



KENTUCKY BOARD OF VETERINARY EXAMINERS

4047 Iron Works Parkway, Suite 104, Lexington, KY 40511

Office: 502-564-5433 • Fax: 502-695-5887

kbve.ky.gov • vet@ky.gov

Meeting Minutes

November 21, 2024

Meeting Location: KBVE Offices, 4047 Iron Works Parkway, Suite 104, Lexington, KY 40511

*NOTE: A public Zoom option will not be offered for this meeting due to the Board's move and not yet having video conferencing technology in place to run a hybrid meeting.

KBVE Committee Meetings

Grievance Committee – 9:00 AM (Minutes attached)

Applications Committee – 11:00 AM (Minutes attached)

Lunch – 12:00 PM

KBVE Regular Board Meeting

BOARD MEMBERS PRESENT

All Board Members, Staff, and Others present in person unless otherwise noted.

- John C. Park, DVM – Chairman
- Gene Smith, DVM – Vice Chair
- Dianne J. Dawes, DVM
- Tim R. Gardner, DVM
- Amy J. Staton, EdD, LVT
- Philip E. Prater, DVM
- Jennifer K. Quammen, DVM
- Steve Velasco, DVM, Kentucky State Veterinarian -- Proxy for the Commissioner of Agriculture

BOARD MEMBERS ABSENT

- Tom M. Dorman, Citizen-at-Large
- Stephanie M. Kennedy, DVM
- Vacant seat (AAHP permittee)

KBVE STAFF AND CONTRACTORS PRESENT

- Michelle Shane, KBVE Executive Director
- Amanda Briggs, KBVE Administrative Assistant
- Carmine G. Iaccarino, Esq., KBVE Legal Counsel

OTHERS PRESENT

- Debra Hamelback, Executive Director, Kentucky Veterinary Medical Association (KVMA)
- Coy St. Clair, DVM, KBVE Investigator
- L. Dena Fitzpatrick, DVM, KBVE Investigator
- J.T. Williams, DVM

- Mark A. Roozen, DVM, Deputy State Veterinarian
- Dustin Potenza, AES, Hopkins County Humane Society

CALL TO ORDER / ROLL CALL / ESTABLISHMENT OF QUORUM

Board Chair John C. Park, DVM, called the meeting to order at 12:58 PM EDT. Chairman Dr. Park welcomed everyone to the meeting.

Dr. Park introduced new KBVE Legal Counsel, Mr. Carmine G. Iaccarino, Esq. of Sturgill, Turner, Barker & Moloney, PLLC, in Lexington, KY.

Ms. Michelle Shane read the roll call. Per [KRS 321.240\(3\)](#), a quorum of the Board was achieved.

CONFIRMATION OF PUBLIC NOTICE

Ms. Shane confirmed the public notice for this meeting was sent on Monday, November 18, 2024, via Constant Contact to all subscribed KBVE active and inactive credential holders, and also posted on the KBVE website meetings page on the same day.

READING OF MISSION STATEMENT

Vice Chair Gene Smith, DVM read aloud the KBVE mission statement.

CONSENT AGENDA

- Meeting Agenda for November 21, 2024
- Board Meeting Minutes from September 19, 2024
- Applications Committee Minutes from September 19, 2024
- Grievance Committee Minutes from September 19, 2024
- Budget Summary Report
- Licensure Status Report
- Applications Committee Report on New Applications
- Applications Committee Report on New CE Requests
- Approval of Board Per Diem and Mileage
- Response Letter to Governor's Office re Applicants with Felonies

A MOTION was made by Dr. Gardner to approve the consent agenda. The motion, seconded by Dr. Velasco, passed unanimously.

Budget

The budget expenditures and revenue approved are summarized for F.Y. 2025: July 1, 2024, through November 15, 2024, as follows:

- Receipts = \$718,514
- Expenditures = \$182,273
- Current Balance = \$1,165,338

Licensure Status Report			
License Type / Status	Number Credentials on Date of Report		
	This Report	Last Report	One Year Lookback
	11/21/2024	09/19/2024	11/30/2023
Veterinarians			
Active Veterinarians	2,742	2,735	2,606
Inactive Veterinarians	103	92	82
Special Permits	13	12	13
Pending Applications – missing documents	10	10	16
Pending Applications – pending exam results	19	19	28
Licensed Veterinary Technicians (LVTs)			
Active LVTs	615	598	564
Inactive LVTs	40	35	37
Pending Applications – missing documents	5	6	16
Animal Control Agencies (ACAs)			
Active ACAs	51	50	50
Pending Applications – missing documents	0	0	0
Animal Euthanasia Specialists (AESs)			
Active AESs	168	166	159
Inactive AESs	97	93	69
Pending Applications – missing documents	3	3	6
Veterinary Facility Registrations			
Active Registered Veterinary Facilities	0	0	-
Allied Animal Health Professional (AAHP) Permits			
Active AAHP Animal Chiropractors	0	0	-
AAHP Facility Registrations			
Active Registered AAHP Facilities	0	0	-

Applications Committee Reports

- Table 1: Approved Applicants for Licensure and Certification
- Table 2: Approved CE Requests



The Board approved the following applications:

- 22 veterinarians,
- 0 special permits,
- 17 veterinary technicians,
- 11 animal euthanasia specialists,
- 1 animal control agency applications,
- 0 veterinary facility registrations,
- 0 AAHP permits,
- 0 AAHP facility registrations, and
- CE requests for:
 - 61 CE hours for veterinarians, and
 - 45 hours of CE for veterinary technicians.

Table 1: Approved Applicants for Licensure and Certification				
Row #	First Name	Last Name	License Type	App. Type
1	Susan T.	Arnett	Veterinarian	New
2	Benjamin E.	Bergstrom	Veterinarian	Endorsement
3	Amanda N.	Bruner	Veterinarian	Endorsement
4	Jessica M.	Dailey (Brownfield)	Veterinarian	Endorsement
5	Kassandra A.	Downing	Veterinarian	Endorsement
6	Cristy M.	Ellis	Veterinarian	Endorsement
7	Madison R.	Firth	Veterinarian	New
8	Erryn B.	Goods	Veterinarian	Endorsement
9	Kaylin L.	Henry-Moses	Veterinarian	Endorsement
10	Sarah L.	Keller	Veterinarian	Reinstatement
11	Nicholas W.	Kirk	Veterinarian	Endorsement
12	Carly R.	Lyle	Veterinarian	New
13	Linda C.	Morrison	Veterinarian	Endorsement
14	Abby L.	Schuster	Veterinarian	Endorsement
15	Angela L.	Silva	Veterinarian	Endorsement
16	Alexander W.	Strauch	Veterinarian	Endorsement
17	Leslie R.	Szalla	Veterinarian	Endorsement
18	Kodi L.	Thompson	Veterinarian	New
19	Quentin M.	Thornbury	Veterinarian	Endorsement
20	Anna M.	Tipton	Veterinarian	Endorsement
21	Joshua J.	Tyler	Veterinarian	Reinstatement
22	Michael C.	West	Veterinarian	Endorsement
23	Rachel P.	Abney	Veterinary Technician	Reinstatement
24	Lauren E.	Bailey	Veterinary Technician	Reinstatement
25	Alyssa J.	Bowers	Veterinary Technician	New

