

**VETERINARY EXAMINING BOARD  
MINUTES  
FEBRUARY 16, 2011**

- PRESENT:** Marthina Greer, DVM; JoAnn Kleman, CVT; Donald Peterson, DVM; William Rice, DVM; Robert R. Spencer, DVM
- EXCUSED:** Theresa Waage, Joan Wywialowski
- STAFF PRESENT:** Kelli Ka'alele, Bureau Director; Michele Miller Hayes, Legal Counsel; Kimberly Wood, Bureau Assistant; and other DRL Staff
- GUESTS:** Kelly McDowell and Kim Brown Pokorny, Wisconsin Veterinary Medical Association (WVMA); Yvonne Bellay, Department of Agriculture, Trade and Consumer Protection (DATCP)

**CALL TO ORDER**

Robert Spencer, Chair, called the meeting to order at 9:33 a.m. A quorum of five (5) members was present.

**APPROVAL OF AGENDA**

**Amendments to the Agenda:**

- MOTION:** Marthina Greer moved, seconded by Donald Peterson, to approve the agenda of February 16, 2011 as published. Motion carried unanimously.

**SECRETARY MATTERS**

Department of Regulation and Licensing Secretary Dave Ross appeared before the Board with Executive Assistant, John Murray to provide introductions.

**APPROVAL OF MINUTES OF OCTOBER 20, 2010**

- MOTION:** Marthina Greer moved, seconded by Donald Peterson, to approve the minutes of October 20, 2010 as published. Motion carried unanimously.

## ADMINISTRATIVE REPORT

### **Introduction of New Department Leadership**

Kelli Ka'alele introduced herself to the Board as it's newly appointed Bureau Director.

### **Board Member Emergency Contact Form**

Kelli Ka'alele informed the Board that the Division of Board Services is updating its emergency contact information for Board members. She requested that the members of the Board complete and return it to Kimberly Wood, Bureau Assistant.

### **Annual Policy Review**

The Board received a brief presentation from Kelli Ka'alele, Bureau Director, outlining policies of the Department.

### **Board Member Appointments**

The Board reviewed a listing of appointments made by various boards, under the purview of the Department, in the previous calendar year and reviewed a list of its 2010 list of appointments.

Kelli Ka'alele indicated that the Board would need to appoint a new member to its Rules Review Committee as Dr. Wesley Elford's unconfirmed reappointment has been withdrawn by the Governor's Appointment Office. She added that Dr. Elford has reapplied for his position, but stated that she does not have any additional information on the status of Dr. Elford's reappointment to the Board.

Dr. Robert Spencer made the following appointments for 2011:

Rules Review Committee: William Rice (Chair); JoAnn Kleman; Donald Peterson; Joan Wywialowski

Credentialing Liaison(s): JoAnn Kleman, William Rice

Division of Enforcement (DOE) Monitoring Liaison: Robert Spencer

Digest/Communication Advisor: JoAnn Kleman

Examination Liaison(s): JoAnn Kleman, Donald Peterson

Legislative Liaison: Robert Spencer

Professional Assistance Procedure (PAP) Liaison: Marthina Greer

Screening Panel: Marthina Greer, JoAnn Kleman, Donald Peterson, Theresa Waage

**PRESENTATION OF STIPULATIONS, FINAL DECISIONS AND ORDERS**

**JODI S. BOHL, DVM  
(09 VET 016)**

DOE Attorney Chad Kopljen presented the Proposed Stipulation, Final Decision and Order in the disciplinary action against Jodi Bohl, DVM (09 VET 016). The Board will deliberate this matter during closed session.

**ABBEY E. BUTLER, DVM  
(07 VET 002)**

DOE Attorney Jim Polewski presented the Proposed Stipulation, Final Decision and Order in the disciplinary action against Abbey E. Butler, DVM (07 VET 002). The Board will deliberate this matter during closed session.

**MATTHEW R. EAGEN, DVM  
(07 VET 060)**

DOE Attorney Pam Stach presented the Proposed Stipulation, Final Decision and Order in the disciplinary action against Matthew R. Eagen, DVM (07 VET 060). The Board will deliberate this matter during closed session.

**IRVIN G. GANZHUBNER, DVM  
(08 VET 028)**

DOE Attorney Jim Polewski presented the Proposed Stipulation, Final Decision and Order in the disciplinary action against Irvin G. Ganzhubner, DVM (08 VET 028). The Board will deliberate this matter during closed session.

