

**LOUISIANA BOARD OF VETERINARY MEDICINE
BOARD MEETING
June 6, 2019**

Minutes

I. CALL TO ORDER

Board President, Dr. William H. Green, called the meeting to order at 9:50 a.m.

II. ROLL CALL –

Roll call was taken by Board Secretary-Treasurer, Dr. Keri Cataldo, with the following results:

Those present:

William H. Green, DVM	Board President
James R. Corley, DVM	Board Vice President
Keri A. Cataldo, DVM	Board Secretary-Treasurer
Joseph Bondurant, Jr., DVM	Board Member
Alfred G. Stevens, DVM	Board Member
Stephen H. Vogt	Board General Counsel
Wendy D. Parrish	Board Executive Director

Absent: None.

Guests: LA Dept. of Agriculture – John Walther

III. APPROVAL OF MINUTES

A. Board Minutes April 4, 2019

The Board reviewed the minutes from April 4, 2019. Motion was made to accept the minutes as presented by Dr. Stevens, seconded by Dr. Corley, and passed unanimously by voice vote.

IV. FINANCIAL MATTERS AND CONTRACTS

- A. Financial Reports** - Dr. Cataldo and Ms. Parrish presented the financial reports for the months of March and April 2019 for review. Following discussion, motion was made by Dr. Corley to accept the financial reports as presented, seconded by Dr. Stevens, and passed unanimously by voice vote.
- B. Website Online Programming Update, Payment Vendors** – Ms. Parrish presented updated information on renewal online programming. Target for first online renewal test and payment verification to be end of mid June 2019. Pending positive testing results, postcard renewal notice will be mailed last week of June with option for request of paper renewal form included. No action was taken on this item.
- C. Budget Forecast FY2019; Certificate of Deposit Investment Authority to Purchase** – Ms. Parrish presented a budget forecast for FY2019 for review and discussion. Ms. Parrish stated that FY2019 Board budget should be close to target.

Ms. Parrish reviewed rates and accrued interest amounts for certificates of deposit (CDs) for FY2019. Motion was made by Dr. Corley, seconded by Dr. Bondurant, to authorize Ms. Parrish, Executive Director, in association with the Board Secretary-Treasurer elect, Dr. Bondurant, to make internal fund transfers for the purchase of CDs during FY2020, and to query current and additional local state approved financial institutions for additional CD rates. Motion passed unanimously by voice vote.

- D. Compliance Questionnaire for Audit Engagement** – The Board reviewed the compliance questionnaire for the engagement of the auditor for the FY2019 audit to be performed after June 30, 2019. The compliance questionnaire answers general questions relative to the Board’s actions during the fiscal year. Motion was made by Dr. Corley, seconded by Dr. Cataldo to approve the compliance questionnaire as presented. Motion passed unanimously by voice vote.
- E. Office Lease Agreement Extension** – The Board reviewed the proposed lease agreement extension with Transwestern at One American Place Operating, LLC effective July 1, 2020 through June 30, 2025. Discussion was made to review and consider as an alternative site with Louisiana Department of Agriculture. Ms. Parrish was directed to meet with John Walther of Department of Agriculture to visit the site and present proposal during a future Board meeting. No action was taken on this item.

V. DVM APPLICANT ISSUES

Motion was made by Dr. Corley to go into executive session to discuss confidential matters regarding licensees and applicants not subject to public disclosure as per the law, seconded by Dr. Bondurant, and passed unanimously by voice vote.

Upon conclusion of executive session, motion was made to return to regular session by Dr. Cataldo, seconded by Dr. Corley, and approved unanimously by voice vote.

- A. Daniel Caleb Cutler, DVM – Request Waiver of Retake of National Examination and Preceptorship Requirement** – 2014 graduate of LSU School of Veterinary Medicine, licensed in Georgia Following review of the documentation submitted by Dr. Cutler, motion was made by Dr. Stevens, seconded by Dr. Corley, to **approve** the waiver requests as the documents provided meet the criteria of full-time clinical veterinary practice for the required period of time immediately prior to application, and licensure in good standing in another jurisdiction. Motion passed unanimously by voice vote.
- B. Cody Phillip Doyle, DVM – Request Waiver of Retake of National Examination and Preceptorship Requirement** – 2013 graduate of Ross University School of Veterinary Medicine, licensed in Michigan. Following review of the documentation submitted by Dr. Doyle, motion was made by Dr. Corley, seconded by Dr. Stevens, to **approve** waiver of retake of the national examination and preceptorship requirements as the documents provided meet the criteria of full-time clinical veterinary practice for the required period of time immediately prior to application, and licensure in good standing in another jurisdiction. Motion passed unanimously by voice vote.

