



STATE OF WASHINGTON
DEPARTMENT OF HEALTH
Olympia, Washington 98504

**Washington State
Veterinary Board of Governors
September 14, 2020 Business Meeting Minutes**

Kirk Breuninger, VMD, MPH, DACVPM, Chair, called the meeting of the Washington State Veterinary Board of Governors to order at 9:00 a.m. on Monday, September 14, 2020. The meeting was via teleconference with all participants on the phone.

Board Members

Present: Kirk Breuninger, VMD, MPH, DACVPM, Chair
Aja Senestraro, DVM, Vice Chair
Sue Moriyasu, DVM
Elizabeth Davies, DVM
Kim Morgan, LVT
Dordor Vang, DVM, MPH
Becky Knoke, Public Member

Department of Health (DOH)

Staff Present: Brad Burnham, Executive Director
Lisa Kelley, Assistant Attorney General (AAG)
Loralei Walker, Program Manager
Sarah Beckham, Program Support
Jeff Wise, Policy Analyst
Sara Kirschenman, Staff Attorney
Tanya Mills, Credentialing
Stuart Glasoe, Washington State Board of Health

Guests Present: Candace Joy, Washington State Veterinary Medical Association (WSVMA)
Ashley Bryne, Washington State Association of Veterinary Technicians (WSAVT)
Megan Dennis, Humane Society of Southwest Washington
Susan Wedam, Yakima Community College Veterinary Technician program
Stuart Early, Tacoma Humane Society
Dennis Conger, Educational Service District 101
Stacy Graham, Humane Society of Southwest Washington
Paul Carkeek

9:00 a.m. **Open Session**

Call to Order and Introductions

Kirk Breuninger, Chair, convened the meeting and took roll call at 9:00 a.m.

1. **Approval of Agenda**

Dr. Breuninger said the board received a late petition for changing language in the new client communication and he would like to add this request to Item 11 on today's agenda. Dr. Breuninger made a motion to move the petition request to line item 11. Dr. Davies seconded the motion. Motion carried.

Kim Morgan, LVT, made a motion to approve the agenda as amended. Dr. Vang seconded the motion. Motion carried.

2. **Approval of meeting minutes – June 1, 2020**

Dr. Vang made a motion to approve the meeting minutes from the June 1, 2020, board meeting. Kim Morgan, LVT, seconded the motion. Motion carried.

Reports (Information)

3. **Kirk Breuninger, VMD MPH DACVPM**

Dr. Breuninger gave an update on the subcommittees currently on hold or have not had any recent activity.

- Telemedicine – Dr. Breuninger, Dr. Vang, Dr. Senestraro – no action/on hold at this time due to pandemic
- Chiropractic board – Dr. Senestraro, Dr. Davies, Dr. Moriyasu – no updates at this time
- Expert witness review – Dr. Moriyasu, Dr. Breuninger, Sara Kirschenman, DOH staff attorney – on hold at this time
- Pharmacy board collaboration – Dr. Senestraro – no action
- Onboarding and mentorship – Dr. Senestraro and Dr. Vang – started developing guideline but not finalized

4. **Brad Burnham, Executive Director and Lorelei Walker, Program Manager; Office of Health Professions**

Brad Burnham – Budget – Julie Pettit is the current budget representative for the board. Mr. Burnham gave a breakdown of current costs to the board's budget. The extension for renewing licenses to the end of September caused revenue to go down a bit but not a significant amount.

The HEAL-WA fee the veterinary profession is now in effect for licensees. Rulemaking is complete and the fee is part of the licensing fee. The department has been working with University of Washington (UW) to get the HEAL-WA system up and running so the veterinary community can have access to information online.

HELMS – work is continuing. The department is working on creating an itemized list of specific needs to pass on to vendors. HELMS is the replacement data system for the current ILERS system within DOH. Will have added features for licensees and general public to access information.

Brad attended the WSVMA meeting last Saturday.

Lorelei Walker – Advertised recruitment for new board member – applications were due September 8 and she is waiting for information from governor's office. Dr. Davies and Dr. Breuninger offered to participate in interviews.

5. Lisa Kelley, Assistant Attorney General

No report – reminder to board to complete training on open public meetings act and Ethics training. Ms. Kelley reminded the board of the need to keep board emails separate from personal emails.

Board Business

6. Open Forum (limited to 10 minutes)

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

Candace Joy, WSVMA, asked about rabies vaccinations by a licensed veterinary technician under direct supervision and whether a supervisor can supervise through telemedicine. Ms. Joy said WSU is encouraging rabies vaccination clinics and she had a question about complying with veterinary-client-patient relationship (VCPR) in relation to rabies clinics since these animals they would not likely see again. Ms. Kelley will research and provide Ms. Joy information. Ms. Walker said the Washington State Department of Agriculture is the ruling agency on rabies administration and the level of supervision required.

