

**Draft - MINUTES**

**KANSAS BOARD OF VETERINARY EXAMINERS**

**Wednesday, April 12, 2017**

**714 Plum Street; Wamego, Kansas 66547**

**Board Meeting**

This meeting of the Kansas Board of Veterinary Examiners was called to order at 10:04 A.M. by Board President Dr. Bogue. Board Members in attendance in addition to Dr. Bogue were Drs. Bentz, Dodson, Kobuszewski, Ritter, Snyder and Joseph Allen. Also present in Wamego were Drs. Hanson and Hedrick; Konrad Coe, Cheryl Mermis, and General Counsel Athena Andaya.

Dr. Bogue welcomed and thanked those in attendance.

There was no person in attendance for the public forum.

Dr. Hedrick made a request to Dr. Bogue to add an item to the agenda for board discussion and action. This new agenda item would be introduced after adoption of revised agenda and approval of prior meeting minutes.

Dr. Bentz made a motion to adopt the agenda; Dr. Kobuszewski seconded the motion. The motion passed on a voice vote with no dissenting votes.

Dr. Ritter made a motion to approve the minutes of the 1/31/2017 and the 2/1/2017 board meetings; Dr. Kobuszewski seconded the motion. The motions passed on a voice vote with no dissenting votes.

Dr. Hedrick relayed to the board that AAVSB-American Association of Veterinary State Boards were requesting email addresses for currently registered veterinary technicians for a job analysis project for the Veterinary Technician National Examination (VTNE). After discussion, led by Dr. Bentz, the board will review and approve each open records request where an organization or individual seeks to obtain personal contact information of licensees or registrants from the agency records.

Dr. Bentz made a motion to approve agency staff to share veterinary technicians contact information with AAVSB as it relates to the current request, pursuant to K.S.A. 45-221 and K.S.A. 45-230. Mr. Allen seconded the motion. The motion passed on a voice vote with no dissenting votes.

The board reviewed the draft retention schedule that Dr. Hedrick, Dr. Hanson and Athena spent a great deal of time and effort on – collaborating closely with several staff members of the Kansas Historical Society. Dr. Dodson made a motion to approve the retention schedule as presented at this meeting. Dr. Snyder seconded the motion. The motion passed on a voice vote with no dissenting votes. Athena informed board members that the board approved retention schedule will be presented to the Kansas State Records Board on April 20, 2017.

The board members were informed by staff that progress is being made to implement on-line renewal capabilities with KIC-Kansas Information Consortium. Unfortunately the on-line renewal portal was not available to veterinary technicians this year due to timing. Staff is hopeful that veterinarians will be able to renew their veterinary license and/or veterinary premise registrations on-line if they so choose.

KIC is also prepared to develop the agency website at a cost of \$5000 before fiscal year-end. Currently the KBVE web pages are still hosted with the Kansas Department of Agriculture.

55 Dr. Dodson/Board Vice President and Treasurer relayed that there are funds available in the  
56 agency fee fund for the development of an agency website. Dr. Dodson made a motion for  
57 staff to proceed with securing the agency website independent of KDA. Mr. Allen seconded the  
58 motion. The motion passed on a voice vote with no dissenting votes.

59 The board had asked Athena about the legality of posting disciplines on the agency website,  
60 Athena reported that she didn't find anything to prevent the board from publishing recent  
61 completed cases but every order should be carefully reviewed to redact personal information.

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63 Dr. Hedrick reported that work on the retention schedule had to be completed before the  
64 agency undertook the purchase and implement the approved DocuWare license for the  
65 agency, which would provide 4 workstations for the agency with 20 gigabits of cloud-based  
66 storage for digitized agency records. The contract and purchase of the DocuWare license will  
67 occur within a week.

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69 Dr. Hedrick reminded board members that they approved quite a few regulation changes  
70 [Article 1-10] in January/February of 2016 while the agency was merged with KDA which were  
71 subsequently approved by the Department of Administration. The only regulation change  
72 approved and adopted was the revision to Article 5/Fees. The remaining regulations will be  
73 reviewed and presented at an upcoming meeting.

74  
75 Agency takes in approximately \$325,000.00 per year; Legislature approved \$393,000.00 for  
76 FY'17; for FY'18 the approved budget is \$343,000.00. Dr. Dodson and Dr. Bogue encouraged  
77 the staff to research computer upgrades that would include tablets for the premise inspectors'  
78 use as a paperless format that integrates with DocuWare and identify any agency vehicles  
79 enhancements that could be unexpected expenses and present a proposal to the board.

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81 Board members reported on their "homework" assignments from the KBVE-Strategic Planning  
82 sessions. Dr. Bogue stated he made several unsuccessful attempts to contact Dr. Stacy Kovar  
83 at KSU, the purpose was to inquire if a student working on their MBA could assist the KBVE  
84 with communication efforts. Dr. Bogue said he would try one more time but that this avenue  
85 may not work out

86 Drs. Kobuszewski and Ritter's focus was to work on some suggested guidelines for KVMA and  
87 the Governor's office, to consider, as open positions on the KBVE are contemplated. After  
88 some board discussion the guiding principles were outlined- to embrace diversity to the board  
89 membership with a minimum of 2 seats of mixed animal practice experience, minimum of 2  
90 male and 2 female veterinarian practitioners; other demographics to consider would be  
91 practitioners in food animal, companion animal-mixed practice, and an equine emphasis.

