

**STATE OF ALASKA  
DEPARTMENT OF COMMERCE COMMUNITY AND  
ECONOMIC DEVELOPMENT  
DIVISION OF CORPORATIONS, BUSINESS  
AND PROFESSIONAL LICENSING  
BOARD OF VETERINARY EXAMINERS**

**MINUTES OF MEETING  
FEBRUARY 2, 2007**

**These draft minutes were prepared by the staff of the Division of Corporations, Business and Professional Licensing. They have not been reviewed or approved by the board.**

By authority of AS 08.01.070(2) and AS 08.98.040, and in compliance with AS 44.62, Article 6, a scheduled meeting of the Board of Veterinary Examiners was held on February 2, 2007, at the Atwood Building, 550 W 7<sup>th</sup> Ave., Ste 1270, Anchorage, Alaska.

**Call to Order/Roll Call/Agenda Review**

The meeting was called to order by Dr. Steve Torrence, Chairperson, at 9:12 a.m.

Those present, constituting a quorum of the board, were:

Dr. Steve Torrence, Veterinarian, Chairman  
Dr. Timothy Bowser, Veterinarian  
Dr. Cynthia Trout, Veterinarian  
Alfred Agree, Public Member

Members absent and excused:

Dr. David Hunt, Veterinarian

In attendance from the Division of Corporations, Business and Professional Licensing, Department of Commerce, Community and Economic Development:

Brenda Donohue, Licensing Examiner – Juneau

**Agenda Item 1      Review Agenda**

Dr. Torrence reviewed the agenda and asked for updates or additions.

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Ms. Donohue noted the following additions to the agenda:

- Item #4, Regulations
- Item #7, Correspondence
  - Letter from Louisa Castrodale
  - Letter from Justin Martin
  - Email from Robyn Kendrick, Ex. Dir., AAVSB
  - Memo from John Boyce-Revised NAVLE Retake Policy
- Item #9, FY 07 Goals & Objectives
- Item 13, Veterinary Handbook Updates

**Agenda Item 2      Review/Approve Minutes**

The board reviewed the minutes for the October 20, 2006 meeting and found no corrections or changes.

**On a motion duly made by Dr. Trout, seconded by Dr. Bowser, and approved unanimously, it was**

**RESOLVED to approve the October 20, 2006 minutes as presented.**

**Agenda Item 3      Ethics Disclosure**

There were no ethics violations to report from any board members.

**Agenda Item 4      Regulations**

Gayle Horetski from Dept. of Law, and Jun Maiquis, the division's Regulation Specialist joined the meeting via teleconference at 9:30 a.m. to discuss changes to regulations 12 AAC 68.010, 12 AAC 68.035, 12 AAC 68.048 and 12 AAC 68.310 that the board adopted at their October 20, 2006 meeting. The adopted changes clarify and define the content of the professional references to be submitted on behalf of an applicant for veterinary and veterinary technician license.

Following review and discussion Ms. Horetski advised the board she and Mr. Maiquis would redraft the wording in the regulation changes and meet with them again at 2:00 p.m. in the afternoon. The changes to the wording do not change the intent of the adopted regulation changes.

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**Agenda Item 5      Budget Report**

Upon review of the budget it was noted that expenses for FY 2007 are \$36.3 thousand, and revenues are \$121.2 thousand. 2006 was a renewal year which accounts for the high revenues. There is a carry-forward amount at the end of FY 2006 of \$45.5 thousand. The board had no corrections or further questions about the budget.

**On a motion duly made by Mr. Agree, seconded by Dr. Trout, and approved unanimously, it was**

**RESOLVED to accept the January 17, 2007 budget.**

**Recess**

**The board recessed at 10:10 a.m.;  
reconvened at 10:30 a.m.**

**Agenda Item 6      Investigative Report**

Mr. Faulkenburry joined the meeting at 10:30 a.m. to present the Investigative Report.

**On a motion duly made by Mr. Agree, seconded by Dr. Bowser and approved unanimously, it was**

**RESOLVED to enter executive session in accordance with AS 44.62.310(c)(2) and (3), and Alaska Constitutional Right to Privacy Provisions, for the purpose of reviewing Investigative Cases # 3100-05-007, 3100-05-009, 3100-05-010, and 3100-06-004.**

Entered into executive session at 10:35 a.m.  
Out of executive session at 10:48 a.m.

**On a motion duly made by Dr. Bowser, seconded by Dr. Trout, and approved unanimously, it was**

**RESOLVED to direct Investigator Faulkenburry to obtain a subpoena authorizing him to obtain case records in Cases # 3100-05-007, 3100-05-009, 3100-05-010 and 3100-06-004.**

Mr. Faulkenburry proceeded to present the rest of the Investigative Report. There are currently six (6) open cases and three (3) cases have been closed since the last meeting.

Dr. Torrence thanked Mr. Faulkenburry for his report and Mr. Faulkenburry left the meeting.

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**Agenda Item 7      Correspondence**

The board reviewed the following correspondence presented and noted there were several items needing a response.

