

1 **Draft - MINUTES**

2 **KANSAS BOARD OF VETERINARY EXAMINERS**

3 **Sunday, June 4, 2017**

4 **410 South 3rd St., Manhattan, Kansas 66502**

5 **[Hilton Garden Inn]**

6
7 **Board Meeting**

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10 This meeting of the Kansas Board of Veterinary Examiners was called to order at 10:01 A.M.
11 by Board President Dr. Dodson. Board Members in attendance in addition to Dr. Dodson were
12 Drs. Bogue, Ritter, Snyder and Joseph Allen; Drs. Bentz and Kobuszewski were absent. Also
13 present in Manhattan were Drs. Hanson and Hedrick; Konrad Coe, Cheryl Mermis, General
14 Counsel Athena Andaya, Tom Nanney and Dr. Mark Olson, President Elect of AAVSB.

15
16 Dr. Dodson welcomed and thanked those in attendance.

17
18 Dr. Hedrick made a request to add an executive session [item M] to the agenda. Dr. Bogue
19 made a motion to adopt the agenda with the executive session added, Dr. Snyder seconded
20 the motion. The motion passed on a voice vote with no dissenting votes.

21
22 Dr. Bogue made a motion to approve the minutes of the 4/12/2017 board meeting, Mr. Allen
23 seconded the motion. The motion passed on a voice vote with no dissenting votes.

24
25 Dr. Mark Olson appeared for the public forum and provided an overview of programs offered by
26 the American Association of Veterinary State Boards-AAVSB and the Annual
27 Meeting/Conference that will be held in San Antonio, Texas on September 14th – 16th, 2017;
28 with (2) AAVSB's funded delegate program- KBVE can send two people (one voting and one
29 alternate) with AAVSB paying conference fees, hotel and all reasonable travel expenses.

30
31 Dr. Hedrick reminded the board that KBVE contracted with Kansas Information Consortium
32 (KIC) to develop a secure on-line payment portal [KanForm] for licensees that wish to pay their
33 license and/or veterinary premise renewal, by credit card. To-date: 1,055 licenses have been
34 renewed; 591 were renewed on-line. KIC will also develop the KBVE website, independent
35 from KDA. Information gathered by KIC during the KanForm development will assist their
36 development of the KBVE website. The new agency website should be launched in July.

37
38 Dr. Hedrick informed the board that he has several institutional licensees ask specific questions
39 about switching from an institutional veterinary license to a full 'unrestricted' veterinary license.
40 Dr. Hedrick provided the board an overview of an institutional veterinary license- to be a
41 veterinary license with practice activities restricted to the confines of work at KSU. The
42 application requirements for an institutional veterinary license were simplified and are very
43 different from a regular 'unrestricted' veterinary license. The protocol for any individual wishing
44 to switch from an institutional license to a regular veterinary license would have to submit the
45 proper application and meet the requirements.

46
47 Regulation changes to K.A.R. 70-1-7, 70-3-1, 70-3-2, 70-3-5, 70-6-1, 70-7-1, and 70-8-1 have
48 been approved; the next step is to set for public hearing.

49
50 Budget update: While still under KDA the agency was authorized and approved for
51 \$393,000.00 but that amount was rolled back to \$333,000.00 which is the amount that KBVE
52 asked for. With one more month of expenses and three pay periods in the month of June, the
53 agency should be very close to the \$333,000.00 amount.

55 A product from the strategic planning session earlier in the year, the board has created a
56 guideline handout as it relates to board appointment(s), Dr. Dodson and Dr. Ritter are planning
57 to present this document to KVMA today following the board meeting. Drs. Ritter and Dodson
58 will also try to coordinate a day to present the same document to the Governor's Appointment
59 Secretary, in Topeka.

60
61 Staff Updates:

62 Mr. Coe reported conducting 435 premise inspections from July 1, 2016 through May 31, 2017;
63 with 12 deficiencies, 14 OMDR changes, and 6 new clinics. Dr. Bogue queried Konrad on the
64 deficiencies dropping more than half from the previous year [26 deficiencies from 7/1/2015 –
65 6/30/2016], Konrad thought that his presence and yearly visits are making the difference.