Row #	First Name	Last Name	License Type	App. Type
26	Autumn L.	Brinegar	Veterinary Technician	New
27	Tiffany M.	Brown	Veterinary Technician	New
28	Kelsey L.	Bucayu	Veterinary Technician	Endorsement
29	Brittany N.	Burden	Veterinary Technician	New
30	Kirsten A.	Chapman	Veterinary Technician	Endorsement
31	Malaya E.	Cunningham	Veterinary Technician	New
32	Torrance A.E.	Fryman	Veterinary Technician	New
33	Jasmine B.	Garnett	Veterinary Technician	New
34	Kaitlyn M.	Hastings	Veterinary Technician	New
35	Kathryn L.	Hemmann	Veterinary Technician	New
36	Marisa T.	Jutzi	Veterinary Technician	New
37	Rylee J.	Kelly	Veterinary Technician	New
38	Jennifer L.	Kraenzle	Veterinary Technician	Reinstatement
39	Morgan E.	Lindemulder	Veterinary Technician	Endorsement
40	Sarah E.	Lingross	Veterinary Technician	Endorsement
41	Haley D.	Majchszak	Veterinary Technician	New
42	Olivia P.	Martin	Veterinary Technician	New
43	Emily R.	Meyer	Veterinary Technician	Endorsement
44	Emma R.	Owens	Veterinary Technician	New
45	Jayla A.	Pence	Veterinary Technician	New
46	Leah G.	Preston	Veterinary Technician	New
47	Emily D.	Raymer	Veterinary Technician	New
48	Lauren E.	Riley	Veterinary Technician	New
49	Jennifer A.	Scott	Veterinary Technician	Endorsement
50	Braelynn S.	Spillman	Veterinary Technician	New
51	Kaylie A.	Strong	Veterinary Technician	New
52	Jaedyn C.	Wellman	Veterinary Technician	New
53	Anna N.	Woodall	Veterinary Technician	New
54	Margaret E.	Battenhouse	Euthanasia Specialist	New
55	James F.	Hobbs	Euthanasia Specialist	New
56	Olivia E.	Paulson	Euthanasia Specialist	New
57	Lori B.	Rabbeth	Euthanasia Specialist	New
58	Autumn H.	Sanders	Euthanasia Specialist	New
59	Tristen P.	Steinmetz	Euthanasia Specialist	New
60	Beth R.	Thomas	Euthanasia Specialist	New
61	Haven L.	Tuttle	Euthanasia Specialist	New
62	Lilah N.	Weiss	Euthanasia Specialist	New
63	Andrea M.	Wilson	Euthanasia Specialist	New
64	James M.	Wood	Euthanasia Specialist	New
65	Taylor County Animal Shelter		Animal Control Agency	New

Table 2: Approved CE Requests				
Course Title	Sponsor / Provider	CE Hours Requested		Date of Program(s)
		Vet	Vet Techs	
2024 Fall Short Course: Specialty in Your Own Backyard: Tapping Into Local Expertise	Cincinnati VMA	6	6	10/20/2024
Librela & Solensia: Don't You Just Have a Shot for This?	Cincinnati VMA	2	2	5/28/2024
Reach for the Zen: New Relief for Dogs with Atopic Dermatitis	Elanco	2	2	10/15/2024
Hematology: Clinical Case Presentation and CBC Data Integration	Greater Louisville VMA	2	2	11/19/2024
Veterinary Cystoscopy	Greater Louisville VMA	2	2	5/7/2024
Amjak Khan: Studying the Transmission Dynamics of Equine Herpes Virus in Yearling Horses	UK Gluck Equine Research Center	1	1	12/12/2024
Gisela Hussey: Equine herpesvirus 1: Current Vaccines, Challenges and Future Directions	UK Gluck Equine Research Center	1	1	12/5/2024
Heidi Reesink: Harnessing the Horse: Exploring Osteoarthritis Therapies to Benefit All Species	UK Gluck Equine Research Center	1	1	11/14/2024
Jonah Cullen: Overcoming obstacles and empowering equine research through secondary data analysis and pangenomics	UK Gluck Equine Research Center	1	1	9/12/2024
Michael Samaan: Biomechanics and Imaging: A Multi-Modal Approach to Understanding Joint Disease	UK Gluck Equine Research Center	1	1	9/19/2024
Qing Shao: Integrating Machine Learning and Simulation for Protein Research	UK Gluck Equine Research Center	1	1	10/17/2024
Sarah Reed: Effects of reconditioning and reconditioning cycle of oxidative stress and mitochondrial function in polo ponies	UK Gluck Equine Research Center	1	1	10/24/2024
2023 Ralph Lee's Great Smokies Veterinary Conference	Veterinary Association Management	20	12	11/8-12/2023
2024 Ralph Lee's Great Smokies Veterinary Conference	Veterinary Association Management	20	12	11/6-10/2023
TOTAL HOURS APPROVED		61	45	

BUSINESS AGENDA**BUDGET AND CONTRACT MATTERS****• Annual Dues**

- American Association of Veterinary State Boards (AAVSB)

A MOTION was made by Dr. Dawes to approve the payment of dues to AAVSB for 2025 in the amount of \$500. The motion, seconded by Dr. Gardner, passed unanimously.

- Council on Licensure, Enforcement and Regulation (CLEAR)

A MOTION was made by Dr. Dawes to approve the payment of dues to CLEAR for 2025 in the amount of \$260. The motion, seconded by Dr. Smith, passed unanimously.

• Conferences, Exhibits, and Sponsorships

- AAVSB Executive Directors and Registrars Summit and Board Basics and Beyond to take place in Kansas City, MO. There is a \$250 registration fee; AAVSB travel policy indicates the association will cover all other expenses related to travel and meals during the meeting.

- Summit - March 26-27, 2025
- Board Basics and Beyond - March 28-29, 2025

A MOTION was made by Dr. Velasco to approve travel and the cost of registration for Ms. Shane to attend the AAVSB Executive Directors/Registrars Summit and Board Basics and Beyond, and Dr. Velasco and Dr. Prater to attend the Board Basics and Beyond. The motion, seconded by Dr. Gardner, passed unanimously.

A MOTION was made by Dr. Smith to approve incidental costs for these travelers that are not covered by AAVSB. The motion, seconded by Dr. Prater, passed unanimously.

• Other Budget Requests

- Horse Park office suite glass security door and install

A MOTION was made by Dr. Dawes to approve costs in the amount \$694 for the supply and installation of a security door on the new office suite. The motion, seconded by Dr. Gardner, passed unanimously.

- Constant Contact - Price restructure and survey tool access

A MOTION was made by Dr. Gardner to approve costs in the amount \$924 for renewal of Constant Contact at the new plan prices, to include survey distribution and analysis features. The motion, seconded by Dr. Smith, passed unanimously.

- **RFPs**
 - Legal Services and one Investigative Services Personal Service Contract (PSC) passed the General Assembly Government Contract Review Committee (GCRC) and Finance Cabinet approval.
 - Investigative Services – Two contracts offered, one was declined. Dr. St. Clair accepted a new contract and will continue working with KBVE.

A MOTION was made by Dr. Prater to readvertise the RFP for Investigative Services in an effort to contract with another investigator. The motion, seconded by Dr. Velasco, passed unanimously.

- **Budget Review and Projections**
 - Board Administration Costs info sheet
Chair Dr. Park assigned the E&O Committee to begin refinement of this document and report back at the Board meeting on January 30, 2025.
 - Additional help at KBVE office – Update
Ms. Shane indicated to the Board that the hiring of third employee, as approved at April 25 meeting, could begin. The Personnel Cabinet is requiring Ms. Shane to complete a few additional trainings prior to advertising the position, but the intention is to begin the state hiring process early next year.

UNFINISHED BUSINESS AND UPDATES

- **AAVSB Updates**
 - **Mark Calendars:**
 - 2025 Annual Meeting & Conference – dates still pending
 - **Announcements and Requests:**
 - Strategic Plan input
In accordance with the Board directive provided in May 2024, Ms. Shane submitted comments in response to AAVSB's request for comments on their Practice Act model and model regulations.
 - VTNE Test Registration Changes
AAVSB has [announced changes](#) to the VTNE registration process, including:
 - To have the AAVSB approve pre-graduate testing for enrollees of AVMA CVTEA and CVMA accredited schools upon verification of good standing from the school, allowing testing during the final semester of the accredited program.

- To amend the VTNE eligibility policy to have the AAVSB evaluate and determine the eligibility of on-the-job trained and alternate pathway candidates per each jurisdiction's qualifications.
- PAM – Medical Records Comments
Members of the Board discussed changes proposed to the AAVSB Practice Act Model related to medical records.

A MOTION was made by Dr. Gardner to approve comments on the PAM as drafted and discussed and for Ms. Shane to submit the comments to AAVSB on behalf of KBVE. The motion, seconded by Dr. Dawes, passed unanimously.

○ **Bylaws Amendment Proposal from Kentucky**

Members of the Board reviewed proposed AAVSB Bylaws amendments. They discussed the importance of these bylaws for this private organization and their Membership. From the KBVE's perspective, the AAVSB Board of Directors do not appear to be following all the Bylaws which governed them. Further, Members expressed deep concerns that private and special interest groups may seriously impact the regulation of veterinary medicine through engagement with the association under its current rules, bypassing established rules in state governments related to lobbying efforts and public disclosure requirements.

