

**VIRGINIA BOARD OF VETERINARY MEDICINE
MINUTES
INSPECTION COMMITTEE
DEPARTMENT OF HEALTH PROFESSIONS
BOARD ROOM 3
HENRICO, VA
OCTOBER 22, 2014**

- TIME AND PLACE:** The Inspection Committee (Committee) meeting was called to order at 9:08 a.m. at the Department of Health Professions (DHP), 9960 Mayland Drive, 2nd Floor, Board Room 3, Henrico, Virginia.
- COMMITTEE MEMBERS PRESENT:** Taryn Singleton, LVT- Chair
Kelly Gottschalk, DVM
Marta Ishmael, LVT
Leslie Knachel, Executive Director
Terri Behr, Operations Manager
- OTHERS PRESENT:** Paul Dalby, Department of Health Professions
Brandy Gasparotto, Administrative Assistant
Douglas Dressler, Inspector
Faye Lemon, Director, Enforcement Division
Melissa Stanley
Leith Ellis, Inspector
Susan Seward, Virginia Veterinary Medical Association (VVMA)
- ORDERING OF AGENDA:** No changes were made to the agenda.
- PUBLIC COMMENT:** No public comment was received.
- APPROVAL OF MINUTES:** On properly seconded motion by Dr. Gottschalk, the Committee voted unanimously to approve the minutes of the meeting of August 19, 2014, as presented.
- DISCUSSION ITEMS:**
- REVIEW OF VETERINARY ESTABLISHMENT CATEGORIES**
Ms. Knachel stated the changes from the last meeting were incorporated into the veterinary establishment categories document and the draft is ready to present to the full board for review.
- REVIEW OF VETERINARY ESTABLISHMENT REGULATIONS**
Ms. Knachel reviewed the draft document related to the veterinary establishment

regulations that was prepared based on the review completed during the last meeting. Suggested changes were made.

VETERINARY ESTABLISHMENT INSPECTION PROGRAM

Ms. Knachel stated that due to a cash shortfall, the Board had opted several years ago to increase the routine inspection cycle from three to five years. She reported that the fee increase that became effective on December 4, 2013, resulted in the Board having a positive case balance on June 30, 2014. Ms. Knachel stated that a review of the current balance sheet would support returning to the three year inspection cycle.

Ms. Knachel presented a draft revision of Guidance Document 150-15: Disposition of routine inspection violations and recommended that the Committee consider recommending that the Board return to a three year inspection cycle and adopt the revised guidance document.

On properly seconded motion by Dr. Gottschalk, the Committee voted to recommend to the full Board to return to a three year routine inspection cycle and to adopt the draft Guidance Document 150-15 as presented.

MEETING ADJOURNED:

The meeting adjourned at 9:58 a.m.

Taryn Singleton, LVT – Chair

Leslie L. Knachel, MPH, - Executive Director