- C. **Daniel Adam Frese, DVM – Reconsider Request Waiver of Retake of National Examination and Preceptorship Requirement** – 2003 graduate of Kansas State University, licensed in Iowa, Kansas, Minnesota, Missouri, North Dakota, Nebraska and South Dakota. Following review of the additional documentation submitted by Dr. Frese, motion was made by Dr. Stevens, seconded by Dr. Cataldo, to **approve** waiver of retake of the national examination and preceptorship requirements as the documents provided meet the criteria of full-time clinical veterinary practice for the required period of time immediately prior to application, and licensure in good standing in another jurisdiction. Motion passed unanimously by voice vote.
- D. **Robert Scott Frischer, DVM - Request Waiver of Retake of National Examination and Preceptorship Requirement** – 2011 graduate of St. George’s University, licensed in NY. Following review of the documentation submitted by Dr. Frischer, motion was made by Dr. Stevens, seconded by Dr. Cataldo, to **approve** waiver of retake of the national examination and preceptorship requirements as the documents provided meet the criteria of full-time clinical veterinary practice for the required period of time immediately prior to application, and licensure in good standing in another jurisdiction. Motion passed unanimously by voice vote.
- E. **Mary A. Gardner, DVM – Request Waiver of Retake of National Examination and Preceptorship Requirement** – 2008 graduate of University of Florida, licensed in numerous states. Following review of the documentation submitted Dr. Gardner, motion was made by Dr. Stevens, seconded by Dr. Bondurant, to **approve** waiver of retake of the national examination and preceptorship requirements as the documents provided meet the criteria of full-time clinical veterinary practice for the required period of time immediately prior to application, and licensure in good standing in another jurisdiction. Motion passed unanimously by voice vote.
- F. **Alexis Mia Livaccari, DVM - Request Waiver of Retake of National Examination and Preceptorship Requirement** – 2014 graduate of LSU School of Veterinary Medicine, licensed in Florida. Following review of the documentation submitted by Dr. Livaccari, motion was made by Dr. Bondurant, seconded by Dr. Cataldo, to **defer** consideration of the waiver requests due to insufficient and incomplete documentation regarding employment, until additional information is submitted. Dr. Livaccari will be notified of request for additional information. Motion passed unanimously by voice vote.
- G. **Brandon Taylor Armwood, DVM – Reconsider Request for Waiver of Preceptorship Requirement** – 2017 graduate of North Carolina State University, licensed in Georgia. Following review of the additional documentation submitted Dr. Armwood, motion was made by Dr. Bondurant, seconded by Dr. Cataldo, to **approve** waiver of preceptorship requirement as the documents provided meet the criteria of full-time clinical veterinary practice for the required period of time immediately prior to application, and licensure in good standing in another jurisdiction. Motion passed unanimously by voice vote..
- H. **Lillian Claire Barber, DVM – Reconsider Request for Waiver of Preceptorship Requirement** – 2016 graduate of LSU School of Veterinary

Medicine, licensed in Texas. Following review of the additional documentation submitted Dr. Barber, motion was made by Dr. Cataldo, seconded by Dr. Stevens, to **approve** waiver of preceptorship requirement as the documents provided meet the criteria of full-time clinical veterinary practice for the required period of time immediately prior to application, and licensure in good standing in another jurisdiction. Motion passed unanimously by voice vote.

I. Tierra Melisse Rose, DVM – Request for Waiver of Preceptorship

Requirement – 2018 graduate of Purdue University, licensed in Florida. Following review of the documentation submitted Dr. Rose, motion was made by Dr. Bondurant, seconded by Dr. Corley, to **approve** waiver of preceptorship requirement as the documents provided meet the criteria of full-time clinical veterinary practice for the required period of time immediately prior to application, and licensure in good standing in another jurisdiction. Motion passed unanimously by voice vote..

VI. CONTINUING EDUCATION ISSUES

A. Mental Health First Aid (FHFA) - (F.D. Mitchell, PhD) Following review of the documents submitted by Dr. Mitchell, motion was made by Dr. Corley, seconded by Dr. Stevens, to **deny** LA DVM CE credits for participation in the proposed program as it does not meet standard CE requirements. Motion passed unanimously by voice vote.

VII. POLICY, PROCEDURE, AND RULES

A. General Update.

1. No action taken.

B. Policy and Procedure.

1. No action taken.

C. Practice Act, Rules/Related Matters/Declaratory Statements.

1. The Board received several practice queries. The following queries were discussed with the resultant opinions, to-wit
 - a. The Board received a Practice Act inquiry from a veterinarian concerning whether the veterinarian is free to give the general information contained in a client's medical record to another client (e.g. name, phone number and address). The Board discussed the principles of veterinary ethics as adopted and its mandatory language and concluded that absent a court order or consent from the client this is not permitted.
 - b. The Board also received a Practice Act inquiry from a veterinarian concerning whether it was permissible to refuse treatment for a pet that is so combative that it cannot be safely handled. The Board discussed the principles of veterinary ethics as adopted and concluded that under the wording of the query a veterinarian is not obliged to undertake treatment.

