

**UNAPPROVED DRAFT  
BOARD OF VETERINARY MEDICINE  
PUBLIC MINUTES OF JULY 22, 2020**

Suzan Watkins, DVM, President of the NH Board of Veterinary Medicine (“Board”), convened a public meeting of the Board on July 22, 2020 at 9:02 am. 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/99504351136?pwd=VkZYNFBDR2VyaWI5Ym9jQ3VCUndpUT09>

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)  
Steven Crawford, DVM (SC)  
Public Member, Elaine Forst (EF)  
Jill Patronagio, DVM (JP)  
Administrator: Christine Senko (CS)

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**

June 24, 2020 – members reviewed the minutes and corrected typographical errors in Section 9. Upon motion made by JL and second by JP, the Board voted unanimously by roll call to approve the minutes of June 24, 2020 as corrected. SC abstained.

2. **Standing Orders**– Members discussed the need to create standing orders on the following:
  - Allow presiding officer to grant extensions to licensees when licensee indicates need for extension to respond to complaint.
  - Generate a second request letter providing licensees an additional 30 days to respond to complaint.
  - Generate request to issue a subpoena to licensees who fail to respond to initial request and second request for response to complaint.
  - CS will work on these standing orders with legal counsel.

3. **Correspondence and New Business**

- a. **Question Regarding Hospital Ownership (email)**– members reviewed the email submitted by Attorney Ford regarding questions of the rules and hospital ownership. Members were unable to answer the questions without seeking input from legal counsel. It appeared some of the questions were not related to the licensing statute or rules. The attorney did not indicate for whom he was asking these questions.  
CS will seek clarification from legal counsel.
- b. **Email on Prescriptions** – members reviewed an inquiry asking how long prescriptions are valid. Members agreed to refer the inquirer to the Board of Pharmacy rules as the answer may depend on the drug. CS will contact Jenn Pompei.
- c. **Request – Foreign Trained Veterinarian** – members reviewed a request from Dr. Kristen Frank who is seeking licensure but has not taken the ECFVG. Members agreed that the statute and rules specify that the EFVG must be taken pursuant to RSA 332:B-9 and 11. CS will inform Dr. Frank of the requirement.

4. **Information Items** - Members reviewed the following and agreed to continue to add them to the agenda as information items.

- a. **PAVE Update** – Florida is now accepting PAVE Certificate as part of the licensure process.
- b. **Notice of accreditation actions by the AVMA Council** – an update of programs accredited was provided.

5. **Hearings to be Scheduled**–Members reviewed the following:

- a. **Spinosa@Jacques (#4-7/17)** – schedule for August 26
- b. **Bartol and Jones@BVM** – schedule for September 23
- c. **Sandra Brown, DVM** – to be determined

6. **Tabled Item – Criminal Offender Records Information (CORI)** – Other Boards are being contacted. Tabled discussion for this month.

7. **Old Business-** members reviewed the following items that were tabled from June:  
Certificates of Inspection and Waivers (regarding rescue animals) from Victoria Jordan.  
Dr. Crawford indicated that his department processes these requests, and that the Board does not need to act.

At 9:44am, pursuant to RSA 91-A:3, and upon motion by JL and second by KS, the Board voted unanimously 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 11:01 am, the Board voted by roll call to go out of non-public meeting and into public session.

Dr. Watkins adjourned the meeting at 11:05am.