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SECRETARY OF HOUSING AND  
ECONOMIC DEVELOPMENT

Commonwealth of Massachusetts  
Division of Professional Licensure  
BOARD OF REGISTRATION IN VETERINARY MEDICINE  
1000 Washington Street • Boston • Massachusetts • 02118

JOHN C. CHAPMAN  
UNDERSECRETARY OF  
CONSUMER AFFAIRS AND  
BUSINESS REGULATION

CHARLES BORSTEL  
COMMISSIONER, DIVISION OF  
PROFESSIONAL LICENSURE

Massachusetts Board of Registration in Veterinary Medicine  
Public Meeting Minutes for September 13, 2018  
1000 Washington Street, Conference Room 1D  
Boston, MA 02118-6110  
9:30 a.m.

**Board Members:**

Dr. David Diamond, Chair  
Dr. Stephanie Kube, Secretary  
Dr. Sheri Siegel, Member  
Dr. Karen Patti, Member

**Board Staff:**

Brian Bialas, Executive Director  
James O'Connor, Board Counsel  
Doris Lugo, Investigator

**Public Present:**

Dr. Robert Shurtleff, MVMA Board Liaison

**Meeting Called to Order**

**9:38 a.m.:** Dr. Diamond, Chair, opened the meeting.

**Vote on Minutes**

- **Public Meeting Minutes of July 12, 2018:** The Board reviewed the public session meeting minutes from July 12, 2018. Dr. Diamond made a motion to approve the public meeting minutes with changes, seconded by Dr. Siegel. Motion passed unanimously.
- **Executive Session Minutes of July 12, 2018:** The Board reviewed the executive session meeting minutes from July 12, 2018. Dr. Siegel made a motion to approve the executive session meeting minutes with changes, seconded by Dr. Diamond. After a roll call vote, the motion passed unanimously.

**Board Business**

- **2019 Schedule of Board Meetings:** Mr. Bialas discussed the proposed schedule of board meetings for 2019. Dr. Siegel made a motion to approve the proposed schedule with the addition of a meeting on July 11, 2019, seconded by Dr. Diamond. Motion passed unanimously.
- **Schedule of Upcoming Hearings:** Mr. Bialas discussed the dates of upcoming adjudicatory hearings that board members may attend.



- **7/9/18 Email from C. Willey re: Administration of Euthanasia Drugs by Assistants:** The Board decided to address the inquiry when it addresses the Policy Clarifying Role of Assistants in Veterinary Practices later in the meeting.
- **Policy Clarifying Role of Assistants in Veterinary Practices:** Mr. O'Connor presented a draft policy clarifying the role of veterinary assistants vis-à-vis licensed veterinarians. The Board asked Mr. O'Connor to draft a policy for consideration at the next meeting that would require the immediate supervision of a veterinary assistant by a licensed veterinarian when the assistant is administering substances for anesthesia or euthanasia.

In response to the email inquiry above, the Board directed Mr. Bialas to respond by saying that veterinary assistants may administer substances for euthanasia under the supervision of a licensed veterinarian; "supervision" to mean that the veterinarian is on the premises and within close audial and visual range of the administration.

- **7/3/18 Email from E. Schettino re: Animal Cruelty Manual:** Mr. Bialas and Dr. Siegel updated the Board on the meeting they had with other DPL and OCA personnel and the Animal Rescue League of Boston (ARLB) regarding the ARLB's new animal cruelty manual created to give guidance to veterinarians. Mr. Bialas noted the statutory duty of veterinarians to report animal cruelty, and that he is working to add to renewals: (1) an attestation requiring veterinarians to confirm that they understand that duty; and (2) an insert directing licensees to the manual.
- **CORI Policy:** Mr. Bialas discussed a revised CORI Policy with the Board. Dr. Siegel made a motion to approve the revised CORI Policy with changes, seconded by Dr. Diamond. Motion passed unanimously.

## Approval of Monitor

### 2017-000118-IT-ENF (SC)

The Board discussed the monitors proposed by this licensee. A motion was made by Dr. Siegel, seconded by Dr. Patti, to approve both proposed monitors and to allow the licensee to choose either. Motion passed unanimously.

### Investigative Conference CLOSED under M.G.L. c. 112, § 65C

**10:34 a.m.:** A motion was made by Dr. Siegel, seconded by Dr. Patti, to exit the Public Meeting and go into Investigative Conference to consider open cases and consider settlement offers. Motion passed unanimously.

The Board made the following decisions while in Investigative Conference:

(a) **Settlements:** 2018-000862-IT-ENF (GC): Guidance given to prosecutor.

(b) **Complaints:**

- (1) 2018-000169-IT-ENF (EF): Dismissed without prejudice.
- (2) 2018-000857-IT-ENF (OI): Referred to Office of Investigations for formal complaint.
- (3) 2018-000854-IT-ENF (DT): Referred to Office of Investigations for formal complaint.

- (4) 2018-000637-IT-ENF (FH): Dismissed with an advisory letter.
- (5) 2018-000663-IT-ENF (PP): Dr. Diamond was recused from consideration of this case and left the room. Referred to the Office of Prosecutions.
- (6) 2015-001470-IT-ENF (KP): Dr. Patti was recused from consideration of this case, left the room, and did not return to the meeting. Dismissed without prejudice.

### **Meeting Adjournment**

**11:26 a.m.:** Dr. Siegel made a motion to adjourn the meeting, seconded by Dr. Kube. Motion passed unanimously.

The above Minutes were approved at the public meeting held on October 11, 2018.



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Brian Bialas, Executive Director

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

- Agenda of October 11, 2018 Meeting
- Public Meeting Minutes of September 13, 2018 Meeting
- Proposed 2019 Schedule of Board Meetings
- 7/9/18 Email from C. Willey re: Administration of Euthanasia Drugs by Assistants
- Draft Policy Regarding Supervision of Veterinary Assistants and Technicians
- 7/3/18 Email from E. Schettino re: Animal Cruelty Manual
- Draft CORI Policy
- 8/23/18 Letter from A. Linson re: Proposed Monitors