VIII. MISCELLANEOUS MATTERS

A. New Licenses and Certificates Issued:

Wall certificates were presented for signature for the following licenses/certificates issued since the previous Board meeting:

DVM

2771	Jennifer Liford	Sones (Reissue)
3642	Aliya Niambi	Magee
3643	Bridget Rose	Donovan
3644	Britni Katelyn	Burns
3645	Kimberly Doucet	Doyle
3646	Michelle Lee	Vanicor
3647	Katharine Lynsay	Hope Gordon
3648	Adrienne Leigh	Atkins
3649	Chance Devon	Bazar
3650	Regan T.	Gonzales
3651	Kelly Marie	Jeffers
3652	Taylor Shelbi	McCain
3653	Laura Fruge	Belgodere
3654	Ashley Elizabeth	Allemand
3655	Michelle Kathryn	Bourgeois
3656	Keely Rene	Broussard
3657	Amber Elyse	Wallace
3658	Laura Elizabeth	Gee
3659	Amber Anne	Moses
3660	Lauren Marie	Deniger
3661	Janet Lynn	Meeks

Faculty DVM

153	Jamie Chi Miao	Hui
154	Aki	Otomo
155	Tifini Laurin	Batts
156	Lawrence I	Kadic
157	Samantha Marie	Miles
158	Victoria Rose	Costa
159	Daniel Adam	McCarthy
160	Kristen Therese	Horsley
161	Emily Lydia	Clarke
162	Angie Andrea	Rincon Cardona

RVT

8453	Nichole Rae	Hamilton
8454	Alisha Marie	LeDoux
8455	Alayna Mitchell	Giroir
8456	Bethany Mae	Allen
8457	Kaitlyn Rose	Nieman
8458	Melissa Ann	Schappell
8459	Darian Lerai	Marse
8460	Chase McKenna	Lewis
8461	Meagan Danielle	McDonald

CAET

9547	Dreagan Demarcus	Sinegal (Reissue)
9830	Eugenia Esmeralda	Leal (Reissue)
9898	Casey Daniel	Brooks
9899	Alicia Marie	Bergeron
9900	Jolie E.	Orgeron
9901	Collin Hyatt	Sly
9902	Patrick Lynn	Delaney
9903	Ronald Shane	McDonell
9904	Tabitha Marie	Allred
9905	Tremain D.	Moran
9906	Marc Anthony	Villere
9907	Winston Gaither	Quesenberry
9908	MariAnne Dorin	Sumney

B. Election of Officers – Nominations were taken as follows: James Corley, DVM, Board President; Keri Cataldo, DVM, Board Vice-President; Joseph Bondurant, Jr., DVM, Board Secretary-Treasurer. Motion was made by Dr. Stevens to close nominations, seconded by Dr. Cataldo and passed unanimously by voice vote.

Motion was made by Dr. Stevens to install, by acclamation, Dr. James R. Corley, as Board President, Dr. Keri A. Cataldo as Board Vice-President, and Dr. Joseph Bondurant, Jr., as Board Secretary-Treasurer for fiscal year 2020, seconded by Dr. Cataldo and passed unanimously by voice vote, effective August 1, 2019.

C. Authorization to Sign Checks (President, Secretary-Treasurer, Executive Director), Review of Board Member Positions – Motion was made by Dr. Stevens to afford Dr. Corley, Board President-elect, all the powers associated with the office of the President of the Board including the power to execute contracts and other documents and to conduct business on behalf of the Board effective August 1, 2019, seconded by Dr. Green and passed unanimously by voice vote.

Authorization to sign checks drawn on the Board’s account was given to Dr. Corley, Board President-elect, Dr. Bondurant, Board Secretary-Treasurer-elect, and Ms. Parrish, Executive Director, effective August 1, 2019

IX. EXECUTIVE SESSION

Motion was made by Dr. Corley to go into executive session to discuss issues and receive legal advice regarding potential contested matters and personnel matters, seconded by Dr. Stevens, and passed unanimously by voice vote. Upon conclusion of discussion of the issues, motion was made to return to regular session by Dr. Cataldo, seconded by Dr. Bondurant, and approved unanimously by voice vote.

A. Administrative Assistant Annual Review – Ms. Parrish requested input from the Board members regarding the review for the current Administrative Assistant. Formal review will be performed by Ms. Parrish incorporating comments received, and any merit increase will be awarded to Ms. May effective July 1, 2019.

B. Executive Director Annual Review – Annual review was performed of the Executive Director. A copy of the evaluation was given Ms. Parrish. Merit increase of 7% was awarded to Ms. Parrish effective July 1, 2019. Additionally, Ms. Parrish

advised of proposed date of retirement and Board members discussed protocol for advertising, interviewing and training of executive director successor, as well as contracted assistance by Ms. Parrish for future database, website, CAET training and office site move during FY2020.

X. ADJOURN

There being no further business before the Board, motion was made by Dr. Bondurant, seconded by Dr. Cataldo, and passed unanimously by voice vote to adjourn. The meeting was adjourned at 12:32 p.m.

MINUTES REVIEWED AND APPROVED BY FULL BOARD on August 1, 2019

Joseph Bondurant, Jr., DVM, Board Secretary-Treasurer