

**STATE OF ALASKA  
DEPARTMENT OF COMMERCE COMMUNITY AND  
ECONOMIC DEVELOPMENT  
DIVISION OF CORPORATIONS, BUSINESS  
AND PROFESSIONAL LICENSING  
BOARD OF VETERINARY EXAMINERS**

**MINUTES OF MEETING  
MAY 15, 2009**

By authority of AS 08.01.070(2) and AS 08.98.040, and in compliance with AS 44.62, Article 6, a scheduled meeting of the Board of Veterinary Examiners was held on May 15, 2009, at Harrigan Hall, 330 Harbor Dr., Maksutoff Room, Sitka, Alaska.

**Call to Order/Roll Call/Agenda Review**

The meeting was called to order by Dr. David Hunt, Acting Chairperson, at 9:00 a.m.

Those present, constituting a quorum of the board, were:

Dr. David Hunt, Veterinarian, Acting Chairperson  
Martin Buser, Public Member  
Dr. Margaret Eastman, Veterinarian

Those absent and excused were:

Dr. Timothy Bowser, Veterinarian  
Dr. Steve Torrence, Veterinarian

In attendance from the Division of Corporations, Business and Professional Licensing, Department of Commerce, Community and Economic Development:

Brenda Donohue, Licensing Examiner – Juneau

**Agenda Item 1      Review Agenda**

Dr. Hunt reviewed the agenda and asked for updates or additions.

Ms. Donohue noted the following additions to the agenda:

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- **Item #5 - Investigative Report**  
Investigative Report
  
- **Item #8 – Application Review**  
Jamie Quinn – Tabled VTNE Application
  
- **Item # 11 – Regulations**
  - Comments & Adoption Order for Regulation Project for Student Permits and changes to Confidentiality Regulation
  - Kevin Wellington, DVM – Letter re: Equine Dentistry
  - Printout of AAVSB Listserve Conversation re: Equine Dentistry in other states

**Agenda Item 2      Review/Approve Minutes**

The board reviewed the minutes of the January 30, 2009 meeting. Mr. Buser noted a correction on page 4. Dr. Hunt called for a motion to approve the minutes.

**On a motion duly made by Mr. Buser, seconded by Dr. Eastman, and approved unanimously, it was**

**RESOLVED to approve the January 30, 2009 minutes as corrected.**

The board then reviewed the minutes of the March 11, 2009 teleconference meeting. Dr. Hunt noted a correction on page 2, then called for a motion to approve the minutes.

**On a motion duly made by Dr. Hunt, seconded by Dr. Eastman, and approved unanimously, it was**

**RESOLVED to approve the March 11, 2009 minutes as corrected.**

**Agenda Item 3      Ethics Disclosure**

There were no ethics violations to report from any board members.

**Agenda Item 4      Budget Report**

Cathy Mason joined the meeting by telephone to review the Budget Report. Dr. Hunt asked that the \$36.1 thousand expenditure for FY 2008 in Contractual Services be investigated and clarified. The Board is concerned about that figure as FY 2007 expenditure was \$4.8 thousand, FY 2006 was \$10.4 thousand, as was FY 2005. FY 2009 to date expenditure is \$2.9 thousand. Ms. Mason said that just looking at the difference she would guess there is a mistake and she will investigate and report back to the Board.

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There were no other questions and Dr. Hunt thanked Ms. Mason for her time.

**Agenda Item 6      Correspondence**

The board reviewed the following correspondence presented.

Brian Lanier – Letter encouraging the Board to accept PAVE as an approved program for foreign-trained veterinarians to obtain licensure in Alaska. The Board directed Ms. Donohue to respond to Mr. Lanier that they approve the PAVE program, and that now the Legislature must adopt a change to the Practice Act.

The Board will come back to Correspondence following review of the Investigative Report.

**Agenda Item 5      Investigative Report**

Dawn Bundick joined the meeting via phone to present the Investigative Report at 9:45 a.m.