**GRETCHEN GERBER, DVM  
(08 VET 022)**

DOE Attorney Jim Polewski presented the Proposed Stipulation, Final Decision and Order in the disciplinary action against Gretchen Gerber, DVM (08 VET 022). The Board will deliberate this matter during closed session.

**BRIAN M. GRANDAW, DVM  
(09 VET 047)**

DOE Attorney Jim Polewski presented the Proposed Stipulation, Final Decision and Order in the disciplinary action against Brian M. Grandaw, DVM (09 VET 047). The Board will deliberate this matter during closed session.

**ALICIA GUARINO HREBIK, DVM  
(07 VET 040)**

DOE Attorney Jim Polewski presented the Proposed Stipulation, Final Decision and Order in the disciplinary action against Alicia Guarion Hrebik, DVM (07 VET 040). The Board will deliberate this matter during closed session.

**JACQUELINE S. HAEFT, DVM  
(08 VET 025)**

DOE Attorney Jim Polewski presented the Proposed Stipulation, Final Decision and Order in the disciplinary action against Jacqueline S. Haeft, DVM (08 VET 025). The Board will deliberate this matter during closed session.

**ERIK H. HAUKAAS, DVM  
(07 VET 031)**

DOE Attorney Chad Kopljen presented the Proposed Stipulation, Final Decision and Order in the disciplinary action against Erik H. Haukaas, DVM (07 VET 031). The Board will deliberate this matter during closed session.

**KATIE C. HOM, DVM  
(07 VET 031)**

DOE Attorney Chad Kopljen presented the Proposed Stipulation, Final Decision and Order in the disciplinary action against Katie C. Hom, DVM (07 VET 031). The Board will deliberate this matter during closed session.

**JEFFREY L. MILLS, DVM  
(08 VET 008)**

DOE Attorney Jim Polewski presented the Proposed Stipulation, Final Decision and Order in the disciplinary action against Jeffrey L. Mills, DVM (08 VET 008). The Board will deliberate this matter during closed session.

**AMY A. PROCHNOW, DVM  
(07 VET 002)**

DOE Attorney Jim Polewski presented the Proposed Stipulation, Final Decision and Order in the disciplinary action against Amy A. Prochnow, DVM (07 VET 002). The Board will deliberate this matter during closed session.

**Items for Board Review:**

**UPDATE REGARDING BOARD ACCESS TO THE WVMA  
RECORDING KEEPING COURSE**

Michele Miller Hayes indicated that a member of the Board should review this course on behalf of the Board. Dr. Greer will review the WVMA record keeping course and will report back to the Board regarding the acceptability of this course for purposes of remediation.

**BOARD DISCUSSION: VETERINARY INFORMATION VERIFYING AGENCY  
(VIVA) DATABASE ESTABLISHED BY THE AMERICAN ASSOCIATION OF  
VETERINARY STATE BOARDS (AAVSB)**

Kelli Ka'alele provided an update on her findings related to VIVA reporting and indicated that she must conduct internal research before she can provide a full report to the Board. The Board will receive more information regarding Department's ability to participate in VIVA reporting at its next meeting.

**JOHN MURRAY, DRL EXECUTIVE ASSISTANT  
UNLICENSED PRACTICE DISCUSSION**

**Proposal to Establish a Veterinary Examining Board Subcommittee on Unlicensed  
Enforcement Authority**

John Murray, Executive Assistant, joined the Board for discussion of the formation of a Subcommittee of the Board to address the matter of unlicensed enforcement authority. He indicated that he has had several meetings with Department staff and representatives from the Wisconsin Veterinary Medical Association (WVMA) relating to the issue of unlicensed practice. John Murray indicated that Secretary Ross is supportive of the Board's wish to research policy and that the development of this subcommittee is supported by the Department. He added that due to the state's current fiscal environment the Department is encouraging subcommittee meetings to occur in conjunction with regularly scheduled Board meetings.

Kelley McDowell, WVMA, spoke favorably of the establishment of the Board Subcommittee on Unlicensed Enforcement Authority. She noted conversations she had with former Board member Wesley Elford who expressed interest in this concept and in participating on this subcommittee.