The Board directed Ms. Shane to work with Mr. Iaccarino on a letter of explanation and to bring back the letter and a final version of proposed edits at the January meeting for Board review and approval. Chair Dr. Park requested that these materials be provided to the Board at least two weeks prior to the January 30 meeting.

○ **Application Program Interface (API) Program**

Ms. Shane met with AAVSB program staff on October 23 to discuss credential reporting and IT needs for an API connection to the VIVA/VAULT database.

○ **VetBoard Connect**

Ms. Shane reported on the October 18 VetBoard Connect webinar hosted by the AAVSB on CE Broker usage. The meeting was attended mostly by jurisdictional Executive Directors and Registrars, and board staff. The meeting featured another tutorial about CE Broker, but did not address pertinent ongoing issues with CE audit problems (double accounting), RACE Program Providers not fulfilling obligations of program requirements (i.e., reporting attendee lists, not providing correct information on certificates of completion, and claiming RACE approval when programs are not approved, etc.) AAVSB indicated the RACE program is "hard to enforce" and did not offer any solutions.

- **Regional Meetings for Executive Directors**

Ms. Shane reported that the AAVSB Executive Director Advisory Committee (EDAC) has begun regional meetings with all Member Boards to facilitate discussions. Kentucky has been grouped with Nebraska, Iowa, Missouri, Illinois, Indiana, Tennessee, and Kansas. The first meeting is to be held in the coming weeks.

- **Committee Reports:**

- **AAVSB Regulatory Policy Task Force**

Dr. Dawes reported that AAVSB has initiatives to differentiate the PAM into Statutes and Regulations to more appropriately fit the legislative framework in the states. Several subcommittees have been formed, including on Medical Records, Scope of Practice for LVTs, Artificial Intelligence, and Mid-level Practitioners. The association's goal is to have drafts ready for the September 2025 meeting.

- **Nominations Committee**

Dr. Amy Staton reported the committee next meets on December 2.

- **Debrief from 2024 Annual Meeting**

Dr. Quammen provided an overview of the AAVSB 2024 Annual Meeting, including appreciation for the location of the meeting in San Diego, California. As the Kentucky Delegate, she was able to bring forward issues of concern with the Association. She was dismayed at the fact that her questions of parliamentary procedure were ignored or railroaded, and her questions and comments were met with unprofessional attitudes and comments. During the business sessions, it was apparent that there were issues with AAVSB not following or understanding their own rules. During the executive session held on the first day of the meeting, there was a lack of consistency and transparency, despite the opening remarks at the conference.

The letter submitted from KBVE to the AAVSB Member Boards was not distributed by all Board, consequently there was a high level of confusion among attendees about the circumstances of Ms. Shane on the Board and Kentucky's unanswered questions.

Members of the Board discussed the executive session, as authorized by the AAVSB at the meeting.

Chair Dr. Park directed that Mr. Iaccarino review the documents related to this situation and bring a recommendation to the Board at a future meeting. Ms. Shane will provide supporting information. Dr. Park specifically requested advice regarding the legality of releasing the full text of Ms. Shane's statement that was truncated by AAVSB leadership.

- **KVMA / AVMA Updates**

- Kentucky Veterinary Medical Association (KVMA)

Ms. Hamelback provided an update to the Members of the Board.

- National VMAE Board Meeting and Conference held last week.
- VMAs nationally are developing polices related to CO Prop 129.
- Discussion about private interest groups' influence in the legislative arenas of states across the county, and concerns about their interests not being for the profession or animals:
 - [Animal Policy Group](#)
 - [Bridge Club](#)
 - [Dumb Friends League](#)
- Virtual VCPRs are passing in more states, including California, and Florida. APG is working now in Ohio.
- Kentucky Cattleman's Meeting on Dec 10.

- KVMA Equine Dental Working Group

- LRC bill drafters are working on a Bill for Senator Webb.
- An official draft should be available the week after Thanksgiving.

- Murray State Veterinary School Proposal

- During the KBVE meeting, the Council on Postsecondary Education was presenting a report to the General Assembly on their Feasibility Study.
- 475 Members responded to the KVMA survey regarding the proposal; the association received some amazing feedback and comments.

- KVMA Board Retreat

- Chair Dr. Park, Dr. Dawes, and Ms. Shane met with Board on Nov 8 for two (2) hours and talked about KBVE's budget.
- The Board spoke about communication channels and improving communication with licensees.
- Chair Dr. Park asked for KVMA to consider adding a KBVE Advisor to the Board, and including Ms. Shane.
- Chair Dr. Park asked Ms. Hamelback to share the KVMA meeting dates for 2025 so KBVE liaisons could calendar future meetings.

Board took a respite at 2:40 PM – 2:50 PM.

- American Veterinary Medical Association (AVMA)

Dr. Quammen provided updates from the AVMA.

- Letter to Deans with attachments – Dr. Donlin received a lot of great feedback from the Deans and other sources on this letter.

- Call for Volunteers
 - Vacancies
<https://www.avma.org/membership/volunteering-avma/avma-volunteer-opportunities-vacancies>
 - Open positions:
 - ECFVG Advisory Committee
 - Veterinary Model Practice Act (VMPA) Working Group
 - Engaging your LVTs
<https://www.avma.org/blog/call-participants-engaging-your-veterinary-technicians>
- Other updates
 - Reimbursement check from E&O contract in the amount of \$3,275.73 received 11/1.
- **KBVE**
 - Board Policy for Executive Director

Ms. Shane presented an overview of a proposed policy document to provide expectations and authorizations for the new executive director position.

Chair Dr. Park assigned the development of an executive director policy to an Ad Hoc Committee including Dr. Velasco and Dr. Dawes.

 - Develop an authorizations document
 - Set a schedule for review and evaluation of the director
 - Develop forms for Board Member review and comments
- **OSV**

Dr. Velasco provided an update:

 - Emerging disease in Dairy cattle. Was at 13-14 states, California recently added
 - Particular strain is specific to cattle B3.1.3
 - Oregon had a backyard flock with some pigs mixed in, a pig ate a sick duck, tested positive for D1.1 (e.g., wild bird strain on Pacific side)
 - Hawaii also had first case
 - North American International Livestock Exposition (NAILE) last day – 36 states represented in Dairy show, and no positive tests! Today is the last day for beef cattle.
 - SW (Texas, New Mexico, Arizona) emergence of equine infectious anemia (EIA)
 - Veterinarians should know that CVI Forms are not just paperwork. Dr. Velasco requested that the Board remind licensees to properly and timely submit all required reports to OSV.

NEW BUSINESS

- **Questions pending from the Board's Office**
 - Late Fee Waiver Requests
 - Dr. Stacy Thacker (Lic # 168102)
 - Dr. L.W. Beckley (Lic # 146206)
 - Dr. Richard McCormick (Lic # 147344)

A MOTION was made by Dr. Gardner to waive the late fee for the 2024 renewal and direct staff to refund the renewal late fee if collected from Dr. Stacy Thacker (Lic # 168102) and Dr. L.W. Beckley (Lic # 146206) due to severe weather and loss of power related issues, and for Dr. Richard McCormick (Lic # 147344) due to IT issues with overseas payment blocks. The motion, seconded by Dr. Staton, passed unanimously.

- Dr. Meredith Leary (Lic # 275565)

Members of the Board discussed the situation for Dr. Leary and declined to approve a late fee waiver in this case.

- Selling vaccines to clients for home administration
While this practice is not against the law, Members of the Board determined that selling vaccines could be a potential risk with liability. The Board does not recommend it. However, they noted that this practice is not allowable for rabies vaccines pursuant to [KRS 258.015](#).
- ER euthanasia by an LVT
By law, [201 KAR 16:750](#) requires that a VCPR be established in person by a veterinarian. If a VCPR is in place, then assignment of euthanasia in an ER setting is at the discretion of the veterinarian for LVTs; this practice is not allowable for veterinary assistants.
- LVT conducting in-home euthanasia under indirect supervision
By law, [201 KAR 16:750](#) requires that a VCPR be established in person by a veterinarian. If a VCPR is in place, then assignment of euthanasia to an LVT for administration in an in-home setting is at the discretion of the veterinarian; this practice is not allowable for veterinary assistants.
- Treatment obligations for unvaccinated animals
Members of the Board determined that the decision to treat or deny treatment to an unvaccinated animal patient was at the discretion of the treating veterinarian. This allows a veterinarian to use their best professional judgment to protect themselves and their staff.

