



**ARIZONA STATE VETERINARY MEDICAL EXAMINING BOARD**  
9535 E. DOUBLETREE RANCH RD., STE. 100. ✓ SCOTTSDALE, ARIZONA 85258  
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[WWW.VETBOARD.AZ.GOV](http://WWW.VETBOARD.AZ.GOV)

**MINUTES**  
**February 18, 2015**  
**Board Room, at 8:30 a.m.**  
**9535 E. Doubletree Ranch Rd.**  
**Scottsdale, Arizona 85258**

**Members Present:** Dr. Brian Serbin, Mr. James Loughead, Dr. Darren Wright, Ms. Julie Young, Dr. Les Hatfield, Dr. James Christensen, Dr. Christina Bertch-Mumaw, and Ms. Julie Mumford, C.V.T. (left at 2:45p.m.)

**Members Absent:** Ms. Deb Gullett

**Staff and Legal Counsel Present:** Ms. Victoria Whitmore, Executive Director (E.D.); Ms. Sophia Van Langen, Assistant Attorney General (A.A.G.); Mr. Marc Harris, Assistant Attorney General (A.A.G.); Ms. Gina Pickering, Compliance Specialist, and Ms. Tracy Riendeau, C.V.T., Investigations.

**I. CALL TO ORDER**

Dr. Brian Serbin, Chair at 8:30 a.m.

**Roll call:** Ms. Julie Mumford, C.V.T.

**II. INITIAL INVESTIGATIVE REVIEW**

**1. 15-14, In Re: Tracey Scott, D.V.M.**

Dr. Tracy Scott was present with counsel, Ronald Lehman, and made statements. After discussion and consideration, a motion was made by Dr. Serbin and seconded by Dr. Wright to accept the Investigative Committee's recommendation and **dismiss** this issue with no violation. Motion passed unanimously.

**2. 15-20, In Re: Kristen Ramella, D.V.M.**

Dr. Ramella was present and made statements. After discussion and consideration, a motion was made by Dr. Hatfield and seconded by Dr. Bertch-Mumaw to accept the Investigative Committee's recommendation and **dismiss** this issue with no violation. Motion passed unanimously.

**3. 15-21, In Re: Michelle Estheimer, D.V.M.**

Attorney David Stoll was present to monitor. After discussion and consideration, a motion was made by Ms. Young and seconded by Dr. Bertch-Mumaw to accept the Investigative Committee's recommendation and **dismiss** this issue with no violation. Motion passed unanimously.

**4. 15-22, In Re: Carla Smith, D.V.M.**

Attorney David Stoll was present and made statements on Dr. Smith's behalf. After discussion and consideration, a motion was made by Dr. Wright and seconded by Dr. Hatfield to schedule this matter for an Informal Interview. Roll call: Dr. Hatfield, aye; Mr. Loughead, nay; Dr. Bertch-Mumaw, nay; Dr. Serbin, nay; Ms. Mumford, nay; Dr. Wright, aye; Ms. Young, nay; and Dr. Christensen, nay. **Motion failed.**

After further discussion and consideration, a motion was made by Dr. Serbin and seconded by Ms. Mumford: (1) to find administrative violation **A.R.S. § 32-2233 (B) (3)** for minor records violations that are routine entries into the medical record and do not affect the diagnosis or care of the animal, specifically, violations of **A.A.C. R3-11-502 (H) (2), (3), (4) and (L) (6)**; and (2) to offer Dr. Smith a Consent Agreement. The Board adopted the Investigative Committee's Findings of Fact as their Findings of Fact. The Consent Agreement is to include a \$500 civil penalty to be paid within 60 days from the effective date of the Consent Agreement.

Roll call: Dr. Hatfield, aye; Mr. Loughead, aye; Dr. Bertch-Mumaw, aye; Dr. Serbin, aye; Ms. Mumford, aye; Dr. Wright, aye; Ms. Young, aye; and Dr. Christensen, aye. Motion passed unanimously.

**5. 15-23, In Re: Arden Andersen, D.V.M.**

After discussion and consideration, a motion was made by Mr. Loughead and seconded by Dr. Hatfield to accept the Investigative Committee's recommendation and **dismiss** this issue with no violation. Motion passed unanimously.

**6. 15-24, In Re: Allen Christo, D.V.M.**

Attorney David Stoll was present to monitor. After discussion and consideration, a motion was made by Dr. Hatfield and seconded by Mr. Loughead to accept the Investigative Committee's recommendation and **dismiss** this issue with no violation. Motion passed unanimously.

**7. 15-25, In Re: Eric Roberts, D.V.M.**

After discussion and consideration, a motion was made by Dr. Serbin and seconded by Dr. Bertch-Mumaw to schedule this matter for an **Informal Interview**. Motion passed unanimously.