7. American Association of Veterinary State Boards (AAVSB) Packet Review and Discussion of the Verification Portal.

The board reviewed information from the AAVSB. In addition, the board reviewed and considered approving the Credentialing Office's use of AAVSB's verification portal.

Tanya Mills, credentialing supervisor, asked if the board would allow the department to use the AAVSB verification portal for verification of credentials for out of state licenses. Dr. Senestraro made a motion to allow the department to use the AAVSB verification program. Dr. Davies seconded the motion. Motion carried.

Dr. Breuninger said the AAVSB virtual annual meeting starts on September 22. Brad Burnham said AAVSB is allowing all board members and staff to attend this year's annual meeting for a flat fee of \$250. Meeting sessions will be on Tuesdays and Thursday beginning September 22.

Dr. Breuninger would like to invite a member from AAVSB to the board meeting in December. Ms. Walker will contact AAVSB and make arrangements.

8. Rulemaking for Engrossed Substitute Senate Bill (ESSB) 5004 Kim Aja Sue

The rulemaking subcommittee for ESSB 5004 will report progress to the board for feedback and direction. ESSB 5004 expands veterinary services that humane societies can provide to income-qualified families.

The subcommittee is working on the annual reporting and auditing for humane societies. The board needs to determine the type of information humane societies need to keep for auditing purposes and how often audits will happen. There needs to be a way to avoid sensitive information being given to DOH. The board would like to develop a one-page document for humane societies to use for sending information. The board needs to determine how long these records need to be kept. Ms. Kelley suggested creating a FAQ document to assist with clarification.

9. Rulemaking for Engrossed Substitute House Bill (ESHB) 2411 – Suicide Prevention Training and ESHB 1551 – HIV Education and training

The board discussed a draft CR 101 preproposal that combines ESHBs 2411 and 1551 into one proposed rulemaking. The board will determine if it wants to approve one rulemaking or separate bill implementation into two rulemakings.

The board reviewed the draft CR-101 and made some edits. Dr. Davies made a motion to approve CR-101 with addition of amendment to clarify wording and file the document. Dr. Moriyasu seconded the motion. Motion carried.

The subcommittee on suicide prevention training reported it has had two meetings. They are looking at breaking training into three different modules – 1 - Suicide Prevention and Awareness; 2 – Mental health and Wellness; 3 – Lethal Means. Another subcommittee meeting will be scheduled the December meeting.

10. Client Communication Rule and Frequently Asked Questions (FAQ) Document

The chair and vice-chair presented a draft FAQ for the new rulemaking. The board discussed and edited the FAQ to be shared through the department's e-mail list and website. Work is ongoing on adding additional resource list.

Kim Morgan, LVT, made a motion to adopt the document with amendments discussed at meeting. Dr. Davies seconded the motion. Motion carried.

11. Review of Two Rule Petitions Concerning Release of Medical Records and Concerning Client Communication

The board reviewed two rule petitions. The first petition concerns restricting the period for a veterinarian to release medical records to the client from ten days to 24 hours. The second petition concerns client communication. NOTE: The board has three petitions to review. There was a third petition received late after board members received original meeting packet. The third petition concerns client communication.

- 1) Petition around release of medical records – asking for change to 24-hour turnaround time instead of 10 days and owner of the patient should have ownership of the medical records. After discussion Kim Morgan, LVT, made a motion to deny this petition. Dr. Davies seconded the motion. Motion carried.
- 2) Petition on requiring client information sheets (CIS) be provided when prescribing legend drugs. After discussion, Dr. Vang made a motion to deny this petition. Dr. Moriyasu seconded the motion. Motion carried.
- 3) Petition re client communication rule - petition to require veterinarian read back information written in patient's medical record to client to ensure agreement and understanding. After discussion Kim Morgan, LVT, made a motion to deny this petition. Dr. Moriyasu seconded the motion. Motion carried.

Ms. Walker will draft responses to the petitioners.

12. Veterinary Technician (VT) Apprenticeship Programs

The subcommittee for the evaluation of an apprenticeship program developed by SkillSource/ North Central Workforce Development Board and Cascade Veterinary Clinic gave a report on its most recent meeting. Subcommittee members: Dr. Vang, Dr. Davies, Kim Morgan, LVT

The subcommittee heard a presentation explaining the different components of the proposed apprenticeship program requirements. The Washington State Department of Labor and Industries (L&I) has an apprenticeship council who reviews and approves new apprenticeship programs for the state. Ms. Kelley, AAG, is drafting a letter for the board to send to the L&I apprenticeship council in support of this proposed apprenticeship program.

The department will contact AAVSB who schedules the Veterinary Technician National Exam (VTNE) to inform them of what is happening in Washington. Kim Morgan, LVT, will contact the WSAVT, Pierce College, Yakima Community College and Bellingham Technical College to get their input.