Ms. Bundick reported there are currently fifteen (15) open investigations, five (5) investigations have been closed since the last meeting; five (5) open complaints, two (2) complaint out for review by a board member.

The board determined to enter executive session to discuss an Investigative case.

**On a motion duly made by Dr. Eastman, seconded by Mr. Buser and approved unanimously, it was**

**RESOLVED to enter executive session in accordance with AS 44.62.310(c)(2) and (3), and Alaska Constitutional Right to Privacy Provisions, for the purpose of reviewing an investigative case with the Investigator.**

Entered into executive session at 9:48 a.m.

Out of executive session at 9:53 a.m.

The board determined to enter executive session a second time for a follow-up question to an Investigative case.

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**On a motion duly made by Dr. Hunt, seconded by Mr. Buser and approved unanimously, it was**

**RESOLVED to enter executive session in accordance with AS 44.62.310(c)(2) and (3), and Alaska Constitutional Right to Privacy Provisions, for the purpose of reviewing an investigative case with the Investigator.**

Entered into executive session at 9:56 a.m.  
Out of executive session at 9:58 a.m.

Following discussion of the report, Dr. Hunt thanked Ms. Bundick for her time, and she left the meeting.

**Recess**

**The board recessed at 10:17 a.m.;  
reconvened at 10:30 a.m.**

**Agenda Item 7      Public Comment**

There were no members of the public present for comment.

**Agenda Item 8      Application Review**

The Board reviewed tabled application for Jamie Quinn, applying to sit for the Veterinary Technician National Exam. There was confusion regarding the duties Ms. Quinn had performed during her veterinary technician training on the Employment Verification and Professional Reference forms submitted with her file. Dr. Mike Whittington and Dr. Cynthia Collins submitted an explanation regarding her employment. Following review of the additional documentation from the applicant's employers, Dr. Hunt called for a motion to approve this application.

**On a motion duly made by Dr. Eastman, seconded by Dr. Hunt and approved unanimously, it was**

**RESOLVED to approve Jamie Quinn to sit for the Veterinary Technician National Exam.**

**Agenda Item 9      License Renewal CE Audit**

The Board determined to review the renewal continuing education audits after lunch.

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**Agenda Item 11      Regulations**

The Board reviewed comments received during the public comment period regarding new regulations developed to implement requirements to obtain a Student Permit, as provided for in legislation enacted by AS 08.98.188.

**On a motion duly made by Mr. Buser, seconded by Dr. Eastman and approved unanimously, it was**

**RESOLVED to adopt changes to 12 AAC 68.041, 12 AAC 68.100, and adding 12 AAC 68.500 following consideration of public comments and paying special attention to the cost to private persons of the regulatory action.**

Review of the veterinary technician regulations, equine dentistry practice, and alternative and complementary medicine was tabled to the Sept. 11, 2009 meeting when the entire Board membership will be in attendance. Dr. Hunt requested Ms. Donohue to email the dental/dental hygiene scope of practice laws.

The Board did review the letter from Dr. Kevin Wellington, providing the web-site information for several equine dentistry schools. The Board noted that all of these sites had been provided by Ms. Donohue in the Board Packet.

**Agenda Item 6      Correspondence (continued)**

AVMA – Letter encouraging the Board to accept continuing education credit related to education in aquatic animal medicine. The Board remarked they approve any course that is RACE approved. If not RACE approved, the Board will review a request and act based upon the merits of the content of the course and the validity of the provider credentials.