**8. 15-26, In Re: Pet & Animal Lovers Service – Crematory, Katherine Heuerman**

Mr. Difiore was present and made statements.

- At 8:47a.m., a motion was made by Dr. Hatfield and seconded by Dr. Serbin to go into executive session for legal advice. Motion passed unanimously.
- At 8:51a.m., the Board entered back into open session.

After discussion and consideration, a motion was made by Dr. Hatfield and seconded by Mr. Loughead to accept the Investigative Committee's recommendation and **dismiss** this issue with no violation. Motion passed unanimously.

**9. 15-34, In Re: John Clark, D.V.M.**

Dr. Serbin was recused. After discussion and consideration, a motion was made by Dr. Christensen and seconded by Dr. Bertch-Mumaw to find Dr. Clark in violation of **A.R.S 32-2232 (12)** as it relates to **R3-11-501 (1)** and offer Dr. Clark a Consent Agreement adopting the Findings of Fact outlined in the Investigative Division Report as their Findings of Fact. The Consent Agreement is to include a period of Probation for one (1) year for Dr. Clark to obtain **four (4) hours** of continuing education in **ethics** and pay a **\$500 civil penalty**.

Roll call: Dr. Hatfield, aye; Mr. Loughead, aye; Dr. Bertch-Mumaw, aye; Dr. Serbin, recused; Ms. Mumford, aye; Dr. Wright, aye; Ms. Young, aye; and Dr. Christensen, aye. Motion passed 7 ayes, 1 recusal.

### **III. INFORMAL INTERVIEWS AND BOARD DELIBERATION**

**1. 15-11: In Re: Chih-Yun Fan, D.V.M.**

Dr. Fan was present with counsel, Dave Stoll, made statements and answered questions. Ms. Lynda Scopes was present, made statements and answered questions. After discussion and consideration, a motion was made by Ms. Mumford and seconded by Dr. Bertch-Mumaw to **dismiss** this issue with no violation. Motion passed unanimously.

**2. 14-80: In Re: Frank Coburn, D.V.M.**

Dr. Coburn was present telephonically, made statements and answered questions. After discussion and consideration, a motion was made by Dr. Serbin and seconded by Ms. Mumford to find Dr. Coburn in violation of:

- **A.R.S. § 32-2232 (21)** as it relates to **A.A.C. R3-11-502 (H) (2)** for failure to record the animal's temperature, heart rate and respiration rate in the medical record within six hours before anesthesia was administered or surgery was performed;
- **A.R.S. § 32-2232 (22)** for medical incompetence in the practice of veterinary medicine due to lack of adequate pain treatment and appropriate post-surgical pain management in the rabbit; and
- **A.R.S. § 32-2232 (12)** as it relates to **A.A.C. R3-11-501 (3)** for failure to refer the rabbit to a 24-hour facility on April 27, 2014 when informed she was doing poorly.

Roll call: Dr. Hatfield, aye; Mr. Loughead, aye; Dr. Bertch-Mumaw, aye; Dr. Serbin, aye; Ms. Mumford, aye; Dr. Wright, aye; Ms. Young, aye; and Dr. Christensen, aye. Motion passed unanimously.

**3. 15-33: In Re: Emily Clinton, D.V.M.**

Dr. Clinton was not present but provided the Board written consent to proceed with the Informal Interview without her present. After discussion and consideration, a motion was made by Dr. Bertch-Mumaw and seconded by Dr. Hatfield to find Dr. Clinton in violation of:

- **A.R.S. § 32-2232 (22) Medical incompetence** in the practice of veterinary medicine for lacking sufficient knowledge in how to treat an unregulated diabetic case and failing to recognize the importance of follow up rechecks and urinary tract infections;

- **A.R.S. § 32-2232 (12)** as it relates to **A.A.C. R3-11-501 (1)** for failing to professionally communicate to the pet owner with respect to recommendations regarding management of unregulated diabetic pet; and
- **A.R.S. § 32-2233 (B) (3)** minor records violations that are routine entries into a medical record and that do not affect the diagnosis or care of the animal - failure to document units of measurement of weight and initial medical record entries.

Roll call: Dr. Hatfield, aye; Mr. Loughead, aye; Dr. Bertch-Mumaw, aye; Dr. Serbin, aye; Ms. Mumford, aye; Dr. Wright, aye; Ms. Young, aye; and Dr. Christensen, aye. Motion passed unanimously.

