

**KANSAS BOARD OF VETERINARY EXAMINERS**  
**Friday, December 11<sup>th</sup>, 2020**  
**Conference Call**  
**7:00 AM**

This meeting of the Kansas Board of Veterinary Examiners was called to order at 7:02 A.M. by Board President Sheila Dodson. Board Members participating in the call: Dr. Dodson, Dr. Ritter, Dr. Snyder, Dr. Covington, Dr. Flowers, Dr. Sandler and Mr. Allen. Staff in attendance were Dr. Johnson, Matthew Provencher, Konrad Coe and Audi Westgate; General/Litigation Counsel, Randy Forbes. There were no public members in attendance.

Dr. Dodson read the script for "Open Meeting via Conference Call Under Disaster Declaration." See Attachment. Members of the public could request a copy of the agenda by emailing [VetBoard@ks.gov](mailto:VetBoard@ks.gov). This meeting was published on Public Square, Tuesday, December 8<sup>th</sup>, no public member was in attendance, and no agendas were requested.

Dr. Snyder moved to accept the agenda as submitted with no additions. Mr. Allen seconded the motion. Motion passed on a voice vote with no dissenting votes.

Dr. Dodson introduced Randy Forbes, the new General Counsel/Litigation Counsel for the KBVE. Mr. Forbes introduced himself and shared previous experience working with other boards and associations.

Matthew Provencher discussed proposed changes to the complaint process and procedures. These updates and changes will improve the Probable Cause Committee's efficiency in processing incoming complaints, as well as those needing a response. The KBVE will shorten the response time from the respondent after the complaint letter is delivered. Dr. Johnson will have first review of each incoming complaint to determine if it should go to the Probable Cause Committee for 1<sup>st</sup> review to determine if a statute has been violated. Matthew can make an appointment with veterinarian to deliver the complaint and obtain records. He will request a rebuttal within 10-14 days. Failure to submit a rebuttal or produce requested records within 30 days of the delivered complaint can result in a discipline by statute. Dr. Snyder made a motion to adopt the new proposed changes giving Dr. Johnson authority to have first review of incoming complaints. Mr. Allen seconded the motion. Motion passed on a voice vote; no dissenting votes. Mr. Allen made the motion to allow Matthew to move forward as discussed and allow the shortened response time for records and rebuttals. Dr. Covington seconded the motion. Motion passed on voice votes; no dissenting votes.

The board reviewed the proposed implementation of the fee for Mobile Clinic; Records Audit. Mobile clinics will now be treated as premises and will need to renew their premise with an annual fee

of \$75 starting June 30, 2021. Dr. Ritter moved to institute the new adopted fee for mobile clinics and for the fee to be instituted during the FY'22 renewal, April 15 – June 30, 2021. Dr. Snyder seconded the motion. Motion passed on voice votes with no dissenting votes from the board.

Mr. Allen moved to adjourn the meeting. Dr. Covington seconded the motion. Motion passed on a unanimous voice vote.

Meeting adjourned at 8:08 AM.

Signed Sheila M. Dodson Date 1/25/2021