viewing during their discussions.

Dr. Corry motioned, Dr. Davis seconded and the Board voted unanimously in favor of the motion to approve the Licensure Application Process Video.

Dr. Corry motioned, Mr. Haynes seconded and the Board voted unanimously in favor of the motion for staff to notify the providers of LEAP continuing education courses of the video when it becomes available so that they may show it during their LEAP classes.

Dr. Bohn stated that he would also like to see a listing of the LEAP courses that are approved by the Board on the Executive Director's Report each meeting and in the annual recap so that the Board members can use it to show licensees that there are many to choose from. Ms. Price indicated that the list is on the website and can always be accessed by Board members to show licensees who have questions about their availability; however, she will add that information to her reports.

Dr. Davis motioned, Mr. Haynes seconded and the Board voted unanimously in favor of the motion to accept the Executive Director's report as presented.

Board Chair's Report – H. Bohn

Dr. Bohn reported that when he went to the GVMA Board Meeting, they were talking about getting rid of the Association Directors and putting them on an Advocacy Committee. He asked Mr. Piper if he could clarify when the decision will be implemented. Mr. Piper stated that GVMA has voted to retain the regional positions; however, right now all of the regions do not have representation. Dr. Bohn suggested that they consider doing more advertising to fill those positions.

Miscellaneous Discussions

a) Veterinary Faculty

Dr. Davis questioned the Board as to the reason Veterinary Faculty licenses exist and how their requirements differ from a Veterinarian's requirements. Ms. Price remarked that the difference is that some Veterinarian faculty are not Veterinarians, particularly if they are teaching core curricula such as biology, chemistry and some anatomy and physiology courses. Dr. Malphus shared that the license also allows teachers and interns who come from other countries to gain employment easier in the states as a veterinarian faculty member or university system intern. She reported that this is also how some of them get around taking the ECFVG (Educational Commission for Foreign Veterinary Graduates) or the NAVLE. She indicated that VETF is their designation.

b) License Renewal

Mr. Piper queried the Board as to the turnaround time for renewals. He stated that it is two weeks from the end of the year which means that it's right about the time when applicants might not have enough time to get renewed.

Ms. Price explained that if licensees are audited when they apply for renewal at this point, they might not be renewed by the end of the renewal period simply because they waited until the last minute and staff has to first obtain their CEs before they can be reviewed. She continued that the renewal of the license depends greatly on how quickly the documentation is submitted and/or if the licensee reports an arrest or discipline by another state. Those are the outliers that will delay the processing of renewal applications further.

Ms. Price assured the Board that if licensees are not selected for audit and do not have an outlier, they get renewed right away. Within 24 hours licensees can see that they've been renewed. She reported that presently there are a great many licensees that have not yet applied for renewal. There has not been a daily increase in renewal applications which means that most licensees will wait until after Christmas and flood the office with calls, especially those that are audited.

Dr. Bohn remarked that in a class he was teaching only half of the attendees said that they got the renewal notification email. He told the Board that he told them that it is probably because their emails may have changed or the emails themselves may have gotten overlooked in a spam folder. Ms. Price indicated the fact that typically for those who do not have an email address in the system, a post card is mailed.

Mr. Piper questioned if the three-month grace period applies only to the fee. Ms. Price replied that as of December 31, 2016 a licensee is not supposed to practice if their license has not been renewed; however, if the licensee applied for renewal before the deadline of December 31, 2016, and the license has not yet been renewed due to an audit or review of supplemental documents, then their status becomes "Active Renewal Pending" and they can legally practice in accordance with O.C.G.A. §50-13-18(b).

Ms. Price assured the Board that if the application is complete and the status is, "active renewal pending," the licensee is approved to practice, but if the status is "lapsed late" or "lapsed" they are not supposed to practice. They will not receive an email saying "active renewal pending" so they must check the website for their status. Ms. Price continued that "active renewal pending" status is in place because the application file is then in the Board's hands and the licensee has done what they are required to do with regard to applying. Staff has got to have the time to process the renewals. She pointed out that the website is always updated to reflect what "active renewal pending" means as well as when the "lapsed-late renewal" period begins. She stated that in the recent past, the changeover would take two weeks. But currently that process is only a day or two. In conclusion Ms. Price stated that usually if Staff is in the office, by January 2, 2017, those who have applied for renewal will be processed and the changeover to "lapsed-late renewal" will take place.

Dr. Corry made a motion, Mr. Haynes seconded, and the Board voted to enter into Executive Session in accordance with O.C.G.A. § 43-1-19(h)(2) and 43-1-2(k) to deliberate on enforcement matters and to receive information on investigative reports and the Assistant Attorney General's report. Voting in favor of the motion were those present who included Dr. Malphus, Dr. Bohn, Dr. Corry, Dr. Davis, Dr. Sundstrom, and Mr. Haynes.