The Board discussed its history and current experiences relating to unlicensed practice matters. The Board felt that appointments to the subcommittee should be delayed until its current large animal veterinarian vacancy has been filled, but agreed that the committee should be made up of four members of the Board. The subcommittee would consist of a large animal veterinarian, a small animal veterinarian, a veterinary technician and a public member.

The Board discussed the purview of the subcommittee and generally agreed it would assess the Board's current authority to address unlicensed practice matters and would work to identify rule or statute changes that would grant the Board this authority. John Murray informed the Board that once subcommittee concludes its business a discussion between the Board and Department would be necessary to determine the feasibility of the subcommittee's proposal.

Until this committee is formed Dr. Spencer suggested that the Rules Review Committee should review unlicensed practice in an effort to make rule recommendations that are in line with the Board's goal of assuming some measure of unlicensed practice authority.

### **REVIEW REPORT OF UNLICENSED PRACTICE CASES RELATING TO THE PRACTICE OF VETERINARY MEDICINE**

Noted.

### **REVIEW AND CONSIDERATION OF UNITED STATES ANIMAL HEALTH ASSOCIATION (USAHA) 2010 RESOLUTION 11: PREPARATION OF THE VETERINARY WORKFORCE TO BETTER PERFORM ACCREDITED TASKS, INCLUDING DETECTION AND RESPONSE TO ANIMAL DISEASE**

The Board reviewed and discussed correspondence from the United States Animal Health Association (USAHA) outlining its resolution regarding preparation of the veterinary workforce to better perform accredited tasks and response to animal disease. The Board noted that it appeared that the USAHA was seeking state approval of a course for continuing education (CE) credits and requested that the Office of Education and Examinations reply to this organization outlining Wisconsin's CE approval process.

### **LEGISLATIVE REQUEST REGARDING VETERINARY TECHNICIAN ON-THE-JOB TRAINING**

Michele Miller Hayes informed the Board that this topic was included as an informational item. She noted that the Department will be looking toward professional associations and Board member activity to move items through the legislative process and suggested that the Board should begin searching for sponsorship. The Board acknowledged that the Wisconsin Veterinary Medical Association and the Wisconsin Veterinary Technician Association will likely need to assist in finding support for this legislation.

**CONSIDER PUBLICATION OF SCOPE STATEMENT FOR PROPOSED RULE VE 2 & VE 3 REGARDING NORTH AMERICAN VETERINARY LICENSING EXAMINATION (NAVLE) AND PROGRAM FOR THE ASSESSMENT OF VETERINARY EDUCATION EQUIVALENCE (PAVE)**

Michele Miller Hayes indicated that emergency rules have been pursued by the Board to address rule language at VE 2 and VE 3 regarding provisions relating to PAVE and NAVLE. She explained that emergency rules are not a permanent solution and as such the Board will need to pursue promulgation of permanent rules. The Board considered publication of the scope statement and took action on this item as outlined in the motion below.

**MOTION:** William Rice moved, seconded by JoAnn Kleman, to approve the scope statement for VE 2 and VE 3 regarding NAVLE and PAVE. Motion carried unanimously.

**REVIEW OF DRAFT OF VE 2 AND VE 3 ORDER ADOPTING EMERGENCY RULE REGARDING NORTH AMERICAN VETERINARY LICENSING EXAMINATION (NAVLE) AND PROGRAM FOR THE ASSESSMENT OF VETERINARY EDUCATION EQUIVALENCE (PAVE)**

The Board reviewed the Order Adopting Emergency Rules for VE 2 and VE 3 regarding NAVLE and PAVE and took the action outlined in the motion below.

**MOTION:** Donald Peterson moved, seconded by JoAnn Kleman, to approve the Order Adopting the Emergency Rules. Motion carried unanimously.

**RULES REVIEW COMMITTEE REPORT**

The Board was advised that there was no meeting of the Veterinary Rules Review Committee due to a lack of quorum. Kelli Ka'alele and Kimberly Wood will work to schedule a meeting of the Committee prior to the next meeting of the full Board.

**Board Review of WVMA Recommendation: VE 7.06 Make it Unprofessional Conduct to Use or Donate Expired Medical Materials to Animal Shelters**

The Board reviewed a research memo created by Kris Anderson, Paralegal, relating to the use or donation of expired medical materials. The Board discussed this topic at length and concluded that the Rules Review Committee should revisit this matter and work to incorporate wording to indicate that it is unprofessional conduct to sell, dispense, donate, or use expired product without obtaining informed consent and without the existence of a valid veterinarian-client-patient relationship (VCPR). During the course of discussion comments were provided by Kim Brown Pokorny, WVMA, and Yvonne Bellay, DATCP.

