

**BOARD OF VETERINARY MEDICINE  
PUBLIC MINUTES OF APRIL 15, 2020**

Suzan Watkins, DVM, Vice-President and President-Elect of the NH Board of Veterinary Medicine (“Board”), convened a public meeting of the Board on April 15, 2020 at 8:36 a.m. Due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor’s Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. There is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor’s Emergency Order. However, in accordance with the Emergency Order, it was confirmed that public access to the meeting by telephone or other electronic means was possible. Zoom teleconferencing technology was in use for this electronic meeting.

All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # 646 558 8656, or by clicking on the following website address: <https://zoom.us/j/92086836127>.

Public notice with the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonic instructions have also been provided on the website of the Board at: <https://www.oplc.nh.gov/veterinary-medicine/index.htm>. Additionally, the public notice indicated to contact Christine Senko at 271-7618 or [Christine.Senko@oplc.nh.gov](mailto:Christine.Senko@oplc.nh.gov) if there were problems with access.

It was noted that no one from the public expressed issues in accessing the meeting platform. In the event the public was unable to access the meeting, the meeting would have been adjourned and rescheduled.

Please note that **all votes** taken during this meeting were done by **roll call vote**. The following members announced their presence and confirmed no one else was in the room with them.

President, Suzan Watkins, DVM (SW)  
Vice President, Judith Leclerc, DVM (JL)  
Kirk Smith, DVM (KS)  
Winifred Krogman, DVM (WK)  
Public Member, Elaine Forst (EF)  
Jill Patronagio, DVM (JP)  
Ex Officio Member, Steve Crawford, DVM (SC)  
Administrator: Christine Senko (CS)  
Public present: Becky Gallant, NHVTA (BG); Ed Carlson; Sally Garhart, MD

The Board of Veterinary Medicine Mission Statement 332-B:1-a Purpose. The purpose of the board of veterinary medicine is to promote public health, safety, and welfare by safeguarding the people of New Hampshire against incompetent, unscrupulous, and unauthorized persons and from unprofessional or illegal practices by persons licensed to practice veterinary medicine. The right to practice veterinary medicine is a privilege granted by legislative authority to persons possessing personal and professional qualifications specified in this chapter.

**1. Review of Public Minutes**

- A. March 11, 2020 = members reviewed the minutes and made the following corrections: correct spelling of name (*Suzan*), remove duplicate in section *g*. Upon motion made by JL and seconded by WK, the Board voted unanimously by roll call to approve the minutes as corrected.
- B. April 8, 2020 – members reviewed the minutes of April 8 and had no changes. Upon motion made by KS and seconded by JP, the Board voted unanimously by roll call to approve the minutes as corrected.

**2. Standing Orders** – Members reviewed the following standing orders.

- A. Upon request by a licensee, or his/her attorney, and received through the administrative office of the Board of Veterinary Medicine (“Board”), the Administrator of the Board (i.e. the Board’s authorized representative) may grant a licensee an extension of time to respond to complaints.
- B. The Board authorizes members of the Administrative Prosecutions Unit (“APU”), conducting investigations on behalf of the Board, to share information with law enforcement and working in conjunction with law enforcement.
- C. The Board authorizes members of the APU to issue subpoenas for documents and appearances for interviews for investigation that have been referred to the APU from the Board.
- D. The Board authorizes the Office of Professional Licensure and Certification (“OPLC”) employee acting as the Administrator of the Board (i.e. the Board’s authorized representative) to sign licenses, Board Orders and all Board correspondence.
- E. The Board authorizes the Administrator of the Board to share confidential information contained in an investigative file with other state agencies, including law enforcement, and with other state licensing Boards.
- F. The Board authorizes the Administrator of the Board to issue licenses between Board meetings when approved by the Board President. The Administrator will then put the license on the Board’s next meeting agenda to ratify the license.

Upon motion made by SW and seconded by KS, members voted unanimously to approve the standing orders as submitted with the exception of #D. Action was deferred on D until an Administrator is determined.

**3. Correspondence and New Business**

- A. Administering Hemp/CBD products – members reviewed the request from ECS Therapeutics and agreed to send a message that the Board currently has no rules addressing this topic and will adhere to FDA recommendations.
- B. Rabies Vaccine Question – Dr. Sawyer requested guidance on administering rabies vaccines during the COVID pandemic. It was noted that her response seems reasonable and the recommendation is to keep animals vaccinated. The NHVMA supports this as well.

- C. Online CE for 2020 cycle – members discussed the concern raised regarding completing the required “in-person” CEs when many conferences are changing to an online platform.  
Upon Motion made by WK and seconded by JL, 12 credits of the 24 required credits for the renewal period ending 12/2020 could be obtained online.  
It was noted that this message could be posted on the website as well sending it out via NHVMA.
  - D. Dover Police Department – a request was submitted inquiring on the status of licensing veterinary technicians. Response will be sent back that the Board does currently not license veterinary technicians.
  - E. AAVSB – a request was submitted regarding NH’s response during the COVID19 pandemic. Chris will send a response back to refer to the Website.
  - F. Reusable fabric gowns for veterinarian practices – a message was received from a licensee indicating she would be able to provide fabric gowns to practices if they needed them. It was noted that this proposal was a good idea as long as practices were reminded to utilize the proper sterilization techniques.
4. **Tim Sileo, DVM – update to settlement agreement** – Dr. Sileo submitted updated continuing education information on his required medical record CE requirement. Upon motion made by KS and seconded by JL, the Board voted unanimously to accept the submitted CE credits.
5. **Information Items**
- A. Information from US DHHS – guidance is being offered from the US Department of HHS, FDA, and Center for Veterinarian Medicine to assist veterinarian practices during the pandemic. The FDA also intends to temporarily suspend enforcement of a portion of the Federal VCPR requirements.
  - B. The Candian Veterinarian Association is now accepting PAVE.
  - C. Resource List and Information form the NHPHP – will be posted on the website.
6. **Tabled Item – Criminal Offender Records Information (CORI)** – it was agreed to continue to table this topic and seek input from legal counsel as a process is implemented.
7. **Hearings** – update on schedule – It was noted that the Board’s pending hearings are in the process of being scheduled.
8. **Continuing Education Program** – Mental Health in the best of times and in COVID Times – NHPHP – Dr. Sally Garhart provided information regarding this upcoming wellness webinar to assist providers during these unexpected challenging times. It is to be provided sometime within the next week. She is asking the Board to approve the 1 CEU credit for this wellness topic for attendees from the veterinarian profession. It was noted that the Board’s rules are in the process of changing the CEU requirement from 24 to 30 credits and may include wellness credits. Dr. Garhart indicated that offering a 1 CEU credit will attract more attendees and she would like to include the offer of credit in the announcement of the conference. Members discussed including this for next renewal cycle when the revised rules are in place.

Members agreed that the CEUs offered for this course will not meet the current rules for veterinarians and it cannot be guaranteed that the CEU will be approved. Members who attended will have to request a waiver from the Board.

At 9:47 a.m., pursuant to RSA 91-A:3, the Board voted by roll call to go out of public session and into non-public session because public disclosure may render a proposed action ineffective or adversely affect the reputation of a person other than a Board member.

At 11:14 a.m., the Board voted by roll call to go out of non-public meeting and into public session.

Dr. Watkins adjourned the meeting at 11:14 a.m.