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Public Meeting Minutes
May 9, 2024

Members Present: Dr. Rachel Orlowski, <i>Chair</i> Dr. David Diamond, <i>Member</i> Dr. Stephanie Kube, <i>Member</i> Dr. Candace Sloane, <i>Public Member</i> Dr. David Tubman, <i>Secretary</i> (joined at 10:34 A.M.)	Administrative Staff Present: Keith Gleason, <i>Executive Director</i> Jenna Hentoff, <i>Board Counsel</i> Milla Lewis, <i>Administrative Assistant</i> Recognized Public Attendees: Beth Venit, AAVSB Dr. Suzanne Guilbault
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Board members and staff appeared by video conference.

The meeting was called to order by the chair at 9:31 A.M.

- 1) **Reviewed** Minutes of the meetings April 11, 2024.
Dr. Diamond made a motion, seconded by Dr. Kube, to approve the public and executive session meeting minutes with noted corrections regarding Board member titles and attendance at said meeting. After a roll call vote, the motion passed unanimously.
- 2) **Executive Director Report**
 - The Executive Director notified the Board that a new Executive Director will be starting in two weeks, but he will attend the June meeting to facilitate the transition.
 - He also inquired whether the Board would like to cancel the July scheduled meeting as it historically does and further as it would help with efforts to familiarize the new Executive Director. Dr. Orlowski made a motion, seconded by Dr. Diamond, to cancel the July scheduled Board meeting. After a roll call vote, the motion passed unanimously
- 3) **Legal Counsel Report** - Nothing to report.
- 4) **Board Correspondence**
 - a) Re: Vet Med Regulations
 - The Board members reviewed correspondence asking whether sonographers are allowed to perform cystocenteses or fine needle aspirates in Massachusetts. The Board stated that such conduct could be done under the guidance and supervision of a licensed veterinarian and further that the veterinarian is responsible for any issues that arise.

5) **Application Reviews**

- Dr. Augusto Freitas Junior (Temporary Permit, addition of supervisors)
 - The Board members discussed the application and interviewed the applicant and the two additional supervisors, Dr. Radzinski and Dr. Sutka, affirming their supervisory responsibilities. Dr. Diamond made a motion, seconded by Dr. Kube, to approve the two additional supervisors for Dr. Freitas. After a roll call vote, the motion passed unanimously.

6) **Reviewed/Discussed** Policy & Regulations regarding CE completion for new graduates.

- Counsel presented the drafted amended CE policy for new graduates for the Board's review pursuant to the Board's discussion and direction from the April Board meeting. The amended draft policy would replace the Board's current policy regarding new licensees and instead apply in regard to new veterinary school graduates who are applying for licensure. The Board discussed removing a reference to international veterinary graduate certificate holders as well as directed that the policy should remain in effect for future renewals.
- After discussion, Dr. Kube made a motion, seconded by Dr. Diamond, to approve the policy with discussed amendments. After a roll call vote, the motion passed unanimously.

7) **Reviewed/Discussed** Regulation Drafts 256 CMR 5.00 & 9.00

- Board Counsel discussed the draft amendments to 256 CMR 9.00. The Board reviewed the addition of an exemption in 256 CMR 9.04 for new graduates similar to the previously approved policy. Dr. Orłowski made a motion, seconded by Dr. Diamond, to approve the draft of 256 CMR 9.00. After a roll call vote, the motion passed unanimously.
- The Board discussed 256 CMR 5.00 in regard to a requirement for medical directors to have a plan for purposes of any planned or unexpected shutdown or closure of their facility/practice.
- Counsel will review and present an updated draft of 256 CMR 5.00 based on the Board's discussion at the June meeting.

8) **Matters not reasonably anticipated 48 hours in advance of the meeting.** No matters presented.

9) **Executive Session (M.G.L. c. 30A, §21 (a) (3) – Closed session)** No matters presented.

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

At 10:16 A.M, Dr. Diamond made a motion, seconded by Dr. Kube, to close the public session and enter closed Investigative Conference pursuant to M.G.L. c. 112, § 65C. It was noted that the Board did not anticipate reentering public session but would remain in closed session after which the Board would adjourn the meeting. After a roll call vote, the motion passed unanimously.

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

Docket	Order	Recusal
2024-000015-IT-ENF	Refer to prosecutions	
2024-000030-IT-ENF	Return to investigations	
2024-000076-IT-ENF	Dismiss	Dr. Tubman

2024-000099-IT-ENF	Refer to prosecutions	Dr. Tubman
2024-000127-IT-ENF	Refer to prosecutions	
2024-000149-IT-ENF	Dismiss	Dr. Orlowski
2024-000152-IT-ENF	Dismiss	
2024-000153-IT-ENF	Refer to prosecutions	
2024-000154-IT-ENF	Refer to prosecutions	Dr. Diamond
2024-000155-IT-ENF	Refer to prosecutions	Dr. Diamond
2024-000203-IT-ENF	Dismiss; open new complaint	

11) [Adjournment](#) – the next scheduled meeting is June 13, 2024.

At 12:25 P.M., Dr. Diamond made a motion, Dr. Sloane seconded, and the members unanimously voted to adjourn the meeting.

Meeting minutes signed by:



Dr. Rachel Orlowski, Board Chair

List of Documents Used During the Public Meeting:

- Meeting Agenda
- April 11, 2024, Public and Executive Session Meeting Minutes
- Correspondence re: Vet Med Regulations
- Temporary Permit application documents for Dr. Augusto Freitas Junior
- Draft Board policy on Continuing Education for New Graduates
- Draft regulations, 256 CMR 9.00
- Draft regulations, 256 CMR 5.00