- AAVSB LainieSERV Question – Definition of “Surgery”

Another jurisdictional board sent a question about the definition of surgery. Members of the Board requested context for the question. They asked if human medical boards provided any definition of surgery. In the Kentucky Veterinary Medicine Practice Act, there is no definition of surgery. Members expressed concerns that administration of vaccines or similar procedures, castration and dehorning not be inadvertently included in a definition. Members discussed the danger in defining “surgery” because if it is defined, people will try to do things that are not inclusive within the definition, or non-surgical procedures may inadvertently be included and limit the use of LVTs or other support staff.
- Kentucky Office of the Inspector General (OIG) Question – Prescribing for own animals and controlled substances (Follow-up needed with OIG Amy Whitley)

Members of the Board expressed no concerns about a veterinarian prescribing for their own animals so long as the medical record was accurate and the need is valid and documented. Pharmacists should pay attention to refill frequency and quantity. If a pharmacist suspects suspicious orders, they may file a complaint with the Board for investigation.
- Hopkins County Humane Society – Treatment of ACA Animals

Members of the Board discussed questions submitted by Mr. Dustin Potenza, Animal Euthanasia Specialist (AES), Designated On-site Manager for Hopkins County Humane Society. Regarding diagnostic tests, the Board indicated that the Animal Control Agency (ACA) staff can do those in house on shelter-owned animals and it is not a violation of the Practice Act.

Regarding the animal emergency care, Members of the Board indicated the following:

- If the Animal Control Officer (ACO) is also a KBVE-certified AES, then a chemical dose may be taken from the ACA and administered in the field for euthanasia, if appropriate.
- If the ACO is not a KBVE-certified AES, then the only option for euthanasia is humane dispatch by discharge of a weapon.
- An animal may be stabilized in the field, however the Board cautioned:
 - Always check first for a microchip and attempt to contact the owner for agreement to treatment, or to have the animal surrendered to the shelter.
 - If the animal is surrendered, there are more options regarding treatment.
 - If the animal is not surrendered, it may be stabilized but must be taken immediately to a veterinarian for continued emergency treatment and may not be further treated or held by the ACA.
- The Board recommended that Mr. Potenza reach out to a veterinarian in a local community to establish a relationship for on-call work related to emergencies and establish after-hours care procedures that an ACO may follow to obtain veterinary assistance.

- APG Queries

Ms. Shane noted that representatives of the APG have begun making inquiries regarding veterinary facility rules in Kentucky.

- **Other Items for Discussion**

- ICVA 2024 Annual Report to Licensing Boards

Dr. Prater spoke about a recent report from the ICVA to licensing boards. He noted only a 60% pass rate for first time test takers. Another item of note, especially given the recent discussions about foreign graduate licensure, only 40% of the foreign graduates were passing on the first attempt.

Dr. Quammen requested more information from ICVA regarding an alternative VTNE test and a potential mid-level practitioner test.

- Request from the Hanoverian Society to use KBVE's new meeting space in April

Dr. Park assigned to the Budget Committee to determine a Board Policy for use of the new meeting space. Members discussed that there should be no charge for use of the room but want to ensure there is no tax liability or issues with renting the space from Facilities. Ms. Shane requested the policy consider an agreement for remedy of any potential damages to the meeting room or new IT equipment.

- Veterinary Facility Model

Members of the Board discussed a late question submitted regarding a veterinary services model where a provider enters rural areas to provide services for a few days in a public space and then departs. The provider does not want the expense of registering multiple veterinary facilities and desires to use volunteers to help administer vaccines and support services. Members stressed the requirements in the new Practice Act to operate from a registered veterinary facility for all veterinary services. Further, the provider cannot use volunteers as veterinary assistants because veterinary assistants by definition must be employees.

APPLICATIONS COMMITTEE REPORT

Dr. Quammen provided the Applications Committee Report.

- **Veterinarian and Veterinary Technician 2024 Renewal**

- Approx. 420 renewal audits have been approved by KBVE staff as of 11/15/2024, along with correspondence related to numerous incomplete renewals, with some licensees requiring multiple notices to correct issues.
- 37 paper applications received and in progress.
- Renewals still pending:
 - 355 Veterinarians
 - 67 Veterinary Technicians

- **Outlier Applicants**

- One applicant attempted to obtain fingerprints twice and provided paperwork showing the prints were rejected.
- Members of the Board authorized the issuance of license.

- **Applications for New Credentials**

- Four (4) Veterinary Facility Applications received to date.

- **Policy Discussion - Special Permittees**

Members of the Board discussed promulgating administrative regulations for individuals with special permits and their supervisors to establish limitations.

- Allowable scope of work

Members of the Board determined that the supervising veterinarian may determine the scope of assigned tasks for the permittee. More consideration needs to be given for tasks such as prescriptions.

- Qualifications and limitations on supervisors

Members of the Board discussed minimum requirements for a permittee's veterinarian supervision, including the number of years' experience, and status of standing with the Board (e.g., recent grievance cases or adverse determinations from the Board).

The Board determined that supervisors should be licensed a minimum of three (3) years in clinical practice as a licensed veterinarian. Members directed Ms. Shane and Mr. Iaccarino to develop a draft regulation for their review. Some questions for consideration include:

- Exploration of the supervisor requirement to possibly include a different number of minimum years in specific practice areas or species of practice.
- History and frequency of disciplinary action on proposed supervisor.
- Build in a way to change the supervisor. Special permit holders need an out when they find themselves in a situation of harassment or unwelcome power dynamic from the supervisor. Although these issues are out of the Board's purview (solutions in these personal situations should be sought from HR or legal counsel), the Members do not want to put a structure in place that would effectively trap an individual in a special permit situation just to achieve licensure.

Members determined that Board policy would place the review of proposed supervisors with the Applications Committee, with ratification by the full Board.

- **Registered Facility Review Sheet**

The new review sheet is under development by the Applications Committee.

- **State Exam Formation**

Additional questions are still needed in specific categories. Further, the development of the AAHP Jurisprudence Exam needs to be completed for pending applications.

Chair Dr. Park reminded Members of the Board to review the new exam questions and provide additional questions for the Committee. Additionally, staff were directed to review the Registered Facility applications to glean all required information.

- **VTNE pass rates report**

Members of the Board reviewed a recent report from PSI, the AAVSB exam vendor for the VTNE. For Kentucky in the July -August window, only 44 of 69 candidates passed the exam. Members expressed continued concern at the number of candidates who attempt and fail the exam, many of them repeatedly.

INVESTIGATIVE REPORTS

The Board changed its policy regarding paying investigators to be present for the full KBVE meetings as a cost saving measure. The below Inspection Reports shall henceforth be placed in the Consent Agenda. The reports shall be reviewed by the Applications Committee for concerns between meetings, and any reports with red flags shall be pulled for discussion. Investigators may be consulted as needed prior to the meeting.

Periodic Shelter Inspections:

- Franklin County Humane Society (certificate # 147172)
- Pulaski County Animal Shelter (certificate # 149245)
- Taylor County Animal Shelter (certificate # 295911)

Other ACA Inspections

- Friends of Butler County

Equine Sales Reports

- Fasig-Tipton November Select Breeding Sale – Nov 4
- Keeneland Breeding Stock Sale – Nov 5-13
- Keeneland Horse of Racing Age Sale – Nov 14

WELLNESS COMMITTEE REPORT

Ms. Shane provided the Wellness report to the Board.

EDUCATION AND OUTREACH COMMITTEE

Ms. Shane provided a report to the Board.

Constant Contact Outreach Campaigns

- October 17, 2024 email – “KBVE - License Renewal Grace Period; Regulations Filed for AAHPs and Facilities”
 - Sent to 4,141 individual emails
 - Open rate – 75.8%
 - Click rate – 3.4%
- November 18, 2024 email – “November 21 Board Meeting”
 - Sent to 4,183 individual emails
 - Open rate – 63.2%
 - Click rate – 2.5%
- AAHP Survey Pending
This survey will be released as soon as the Constant Contact account is upgraded.

Chair Dr. Park directed the Education and Outreach (E&O) Committee to develop a plan for a once per month newsletter to include basic operations information, critical announcements, and a short survey. Members of the Board discussed the need to tell the Board’s story, including highlights of agency grievance cases.

