

**State of New Hampshire**  
**OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION**  
**DIVISION OF LICENSING AND BOARD ADMINISTRATION**

**Board of Veterinary Medicine**  
7 Eagle Square, Concord, NH 03301-4980  
Phone: 603-271-2152

LINDSEY B. COURTNEY  
Executive Director

JOSEPH G. SHOEMAKER  
Director



**PUBLIC MEETING MINUTES**

**March 16, 2022**

**8:30AM**

The meeting was held at the Office of Professional Licensure and Certification, 7 Eagle Square, Concord New Hampshire, 03301, with the following members present and eligible to vote:

Judith Leclerc, DVM Board President (JL)  
Kirk Smith, DVM, Board Vice President (KS)  
Winifred Krogman, DVM (WK)  
Elaine Forst, Public Member (EF)  
Jill Patronagio, DVM (JP)  
Claire Timbas, DVM (CT)

**Absent:**

Steve Crawford, DVM (SC)

**Others present:**

Jenna Wilson, Board Administrator  
Jessica Whelehan, Board Administrator  
Tina Kelley, OPLC Rules Staff

**Legal Counsel:**

Stacie Moeser, Esq., NH Dept. of Justice

**CALL TO ORDER**

JL, President of the Board, called the meeting to order at 8:37AM.

1. **MEETING MINUTES:** On motion of JL and second by WK, the Board voted\* to accept the public minutes from the February 16, 2022 meeting as amended.

NONMEETING: at 8:41 the Board entered a nonmeeting to received legal advice from Board Counsel Attorney Stacie Moeser, NHDOJ AGO. The Board returned to public session at 8:49AM

**2. CORRESPONDENCE**

- a. **Dr. Carole Rose**, DVM: On motion of WK and second by JL, the Board voted to direct that Dr. Rose complete and submit the most current jurisprudence exam which was effective 2/17/2022.
- b. **Standing Order** related to returned Licensee fee payments: On motion of JL and second by WK, the Board voted to accept the standing order.

\*All votes are unanimous unless indicated otherwise.

**HEARING: 9:01AM** - Settlement Agreement Hearing, 2021-VET-001 Nicole Boucher. Hearing ended at 9:09AM

**2. CORRESPONDENCE** con't:

- c. **Sallie Thurber, DVM:** On motion of JL and second by KS, the Board voted to grant the petition for waiver and excuse the licensee from the educational requirement pursuant to RSA 332-B:13, III. with the condition that the courses taken in 2022 and submitted for consideration with the application cannot be submitted or applied to the next biennium renewal period.
- d. **Ashley Lange, DVM :** On motion of KS and second by JL, the Board voted to grant the petition for waiver and excuse the licensee from the educational requirement pursuant to RSA 332-B:13, III with the condition that the courses taken in 2022 and submitted for consideration with the application cannot be submitted or applied to the next biennium renewal period; and, to accept the licensee's application for reinstatement. The Board will send correspondence to licensee noting that 2 credits submitted are non-medical in nature and will not be accepted in the future.
- e. **Scope of practice inquiry** - Dr. Stephen Gentilella: On motion of JL and second by WK, the Board voted to send correspondence to Dr. Gentilella advising there is not enough information provided in his email for to Board to respond to his inquiry; the Board is unclear about the terms "triage" and "treating," or if this question is specifically related to telemedicine. A motion for declaratory ruling may be submitted and the Board will respond if there is enough detail and specific information provided.

**3. UPDATE FROM OPLC & INFORMATIONAL ITEMS:**

- a. Vet 300 has been filed with OLS and a public hearing to receive comment will be scheduled.

**MOTION TO ENTER NON-PUBLIC SESSION:** At 9:50AM, upon motion by JL and second by WK, the Board voted unanimously by rollcall vote to enter into non-public session pursuant to RSA 91-A:3 as public disclosure of information discussed may render a proposed action ineffective or adversely affect the reputation of a person other than a Board member.

**RESUME PUBLIC SESSION:** At 11:49, JL announced the Board was back in Public Session. JL moved to seal the non-public minutes to maintain the privacy of the items discussed in non-public session pursuant to RSA 91-A:3, on the grounds that public disclosure may adversely affect the reputation of a person other than a Board member or render the proposed action ineffective. The motion was seconded by KS; the Board voted unanimously by roll call vote to seal the non-public minutes.

**4. BOARD MEMBERSHIP:**

- a. The Board asked Jenna Wilson to inquire with Steve Crawford whether the NHVMA has voted on an appointee and if the application had been sent to the Governor's Office yet.
- b. **Elections:** Pursuant to Vet 103.02, on motion of JP and second by CT, the Board voted to elect KS as Board President and WK as Board Vice President, each serving for a one year term commencing in March effective after JL has adjourned the meeting .

**5. ADMINISTRATIVE RULES:**

- a. The Board worked with Tina Kelley, OPLC Rules staff to continue revisions of Vet 400 draft IP and application form. Continuing education format was discussed in depth, as well as CE requirements related to opioids/pain management/addiction disorders. There was discussion of whether finding courses on certain topics might be difficult or costly, but in the end the Board decided to leave the draft as written and consider public comment received related to CE categories.
- b. The Board would like to proceed with creating a form to be adopted by rule which would require licensees to report which courses the took apply to which CE categories. CE certificates will not

\*All votes are unanimous unless indicated otherwise.

have to be submitted with renewals if the Board changes the Rule to include an attestation or self-certification of CE compliance.

- c. Draft a CE audit rule: The Board asked Ms. Kelley to draft a rule which would authorize the Board to randomly audit a percentage of licensees. Create an audit form which would also be used for reinstatements because the Board wishes to review all reinstatement applications and examine applicants' CE documentation.
  
- d. On motion of JL and second by JP, the Board voted to table the following administrative rules agenda items to the next meeting: Vet 800 Initial Proposal – Draft; Vet 600 – IP Draft: Acupuncture, Embryo Transfers, and Telemedicine; Vet 700 – IP Draft: Record Making and Keeping; Vet 900 – IP Draft: Animal Dental Care; Vet 1000 – IP Draft: Opioid Management; and, draft waiver of substantive rule language.

#### **ADJOURNMENT**

On Motion of JL and second by WK, the Board voted to adjourn the meeting at 1:32PM.