66 During a premise inspection Konrad requests random medical records which consists of a
67 surgical procedure and a medical record that may include an annual visit; if the facility has
68 more than one practitioner, Konrad will review one record from each veterinarian.

69 Ms. Mermisl relayed preliminary numbers of renewals coming in to the office; on 5/10/2017 an
70 email message about renewing a veterinary license and registered veterinary premise on-line,
71 paying with a credit or bank card was sent to those veterinarians with an email address on file
72 with the office, and paper renewal forms were sent out- to all licensees through the U.S. Mail
73 on 5/15/2017. Approximately half the number of renewals processed have been on-line
74 submissions. Still early in the renewal process but initial feedback about the on-line process
75 has been positive.

76 Dr. Hanson reported a smaller caseload of complaints. The new agency website with easy
77 access may increase the caseload. Dr. Hanson reported that he has received three new cases
78 that he hasn't had the chance to investigate; three on going cases with two being dealt with
79 following probable cause reviewer discussions. The full Board will discuss the outcomes of the
80 shelter medicine and institutional license cases once they are settled. As directed by the
81 Board, Dr. Hanson and Mr. Coe have developed a protocol for non-compliance inspections;
82 they have jointly beta tested a process to address inspection issues. They will finalize the
83 process and present to the Board for approval at a future date.

84
85 There was discussion about coordinating open communications with KSU staff/personnel
86 pertaining to accountability with regards to the KSU institutional license. Presenting
87 information to KSU seniors about Kansas licensure during the ethics and jurisprudence lecture
88 in September is important. Protocols on the accountability for institutional licensee and shelter
89 medicine were discussed by the Board.

90
91 Dr. Hedrick reported that the agency's retention schedule was officially approved by the
92 Kansas Historical Society Records Board on 4/20/2017. This will allow staff to address the
93 electronic records currently stored on the KDA server. A Docuware license was purchased for
94 a cloud based system beginning June 1 for \$2700.

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96 The Texas Board of Veterinary Medicine has passed legislation related to "telehealth". This
97 topic will be an item of discussion at a future board meeting.

98
99 The next meeting of the board will be Wednesday, August 16, 2017 at 10:00 A.M in Wamego.
100 The board also agreed to meet again in Wamego on Wednesday, November 8, 2017 with a
101 tentative start time at 1pm.

102
103 At 11:50 A.M. Dr. Snyder made the following motion, I move that we recess into Executive
104 Session in compliance with the Kansas Open Meeting Act to discuss personnel matters of
105 non-elected personnel to protect the privacy of parties involved. We require Jay Hedrick and
106 Dirk Hanson to be admitted to the executive session to aid the Board in their discussion. The
107 Board will reconvene the open meeting in this same location in 15 minutes and will resume at

108 12:05 P.M. Mr. Allen seconded the motion. The motion passed on a voice vote with no
109 dissenting votes.

110

111 At 12:05 P.M. Dr. Snyder made the following motion, I move that we recess into Executive
112 Session in compliance with the Kansas Open Meeting Act to discuss personnel matters of
113 non-elected personnel to protect the privacy of parties involved. We require Jay Hedrick and
114 Dirk Hanson to be admitted to the executive session to aid the Board in their discussion. The
115 Board will reconvene the open meeting in this same location in 15 minutes and will resume at
116 12:14 P.M. Mr. Allen seconded the motion. The motion passed on a voice vote with no
117 dissenting votes.

118

119 At 12:14 P.M. Dr. Bogue made the following motion, I move that we recess into Executive
120 Session in compliance with the Kansas Open Meeting Act to discuss personnel matters of
121 non-elected personnel to protect the privacy of parties involved. We require Jay Hedrick and
122 Dirk Hanson to be admitted to the executive session to aid the Board in their discussion. The
123 Board will reconvene the open meeting in this same location in 15 minutes and will resume at
124 12:30P.M. Mr. Allen seconded the motion. The motion passed on a voice vote with no
125 dissenting votes.

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127 Dr Bogue made a motion to adjourn the meeting with Mr. Allen seconding the motion. The
128 motion passed on a voice vote with no dissenting votes. Meeting adjourned at 12:35 P.M.

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130 Signed Sheila M. Dodson 8/16/17

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