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DRAFT ---MINUTES

KANSAS BOARD OF VETERINARY EXAMINERS
Wednesday, August 3, 2016
CONFERENCE CALL
Board Meeting

This meeting of the Kansas Board of Veterinary Examiners was called to order at 7 A.M. by Board President Dr. Bogue. Board Members in attendance in addition to Dr. Bogue were Drs. Bentz, Dodson, Kobuszewski, Snyder and Joseph Allen; Dr. Ritter was absent. Also participating by telephone were Dr. Hanson, Konrad Coe, Cheryl Mermis, Athena Andaya, KBVE legal counsel. Guests in attendance – Allison Conklin, KS Department of Administration-Personnel Services and Dr. Jay Hedrick.

Dr. Bogue welcomed and thanked all those in attendance. Dr. Dodson made a motion to adopt the proposed agenda, Dr. Kobuszewski seconded the motion. The motion carried. Joseph Allen made a motion to approve the minutes of the previous meetings. Dr. Dodson seconded the motion. The motion carried.

There were no non agenda items introduced in the public forum.

After separating from the KS Department of Agriculture, the Board signed a Memorandum of Understanding-MOU agreement with the KS Department of Administration for HR services. Allison Conklin participated in this meeting to assist the Board with their discussions on filling the executive director position. Allison relayed, that the Board may employ an executive director on a full or part-time basis, must be an unclassified position which can be documented as hourly and non-exempt pursuant to K.S.A. 47-821(a)(7).

Dr. Dodson moved that the Board recess in to Executive Session to discuss personnel matters of a non-elected personnel, in order to protect the privacy of the parties involved we require Athena Andaya and Allison Conklin to be admitted in to the executive session, to aid the Board in their discussion. The board was scheduled to reconvene the open meeting in the same location in 10 minutes; starting at 7:29 A.M. and will back in session at 7:39 A.M. Joseph Allen seconded the motion. The motion carried.

It is noted in the minutes that executive session ended at 7:39 A.M. with Cheryl, Konrad and Dr. Hedrick calling back in to participate in the open meeting.

Dr. Dodson led the discussion, informing the Board that the agency budget presented to the legislative budget committee allowed for only \$14,700.00 for the executive director position for the first year of being a stand-alone agency. While merged with KDA, the KBVE went from a full time Executive Director, to a part-time Executive Director, and finally to an Executive Director whose main duties were to his full time position as the Director of Animal Health Division under the KDA. Dr. Brown devoted 10% of his time to the KBVE as the Executive Director. Because the current KBVE budget was limited by this series of events, the Board believes it inaccurately reflects the agency's need but is devoted to staying within the current budget. Therefore, \$14,700 reflects an Executive Director who would be working 20% of the time, an average of 8 hours a week at \$38 per hour. The Board realistically

49 anticipates the time allocated for the position will need to be increased in the coming years.

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51 Dr. Hedrick is interested in assisting the Board in its transition to being a stand-alone agency again, as
52 a former board member to KBVE, American Association of Veterinary State Boards and National
53 Board of Veterinary Medical Examiners – Dr. Hedrick has some valuable knowledge and experience to
54 offer and would like to be considered for the executive director position.

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56 Dr. Dodson is proposing that the Board pay Dr. Hedrick \$38 per hour, 8 hours a week- with Dr. Hedrick
57 reporting his time on a weekly basis in fifteen minute increments. Additional hours may be allowed if
58 monies from other areas within the KBVE budget are freed up during this fiscal year. Dr. Dodson
59 made a motion to hire Dr. Hedrick at \$38 per hour, 8 hours per week.

60 Dr. Kobuszewski seconded the motion. The motion carried.

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62 Dr. Bentz made a motion with Joseph Allen seconding the motion for Dr. Kobuszewski to represent the
63 Board, signing off on all new applications for licensure and registration that have meet statutory
64 requirements. Dr. Snyder has offered to assist Dr. Kobuszewski in his endeavors for the application
65 committee.

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67 **Next meeting of the board will be Wednesday, August 26, 2016, at 10am, in Wamego.**

68 Previously adopted, by the Board future meeting dates are as follows: Wednesday, October 5, 2016
69 and Wednesday, November 30, 2016—both in Wamego. Tuesday and Wednesday --- January 31st
70 and February 1st 2017 in Topeka.

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72 At 8:13 A.M. Dr. Bentz moved for adjournment of the meeting, Joseph Allen seconded the motion.

73 Motion carried.

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75 Signed Gregory E. Bogen DVM

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