92 Additionally the board members discussed the number of years of practice experience should  
93 be considered to be not less than 5 years. The guidelines emphasize a broad board  
94 composition and purpose to the whole board- to maintaining a board representative of licensee  
95 demographics and level of expertise. Athena reminded board members about K.S.A. 47-818;  
96 that the KVMA shall submit 3 or more names to Governor's office at least 30 days prior to  
97 expiration term of an existing board member. Dr. Ritter will provide the language to Dr. Hedrick  
98 who will compile the narrative in a concise document, explaining that the guideline product is  
99 from the boards' strategic planning sessions and a collaboration effort from the whole board. A  
100 draft document will be provided to board members for their review. The board will meet at a  
101 later date to approve a final document.

102 Drs. Bentz, Snyder and Mr. Allen—were tasked with identifying areas that need updating and  
103 possibly proposing updates to the Practice Act—the group focus was on equine teeth floaters.  
104 Their report stated there may not be any control over the non-licensed individual that travels  
105 from location to location, to preform equine teeth floating services. There may be some  
106 success in limiting the drugs administered by the non-licensed individual by identifying the  
107 source of the drugs and enforcing statutes currently in place. It is known that KVMA does not  
108 want to see the KBVE license or regulate lay dentists or equine teeth floaters. Dr. Bogue

109 suggested that the workgroup write a narrative of their research and recommendations to not  
110 make any changes to the current statutes and regulations, at this time.

111  
112 Per statute, the board held the annual election of officers; Dr. Bentz nominated Mr. Allen for the  
113 position of vice president to the board; Mr. Allen accepted this roll and all board members were  
114 in favor. Dr. Kobuszewski nominated Dr. Dodson for president to the board; Dr. Dodson  
115 accepted the position and all board members were in favor.

116  
117 Konrad passed out samples of recent premise inspection reports for board members review.  
118 Year-to-date: 7/1/2016 through 3/30/2017 there have been 365 premise inspections; 10 with  
119 deficiencies; 11 OMDR changes, and 5 new clinics. The board has asked Konrad to add  
120 inspections of mobile practitioners, to assess their compliance with standards of veterinary  
121 practice-K.A.R. 70-7-1.

122 Cheryl provided the board a report of recent and future office activities; proctoring the  
123 jurisprudence examination to 25 KSU/CVM seniors, a significant drop from an average of 70  
124 from previous years; 13 institutional license applications mailed out to a list of incoming KSU  
125 interns and residents; paper renewal forms were mailed out to 539 registered veterinary  
126 technicians on 4/6/2017 because on line renewal capabilities were not yet available.  
127 It is the hope that veterinarians will have the option to renew their Kansas veterinary license  
128 on-line; a tentative schedule to email the secure link- to licensees that have provided the  
129 office with their email addresses, has been developed. – It is extremely busy in the agency  
130 office.

131 On complaint investigations Dirk reported 2 cases are on-going, 2 cases where recent board  
132 reviewers found no probable cause; and there was 1 case where no possible violations were  
133 evident. Video interviews are helping board reviewers get a better sense of cases and is  
134 continuing to work well with investigations. Drs. Kobuszewski and Snyder met with an  
135 applicant who was convicted of two counts of vehicular homicide and came up with terms to  
136 issuing a conditional veterinary license. Currently there are two cases where the work has not  
137 been completed yet due to some procedural delays as it pertains to the new faculty license  
138 recently implemented at KSU, the licensees in these two separate cases were each issued  
139 an institutional license. One of the boards' strategic actions to come out of the planning  
140 sessions was to have consistent sanction guidelines; Dirk informed the board of 2 recent  
141 cases that took multiple years to be completed and are now open records and can be  
142 discussed openly – the entire board heard the details of these cases. Towards uniform  
143 sanctions and communications, Dirk told board members they could publish details of these  
144 cases.

145 Dr. Hedrick reminded board members to complete their statement of substantial interests.  
146 Board members will receive a communication and instructions from the Government Ethics  
147 Commission. Dr. Hedrick reported that he wrote an article for the KVMA newsletter stating that  
148 most board sanctions are from records violations, by a licensee. Dr. Hedrick reported still  
149 receiving calls from displaced students- from veterinary technician colleges that permanently  
150 closed their doors, leaving students without a diploma mere weeks from graduation. Students  
151 will have to enroll at another AVMA accredited veterinary technician program for at least a  
152 semester, to obtain a diploma.

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154 The next meeting of the board will be Sunday, June 4, 2017 at 10:00 A.M.; Dr. Hedrick will  
155 follow-up with board members, at a later date, with meeting location details.

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157 Dr. Bentz made the following motion, I move that we recess into Executive Session in  
158 compliance with the Kansas Open Meeting Act to discuss personnel matters of non-elected  
159 personnel to protect the privacy of parties involved. We require Jay Hedrick to be admitted to  
160 the executive session to aid the Board in their discussion. The Board will reconvene the  
161 open meeting in this same location in 15 minutes and will resume at 3 P.M.

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163 The open meeting was reconvened at 3 P.M., no action was taken during executive session.

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Dr. Bentz made a motion to adjourn the meeting with Dr. Dodson seconding the motion. The motion passed on a voice vote with no dissenting votes. Meeting adjourned at 3 P.M.

Signed Sheila M. Dodson, DVM