AAVSB – Memo from Cate Daniels advising of the retake policy for the VTNE. They are:

1. AAVSB reserves right to determine how often the VTNE will be administered
2. Examinees who fail the exam must wait at least 91 days before retaking the exam
3. No examinee shall be allowed to sit for the VTNE more than 3 times during any one calendar year
4. Examinees who fail the VTNE 5 times and wish to take the exam again must seek and be granted approval of the AAVSB before each administration thereafter
5. The AAVSB Board of Directors shall adopt guidelines addressing the factors to be considered in addressing candidates under section 4 which shall, at a minimum, include approval from the licensing board and all remedial measures undertaken by the candidate since the first administration
6. The candidate shall have the burden of substantiating compliance with AAVSB policies adopted under section 5

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7. The AAVSB Board of Directors reserves the right to charge a reasonable administrative fee (in addition to customary application/examination fees) for candidates exercising rights under section 4, 5 and 6
8. The AAVSB Board of Directors reserves the right to deny candidates the right to sit for the VTNE including the right to permanently deny such access
9. The AAVSB Board of Directors reserves the right to modify this policy.

If a candidate wants to take the VTNE again, after the fifth time, they must contact AAVSB staff for instructions. Along with this memo, Ms. Daniels provided sample letter from the Board to the VTNE retake candidate, and a sample email from the Board to the

VTNE Program Administrator advising the Board has approved the candidate for veterinary technician licensure upon successful completion of the VTNE.

AAVSB – Nominating guidelines and 2009 Nominating Form for open positions on the Board of Directors, the NBVME and the 2010 Nominating Committee. Information only.

AAVSB – 2008 Annual Disciplinary Report, which includes discipline as submitted to AAVSB between 1/1/08-12/31/08. Information Only.

John Lawrence, DVM – AAVSB Director, AAVSB Liaison to PAVE. Thank you letter for providing him the opportunity to present the PAVE program to the Board at it's Sept. 2008 meeting in Fairbanks.

**LUNCH**

Off record at 11:55 a.m.

Back on record at 1:15 p.m.

**Agenda Item 9**

**License Renewal CE Audit**

The Board members reviewed continuing education documentation provided by licensees who have renewed their licenses and were chosen for the random audit.

**On a motion duly made by Dr. Hunt, seconded by Mr. Buser and approved unanimously, it was**

**RESOLVED to approve the continuing education audit for the following licensees:**

**Sheelagh M. Rowane, VT #90  
Brenda L. Steggs-Carabajal,  
VT #128  
Mandie Wehr, VT #174**

**Cecelia M. Doogan, VT #116  
Tamara Rosen, VT #133  
Jayne E. Crupi, VT #150  
Mary Mitchell, VT #179**

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<b>Gabriella M. Surles, VT #213</b>	<b>Jill M. Bisignani, VT #228</b>
<b>Robert L. Rausch, VET #18</b>	<b>Pamela A. Tuomi, VET #53</b>
<b>Phillip C. Meyer, VET #107</b>	<b>John Tuomi, VET #120</b>
<b>Julie A. Grohs, VET #165</b>	<b>Richard W. Lewis, VET #185</b>
<b>Jon E. Basler, VET #215</b>	<b>Susan M. Wagnon, VET #220</b>
<b>Susan M. Whiton, VET #323</b>	<b>Randy L. Willer, VET #333</b>
<b>T. Elaine McCollum, VET #338</b>	<b>Kimberlee B. Beckmen, VET #354</b>
<b>Cynthia A. Trout, VET #364</b>	<b>Hilary A. Petit, VET 394</b>
<b>Lisa A. Espey, VET 402</b>	<b>James T. Meunier, VET #445</b>
<b>Caroline H. Griffitts, VET #447</b>	<b>Colleen M. Gelvin, VET #448</b>
<b>Kathryn A. Martell, VET #450</b>	<b>Martin A. Greer, VET #473</b>
<b>Scott L. Ford, VET #480</b>	<b>Michael R. Whittington, VET #505</b>
<b>Matthew D. Wegner, VET #563</b>	<b>Mary E. Huhndorf, VET #574</b>

**On a motion duly made by Dr. Hunt, seconded by Dr. Eastman and approved unanimously, it was**

**RESOLVED to approve the continuing education audit for Rachel K. Dziuba, VET #503, pending receipt of a list of the courses she took at the Western Veterinary Conference, Feb. 18-22, 2007.**

