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Veterinary Board of Governors Regular Quarterly Board Meeting Minutes June 12, 2023

Board Members in Attendance:

Andrea Sanchez-Chambers, Veterinarian,
Vice-chairperson
Aja Senestraro, Veterinarian
Debra Sellon, Veterinarian

Kathryn Haigh, Veterinarian
Dordor Vang, Veterinarian, Chairperson
Rebecca Knoke, General Public
Kim Morgan, Veterinary Technician
Jessica Reed, Veterinarian

Staff Members in Attendance:

Jennifer Santiago, Executive Director

Melissa Green, Operations Director
Lisa Kelley Christensen, Assistant
Attorney General

Bill Kellington, Supervising Attorney
Bob Nicoloff, Executive Director
Tammy Kelly, Deputy Executive Director
Betty Moe, Regulatory Analyst
Tanya Mills, Credentialing Supervisor
Madissen Schatz, Administrative
Assistant

Open Session

Call to Order, Mission, and Introductions – Dordor Vang, DVM, MPH,
Chairperson

The regular quarterly meeting of the Veterinary Board of Governors was called to order by the chairperson, Dordor Vang, at 9:00 a.m. on Monday, June 12, 2023, via Microsoft Teams. There were in-person attendees at the Olympia Center.

1. Approval of Agenda

Kathryn Haigh moved to approve the agenda of the June 12, 2023, meeting. The motion was adopted by unanimous consent.

2. Approval of Meeting Minutes

Kim Morgan moved to approve the minutes of the December 5, 2022. The motion was adopted by unanimous consent.

3. Open Forum

The Board accepted comments from the audience on issues of significance to the profession.

4. Reports

Chairperson Vang reported that Lorelei Walker, program manager, has accepted another position.

Jennifer Santiago, executive director, reported that she will continue to assist in the interim. Melissa Green, operations director, will assume the role of executive director on July 01, 2023.

Ms. Santiago presented the credentialing statistics.

Active Status Counts	
Veterinary License	4,209
Veterinary Medication Clerk Registration	2,218
Veterinary Technician License	2,615

Pending Status Counts	
Veterinary License	205
Veterinary Medication Clerk Registration	236
Veterinary Technician License	124

Applications Received	
November	90
December	102
January	123
February	127
March	148
April	166

Credentials Expiring by Month	
November	99
December	92
January	107
February	93
March	123
April	112

Overall Application Processing Times (Issued)	
November	69
December	121
January	102

February	97
March	97
April	101

Overall Application Processing Time (Pending Days)	
November	40
December	106
January	89
February	74
March	55
April	67

Ms. Santiago presented the 2021-23 Biennium Budget Status Report for the Period of July 1, 2021, through December 31, 2021.

Beginning Fund Balance on July 1, 2021	839,576
Revenue To-Date	2,410,856
21-23 HELMS Assessment To-Date	186,048
Expenses To-Date	2,039,950
Ending Balance as of March 31, 2023	1,024,434

Ms. Santiago shared that the Washington Physicians Health Program presentation has been rescheduled for the December 04, 2023, regular meeting.

Ms. Santiago shared that the Board is still in the process of recruiting a veterinarian or veterinary technician.

5. Delegation of Signature Authority and Decision-Making Forms

Dr. Haigh moved to approve Form 1-1-19A: Delegation of Signature Authority and Form 1-1-19C: Delegation of Decision-Making. The motion was adopted by unanimous consent.

6. Suicide Prevention Education Program Development

Ms. Morgan moved to approve the Suicide Prevention Training Program, as required by Engrossed Substitute House Bill 2411 Preventing suicide. The motion was adopted by unanimous consent.

7. Suicide Prevention Continuing Education Course Inquiry

The Board reviewed an email from Laurie, hospital administrator/licensed veterinary technician, Fairwood Animal Hospital, regarding group participation while completing Suicide Prevention Training. The Board agreed that the training program requires individual responses to survey questions and independent completion is necessary.

8. Veterinary Telemedicine Rulemaking

The Veterinarian-Client-Patient-Relationship (VCPR) Committee shared the draft rule language for WAC 246-933-010 and 246-933-200. The Board reviewed and discussed recommend changes, the committee will continue to meet and update draft rule language for consideration at next Board meeting.

9. Animal Manipulation Task Force

The Animal Manipulation Committee recommended filing a Preproposal Statement of Inquiry CR-101 to review and update all animal health care tasks and to define qualifications for a veterinarian or unregistered assistant to practice animal manipulation. Ms. Morgan moved to file a Preproposal Statement of Inquiry CR-101 to modify WAC 246-935-040 and 246-935-050 and related definitions. The motion passed with seven in favor and one opposed.

10. Rulemaking – Veterinary Technician Apprenticeship

Ms. Morgan moved to adopt the proposed rule language for WAC 246-935-060, to clarify that a Board-approved apprenticeship program is a pathway for veterinary technician licensure. The motion passed with five in favor and three opposed.

11. Rulemaking – Health Equity Continuing Education

Debra Sellon moved that the Board file a Proposed Rule Making CR-102 for WAC 246-933-437 and WAC 246-935-307 establishing health equity continuing education requirements for veterinarians and veterinary technicians. The motion was adopted by unanimous consent.

12. Rulemaking – Health Professional Monitoring Programs

Dr. Sellon moved that the Board file a Proposed Rule Making CR-102 for WAC 246-933-601 through 630. The motion was adopted by unanimous consent.

13. Humane Society/Animal Shelter Veterinary Services – Rules and Implementation

The Board discussed the implementation of a Humane Society Annual Audit Report to comply with Substitute Senate Bill (SSB) 5004 (Laws of 2019, chapter 142), codified in RCW 18.92.250 and 18.92.260. SSB 5004 expands the services that entities may provide to low-income households and directs the Board to adopt rules regarding an entity's record keeping and reporting requirements to these clients. The Final Rule-Making CR-103 was filed on May 3, 2023, as WSR 23-11-002. The rules are effective June 3, 2023. The Board approved the presented audit form.

14. Exception Application Matrix Update

Dr. Haigh moved to approve the proposed Exception Applications Matrix, allowing the Department of Health's Credentialing Section to approve certain applicants as defined in the matrix. Washington convictions for possession of controlled substances and less than 40 grams of cannabis are now approvable via exception application, unless the conviction occurred after May 13, 2021. The motion was adopted by unanimous consent.

15. Correspondence Regarding WAC 246-935-050 Animal Healthcare Tasks

The Board reviewed and discussed a letter from Mark B. McConnel, B.V.M.S, M.R.C.V.S, consultant, vet practice counseling, regarding concerns related to the oversight of unlicensed paraprofessionals.

16. Strategic Planning

The Board received an updated list of Board projects.

17. Agenda Development

The Board established agenda items for the next business meeting.

- Credentialing report
- Business plan
- Health equity continuing education public rules hearing.
- Veterinary technician apprenticeship rulemaking- WAC 246-935-060.
- Veterinary telemedicine rulemaking- WAC 246-933-010 and 246-933-200.
- Animal manipulation and healthcare tasks rulemaking- WAC 246-935-040 and 246-935-050.
- American Association of Veterinary State Boards VAULT Basic.

Adjournment of Open Session

Ms. Morgan moved to adjourn the meeting. The motion was adopted by unanimous consent.

Chairman Vang announced that the next meeting would be September 11, 2023, at 9:00 a.m., and declared the meeting adjourned at 12:32 p.m.