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Public Meeting Minutes
Thursday August 10, 2023

Members Present in person: Dr. David Diamond, <i>Chair</i> Dr. David Tubman, <i>Member</i> Members Present remotely: Dr. Stephanie Kube, <i>Member</i> Dr. Rachel Orlowski, <i>Secretary</i> Members Absent: Dr. Candance Sloane, <i>Public Member</i>	Administrative Staff Present: Keith Gleason, <i>Executive Director</i> Jenna Hentoff, <i>Board Counsel</i> Public Attendees: Maryann Walsh, <i>Mass Vet Techs Association</i> Stephen Wilson, <i>DVM</i> Stephanie Saglimbeni-Yanez, <i>applicant</i>
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Board members and staff appeared both in person at the DOL offices and by video conference.

The meeting was called to order by the chair at 9:30 A.M.

1) Review Minutes of the meeting of June 8, 2023

Dr. Orlowski made a motion, seconded by Dr. Diamond, to approve the June public and executive session minutes. The motion passed unanimously.

2) Executive Director Administrative Report

- The Executive Director notified the Board that after discussing with senior management, the Board staff will begin using the VAULT service provided through the AAVSB portal in the application processes.
- The Executive Director and Board Counsel also plan to coordinate with the Office of Investigations to conduct a randomized CE audit and will update the Board with more specific information at the next meeting.

3) Legal Counsel Report – no report

4) Application Reviews

- a) Temporary Permit application – Stephanie Saglimbeni-Yanez
 - After discussion and interview of the applicant and the proposed supervisors, Dr. Diamond made a motion, seconded by Dr. Orlowski, to approve a temporary permit for Dr. Saglimbeni-Yanez. The motion passed unanimously.

5) **Board Correspondence**

a) Mobile Vet prescription labeling

- After discussion, the Board members directed staff to respond with referral to the Board of Registration in Pharmacy and the Drug Enforcement Agency.

b) Controlled substance handling access

- After discussion, the Board members stated that while the Board does require licensed vets to have DEA and MCSR licenses, they may also delegate to non-licensees working under the supervision of the veterinarian to dispense controlled substances at their direction.

6) **Reviewed/Discussed** Guidance on controlled substances, agents, & dispensing/administration

- After discussion, the Board members directed staff and counsel to draft an advisory for publication regarding the above on controlled substances.

7) **Matters not reasonably anticipated 48 hours in advance of the meeting** – none.

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

At 9:50 A.M., the Chair 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. Orłowski, to enter closed Investigative Conference pursuant to G.L. c. 112, § 65C. The motion passed unanimously.

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

Docket	Determination	Recusal
2023-000109-IT-ENF	Refer to prosecutions	
2023-000149-IT-ENF	Dismiss	
2023-000156-IT-ENF	Dismiss	
2023-000233-IT-ENF	Refer to prosecutions	
2023-000237-IT-ENF	Refer to prosecutions	
2023-000248-IT-ENF	Dismiss; open new complaints	
2023-000250-IT-ENF	Refer to prosecutions	
2023-000346-IT-ENF	Refer to prosecutions	

9) **Adjournment** – the next scheduled meeting is September 14, 2023.

At 12:18 P.M., Dr. Tubman made a motion, Dr. Orłowski 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
- June 8, 2023 Meeting Minutes
- Application for Temporary Permit of Stephanie Saglimbeni-Yanez
- Correspondence re: mobile vet prescription labeling
- Correspondence re: controlled substances