



# Board of Veterinary Examiners Special Meeting

Alaska Division of Corporations, Business and Professional Licensing  
September 9, 2024, at 12:30 PM AKDT via zoom

**These minutes were approved at the October 3<sup>rd</sup>, 2024 meeting of the board.**

Members Present: Rachel Bergartt, DVM, Chair; Denise Albert, DVM; Hal Geiger, PhD; Ciara Vollaro, DVM

Staff Present: Tami Bowman, Occupational Licensing Examiner; Rachel Billet, Program Coordinator 1; Reid Bowman, Program Coordinator II; Sara Chambers, Boards and Regulations Advisor

## Call to Order

The meeting was called to order at 12:30 pm by Dr. Bergartt. A quorum was established. She read the board's mission statement into the record. All members declared they had no conflicts of interest to report, however Dr. Bergartt did want to inform the board on the record that she has been in contact with Representative Justin Ruffridge as well as the Board of Pharmacy Chair Ashley Schaber to begin preliminary discussions on legislative needs and see about collaborating on a bill next session. Legislative needs of the Veterinary Board will be on the agenda for the upcoming meeting on October 3<sup>rd</sup>.

**Motion by Dr. Albert to approve the agenda. Seconded by Dr. Geiger. Passed by unanimous consent.**

## Public Comment

There were no members of the public in attendance. The board opted to go straight into their next topic and will come back to public comment if anyone joins in the allotted time frame.

## Regulations

Board and Regulations Advisor Sara Chambers expressed to the board the need to refine the process that the board has adopted for reviewing regulations changes made by LAW after she had a discussion with Chief Regulations Attorney Rebecca Polizzotto. She explained that by designating a board member as the chief reviewer, or perhaps creating a rotation, it would streamline the process and allow for a timelier review in accordance with the law.

The board suggested doing something via email BCC, so that the whole board can view the changes being made and respond accordingly back to Alison and board staff while ensuring they don't accidentally engage in board discussion. If they go that route, the

board requests that the regulations specialist email the edited document, along with the original unedited document the board initially submitted to start the project, to all members as well as their board liaison, and allow them a minimum of 7 working days to review the changes and respond back in the affirmative that they approve the changes. At least a quorum of members would have to respond affirmatively to approve the changes - if the 7 days have passed and at least a quorum of members have not responded, they stressed that that would not mean the changes are now automatically approved.

Ms. Chambers did ask the board about their commitment to responding and conducting their reviews in a timely manner so that staff is not having to resend and reach out multiple times, and they indicated they intend to be responsive. If any responding members have questions/concerns/etc., the changes will not be approved, and a meeting will be called to discuss. The board reiterated that they want to be sure they are always sent the original document that they approved in a meeting and sent to begin the regulations project, along with the edited document, so that it is abundantly clear to them what changes are being made to their original language.

**Motion by Dr. Geiger that before regulations are formalized, they be routed to all board members with the original unaltered version submitted to the regulations specialist by the board and board members be given at a minimum 7 working days to review them. At least a quorum of board members need to respond in the affirmative for the changes to be acceptable and if there are any questions then the regulations will not proceed, and a meeting will be called. Seconded by Dr. Albert. Passed by unanimous consent.**

#### **Select Board Member to Attend Board Chair Summit Training**

Rachel Billiet asked if any board members were interested in attending the Board Chair Summit Training being held on October 16<sup>th</sup>, 2024, and December 4<sup>th</sup>, 2024, in Anchorage. She explained that attendance does not mean that the member is agreeing to be the next board chair, but the information obtained there will be beneficial to the board moving forward and having at least one member in attendance would be ideal. Both dates being offered are for the same training – only attendance for one of the dates is necessary. Both Dr. Albert and Dr. Vollaro expressed interest, but requested additional information from Rachel as to how long the summit would be. She will reach out to both after the meeting once she has that information.

**Motion by Dr. Geiger to send one or both non-expired members to the board summit training pending more information from staff and travel approval from the division. Seconded by Dr. Vollaro. Passed by unanimous consent.**

#### **Adjourn**

**Motion by Dr. Albert to adjourn the meeting. Seconded by Dr. Vollaro. Passed by unanimous consent.**

The meeting adjourned at 1:07 pm.