13. Approval of Food and Agriculture Organization (FAO) of the United Nations (U.N.) as a Continuing Education Provider

The board evaluated the FAO of the U.N. to determine if it should be approved as a qualifying continuing education provider per [WAC 246-933-460](#).

Dr. Moriyasu made a motion to approve FAO of the UN as a CE provider. Dr. Vang seconded the motion. Motion carried. Dr. Moriyasu made a motion to add them to the list of providers on the website. Kim Morgan, LVT, seconded the motion. Motion carried.

14. Washington State Board of Health's Rabies Rules

Stuart Glasoe, Health Policy Advisor, Washington State Board of Health (BOH), provided a brief presentation to seek feedback about their Board's plans for outreach and guidance to veterinarians about the rabies regulations.

Stuart Glasoe, Board of Health, gave background on BOH and his role on the board. In October 2019, BOH received a petition requesting changes to rabies vaccinations to authorize licensed veterinarians to not give rabies vaccinations when contraindications are presented. In November 2019, the BOH denied the petition. Mr. Glasoe asked the board if there should be outreach and education to vets around rabies vaccinations. Dr. Moriyasu stated rabies is a public health issue, not a veterinary issue. Technical assistance should be given that if vaccination is refused by a client, they cannot board their animals or travel with them. Clients must be aware there is no substitute for a rabies vaccination. There is a document called the rabies compendium that is a good source of information.

Ms. Walker will work with Dr. Senestraro to create technical assistance document to post on website.

15. Five-year Formal Review of Rules as required by SSB 5679 (2013)

The board will review suggestions for future changes to 246-933 and determine plans for review of 246-934, 246-935, and 246-937.

Loralei Walker explained the review of rules and the status of review already done. Board members will take portions of spreadsheet, look at any notes already there, add their own notes and send info to Ms. Walker. The next rule to review will be WAC 246-935 (veterinary technicians).

16. Issues Related to COVID-19 Outbreak

The board will discuss its work on COVID-19 and determine if there are additional needs.

No new issues to discuss.

17. Delegation of Signature Authority and Decision-Making Forms

The board reviewed and considered approving the Department of Health's Delegation of Signature Authority form and Delegation of Decision-Making form.

Brad Burnham explained the delegation for decisions and delegation of signature authority forms. The board decided to table this discussion to the December meeting to review and approve.

18. 2021 Legislation Proposal to Modernize Boards and Commissions

The board reviewed and discussed a proposal to modify the membership and quorum requirements for the Veterinary Board of Governors. The proposal also modifies four other boards and commissions.

Brad Burnham explained the department is working on draft legislation for next year's legislative session to update membership on some boards and commissions. For the Veterinary Board of Governors, the current draft adds two board members – a veterinarian and a veterinary technician – to the veterinary board bringing the total number of board members to nine. It keeps the term at five years without the option to serve for two consecutive terms. It also allows two members to be from same congressional district.

The board would like board membership to represent diverse animal practice to include a veterinarian with large animal experience. The board discussed having three-year terms instead of five. A three-year term would create a loss of continuity because of the amount of work the board does and the length of time it takes to get rules written and filed. The board agrees a five-year term is best. The draft legislation states the board has a chair and secretary treasurer – the board would like that changed to chair and vice-chair.

19. Strategic Planning

The board reviewed its plan from the March 3, 2020 strategic planning meeting, looked at continuing education statistics, discussed further development of 2020 goals, and discussed next steps for action items.

Dr. Breuninger - Check in to see if we are on track with 2020 strategic planning.

- ❖ CE research – On pause because of Covid-19.
- ❖ Tech apprenticeship – Board should consider if it wants to make specific goals for board regarding a possible apprenticeship program.
- ❖ Telemedicine – continue to keep on hold until end of emergency orders
- ❖ CBD – Nothing new to report on this issue

20. Agenda Development

The board identified agenda items for the December 14, 2020 business meeting.

- Development of new board member mentorship/onboarding guidelines
- Revisit shelter services
- Revisit vet tech apprenticeship - review draft CR-101 and learn what VTNE response to apprenticeship program for Washington state
- Looking at 5-year formal review for veterinary technician chapter
- Delegation of signature authority and decision forms
- Election of chair / vice chair for 2021
- AAVSB staff presentation
- Suicide prevention and HIV training removal rule making

21. Meeting Dates for 2021

The board established quarterly meeting dates for 2021:

- ❖ March 8 / Remote
- ❖ March 9 Strategic Planning / remote
- ❖ June 7 Location TBD
- ❖ September 13 Location TBD
- ❖ December 6 Location TBD

Adjournment of Open Session

Dr. Vang made a motion to adjourn the meeting. Kim Morgan, LVT, seconded the motion. Motion carried.

Meeting adjourned at 3:20 p.m.

Next board meeting is December 14, 2020