Canadian Assoc of Animal Health Technologists & Technicians (CAAHTT)

Letter from Lois Ridgeway, RVT, CAAHTT President requesting the Alaska Board of Veterinary Examiners to recognize graduates of CVMA accredited Veterinary Technician programs as being eligible for licensure.

**On a motion duly made by Dr. Torrence, seconded by Dr. Bowser, and approved unanimously, it was**

**RESOLVED to recognize graduates of CVMA accredited Veterinary Technician programs as being eligible for licensure in Alaska.**

AVMA – ECFVG Program Update

Memo from AVMA outlining recent updates to the ECFVG program to better serve the needs of candidates, state veterinary regulatory boards and other stakeholders. The following items are of particular note:

- The April 2007 administration of the NAVLE will be the final time a licensing exam will be used in Step 3 of the ECFVG program. After the April 2007 NAVLE, ECFVG step 3 will have a program-specific assessment tool-the Basic & Clinical Sciences Exam (BCSE).
- The BCSE will be a 200-question, multiple-choice, computer-based exam administered twice in 2007 and four times a year thereafter. It is currently being developed by the AVMA/ECFVG and Prometric, a nationally recognized developer of certification and education exams.

Information only, no action required.

AAVSB – NAVLE Retake Policy

Memo from John R. Boyce asking for input from state boards on the NAVLE policy recommending that licensing boards limit NAVLE candidates to five attempts in a five year period, with a year between each of the final two attempts.

In correspondence added to the board packet John Boyce advised state licensing boards of the Revised NAVLE Retake Policy adopted by NBVME at its January 12 meeting. The revision changes the effective date for implementing the limit for all candidates from fall 2005 to fall 2007. Therefore attempts made by a candidate prior to fall 2007 will not count toward the five attempt/five year limit. Information only, no action required.

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AAVSB – Disciplinary Database

Letter from AAVSB reminding state boards of the importance of participating in the disciplinary database, along with instructions for reporting to the database online. Ms. Donohue advised the board she had forwarded a copy of this correspondence to Jasmin Bautista in the division's Investigative Section. Information only, no action required.

Print-out of Micro-Chip discussion on AAVSB's List Serve.

The discussion on the list-serve about micro-chips revolved around the issue of ownership of an animal brought to a DVM for treatment by one client, and the DVM subsequently discovering a micro-chip showing the animal was owned by another person. Information only, no action required.

Louisa Castrodale – Request for Board's interpretation of "shelter"

Dr. Castrodale requested the BVE's interpretation or definition of "shelter". Following discussion the board stated their interpretation of "animal control shelter" is a government sponsored entity. A "rescue" shelter, unless specifically connected with a government entity, falls outside that definition. Ms. Donohue will relay the board's interpretation to Dr. Castrodale.

Justin Martin – Question Regarding Animal Massage

Justin Martin contacted the Board and identified himself as "a massage therapist who works full time as a veterinary tech". His inquiry was if there are any licensing or certification requirements in Alaska in order to work as a massage therapist on the canine species. Ms. Donohue advised the Board that Mr. Martin is not a licensed veterinary technician in Alaska. The Board directed Ms. Donohue to advise Mr. Martin there is no occupation titled "animal massage therapist" in Alaska, and his ability to be employed as an unlicensed veterinary assistant is incumbent upon working for a licensed, supervising veterinarian. The employer is the proper person to be contacting the Board with questions concerning the tasks they can delegate to their employee. The Board directed Ms. Donohue to also send a letter to his employer.

Email from Robyn Kendrick, Executive Dir., AAVSB

Ms. Kendrick contacted the Board introducing herself as the new Executive Director of AAVSB. She also passed along that AVMA is asking for nominations for their 2007 appointments, specifically a position on the ECFVG committee. At this time, none of the board members has the time to take up this offer. Information only, no action required.

A list of correspondence reviewed will be attached as an integral part of the minutes.

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**Agenda Item 8      Public Comment**

There were no public members present

**Agenda Item 9      Goals and Objectives FY 07**

Upon review the board feels they are on-track with their Goals and Objectives for FY 2007. Two new items were added as follows:

Investigate AVMA (ECVFG) and AAWSB (PAVE) guidelines for licensing foreign educated veterinarians.

Promote on-line license renewal.

**Agenda Item 10      LUNCH**

Off record at 11:50 p.m.

Back on record at 1:05 p.m.

**Agenda Item 11      Application Review**

Following review of the applications files for Courtesy Veterinary License for the Iditarod 2007 the board took action on the applications.