**On a motion duly made by Dr. Hunt, seconded by Mr. Buser and approved unanimously, it was**

**RESOLVED to approve the continuing education audit for James E. Bailey, VET #572, pending receipt of a list of the courses he took at the NAVC Conference, Jan. 13-17, 2007, and the NAVC Conference, Jan. 19-23, 2008.**

**Agenda Item 12      Goals & Objectives**

The Board reviewed their Goals and Objectives and feel they are on track with their Goals as listed below.

**GOALS AND OBJECTIVES  
FY 2009**

- 1. Continue membership in the American Association of Veterinary State Boards and send one member to a national regulatory board meeting.**
- 2. Continue to implement, monitor, and develop the jurisprudence mail-out state examination. The jurisprudence exam will be reviewed for accuracy annually at the Jan/Feb. meeting.**
- 3. Continue licensing veterinarians and veterinary technicians and continue monitoring continuing education hours.**

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4. Continue to review and evaluate current statutes and legislative proposals and develop new proposals as needed.
5. Monitor investigations and continue to support alternate methods to expedite the investigative process.
6. Monitor current probation cases.
7. Resolve ongoing investigations/litigation in a timely fashion through direct involvement of the board in the early review process.
8. Continue to update the Veterinary Handbook annually at the October meeting. A mailing of the Handbook will occur following a major revision.
9. Continue to review and evaluate current regulations and regulatory fees and develop new regulations as needed.
10. Continue to monitor continuing education programs and requirements.
11. Continue to monitor budget as it pertains to the self-supporting fees.
12. Continue to pursue the mission and vision statements of the board.
13. Investigate AVMA (ECVFG) and AAVSB (PAVE) guidelines for licensing foreign educated veterinarians.
14. Promote on-line license renewal.
15. Review issues and update veterinary technician regulations.

**Agenda Item 13      New/Old Business**

The Board reviewed a draft of the updated Veterinary Handbook. They had one question regarding the removal of Intrastate – Alaska to Alaska, and asked Ms. Donohue to follow-up with Dr. Robert Gerlach. Otherwise, they approved the updates and asked that a copy be posted to the Veterinary Board website once Dr. Gerlach provides clarification on the intrastate transportation.

The Board then reviewed the Jurisprudence Exam to assure the questions are consistent with changes to the Handbook and updated statutes and regulations.

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**Agenda Item 14      Office Business**

- Travel Authorizations

The board members signed and submitted all available receipts for Travel Authorizations.

- Sign Wall Certificate

There were no wall certificates.

- Confirm Next Meeting Date

Sept. 11, 2009  
Fairbanks, Alaska

- Sign Minutes

Ms. Donohue will contact Dr. Torrence to sign the approved minutes of the Jan. 30, 2009 and March 11, 2009 meetings.

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**Agenda Item 15      Adjourn**

There being no further business Dr. Hunt called for a motion to adjourn the meeting.

**On a motion duly made by Dr. Eastman, seconded by Mr. Buser and approved unanimously, it was**

**RESOLVED to adjourn the meeting of the Board of Veterinary Examiners.**

The board adjourned the meeting at 2:21 p.m.

Respectfully submitted:

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Brenda Donohue, Licensing Examiner

Approved:

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David Hunt, DVM, Acting Chairperson  
Alaska State Board of Veterinary Examiners

Date: \_\_\_\_\_

# Task List

Dr. Steve Torrence:

Dr. Timothy Bowser

Dr. David Hunt

Dr. Margaret Eastman

Martin Buser

Brenda Donohue

- Email Board Members scope of practice for dentists/dental hygienists
- Contact Dr. Robert Gerlach regarding why Intrastate-Alaska to Alaska transportation of animals removed from Handbook
- Arrange to have updated Handbook posted to Web Site