**4.15-11: In Re: Refaat Ishak, D.V.M. Continuance of Informal Interview of December 17, 2014 for the purpose of receiving additional information and reviewing and possible action to approve proposed Findings of Fact, Conclusions of Law and adopting an Order.**

Attorney David Stoll was present to monitor. Ms. Marika Owens was present and made statements. After discussion and consideration, a motion was made by Dr. Wright and seconded by Ms. Young to approve the Findings of Fact and Conclusions of Law as drafted. Motion passed unanimously.

After further discussion and consideration, a motion was made by Dr. Wright and seconded by Dr. Serbin to issue Dr. Ishak an Order to include a period of Probation for one (1) year to obtain 10 hours of continuing education, in addition to the statutory requirements for license renewal. The **10 hours** are to include:

- **Six (6)** hours in abdominal surgery; and
- **Four (4)** hours in post-op complications.

In addition to the continuing education, Dr. Ishak shall pay a **\$250 civil penalty**.

Roll call: Dr. Hatfield, aye; Mr. Loughead, aye; Dr. Bertch-Mumaw, aye; Dr. Serbin, aye; Ms. Mumford, aye; Dr. Wright, aye; Ms. Young, aye; and Dr. Christensen, aye. Motion passed unanimously.

**5. 15-06: In Re: Kathleen Slocum, D.V.M. Continuance of Informal Interview of December 17, 2014 for the purpose of receiving additional information and reviewing and possible action to approve proposed Findings of Fact, Conclusions of Law and adopting an Order.**

Dr. Hatfield was recused. After discussion and consideration, a motion was made by Dr. Bertch-Mumaw and seconded by Mr. Loughead to approve the Findings of Fact and Conclusions of Law as drafted. Motion passed unanimously.

After further discussion and consideration, a motion was made by Dr. Bertch-Mumaw and seconded by Mr. Loughead to issue Dr. Slocum an Order to include a period of Probation for two (2) years to obtain 12 hours of continuing education, in addition to the statutory requirements for license renewal. The **12 hours** are to include:

- **Eight (8)** hours in medical record keeping; and
- **Four (4)** hours in abdominal surgery.

In addition to the continuing education, Dr. Slocum shall pay a **\$400 civil penalty**.

Roll call: Dr. Hatfield, aye; Mr. Loughead, aye; Dr. Bertch-Mumaw, aye; Dr. Serbin, aye; Ms. Mumford, aye; Dr. Wright, aye; Ms. Young, aye; and Dr. Christensen, aye. Motion passed unanimously.

**6. 14-90: In Re: Michael Ferrera, D.V.M. Continuance of Informal Interview of December 17, 2014 for the purpose of receiving additional information and reviewing and possible action to approve proposed Findings of Fact, Conclusions of Law and adopting an Order.**

After discussion and consideration, a motion was made by Dr. Hatfield and seconded by Dr. Serbin to approve the Findings of Fact and Conclusions of Law as drafted. Motion passed unanimously.

After discussion and consideration, a motion was made by Dr. Hatfield and seconded by Mr. Loughhead to issue Dr. Ferrera an Order to include a period of Probation of two (2) years to obtain 10 hours of continuing education, in addition to the statutory requirements for license renewal. The **10 hours** are to include:

- **Six (6)** hours in diabetes and evaluating urine samples;
- **Four (4)** hours in communications.

In addition to the continuing education, Dr. Ferrera shall pay a **\$200 civil penalty**.

Roll call: Dr. Hatfield, aye; Mr. Loughhead, aye; Dr. Bertch-Mumaw, aye; Dr. Serbin, aye; Ms. Mumford, aye; Dr. Wright, aye; Ms. Young, aye; and Dr. Christensen, aye. Motion passed unanimously.

**7. 15-12: In Re: Michelle Morrison, D.V.M. Continuance of Informal Interview of December 17, 2014 for the purpose of receiving additional information and reviewing and possible action to approve proposed Findings of Fact, Conclusions of Law and adopting an Order.**

After discussion and consideration, a motion was made by Dr. Serbin and seconded by Ms. Mumford to approve the Findings of Fact and Conclusions of Law as drafted. Motion passed unanimously.

After discussion and consideration, a motion was made by Dr. Serbin and seconded by Dr. Hatfield to issue Dr. Morrison an Order to include a period of Probation of one (1) year to obtain **eight (8) hours** of continuing education in **ethics**, in addition to the statutory requirements for license renewal. In addition to the continuing education, Dr. Morrison shall pay a **\$100 civil penalty**. Motion passed unanimously.

**8. 15-13: In Re: Kimberlei Hurst, D.V.M. – Continuance of Informal Interview pended from November 19, 2014.**

Mr. Loughhead was recused. Dr. Hurst was present telephonically and made statements.

