

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
8:30 AM on April 20, 2022

The meeting was held at the Office of Professional Licensure and Certification, 7 Eagle Square, Concord New Hampshire, 03301.

Members present and eligible to vote:

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

KS, President of the Board, called the meeting to order at 8:34AM.

1. **MEETING MINUTES:** On motion of JP and second by KS, the Board voted* to accept the public minutes from the meeting held March 16, 2022, as amended.
2. **LICENSURE:**
 - a. **Maris Jahnke:** On motion of WK and second by JP, the Board voted to accept the reciprocity application of Maris Jahnke, DVM
 - b. **Suzanne Moore:** On motion of KS and second by WK, the Board voted to accept the reinstatement application of Suzanne Moore, DVM.
 - c. **Laura Ladds:** KS tabled the review of this application to non-public session see minutes not sealed from the non-public session.
 - d. **Jennie Haan:** On motion of SC and second by WK, the Board voted to ratify the reinstatement of Jennie Haan, DVM
 - e. **Daniel Young:** On motion of JP and second by SC, the Board voted to ratify the reinstatement of Daniel Young, DVM
 - f. **Christopher Burwell:** On motion of SC and second by KS, the Board voted to table this application ratification so that the board administrator can contact the applicant and request a written response to Q#5 of the application.

3. UPDATE FROM OPLC & INFORMATIONAL ITEMS:

- a. Heather Kelley, OPLC Finance Administrator, spoke to the Board about upcoming contract changes for all OPLC Board who have jurisprudence exams. Currently, OPLC Licensing sends electronic copies of the exam to applicants. OPLC will soon be entering into a contract with ProMetrics to have the company administer jurisprudence exams. This would remove the burden from licensing staff and eliminate OPLC from the testing process which will help with transparency. The Contract with ProMetrics will be for 1 year, during which time OPLC will solicit bids from other testing companies who will scope the requirements and tailor the functionality to the Board's needs. The Board discussed previous efforts to contract with the AAVSB as a testing service, but the contract was still in negotiations, so it was not finalized for G&C. On motion of SC and second by SK, the Board voted to table this matter until it has been given an opportunity to review documentation, contracts, and/or demonstration materials from ProMetrics. Ms. Kelley will contact ProMetrics and request the information for presentation at the next Board meeting.
- b. **Board Membership:** KS announced that Dr. Robyn Eldredge has been confirmed by G&C and welcomes her to the Board. Jenna Wilson will contact Dr. Eldredge to schedule HR orientation.

9:00AM RULEMAKING HEARING – Vet 300

Public hearing began at 9:01AM. KS read the required information pursuant to RSA 541-A. There was no public comment received and the hearing was closed at 9:18AM

4. CORRESPONDENCE & NEW BUSINESS:

- a. Inquiry from Stephen Cital related to veterinary nurses: On motion of SC and second by WK, the Board voted to respond to the inquiry advising that the Board does not have an official opinion or formal answer to his question. However, the Board is still working on draft rules which may address this topic in the future.

NON-PUBLIC SESSION: At 9:19AM, upon motion by SC and second by WK, the Board voted unanimously by rollcall vote to enter into non-public session for the purpose of discussing investigations of alleged licensee misconduct and other confidential Board business. Such a non-public session is authorized by RSA 91-A:3, II (c), RSA 91-A:3 II (e), RSA 91-A:5, IV, Lodge v. Knowlton, 119 N.H. 574 (1978), and the Board's executive and deliberative privileges.

RESUME PUBLIC SESSION: At 11:17AM, KS announced the Board was back in Public Session. On motion of WK and second by SC, Board voted unanimously by roll call vote to seal the non-public minutes to maintain the privacy of the items discussed in non-public session pursuant to RSA 91-A:3, II (c), 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.

5. ADMINISTRATIVE RULES:

- a. The Board worked with Tina Kelley to continue revisions of Vet 400 draft IP and application forms. On motion of KS and second by WK, the Board voted to submit the **Vet 400 IP** and both renewal and audit forms as amended.

RECESS: At 11:44, KS announced the Board was taking a 30-minute lunch recess. The public meeting resumed at 12:13PM

- b. The Board worked with Tina Kelley to make revisions of Vet 500 IP. On motion of WK and second by SC, the Board voted to submit the **Vet 500 IP** as amended.
- c. The Board worked with Tina Kelley on the draft Vet 600 IP. There was discussion about the need to add additional definitions to Vet 100 as a result of changes proposed to Vet 600. Tina

suggested that the Board instead incorporate the definitions in to the body of the rule. On motion of SC and second by JP, the Board voted to submit the **Vet 600 IP** to OLS as amended.

- d. The Board discussed the **Vet 700 IP** draft and Vet 701.01(b)(9). Tina Kelley stated she would revise the chapter and bring them back to the next meeting for Board review.
- e. KS tabled discussion of the **Vet 800 IP** draft until the next meeting.
- f. CT agreed to prepare a rough outline for **Vet 900** and send it to Tina Kelley for revisions and reformatting so that it will be available for the next meeting.
- g. The Board reviewed the Vet 1000 IP and there was discussion of the term “if medically indicated” and whether adding it to the rule would be helpful. The Board cited the 2022 AAHA and the use of “not appropriate”, however the attorneys at OLS will not allow the term to be used without defining it. Tina Kelley said she would research the PDMP to get all the correct citations and also address or remove unnecessary comments.

6. OLD BUSINESS: None

NON-PUBLIC SESSION: At 1:35PM, upon motion by KS and second by WK, the Board voted unanimously by rollcall vote to enter into non-public session for the purpose of discussing investigations of alleged licensee misconduct and other confidential Board business. Such a non-public session is authorized by RSA 91-A:3, II (c), RSA 91-A:3 II (e), RSA 91-A:5, IV, Lodge v. Knowlton, 119 N.H. 574 (1978), and the Board’s executive and deliberative privileges.

RESUME PUBLIC SESSION: At 2:21PM, KS announced the Board was back in Public Session. On motion of WK and second by SC, Board voted unanimously by roll call vote to seal the non-public minutes, except for the information in a. below, to maintain the privacy of the items discussed in non-public session pursuant to RSA 91-A:3, II (c), 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.

- a. Agenda items not sealed: Laura Ladd, application for licensure: accept application and approve licensure contingent on submitting 12 hours of continuing education completed in the past 12 months pursuant to RSA 332-B:7 so that the Board can ensure that the licensee meets the necessary level of professional qualification.

ADJOURNMENT: KS adjourned the meeting at 2:22PM.