**Rules Review Committee Request for Board Discussion and Feedback of Practice Question: What Veterinary Medical Acts may be Delegated to Certified Veterinary Technicians? – d.) Obstetrical Treatment**

The Board worked to determine what delegated medical acts were intended to be delegated to certified veterinary technicians pursuant to VE 7.02 (3d). JoAnn Kleman provided the Board with information applicable to the intention of this rule. The Board discussed if it should revise this rule or if the rule language should remain as it currently exists. The Board determined that additional information is needed prior to making a determination. Kim Brown Pokorny, WVMA, indicated that she would work to obtain feedback from a large animal veterinarian that utilizes veterinary technicians in their practice and will report to the Board with her findings at its next meeting.

**PRACTICE QUESTIONS AND FREQUENTLY ASKED QUESTIONS**

**Practice Question – Can a Veterinarian in Wisconsin to Prescribe and Dispense a Pentobarbital for an Owner to Use at Home**

The Board revisited a question originally discussed at a previous meeting. Michele Miller Hayes directed the Board's attention to a statement provided by Tom Hill, Drug Enforcement Administration, regarding the legality of providing a client with Penobarbital to independently euthanize a pet at home. The Board determined that there are substantial liability concerns for veterinarians that prescribe and dispense a Penobarbital for an owner to use at home.

**WVMA PRACTICE QUESTIONS**

**WVMA Question 1: If Dr. A is not available can Dr. B write a prescription for a client/patient based on the information Dr. A has provided in medical records regarding a treatment for client/patient? Client/patient has been seen within the year by Dr. A.**

After Board discussion of this question it was decided that if the veterinarian (Dr. B) works in the same clinic as the patient's regular veterinarian (Dr. A) and they can justify a valid VCPR based on medical records and conversation with the client, it is very unlikely the Board would find that they were practicing unprofessionally. The veterinarian (Dr. B) should document in record that they reviewed the patient records and talked to the client, thus establishing a VCPR. The Board indicated that if the veterinarian (Dr. B) isn't comfortable providing a prescription for the patient it is their choice to decline. During the course of discussion Kim Brown Pokorny provided comments to the Board about this practice question and relative to the scenario at hand.

**WMVA Question 2:**

- A. If an animal comes to the hospital in a critical state and the owner has no money what are we required to do? Stabilizing the patient or providing pain relief for the patient in this situation is a vague requirement and can be costly.**

The Board discussed this scenario and determined that a Wisconsin licensed veterinarian that has not established a valid VCPR is not necessarily obligated to provide service to a patient as outlined in this question. The Board indicated that this situation would require a business decision on the part of the veterinarian regarding the risks he or she is willing to take in terms of providing treatment to a patient whose owner cannot pay for rendered services. The Board indicated that if a valid VCRP is already in existence the veterinarian would be obligated to care for the patient.

- B. If a patient is a client and their animal has been seen within the year can medication be prescribed if the owner is unable to come in or refuses an exam and wants to try medication first? (Example ear infection, diarrhea). This happens all the time and it includes clients calling for another doctor when that doctor is not in the office and another doctor is taking the call.**

The Board discussed this question and indicated that it would be acceptable if the veterinarian has established a valid VCPR and added that the veterinarian must have sufficient knowledge of the patient to make a judgment about appropriate treatment based upon adequate knowledge of the patient's current condition.

**WVMA Question 3:**

- A. Who is responsible for keeping patient medical records – the clinic or the veterinarian?**

The Board indicated that it is a veterinarian's responsibility to maintain patient medical records.

- B. What happens if the veterinarian moves to a new place of employment?**

If the client cannot obtain patient records from a veterinary clinic the client may need to pursue civil enforcement.

**Question 4: Acceptable titles for veterinary clinics**

The Board reviewed a question about a clinic that is considering a name change to include a reference to critical care and if it is acceptable to do so if the clinic does not employ a board certified "criticalist." The Board noted that advertisements, such as the clinic name, must accurately represent the services that the clinic is able to provide. As long as the veterinarian or clinic is in compliance with VE 7.06 (5) they can name the clinic as they please.