- At 1:22p.m. a motion was made by Dr. Hatfield and seconded by Dr. Serbin to go into executive session for legal advice. Motion passed unanimously.
- At 1:29p.m. the Board entered back into open session.

After discussion and consideration, a motion was made by Dr. Serbin and seconded by Ms. Mumford to continue the Informal Interview to a future Board meeting in order to further investigate new information received by the Board in Dr. Hurst's evaluation report. Dr. Hurst will be re-noticed with the following potential violations:

- **A.R.S. § 32-2232 (7)** Chronic inebriety or unlawful use of narcotics, dangerous drugs or controlled substances;
- **A.R.S. § 32-2232 (11)** Gross incompetence in the practice of veterinary medicine;

- **A.R.S. § 32-2232 (22)** Medical incompetence in the practice of veterinary medicine; and
- **A.R.S. § 32-2232 (12)** for violation of the ethics of the profession as defined by R3-11-501 (1) for failure to provide courteous verbal or written interchange.

Roll call: Dr. Hatfield, aye; Mr. Loughhead, recused; Dr. Bertch-Mumaw, aye; Dr. Serbin, aye; Ms. Mumford, aye; Dr. Wright, aye; Ms. Young, aye; and Dr. Christensen, aye. Motion passed 7 ayes, 1 recusal.

The Board will also address the premise violations found, for which Dr. Hurst has already been given notice, at the future Informal Interview continuance.

#### **IV. ADMINISTRATIVE REVIEW OF PREVIOUS ACTIONS**

**1.09-14: In Re: Steven Hall, D.V.M. Board appearance in compliance with Board Order. Board may review, discuss, and take action on completion of terms of Order.**

Dr. Hall was present, made statements and answered questions in compliance with his Board Order. After discussion and consideration, a motion was made by Dr. Serbin and seconded by Dr. Bertch-Mumaw to return Dr. Hall's veterinary license to Active status. Motion passed unanimously.

**2.13-33: In Re: Greg Heitman, D.V.M. Board appearance in compliance with Consent Agreement.**

Dr. Heitman was present, made statements and answered questions in compliance with his Board Order. After discussion and consideration, a motion was made to return Dr. Heitman's veterinary license to Active status. Roll call: Dr. Hatfield, aye; Mr. Loughhead, nay; Dr. Bertch-Mumaw, nay; Dr. Serbin, nay; Ms. Mumford, nay; Dr. Wright, nay; Ms. Young, nay; and Dr. Christensen, aye. **Motion failed, 2 ayes, 6 nays.**

Dr. Heitman's license will remain on Probationary status as outlined in his Consent Agreement.

**3.14-27: In Re: Monica Bunge, D.V.M. Board appearance in compliance with Consent Agreement. Board may review, discuss, and take action on amending the Consent Agreement.**

Dr. Bunge appeared telephonically, made statements and answered questions in compliance with her Board Order.

- At 12:42p.m., a motion was made by Dr. Serbin and seconded by Ms. Young to go into executive session to obtain confidential information with respect to Dr. Bunge's personal medical care and treatment. Motion passed unanimously.

- At 12:45p.m., the Board entered back into open session.

After discussion and consideration, a motion was made by Dr. Serbin and seconded by Mr. Loughhead to modify the terms of Dr. Bunge's Consent Agreement to allow her to work a maximum of 32 hours per week and allow her to work under indirect supervision at vaccine clinics only; she would still be required to work under direct supervision in a general practice environment. The other terms of Dr. Bunge's Consent Agreement remain the same.

Roll call: Dr. Serbin, aye; Mr. Loughead, aye; Dr. Wright, nay; Ms. Young, nay; Dr. Hatfield, aye; Ms. Mumford, aye; and Dr. Christensen, nay; Dr. Bertch-Mumaw, aye. Motion passed, 6 ayes, 3 nays.

**4.14-75: In Re: Gary Yocham, D.V.M. Board may review, discuss and take action on request for time extension to complete continuing education plan as required by Board Order.**

After discussion and consideration, a motion was made by Dr. Serbin and seconded by Dr. Bertch-Mumaw to approve Dr. Yocham's request for time extension for an additional six (6) months to complete his continuing education plans required by his Board Order. Motion passed unanimously.

**5.14-76: In Re: Mario Tascon, D.V.M. Board may review, discuss and take action on partial continuing education plan submitted and request for time extension to complete plan as required by Board Order.**

After discussion and consideration, a motion was made by Serbin and seconded by Dr. Christensen to approve Dr. Tascon's request for time extension for an additional month to complete his continuing education plan as required by his Board Order and to approve the plan for two (2) hours of pain management courses. Motion passed unanimously.

