



**VETERINARY EXAMINING BOARD**

**MEETING MINUTES**

**Friday, March 1, 2019**

**PRESENT:** Bruce Berth, Diane Dommer Martin, D.V.M., Robert Forbes, D.V.M., Philip Johnson, D.V.M., Kevin Kreier, D.V.M., Lisa Weisensel Nesson, D.V.M.

**STAFF:** Department of Agriculture, Trade, and Consumer Protection (DATCP) Division of Animal Health: Melissa Mace, Executive Director; Office of the Secretary: Liz Kennebeck and Cheryl Daniels, DATCP Attorneys; Robert Van Lanen, Regulatory Specialist – Senior; Sally Ballweg, License/Permit Program Associate; Kelly Markor, Executive Staff Assistant; Angela Fisher, Program Policy Analyst; Introductions and Discussion.

Philip Johnson, Chair, called the meeting to order at 12:02 PM. A quorum of six (6) members was confirmed.

**INTRODUCTIONS**

1. Angela Fisher, Program and Policy Analyst DAH/VEB support

**APPROVAL OF THE AGENDA**

**MOTION:** Robert Forbes moved, seconded by Lisa Weisensel Nesson, to approve the Agenda. Motion carried unanimously.

**APPROVAL OF THE BOARD MEETING MINUTES OF THE BOARD MEETING MINUTES OF**

- November 7, 2018

**MOTION:** Lisa Weisensel Nesson moved, seconded by, Kevin Kreier to approve the Minutes from the, November 7, 2018, Meeting. Motion carried unanimously.

- November 14, 2018

**MOTION:** Robert Forbes moved, seconded by, Kevin Kreier to approve the Minutes from the, November 14, 2018, Meeting. Motion carried unanimously.

**PUBLIC COMMENTS**

**AMERICAN ASSOCIATION OF VETERINARY STATE BOARDS (AAVSB) MATTERS**

1. Nominations for the 2019-2020 leadership for AAVSB. There are five distinctive open positions. Nominations are due May 30, 2019.
  - i. A reminder to submit any nominations individually to the AAVSB.
2. Resolution 2018-1 – Entering information into the VAULT system or identifying our barriers to entering into the system.
  - i. A representative will come to the April VEB meeting and discuss the Vault system.
3. Board Basics & Beyond Training – Register by March 5, 2019 – sending Fisher and Mace, pay for through VEB budget
  - i. Angela Fisher and Melissa Mace will attend the meeting. If anyone would like to attend, they will need to notify the staff today. The travel would come out of the VEB budget. This training is annually and would encourage the Board members to attend.
4. AAVSB Member Questions
  - i. As states have questions, they are sending them out broadly to each state. They are very handy. If there are questions that are going out, we will post them to OnBoard so that people will be able to discuss. It will be a good entryway into some of the VEB discussions in the future. If there are interests in them, they could potentially make them agenda items.

**ADMINISTRATIVE UPDATES**

**ELECTION OF OFFICERS**

**BOARD CHAIR**

**NOMINATION:** Philip Johnson nominated Robert Forbes for the Office of Board Chair. Diane Dommer seconded the nomination.

Philip Johnson called for nominations three (3) times.

Robert Forbes was elected as Chair by unanimous consent

**VICE CHAIR**

**NOMINATION:** Diane Dommer nominated Kevin Kreier for the Office of Vice Chair. Bruce Berth seconded the nomination.

Philip Johnson called for nominations three (3) times.

Kevin Kreier was elected as Vice Chair by unanimous consent

## SECRETARY

**NOMINATION:** Robert Forbes nominated Diane Dommer for the Office of Secretary. Bruce Berth seconded the nomination.

Philip Johnson called for nominations three (3) times.

Diane Dommer was elected as Secretary by unanimous consent

2019 ELECTION RESULTS	
Board Chair	Robert Forbes
Vice Chair	Kevin Kreier
Secretary	Diane Dommer

2019 LIAISON APPOINTMENTS	
Education and Exams Liaison	Lisa Weisensel Nesson <i>Alternate:</i> Diane Dommer
Continuing Education Liaison	Philip Johnson <i>Alternate:</i> Lisa Weisensel Nesson
Legislative Liaison	Bruce Berth <i>Alternate:</i> Kevin Kreier
Administrative Rules Liaison	Diane Dommer <i>Alternate:</i> Kevin Kreier
Monitoring	Lisa Weisensel Nesson <i>Alternate:</i> Kevin Kreier
Screening Panel – Change effective April 1, 2019.	Philip Johnson, Lisa Weisensel Nesson, Kevin Kreier, and Diane Dommer
Credentialing Panel	Robert Forbes, Diane Dommer, and Philip Johnson

**MOTION:** Robert Forbes moved, seconded by Lisa Weisensel Nesson, to affirm the Chair's appointment of liaisons for **2019**. Motion carried unanimously.