STRATEGIC PARTNERS UPDATE

- **Kentucky Board of Licensure for Massage Therapy (KBLMT)**
KBLMT is still very interested in having animal practitioners included under the AAHP framework. After the results of the KBVE survey are collected, another meeting will occur.
- **Kentucky Board of Physical Therapy (KBPT)**
A meeting has been scheduled with KBPT to discuss outreach from mutual constituents who seek to be included in the AAHP framework. A meeting is scheduled in person on Dec 17. Chair Dr. Park and Dr. Dawes volunteered to attend.
- **US Dept Homeland Security**
On October 15, Ms. Shane participated in the Department’s Cincinnati Biowatch exercise for the veterinary community, and follow up "Hot Wash" exercise.
- **Kentucky Department for Public Health (KDPH)**
UK hosted an inaugural One Health Symposium on November 1 @ the Gluck Center. This meeting was targeted at upper-level managers and key staff across many disciplines to coordinate One Health efforts for Kentucky. They announced new programming coming to the University of Kentucky. Talks covered a variety of topics, including farm worker safety, appropriate controls in places where people and animals mix daily, zoonotic diseases, antimicrobial resistance, National Incident Management, National Veterinary Response Team, and more.

There was also a One Health Awareness Quarterly Mtg on Nov 4 which included a review of the U.S. Department of Homeland Security’s Biowatch Exercise.

- **Animal Control Advisory Board (ACAB)**

ACAB held a regular board meeting on October 1; Ms. Shane was in attendance. No updates to report impacting KBVE.

- **Kentucky Agricultural Council (KAC)**

Strategic Plan Unveiling Nov 14-15.

- Link to website: <https://kyagcouncil.wildapricot.org/Strategic-Roadmap>
- Direct link to document [Strategic Roadmap 2025-2030](#)

- **Kentucky Livestock Coalition (KLC)**

KLC sent a letter to UK President Capilouto regarding the candidate selections for Vice President for Land-grant Engagement and Dean of Martin-Gatton College of Agriculture, Food and Environment. Consequently, additional candidates were interviewed.

GRIEVANCE COMMITTEE REPORT

Committee Chair Dr. Dawes provided the Committee Grievances Report.

Case Status Recommendations	Case Numbers
Ordered Appearance - Before Grievance Committee Only	• n/a
Ordered Appearance - Before the Full Board	• n/a
Emergency Order for Temporary Suspension	• n/a
Dismissed, no violations of the Practice Act identified	• n/a
Assigned to Investigator	• 2024-19
Assigned to Legal Counsel for Negotiations	<ul style="list-style-type: none"> • 2023-12 • 2021-55(A) • 2023-14 • 2023-17 • 2023-45 • 2024-04 • 2024-05 • 2024-07 • 2024-11
Settlement Agreement Reached (for signature today)	• n/a
Cases in Monitoring	<ul style="list-style-type: none"> • 2020-36 • 2020-43 • 2021-47 • 2022-05 • 2022-21 • 2023-04 • 2023-30 • 2023-51 •

Cases in Franklin Circuit Court or Assigned to Legal Counsel for filing to Court	• 2020-34	• 2022-21(B)	
Assigned to Legal Counsel for Administrative Hearing Procedures	• 2022-46(B)	• 2023-41	• 2023-42
Assigned for Issuance of Demand Letter	• 2019-11		
Direction to Issue Admonishment or Private Admonishment	• 2023-23 • 2023-40	• 2024-03	• 2024-08
Closed following KBVE action and fulfillment of terms	• 2023-22 • 2023-27	• 2023-43	• 2021-55(B)
Open cases pending Committee Recommendation	• 2023-53 • 2023-63 • 2024-01 • 2024-09 • 2024-13 • 2024-14 • 2024-15 • 2024-22	• 2024-25 • 2024-31 • 2024-32 • 2024-33 • 2024-34 • 2024-35 • 2024-36	• 2024-37 • 2024-38 • 2024-39 • 2024-40 • 2024-41 • 2024-42 • 2024-43
New Cases	• 2024-43	• through	• 2024-77
Cases Tabled	• 2019-13 • 2020-31	• 2023-16	• 2024-10

The Committee also made a recommendation for Dr. Park, Dr. Smith and Dr. Prater to meet with Senator Webb regarding the equine dental cases and unlicensed practice.

A MOTION was made by Dr. Smith to approve the case recommendations of the Grievance Committee. The motion, seconded by Dr. Gardner, passed unanimously.

GOVERNMENT AFFAIRS COMMITTEE

• **LRC Meetings**

Ms. Shane relayed information from meetings with multiple legislators regarding KBVE filed regulations. Additional key meeting of note at LRC:

- October 17 – IJC Agriculture – Murray State
- November 13 – GCRC – KBVE PSCs not pulled for questions

• **Administrative Regulations**

For three (3) of the regulations filed in September, 201 KAR 16:562, 612, 614, the ARRS Hearing is December 9th, at 1 PM, in Capitol Annex room.



201 KAR 16:520, 530, and 590 are deferred until the ARRS January meeting due to required Statements of Consideration (SOCs) in response to comments received. SOCs will be posted on the KBVE website.

Following the Board's directive, the following administrative regulations were filed in October:

Amended:

- 201 KAR 16:510 – Fees for veterinarians

New:

Veterinary Facility Registrations:

- 201 KAR 16:515 (new) – Fees for veterinary facility registrations.
- 201 KAR 16:762 (new) – Application requirements for veterinary facility registration; Veterinary managers; Registered responsible parties.
 - MIR: "Application for Veterinary Facility Registration" form
 - MIR: "Registration for Mass Rabies Immunization Clinic" form
- 201 KAR 16:765 (new) – Veterinary facilities -- Renewal notice -- Requirements for renewal and reinstatement.
 - MIR: "Renewal Application for Registered Veterinary Facilities" form
 - MIR: "Reinstatement Application for Registered Veterinary Facilities" form
- 201 KAR 16:767 (new) – Registered Veterinary Facilities – Duties of Registered Responsible Parties and Veterinarian Managers.
 - MIR: "Request for Facility Information Change" form
 - MIR: "Request for a New Veterinarian Manager" form

Allied Animal Health Professional (AAHP) Permits:

- 201 KAR 16:513 (new) – Fees for Allied Animal Health Professional (AAHP) Permits.
- 201 KAR 16:730 (new) – Approved allied animal health professional (AAHP) programs; education requirements.
- 201 KAR 16:731 (new) – Examination requirements for AAHP providers.
- 201 KAR 16:732 (new) – Application requirements for AAHP permits – reinstatement.
 - MIR: "Application for Allied Animal Health Professional (AAHP) Provider Permit" form
 - MIR: "Reinstatement Application for AAHP Permits" form
- 201 KAR 16:735 (new) – Renewal requirements for AAHP permits -- renewal notice – expiration.
 - MIR: "Renewal Application for AAHP Permits" form
- 201 KAR 16:737 (new) – Responsibilities for allied animal health professionals (AAHPs); limitations on practice.

AAHP Facility Registrations:

- 201 KAR 16:517 (new) – Fees for AAHP facility registrations.
- 201 KAR 16:772 (new) – Application requirements for AAHP Facility Registration; AAHP Managers; Registered Responsible Parties.

- MIR: "Application for AAHP Facility Registration" form
- 201 KAR 16:775 (new) – AAHP facilities -- Renewal notice -- Requirements for renewal and reinstatement.
 - MIR: "Renewal Application for Registered AAHP Facilities" form
 - MIR: "Reinstatement Application for Registered AAHP Facilities" form
- 201 KAR 16:777 (new) – Registered AAHP Facilities – Duties of Registered Responsible Parties and AAHP Managers.
 - MIR: "Request for a New AAHP Manager" form

The Public Hearing is scheduled for December 23, 2024, at 10:00 am EST at KBVE offices. This date is not ideal due to the Christmas holiday, however the LRC schedule required that the hearing be held that week.

Public comments shall be accepted through December 31.