**6.14-71: In Re: Priscilla Muhoho, D.V.M. Board may review, discuss and take action on revised continuing education plan required by Board Order.**

After discussion and consideration, a motion was made by Dr. Hatfield and seconded by Dr. Serbin to approve Dr. Muhoho's continuing education plan; two (2) hours in critical care fluid therapy and two (2) hours in pain management. Motion passed unanimously.

**V. REPORTS, CORRESPONDENCE, REFERRALS AND OTHER BUSINESS**

**1. Board may review, discuss and take action on veterinary license application from:**

**a. Armando Nieto**

Dr. Nieto was present telephonically; made statements and answered questions. After discussion and consideration, a motion was made by Dr. Serbin and seconded by Dr. Bertch-Mumaw to approve Dr. Neito's veterinary license application. Motion passed unanimously.

**b. Leo D. Sysel**

After discussion and consideration, a motion was made by Dr. Serbin and seconded by Ms. Mumford to approve Dr. Sysel's veterinary license application. Motion passed unanimously.

**2. Board may review, discuss and take action on C-15-03, Matt Baker, unlicensed practitioner (Tender Loving Care Veterinary Services).**

Mr. Baker was present, made statements and answered questions.

- At 10:21a.m., a motion was made by Dr. Serbin and seconded by Dr. Hatfield to go into executive session for legal advice. Motion passed unanimously.
  
- At 10:27a.m., the Board entered back into open session.

After discussion and consideration, a motion was made by Dr. Serbin and seconded by Dr. Hatfield to find Mr. Baker, the owner of Tender Loving Care Veterinary Services, in violation of **A.R.S. § 32-2272 (A) and (B)** with the civil penalty prescribed by **A.R.S. § 32-2272 (H)** for operating 16 premises, as referenced in the Investigative Memo, that were providing veterinary medical services to the public on a regular basis without a premise license. The **civil penalty** shall be **\$100.00** per violation (16 premises) for a total of **\$1,600.00**, to be paid within 60 days of the effective date of notification.

Roll call: Dr. Hatfield, aye; Mr. Loughead, aye; Dr. Bertch-Mumaw, aye; Dr. Serbin, aye; Ms. Mumford, aye; Dr. Wright, aye; Ms. Young, aye; and Dr. Christensen, aye. Motion passed unanimously.

**3. Board may review, discuss and take action on Certified Veterinary Technician application.**

**a. Maira J. Villa**

After discussion and consideration, a motion was made by Dr. Christensen and seconded by Dr. Bertch-Mumaw to allow Ms. Villa to sit for the technician exam pursuant to A.R.S. § 32-2242 (B). Motion passed unanimously.

**b. Naomi J. Wheeler**

After discussion and consideration, a motion was made by Dr. Christensen and seconded by Dr. Bertch-Mumaw to allow Ms. Wheeler to sit for the technician exam pursuant to A.R.S. § 32-2242 (B). Motion passed unanimously.

**4. Board may review, discuss and take action on request to approve continuing education credit for Animal Natural Health Center's Annual Meeting.**

After discussion and consideration, a motion was made by Dr. Serbin and seconded by Dr. Bertch-Mumaw to approve sixteen (16) hours of continuing education credit for Animal Natural Health Center's Annual Meeting. Two courses were not approved: Dorothy Shephard-Female Homeopathic Pioneer (1 hour) and Healthy, Humane and Sustainable: Feeding Animals and Ourselves in the 21<sup>st</sup> Century (3 hours). Motion passed unanimously.

**5. Board may review, discuss and take action on request to approve continuing education credit for four programs presented by Angela Randels, C.V.T. at 1st Pet Veterinary Centers.**

After discussion and consideration, a motion was made by Dr. Bertch-Mumaw and seconded by Dr. Serbin to approve five (5) hours of continuing education credit for courses presented by Angela Randels, C.V.T. at 1<sup>st</sup> Pet Veterinary Centers. Motion passed unanimously.

**6. Board may review, discuss and take action on request to approve continuing education credit for four courses offered by Yavapai College.**

After discussion and consideration, a motion was made by Dr. Bertch-Mumaw and seconded by Mr. Loughead to approve eleven (11) hours of continuing education credit for courses offered by Yavapai College. Motion passed unanimously.

**7. Board may review, discuss and take action on correspondence from Jill Breitner regarding Case 14-70, Re: Tomas Teskey.**

No action taken.

**8. Board may review, discuss, and take action on opening administrative rules package and hiring rules consultant.**

After discussion and consideration, a motion was made by Dr. Serbin and seconded by Dr. Bertch-Mumaw to authorize hiring a rules consultant and request the Governor's office to allow the agency to open an administrative rules package. Motion passed unanimously.

