

NDBVME Meeting Minutes

ND Heritage Center

August 12, 2025

Board members in attendance:

- Dr. Lindy West
- Dr. Russell Behm
- Dr. Laurie Huckle
- Ms. Bailey Zacher
- Ms. Naomi Day

Others in attendance:

- Dr. Sara Lyons, NDBVME Executive Director
- Mr. Matt Menge, Attorney General's Office

The meeting was called to order at 9:05am by Dr. West. All those listed in attendance were present.

Motion by Ms. Day to approve the agenda as presented with a second by Dr. Behm. Motion passed unanimously.

Motion by Dr. Behm to approve the minutes of the June 10, 2025 meeting as presented with a second by Dr. Huckle. Motion passed unanimously.

The updated board roster was reviewed. Dr. West welcomed Ms. Bailey Zacher as the new veterinary technician member of the board.

Motion by Dr. Huckle to approve a license to practice veterinary technology to the following individuals with a second by Ms. Day. Motion passed unanimously by roll call vote.

- Tallin Schafer
- Samiyah Johnson
- Ellen Ehresman
- Ashley Herseth

The 2025-26 budget was reviewed. Dr. Lyons proposed increases in application and license renewal fees to increase revenue by \$15,000 which would be used for a contract with NDPHP. A salary increase to \$1800 per month was proposed for the executive director position and an increase in hours from 10 to 15 per week. Revenue has been stable for the past several years and there is currently an adequate reserve fund. With the statute revisions, Dr. Lyons will open a new account at Bank North where the office is located and transition to paying bills from that account rather than submitting vouchers to the state. Motion to approve the revised budget provided by Dr. Huckle with second by Ms. Zacher. Motion passed unanimously by roll call vote.

Letter to Dr. Matt Heeb regarding settlement completion was reviewed.

Letter to Dr. Kathy Pfingsten regarding the complaint by Alyssum Gilbert regarding her cat Annie and the board's concerns with post-operative medication labeling was reviewed. Records were

submitted by Dr. Pfingsten by the requested deadline. These will be reviewed at the November meeting.

Conditional dismissal for Dr. Samantha Zuck-Roscoe was reviewed.

A complaint against Dr. Bruce Pedersen by Branden Kinney was reviewed. Motion by Dr. Behm to dismiss the complaint with second by Dr. Huckle. Motion passed unanimously by roll call vote.

A complaint against Dr. Mary Moen by Beverley Adams was reviewed. Dr. Huckle recused herself from the case as Dr. Moen's employer and Ms. Zacher recused herself from the case as Dr. Moen's co-worker. Motion by Dr. Behm to dismiss the complaint with second by Ms. Day. Motion passed unanimously by roll call vote with Dr. Huckle and Ms. Zacher not voting.

A complaint against Dr. Haley Geiger by Mark Schlotman was reviewed. Motion by Dr. Behm that Dr. Geiger is believed to be in violation of 43-29-14.1.e with second by Dr. Huckle. Motion by Dr. West to amend the motion to include violation of 87-05-02-02.1 with second by Ms. Day. Amendment passed unanimously by roll call vote. Motion by Dr. Huckle to amend the motion to also include violation of 43-29-14.1.i with second by Ms. Zacher. Amendment passed unanimously by roll call vote. Motion to approve the amended motion by Dr. Huckle with second by Ms. Day. Motion passed unanimously by roll call vote. Motion by Ms. Day to offer Dr. Geiger a settlement agreement that she does not use the introducer for pregnancy diagnosis in cattle pending completion of an introducer training course at her expense within 90 days with second by Dr. Huckle. The course will not count toward the continuing education requirements for license renewal. Motion passed unanimously by roll call vote.

A complaint against Dr. London Jacobs by Peter Grigg was reviewed. Motion by Dr. Behm to dismiss the complaint with second by Ms. Zacher. Motion passed unanimously by roll call vote.

A complaint against Dr. Mariah Jacobs by Peter Grigg was reviewed. Motion by Dr. Huckle to dismiss the complaint with second by Dr. Behm. Motion passed unanimously by roll call vote.

An unlicensed practice complaint against Pets-R-Inn in Grand Forks was reviewed. The concern was regarding administration of vaccines without veterinary supervision. The vaccines that were mentioned in the complaint are not vaccines that require veterinarian supervision to administer and therefore do not constitute unlicensed practice. Motion by Ms. Zacher to dismiss the complaint with second by Dr. Behm. Motion passed unanimously by roll call vote.

The NDPHP board will be meeting soon and will need to approve entering a contract with the NDBVME. Once this is done the contract details will be finalized, but Ms. Seamands felt that the dollar amount of \$15,000 annually would be a good place to start.

The meeting was adjourned for a break at 10:55 am by Dr. West.

The meeting was reconvened at 11:07am.

The board spent the remainder of the meeting on proposed changes to Administrative Code. If the rule changes are approved, the new CE rules will go in effect for the 2027-28 renewal cycle.

Dr. Lyons asked the board if they would be comfortable with a yes/no question for completion of the CE requirements and then perform audits for a percentage of the licensees. The board agreed with this plan.

Currently LVT applicants pay the application fee but no initial license fee. DVM applicants pay the application fee and an initial license fee. Dr. Lyons proposed that both pay the application fee and the initial license fee since the licensing process will now be similar for both. The board agreed.

Officer elections were held. Dr. Behm nominated Dr. West for president with second by Dr. Huckle. No further nominees. Motion passed unanimously. Dr. Huckle nominated Dr. Behm for vice-president with second by Dr. West. No further nominees. Motion passed unanimously.

The AAVSB annual meeting will be held in Cincinnati, OH September 28-30, 2025. Dr. West is planning to attend, and Ms. Zacher is considering.

Motion to adjourn the meeting at 12:07pm by Dr. Behm with a second by Dr. Huckle. Motion passed unanimously.

Minutes submitted by Sara Lyons, DVM