At the conclusion of Executive Session on Wednesday, December 14, 2016, Dr. Bohn declared the meeting to be “open” pursuant to the Open and Public Meeting Act O.C.G.A. § 50-14-1 et seq. No votes were taken during executive session.

OPEN SESSION

Executive Session Board Minutes

a) October 19, 2016 Executive Session Board Meeting Minutes

Dr. Corry motioned, Dr. Sundstrom seconded and the board voted unanimously in favor of the motion to approve the October 19, 2016 Board meeting executive minutes as presented.

b) December 13, 2016 Investigative Committee Executive Session Minutes

Dr. Corry motioned, Dr. Sundstrom seconded and the board voted unanimously in favor of the motion to approve the December 13, 2016 investigative committee executive minutes as presented.

Attorney General’s Report – B. Cohen

Dr. Corry motioned, Dr. Sundstrom seconded and the Board voted unanimously in favor of the motion to accept the Attorney General’s report as presented.

- 1) **W.W.** Mr. Haynes motioned and Dr. Sundstrom seconded and the Board voted unanimously in favor of the motion to schedule a Board teleconference if the information regarding the OMPE is received prior to the next scheduled Board meeting.

Investigative Committee Report – E. Davis and B. Malphus

Mr. Haynes motioned, Dr. Sundstrom seconded and the Board voted unanimously in favor of the motion to accept the following recommendations made in Executive Session:

Investigative Interviews:

- VET160096** Close the case with notice to the respondent that the measures already taken by the practice satisfy the concerns regarding procedural safety measures in this case.
- VET170026** Notify the applicant that the Board recommends a comprehensive Mental and Physical Evaluation conducted by a Board recommended provider.

Discussion Cases:

- VET150011** Schedule Investigative Interview.
- VET150053** Allow respondent an additional 60 Days from notification to complete in person hours, or do side-by-side observation with a feline heart disease cardiologist as proposed by the respondent.
- VET160025** Table pending receipt of additional information. Send an additional follow up request using the correct animal name in the records request.
- VET160030** Close the case with no action.
- VET160057** Close the case with no action.
- VET160080** Close the case with a Letter of Concern regarding having out of date medications housed in the same area with the unexpired medication. Proper disposal of medications should be utilized.
- VET170018** Table pending receipt of additional information. Contact corporate office to identify the veterinarian in charge of the location at the time and ask that veterinarian what their instructions are for emergency care.
- VET170019** Close the case with no action.
- VET170020** Close the case with a Letter of Concern to properly document the medical record with treatment offers and refusals to the client owner.
- VET170015** Dr. Sundstrom motioned, Mr. Haynes seconded and the Board voted unanimously in favor of the motion to close the case with a Letter of Concern for having inadequate medical records failing to properly document the prescription dose and duration of treatment.

Applications for Board Review

Dr. Corry motioned, Mr. Haynes seconded and the Board voted unanimously in favor of the motion to accept the following recommendations made in Executive Session:

- 1) **C.A.** Issue the license.
- 2) **S.N.G.** Issue the license.

- 3) S.G.H. Refer to Attorney General’s Office for a Public Consent Agreement for Reinstatement of Licensure with terms, conditions and quarterly reporting concurrent with the terms and conditions of the Kentucky order.
- 4) V.H. Notify the applicant to cause the employer to submit a statement clarifying the applicant’s position to include detailed work experience to present to the cognizant for review. If there is no unlicensed practice, issue license.
- 5) J.C.L. Notify the applicant to cause the employer to submit a statement clarifying the applicant’s position to include detailed work experience to present to the cognizant for review. If there is no unlicensed practice, issue license.
- 6) T.P. Schedule the applicant for an applicant interview with the full Board.

Reinstatements

- 7) B.A.L. Require applicant to take the NAVLE.
- 8) A.N.P. Issue the license.
- 9) A.C.S. Issue the license with a Letter of Concern for action in another jurisdiction.

Renewals

- 10) R.C. Issue license with Letter of Concern for false attestation to the renewal application questions.

Adjournment No further business was discussed and the meeting adjourned at 12:17 p.m.

Minutes recorded by: Michelle Foster, Board Support Specialist
Minutes reviewed and edited by: Kathy Osier, Licensing Supervisor & Adrienne Price, Executive Director
Minutes approved on: February 15, 2017

HENRY BOHN, DVM
BOARD CHAIRPERSON

ADRIENNE PRICE
EXECUTIVE DIRECTOR