Additionally, Chair Dr. Park authorized two public Zoom meetings for October 30 and November 20 to have an open forum discussion with licensees about any concerns they have related to the fee filings or other regulations. The October meeting was cancelled due to only one (1) RSVP. The November meeting was attended by Dr. Park, Dr. Prater, and Dr. Quammen, as well as Ms. Hamelback and several members of the KVMA board. Multiple licensees were in attendance along with representatives from the Animal Policy Group. Most of the advance questions were about facilities and registration rules rather than fees. However, during the meeting one veterinarian dominated the comments with their concerns related to fees. The following topics were included in an opening presentation and subsequent discussion:

- Why is licensure important? What does licensure do for practitioners and the public?
 - Licensure of a profession is critical to ensure that only qualified individuals are permitted to engage in practice.
 - This protects the public and gives the public confidence that anyone holding a license from the board is qualified to practice in the veterinary medical field.
 - If something goes wrong with services provided by a licensee, the public has recourse with the board through the public grievance process.
 - Licensure is also a benefit for the governed profession to ensure that unqualified individuals cannot offer competing services. This includes reduction of needed clean-up for improperly provided services. Clients often cannot afford additional costs for corrective services (e.g., additional surgeries, testing, etc.)
- What justification is offered for the big increase in fees?
 - Historically, the KBVE has essentially doubled fees when fee increases were needed (1982, 1990, 2006, 2010).
 - Unfortunately, a doubling of fees at today's level is a large increase.
 - Inflation is a factor in costs of services, and the Board is not immune.
 - Members of the Board have reviewed detailed projections of the Board's budget, with forecasts for the next 10 years. Unless fees are raised, the Board will be in the red in the next biennium.

- Facility Registrations add some revenue, but without inspections the revenue is limited. However, inspections also add operational costs.
 - In 2023, the KBVE tried to raised fees to the needed level but was lobbied to use a phased in approach to gradually increase fees over several renewal periods. Alas, this approach burned through the KBVE reserves and will cause the Board to be in the red in just a couple of years.
 - Additionally, the Board was forced to make an unexpected office move off KDA's campus when contract negotiations failed. Moving costs were unanticipated, but should be offset by reduced spending in other areas.
 - The move places KBVE in a position to retain independent authority, hire staff as needed to support constituent services, and do so in less expensive office space at the Kentucky Horse Park.
- How are licensure fees calculated?
- Agency as an independent agency (self-sustaining) or a merged (“umbrella”) agency (support from other agencies and/or tax dollars).
 - KBVE is an independent agency.
 - KBVE tried the merged model but found it did not work under the structure as established in Kentucky because licensees and constituents could not get the support they needed.
 - Number of Board Members.
 - KBVE is an 11 Member Board, and each Board Member is entitled to per diem and travel reimbursements.
 - Number of staff, both fulltime and contract staff.
KBVE Staff and contracts:
 - 2 employees, fulltime, and 1 pending hire, fulltime
 - Contracts:
 - 2 Investigators (DVMs) by contract
 - 1 Legal counsel by contract
 - 1 Wellness vendor (Kentucky Professionals Recovery Network)
 - 1 Euthanasia-by-Injection (EBI) Course vendor
 - Office of the Attorney General
 - Office space, utilities, furniture, janitorial, etc.
 - Commonwealth Office of Technology (COT) services (e.g., computers, phones, website, print and copy services,
 - Database
 - Administrative Services Support (through Public Protection Cabinet (PPC) for Human Resources (HR) and government finance management obligations.)
 - Licensee population (1,000 or 30,000?).
 - KBVE = 2,743 licensed veterinarians active as of 11/7/2024, with significant attrition expected (estimated at ~400) as fees increase.

There are currently 363 veterinarians still pending renewal in 2024 (last day to renew is 11/30/2024)

- The board historically loses an average of 200 licensee veterinarians per renewal cycle.
- Number of Credentials.
 - KBVE = Five (5) established credentials and three (3) new credentials
 - Bulk of revenue comes from veterinarians, primary license type of the board.
- Frequency of Renewals.
 - KBVE credentials typically renew annually, except for the largest licensee population,
 - veterinarians, which renews every two years (biennially), providing uneven revenue stream.
- Number of Grievances.
 - Grievances are time consuming to process (typically take 4-8 months per grievance).
 - Legal costs even with most basic grievances. (Legal counsel \$210 / hr + associate counsel and paralegal fees).
 - A single administrative hearing can cost between \$10,000 - \$30,000.
 - Actions against large, multinational companies and actions against the unlicensed are very costly because they end up in the court system.
 - KBVE typically receives 50-60 grievances per year; in 2024 as of 11/12, already 74 cases.
- All numbers related to the Board's budget, projections, historical information, etc. is available to the public upon request.
- What are the enforcement mechanisms the board can use to shut down a facility that is not registered?
 - Attorney General's Office
 - Franklin Circuit Court system
 - Enlistment of local law enforcement
 - Potential use of the new enforcement mechanisms Notice to Comply (NOC) and Notice of Violation (NOV) (201 KAR 16:612)
 - This area to be explored more fully with new legal counsel
- The licensee perception is that this fee increase will translate to a need to raise their own fees across the board, leading to client angst because the consumer believes that increasing veterinarian fees are too expensive. Additionally, they believe that the increase will lead to increased veterinarian shortages as licensees move to other states where fees are nominally lower.
 - The Board is fully funded by licensure fees and receives no tax dollars. This is the typical arrangement in most states.
 - Licensees can't have both low fees and strong enforcement activity.

- The registration fee is the cost of doing business and having a functioning board with a strong enforcement program.

Members of the Board discussed the difference between merged (“umbrella”) vs. non-merged (“independent”) boards. Dr. Smith, serving his fourth term with the Board, discussed the Board experience in both the merged and non-merged settings. For customer service, staying on top of current legislative issues, being engaged with the General Assembly to provide accurate data, and many other reasons, keeping the KBVE in an independent setting is critical the health of veterinary medicine and public protection.

Members of the Board discussed the Board budget and how important the licensee perceptions are on this topic. The current perception held by some licensees is that the new registration is just bureaucratic entrepreneurship. KBVE needs to better inform constituents regarding the advantages facility registrations bring to veterinarians and the public, including:

- Advise the General Assembly with critical information about veterinary establishments and service shortage areas so they can make informed and appropriate decisions about Kentucky legislation impacting the professions of veterinary medicine.
- Accurately inform the KyRVMSLR Program Selection Committee for [KRS 164.7895](#)
 - In 2024, five awards – one in Eastern, one in Central, and three in Western Kentucky were made to bring more veterinarians into shortage areas.
- Establishing the bar for basic standards in veterinary services.
 - Stopping in-and-out providers who leave behind constituents without aftercare solutions.
 - End substandard spay/neuter operations that occur on non-veterinary premises.
- Identify non-licensee responsible parties who are held responsible for poor decision making that reduces the quality of veterinary services.
 - Provide assurance to relief veterinarians and licensees that work at practices where they have no voice in decision making that they will not be held responsible for practices they are made to follow that are beyond their control (e.g., medical records software, lack of appropriate equipment, etc.).
- Establish requirements related to telehealth operations in Kentucky.
 - Individuals providing patient specific veterinary services in Kentucky must hold a veterinarian license, work at a Kentucky-registered veterinary facility, and establish an in-person VCPR.

No matter what state is licensing professionals, a board still has an operating budget and needs capital to perform its duties.

Additional filings:

Ms. Shane reminded the KBVE there are still three (3) regulations pending filing for which Members have already approved changes:

- 201 KAR 16:540 - Application requirements for veterinarians and veterinary technicians.

- 201 KAR 16:560 - Certification as an animal euthanasia specialist.
- 201 KAR 16:580 - Board issued credentials, inactive and retired statuses.

These regulations will be filed as soon as time allows. Part of the delay is related to the many updates required to the application forms to conform with the changes in the regulations.

- **Public Comments and SOCs**

Members of the Board reviewed and discussed comments received on the filed regulations.

A MOTION was made by Dr. Smith to approve the drafting of SOCs as discussed with Chair approval and any needed legal review, and file with LRC in a timely manner to meet filing deadline, with approval to make changes as need to comply with LRC requirements for the regs filed in September. The motion, seconded by Dr. Velasco, passed unanimously.

A MOTION was made by Dr. Dawes to revert the registered facility renewal fee back to the statutory minimum in an effort to further assess the world of veterinarian facilities. The motion, seconded by Dr. Quammen, passed.

- **Equine Dental Providers (EDP) Discussion**

Members of the Board discussed pending EDP legislation and potential actions.