**CONSIDERATION OF AMERICAN ASSOCIATION OF VETERINARY STATE  
BOARDS (AAVSB) NOMINATIONS FOR UPCOMING OPEN POSITIONS**

The Board reviewed information from the AAVSB regarding nominations for upcoming open positions. Dr. Greer expressed interest in participating on the AAVSB Board of Directors. Kelli Ka'alele will see that the Board's nomination of Dr. Greer is provided to AAVSB. The Board agreed that Dr. Robert Spencer will serve as a contact person for any questions relating to Dr. Greer's nomination.

**MOTION:** JoAnn Kleman moved, seconded by Donald Peterson, to nominate Marthina Greer to an AAVSB Director position, or any other position for which she expresses interest. Motion carried unanimously.

**INFORMATIONAL ITEMS**

**Proposal Regarding the Creation of Informed Consent Training – Collaboration of the Wisconsin Veterinary Medical Association (WVMA) with the Division of Enforcement (DOE)**

The Board reviewed a proposal for an Informed Consent training to be created via collaboration between the WVMA and the DOE. The Board expressed support of this training as long as it is able to review the training content prior to release to license holders or the public. Kim Brown Pokorny, WVMA, expressed concerns about the financial investment associated with the recording of this training and noted that the WVMA would like assurance that this training would receive Board recognition prior to making such an investment.

The Board discussed quality control issues relating to this proposed training. Michele Miller Hayes informed the Board that the Department will work to address potential quality concern issues internally.

**CLOSED SESSION**

**MOTION:** Donald Peterson moved, seconded by JoAnn Kleman, to convene to closed session to deliberate on cases following hearing (Wis. Stat. 19.85(1) (a)), to consider licensure or discipline (Wis. Stat. § 19.85(1) (b)), to consider individual histories or disciplinary data (Wis. Stat. § 19.85(1) (f)), and to confer with legal counsel (Wis. Stat. § 19.85(1) (g)). Motion carried by a roll call vote: Marthina Greer-yes; JoAnn Kleman-yes; Donald Peterson-yes; William Rice-yes; and Robert R. Spencer-yes.

The Board convened into Closed Session at 1:15 p.m.

**RECONVENE INTO OPEN SESSION IMMEDIATELY  
FOLLOWING CLOSED SESSION**

**MOTION:** William Rice moved, seconded by JoAnn Kleman, to reconvene into open session. Motion carried unanimously.

The Board reconvened into open session at 2:00 p.m.

**VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION IF  
VOTING IS APPROPRIATE**

**DELIBERATION OF STIPULATION(S), FINAL DECISION(S) AND ORDER(S)**

**JODI S. BOHL, DVM  
09 VET 016**

**MOTION:** Donald Peterson moved, seconded by William Rice, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Jodi S. Bohl, DVM (09 VET 016). Motion carried unanimously.

**ABBEY E. BUTLER, DVM  
07 VET 002**

**MOTION:** Donald Peterson moved, seconded by William Rice, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Abbey E. Butler, DVM (07 VET 002). Motion carried unanimously.

**MATTHEW R. EAGEN, DVM  
07 VET 060**

**MOTION:** Donald Peterson moved, seconded by William Rice, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Matthew R. Eagen, DVM (07 VET 060). Motion carried unanimously.

**IRVIN G. GANZHUBNER, DVM  
08 VET 028**

**MOTION:** Donald Peterson moved, seconded by William Rice, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Irvin G. Ganzhubner, DVM (08 VET 028). Motion carried unanimously.

**GRETCHEN GERBER, DVM  
08 VET 022**

**MOTION:** Donald Peterson moved, seconded by William Rice, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Gretchen Gerber, DVM (08 VET 022). Motion carried unanimously.

**BRIAN M. GRANDAW, DVM  
09 VET 047**

**MOTION:** Donald Peterson moved, seconded by William Rice, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Brian M. Grandaw, DVM (09 VET 047). Motion carried unanimously.

**ALICIA GUARINO HREBIK, DVM  
07 VET 040**

**MOTION:** Donald Peterson moved, seconded by William Rice, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Alicia Guarino Hrebik, DVM (07 VET 040). Motion carried unanimously.

