

MINUTES
North Dakota Board of Veterinary Medical Examiners
Thursday November 12, 2020 ~ 9:00AM
Lecture Room A, North Dakota Heritage Center

Board Members Present:

Dr. Carolyn Woodruff, President
Dr. Tammy Weiland-Ness, Secretary (via Teams)
Mr. Thomas Job
Ms. Janell Morman

Others present:

Dr. Sara Lyons, NDBVME Executive Secretary
Dr. John Boyce
Mr. Joseph Bialke, ND Attorney General's Office

The meeting was called to order at 9:12 am by Dr. Woodruff. All those listed were in attendance except for Mr. Bialke.

Dr. Woodruff requested the addition of discussing opening of the Practice Act to the agenda. Motion by Ms. Morman to approve the agenda as revised, second by Mr. Job. Motion passed unanimously.

Interviews were held for the following candidates for veterinary licensure via Microsoft Teams:

- Keysa Williams – Trenton, ND; need verification from Washington
- Susan Winter – Fort Scott, KS; need verification from Texas, Colorado, South Dakota, Kansas and Oklahoma
- Elizabeth Whalen – Hawley, MN; need verification from Virginia and Maryland
- Dalton Hanson – Mandan, ND
- Matthew O'Neil – Watford City, ND
- Samantha Zehr – Hawley, ND
- Roger Paulson – Bakersfield, Ca; needs to complete written exam

Motion by Dr. Weiland-Ness to approve the seven candidates interviewed today for ND veterinary licensure pending completion of the requirements. Second by Ms. Morman. Motion passed unanimously.

The minutes from the July 14, 2020 meeting were reviewed. Motion by Ms. Morman to approve the minutes as read, second by Dr. Weiland-Ness. Motion passed unanimously.

Mr. Bialke joined the meeting via Teams.

A complaint by Ms. Roxela Friesz against Dr. Kelly Parsons was discussed. Motion by Dr. Weiland-Ness to dismiss the complaint, second by Ms. Morman. The board discussed that the standard of care was met, and no violations occurred. Motion passed unanimously.

The topic of CE approval for the NDVMA virtual meeting topic of CBD in veterinary medicine was reviewed. Mr. Bialke stated that there is nothing that legally prohibits the board from approval, but this remains a contentious topic. The board felt that veterinarians do need to receive education regarding this topic since use is becoming common among pet owners. There was a concern that the board did not approve this topic for the NDVTA previously, so approving

it for the NDVMA may be confusing. Dr. Lyons explained that the NDVTA asked the board if they could host a CE on CBD in May and the event was not planned until October. The NDVMA already had the event planned and topic picked before they asked for approval, and there was no board meeting scheduled prior to the event in order to allow discussion. Most CE is approved by the Executive Secretary, but if there are questions to the validity of the CE it must be brought before the board. Motion by Dr. Weiland-Ness to approve CE credit for the CBD lecture presented at the NDVMA virtual meeting in September 2020 and request that the NDVMA give prior notice of topics for CE approval in the future so that the board has time to discuss if needed. Second by Ms. Morman. Motion passed unanimously. Mr. Bialke will provide the board with the current statement on CBD regulations on both the federal and state level so that information can be passed along to ND veterinarians as guidance.

The board recessed for lunch at 11:55 am.

The meeting reconvened at 12:56 pm. Mr. Boyce did not attend the afternoon session and Mr. Bialke was not present at this time.

Discussion was held regarding new database software. The board reviewed the proposed budget at this time as the two items were related. Concerns from the board regarding a new software system included the expense of such a system and technical issues such as security and additional cost for support. The board was in agreement that licensing fees will need to be increased in order to cover the cost of the software upgrade. Mr. Job pointed out that this is the trend that the current ND administration wants to see in regard to technology use and removing barriers to licensing. The majority of new licensees that we have are comfortable with technology and prefer that method of delivery.

Mr. Bialke joined the meeting briefly to answer questions regarding publishing of licensing fees and the fund balance maintained by the board.

Motion by Mr. Job to enter into an agreement with Big Picture software as provided in their proposal. Second by Ms. Morman. Dr. Lyons informed the board that this would not go into effect until January 1, 2021 at the earliest in order to get through the upcoming LVT renewal period prior to the transition. Motion passed unanimously.

The 2020-21 budget (option 2) as provided by Dr. Lyons was discussed as the most accurate representation of the budget with respect to the changes that will be made regarding the new software system. Motion by Dr. Weiland-Ness to approve said budget as presented. Second by Ms. Morman. Motion passed unanimously.

The remainder of the meeting was spent discussing the Board Rules and proposed revisions.

- Page 1: change 'addressed' to 'directed'
- Page 2: change 'The board, if it deems necessary, may require an oral interview' to 'At the board's discretion, an oral interview may be required'
- Page 3: change examination fee from fifty dollars to seventy-five dollars and change permit fee from twenty-five dollars to forty dollars
- Page 4: change forms to notice and strike 'either by regular mail or email'
- Page 5: change renewal fee from seventy-five dollars to ninety dollars
- Pages 6-7: no changes
- Page 8: change the oral interview statement to match that on page 2
- Page 9: change application fee to thirty dollars and renewal fee to twenty dollars
- Pages 10-13: no changes

- Page 14: Add paragraph under 87-04-01-04 – The DEA registrant under which the drugs were purchased is responsible for the effective security of the drug stock. Opioids and other controlled substances must be stored in a securely locked cabinet of substantial construction as per DEA requirements.
- Pages 15-18: no changes
- Page 19: strike #5 (duplication)
- Pages 20-21: no changes

Motion by Ms. Morman to adopt revised board rules as amended today and submit to the Attorney General's office for review. Second by Dr. Weiland-Ness. Motion passed unanimously.

Miscellaneous agenda items provided for review.

Mr. Job nominated Dr. Woodruff for board President. Second by Ms. Morman. No other nominations. Motion passed with Dr. Weiland-Ness, Ms. Morman and Mr. Job voting in favor and Dr. Woodruff voting against.

Ms. Morman nominated Dr. Weiland-Ness for board Secretary. Second by Mr. Job. No other nominations. Motion passed unanimously.

Discussion held regarding future changes to the practice act. The board requested that Dr. Lyons draft a letter to the NDVMA regarding the subject.

The 2021 fall board meeting will be held on Tuesday November 9, 2021 in Bismarck, ND.

Motion by Mr. Job at 4:02 pm to adjourn the meeting, second by Ms. Morman. Motion passed unanimously.

Submitted by,

Sara Lyons, DVM
NDBVME Executive Secretary