- **Colorado Prop 129 Discussion:**

Members of the Board discussed the passage of CO Prop 129, as well as a comment received from a licensee on this subject. Some concerns about the legislation include:

- Identifies the “Veterinary Professional Associate” as someone who holds a master’s degree “or equivalent”.
- Requires veterinary supervision but does not specify level.
- Says that the board will deputize its responsibility for program oversight to a ‘nationally recognized veterinary professional associate credentialing organization for purposes of credentialing VPAs in the state.
- Services allowable by the VPA are as determined by the supervising veterinarian and may include the establishment of the VCPR, surgery, and prescribing.
- However, the veterinarian remains liable along with the VPA.

Members of the Board directed Ms. Shane and Mr. Iaccarino to draft a statement outlining concerns related to public protection and mid-level practitioners.

- **Future Policy Discussion**

Ms. Shane highlighted a recent hearing by the Kentucky General Assembly [Legislative Oversight and Investigations Committee](#) regarding the Kentucky Board of Cosmetology. The Committee had multiple recommendations for licensing boards. Members of the Board should review the hearing and discuss the recommendations for possible action items. The hearing may be viewed at <https://www.youtube.com/live/VUvszCYcX2k>.

OPEN DISCUSSION

- **Obituary Notifications**

- [William D. Fishback, DVM](#) (KBVE lic # 144971) – deceased 07/16/2024
- [Harry T. Ward, DVM](#) (KBVE lic # 146477) – deceased 10/05/2023
- [J. Michael Gentry, DVM](#) (KBVE lic # 145403) – deceased 11/15/2024
- [A. L. Martin, DVM](#) (KBVE lic # 143962) – deceased 11/15/2024

Dr. Prater left the meeting at 6:05 pm.

- **Open Discussion**

Chair Dr. Park opened the floor for discussion.

Members of the Board discussed the proposed emergency clause for raising fees and, if this is removed, where this power appears in other statues or regulations in general government rules. Mr. Iaccarino detailed that the ability of an agency to enact an emergency regulation does not actually apply to fees ([KRS 13A.190](#)). Also, any emergency regulation requires the governor's signature. Mr. Iaccarino will do additional research for the KBVE.

FUTURE MEETING DATES

Location: KBVE Offices, 4047 Iron Works Parkway, Suite 104, Lexington, KY 40511

- **2025:**

- Jan 30
- Mar 20
- May 22
- July 31
- Sep 18 – subject to change based on AAVSB 2025 Annual Meeting
- Nov 20

ADJOURNMENT

Chairman Dr. Park adjourned the meeting at 6:09 pm.

These meeting minutes were approved by Members of the Board on January 30, 2025.

John C. Park, DVM, Chair of the Kentucky Board of Veterinary Examiners

PRESIDING OFFICER: John C. Park, DVM, KBVE Board Chair
Minutes Recorded by: Michelle M. Shane, KBVE Executive Director

OPEN DISCUSSION

- **Obituary Notifications**

- [William D. Fishback, DVM](#) (KBVE lic # 144971) – deceased 07/16/2024
- [Harry T. Ward, DVM](#) (KBVE lic # 146477) – deceased 10/05/2023
- [J. Michael Gentry, DVM](#) (KBVE lic # 145403) – deceased 11/15/2024
- [A. L. Martin, DVM](#) (KBVE lic # 143962) – deceased 11/15/2024

Dr. Prater left the meeting at 6:05 pm.

- **Open Discussion**

Chair Dr. Park opened the floor for discussion.

Members of the Board discussed the proposed emergency clause for raising fees and, if this is removed, where this power appears in other statutes or regulations in general government rules. Mr. Iaccarino detailed that the ability of an agency to enact an emergency regulation does not actually apply to fees ([KRS 13A.190](#)). Also, any emergency regulation requires the governor's signature. Mr. Iaccarino will do additional research for the KBVE.

FUTURE MEETING DATES

Location: KBVE Offices, 4047 Iron Works Parkway, Suite 104, Lexington, KY 40511

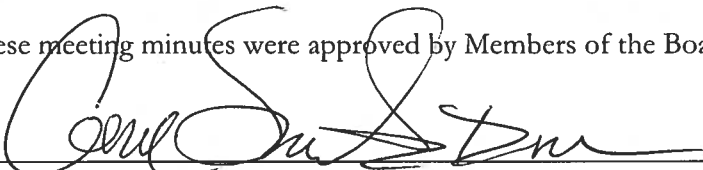
- **2025:**

- Jan 30
- Mar 20
- May 22
- July 31
- Sep 18 – subject to change based on AA VSB 2025 Annual Meeting
- Nov 20

ADJOURNMENT

Chairman Dr. Park adjourned the meeting at 6:09 pm.

These meeting minutes were approved by Members of the Board on January 30, 2025.


Gene Smith, DVM, Vice Chair of the Kentucky Board of Veterinary Examiners

PRESIDING OFFICER: John C. Park, DVM, KBVE Board Chair
Minutes Recorded by: Michelle M. Shane, KBVE Executive Director



KENTUCKY BOARD OF VETERINARY EXAMINERS

4047 Iron Works Parkway, Suite 104, Lexington, KY 40511

Office: 502-564-5433 • Fax: 502-695-5887

kbve.ky.gov • vet@ky.gov

Meeting Agenda

November 21, 2024

Meeting Location: KBVE Offices, 4047 Iron Works Parkway, Suite 104, Lexington, KY 40511

*NOTE: A public Zoom option will not be offered for this meeting due to the Board's move and not yet having video conferencing technology in place to run a hybrid meeting.

COMMITTEE MEETINGS

- 9:00 AM Grievance Committee
- 11:00 AM Applications Committee
- 12:00 PM Lunch

1:00 PM BOARD MEETING – PUBLIC MEETING

CALL TO ORDER

ROLL CALL / ESTABLISHMENT OF QUORUM

CONFIRMATION OF PUBLIC NOTICE

READING OF MISSION STATEMENT

CONSENT AGENDA

- Meeting Agenda for November 21, 2024
- Board Meeting Minutes from September 19, 2024
- Applications Committee Minutes from September 19, 2024
- Grievance Committee Minutes from September 19, 2024
- Budget Summary Report
- Licensure Status Report
- Applications Committee Report on New Applications
- Applications Committee Report on New CE Requests
- Approval of Board Per Diem and Mileage
- Response Letter to Governor's Office re Applicants with Felonies

BUSINESS AGENDA

BUDGET AND CONTRACT MATTERS

- Annual Dues
- Conferences, Exhibits, and Sponsorships



- AAVSB Executive Directors and Registrars Summit (March 26-27) and Board Basics and Beyond (March 28-29).
- Other Budget Requests
 - Horse Park office suite security door
 - Constant Contact price restructure and access surveys
- RFPs
- Budget Review and Projections

UNFINISHED BUSINESS AND UPDATES

- **AAVSB Updates**
 - Announcements and Requests:
 - PAM – Medical Records Comments
 - DISCUSSION – Bylaws Amendment Proposal
 - API Program
 - VetBoard Connect
 - Committee Reports:
 - Dr. Dianne Dawes - AAVSB Regulatory Policy Task Force
 - Dr. Amy Staton – Nominations Committee
 - Debrief from 2024 Annual Meeting
- **KVMA / AVMA Updates**
 - KVMA Board Retreat
 - KBVE representative on Equine Dental Working Group
 - AVMA Call for Volunteers
 - [Committees and Workgroups](#)
 - [Engaging your LVTs Study](#)
- **KBVE**
 - Board Policy – Executive Director Duties and Special Authorizations
- **OSV**

NEW BUSINESS

- **Questions pending from the Board's Office**
 - Late Fee waivers
 - Selling vaccines to clients for home administration
 - ER euthanasia by an LVT
 - LVT conducting in-home euthanasia (indirect supervision)
 - Treatment obligations for unvaccinated animals
 - Definition of surgery
 - Kentucky Office of the Inspector General (OIG) regarding prescribing for own animals and controlled substances

- **Other Items for Discussion**
 - ICVA 2024 Annual Report to Licensing Boards

APPLICATIONS COMMITTEE REPORT

INVESTIGATIVE REPORTS

WELLNESS COMMITTEE REPORT

EDUCATION AND OUTREACH COMMITTEE

STRATEGIC PARTNERS UPDATE

GRIEVANCE COMMITTEE REPORT

GOVERNMENT AFFAIRS COMMITTEE

- Administrative Regulations
 - Filed in October
 - Public Comments and SOCs
 - Budget Review and Projections – Fees discussion
 - 201 KAR 16:737 – Responsibilities for allied animal health professionals (AAHPs); limitations on practice
- Discussion: Equine Dental Providers
- Future Policy Discussions