## DELEGATION MOTIONS

### **Delegated Authority – Urgent Matters**

**MOTION:** Bruce Berth moved, seconded by Kevin Kreier: In order to facilitate the completion of assignments between meetings, the Board delegates authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Board, to appoint liaisons to the Department to act in urgent matters, to fill vacant appointment positions, where knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.

### **Delegated Authority - Screening Panel**

**MOTION:** Robert Forbes moved, seconded by Diane Dommer that the Board delegates authority to the Screening Panel to open cases for investigation or close cases inappropriate for further action. Motion carried unanimously.

**MOTION:** Lisa Weisensel Nesson moved, seconded by Kevin Kreier that the Board delegates authority to the Screening Panel to consider questions related to scope of practice of veterinary medicine and veterinary technicians. The Screening Panel may choose to approve or reject a particular practice, or bring the matter to the full Board. Motion carried unanimously.

### **Delegated Authority - Credentialing Committee**

**MOTION:** Bruce Berth moved, seconded by Robert Forbes, that the Board delegates authority to the Credentialing Committee to address all issues related to credentialing matters, except potential denial decisions should be referred to the full Board for final determination. Motion carried unanimously.

**MOTION:** Lisa Weisensel Nesson moved, seconded by Kevin Kreier , that the Board delegates authority to the Credentialing Committee to employ a “passive review” process for background checks, whereby if no Committee member requests a Committee meeting on the materials within five (5) business days after receiving them, the application would be considered cleared to proceed through the process. Motion carried unanimously.

### **Delegated Authority - Document Signatures**

**MOTION:** Kevin Kreier moved, seconded by Robert Forbes that the Board delegates authority to the Chair to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair has the ability to delegate this signature authority to the Board’s Executive Director for purposes of facilitating the completion of assignments during or between meetings. Motion carried unanimously.

### **Delegated Authority - Monitoring Liaison and Department Monitor**

**MOTION:** Diane Dommer moved, seconded by Lisa Weisensel Nesson to adopt the “Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor” document. Motion carried unanimously.

- **License Update – Age distribution of licensee**

### **LICENSING/ EXAM INQUIRIES**

**MOTION:** Phil Johnson moved, seconded by Kevin Kreier to approve three orders to return to full licensure in cases 13 VET 034, 18 VET 024, and 18 TECH 005. Motion carried unanimously.

Bull semen collection process:

1. Insert the probe
  2. Ejaculate the bull
  3. Collect the semen sample
  4. Evaluate the semen for concentration, motility and morphology
  5. Measure scrotal circumference
  6. Based on the evaluation parameters listed in 4 and 5, give a rating as to semen quality
- In accordance with VE 7:
    - o Unlicensed assistant may do steps 3 and 5
    - o CVT may do steps 1 through 5 under the direct supervision of veterinarian
    - o Only a veterinarian may do step 6.
  - Will bring this topic to the next meeting and will need to complete a position statement.

### **LEGISLATIVE/ADMINISTRATIVE RULE MATTERS**

1. VE 7 – Final Draft on Complementary, Alternative and Integrative Therapies (Informational)
  - a. At governor’s office, waiting for approval
2. VE 1 - Relating to the definition of veterinary medical surgery (Informational)
  - a. Referred to legislature.
3. VE 11 Update on the request for proposals (RFP)
  - a. Stopped doing RFPs in November while waiting for new administration. They picked it up in February. We do not have a timeline at this point.
4. Scope for VE 1-10 is approved and pending timeline

### **FUTURE MEETING DATES AND TIMES**

1. Screening Committee – March 6, 2019 at 9:00am.
2. Next Board Meeting - April 24, 2019 at 9:00am.

### **FUTURE AGENDA ITEMS**

### **CLOSED SESSION MOTION**

**MOTION:** Philip Johnson moved seconded by Kevin Kreier, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to

consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.). Robert Forbes read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Philip Johnson -yes; Robert Forbes -yes; Diane Dommer -yes; Lisa Weisensel Nesson - yes; Kevin Kreier -yes; Bruce Berth -yes; Motion carried unanimously.

#### **RECONVENE TO OPEN SESSION**

**MOTION:** Philip Johnson moved seconded by Bruce Berth, to reconvene to open session. Motion carried unanimously. The Board reconvened at 1:07PM.

**MOTION:** Diane Dommer moved, seconded by Kevin Kreier, to deny the request for reinstatement of the license of case 12 VET 31 KZ. Philip Johnson recused from vote. Motion carried unanimously.

**MOTION:** Philip Johnson moved, seconded by Kevin Kreier, to accept the Findings of Fact, Conclusions of Law and Order in case 17 VET 017. Motion carried unanimously.

**MOTION:** Philip Johnson moved, seconded by Bruce Berth, to delegate ratification of examination results to DATCP staff and to ratify all licenses and certificates as issued. Motion carried unanimously.

#### **ADJOURNMENT**

**MOTION:** Philip Johnson moved, seconded by Kevin Kreier, to adjourn. Motion carried unanimously.

The meeting adjourned at 1:10 pm.