**On a motion duly made by Mr. Agree, seconded by Dr. Bowser, and approved unanimously, it was**

**RESOLVED to approve the following applicants for Courtesy Veterinary License for the 2007 Iditarod Race:**

<b>Belinda Abbott</b>	<b>Matthew Aaronian</b>
<b>Markus Barth</b>	<b>Randy Basaraba</b>
<b>Todd Berry</b>	<b>Steve Bowen</b>
<b>James Brick</b>	<b>Veronica Devall</b>
<b>Philemon Dill</b>	<b>Denise Fair</b>
<b>Tracy Garza</b>	<b>Mike Gascoigne</b>
<b>Harvey Goho</b>	<b>Dennis Griffen</b>
<b>Rich Harden</b>	<b>Ken Hinchcliff</b>
<b>Melanie Hull</b>	<b>Julie Kittams</b>
<b>Robert Knight</b>	<b>Justine Lee</b>
<b>Edward Lewis</b>	<b>Janiene Licciardi</b>
<b>Erica McKenzie</b>	<b>David Moroney</b>
<b>Vern Otte</b>	<b>John Reichart</b>
<b>Carl Rogge</b>	<b>William Sampson</b>
<b>Carolyn Scharer</b>	<b>George Stroberg</b>
<b>Steve Swank</b>	<b>Gayle Tate</b>

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**Elizabeth Thurman  
Dirsho Von Pfeil  
MJ Wixsom**

**Roger Troutman  
Michael Walker  
Michael Yacapparo**

**On a motion duly made by Mr. Agree, seconded by Dr. Bowser, and approved unanimously, it was**

**RESOLVED to approve the application of Kobi Johnson for Courtesy Veterinary License for the 2007 Iditarod Race, pending receipt of license verification from his current licensing jurisdiction.**

The Board then reviewed a request from the CVC Group for approval of continuing education hours for attendance at their conventions.

**On a motion duly made by Dr. Torrence, seconded by Dr. Bowser, and approved unanimously, it was**

**RESOLVED to approved 30.25 continuing education hours for veterinarians attending the CVC Group conventions, and 25.25 for veterinary technicians. No continuing education hours are approved for attendance at the Exhibit Hall.**

**Agenda Item 12      Regulations (continued)**

Ms. Horetski from Dept. of Law, and Mr. Jun Maiquis, Regulation Specialist with the division re-joined the meeting by teleconference at 1:55 p.m. Ms. Horetski presented the re-drafted regulations the board had reviewed with her earlier in the meeting. It was determined there was no change to the “intent” of the changes to the regulations.

The Board of Veterinary Examiners discussed the cost to private persons on the regulatory action being taken and determined that there were no cost increase implications.

**On a motion duly made by Dr. Bowser, seconded by Mr. Agree, and approved unanimously, it was**

**RESOLVED to adopt the amendments and additions to Regulations 12 AAC 68.010, 12 AAC 68.035, 12 AAC 68.048 and 12 AAC 68.310.**

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**Agenda Item 13      Review Final Draft of Veterinary Handbook Update**

Ms. Donohue and the board reviewed the additions and changes to the Veterinary Handbook. Many changes were administrative but several were technical revisions submitted by the State Veterinarian's office, the Federal Veterinarian's office, Dr. Kimberlee Beckmen of the Alaska Dept. of Fish and Game and Dr. Louisa Castrodale of the Alaska Dept. of Health & Social Services, Section of Epidemiology.

**On a motion duly made by Mr. Agree, seconded by Dr. Bowser, and approved unanimously, it was**

**RESOLVED to approve the changes updating the Veterinary Handbook.**

**Agenda Item 14      Review Jurisprudence Exam**

**On a motion duly made by Dr. Trout, seconded by Mr. Agree and approved unanimously, it was**

**RESOLVED to enter executive session in accordance with AS 44.62.310(c)(2) and (3), and Alaska Constitutional Right to Privacy Provisions, for the purpose of reviewing and updating the Alaska Jurisprudence Exam.**

Entered into executive session at 2:30 p.m.

Out of executive session at 4:15 p.m.

The Board directed Ms. Donohue to update both versions of the Jurisprudence Exam.

**Agenda Item 15      Office Business**

• Travel Authorizations

The board reviewed, signed and submitted all available receipts for Travel Authorizations.

• Sign Wall Certificate

Dr. Torrence and Dr. Bowser signed wall certificates.

• Confirm Next Meeting Date

May 18, 2007  
Juneau, Ak.



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- Sign Minutes
- Agenda Items for Next Meeting

**Agenda Item 16      Unfinished Business**

There was no unfinished business to discuss.

**Agenda Item 17**

There being no further business Dr. Torrence called for a motion to adjourn the meeting.

**On a motion duly made by Mr. Agree, seconded by Dr. Trout and approved unanimously, it was**

**RESOLVED to adjourn the meeting of the Board of Veterinary Examiners.**

The board adjourned the meeting at 4:20 p.m.

Respectfully submitted:

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Brenda Donohue, Licensing Examiner

Approved:

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Steve Torrence, DVM, Chairperson  
Alaska State Board of Veterinary Examiners

Date: \_\_\_\_\_

# Task List

Dr. Steve Torrence:

Dr. Cynthia Trout

Dr. Timothy Bowser

Contact AVMA to obtain synopsis of PAVE program.

Dr. David Hunt

Alfred Agree

Brenda Donohue

- **Pass on to Board changes in other states' Practice Acts.**
- **Draft final version of Vet Handbook updates and have posted to the Veterinary web page**
- **Advise Vickie Smith of the AK Veterinary Medicine Assoc of regulation changes the board approved**
- **Send Vickie Smith copy of working papers for Practice Act**