OPEN DISCUSSION

- Obituary Notifications
- Open Discussion

FUTURE MEETING DATES

ADJOURNMENT

**KENTUCKY BOARD OF VETERINARY EXAMINERS**

4047 Iron Works Parkway, Suite 104, Lexington, KY 40511

Office: 502-564-5433 • Fax: 502-695-5887

kbve.ky.gov • [vet@ky.gov](mailto:veter@ky.gov)**Applications Committee Meeting Minutes**

November 21, 2024

Meeting Location: KBVE Offices, 4047 Iron Works Parkway, Suite 104, Lexington, KY 40511**APPLICATIONS COMMITTEE MEETING****Attendees:**

- Dr. Tim Gardner, KBVE Board Member, Applications Committee Member
- Dr. Jennifer Quammen, KBVE Board Member, Applications Committee Member
- Amanda Briggs, KBVE Applications Specialist

Proceedings:

Committee Member Dr. Gardner called the meeting to order at 10:58 am.

Members of the Committee reviewed and discussed applications for licensure, certificates, permits, and continuing education courses, confirming the draft Applications Committee Reports on New Applicants and CE Approval Requests

Members discussed applications with RAP sheets and other red flags.

Members discussed the Applications Committee Report and items for discussion with the Board, including:

- **Special Permittees Discussion.**

Members of the Committee discussed limitation on special permittees and their supervisors, including contributing notes provided in advance of the meeting by Dr. Kennedy. Members determined to make the following recommendations to the Board:

- Supervisors should have been fully in licensed practice (i.e. not under a special permit) for at least three (3) years prior to serving as a supervisor.
- Supervisors with discipline on file need to be submitted for Applications Committee review prior to approval.
- Supervisors who have their license revoked can no longer serve as supervisors.
- There should be no limitations on the practice of a special permittee since supervisors are providing direct supervision and should be evaluating competency of the permittee.

Members of the Committee expressed concerns about a permittee's recourse in the event of harassment, etc. by their supervisor. Is there any recourse through the Board other than a

grievance, and is there any desire for the Board to set up a liaison to provide mediation or support? Does KYPRN provide this? The Committee determined to initiate discussion with full Board.

- **Veterinary Facilities Application and Review Sheet Development**

The committee began a review of the Application for Veterinary Facility Registration and an early draft of the application review checklist. They determined to work on this project more in January.

- **Veterinarian and Veterinary Technician Renewal period**

Members of the Committee reviewed statistics provided by staff regarding the 2024 renewal period.

- **State Jurisprudence Exam Formation**

Members of the Committee discussed and determined that additional exam items are needed in specific subject areas. The Committee decided to request assistance from the full Board on this project.

A MOTION was made by Dr. Quammen to recommend actions to the full Board as discussed during the Committee meeting, to be presented today during the regular board meeting. The motion was seconded by Dr. Gardner and passed unanimously.

ADJOURNMENT

Members of the Committee adjourned the meeting at 12:07 PM.

These meeting minutes were approved by the Applications Committee on January 30, 2025.


Stephanie M. Kennedy, DVM, KBVE Applications Committee Chair

PRESIDING OFFICERS: Jennifer Quammen, DVM, KBVE Applications Committee Member
Minutes Recorded by: Amanda Briggs, KBVE Applications Specialist
Minutes Reviewed by: Michelle Shane, KBVE Executive Director



KENTUCKY BOARD OF VETERINARY EXAMINERS

4047 Iron Works Parkway, Suite 104, Lexington, KY 40511

Office: 502-564-5433 • Fax: 502-753-1458

kbve.ky.gov • vet@ky.gov

Grievance Committee Meeting Minutes

November 21, 2024

Meeting Location: 4047 Iron Works Parkway, Suite 104, Lexington, KY 40511

GRIEVANCE COMMITTEE MEETING

Attendees:

- Dr. Dianne Dawes, KBVE Board Member, Grievance Committee Chair
- Dr. Gene Smith, KBVE Vice Chair, Grievance Committee Member
- Dr. Phil Prater, KBVE Board Member, Grievance Committee Member
- Dr. Amy Staton, EdD, LVT, KBVE Board Member, Grievance Committee Member
- Ms. Michelle Shane, KBVE Executive Director
- Mr. Carmine Iaccarino, Esq., KBVE Legal Counsel
- Dr. Coy St. Clair, KBVE Investigator
- Dr. L. Dena Fitzpatrick, KBVE Investigator

Absent Committee Members:

- n/a

Guest Attendees:

- n/a

ORDERED APPEARANCES

- n/a

PROCEEDINGS

Committee Chair Dr. Dawes called the meeting to order at 9:04 am.

A MOTION was made by Dr. Dawes to approve the minutes from last meeting. The motion was seconded by Dr. Prater, and passed unanimously.

A MOTION was made by Dr. Staton to go into executive session to discuss potential litigation and adjudication of KBVE grievance cases pursuant to [KRS 61.810\(1\)\(c\) and \(j\)](#) and [KRS 321.187\(6\)](#). The motion was seconded by Dr. Prater, and passed unanimously.

A MOTION was made by Dr. Smith to return to regular session. The motion was seconded by Dr. Staton, and passed unanimously.

The Committee discussed adding another meeting due to the case backlog. Members agreed to hold an additional meeting of the Grievance Committee virtually on December 19, 2024.

Members of the Committee reconciled their case notes and agreed to make following recommendations to the full Board during the November 21 board meeting.

Case Status Recommendations	Case Numbers		
Ordered Appearance - Before Grievance Committee	• n/a		
Ordered Appearance - Before the Full Board	• n/a		
Emergency Order for Immediate, Temporary Suspension of Credential pursuant to KRS 321.353	• n/a		
Dismissed, no violations of the Practice Act identified	• n/a		
Assigned to Investigator	• 2024-19		
Assigned to Legal Counsel for Negotiations	• 2023-12 • 2021-55(A) • 2023-14	• 2023-17 • 2023-45 • 2024-04	• 2024-05 • 2024-07 • 2024-11
Settlement Agreement Reached (for signature today)	• n/a		
Cases in Monitoring	• 2020-36 • 2020-43 • 2021-47	• 2022-05 • 2022-21	• 2023-04 • 2023-30 • 2023-51
Cases in Franklin Circuit Court or Assigned for filing to Court	• 2020-34	• 2022-21(B)	
Assigned to Legal Counsel for Administrative Hearing Procedures	• 2022-46(B)	• 2023-41	• 2023-42
Assigned for Issuance of Demand Letter	• 2019-11		
Direction to Issue Admonishment or Private Admonishment	• 2023-23 • 2023-40	• 2024-03	• 2024-08
Closed following KBVE action and fulfillment of terms	• 2023-22 • 2023-27	• 2023-43	• 2021-55(B)
Open cases pending Committee Recommendation	• 2023-53 • 2023-63 • 2024-01 • 2024-09	• 2024-25 • 2024-31 • 2024-32 • 2024-33	• 2024-37 • 2024-38 • 2024-39 • 2024-40

	<ul style="list-style-type: none"> • 2024-13 • 2024-14 • 2024-15 • 2024-22 	<ul style="list-style-type: none"> • 2024-34 • 2024-35 • 2024-36 	<ul style="list-style-type: none"> • 2024-41 • 2024-42 • 2024-43
New Cases	<ul style="list-style-type: none"> • 2024-43 	through	<ul style="list-style-type: none"> • 2024-77
Cases Tabled	<ul style="list-style-type: none"> • 2019-13 • 2020-31 	<ul style="list-style-type: none"> • 2023-16 	<ul style="list-style-type: none"> • 2024-10

ADJOURNMENT

Chair Dr. Dawes adjourned the meeting at 12:02 pm.

These meeting minutes were approved by the Grievance Committee on January 30, 2025.


Dianne J. Dawes, DVM, KBVE Grievance Committee Chair

PRESIDING OFFICER: Dianne J. Dawes, DVM, KBVE Grievance Committee Chair
Minutes Recorded by: Michelle M. Shane, KBVE Executive Director