



MAURA HEALEY  
GOVERNOR

KIM DRISCOLL  
LIEUTENANT GOVERNOR

Commonwealth of Massachusetts  
Division of Occupational Licensure  
Board of Registration in Veterinary Medicine

1000 Washington Street, Suite 710  
Boston, Massachusetts 02118

YVONNE HAO  
SECRETARY OF HOUSING AND  
ECONOMIC DEVELOPMENT

EDWARD A. PALLESCHI  
UNDERSECRETARY OF CONSUMER  
AFFAIRS AND BUSINESS  
REGULATION

LAYLA D'EMILIA  
COMMISSIONER, DIVISION OF  
OCCUPATIONAL LICENSURE

Public Meeting Minutes  
February 9, 2023

<p><b>Members Present:</b> Dr. David Tubman, <i>Member</i> Dr. David Diamond, <i>Member</i> Dr. Rachel Orłowski, <i>Member</i> Dr. Candance Sloane, <i>Public Member</i></p> <p><b>Members Absent:</b> Dr. Stephanie Kube, <i>Chair</i></p>	<p><b>Administrative Staff Present:</b> Keith Gleason, <i>Executive Director</i> Milla Lewis, <i>Admin Assistant</i> Jenna Hentoff, <i>Board Counsel</i></p>
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All Board members and staff appeared by videoconference.

The meeting was called to order by the Executive Director at 9:32am.

1. **Review public minutes of the meeting January 12, 2023.** Dr. Sloane made a motion, seconded by Dr. Orłowski, to approve the minutes as presented. The motion passed unanimously.
2. **Administrative Report**
  - a) Review of Meeting Procedures
    - The Executive Director reiterated the rules of etiquette and procedure guidelines for conducting Board meetings.
    - As the renewal deadline for veterinary licenses approaches, Board members were advised to direct any complaints regarding e-licensing to the Executive Director.
    - The Executive Director added that he would keep the Board updated as to the ability to hold remote meeting which expires in March.
3. The Legal Counsel thanked the Board Members who volunteered time to attend the January 24-26 hearing. The remaining report was deferred to the discussion on regulations later in the meeting.
4. **Board Elections for 2023**
  - The Executive Director stated that Board statute requires that the Board holds elections in February of each year.
  - Dr. Sloane made a motion to nominate Dr. Diamond for Board chair. Dr. Tubman seconded. The motion passed by a majority vote. Dr. Orłowski abstained.
  - Dr. Orłowski made a motion to nominate Dr. Kube for Board chair. The motion failed.

- Dr. Sloane made a motion to nominate Dr. Orłowski for Secretary. Dr. Tubman seconded. The motion passed unanimously.

## 5. Reviewed/Discussed Board Correspondence

- Dr. Jean Duddy request for allowance to renew without completion of CE due to a medical condition
  - After discussion, Dr. Sloane made a motion, seconded by Dr. Tubman, to waive the CE requirement for the 2022 cycle and allow Dr. Duddy to complete the 2022 CE requirement together with the 2023 requirement prior to license renewal in 2024. The motion passed unanimously.

## 6. Update on Institutional License Renewal of Tufts University Cummings School of Veterinary Medicine

- The Executive Director stated that Dr. Cribb has complied with the Board's requirements for recording and reporting prior to renewal of the school's Institutional License. A full roster of current practitioners was submitted with the renewal request.
- Counsel concurred that Tufts has met the requirements for renewal of its Institutional License and stated that staff will be working to formalize the standards for renewal for all institutional license renewals although Tufts remains the only licensed institution at this time.

## 7. Application Reviews

### a) Limited Practitioner- Dr. Florian Wuillemmin

- After discussion, the Board members tabled discussion of Dr. Wuillemmin's application to allow Counsel to further verify the statutory allowances and requirements.

### b) Temporary Permit- Dr. Augusto Freitas Junior

- After discussion, Dr. Sloane made a motion to deny the temporary permit application based on a determination that the supervisor is not in good standing per 256 CMR 4.01(1)(b). Dr. Orłowski seconded. The motion failed.
- Dr. Diamond made a motion to table the application, pending an applicant interview. Dr. Tubman seconded. The motion passed by a majority vote.
- The Executive Director stated the applicant, and his proposed supervisor will be invited to appear at the March meeting.

## 8. Reviewed/Discussed

### • Regulation Review

- Counsel reviewed the draft amendments to the Board's regulations at 256 CMR 2.00, 3.00, 4.00, 5.00, 7.00, 8.00, 9.00 and 10.00 including amendments based upon the Board's discussion at the last Board meeting.
- The Board discussed the proposed definition of Owner Consent in 256 CMR 2.00. After discussion, the Board chose to table further discussion to a following meeting.
- The Board further discussed the proposed definition of Supervising Veterinarian in 256 CMR 2.00. After discussion, the Board chose to amend to include other supervisory

scenarios.

- The Board requested adding a definition for a veterinarian specialist to 256 CMR 2.00.
- Counsel discussed amendments to Sections 5.00 and 7.00 that make reference to “consent” and “witnessed consent”. The Board also discussed adding a requirement in 256 CMR 5.02 to comply with applicable state and federal laws in the dispensation of drugs and medications including maintaining registrations with the DPH and the DEA.

9. Matters not reasonably anticipated 48 hours in advance of the meeting. No matters were reported.

10. Investigative Conference (M.G.L. c. 112, § 65C – Closed session)

At 11:53am, the Executive Director announced that the rest of the meeting will be for discussion of items in closed session, and upon conclusion, the Board would adjourn.

Dr. Tubman made a motion, seconded by Dr. Sloane, to enter Investigative Conference. The motion passed unanimously.

a) Discussion of complaints prior to the issuance of an order to show cause

Docket	Determination	Recusal
2022-000695-IT-ENF	Return to Investigations	Dr. Orłowski
2022-000870-IT-ENF	Dismissed w/o Prejudice	Dr. Orłowski
2022-000955-IT-ENF	Dismissed w/o Prejudice	Dr. Tubman
2022-000616-IT-ENF	Dismissed w/o Prejudice	Dr. Tubman
2022-000968-IT-ENF	Dismissed w/o Prejudice	
2022-001097-IT-ENF	Dismissed w/o Prejudice	

11. Adjournment – the next scheduled meeting is March 9, 2023.

- At 12:31pm, Dr. Sloane made a motion, Dr. Tubman seconded, and the members unanimously voted to adjourn the meeting.

Meeting minutes signed by:



Board Chair, Dr. David Diamond

**List of Documents Used During the Public Meeting:**

- Meeting Agenda
- January 12, 2023, Public Meeting Minutes
- Correspondence from Dr. Duddy
- Dr. Wullemin limited practitioner license application
- Dr. Freitas temporary permit application
- Draft Board regulations, 256 CMR 2.00, 3.00, 4.00, 5.00, 7.00, 8.00, 9.00 and 10.00