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Board of Registration in Veterinary Medicine**

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**Public Meeting Minutes
Thursday October 14, 2023**

Members Present: Dr. David Diamond, <i>Chair</i> Dr. Stephanie Kube, <i>Member</i> Dr. Rachel Orlowski, <i>Secretary</i> Dr. David Tubman, <i>Member</i> Dr. Candance Sloane, <i>Public Member</i>	Administrative Staff Present: Keith Gleason, <i>Executive Director</i> Jenna Hentoff, <i>Board Counsel</i> Milla Lewis, <i>Administrative Assistant</i> Public Attendees: Maryann Walsh, <i>Mass Vet Techs Association</i> Jamie Falzone, <i>Mass Vet Medical Association</i> Kathleen Hoffman Erin Spencer Amanda Cloutier Annemarie Morawiak
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Board members and staff appeared by video conference.

The meeting was called to order by the chair at 9:35 A.M.

1) Review Minutes of the meeting of September 14, 2023

Dr. Sloane made a motion, seconded by Dr. Orlowski, to approve the September public session minutes. The motion passed unanimously.

2) Executive Director Administrative Report

– The Executive Director indicated that he is currently working with Counsel to prepare the institutional license renewal form for implementation in the next renewal period.

3) Legal Counsel Report

– Counsel concurred with the Executive Director and added that she is also still working on the Board's regulations as well as developing the policy as directed by the Board on MCSR and DEA licenses.

4) Reviewed and Discussed Board Policy 13-02 and its relevance after new regulations regarding CE requirements in 256 CMR 9.00

– The Executive Director and Board Counsel explained that the policy contains language that conflicts with the Board's current regulation which requires that continuing education must be completed in the calendar year prior to license renewal.

- After a brief discussion, the Board asked that the policy be amended to reflect the current regulation requirements for continuing education. A draft updated policy will be provided for review at the next Board meeting.

5) Correspondence

- Vet Tech Scope of Practice
 - After discussion, the Board directed the correspondent to the definition of the practice of veterinary medicine and stated that work by a veterinary technician needs to be supervised by a veterinarian.
- Pharmacy question
 - After discussion, the Board directed the correspondent to DPH and DEA.

6) Matters not reasonably anticipated 48 hours in advance of the meeting.

- The Executive Director notified the Board that the topic of the 2024 Board meeting schedule will be added to the November agenda.
- The members briefly discussed how they would like to hold the remaining 2023 Board meetings. They agreed to hold the November and December 2023 meetings in a hybrid format allowing for remote and live attendance.

7) Quasi-Judicial Session to discuss disciplinary decisions (M.G.L. c. 30A, §18 – Closed session)

At 9:56 A.M., Dr. Orłowski made a motion, seconded by Dr. Tubman to exit the open session and enter closed quasi-judicial session to discuss disciplinary decisions. The motion passed unanimously.

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

At 10:34 A.M., the Board voted to exit closed quasi-judicial session and enter closed Investigative Conference pursuant to G.L. c. 112, § 65C.

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

Docket	Determination	Recusal
2023-000365-IT-ENF	Refer to prosecutions	
2023-000388-IT-ENF	Dismiss; open new complaint	
2023-000398-IT-ENF	Refer to prosecutions	
2023-000454-IT-ENF	Refer to prosecutions	
2023-000489-IT-ENF	Refer to prosecutions	
2023-000512-IT-ENF	Refer to prosecutions	

9) Adjournment – the next scheduled meeting is November 9, 2023.

At 12:29 P.M., Dr. Diamond made a motion, Dr. Orłowski seconded, and the members unanimously voted to adjourn the meeting.

Meeting minutes signed by:

A handwritten signature in black ink, appearing to be 'D.D.', written above a horizontal line.

Board Chair, Dr. David Diamond

List of Documents Used During the Public Meeting:

- Meeting Agenda
- September 14, 2023 Meeting Minutes
- Correspondence re: vet tech scope of practice
- Correspondence re: pharmacy question
- Documents regarding Policy 13-02, including correspondence from J.F.