**9. Board may review, discuss and take action on proposed legislation that relates to the Board.**

Ms. Whitmore advised the Board that the three lobbyists (Chiropractic Association, Veterinary Board and Veterinary Association) involved in the proposed legislation by the Chiropractic Association will be meeting to discuss possible changes to the language after hearing comments at the stakeholders' meeting.

Dr. Serbin and Dr. Wright advised the Board members what was discussed at the stakeholders' meeting with respect to the proposed language changes.

**10. Board may review, discuss and take action on Celeste Kelly v. Victoria Whitmore, et. al., Maricopa County Superior Court Case No. CV2014-091906.**

Ms. Michelle Burton, Assistant Attorney General, was present, made statements and answered questions with respect to the lawsuit. No action taken.

**11. Board may review, discuss and take action on annual Equal Employment Opportunity report.**

After discussion and consideration, a motion was made by Ms. Young and seconded by Dr. Bertch-Mumaw to adopt the annual Equal Employment Opportunity report. Motion passed 7 ayes, 1 absent (Ms. Mumford).

**12. Board may review, discuss and take action on request from CVC for approval of 2015 CVC conference in Washington, D.C.**

After discussion and consideration, a motion was made by Dr. Serbin and seconded by Dr. Bertch-Mumaw to approve the 2015 CVC conference in Washington, D.C. Motion passed 7 ayes, 1 absent (Ms. Mumford).

**13. Board may review, discuss and take action on Board training program.**

Ms. Whitmore reminded the Board that the deadline to complete twelve (12) hours of required Board training is January 1, 2016. She discussed the proposal to offer Board members the CLEAR Board Member online training as the core course, with other options of their choice to complete the required hours. The proposed plan will be presented at a future meeting.

**14. Board may review, discuss and take action on Letter of Agreement for direct approval of North American Veterinary Licensing Exam (NAVLE) candidates and opportunity to view the NAVLE.**

After discussion and consideration, a motion was made by Dr. Serbin and seconded by Dr. Bertch-Mumaw to enter into the agreement with NAVLE. Motion passed 7 ayes, 1 absent (Ms. Mumford).

**15. Board may review, discuss and take action on public records retention schedule for unlicensed practitioner case files.**

After discussion and consideration, a motion was made by Dr. Serbin and seconded by Dr. Bertch-Mumaw to change the retention schedule for control cases (c-cases) to 15 years. Motion passed unanimously.

**16. Board may review and discuss protocol concerning board member preparatory materials.**

Ms. Van Langen discussed with the Board proper protocol concerning preparatory materials and preserving the integrity of the materials. Confidential materials should not be downloaded onto computers where others have access; password protection on laptops and other devices should be in place and information should be deleted after review.

**17. Executive Director Report**

**a. Performance measures/Financial status**

Ms. Whitmore reviewed the monthly performance measures and discussed the budget status. The agency is on track with both income and expenditure projections for FY15. Renewal process is almost wrapped up. All types of licenses showed improved rate of renewal over past years.

**b. Vaccine clinic applications**

Ms. Whitmore discussed the strain on agency resources to conduct vaccine clinic inspections that occur once or twice per month, typically only during a 2-3 hour time frame, on weekends, in towns across the state. In 2014 there were approximately 74 of these types of inspections and, to date in 2015, there are 54 so far to be scheduled. Because of the clinic scheduling and locations, the inspection costs alone far outweigh the cost of the premise license.

**VI. REVIEW AND APPROVAL OF MINUTES**

**December 10, 2014 Special Telephonic Meeting Regular Session**

Approval pended until quorum from that meeting is available.

**December 17, 2014 Draft Regular Session**

After discussion and consideration, a motion was made by Dr. Serbin and seconded by Dr. Hatfield to approve the December 17, 2014 regular session minutes as drafted. Motion passed 5 ayes, 3 abstentions (Ms. Young, Ms. Mumford and Dr. Christensen), and 1 absent (Ms. Gullett).

**December 17, 2014 Draft Executive Session**

After discussion and consideration, a motion was made by Dr. Serbin and seconded by Ms. Mumford to approve the December 17, 2014 executive session minutes as drafted. Motion passed unanimously.

**January 21, 2015 Draft Regular Session**

After discussion and consideration, a motion was made by Dr. Serbin and seconded by Dr. Hatfield to approve the January 21, 2015 regular session minutes as drafted. Motion passed 6 ayes, 2 abstentions (Dr. Bertch-Mumaw and Dr. Wright).