**JACQUELINE S. HAEFT, DVM  
08 VET 025**

**MOTION:** Donald Peterson moved, seconded by William Rice, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Jacqueline S. Haeft, DVM (08 VET 025). Motion carried unanimously.

**ERIK H. HAUKAAS, DVM  
07 VET 031**

**MOTION:** Donald Peterson moved, seconded by William Rice, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Erik H. Haukaas, DVM (07 VET 031). Motion carried unanimously.

**KATIE C. HOM, DVM  
07 VET 031**

**MOTION:** Donald Peterson moved, seconded by William Rice, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Katie C. Hom, DVM (07 VET 031). Motion carried unanimously.

**JEFFREY L. MILLS, DVM  
08 VET 008**

**MOTION:** Donald Peterson moved, seconded by William Rice, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Jeffrey L. Mills, DVM (08 VET 008). Motion carried unanimously.

**AMY A. PROCHNOW, DVM  
07 VET 002**

**MOTION:** Donald Peterson moved, seconded by William Rice, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order in the matter of disciplinary proceedings against Amy A. Prochnow, DVM (07 VET 002). Motion carried unanimously.

**APPLICATION REVIEW**

**Re-registration Application of Leslie Parr**

**MOTION:** JoAnn Kleman moved, seconded by William Rice, to grant certification as a veterinary technician to Leslie Parr and to refer this matter to the Division of Enforcement for further action. Motion carried unanimously.

**DELIBERATION OF PROPOSED ADMINISTRATIVE WARNINGS**

**09 VET 020**

**MOTION:** Donald Peterson moved, seconded by William Rice, to issue an administrative warning in the matter of case number 09 VET 020. Motion carried unanimously.

**09 VET 049**

**MOTION:** Donald Peterson moved, seconded by William Rice, to issue an administrative warning in the matter of case number 09 VET 049. Motion carried unanimously.

**CASE STATUS REPORTS**

Noted.

**CASE CLOSINGS**

**09 VET 009**

**MOTION:** Donald Peterson moved, seconded by William Rice, to close case 09 VET 009 against T.S. for prosecutorial discretion (P1). Motion carried unanimously.

**10 VET 005**

**MOTION:** Donald Peterson moved, seconded by William Rice, to close case 10 VET 005 for insufficient evidence. Motion carried unanimously.

**10 VET 008**

**MOTION:** Donald Peterson moved, seconded by William Rice, to close case 10 VET 008 against P.N. for no violation. Motion carried unanimously.

**10 VET 035**

**MOTION:** Donald Peterson moved, seconded by William Rice, to close case 10 VET 035 for no violation. Motion carried unanimously.

**10 VET 031**

**MOTION:** Donald Peterson moved, seconded by William Rice, to close case 10 VET 031 for no violation. Motion carried unanimously.

**10 VET 042**

**MOTION:** Donald Peterson moved, seconded by William Rice, to close case 10 VET 042 for no violation. Motion carried unanimously.

**09 VET 037**

**MOTION:** Donald Peterson moved, seconded by William Rice, to close case 09 VET 037 for prosecutorial discretion (P2). Motion carried unanimously.

**09 VET 030**

**MOTION:** Donald Peterson moved, seconded by William Rice, to close case 09 VET 030 for prosecutorial discretion (P7). Motion carried unanimously.

**09 VET 020**

**MOTION:** Donald Peterson moved, seconded by William Rice, to close case 09 VET 020 for administrative warning. Motion carried unanimously.

**07 VET 002**

**MOTION:** Donald Peterson moved, seconded by William Rice, to close case 07 VET 002 against N.A. for insufficient evidence. Motion carried unanimously.

**07 VET 028**

**MOTION:** Donald Peterson moved, seconded by William Rice, to close case 07 VET 028 for insufficient evidence. Motion carried unanimously.

**10 VET 003**

**MOTION:** Donald Peterson moved, seconded by William Rice, to close case 10 VET 003 for insufficient evidence. Motion carried unanimously.

**DOE SIGNATURE COLLECTION**

Signatures were obtained for all required documentation.

**CONSULTING WITH LEGAL COUNSEL**

Michele Miller Hayes, Legal Counsel, was available to the Board for consultation for the duration of closed session deliberations.

**ADJOURNMENT**

**MOTION:** JoAnn Kleman moved, seconded by Donald Peterson, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 2:07 p.m.