## **February 4, 2015 Special Telephonic Meeting Draft Regular Session**

After discussion and consideration, a motion was made by Dr. Serbin and seconded by Dr. Hatfield to approve the February 4, 2015 regular session minutes as drafted. Motion passed 6 ayes, 2 abstentions (Ms. Mumford, Ms. Young).

### **VII. CONSENT AGENDA**

#### **A. Approval to take State Veterinary Exam**

1. Spangler, Conrad M. (E)
2. Wachtel, Hanna (R)
3. Hibbs, Carla (E)
4. Hughes, Kristen (R)
5. Khan, Bashir (R)
6. Koza, Kalynn (R)
7. Polosetski, Adam (R)

**Approval to take the State Veterinary Exam granted.**

#### **B. Approval of Premise Licenses**

1. R2370: Low Cost Spay/Neuter Clinic. New Owner. Taylor Ciccone, DVM.
2. R2372: Veterinary Specialists of Northern Arizona, LLC. New Premise. Christopher Paige, DVM.
3. R2373: Integrative Vet Med Center. New Premise. Thomas Pfafman, DVM.
4. R2374: Desert Forest Animal Hospital, LLC. New Owner, New Responsible Veterinarian. Tracy Marvelle, DVM.
5. R2375: Arizona Exotic Animal Hospital (NW Valley). New Premise. Jay Johnson, DVM.
6. R2376: Peoria Animal Hospital. New Owner, New Responsible Veterinarian. Thomas Satkus, DVM.
7. R2377: Tender Loving Care Veterinary Services, LLC at Pet Club Power Ranch. New Premise. Leslie Wootton, DVM.
8. R2378: Tender Loving Care Veterinary Services, LLC at Pet Club Chandler. New Premise. Leslie Wootton, DVM.
9. R2379: Tender Loving Care Veterinary Services, LLC at Pet Club Las Sendas. New Premise. Leslie Wootton, DVM.
10. R2380: Tender Loving Care Veterinary Services, LLC at Superstition Feed & Pet. New Premise. Leslie Wootton, DVM.
11. R2381: Tender Loving Care Veterinary Services, LLC at Pet Club San Tan Valley. New Premise. Leslie Wootton, DVM.
12. R2382: Tender Loving Care Veterinary Services, LLC at Pet Club Paradise Valley. New Premise. Leslie Wootton, DVM.
13. R2383: Tender Loving Care Veterinary Services, LLC at Pet Club Queen Creek. New Premise. Leslie Wootton, DVM.
14. R2384: Tender Loving Care Veterinary Services, LLC at Pet Club North Gilbert. New Premise. Leslie Wootton, DVM.
15. R2385: Tender Loving Care Veterinary Services, LLC at Pet Club Arrowhead. New Premise. Leslie Wootton, DVM.
16. R2386: Tender Loving Care Veterinary Services, LLC at Pet Club Mesa. New Premise. Leslie Wootton, DVM.

17. R2387: Tender Loving Care Veterinary Services, LLC at Pet Club Surprise. New Premise. Leslie Wootton, DVM.
  18. R2388: Tender Loving Care Veterinary Services, LLC Animal Control Care and Welfare Facility. New Premise. Leslie Wootton, DVM.
  19. R2389: Tender Loving Care Veterinary Services, LLC Ramsey Canyon Feed and Pet. New Premise. Leslie Wootton, DVM.
  20. R2390: Tender Loving Care Veterinary Services, LLC at Pet Club Dobson. New Premise. Leslie Wootton, DVM.
  21. R2391: Tender Loving Care Veterinary Services, LLC at Pet Club Cooper. New Premise. Leslie Wootton, DVM.
  22. R2392: Tender Loving Care Veterinary Services, LLC at Pet Club Superstition Springs. New Premise. Leslie Wootton, DVM.
  23. R2393: Tender Loving Care Veterinary Services, LLC at Pet Club Maricopa. New Premise. Leslie Wootton, DVM.
  24. R2394: Tender Loving Care Veterinary Services, LLC at Pet Club Casa Grande. New Premise. Leslie Wootton, DVM.
  25. R2395: Tender Loving Care Veterinary Services, LLC at Pet Club Laveen. New Premise. Leslie Wootton, DVM.
  26. R2396: Tender Loving Care Veterinary Services, LLC at Pet Club Cave Creek. New Premise. Leslie Wootton, DVM.
  27. R2397: Tender Loving Care Veterinary Services, LLC at Pet Club Avondale. New Premise. Leslie Wootton, DVM.
  28. R2398: New Hope Canine Physical Rehabilitation. New Premise. Dawn Hunsberger, DVM.
  29. R2399: VCA Animal Health Hospital. New Owner. J. K. Metzger, DVM.
  30. R2400: Voliva Equine LLC. New Premise. Amy Voliva, DVM.
  31. R2401: Ambulatory Equine Veterinary Services, LLC. New Premise. Susan Roach, DVM.
  32. R2404: Banfield Pet Hospital #1082. New Responsible Veterinarian. Catriona Forrest, DVM.
  33. R2407: Tender Loving Care Veterinary Services, LLC at The Pudgy Pup. New Address. Leslie Wootton, DVM.
  34. R2408: Sun Devil Animal Hospital & Pet Resort of Tempe, Arizona. New Owner. Raymond Gniadek, DVM.
  35. R2412: Pegasus Equine Veterinary Service, PC. New Address. Michael Hutchison, DVM.
- B (5), (13), (17), (18), (27), (28), and (31) Removed from Consent Agenda.**  
**Approval of Premise Licenses granted.**

#### **C. Random Premise Inspections**

1. P0521: Tri-City East Veterinary Hospital. Gregory Cromer, DVM.
2. R0901: Palm Valley Animal Clinic. Robert Hatch, DVM.
3. R1263: Life Care Animal Hospital. Jamie Schmidt, DVM.

**Approval of Random Premise Inspections granted.**

#### **D. Approval of Premise Name Change Request**

1. R1743: Animal Rescue Center to Arizona Center for Homeless Animals. Stephen Gilson, DVM.
2. R2396: Tender Loving Care Veterinary Services, LLC at Pet Club Cave Creek to Tender Loving Care Veterinary Services, LLC at Pet Club North Phoenix. Leslie Wootton, DVM.

**Approval of Premise Name Change Requests granted.**

**E. Approval of Reinstatement of Certification**

1. Windsor, Doreen

**Approval of Reinstatement of Certification granted.**

**F. Approval to take Certified Veterinary Technician Examinations**

1. Denaro, Jessica
2. Diaz deLeon, Angela
3. Foote, Caroline
4. Gates, Zachary
5. Kannes, Nicole
6. LeClaire, Erin
7. Leon, Brooke
8. Mc Kenzie, Kirstyana
9. Montano, Jennifer
10. Moreno, Isabel
11. Oliver, Summer
12. Padillo, Lorena
13. Simons, Ellen
14. Stepp, Ryann
15. Straub, Jamie
16. Tenny Jenavieve
17. Violette, Brian
18. Bradley, Kelly
19. Pinsonneault, Samantha

**Approval to take Certified Veterinary Technician Examinations granted.**

**G. Approval of Veterinary License**

1. Hoge, Michael (E)
2. Martinelli, Alise (E)
3. Mundschenk, Kari (E)
4. Mundschenk, Peter (E)

**Approval of Veterinary License granted.**

After discussion and consideration, a motion was made by Dr. Bertch-Mumaw and seconded by Dr. Serbin to approve the Consent Agenda as amended. Motion passed 7 ayes, 1 absent (Ms. Mumford).

**Items Removed From Consent Agenda**

**B (5) R2375: Arizona Exotic Animal Hospital (NW Valley). New Premise. Jay Johnson, DVM.**

**B (13) R2383: Tender Loving Care Veterinary Services, LLC at Pet Club Queen Creek. New Premise. Leslie Woolton, DVM.**

**B (17) R2387: Tender Loving Care Veterinary Services, LLC at Pet Club Surprise. New Premise. Leslie Woolton, DVM.**

**B (18) R2388: Tender Loving Care Veterinary Services, LLC Animal Control Care and Welfare Facility. New Premise. Leslie Woolton, DVM.**

**B (27) R2397: Tender Loving Care Veterinary Services, LLC at Pet Club Avondale. New Premise. Leslie Woolton, DVM.**

**B (28) R2398: New Hope Canine Physical Rehabilitation. New Premise. Dawn Hunsberger, DVM**

**B (31) R2401: Ambulatory Equine Veterinary Services, LLC. New Premise. Susan Roach, DVM.**

After discussion and consideration, a motion was made by Dr. Bertch-Mumaw and seconded by Dr. Serbin to approve the above premise licenses pending inspection and compliance. Motion passed 7 ayes, 1 absent (Ms. Mumford).

**VIII. SUMMARY OF CURRENT EVENTS**

No current events discussed.

**IX. CALL TO PUBLIC**

No member of the public wished to speak.

**X. ESTABLISHMENT OF FUTURE MEETING DATE**

The next regular meeting will be held on March 18, 2015, beginning at 8:30 a.m. at 9535 E. Doubletree Ranch Road, Scottsdale, Arizona, 85258, in the Board Room.

**XI. ADJOURNMENT**

The meeting adjourned at 3:08p.m.

Respectfully submitted,

  
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Victoria Whitmore, Executive Director